

RECORD OF PROCEEDINGS

Minutes of

Waterville Township Trustees'

Meeting

DAYTON LEGAL BLANK INC. FORM NO. 10148

Held at 7:30 p.m. at the Waterville Township Hall on April 27, 20 11

ROLL CALL:

Chairman A. Leslie Disher - Present
 Vice-Chairman Kyle J. Hertzfeld - Present
 Trustee Brett T. Warner - Present

OFFICIALS:

Property Standards Officer James E. Fischer - Present
 Zoning Inspector Eric H. Gay - Present
 Solicitor Walter J. Celley - Present
 Fiscal Officer Kay Ann Robertson - Absent (Sick)

GUESTS:

William Imes, 8791 Noward Road, Waterville, Ohio
 Joshua Hartbarger, Whitehouse Fire Department
 John Minear, Waste Management, 6525 Wales Road, Northwood, Ohio
 Karen Berger, Reporter for "The Mirror"
 Craig Bauer, 6341 Monclova Road, Maumee, Ohio
 Carl Stevens, 16929 Ida West, Petersburg, Michigan
 Tim Bell, 16929 Ida West, Petersburg, Michigan
 Paul Rasmusson, Allied Waste, 6799 S. Dixie Hwy, Erie, Michigan

PLEDGE OF ALLEGIANCE:

Chairman A. Leslie Disher called the meeting to order at 7:30 p.m. All who were present were asked to join Chairman Disher in reciting the Pledge of Allegiance. Roll was called and all three (3) trustees were present.

AGENDA:

The Agenda had been prepared by Fiscal Officer Kay Ann Robertson at the direction of Chairman A. Leslie Disher:

A. Leslie Disher made a motion to approve The Agenda for the April 27th meeting as it had been prepared by Fiscal Officer Kay Ann Robertson at the direction of Chairman A. Leslie Disher. Seconded by Kyle J. Hertzfeld.

Motion Carried.

MINUTES:

The minutes for the March 23, 2011, meeting had been prepared by Fiscal Officer Kay Ann Robertson and sent to each trustee prior to the meeting:

A. Leslie Disher made a motion to dispense with the reading of the minutes of the March 23, 2011, meeting and to approve the minutes with no additions, deletions and/or corrections. Seconded by Kyle J. Hertzfeld.

Motion Carried.

RECEIPTS:

041-11 - Fifth Third Bank of NW Ohio - March autosweep interest	\$ 81.44
042-11 - State of Ohio Maintenance - February rollback and homestead	32,787.69
043-11 - Kevin L. Sarver - Permit #2011-02 - Shed	100.00
044-11 - Lexis Nexis - Police accident reports	6.00
045-11 - Lucas County Auditor - March allocation	9,263.42
046-11 - Lucas County Auditor - March 2011 H.B. 287	3,157.00
047-11 - Design Memorial Stone - Howard foundation - Wakeman	128.00
048-11 - Americraft Memorials - Foundations	670.40
049-11 - Reflections of Life - Cole foundation - Wakeman	185.60
050-11 - Lucas County Auditor - March mobile home tax	.21
051-11 - Maumee Municipal Court - March police fines	405.00
052-11 - Peinert Funeral Homes - Grave openings	1,900.00
053-11 - Dunn Funeral Home - Juan Burton opening - Wakeman	400.00
054-11 - Americraft Memorials - Foundations	115.20
055-11 - Donald P. Morris - Lot 59 E 1/2 - Whitehouse Cemetery	800.00
056-11 - Ohio Attorney General - D.A.R.E. grant	2,866.50
057-11 - Lucas County Auditor - Estate Tax settlement	7,904.19
Total	\$ 60,770.65

WARRANTS:

#33740 - Ryan A. Bellner - Road wages	\$ 511.05
#33741 - Cynthia A. Bergfeld - Police secretary wages	154.64
#33742 - Jonathan D. Burkett - Police wages	236.06
#33743 - Jeffrey M. Graham - Police and D.A.R.E. wages	977.43
#33744 - Russell E. Heger - Police wages	262.98
#33745 - Harry R. Kellett III - Police wages	818.43

continued.....

