

RECORD OF PROCEEDINGS

Minutes of

Waterville Township Trustees'

Meeting

DAYTON LEGAL BLANK, INC. FORM NO. 1014R

Held at 5:30 pm at the Waterville Township Hall on December 23, 2013

OFFICIALS:

Trustee Chairman A. Leslie Disher - Present
 Trustee Vice-Chairman Kyle J. Hertzfeld - Present
 Trustee Karen M. Schneider - Present
 Acting Police Chief Harry R. Kellett III - Present
 Property Standards Officer James E. Fischer - Present
 Zoning Inspector Eric H. Gay - Out-of-town for Holidays
 Solicitor Dawn E. Sanderson - Present
 Fiscal Officer Kay Ann Robertson - Present

GUESTS:

Karen Berger, Reporter for "The Mirror", Maumee, Ohio

PLEDGE OF ALLEGIANCE:

Chairman A. Leslie Disher called the meeting to order at 7:30 p.m. All those who were present were asked to join Chairman A. Leslie Disher in reciting the Pledge of Allegiance.

ROLL CALL:

Roll was called and all three (3) trustees were present: A. Leslie Disher; Kyle J. Hertzfeld and Karen M. Schneider.

AGENDA:

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

Kyle J. Hertzfeld made a motion to approve The Agenda for the December 23, 2013, meeting as it had been prepared by the Fiscal Officer Kay Ann Robertson at the direction of Chairman A. Leslie Disher. Seconded by Karen M. Schneider.

MINUTES:

Motion Carried.

The minutes for the November 27th meeting had been prepared by Fiscal Officer Kay Ann Robertson and sent to each trustee prior to the meeting date:

A. Leslie Disher made a motion to dispense with the reading of the minutes for the November 27th meeting and to approve the minutes with no additions, deletions and/or corrections. Seconded by Kyle J. Hertzfeld.

Motion Carried.

RECEIPTS:

184-13 - Fifth Third Bank of NW Ohio - November autosweep interest	\$	65.04
185-13 - Time Warner Cable - 3rd qtr franchise fees		703.01
186-13 - Thomas Schadel - Schadel cremation - Whitehouse Cemetery		250.00
187-13 - City of Waterville - 2013 annexation moneys		29,452.27
188-13 - Lucas County Auditor - November gas cents per gallon		2,210.89
189-13 - Maumee Municipal Court - November police fines		190.00
190-13 - Lucas County Auditor - November allocation		5,504.75
191-13 - Vertical Development - Permit #2013-23 - Modify cell tower		25.00
192-13 - Lexis Nexis - Two (2) police accident reports		6.00
193-13 - Turner Vault Company - Cemetery labor at funerals		18.00
194-13 - Dardenne-Walker Funerals - Guernsey cremation - (1) space		850.00

WARRANTS:

Total \$ 39,274.96

#36-2013 - U.S. Treasury - December withholding deposit	\$	2,196.91
#35975 - Ricardo A. Artiaga, Jr. - Road labor		465.83
#35976 - Jeffrey M. Graham - D.A.R.E. and police wages		1,121.16
#35977 - Harry R. Kellett III - Police wages		969.82
#35978 - Kenneth M. Kristoff - Police wages		90.22
#35979 - Richard A. Ludwig - Supt. wages		1,118.30
#35980 - Norbert J. Miller - Police wages		550.69
#35981 - Kay Ann Robertson - Fiscal officer salary and zoning wages		705.87
#35982 - Daniel M. Stuber - Police wages		1,056.18
#35983 - Paul J. Veres - Police wages		99.88
#35984 - Michelle L. Vollmar - Police wages		94.57
#35985 - Edward T. Weideman, Jr. - Police wages		292.04
#35986 - Shaun E. Wittmer - Police wages		504.22
#35987 - Ohio Public Employees Retirement System - November retirement		5,567.71
#35988 - Sanderson Law Offices - November solicitor fees		2,629.00

continued.....

