

Waterville Township Trustees'

6:30 p.m. at the Waterville Township Hall on May 24, 2017

Chairman Keith Moosman - Present  
Vice-Chairman Kyle Hertzfeld – Present  
Trustee Karen Schneider - Present  
Fiscal Officer Renee Hertzfeld - Present  
Solicitor Dawn Sanderson – Present  
Police Chief Richard Bingham – Present  
Zoning Inspector Eric Gay – Present

Guests: Brian Biegajski, Jim Fischer and Karen Gerhardinger

Keith Moosman called the meeting to order at 6:30 p.m. and those in attendance recited the Pledge of Allegiance.

The agenda was presented. Kyle Hertzfeld made a motion to approve the agenda as presented. Karen Schneider seconded. Motion carried.

Public Comments –

Karen Schneider reported that she had invited a representative from Kinder Morgan to attend tonight's meeting and is hoping they will attend the June meeting.

The minutes of the April 26, 2017 regular meeting and the May 4, 2017 special meeting were presented. Kyle Hertzfeld made a motion to approve the minutes for the April 26, 2017 regular meeting as presented. Karen Schneider seconded. Motion carried. Karen Schneider made a motion to approve the minutes for the May 4, 2017 special meeting as presented. Kyle Hertzfeld seconded. Motion carried.

Fiscal Officer's Report:

Signature page and April monthly reports were presented  
Payroll certifications to be signed were presented  
One purchase orders was presented

Payment of warrants as listed below

Warrants:

39-2017 - Fifth Third Bank	\$1178.74 – operating expenses
41-2017 – Treasurer of State of Ohio	\$628.25 – withholding payment
42-2017 – Ohio Deferred Compensation	\$400.00 – withholding payment
43-2017 – US Treasury	\$3218.01 – withholding payment
44-2017 – OPERS	\$8191.34 – retirement
46-2017 – Fifth Third Bank	\$1181.59 – operating expenses
38623 - A.W. Board of Education	\$703.20 – police/road unit fuel
38624 - General Pro Hardware	\$444.13 – operating expenses
38625 – Century Link	\$36.45 – township telephone
38626 – Toledo Edison	\$654.18 – twp electric/lighting districts
38627 – City of Waterville	\$46.06 – township water
38628 – Sanderson Law Offices LLC	\$4143.00 – township legal fees
38629 - The Waterville Gas Co	\$141.02 – township gas
38630 - Buckeye Telesystem	\$123.93 – police telephone/internet
38631 – Medical Mutual of Ohio	\$7710.65 – hospitalization
38632 – The Mirror	\$228.00 – advertising
38633 – Vance Outdoors	\$271.70 – police operating expense
38634 – Speck Sales	\$127.50 – police road unit repairs
38635 – Axon Enterprise	\$3943.45 – police operating expense
38636 – Ricardo A Artiaga Jr.	\$594.63 – payroll – cemetery/roads
38637 – Brian Biegajski	\$924.02 – payroll – police
38638 – Richard E Bingham	\$1863.95 – payroll – police
38639 – Kyle J Hixon	\$228.80 – payroll – police
38640 – Harry R Kellett III	\$1035.65 – payroll – police

38641 – Richard A Ludwig	\$993.56 – payroll – cemetery/roads
38642 – Michelle L McDevitt	\$65.99 – payroll – police
38643 – Jerry Robinson Jr	\$1043.39 – payroll – police
38644 – Daniel M Stuber	\$1229.78 – payroll – police
38645 – Shaun E Wittmer	\$867.22 – payroll – police
38646 – Void	
38647 – Statewide Emergency Products	\$14139.49 – police road unit lease
38648 – Ricardo A Artiaga Jr	\$663.40 – payroll – cemetery/roads
38649 – Brian Biegajski	\$937.87 – payroll – police
38650 – Jennifer Bingham	\$93.15 – payroll – zoning
38651 – Richard E Bingham	\$1729.36 – payroll – police
38652 – Eric H Gay	\$375.11 – payroll – zoning
38653 – Kyle J Hertzfeld	\$718.12 – payroll – trustee
38654 – Renee A Hertzfeld	\$1471.19 – payroll – fiscal officer
38655 – Kyle J Hixon	\$586.45 – payroll – police
38656 – Harry R Kellett III	\$944.70 – payroll – police
38657 – Richard A Ludwig	\$1092.25 – payroll – cemetery/roads
38658 – Michelle L McDevitt	\$167.81 – payroll – police
38659 – Keith A Moosman	\$910.43 – payroll – trustee
38660 – Jerry Robinson Jr	\$880.16 – payroll – police
38661 – Karen M Schneider	\$806.21 – payroll – trustee
38662 – Daniel M Stuber	\$1179.87 – payroll – police
38663 – Shaun E Wittmer	\$1138.29 – payroll – police
38664 – Cintas Corp.	\$89.61 – police department mats
38665 – Espresso Car Wash	\$4.00 – police operating expense
38666 – B & L Auto Service	\$48.30 – police unit maintenance
38667 – Lexipol	\$2173.00 – police membership
38668 – Century Link	\$46.54 – township telephone
38669 – Stevens Disposal & Recycling	\$4658.35 – township refuse
38670 – Hanifan Obenauf Robinson Inc	\$1250.00 – police department rent
38671 – Speedway LLC	\$1151.66 – police/road unit fuel
38672 – Lawrence Graphics	\$227.94 – township website expense
38673 – Treasurer of State of Ohio	\$100.00 – police membership
38674 – Lisa L Cole	\$150.00 – police department cleaning
38675 – Verizon Wireless	\$102.12 – township telephones
38676 – Toledo Edison	\$287.19 – twp electric/lighting districts

Keith Moosman made a motion to approve the warrants as presented. Karen Schneider seconded. Motion carried.

