

**COLLEGE TOWNSHIP
KNOX COUNTY, OHIO
BOARD OF TRUSTEE REGULAR MEETING
AUGUST 13, 2025**

Trustee Houston called the meeting to order at 6:35 p.m. All were invited to stand for the Pledge of Allegiance to the American flag. Those present were Trustees Will Houston, Ed O'Connell and Bernard Ingles, Fiscal Officer (FO) Courtney DeCosky, and Administrative Assistant (AA) Lora King. Zoning Inspector Roger Yarman was unable to attend.

APPROVAL OF MINUTES

Trustee Houston made a motion to approve the organizational meeting minutes from July 9, 2025; Trustee Ingles seconded. Vote: all yes.

ZONING *(AA King read notes Inspector Yarman prepared)*

1. Issued a permit for an agricultural barn at 10881 Gaskin Ave. He had them put the access 100 ft from the intersection of Gaskin Ave. and New Gambier Rd.
2. The Black property by the Kenyon Observatory is still being cleaned up.
3. The metal container on Baker Rd. has been changed to an accessory building by putting on a pitched roof, siding on the exterior, and changing the doors. This is what the Prosecutor required.
4. There has been no more communication with the cell tower people.
5. Morris Township rezoned 25 acres on Castle Rd.

CEMETERY

Jewish Chaplain Marc Bragin liked the mock-up of the extension to the Jewish portion of the cemetery at Quarry Chapel and inquired on next steps. After getting input from Supervisor Smith, Trustee Houston suggested that he get a professional survey completed.

There was recently a burial in the Jewish section, which went well and in accordance with a green burial. Trustee Ingles noted that the burial is available to view online and he would share the link.

Trustee Houston has correspondence out to Susan Ramser with Friends of Quarry Chapel regarding their irrigation system and its effect on John Bateman's well.

ROADS

Trustee O'Connell reviewed the roads report.

SUPERVISOR SMITH'S ROADS REPORT - AUGUST 2025

EQUIPMENT:

All equipment in good shape. We will have to put new tires on the truck for winter.

Roads:

SOS removed the leaning trees and thinned out the canopy on Gaskin. We have paid back all the hours owed to Pleasant Township. Dave and I are talking about other work that we can help each other with to benefit both Townships. I did get some additional signage and stands to slow down traffic but it hasn't slowed people down much. The tree canopies on Baker and Glen will be taken care of this Fall. We still have some potholes to fill, hopefully things have slowed down enough we can get those taken care of.

Cemetery:

We had another full burial in the Jewish Cemetery and the pins are very hard to find and some of the measurements are off. I suggested to Will that we have the cemetery surveyed and metal pins put in and stake out what they are wanting to add in plots.

General:

Please pursue the permit for the Village to put in a diesel tank and pump. We have a couple of lights to replace in the bay. They should be covered under warranty and they have been ordered.

Trustee Houston will attend the Village of Gambier's zoning meeting on Tuesday, August 19, in regards to the Township's application for the proposed fuel tank. FO DeCosky will return the application and check to the Village on Thursday, August 14.

Discussion on compensating at time and a half or double for emergency calls on holidays for part-time roads employees. Typically, unions pay double time for emergencies. Emergency calls for the Township are already set at a 3 hour minimum. All agreed that moving forward, part-time road employees will get paid double time on Holidays for qualified emergencies, with trustee approval, such as the recent July 4th emergency tree removal due to a storm. For safety purposes, this type of work cannot be delayed.

Trustee Houston proposed a resolution that part-time road employees be compensated at double time for emergency services on the six common holidays, identified below, for the remainder of 2025, with prior trustee approval.

Six Common Holidays to be paid at double time for emergency services:

- New Year's Day
- Memorial Day
- Independence Day
- Labor Day
- Thanksgiving Day
- Christmas Day

Trustee O'Connell seconded.

Roll Call Vote:

Houston yes

O'Connell yes

Ingles yes

Trustee Houston made a motion for FO DeCosky to pay the recent July 4th emergency road crew back pay on their next pay check to equal double-time compensation for hours worked on July 4. Trustee Ingles seconded. Vote: all yes.

Discussion on Baker Road culverts being delayed to proceed with more pressing culvert repair on Gaskin Ave.

Discussion on Township considering and seeking aggregate/top-dressing estimates if funding does not allow more intensive chip and seal in 2026 to keep things maintained.

FIRE

Incident Reports (read by Trustee Ingles)

JULY 2025

Kenyon: 13

Village: 6

Township: Missing numbers from Chief at present

Students start moving in Saturday, August 23.

GENERAL

The Board reviewed the FO's report.