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Continued:

#35989 - Medical Mutual of Ohio - December hospitalization	\$ 4,594.26
#35990 - Kay Ann Robertson - Reimburse December insurance	389.80
#35991 - A. Leslie Disher - Reimburse December insurance	359.30
#35992 - Treasurer of State of Ohio - 1st qtr 2014 UAN fees	645.00
#35993 - Hanley Print & Promotions - Income tax forms	55.33
#35994 - City of Waterville - December water/sewer	50.57
#35995 - The Waterville Gas Company - December heat payment	175.71
#35996 - The Toledo Blade Company - Advertise appeals hearing	132.24
#35997 - Toledo Edison - December township street lighting	163.60
#35998 - General Pro Hardwate - November maintenance supplies	42.76
#35999 - Russell L. Robertson - December reimburse insurance	434.10
#36000 - Doris A. Disher - December reimburse insurance	359.30
#36001 - Sandra L. Ludwig - December reimburse insurance	344.40
#36002 - Gerken Paving Inc. - Repair tile on Lakeview Drive	673.91
#36003 - Anthony Wayne Board of Education - October township fuel	2,506.37
#36004 - Waste Management of Ohio - November trash and recycling	4,372.50
#36005 - Occupational Health Services - DUI testing	142.00
#36006 - Verizon Wireless - December police mobile phones	73.56
#36007 - Superior Uniform Sales - Uniforms for Weideman	208.27
#36008 - Toledo Edison - December Coventry Glen street lighting	370.10
#36009 - Ricardo A. Artiaga - Road labor	479.14
#36010 - A. Leslie Disher - December trustee salary	737.24
#36011 - James E. Fischer - December property standards salary	175.02
#36012 - Eric H. Gay - December zoning salary	716.04
#36013 - Jeffrey M. Graham - D.A.R.E. wages	984.51
#36014 - Kyle J. Hertzfeld - December trustee salary	669.91
#36015 - Harry R. Kellett III - Police wages	872.53
#36016 - Kenneth M. Kristoff - Police wages	90.22
#36017 - Richard A. Ludwig - Supt. wages	1,136.33
#36018 - Norbert J. Miller - Police wages	370.02
#36019 - Kay Ann Robertson - Fiscal officer salary and zonin wages	710.85
#36020 - Karen M. Schneider - December trustee salary	737.24
#36021 - Daniel M. Stuber - Police wages	1,020.55
#36022 - B. Eric Varner - Police wages	196.86
#36023 - Paul J. Veres - Police wages	575.70
#36024 - Michelle L. Vollmar - Police wages	94.57
#36025 - Edward T. Weideman Jr. - Police wages	330.37
#36026 - Shaun E. Wittmer - Police wages	311.67
#36027 - Treasurer of State of Ohio - December state payroll tax	570.14
#36028 - Delta Dental Plan of Ohio - January dental insurance	252.72
#36029 - R.I.T.A. - 4th quarter payroll tax	82.61
#36030 - Whitehouse Commissioner of Taxation - 4th quarter payroll tax	237.89
#36031 - Toledo Commissioner of Taxation - 4th quarter payroll tax	334.78
#36032 - Kay Ann Robertson - Mileage to Columbus for schooling	163.55
#36033 - Fifth Third Bank - December purchases	158.89
#36034 - Thomson Reuters-West - Township law updates	120.00
#36035 - JLS Computer & Accounting Service - Paper and binders	97.71
#36036 - Lisa L. Cole - December clean hall and police station	50.00
#36037 - Toledo Edison - December electric	209.42
#36038 - Century Link - December township phone	36.24
#36039 - Anthony Wayne Board of Education - November township fuel	1,813.73
#36040 - Haines & Company - 2014 Criss/Cross lease	369.50
#36041 - Hanifan-Obenauf-Robinson Inc. - January 2014 police rent	950.00
#36042 - Progressive Fishing Association - Police range maintenance	200.00
#36043 - Buckeye Telesystem - December police phone and internet	104.50
Total	\$ 49,515.93

Karen M. Schneider 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.

Motion Carried.

PUBLIC COMMENTS:

None.

PUBLIC HEARING:

None.

continued.....

DAYTON LEGAL BLANK, INC. FORM NO. 10148

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Continued:

SPECIAL PRESENTATION:

None.

OLD BUSINESS:

None.

NEW BUSINESS:

None.

FISCAL OFFICER - CORRESPONDENCE:

- 1) From Lucas County Treasurer, Wade Kapszukiewicz, an estimated estate tax distribution from Rosemarie Rogers in the amount of \$2,831.08.
- 2) From Maumee Municipal Court, Check Number 026913 in the amount of \$190.00 for police fines collected for the month of November, 2013.
- 3) From Workplace Resources, the 4th quarter utilization report - "0".
- 4) From the Ohio Department of Public Safety Bureau of Motor Vehicles, the Nov. License Tax Statistics Report. Also from the Department, the November Permissive Tax Computation Report. Due the Township is the sum of \$290.48.
- 5) From T.M.A.C.O.G., a request for any changes to their directory. They were emailed back on 12/17/13.
- 6) From Medical Mutual of Ohio, a notice of changes to the township hospitalization premium beginning in January:
 - a. Transitional Reinsurance Program - \$5.25 per member per month.
 - b. Market Share Fee - 2.4% of premium in 2014.
 - c. Risk Adjustment Program - 8¢ per member per month.
 - d. Patient-Centered Outcomes Research Institute Fee - 18¢ per member per mon.

