

**Board of Trustees of Sandusky Township
Sandusky County, Ohio**

Minutes of Regular Meeting of September 5, 2023

The Trustees of Sandusky Township met in regular session at Sandusky Township Hall at 6:00 p.m., with the following members present:

Paul Lotycz, Gilbert Overmyer, and Kyle Amor.

Fiscal officer, Alexis Brickner was in attendance.

The minutes from the August 18, 2023 meeting were reviewed. A motion was made to accept the minutes with no additions or corrections by Chip. Kyle seconded the motion. There was no further discussion and the motion passed.

The revenues and expenditures were reported by Alexis as follows:

	August 16 – September 5	YTD
Revenue	\$60,150.70	\$973,423.77
Expenditures	\$281,229.86	\$777,881.04

Chip made a motion to accept and pay the bills. Kyle seconded the motion. There was no further discussion and the motion passed.

Barbara Bristley attended the meeting. Ms. Bristley inquired about when the lady who discusses medical insurance would be coming to a meeting. The board advised Ms. Bristley that the insurance agency rep was scheduled to be at this evenings meeting but had to reschedule due to a death in her family. She will be attending the September 19th meeting.

Brent Saionz of the roads department attended the meeting and gave the following update:

- The excessive rainfall during the week of August 21-25 caused a couple of issues throughout the township. The tile main between Sunset and Irvington collapsed. A sinkhole developed due to this and Brent would like to utilize the hole to install a catch basin. There was flooding on Crestwood caused by tree roots in the tile. The tile was jetted to get the water moving but it needs more work. Adkins will come out next week to complete the additional work. Fairway had some standing water so that tile will be jetted and River Road had a washout that was taken care of by the road crew.
- The 3rd round of mowing is complete.
- The lot on the corner of North Street and Dickinson Street appeared to have someone living on it. Brent and the road crew cleaned up the trash and placed a no trespassing sign on the property.

Chip wanted to thank Chad Bender of the road crew for quickly handling a burial that was not on the schedule due to a communication issue.

Kyle shared the following updates:

- A resident asked about the use of chemicals in the cemeteries around headstones. Kyle inquired about why chemical was used instead of weed whacking. Brent advised that the weed whacking required a significant amount of man hours but he has noticed the chemical that is being used has started creeping out further than he has intended. Kyle asked to have the road department re-evaluate the type of chemical that is being used next year.
- Shafferly Construction has been in the area of Muskellunge Creek Road to run a fiber optic cable. AEP has contracted them to run the cable from Fostoria to Fremont. They are not going down Route 20 because of

regulations from the state and the township doesn't have as many. Kyle will do more research into the township regulations for future projects.

Chip shared the following updates:

- Spoke with Carlos Baez from the County Engineers office regarding the alley off Cook Street. Carlos wanted to be sure the township was aware that if they alley was made functional, the township would have to maintain it. A determination about whether the property is an alley or easement has not yet been made though.
- Ludwig Propane pre-buy prices were sent out. This year's price is \$1.98/gallon. Chip will do cost comparisons.
- Inquired about the payment for Sorg graphics from Alexis. Alexis advised that the company was not in the system so she had to secure an EIN number before payment could be made. The contact from Sorg sent an EIN earlier in the day so a payment will be ready at the next meeting.

Paul shared the following updates:

- The corner of Lake and Williams had a high weed complaint. Brent and Paul tried to knock the weeds down and Paul mowed them off later.
- All signatures were obtained for the Issue 2 funds. Werth Road will be completed with those grant funds next year.
- There was an ad for fabric buildings in the recent issue of the township magazine. Paul questioned Chip about where we stand with the company who was supposed to get us more information. Chip reached out to the company again and they advised that they got busy and needed to us to send them more information. Chip will send this information and will also look into the company that was advertising in the magazine.
- Health Department Board President, John Zimmerman, spoke with Paul about contacting the owner of Tiffin Paper Company regarding the Artz property. The owner advised that he will no longer allow Mr. Artz to take products home from the facility.

Paul made a motion to adopt the following Resolution: Accepting the Amounts and Rates as Determined by the budget commission and authorizing the necessary tax levies and certifying them to the County Auditor. Kyle seconded the motion. Voting was as follows: Kyle Amor- Yes, Gilbert Overmyer- Yes, Paul Lotycz- Yes.

Alexis shared the following updates:

- The 2021-2022 audit was completed by the state appointed auditing company. In the audit it was discovered that the former Fiscal Officer deposited funds received from the sale of the township ambulances, into the Miscellaneous Capital Improvements fund, which was incorrect. The proceeds were to be deposited back into the Ambulance fund that was originally used to purchase the ambulances. Therefore, we need to move the proceeds into the correct fund but because other purchases were made using this fund, it will create a negative fund balance, which cannot happen. To resolve this issue, funds need to be moved to the Misc. Capital Improvements fund before any money can be moved back into the ambulance fund to avoid a negative balance. Alexis will contact the County Auditor to inquire about the proper order in which to complete this transfer so as to avoid any further issues.
- A resident of the township inquired about using the meeting room on the trustee side of the building for public use. It is currently only allowed to be used by nonprofit and political organizations. The board would like more information regarding liability, cleaning, and cost structure to be obtained before a decision can be made. Paul will contact Ballville and Rice townships to gain some insight on these matters.

The air conditioner was not working properly. Brent will contact someone to look at it tomorrow.

Next meeting is September 19th at 6 pm.


Kyle made a motion to adjourn. Chip seconded the motion. Motion passed and the meeting adjourned at 7:37 pm.




Paul Lotycz, Chairman



Alexis Brickner, Fiscal Officer



Kyle Amor, Trustee



Gilbert Overmyer, Trustee