

Spencer Township Trustee Meeting

July 20, 2023

Chair of the Board, Michael B. Hood, called the meeting to order at 7:05pm.

A Zoning hearing was held for Wayne Hoover and his removal from the Board of Zoning Appeals.

People who wanted to speak at the hearing were sworn in.

Minutes for the hearing will be transcribed and available.

After the hearing, Trustee Kester made a motion to go into executive session with the Zoning Inspector and the Township's legal representative to consider the purchase of property and to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official, Trustee Anderson seconded. Roll call vote: Trustee Kester: yes, Trustee Anderson: yes, Trustee Hood: yes.

Trustee Kester made a motion to come out of executive session, Trustee Anderson seconded. Roll call vote: Trustee Kester: yes, Trustee Anderson: yes, Trustee Hood: yes.

Trustee Hood called the Spencer Township Trustee meeting to order.

Roll Call

Trustee Steven A. Kester	Present
Trustee Dean Anderson	Present
Trustee Michael B. Hood	Present

Pledge to the Flag

Minutes

Trustee Anderson made a motion to accept the minutes from the June 1, 2023, meeting, Trustee Kester seconded. Roll call vote: Trustee Kester: yes, Trustee Anderson: yes, Trustee Hood: yes.

Financials

Receipts	\$27,170.53
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Payments \$185,193.36

Fund Reports

General	\$2,450,789.75
Motor Vehicle License	\$22,934.57
Gas Tax	\$91,999.74
Road and Bridge	\$85,763.58
Fire	\$112,467.86
Permissive Motor	\$82,196.06
American Rescue Plan	\$136,984.87
Misc. Special Revenue	\$1,038.18
Misc. Capital Projects	<u>\$98,419.74</u>
Total Fund Balances	\$3,082,594.35

Trustee Kester made a motion to accept the financials, Trustee Anderson seconded. Roll call vote: Trustee Kester: yes, Trustee Anderson: yes, Trustee Hood: yes.

There was discussion on the need of an audit committee. This was recommended from the last Audit performed by the Auditor of State's office.

Trustee Kester made the motion to appoint Dawn McDonald, Michael Hood and Legal representative, Jeff Stopar to the audit committee, Trustee Anderson seconded. Roll call vote: Trustee Kester: yes, Trustee Anderson: yes, Trustee Hood: yes.

Resolution 2023-07-20 was presented to the Board.

The resolution will amend the certificate with the Lucas County Auditor in the amount of \$72,900. Account 1000-390-360-000 will be increased by said amount.

Trustee Anderson made the motion to amend the certificate by \$72,900, Trustee Kester seconded. Roll call vote: Trustee Kester: yes, Trustee Anderson: yes, Trustee Hood: yes.

Pay the Bills

Trustee Kester made a motion to pay the bills for the month, Trustee Anderson seconded. Roll call vote: Trustee Kester: yes, Trustee Anderson: yes, Trustee Hood: yes.

Zoning

Jacob Barnes, Zoning Inspector, gave the report.

9300-9500 Block of Angola. The Township is working with the owner to clean up the area. The permit was issued for the dwelling to be placed on the existing foundation.

2001 Schwamberger. The Township continues to monitor as the County is also involved.

Mr. Barnes is working on numerous complaint investigations.

Other permits were issued throughout the month.

BZA

Road

Tim Bowes gave the road report.

The stone cut through at Angola and Crissey has been removed, graded, and seeded.

Parking lots have been sealed, striped and parking blocks in place.

Roadside mowing is ongoing.

A date will be determined for Fall Dumpster Days. There was discussion that a 40-yard container was only half-filled last year.

Mr. Bowes asked the Board to consider the purchase of an excavator and trailer.

The fully executed copy of the Joint Cooperative Agreement between Spencer Township and OPWC for the paving of: Whitehouse Spencer Road: Shaffer to Garden.

The Township has 55 tons of salt from last year at the Lucas County Engineers. At this time they are not allowing any outside agency to purchase additional salt.

Fire

John Ziehr, Battalion Chief, gave the report.

They appreciate the parking lot work and striping.

Training has occurred throughout the month. They have the most aggressive protocols in Lucas County regarding training he explained.

Forcible entry training occurred.

Water rescue training is ongoing as Wiregrass is seeing more and more activity.

Frankfort and Irwin had another accident Trustee Kester mentioned.

23 Rescue/EMS
3 Fire
26 Total Runs

JEDZ

Correspondence

The Township received correspondence from the Conservancy District Program. It is a new program providing economic support to conservancy districts for infrastructure projects. There was discussion on the matter. Trustee Anderson made a motion to participate in the program, Trustee Kester seconded. Roll call vote: Trustee Kester: yes, Trustee Anderson: yes, Trustee Hood: yes.

