

**BOARD OF TRUSTEES OF SANDUSKY TOWNSHIP
SANDUSKY COUNTY, OHIO**

MINUTES OF REGULAR MEETING of March 20, 2018

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

Mr. Paul Lotycz

Mr. Gilbert Overmyer

Mr. Paul Lotycz made motion to accept the minutes. Mr. Gilbert Overmyer seconded motion. Vote as follows: Mr. Overmyer - yes, Mr. Willis - absent, Mr. Lotycz - yes.

Mr. Paul Lotycz made motion to accept and pay the bills. Mr. Gilbert Overmyer seconded motion. Vote as follows: Mr. Overmyer - yes, Mr. Willis - absent, Mr. Lotycz - yes.

Ms. Zienta reported the following Revenue and Expenditures:

	3-7-2018 through 3-20-2018	Year to Date
Revenue	15,594.04	74,111.97
Expenditures	15,862.06	200,130.24

Dennis and Sue Harrington, 817 White Road attended meeting to check on the progress of the catch basin. Looks like the township has been out but nothing has changed.

Mr. Brent Saionz informed him he has removed it to have it sized. A riser will be made and installed once it has been received. The catch basin will be raised four inches.

Mr. Bruce Berin, Certified Ambulance Group, attended meeting to go over the ambulance billing service. Mr. Berin identified an issue with the Revenue Recovery form that identifies resident and non-resident patients. He has corrected the form and provided it to the fire department. Mr. Berin also provided education to the department members on the correct way to complete the Revenue Recovery form. This will help with future billing issues.

Mr. Berin did a comparison of billing rates in the area. Sandusky Township is lower than other areas and has not had a rate increase in three years. Ms. Zienta stated the township did a rate increase in December 2017 and provided a copy of it to Mr. Berin.

Mr. Berin then explained the Basic Life Support rate the township has in place. This rate is lower than surrounding areas. Medicare will only pay their rate but insurance companies will pay the higher rate if it is billed.

Mr. Dean Schneider has talked to all surrounding EMS providers and all bill for EMS services.

Credit card payments for services was discussed. People like to pay with credit cards to gain points and credit card payments will be accepted.

Other problems arise from insurance companies paying the subscriber directly for services and that subscriber will not forward the payment onto the township. This is something that does happen occasionally.

Mr. Paul Lotycz made motion to raise the Basic Life Support Ambulance charge from \$562.00/run to \$700.00/run. Mr. Gilbert Overmyer seconded motion. Vote as follows: Mr. Lotycz - yes, Mr. Willis - absent, Mr. Overmyer - yes.

Mr. Paul Lotycz, Mr. Dean Schneider and Mr. Brent Saionz will be attending a meeting with Nexus Pipeline on pipeline safety.

Mr. Dean Schneider provided the following report:

- Holes in the water rescue boat were repaired
- Co-sponsoring grain rescue in May 2018

- Chris Michael will be attending CPR Instructor training
- The department will be doing tactical training in a vacant house
- The Ohio Fire Code was updated in 2017. Mr. Schneider and several fire department members attended an informational meeting on the changes

Mr. Brent Saionz provided the following report:

- Evaluations have been completed and provided to the Trustees
- Discussed the problems with the 1-ton truck
- Preparing the equipment for mowing season
- Salt level is good
- Mr. Saionz will take some of the asphalt grindings from the Poorman's Subdivision paving
- Contacted Rich Randolph, Engineer's office about the broken tile from the Power Company. Will have it run through the RUMA agreement.
- Would like Trustees to look at repairing Fairway Drive while paving Poorman's Subdivision.

Trustees will send a letter to the County Engineer requesting an estimate for paving be done for Poorman's Subdivision and Fairway Drive up to Township Line Road.

Mr. Gilbert Overmyer attended the 2018 County Tax Abatement meeting. Everything was approved. Inoac was approved for an abatement for their addition.

Relating to the problem with out-of-town people dumping brush at the township hall, City of Fremont Prosecutor, Jim Melle has agreed to prosecute 1-2 bad offenders to get people's attention.

The Sandusky County Engineer is preparing their annual Pavement Marking Contract for 2018 and would like to know if the Township would like to be included in their contract. Trustees and Mr. Saionz will look at possible roads to be included. Deadline for participation is May 4, 2018.

The letter did go out to the County Engineer for the Durbin Drive storm drain engineering.

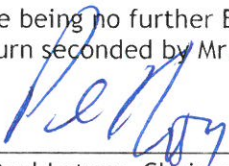
At the last meeting, Ms. Zienta asked Mr. Matt Hoffman to provide all Zoning Permits he has issued along with the township's cell phone that was provided for Zoning calls that he is not using. This has not been provided.

The following was discussed:

- The cell phone will be removed once it is received.
- The Zoning Permits have not been provided.
- Once Mr. Hoffman approves a permit, a copy of the permit is not being provided to the applicant. He is giving a verbal approval and not a copy of the permit. Mr. Overmyer asked if he has postage stamps. Ms. Zienta stated she gave him a roll of 100 stamps.
- The Sandusky County Auditor's office requested in November 2017 he provide copies of all permits issued. This letter was unopened and at the township hall. Mr. Saionz contacted Ms. Zienta in December and told him to open it. Mr. Saionz stated he would contact Mr. Hoffman and inform him about the request. Mr. Hoffman stated to Mr. Saionz at that time that it was already taken care of.
- Another letter was sent by the Sandusky County Auditor's office in January 2018 requesting the information.
- Ms. Zienta contacted the Auditor's Office two weeks ago and they confirmed that they have not received any information from Mr. Hoffman.
- At the last meeting, Mr. Hoffman stated that he is getting the permits together and he has lost three of the permits that he has issued.
- The first meeting in February 2018, he turned in the checks he has received. One check was dated October of 2017.

- One check that was questioned last year that was not received when he turned in his information and it was not included. His response was that his cat pushed the check off the desk.
- There are not checks and balances on what he is collecting and what he is turning in.
- The Zoning Board does not govern the Zoning Inspector, the Trustees do. The Zoning Board would like to know what permits have been issued to make certain the Zoning Resolution is being followed.
- Issues on what permits are being issued to whom.
- Zoning permits can be scanned and provided to the zoning board if provided.
- The Zoning department has not been good for some time.
- Ms. Zienta would like to have a checks and balance system setup. When the money is turned in...a copy of the permit is also provided.
- Ms. Zienta did send out an email to all the zoned townships in the county on their procedures. One township requires a copy of the permit issued with the check provided. One Township has numbered permits and it has to be accounted for.
- Other townships are interested in what we are doing.
- Checks are not being provided on a timely basis.
- Mr. Barney stated that Ms. Zienta is responsible for all the money's coming in.
- Once all the permits are received, Ms. Zienta can account for the money received.
- Numbered Zoning Receipts was discussed.
- Mr. Lotycz texted Mr. Hoffman about providing the information

There being no further Business to come before the Board of Trustees, Mr. Overmyer made motion to adjourn seconded by Mr. Lotycz.



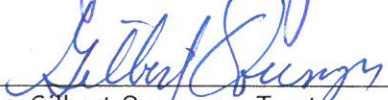
 Mr. Paul Lotycz, Chairman



 Ms. Cynthia Zienta, Fiscal Officer



 Mr. Mike Willis, Trustee



 Mr. Gilbert Overmyer, Trustee