

**COLLEGE TOWNSHIP
KNOX COUNTY, OHIO
BOARD OF TRUSTEE REGULAR MEETING
July 10, 2024**

Trustee Chairperson Houston called the meeting to order at 6:30 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 were Kenyon's Vice President for Facilities, Planning and Sustainability Ian Smith and Village Administrator RC Wise, as well as special guest Dan Cech from Open Road Renewables. Zoning Inspector Yarman was unable to attend.

APPROVAL OF MINUTES

Trustee Houston made a motion to approve the regular meeting minutes from June 12, 2024; Trustee O'Connell second; Vote: All Yes.

COLLABORATIVE PARTNER, RC WISE

VA Wise distributed the Village's newsletter.

The July 4th event went well. Moving the event to the Kenyon Inn worked well from both a logistics and crowd point of view.

Boil advisories have been on and off. The Village is trying to come up with a plan to eliminate them, even if the Village has to put some money towards the materials, as it has been very inconvenient for many, particularly the businesses.

The Village received some samples from the Ohio Department of Transportation for the roundabout retaining wall at State Routes 229 and 308.

COLLABORATIVE PARTNER, IAN SMITH

Kenyon classes will start one week later than usual. Football players will begin to arrive on August 11.

Soon there will be a full building generator for Peirce Hall with WIFI.

COMMUNITY RELATIONS MANAGER, DAN CECH WITH OPEN ROAD RENEWABLES

Mr. Cech shared that in regards to the proposed Frasier Solar project in Knox County, Ohio, their goal is to be open, upfront and collaborative. They are far along in the process. The evidentiary meeting will be in August. The public hearing has already taken place.

Mr. Cech passed out information on the proposed project, as well as his contact information to the trustees. He shared he would be happy to meet anytime to answer questions and is available to answer any constituent concerns. Mr. Cech thanked the board for their time and public service.

Trustee Houston asked VA Wise the status of the shared chipper. VA Wise will look one more time to make sure there is no purpose before declaring it as surplus.

ZONING

AA King shared that Inspector Yarman will submit the official zoning resolution changes to the Regional Planning Commission (RPC) and then get the new books. He will also reach out to the property owner whose parcel was split to let them know they can move forward. He is still working with the property owner with the storage unit on Baker Road.

CEMETERY

AA King shared that the Ohio Department of Commerce's cemetery grant is open for 2025. College Township can apply every year. The grant could help the Township move forward with a pin system, which AA King and Road Supervisor Smith have been looking into. It could also help cover repair for the ground collapsing under John Dale's headstone. The grant could be up to \$2500. All were in favor of AA King moving forward.

ROADS

SUPERVISOR SMITH'S ROADS REPORT July 2024

EQUIPMENT:

All equipment is in good shape.

Roads:

Alec and I filled in the edge of the road on Gaskin where it was washed out with limestone ones and twos. I shaved some off the berm off with the bucket on the tractor. SOS Tree Service, trimmed back the trees on Quarry Chapel. They got as far as Dudgeons on 2 full days of trimming. I was with them on the first day to watch traffic and they got to the top of the hill. Mike said there was a lot more than he anticipated. He feels he could finish Quarry Chapel and maybe get all of our end on Monroe Mills in a day. What he got done looks great and opened up the road nicely for sunshine. I told Phil that he needed to get the southside of the Township mowed and then to start on the north side again. Have we come to a decision on what road work we are going to do this year?

Sign Grant:

Alec and I will be starting to install signs on the tenth. My intention is to weed eat the area and trim any trees back at the same time. My hopes are to complete the project by the end of July, weather permitting.

Cemetery:

I still want to work on finding all the pins at the cemetery, once I have the time to do so. A lot of them have sunk several inches below the surface. The thought is to put in metal pins or maybe try to set them up with GPS, per lot.

General:

We've had multiple times that we have needed more than one vehicle available, when a couple of us are here working. My thought was to get a used gator or something similar that could be utilized in multiple ways. It could be used for spraying around signs, cutting up trees, weed eating and trimming with the mower. My thoughts were, it would be cheaper than a vehicle and cheaper on insurance and fuel. Just a thought.

I replaced door knobs on the front and back door.

Alec has been doing a great job in keeping things mowed and doing added odd jobs when requested.

We also talked with an electrician about replacing the exhaust fan in the building, with a possible fresh air vent. He should be sending Lora an estimate.

AA King passed out an estimate for the exhaust system from Wohlford Electric, which was the first to come in. All agreed to wait to make a decision until more quotes come in.