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Continued:

#33746 - David L. Krego - Police wages	\$ 1,227.18
#33747 - Kenneth M. Kristoff - Police wages	171.69
#33748 - Richard A. Ludwig - Cemetery wages	1,028.70
#33749 - Norbert J. Miller - Police wages	720.62
#33750 - Kay Ann Robertson - Fiscal officer salary and zoning wages	804.87
#33751 - James F. Shaw III - Police wages	98.63
#33752 - Michelle L. Vollmar - Police wages	221.89
#33753 - Michael S. Wright - Police wages	195.92
#33754 - Ohio Public Employees Retirement System - April retirement	6,111.94
#33755 - Celley & Sanderson LLP - March solicitor fees	2,299.00
#33756 - Medical Mutual of Ohio - May hospitalization	8,250.14
#33757 - Kay Ann Robertson - Local government conference expenses	153.40
#33758 - Lisa L. Cola - March clean hall and station	40.00
#33759 - Village of Waterville - April water/sewer	50.48
#33760 - The Waterville Gas Company - April heat payment	348.42
#33761 - Eric H. Gay - Reimburse for zoning pictures	12.84
#33762 - Toledo Edison - April street lighting	165.35
#33763 - General Pro Hardware - April supplies payment	87.04
#33764 - Swanton Township - Crack seal materials and machine repairs	253.23
#33765 - D & R Power Equipment - Cutting bars and snowplow motor	701.50
#33766 - Mc Cabe Outdoor Power - Mower repair parts	38.58
#33767 - MPH Industries - Police equipment repairs	523.70
#33768 - B & L Auto Service - Repairs to Car 96	54.60
#33769 - Whitehouse Apothecary - Police UPS shipping charges	25.43
#33770 - Toledo Edison - April Coventry Glen street lighting	361.12
#33771 - Ryan A. Bellner - Road wages	401.30
#33772 - Cynthia A. Bergfeld - Police wages	206.03
#33773 - Jonathan D. Burkett - Police wages	204.27
#33774 - A. Leslie Disher - April trustee salary	798.79
#33775 - James E. Fischer - April property standards officer salary	639.13
#33776 - Eric H. Gay - April zoning inspector salary	697.67
#33777 - Jeffrey M. Graham - Police and D.A.R.E. wages	1,677.19
#33778 - Russell E. Heger - Police wages	262.98
#33779 - Kyle J. Hertzfeld - April trustee salary	759.56
#33780 - Harry R. Kellett III - Police salary	818.43
#33781 - David L. Krego - Police wages	1,172.46
#33782 - Kenneth M. Kristoff - Police wages	171.69
#33783 - Richard A. Ludwig - Cemetery labor	901.77
#33784 - Norbert J. Miller - Police wages	819.47
#33785 - Kay Ann Robertson - Fiscal officer salary and zoning wages	770.69
#33786 - Michelle L. Vollmar - Police wages	151.21
#33787 - Brett T. Warner - April trustee salary	747.37
#33788 - Michael S. Wright - Police wages	226.83
#33789 - Treasurer of State of Ohio - April payroll tax	494.00
#33790 - Delta Dental Plan of Ohio - May dental insurance	276.68
#33791 - Kay Ann Robertson - April reimburse medicare	96.50
#33792 - A. Leslie Disher - Mileage and reimburse insurance	364.70
#33793 - Time Warner Cable - April highspped internet	51.95
#33794 - JB Web Marketing - 2011 website service	200.40
#33795 - Fifth Third Bank - April charge purchases	842.83
#33796 - Century Link - April township phone	89.02
#33797 - Toledo Edison - April electric payment	184.97
#33798 - Eric H. Gay - Zoning inspector expenses	96.92
#33799 - Sandra L. Ludwig - April reimburse medicare	96.50
#33800 - Russell L. Robertson - April reimburse medicare	96.50
#33801 - D & R Power Equipment - Mower batteries	99.90
#33802 - Michael and Carole Reese - Buy back Lot 21 E 1/2 - 4 spaces	1,200.00
#33803 - Waste Management of Ohio - March trash and recycling	3,960.00
#33804 - Norbert J. Miller - April reimburse insurance	529.70
#33805 - Hanifan-Obenauf-Robinson Inc. - May police station rent	950.00
#33806 - Verizon Wireless - April police mobile phones	69.25
#33807 - Century Link - April police phone	177.43
#33808 - Dollar General Corp. - Police office supplies	20.25

