

RECORD OF PROCEEDINGS
Waterville Township Trustees' Meeting

Held at: 7:00 p.m. at the Waterville Township Hall on June 13, 2018.

OFFICIALS:

Chairman – Brett Warner – present
Vice Chairman - Kyle J. Hertzfeld – present
Trustee – Duke Wheeler - present
Asst. County Prosecutor – John Borell - present
Fiscal Officer Jennifer Bingham – present
Police Sergeant – Shaun Wittmer- present

PLEDGE OF ALLEGIENCE:

Brett Warner called the meeting to order at 7:05 p.m. All those present were asked to join **Mr. Warner** in reciting the Pledge of Allegiance.

GUESTS: Jim Fischer, Toby Miller, William Walborn, Martha Wheeler, Andrew Whited, Allie Kaiser, Karen Gerhardinger, Karen Schneider

AGENDA

Mr. Warner made a motion to approve the Agenda for the June 13, 2018 meeting as amended. Seconded by **Duke Wheeler**. Motion Carried.

MINUTES

Mr. Warner made a motion to approve the minutes of the May 23, 2018 meeting with no additions, deletions, and/or corrections. Seconded by **Mr. Warner**. Motion Carried.

FISCAL OFFICER'S REPORT

Documents for Board

Ms. Bingham provided the following documents for the Board:

- 1.) Minute book updated and ready for signatures
- 2.) May Monthly Reports
- 3.) Purchase Orders

Payment of Warrants

Ms. Bingham requested the Board's approval for the payment of the following vouchers and warrants:

<u>No.</u>	<u>Post Date</u>	<u>Payee</u>	<u>Amount</u>	<u>Purpose</u>
54-2018	6/1/18	OPERS	\$8,867.67	- Withholding
55-2018	6/1/18	Ohio Deferred Compensation	\$500.00	- Withholding
61-2018	6/15/18	Treasurer of State of Ohio	\$607.61	- Withholding
62-2018	6/15/18	U.S. Treasury	\$2,574.99	- Withholding
39353	6/1/18	Ricardo A. Artiaga, Jr.	\$680.70	- Payroll
39354	6/1/18	Brian B Biegajski	\$1,137.40	- Payroll
39355	6/1/18	Richard E. Bingham	\$1,771.49	- Payroll
39356	6/1/18	Harry Richard Kellett, III	\$972.89	- Payroll

No.	Post Date	Payee	Amount	Purpose
39357	6/1/18	Richard Allan Ludwig	\$1,139.30	- Payroll
39358	6/1/18	Michelle L. Mc DeVitt	\$249.41	- Payroll
39359	6/1/18	Jerry Robinson Jr.	\$1,083.98	- Payroll
39360	6/1/18	Daniel Martin Stuber	\$1,158.10	- Payroll
39361	6/1/18	Shaun Edward Wittmer	\$1,112.60	- Payroll
39377	6/6/18	Jennifer L Bingham	\$1,387.48	- Payroll
39378	6/6/18	Eric H. Gay	\$375.11	- Payroll
39379	6/6/18	Robert Long	\$87.99	- Payroll
39380	6/9/18	Lisa L. Cole	\$150.00	- Cleaning Services
39381	6/9/18	Spectrum Business	\$153.74	- Telephone/Internet
39382	6/9/18	Steve Rogers Ford	\$319.33	- Repairs/Maintenance
39383	6/9/18	Law Enforcement Systems, Inc.	\$128.00	- Operating Supplies
39384	6/9/18	Treasurer of State of Ohio - U.A.N.	\$726.00	- Software Fee
39385	6/9/18	Sanderson Law Offices, LLC	\$1,053.00	- Legal Fees
39386	6/9/18	The Waterville Gas Company	\$67.14	- Utility - Gas
39387	6/9/18	Stevens Disposal & Recycling Service	\$4,658.35	- Contract Service - Refuse
39388	6/9/18	City of Waterville - Water Dept.	\$55.24	- Utility - Water
39389	6/9/18	Workplace Resources	\$1,400.00	- Employee Assistance
39390	6/9/18	General Pro Hardware	\$616.91	- Operating Supplies
39391	6/15/18	Ricardo A. Artiaga, Jr	\$771.68	- Payroll
39392	6/15/18	Brian B Biegajski	\$1,181.07	- Payroll
39393	6/15/18	Richard E. Bingham	\$1,940.43	- Payroll
39394	6/15/18	Harry Richard Kellett, III	\$1,257.91	- Payroll
39395	6/15/18	Richard Allan Ludwig	\$1,282.63	- Payroll
39396	6/15/18	Michelle L. Mc DeVitt	\$173.87	- Payroll
39397	6/15/18	Jerry Robinson Jr.	\$1,220.47	- Payroll
39398	6/15/18	Daniel Martin Stuber	\$1,175.62	- Payroll
39399	6/15/18	Shaun Edward Wittmer	\$1,131.65	- Payroll
39400	6/10/18	Kyle James Hertzfeld	\$749.04	- Payroll
39401	6/10/18	Brett T Warner	\$912.84	- Payroll
39402	6/10/18	Void	\$0.00	- Void
39403	6/10/18	Toledo Edison	\$1,268.52	- Utility - Electric
39404	6/10/18	Anthony Wayne Board of Education	\$652.78	- Fuel
39405	6/10/18	D & R Outdoor Power Equipment	\$31.96	- Operating Supplies
39406	6/10/18	Bureau of Workers' Compensation	\$404.58	- Insurance
39407	6/10/18	Medical Mutual of Ohio	\$7,881.96	- Health Insurance
39408	6/10/18	The Mirror	\$95.00	- Advertising
39410	6/11/18	Patricia Rupert	\$41.55	- Expense Reimbursement
39411	6/12/18	Richard C Wheeler	\$734.25	- Payroll
39412	6/12/18	Patricia A Rupert	\$101.76	- Payroll
39413	6/15/18	Delta Dental Plan of Ohio	\$528.56	- Dental Insurance
39414	6/12/18	City of Waterville - Fire	\$27,976.50	- Contract Service - Fire
39415	6/12/18	Village of Whitehouse - Fire	\$28,153.00	- Contract Service - Fire
		Total	\$113,984.69	