Discussion on further tree trimming proposed by Specialty Outdoor Services (SOS). FO DeCosky confirmed the Township could cover an additional \$2000. All agreed that the work done to date looks great. Discussion ensued on getting on a tree trimming schedule each year, completing one stretch at a time. In the future, Trustee Houston shared he would like to see the boom arm get used for more than mowing. Stanley Ball has been taking care of the trimming on the north side of Glenn. Trustee O'Connell made a motion to move forward with SOS for additional proposed work on Quarry Chapel and Monroe Mills. Trustee Houston seconded. Vote: All yes.

Discussion on vendor communication ensued. Moving forward, FO DeCosky will send purchase orders directly to vendors, if applicable, and copy Supervisor Smith. FO DeCosky will also share draft minute notes with Supervisor Smith for any actions he needs to take.

AA King shared gator research. If the Township purchased one, it would be covered under slow moving vehicles. AA King will further research options.

AA King found emblems for the plow truck and tractor via Amazon, in addition to the "pass with caution" stickers for bumpers. All was done under \$40.

The deadline for the Ohio Public Works Commission (OPWC) grant is in November. Discussion ensued on possibilities. As reflected in Small's proposal, New Gambier, Porter and Monroe Mills are in need of some chip and seal. New Gambier and Baker have had more traffic and speed since roundabout construction. The berms on Baker have seen some more wear and tear due to increased traffic from the roundabout construction. Discussion ensued on what the biggest outcome the Township could get out of the OPWC grant. Trustee Houston will reach out to County Engineer Cameron Keaton to schedule a time to discuss possibilities and an action plan. As far as partnering with the Village of Gambier for an OPWC grant for Quarry Chapel, it would be an opportunity for both the Village and Township, but it is not the highest priority for the Township at present. The Township would be very open to the possibility in the future.

Discussion on past practice of paying Supervisor Smith additional pay for cemetery interments. After the discussion, the trustees agreed that in the past, additional pay was offered because he was the Fire Chief. Now that he is the Roads Supervisor, it falls into the job scope as "other duties as assigned." Additionally, it is now a group effort, with other Township employees or trustees possibly having to fill in when Supervisor Smith is not available. However, in the rare event he would need to come in outside of regular hours to complete the interment, he would get three hours minimum pay.

FIRE

Incident Reports (read by Trustee Ingles)

Kenyon: 6

Village: 3

Township: 4

The majority of the calls at present are still for Kenyon, but there is a lower volume overall. That could change at any time with changes in population for the College, Township, etc. Kenyon is working to bring the call volume down with better alarm systems. Additionally, Kenyon has lower enrollment than they did 3 years ago.

Review of the 7.25 proposed Replacement Fire Levy and the Auditor's Certificate of Estimated Property Tax.

TRUSTEE HOUSTON MOVED THE ADOPTION OF THE FOLLOWING RESOLUTION:

PREAMBLE

WHEREAS, THE BOARD, APPROVED THE FOLLOWING RESOLUTION DECLARING THE NECESSITY TO LEVY A TAX IN EXCESS OF THE TEN-MILL LIMITATION:

RESOLUTION NO: JULY 10, 2024.17

DATE APPROVED: JULY 10, 2024, AND;

WHEREAS, THE KNOX COUNTY ("AUDITOR") HAS CERTIFIED THE FOLLOWING INFORMATION TO THE BOARD:

1. THE TOTAL CURRENT TAX VALUATION OF THE TOWNSHIP IS AS FOLLOWS:

\$42,655,820

2. THE NUMBER OF MILLS REQUIRED TO GENERATE A SPECIFIED AMOUNT OF REVENUE IS, OR:

SPECIFIED AMOUNT OF REVENUE: \$ _____

REQUIRED NUMBER OF MILLS: 7.25

3. THE DOLLAR AMOUNT OF REVENUE THAT WOULD BE GENERATED BY SPECIFIED NUMBER OF MILLS IS:

SPECIFIED NUMBER OF MILLS: 7.25

DOLLAR AMOUNT OF REVENUE GENERATED: \$309,300

THIS RATE AMOUNTS TO THE FOLLOWING FOR EACH ONE HUNDRED THOUSAND DOLLARS OF TAX VALUATION:

\$ 254

RESOLUTION

NOW THEREFORE, BE IT RESOLVED, BY THE BOARD, AT LEAST TWO-THIRDS (2/3) OF ALL MEMBERS OF THE BOARD CONCURRING, AS FOLLOWS:

1. THE BOARD SHALL PROCEED WITH THE SUBMISSION OF THE QUESTION OF THE TAX ELECTORS.

2. THE RATE AMOUNTS TO THE FOLLOWING FOR EACH ONE HUNDRED OF TAX VALUATION AS ESTIMATED BY THE AUDITOR, IS AS FOLLOWS:

a. 7.25 MILL(S):

b. THIS RATE AMOUNTS TO THE FOLLOWING FOR EACH ONE HUNDRED THOUSAND DOLLARS OF TAX VALUATION:

\$ 254

c. IF THE LEVY IS A RENEWAL LEVY OR REPLACEMENT LEVY, THIS RATE:

X IS THE SAME RATE AS THE EXISTING TAX LEVY.