continued.....

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Continued:

#33809 - Superior Uniform Sales - Wright and Vollmar uniforms	\$ 124.75
#33810 - Anthony Wayne Board of Education - March township fuel	2,277.36
#33811 - Hospice of NW Ohio - Memorial for Ken Kristoff's dad	50.00
#00003 - U. S. Treasury - March withholding	2,172.43
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	Total \$ 52,855.74

Brett T. Warner made a motion to pay the warrants that had been prepared by the Fiscal Officer Kay Ann Robertson and presented for payment. A. Leslie Disher seconded the motion.

PUBLIC COMMENTS:

Motion Carried.

Bill Imes, 8791 Noward Road, questioned who was digging holes in the catch basins on Noward Road and Trustee Brett Warner told him it was the county.

PUBLIC HEARING:

None.

SPECIAL PRESENTATION:

Clean Wood has opted to come to the next meeting.

OLD BUSINESS:

1) Three of the four (4) companies who submitted bids the last meeting had a representative present. Trustee Les Disher needed to know about the recycling programs:

a) Waste Management has a computer base with all routes weighed on board. All 550 of the township residences can earn points. You earn coupons worth \$5 to \$50 with an average of \$100 per home per yr. They have to sign up for the program. They can also donate to a local charity. When they sign up, they use just their address. They do not have to have a special container. It is not a RFID community-wide program.

b) Allied Waste will use recycle bank with RFID chips. They require a special cart. All households earn on an average of \$90 to \$100 per year. You can collect manually with the resident reporting online - honor system.

In regards to the pickup dates:

a) If Stevens would receive the contract, they would need to change the pick up date to Fridays with a Saturday collection when there is a holiday. It is negotiable.

b) Allied Waste cannot do Tuesdays but it would not be Friday.

c) Waste Management would keep our current schedule.

Kyle J. Hertzfeld made a motion to table the discussion on the matter of the trash and recycling contract and to continue the discussion at a special meeting to be held on May 11, 2011, at the Waterville Township Hall, 621 Farnsworth Road, Waterville, Ohio, at 7:30 p.m. Seconded by Brett T. Warner.

Motion Carried.

2) At the March meeting, the trustees asked Amy Stone from the OSU Extension Office if she had any way of knowing how many calls came in from our township residents before they made a decision to support their program with a monetary donation. Information Assoc. Barbara Northrup responded with the following:

"In researching the number of calls received from Waterville Township, I looked at our database of calls. When someone calls in, we ask which voting jurisdiction they live in, which enables us to better track the numbers for our funders. While the township's calls represent less than 5%, we are confident once the free service is announced to your residents, the number of calls will exponentially grow."

Brett T. Warner made a motion to donate \$200.00 to the OSU Extension Office for 2011. Funds are limited and the amount reflects the residents of Waterville Township's participation in the program. Seconded by Kyle J. Hertzfeld.

Motion Carried.

continued.....

DAYTON LEGAL BLANK, INC. FORM NO. 10146

Held at 7:30 p.m. at the Waterville Township Hall on April 27, 20 11

Continued:

NEW BUSINESS:

1) Every year, the township receives a request from the Lucas Soil and Water Conservation District to help in a monetary way to support their water quality improvement, conservation educational programs and in providing technical assistance to all land users in our community. It is important to keep in mind that the township's contribution is matched by the State of Ohio almost dollar for dollar:

A. Leslie Disher made a motion to appropriate \$1,000.00 to the Lucas Soil and Water Conservation District with a comment from Trustee Brett Warner that we need to be conserative with our funds. Seconded by Kyle J. Hertzfeld.

