

**COLLEGE TOWNSHIP  
KNOX COUNTY, OHIO  
BOARD OF TRUSTEE REGULAR MEETING  
DECEMBER 11, 2024**

Trustee Chairperson Houston called the meeting to order at 6:31 p.m. All were invited to stand for the Pledge of Allegiance to the American flag. Those present were Trustees William Houston, Ed O'Connell and Bernard Ingles, Fiscal Officer (FO) Courtney DeCosky, and Administrative Assistant (AA) Lora King. Also present was Village Administrator RC Wise. Inspector Yarman was unable to attend.

**APPROVAL OF MINUTES**

Trustee Houston made a motion to approve the regular meeting minutes from November 13, 2024; Trustee Ingles seconded. Vote: all yes.

**COLLABORATIVE PARTNER, RC WISE**

VA Wise shared the Village's winter newsletter and reported that Village Lights went very well. Kenyon maintenance helped with setting up the lighting on Middle Path.

The Village is wrapping up the year. The Duff water line and Kokosing sewer line projects will finish next spring.

VA Wise met with the Ohio Department of Transportation (ODOT). They will be coming up with a final punch list of additional signage for the roundabout.

The Village is thinking of options to improve the shared use path, which does not extend to Laymon due to Ohio's Scenic River Program not wanting any more of the Kokosing River's embankment taken.

**ZONING** (*Inspector Yarman provided the following report in his absence*)

1. Rita Depolo has had the house and barn on 20417 Zion Rd. removed and cleaned up.
2. The owner of the metal container on Baker Rd. was given 60-days to remove it or the Prosecutor will file them through the court.
3. A permit was given to Joe Deloss for a deck on the garage at 19020 Glen Rd. Minimum charge was \$100.
4. Don Durbin has decided to break his property on Porter Rd. to three parcels. All meet the required setbacks and size. The health department has approved them.

## **CEMETERY**

AA King suggested the Board may consider Cemetery fee changes for the upcoming Organizational meeting on January 3, 2025.

## **ROADS**

The plate is still over the box culvert on Quarry Chapel, which is holding up for now. It is still on the Knox County Engineer's radar. Trustee O'Connell will continue to follow up with them. The Board has not received any complaints to date.

In preparation for the organizational meeting, the Township Trustees will consider hours for Supervisor Smith and Operator Blubaugh. Trustee O'Connell will meet with Supervisor Smith to discuss plans. Operator Mackey is interning with Ariel and likely will not be available at all soon. The Board will also consider a cost of living increase prior to the Organizational meeting on January 3, 2025, at 1:00 p.m. AA King will email out job descriptions and the organizational template prior to the meeting.

Discussion on College Township's drug testing requirements. With the legalization of marijuana in Ohio, the Board may want to consider their policy and disqualify marijuana from the screening process. Fiscal Officer DeCosky will inquire with the Prosecutor's office to see if any other Townships are considering alternative policies.

The Board will talk with Supervisor Smith about getting Chevrons placed by bike trail and the sign on Laymon Road that blew over.

Discussion on the recent tractor warranty quote, which Supervisor Smith recommended. Trustee Houston made a motion to enter into an extended warranty with Advantage Ag & Equipment for New Holland tractor in the amount of \$3933.00. Trustee Ingles seconded. Vote: All yes.

## ***Trustee O'Connell read SUPERVISOR SMITH'S ROADS REPORT***

*December 2024*

### ***EQUIPMENT:***

*The plow truck fuel filter housing was replaced, due to it blowing out. Blubaugh towed into Donley Ford. The tractor was picked by Ag-Pro for service and repairs on a hydraulic leak. My suggestion would be to get the extended warranty. One repair could cost that much. To my knowledge everything appears to be in good shape. I will make an appointment for the zero-turn for its yearly service.*

### ***Roads:***

*Small's contacted the County on the box culvert on Quarry Chapel Rd. The County has looked at the culvert and will do the needed repairs on it. Small's repaired the road on Glen Rd where the material sank. The repair was for no charge to us. It would be nice if ODOT would do the berm repairs on Baker Rd, because there was a lot of damage done to the berms.*

### ***General:***

*Phil is putting in some hours this month and will be available more after the first of the year. We will replace the last floor after the first of the year. I hope to get some tree trimming done as the weather permits this winter. We will be working on more clean up and organization in the building.*

## **FIRE**

*Incident Reports (read by Trustee Ingles)*

Kenyon: 14

Village: 4

Township: 4

## **GENERAL**

***Fiscal Officer's Report - December 11, 2024***

### ***Motions to Reallocate***

*FO DeCosky recommends the Board make a motion to reallocate \$1700 in the general fund from Other - other Expenses to Workers Compensation to cover the 2025 estimated annual premium. By doing this the Township receives a 2% discount.*

*FO DeCosky recommends the Board make a motion to reallocate \$274 in the general fund from Compensation of Board and Commission Members to Salaries-Trustees to cover trustee payroll in the general fund to the end of the year.*

*FO DeCosky recommends the Board make a motion to reallocate \$605 in the fire fund from Salaries-Trustees to Other - Salaries to cover AA King's portion of payroll in the fire fund to the end of the year.*

### ***Year End/New Year Procedures***

*The next few weeks into the beginning of the year will be spent closing out the year end and adherence to state and federal timelines. In addition, much time will be spent on budget and appropriations for the new year for discussion at January's organization meeting.*

### ***Financial Reports***

*Monthly financial reports are in your folders and should reflect actual financials.*

*Courtney DeCosky*

*Fiscal Officer*

*College Township*

Trustee Houston made a motion to reallocate \$1700 in the general fund from Other - other Expenses to Workers Compensation to cover the 2025 estimated annual premium. Trustee O'Connell seconded. Vote: all yes.

Trustee Houston made a motion to reallocate \$274 in the general fund from Compensation of Board and Commission Members to Salaries-Trustees to cover trustee payroll in the general fund to the end of the year. Trustee Ingles seconded. Vote: all yes.

Trustee Houston made a motion to reallocate \$605 in the fire fund from Salaries-Trustees to Other - Salaries to cover AA King's portion of payroll in the fire fund to the end of the year. Trustee O'Connell seconded. Vote: all yes.

FO DeCosky shared an update from the Prosecutor's office regarding Hold Harmless Agreements. The Prosecutor's office is happy to provide a template or assistance when something specific comes up.

Correspondence was reviewed.

Trustee Houston, Ingles and O'Connell received a letter from Dr. Al Bazoli on Met O Wood Lane with concern over the cell tower being put in on the Laymon Road property. Dr. Bazoli believed that Pleasant Township Trustees were able to stop the tower from going into Pleasant Township. Inspector Yarman had gone to the Prosecutor's office previously to see if there was anything the Township could do to stop it, but was informed that the Township could not prevent it as it is permitted in the Ohio Revised Code. Prosecutor McConville had previously sent correspondence explaining the Township's lack of authority to prevent the tower to another Met O Wood resident. The Board requested that Prosecutor McConville supply College Township with general correspondence regarding this to give to residents as they express their concerns. FO DeCosky will reach out to Inspector Yarman regarding this request.

All correspondence sent and received was discussed in the body of the meeting. There being no further business, the fund cash balances certified lawfully appropriated to pay bills being reviewed, Trustee Houston moved to pay bills. Second by Trustee O'Connell. Vote: All yes. Trustee Houston made a motion to adjourn at 7:32 p.m., with a second by Trustee Ingles . Vote: all yes.

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Chairperson

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Fiscal Officer