#### Department Reports

##### Police/Fire:

Chief Bingham reported the following:

The police department will be changing their telephone and internet provider from TeleSystem to Spectrum. The fees are the same but they are offering better/faster service. The phone numbers will remain the same.

Chief Bingham would like to purchase a new hand held speed laser. The current one is 12 years old and needs updated. The cost is \$1695.

Karen Schneider made a motion approving the purchase of a new hand held speed laser at the price of \$1695. Kyle Hertzfeld seconded. Motion carried.

The COPS Fast Grant is being offered. This grant will pay for 75% of the total cost of a new police officer for 3 years. The hiring would occur in 2018 and he would like to apply for 2 new officers. Discussion ensued regarding the cost to the township. Karen Schneider suggested tabling this until the June meeting so that all could look at the costs to the township.

The new police vehicle has been delivered.

Chief Bingham has been working on the job description for the Sgt. Position. Discussion ensued regarding the costs to the township in creating this position and this topic was tabled until the June meeting to allow for further examination of the cost to the township.

The shotgun instructors class will be held July 10-July 13. Attendance at this class was approved in 2016, however the 2016 class was cancelled. Officer Kellett will be attending this class and the cost to the township is \$850.

The Anthony Wayne Area Drug Stopper Program is asking local municipalities for a \$500 donation to be used as reward money. Discussion ensued regarding the operation/management of this program. Keith Moosman

made a motion to donate \$500 to the Anthony Wayne Area Drug Stopper Program. Karen Schneider seconded. Motion carried.

The Byrne Grant application was submitted today. If grant is approved the purchases will be budgeted and made in 2018. This grant requires a 25% match by the township.

#### Roads/Cemeteries:

Karen Schneider reported on the following:

There is a drainage issue on Janelynn Drive in Whitehouse. The Lucas County Engineers Office has been contacted regarding this issue. The township will continue to work on resolving this problem.

Kyle Hertzfeld reported on the following:

The roof at the maintenance building is approximately 40 years old and the township should budget for the replacement of the roof.

The township needs to look in to purchasing salt for next winter.

Keith Moosman reported on the following:

One of the local Boy Scout Troops is in need of a project. The township hall needs to be washed and painted. Keith will reach out to them to see if this is something they would like to do.

#### Refuse:

Karen Schneider reported that she received a call from a resident regarding trash and recycling. The resident was directed to the refuse calendar on the website.

#### Zoning:

Zoning Inspector's Report

Eric Gay reported on the following:

20 permits to date for 2017

The Board of Zoning Appeals will be meeting on May 31, 2017 at 6:00 pm.

This meeting is in regards to the signage for the urgent care. They would like a sign that is larger than currently allowed.

Discussion ensued regarding signage that was seen being installed that has not been approved. Eric will call regarding these signs.

Complaints have been received regarding the lighting in the Sautter's parking lot. Eric has been in contact with both Mr. Bob Sautter and Toledo Edison regarding these lights and will continue to monitor the situation.

A complaint has been received from a Crimson Hollow resident regarding construction debris blowing around.

Attended a meeting with the City of Waterville regarding the annexation of properties on Dutch Road. This is in process and will take some time for completion.

Johns Manville has received a temporary permit for an on-site construction trailer.

The zoning book needs to be updated on the website. Discussion ensued regarding updating the zoning book. Keith Moosman is going to call the planning commission and Lawrence Graphics on this.

#### Property Standards:

Keith Moosman reported that the ZBA meeting is May 30<sup>th</sup>. Advertisement for the meeting has been run in The Mirror and also on the township hall door.

#### Solicitor's Report: Nothing to report

#### Fiscal Officer:

Reported on the following:

Next meeting June 28, 2017

Noward Road update:

Waiting on the signed contract to be returned by Crestline.

Eileen Cole has requested that the walls that fall in the right of way be removed at no cost to her and a right of entry has been received. The Office of the County Engineer is working with Duke Wheeler regarding the walls in the right of way on his property.

Resolution 2017-7 accepting the bicycle route as provided by TMACOG Bike Route was presented. Keith Moosman made a motion to adopt Resolution 2017-7. Karen Schneider seconded.

Roll Call:

Keith Moosman Yes Kyle Hertzfeld Yes Karen Schneider Yes  
The Lucas County Township Association membership is due. The trustees, fiscal officer and zoning administrator will be renewed.  
Lucas County Farm Bureau Grow and Know event is September 14, 2017 at the Stables.