Motion Carried.

2) Lonnie Perry sent a Cash Farm Lease Agreement for the Township's property located on Noward Road:

Brett T. Warner made a motion to lease Lonnie Perry (Lonnie Perry Farms Ltd.) the township's eighteen (18) acres of land located on the east side of Noward Road and to the south side of the parcel located on the corner of Waterville-Swanton Road and Noward Road. The lessee desires to farm the above acreage on a cash basis for one (1) year commencing March 1, 2011 to March 1, 2012. The lessee to pay the lessor a rental fee of \$1,800.00 per year due and payable on December 1, 2011. Seconded by A. Leslie Disher.

Motion Carried.

3) Chairman Les Disher attended a recent meeting concerning Lucas County Storm-water. Waterville Township's share to clean ditches would be \$74,856.00. They would allow a 10% in kind contribution which for our township would be \$7,486.00. They originally said that all of the townships would have to agree to the inkind but after some townships did not want the inkind, they agreed that each township could do the inkind or not and it would not affect the overall project.

FISCAL OFFICER - CORRESPONDENCE:

1) From the Ohio Public Works Commission, a notice that the township's request for financial assistance from the OPWC has been approved for the Davis Road project in the amount of \$170,520.00. Their Grant agreement will be released by OPWC on July 1, 2011, assuming budget authority is in place.

2) From the Lucas County Auditor Anita Lopez, the Certificate of the County Auditor That the Total Appropriations from Each Fund Do Not Exceed the Amended Estimate of Resources.

3) From the Ohio Department of Public Safety Bureau of Motor Vehicles, the March License Tax Statistics Report. Also from the Department, the March Permissive Tax Computation Report. Due the Township is the sum of \$306.40.

4) From Maumee Municipal Court, Check Number 025272 in the amount of \$405.00 for the police fines collected for the month of March, 2011.

5) From Lucas County Treasurer Wade Kapszukiewicz, a notice of a new line-item on the tax settlement statements. It is called "Land Reutilization". It is the result of the creation of the Lucas County Land Bank which is a new community improvement corporation whose mission is to help return vacant and adandoned properties to long-term productive use.

6) From the Whitehouse Fire Department, the list of runs for the first quarter:

a) Whitehouse Area with Life Squad	Fire	2	EMS	4
b) Waterville Area with Life Squad	Fire	1	EMS	10

7) From the Waterville Fire Department, the list of runs for the first quarter:

a) Total incidents - 17	Fire	6	EMS	11
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8) From the Ohio Public Employees Retirement System (OPERS), Roth IRA rollover language updated on OPERS forms and applications; compliance required by 6/20/11. Also from OPERS, New rules and amendments effective April 18, 2011: Additional annuity accounts; Disability appeals and Application for a disability benefit.

FISCAL OFFICER - OTHER MATTERS:

continued.....

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Continued:

Because Waterville Township is relatively small budget-wise, we qualify for an Abbreviated Audit which should save the township approximately one-third the cost of a regular audit or \$1,000.00. Also the fact that we have had no findings for recovery or citations. Katie A. Weis, MBA, Assistant Auditor for the Auditor of State is conducting the audit and she began on April 18, 2011.

POLICE/FIRE:

Trustee Brett Warner had a couple of items he wanted included in the next newsletter:

- a) From Chief Miller - How important it is to have your residences clearly marked with the green signs with reflective numbers. In case of an emergency, police and fire need to be able to locate addresses quickly. Let the police know if you are going to be away on vacation, so they can make a point of checking your residence. Lastly, if your vehicle sets out, keep it locked and lock your accessory buildings.
- b) Trustee Warner has an explanation on the "soft" billing both fire departments are currently doing and how our residents should handle the situation if they receive a bill for medical transport.