Moved to approve by **Mr. Warner** and seconded by **Kyle Hertzfeld**. Motion carried.

Ms. Bingham stated that her original budget was very conservative pending the decision by the Tax Commission. At this, time the Trustees are beginning to report time spent to more than just the General Fund, which is where their salaries were budgeted. Additionally, expenses are planned to seal Noward Road, which were not planned. Ms. Bingham presented resolution #2018-11 to amend the 2018 Permanent Appropriation to adjust planned uses of resources for 2018.

**RESOLUTION #2018-11 AMENDMENT TO THE WATERVILLE
2018 PERMANENT APPROPRIATIONS.**

Kyle Hertzfeld moved the adoption of the following Resolution #2018-11:

Be it resolved, by the Board of The Board of Trustees of Waterville Township, Lucas County, Ohio, adopted the following Permanent Appropriations for the fiscal year ending December 31, during its regularly scheduled meeting on June 13, 2018. The Amendment to Permanent Appropriation Resolution is approved and to be forwarded to the Lucas County Auditor’s Office; and

1

1000 - General Fund	197,117
Special Revenue Funds	-
2011 - Motor Vehicle License Tax	4,000
2021 - Gasoline Tax	90,650
2031 - Road and Bridge	109,500
2041 - Cemetery	44,350
2071 - Garbage & Waste Disposal	81,250
2081 - Police	516,205
2111 - Fire District	134,250
2231 - Permissive Motor Vehicle License Tax	7,500
2261 - Law Enforcement Trust	0
2271 - Enforcement Education	0
2401 - Street Lighting District	15,500
2901 - D.A.R.E.	0
2902 - K-9 Fund	0
4401 - Public Works Commission Project	0
4901 - Miscellaneous Capital Projects.	<u>0</u>
TOTAL EXPENDITURES	1,200,322

Brett Warner seconded Resolution #2018-11 and the roll being called upon its adoption, the vote resulted as follows:

Duke Wheeler, Aye
Brett Warner, Aye
Kyle Hertzfeld, Aye

I certify that the foregoing is a true and accurate copy of Resolution 2018-11, passed in the regular meeting of the Waterville Township Board of Trustees on June 13, 2018.

Attest: s/s/Jennifer Bingham
Jennifer Bingham, Fiscal Officer
Waterville Ohio

Ms. Bingham requested approval from the Trustees for supplemental appropriations that were needed to process payroll and pay some expenses where funds were not originally established (i.e. Trustee salaries expensed to Roads & Bridges, Cemetery, etc.). The total of supplemental appropriations made were \$6,799.67. Moved to approve by **Mr. Warner** and seconded by **Kyle Hertzfeld**. Motion carried.

NEXUS UPDATE

Mr. Wheeler the work stacking pipes continues and Nexus is making good progress. **Mr. Wheeler** stated he has not received any complaints. **Mr. Warner** stated that he had received a call from a resident concerned that the digging may have disrupted the aquifer that feeds their well. The resident is having the water tested to make sure it is safe.