Fiscal Officer's Report - AUGUST 13, 2025

Second Half Settlement

The Township has received the second half real estate settlement for 2024 in the amount of \$128,941.74

2026 Certificate of the County Budget Commission

College Township has received the Certificate of the County Budget Commission, which includes the Certificate of Estimated Resources for College Township for 2026. FO DeCosky will review it with the Board.

Star Ohio

The full amount in College Township's Certificate of Deposit (CD) has been transferred into its primary checking in order to facilitate the ACH transfer to Star Ohio. After capturing Trustee Houston's signature this evening, FO DeCosky will complete the transfer into Star Ohio on Thursday, Aug. 14.

Quarterly Reports

Quarterly reports have been completed and submitted/mailed for 2nd quarter 2025 for both ODJFS and the IRS.

Financial Reports

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

Courtney DeCosky
Fiscal Officer
College Township

FO DeCosky reviewed the Budget Commission's rates with the Township Board. She believed there was an error on Schedule A, showing an additional .25 mills in the Fire District Fund, which needed to be corrected. She will reach out to the Auditor's Office and inquire. The Board can pass the resolution accepting rates at the September 10 meeting and still be in compliance with the October 1st deadline.

After discussion regarding Ohio Deferred Compensation, Trustee Houston proposed the following resolution to participate in the Ohio Public Employees Deferred Compensation Program, pre-tax:

A RESOLUTION adopting the Plan under the Ohio Public Employees Deferred Compensation Program administered by the Ohio Public Employees Deferred Compensation Board for participation by "eligible employees" of the College Township.

WHEREAS, Ohio Revised Code Section 148 (the "Enabling Statute") creates the Ohio Public Employees Deferred Compensation Board (the "Board") and establishes the Ohio Public Employees Deferred Compensation Program (the "Program") and a copy of the uniform Plan Document for the Program has been provided to the appropriate officer(s) of the College Township; and

WHEREAS, the College Township is an employer of "Eligible Employee(s)" (as defined by Ohio Revised Code Section 148.01(A)(1)), and thereby may adopt a Plan under the Program; and

WHEREAS, the College Township desires to or is required to adopt the Plan under the Program for participation by "Eligible Employees."

NOW THEREFORE, the Governing Body of the College Township hereby resolves as follows: The College Township hereby adopts the Plan under the Program, and shall properly contract with any Eligible Employee who desires to participate in the Plan. The College Township's Plan shall be the uniform Plan as promulgated by and as amended from time to time by the Board. The Board is hereby authorized to administer the Plan under the Program, and to do all things necessary or proper for the administration of the Plan, consistent with the Enabling Statutes and all the Rules and Regulations promulgated by the Board, whether by the Ohio Administrative Code or otherwise, and consistent with the Adoption Agreement executed by the College Township.

The Fiscal Officer is hereby appointed the Responsible Official who is authorized and directed by the Governing Body to execute the Adoption Agreement.

Consistent with the Adoption Agreement and the Rules and Regulations promulgated by the

Board, the proper officials, officers, employees, and agents of the College Township are authorized to provide the Board with any information it may properly require for the administration of the Plan under the Program.

Trustee Ingles seconded.

Roll Call Vote:

Houston yes

O'Connell yes

Ingles yes

The Board reviewed the letter from the Knox County Auditor's office regarding the petition to eliminate property taxes that is circulating in Ohio. It is looking like the petition will likely get the signatures required to get the issue on the ballot in fall of 2026. Discussion ensued. In the letter, the auditor asked Townships to consider reducing millage in an effort to provide some relief to residents. All felt that College Township has already minimized millage to the best of their ability. As the petition gains momentum, it will serve municipalities and local governments to get out messaging to constituents on the importance of property tax and likely ramifications to roads, fire/ems, etc. if it were to be eliminated. Much of the existing literature on the topic points to issues with school levies. It is likely that the Ohio Township Association will be a great resource for messaging regarding the matter.

Records retention paperwork to be signed following the meeting.

AA King presented old College Township Fire Department equipment, which included two MiFis for previous College Township Fire Department medics and an old router. Trustee Ingles made a motion to declare the presented equipment obsolete. Trustee Houston seconded. Vote: all yes.

There is a mandatory Township Association meeting on Sept 16, at 6:30 at the Memorial Theater. It is regarding the State association trying to build up Township associations because of upcoming zoning legislation that will need support of Township associations. They are trying to encourage Township associations to be more active. Knox County's Association has struggled with attendance and electing officials. Trustees and FO DeCosky plan on attending.

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, and Trustee Ingles seconded the motion. Vote: all yes. Trustee Houston made a motion to adjourn at 7:30 p.m., and Trustee O'Connell seconded the motion. Vote: all yes.

Chairperson

Fiscal Officer