ROAD/CEMETERY/REFUSE:

- 1) Last meeting, there was some discussion concerning the need to purchase a J.D. gator for use in the cemeteries with more to continue this meeting. Trustee Kyle Hertzfeld suggested we hold off on this for a while. Guest Craig Bauer suggested using a golf cart with a bed on the back. Trustee Les Disher stated we need to watch our spending.

ZONING:

- 1) Eleven (11) permits to date.
- 2) Permit issued for a cell-tower at 9277 Hertzfeld Road by AT&T Wireless. We have requested John Nagy review our cell-tower language in the zoning book.
- 3) St. George Equestrian, 11200 Neapolis-Waterville Road, wanted to add a living quarters in their barn but they already have a dwelling on the property. They were advised that the easiest route was to split the parcel and that is what they are going to do.
- 4) Bill Gernheuser, 7670 Noward Road is applying for a permit to put an addition on his barn.
- 5) At the last zoning meeting the following issues were discussed:
 - a) An amendment to the zoning resolution concerning the need for an engineer's seal on all site plans in all districts or at the discretion of the inspector.
 - b) Clear up text concerning two (2) dwellings on one parcel - allowed or not.
 - c) John Nagy plans to retire in June - service from him is slow. He is the only one working with the townships since Molly Maguire is in Iraq.
 - d) We need to revise our text on celltowers. There have been some changes in the law since we did our last text.
 - e) H.B.195 regarding Internet Cafes has not been passed, so townships are in limbo as to what to do with them.
 - f) See if there is a need to revised our text regarding billboards.
 - g) Some concerns on the proposed new zoning fee schedule and overlay districts.

PROPERTY STANDARDS OFFICER:

- 1) Property Standards Officer Jim Fischer reviewed the March and April monthly report. The Architectural Review Committee has been meeting on a regular basis to establish some guidelines. Mr. Fischer has been out to visit a couple of sites on which the township has received complaints. On one it was not a zoning issue and the other just needed a spring cleanup.
- 2) City of Waterville Administrator Jim Bagdonas, Trustee Les Disher and James Fischer met and appointed Mr. Fischer as the Township's representative to the City's steering committee for the review of their land use plan for the area west of Waterville.

continued.....

RECORD OF PROCEEDINGS

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Held at 7:30 p.m. at the Waterville Township Hall on April 27, 20 11

Continued:

3) Trustee Chairman Les Disher asked that when the Architectural Review Committee finished their work, the Committee have a joint meeting with the Trustees, the Appeals Board and the Zoning Commission to go over everything.

4) Inspector Eric Gay suggests that their finished document link up to the zoning resolution.

SOLICITOR:

1) Solicitor Walt Celley, Property Standards Officer James Fischer and Trustee Chairman Les Disher have been working on updating the Zoning Fee Schedule. With the completion of the US 24 Bypass through our township, a whole new area will be opened up for development and we felt our fees should reflect that:

RESOLUTION #2011-08 OF THE WATERVILLE TOWNSHIP TRUSTEES CONCERNING THE ZONING CERTIFICATE FEE SCHEDULE.

The Board of Trustees of Waterville Township, Lucas County, Ohio, met in a regular meeting of the Board, on April 27, 2011, at 7:30 p.m.; whereupon the following was placed in consideration on the regular agenda of the Board:

WHEREAS, pursuant to the Waterville Township Zoning Resolution, Sections 13.5 and 15.2, the Waterville Township Board of Trustees are vested with the authority to adopt and approve a Zoning Certificate Fee Schedule; and,

WHEREAS, the proceedings and hearings on this Resolution and any necessary notices of such proceedings and hearings have all been undertaken, conducted and given in accordance with applicable law:

IT IS HEREBY RESOLVED, by the Board of Trustees of Waterville Township, Lucas County, Ohio, that in futherance of the premises there shall be approved the Zoning Certificate Fee Schedule substantially in the form attached to this Resolution.