OLD BUSINESS

Insurance Committee

Mr. Warner stated that the Committee met without proper notification and therefore the meeting held last month was invalid. **Mr. Warner** stated that the Township could reschedule the meeting and give appropriate notice to the public or that the Trustees could simply not consider the recommendations made by the Committee. **Mr. Warner** stated he supported that the meeting be recognized as invalid and that the Trustees not consider the recommendations. **Mr. Warner** made a motion to disband the Insurance Committee. **Mr. Hertzfeld** seconded. Motion carried.

Resolution 2018-10 Removal of June Motor Vehicles

Mr. Warner stated he would contact Bob Long, Property Standards Officer. If no action is taken, the Trustees will need to seek a remedy.

Refuse Quotes

Mr. Hertzfeld presented a proposal from the Township's current provided for refuse services, Steven's Disposal and Recycling. Mr. Warner stated that in 2017 the levies for refuse and green waste generated \$88,000 (a 0.6 mil and 0.9 mil). Mr. Warner asked the Trustees to review for discussion at the next meeting.

Fire Districts

Mr. Warner stated the City of Waterville, Village of Whitehouse, Providence Township and Waterville Township are still waiting for a feasibility analysis proposal.

Newsletter

Mr. Warner stated that he had asked resident, Toby Miller to check out a service available from Lucas County Emergency Management Association. The EMA has a notification system that is used by government entities to push communication. Mr. Miller informed **Mr. Warner** that he believes

the system is good and could address the needs of the Township. **Mr. Warner** stated there is a cost to use the service and he still trying to get that information before any recommendation can be made.

NEW BUSINESS

Police District

Mr. Warner stated that he has spoken with the City of Waterville, the Village of Whitehouse and Providence Township about the formation of a Police District similar to the Fire District. At this time, Waterville is not interested. With this possible option, **Mr. Warner** stated he would like to hold off on any changes to the Township's Insurance coverage and with any possible cost sharing in premium to the employees. **Mr. Warner** stated that he believes a Police District will provide opportunities for the Township's police officers. **Mr. Wheeler** stated it makes sense and would be a benefit to the police and citizens. Mr. Hertzfeld asked if Monclova Township was interested. **Mr. Warner** stated that Monclova Township is not interested at this time.

DEPARTMENT REPORTS

Police Department

Sergeant Wittmer advised that the department that patrolman Jerry Robinson's last day with the Department is June 15, 2018. **Sergeant Wittmer** presented Andrew Whited as a replacement for Patrolman Robinson. Mr. Whited has been a member of the Auxiliary and his starting salary would be \$15.50/hr. with 1-week of vacation. **Mr. Hertzfeld** motioned to approve the hiring of Andrew Whited and **Mr. Wheeler** seconded. Motion carried.

Sergeant Wittmer asked for approval to purchase Officer Whited a bulletproof vest to maintain compliance with the Township's insurance policy. The cost of a vest is \$670.00. **Mr. Warner** motioned to approve the purchase of the bulletproof vest and **Mr. Warner** seconded. Motion carried.

Sergeant Wittmer advised that the department would be applying for a \$1,000 grant to help with the cost of the electronic Police & Procedure resource used by the Department.

Sergeant Wittmer advised that the Department was awarded a \$9,000 Ohio Criminal Justice Grant. The grant funds will be used to purchase in car camera and body cameras. There is a 10% match required of the Township for the grant.

Sergeant Wittmer advised that the Department is getting ready to file a grant application with Nexus and hopes to an answer in the next 3 weeks. The grant does not require a match from the Township.

Sergeant Wittmer asked for approval to proceed with the replacement of front and rear breaks to Patrol Vehicle 95, the canine unit. The anticipated cost for the repair work is \$710.00. **Mr. Warner** motioned to approve the funds for the repair of the canine unit and **Mr. Wheeler** seconded. Motion carried.

TRUSTEE REPORTS

Duke Wheeler

Mr. Wheeler stated he had nothing to report.

Kyle Hertzfeld

Mr. Hertzfeld stated that the Township website has been updated with the correct refuse collection dates.

Brett Warner

Mr. Warner advised that there are reusable Public Notice signs in the Township Hall should there be a need in the future to post a notice.

There being no further business to be brought before this Board **Mr. Wheeler** made a motion to adjourn. Seconded by **Mr. Hertzfeld**. Motion carried.

Adjourned at 7:25 p.m.

Attest: s/s/Jennifer Bingham

Trustees:

s/s/Brett Warner

s/s/Kyle Hertzfeld

original on file