ODNR is now accepting applications for 2023 H2Ohio Wetland Project Grants.

The 2023-204 Summary of Coverages by OTARMA was received. Coverages included crime coverage, property coverages, automobile coverages, and cyber coverages. The total insurance premium was \$12,434, which was a decrease over last year's premium of over \$14,000.

Trustee Kester made a motion to accept the insurance renewal from OTARMA, Trustee Anderson seconded. Roll call vote: Trustee Kester: yes, Trustee Anderson: yes, Trustee Hood: yes.

Old Business

D2 Dodson presented an invoice for extras when installing 2 receptacles for the admin office project. The amount of the invoice was \$475.

Kester Anderson made a motion to pay the invoice, Trustee Kester seconded. Roll call vote: Trustee Kester: yes, Trustee Anderson: yes, Trustee Hood: yes.

Trustee Kester gave the update. Buckeye Cable will have their walk a bout done by the end of the month.

New Business

A special meeting policy was presented to the Board by Attorney Stopar. Trustee Hood read the proposed policy and there was discussion on how it came about. He explained 2 alternate members of one of the zoning boards attempted to schedule a special meeting.

Trustee Anderson made a motion to approve the policy, Trustee Kester seconded. Roll call vote: Trustee Kester: yes, Trustee Anderson: yes, Trustee Hood: yes.

Trustee Hood stated all zoning board meetings will go through and be communicated through the Township's Administrative Assistant's office.

The air conditioning unit at the Town Hall needed to be replaced in June. D2 Dodson did the repair/replacement work. This was deemed maintenance as it was an emergency.

At 8:47pm, Trustee Kester made a motion to go into executive session to consider the purchase of property and to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official, Trustee Anderson seconded. Roll call vote: Trustee Kester: yes, Trustee Anderson: yes, Trustee Hood: yes.

Trustee Anderson made a motion to come out of executive session at 9:13pm, Trustee Kester seconded. Roll call vote: Trustee Kester: yes, Trustee Anderson: yes, Trustee Hood: yes.

On July 5 there was a no call/no show by one of the road employees Trustee Hood explained.

Trustee Hood read a letter suspending the employee 1 day without pay.

Trustee Anderson made the motion to suspend Dean Croskey 1 day without pay and he is not able to use person, sick or vacation time for the suspension, Trustee Kester seconded. Roll call vote: Trustee Kester: yes, Trustee Anderson: yes, Trustee Hood: yes.

Trustee Kester would like the employee handbook to be updated with the following:

1st no call/no show offense: you will have the day off with no pay and 1 extra day with no pay and no ability to use sick, personal or vacation pay.

2nd no call/no show offense: you will have 2 days off with no pay and 2 extra days with no pay and no ability to use sick, personal or vacation pay.

3rd no call/no show offense: you will have 3 days off with no pay and 5 extra days with no pay and no ability to use sick, personal or vacation pay.

4th no call/no show: termination

The above offenses are all within a rolling 1 year calendar.

Call In Policy:

A call should be made to the administrative assistant's office within 1 hour of the reporting time. If the call is not made within the hour, this will be considered a no call/no show.

Open to the Public

Michael Varanese, Oak Terrace, asked what is going on with his house. He was informed he had to remove it by the Zoning Inspector when Trustees Anderson and Hood told him it was ok.

There was discussion on the matter.

Trustee Anderson explained the position of the Township of the manufactured home located at 305 Oak Terrace Blvd belonging to Mr. Varanese. Going back to 2018, the BZA denied his variance request to allow the non-permitted manufactured home to remain on the property at 240 S. Meilke. The home was then moved to 305 Oak Terrace. On July 19, 2018, the Spencer Township Board of Trustees approved a resolution authorizing court action to order the removal of the illegally placed home. The matter was then filed in Court.

Mr. Varanese explained the previous zoning inspector approved the permit and someone from the Township stopped his inspection from being conducted when he paid the \$650 fee recently. He requested a letter from the Township that it is ok to have the inspector come back out. Mr. Varanese stated he will get with the inspector to see what is required in the letter for the inspector.

Ray Haven, Frankfort Road, spoke about his interest in becoming a Trustee. He is running in November for the position.

Trustee Anderson made a motion to adjourn, Trustee Kester seconded. Roll call vote: Trustee Kester: yes, Trustee Anderson: yes, Trustee Hood: yes.

X

Dawn E. McDonald
Fiscal Officer

X

Michael B. Hood
Chair of the Board of Trustees

X

Dean Anderson
Vice Chair of the Board of Trustees

X

Steve A. Kester
Trustee