 IS NOT THE SAME RATE AS THE EXISTING TAX LEVY AND IS EITHER:

 A REDUCTION, THE EXTENT OF THE REDUCTION BEING: MILLS(S)

_____ AN INCREASE, THE EXTENT OF THE INCREASE
BEING: _____ MILL(S)

3. PURSUANT TO R.C. 5705.03 (B)(1):

a. THE PURPOSE OF THE TAX IS AS FOLLOWS: *providing and maintaining fire apparatus, mechanical resuscitators, underwater rescue and recovery equipment, or other fire equipment and appliances, buildings and sites therefor, or sources of water supply and materials therefor, for the establishment and maintenance of lines of fire-alarm communications, for the payment of firefighting companies or personnel to operate the same, including the payment of any employer contributions required for such personnel under section 145.48 or 742.34 of the Revised Code, for the purchase of ambulance equipment, for the provision of ambulance, paramedic, or other emergency medical services operated by a fire department or firefighting company, or for the payment or other related costs; pursuant to Revised Code 5705.19(l).*

b. THE TYPE OF LEVY IS AS FOLLOWS:

_____ ADDITIONAL LEVY

_____ RENEWAL LEVY: _____ INCREASE _____
DECREASE

_____X_____ REPLACEMENT LEVY: _____ INCREASE _____
DECREASE

c. THE SECTIONS OF THE REVISED CODE AUTHORIZING SUBMISSION OF THE QUESTION OF THE TAX ARE R.C. 5705.03, 5705.191, AND 5705.25 AND THE FOLLOWING:

_____ 5705.19(l) _____;

THE TAX YEAR IN WHICH THE TAX WILL FIRST BE LEVIED
IS _____2025_____;

THE CALENDAR YEAR IN WHICH THE TAX WILL FIRST BE COLLECTED
IS _____2026_____;

i. THE TOWNSHIP HAS TERRITORY IN KNOX COUNTY AND EACH OF THE
FOLLOWING LISTED COUNTIES:

_____N/A_____

4. THE FISCAL OFFICER IS HEREBY DIRECTED TO CERTIFY THE LEVY TO THE AUDITOR
AND THE BOARD OF ELECTIONS, KNOX COUNTY, OHIO (“BOE”). CERTIFICATIONS SHALL
INCLUDE COPIES OF ALL OF THE FOLLOWING DOCUMENTS:

a. RESOLUTION OF NECESSITY (RESOLUTION NO. JUNE 12, 2024.16)
ADOPTED ON

JUNE 12, 2024; AND,

b. CERTIFICATION OF THE AUDITOR; AND,

c. RESOLUTION TO PROCEED (THIS RESOLUTION).

CERTIFICATION SHALL OCCUR BY NO LATER THAN 4:00 PM ON AUGUST 7, 2024
(90 DAYS PRIOR TO THE ELECTION)

THE FISCAL OFFICER SHALL ALSO NOTIFY THE BOE TO CAUSE NOTICE OF THE
ELECTION ON THE QUESTION OF LEVYING THE TAX TO BE GIVEN AS REQUIRED BY
LAW.

5. THE BOE IS HEREBY DIRECTED TO SUBMIT SUBSTANTIALLY THE FOLLOWING QUESTION
TO THE ELECTORS AT THE ELECTION:

OFFICIAL QUESTIONS AND ISSUES BALLOT

2024 ELECTION

NOVEMBER 5, 2024

PROPOSED TAX LEVY (ADDITIONAL)

COLLEGE TOWNSHIP

KNOX COUNTY, OHIO

_____ A MAJORITY AFFIRMATIVE VOTE IS NECESSARY FOR
PASSAGE _____

A REPLACEMENT OF TWO EXITING LEVIES FOR THE BENEFIT OF COLLEGE TOWNSHIP, KNOX COUNTY, OHIO FOR THE PURPOSE OF *providing and maintaining fire apparatus, mechanical resuscitators, underwater rescue and recovery equipment, or other fire equipment and appliances, buildings and sites therefor, or sources of water supply and materials therefor, for the establishment and maintenance of lines of fire-alarm communications, for the payment of firefighting companies or personnel to operate the same, including the payment of any employer contributions required for such personnel under section 145.48 or 742.34 of the Revised Code, for the purchase of ambulance equipment, for the provision of ambulance, paramedic, or other emergency medical services operated by a fire department or firefighting company, or for the payment or other related costs; pursuant to Revised Code 5705.19(I).*

THAT THE COUNTY AUSITOR ESTIMATES WILL COLLECT \$309,300 ANNUALLY, AT A RATE NOT EXCEEDING 7.25 MILLS FOR EACH \$1 OF TAXABLE VALUE, WHICH AMOUNTS TO \$ 254 FOR EACH \$100,000 OF THE COUNTY AUDITOR'S APPRAISED VALUE, FOR FIVE (5) YEARS COMMENCING IN 2025, FIRST DUE IN CALENDAR YEAR 2026.