#### Trustee Reports:

Keith Moosman –

Zoning Board and Zoning Board of Appeals Handbook update:

Discussion ensued regarding the handbook. The handbook must coincide with the Zoning Text.

Kyle Hertzfeld –

Received a call from a resident regarding outdated Nexus information on the website. The resident also spoke with Karen Schneider. The outdated information has been removed from the website.

Karen Schneider –

Presented Resolution 2017-8 regarding House Bill 523. The township passed Resolution 2016-6 last October which imposed a twelve month moratorium on medical marijuana cultivation, processing and retail dispensaries. Since the passing of Resolution 2016-6 further research on the actions of municipalities regarding House Bill 523 has been done.

Kyle Hertzfeld reported that he spoke with the Village of Whitehouse and the City of Waterville regarding this issue. The Village of Whitehouse has passed a moratorium and the City of Waterville has banned cultivation, processing and retail dispensaries of medical marijuana. There being no further questions regarding this topic Karen Schneider made a motion to adopt Resolution 2017-8 prohibiting the establishment and operation of medical marijuana cultivation, processing and retail dispensaries as defined by House Bill 523 and ORC 3796.29 within Waterville Township effective immediately as presented. Kyle Hertzfeld seconded.

Roll Call:

Keith Moosman Yes Kyle Hertzfeld Yes Karen Schneider Yes

Spoke with Josh Hazzard regarding mailboxes on Noward Road during construction. Mailboxes will be accessible by residents during construction. Further contact with Waterville and Whitehouse post offices may be needed when the project begins.

Spoke with Josh Hazzard regarding road use maintenance agreements with Nexus. Karen will continue to work on this topic.

A letter was sent to Noward Road residents asking them to remove any shrubs, bushes or flowers that they would like to keep. Residents should have any of the above items removed by the end of Memorial Day.

An updated inventory has been received from the police department and will accompany the insurance renewal forms.

Attended the Lucas County Township meeting and has information on resources and training available to township employees and residents. Shared information presented at the meeting including the TMACOG water district update. Jim Shaw is the representative for townships.

Spoke with Ron Myers at Lucas County Engineers Office regarding right of way obstructions. The county will drive our roads and send letters to residents with obstructions in the right of way.

The District Advisory Committee to the Health Department has 3 open positions that need to be filled.

Met with Nexus representatives. Nexus is awaiting FERC permits. Until these permits are approved no progress will be made.

Jim Fischer had questions regarding zoning text. Jim reported that the zoning board has been reviewing the zoning text and would like to have John Widmer

look at the necessary changes and provide the township a proposal for necessary changes.

Jim Fischer commented on the Janelynn drainage issues and suggest looking into under-drains with new roads.

Keith Moosman reported that the Board of Zoning Appeals has requested a regular monthly meeting. Discussion ensued regarding this topic and it was decided that it is not necessary for the Board of Zoning Appeals to have a regular monthly meeting.

Karen Schneider made a motion to exit regular session for the purpose of entering executive session at 8:14 pm. Kyle Hertzfeld seconded.

Roll Call:

Keith Moosman Yes Kyle Hertzfeld Yes Karen Schneider Yes

Keith Moosman made a motion to enter executive session for the purpose of discussing discipline of a regulated individual and pending litigation at 8:17 pm. Karen Schneider seconded.

Roll Call:

Keith Moosman – Yes Kyle Hertzfeld – Yes Karen Schneider – Yes

Kyle Hertzfeld made a motion to exit executive session at 8:50 pm. Keith Moosman seconded.

Roll Call:

Keith Moosman – Yes Kyle Hertzfeld – Yes Karen Schneider – Yes

Kyle Hertzfeld made a motion to return to regular session at 8:50 pm. Karen Schneider seconded.

Roll Call:

Keith Moosman – Yes Kyle Hertzfeld – Yes Karen Schneider – Yes

Discussion ensued regarding the candidates and their qualifications. Interviews for open positions have been completed. At the current time there is one open position on the Zoning Board of Appeals. A second open position is anticipated within the next 30 days as a result of nonperformance of duty by Kirk Hester. The Property Standards Officer position is currently open.

Keith Moosman made a motion to appoint Robert Bryce to the open position on the Board of Zoning Appeals. Karen Schneider seconded. Motion carried.

Keith Moosman made a motion to appoint Bob Long to the open Property Standards Officer position. Karen Schneider seconded. Motion carried.

Solicitor Dawn Sanderson pointed out that there are currently no alternates on the zoning board. Serving as an alternate would assist Michelle Hayes in learning about the responsibilities of the zoning board.

Keith Moosman stated that Roy Siedener’s experience would be beneficial to the township and he should be considered when a position becomes available.

There being no further business to discuss, a motion to adjourn was made by Kyle Hertzfeld at 8:59 pm. Keith Moosman seconded. Motion carried.

Attest: \_\_\_\_\_

Trustees: \_\_\_\_\_

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