FISCAL OFFICER - OTHER MATTERS:

The trustees typically select a special night to hold their Organizational Meeting in January:

A. Leslie Disher made a motion to hold the township organizational meeting on the 7th of January, 2014, at 7:30 pm at the Waterville Township Hall, 621 Farnsworth Road, Waterville, Ohio. Seconded by Karen M. Schneider.

Motion Carried.

A notice of the date and time were advertised in "The Mirror".

POLICE:

- 1) Acting Chief Richard Kellett has been looking into the disposal of old records. The Ohio Revised Code has a set of guidelines. Using these guidelines, the township would have to add something to the Police Policy and Procedures Manual before disposing of anything.
- 2) The township web-site needs some attention. Acting Chief Kellett is taking care of updating the roster of police officers. Trustee Karen Schneider said that as of the first of the year, she would be willing to take on the job of keeping our web-site up to date.
- 3) Chairman Les Disher said that he would like to move forward with a plan to hire a police chief. He is suggesting putting together a committee of five (5) to make the selection. He has a couple of names and he asked Trustees Hertzfeld and Schneider to come back with a name(s) at the Organizational Meeting.
- 4) The subject of police vehicles was discussed. We currently have a 2008 Ford Explorer; a 2008 Ford Crown Victoria; a 2009 Ford Crown Victoria; and, a 2011 Ford Crown Victoria. Acting Chief Kellett has provided Chairman Disher with info on mileage, etc. on each vehicle. We have learned in the past that letting the vehicles get to old hurts the budget with repairs plus we want to keep the police officers safe.

ROADS:

Trustee Kyle Hertzfeld reports that he and Road Supt. Ludwig have checked on the township supply of road salt and we should be good.

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Continued:

Supt. Richard Ludwig has indicated that the salt spreader needs some repairs - A new motor, belt, etc. He will order the parts and they can do the repairs themselves.

CEMETERIES:

None.

ZONING:

None.

REFUSE:

- 1) Trustee Karen Schneider has received a calendar from Waste Management thru May 31st of 2014. She will see to it that it is posted on the website.
- 2) Waste Management has indicated that they collected 814.4 tons of refuse in Waterville Township the last twelve (12) months.

ZONING INSPECTOR'S REPORT:

The Zoning Inspector Eric H. Gay is out of town for the holidays but he wished to report that he had questions from Duke Wheeler concerning the horse stables at the corner of Obee Road and Berkey-Southern Road (SR 295). He would like to turn the stables into a rental hall for weddings and such. Inspector Gay has indicated that it may fit under Special Use Permits - Recreational/commercial. He is still in the talking stages.

PROPERTY STANDARDS OFFICER REPORT:

No calls - No complaints.

SOLICITOR:

- 1) Solicitor Dawn Sanderson will attend the meeting 1/7/14 ready to swear in the newly elected trustees: Kyle J. Hertzfeld and Karen M. Schneider.
- 2) On January 22nd at 7:30 pm, Ms. Sanderson has advertised a public hearing on the JEDD for the Fallen Timbers Community Church.

BOARD CHAIRMAN:

Chairman Les Disher reported on his recent US 24 Noise Abatement group meeting with ODOT. They have agreed to five (5) locations for the noise meters but will only use readings of 500' from US 24. The meters will not work if the weather is colder than 25° or if there is snow on the ground. It was suggested to do the meter readings in March. ODOT said they would leave the meters in place for 48 hours and the group wanted 120 hours. Mr. Disher said there were only five (5) people at the meeting - very disappointing.

TRUSTEES:

Kyle Hertzfeld: Trustee Hertzfeld interested in starting the meetings earlier. Will discuss further at the Organizational Meeting.

Karen Schneider: Trustee Schneider wished to thank Acting Chief Kellett for stepping in and leading the department. She thanked the officers, too. Her mailbox was knocked over during the recent snow so contract her to see what to do about getting a replacement. She and others wished a Merry Christmas!

EXECUTIVE SESSION - None.

ADJOURNMENT:

There being no further business to be brought before the Board, Kyle J. Hertzfeld made a motion to adjourn. Seconded by Karen M. Schneider.

Motion Carried.

Adjourned at 6:17 p.m.

Attrst: Kay Ann Robertson

Trustees: Les Disher
Kyle Hertzfeld
Karen Schneide