_____ FOR THE
LEVY _____
_____ AGAINST THE
LEVY _____

6. ALL FORMAL ACTIONS OF THIS BOARD CONCERNING AND RELATING TO THE PASSAGE OF THIS RESOLUTION WERE ADOPTED IN AN OPEN MEETING OF THE BOARD AND ALL DELIBERATIONS OF THIS BOARD AND OF ANY OF ITS COMMITTEES THAT RESULTED IN SUCH FORMAL ACTION WERE IN MEETINGS OPEN TO THE PUBLIC IN COMPLIANCE WITH ALL LEGAL REQUIREMENTS, INCLUDING R.C. 121.22.

BERNARD INGLES SECONDED THE MOTION.

VOTED ON AND SIGNED THIS JULY 10, 2024 IN COLLEGE TOWNSHIP,

KNOX COUNTY, OHIO.

BOARD OF TRUSTEES:

COLLEGE TOWNSHIP, KNOX COUNTY, OHIO

O'Connell, TRUSTEE

YES

Houston, TRUSTEE

YES

Ingles, TRUSTEE

YES

STATE OF OHIO:

KNOX COUNTY:

I, THE UNDERSIGNED FISCAL OFFICER OF COLLEGE TOWNSHIP, KNOX COUNTY, OHIO, HEREBY CERTIFY THE FOREGOING RESOLUTION NO. JULY 10, 2024. IS TAKEN AND COPIED FROM THE RECORD OF PROCEEDINGS OF THE BOARD OF TRUSTEES OF COLLEGE TOWNSHIP, KNOX COUNTY, OHIO, AND THAT IT HAS BEEN COMPARED BY ME WITH THE RESOLUTION ON THE RECORD AND IS TRUE AND ACCURATE COPY. FURTHER, I CERTIFY THAT THE ADOPTION OF SUCH RESOLUTION OCCURRED IN AN OPEN MEETING HELD IN COMPLIANCE WITH R.C. 121.122.

DATE: JULY 10, 2024

Courtney DeCosky

FISCAL OFFICER

COLLEGE TOWNSHIP

KNOX COUNTY, OHIO

The Mount Vernon Fire Department (MVFD) has asked permission to bolt the weight lifting frame to the floor. Trustees agreed that MVFD can move forward as long as they patch them if they move it.

Trustee Ingles inquired about QR code for the College Township Fire Department Memorial. He found one for \$99. Ideally, it would link to the list of all former firefighters at College Township.

AA King has been working on going through boxes in upstairs storage and records retention. She will continue to sift through past documents and follow the proper procedure for disposal, if applicable.

GENERAL

Fiscal Officer's Report - July 10, 2024

2025 Budget

The draft of the CY2025 budget was distributed in preparation for the June meeting. Any feedback should be addressed this evening in order to submit the budget to the Knox County Auditor by July 20, 2024.

Financial Reports

Monthly financial reports are in your folders and should reflect actual financials as of June 30, 2024.

Courtney DeCosky

Fiscal Officer

College Township

FO DeCosky noted, again, that the .25 Cemetery Levy is not yet accounted for in the 2025 budget due to the auditor's office not having that information from the State until December. Trustee Houston made a motion to approve the 2025 Budget as presented by FO DeCosky at the June 12 meeting. Trustee O'Connell seconded. Vote: All yes.

Supervisor Smith installed the new keyed entry system, with keypad door handles at the front and back doors. The fobs still work for those who have them. MVFD and College Township have separate codes.

Trustee Houston proposed a resolution for the Fiscal Officer to make electronic payments of invoices, when possible. Trustee O'Connell second. Roll call: Houston yes, O'Connell yes, Ingles yes. Resolution carries.

Trustees to complete 8-minute required fraud prevention per the Ohio Auditor of State. Trustees will complete and print certificates for AA King/FO DeCosky to file for the next audit.

AA King informed the trustees that she shared with the Village of Gambier what kind of water lines the Service Center has, as requested by the Village.

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 Ingles. Vote: All yes. Trustee Houston made a motion to adjourn at 7:52 p.m., with a second by O'Connell. Vote: All yes.

Chairperson

Fiscal Officer