Trustee Leslie Disher moved and Trustee Brett Warner seconded the adoption of the amendment; and the roll was called on the question of the adoption; resulting as follows:

A. Leslie Disher, Aye
Kyle J. Hertzfeld, Aye
Brett T. Warner, Aye.

ATTEST:

I certify that this a true and accurate copy of Resolution #2011-08, passed in the regular meeting of the Board of Trustees on April 27, 2011, as aforesaid.

Kay Ann Robertson
Kay Ann Robertson, Fiscal Officer for Waterville Township.

2) The residents of Coventry Glen Subdivision on Dutch Road have asked the trustees if the sales trailer could be removed. Solicitor Celley continues to work on the problem.

3) Since Waterville has now achieved city status, they have been willing to negotiate a contract to take care of Wakeman Cemetery, etc. Both Waterville and Whitehouse will now be signing the cemetery deeds. The details still need to be worked out:

RESOLUTION #2011-09 OF THE WATERVILLE TOWNSHIP TRUSTEES CONCERNING THE CEMETERY SERVICES AGREEMENT AND PROPERTY USE LICENSE BETWEEN WATERVILLE TOWNSHIP AND THE CITY OF WATERVILLE.

The Board of Trustees of Waterville Township, Lucas County, Ohio, met in a regular meeting of the Board on April 27, 2011 at 7:30 p.m.; whereupon the following was placed in consideration on the regular agenda of the Board:

WHEREAS, there are located within the corporate limits of the City of Waterville, the Wakeman Cemetery grounds (hereinafter referred to as the "Cemetery"); and,

WHEREAS, the Township has historically provided for the maintenance, care and operation of the Cemetery; and,

continued.....

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Continued;

WHEREAS, the Township Hall and Township Maintenance Garage are located within the Cemetery grounds; and,

WHEREAS, the City and the Township are mutually desirous of continuing the aforesaid historical relationship on the terms set forth in this Agreement; and,

WHEREAS, the proceedings and hearings on this Resolution, and any necessary notices of such proceedings and hearings have all been undertaken, conducted and given in accordance with applicable law:

IT IS HEREBY RESOLVED, by the Board of Trustees of Waterville Township, Lucas County, Ohio, that in furtherance of the premises there shall be approved that certain Cemetery Services Agreement and Property Use License between Waterville Township and the City of Waterville substantially in the form attached to this Resolution.

Trustee Kyle J. Hertzfeld moved and Trustee Brett T. Warner seconded the adoption of the amendment; and the roll was called on the question of the adoption; which resulted as follows:

A. Leslie Disher, Aye.
Kyle J. Hertzfeld, Aye.
Brett T. Warner, Aye.

ATTEST:

I certify that this is a true and accurate copy of Resolution #2011-09, passed in the regular meeting of the Board of Trustees on April 27, 2011, as aforesaid.

Kay Ann Robertson
Kay Ann Robertson, Fiscal Officer
for Waterville Township,
Lucas County, Ohio.

BOARD CHAIRMAN:

None.

TRUSTEES:

Trustee Kyle Hertzfeld and Trustee Les Disher reported on their annual meeting with the county engineer. The Township is scheduled to begin the resurfacing of Davis Road using the \$170,520.00 OPWC grant and at least matching funds from our township. Noward Road is going to need something soon - the county is willing to help but money is tight. Les Disher stated that ODOT says the part of the US 24 bypass in Waterville Township will be done this year and they will be seeding, fencing, etc. in 2012. The portion of the bypass from Hertzfeld Road south will not be done so the road will not be open. The engineer's office says they will be re-paving some county roads in the township in 2012.

EXECUTIVE SESSION:

None.

ADJOURNMENT:

There being no further business to come before this Board, Kyle J. Hertzfeld made a motion to adjourn. Seconded by Brett T. Warner.

Motion Carried.

Adjourned at 9:49 p.m.

Attest: Kay Ann Robertson

Trustees: Les Disher, Kyle J. Hertzfeld, Brett T. Warner