

**RECORD OF PROCEEDINGS
WINDHAM TOWNSHIP
APRIL 23, 2018**

Windham Township Trustees met in special session on April 23, 2018 at 7pm with all trustees and fiscal officer present. Meeting being advertised as required to discuss road issues and any other matters that may need to be addressed.

Joe Pinti was present and turned over \$40 to the fiscal officer for zoning permit issued.

The first order of business was to discuss getting started on vacating the abandoned road on Gotham. It has been brought to the attention of the trustees that the land is up for sale and to alleviate any confusion it would be to the advantage of the township to just vacate the road. Per the prosecutor we will need to make sure we do not receive any tax dollars for the road and have it surveyed. A resolution will need to be passed, which the prosecutor is preparing and this all needs to be submitted to the County Commissioners for approval. Rich will contact Cliff McGuire for the survey and Brian Miller will contact the County Engineers and Auditor to make sure this is not included in revenues received.

4-2-1-2018 Rich Gano moved to approve hiring Cliff McGuire to do the survey work Dan Burns seconded all voting yes motion carried.

Rich brought some other township Placement of Culver Pipe Policies to be discussed. After discussion:

4-2-2-2018 Dan Burns moved to adopt the Placement of Culvert Pipe Policy Rich Gano seconded all voting yes motion carried.

When a property owner wishes to place a culvert pipe in an existing township ditch the following regulations are to be followed:

1. Pipe for drives and or roadside ditch enclosures shall be laid to line and grade of adjacent road ditches.
2. The diameter of the pipe is to be specified by the Township Road Supervisor using the following criteria.
 - a. The depth of the ditch
 - b. The width of the ditch
 - c. The amount of water to be carried in the ditch
 - d. In no case to be smaller than 12 inches
 - e. Double walled plastic
 - f. At least 6"-8" wide and 12" deep of #57 washed stone between pipe and edge of road
 - g. Double walled pipe at least 20' (foot) long.
3. Catch basins the same size as the run pipe are to be installed every 100 ft. or to be located as directed by the Road Supervisor. Location of catch basins to be determined prior to the time of installation.
4. Installation in no way releases the property owner from responsibility should water back up and cause problems to an adjacent property or prevent drainage of the road right-of-way.

5. Should problems arise from placing culvert pipe in a Township ditch, the property owner is required to correct the problem immediately at his/her own expense. If a property owner fails to respond to a problem that is his cause, the Township Road Department will remove such obstruction and reestablish an open ditch, the cost of which will be billed to the property owner. It would also be noted the Ohio Revised Code (ORC) Section 5547.04 requires property owners to receive approval prior to placing an obstruction within the boundaries of a Township road. This section of the ORC also requires these property owners to remove any obstruction erected without permission. ORC 5589.06 states ***“No person shall wrongfully obstruct any ditch, drain or water course along, upon or across a public highway or direct any water from adjacent lands upon a public highway”***
6. The maintenance and cleaning of driveway pipes are the responsibility of the property owner. The township will reset pipes that are not at the proper elevation at a charge determined by the Board of Trustees. The Township will not reset pipes that are defective due to crushing, bending, or corrosion beyond a useful life, or pipes under 20 ft. in length. Any materials furnished by the township will be charges to the property owner at the current rate as determined by the Board of Trustees.
7. A no-cost permit is required for installing driveway pipe.
8. A \$5.00 (five dollar) per running foot permit fee is required for installing pipe in roadside ditches. Those installed without approval are subject to removal with costs to be billed to the property owner, or placing a lien on the tax duplicate.
9. Policy to be administered by the Township Road Supervisors discretion.

Rich also submitted a request from the Methodist Church to approve placing a couple of Handicap Parking Spaces in the church lot at their own expense.

4-2-3-2018 Rich Gano moved to approve Dan Burns seconded all voting yes motion carried.

Rich also said he is getting some quotes for the cemetery road that needs repaired, he has contacted several companies with little response, but did receive one so far from Ronyak Paving at a cost of \$5850.00.

Rich also reported he submitted the application for the grant CDBG just under the wire for the demolition of the church on Silica Sand. He received 2 quotes one from Helmling at \$75,000.00 and Winters Excavating at \$52,000.00.

There being no further business meeting was adjourned.

Dan Burns, Chairman

Jayme Neikirk, Fiscal Officer