

RECORD OF PROCEEDINGS
Waterville Township Trustees' Meeting

Held at: 7:00 p.m. at the Waterville Township Hall on November 24, 2018.

OFFICIALS:

Chairman – Brett Warner – present
Vice Chairman - Kyle J. Hertzfeld – present
Trustee – Duke Wheeler – absent
Fiscal Officer Jennifer Bingham – present
Police Chief – Richard Bingham- present
Zoning Inspector – Eric Gay – present

PLEDGE OF ALLEGIENCE:

Brett Warner called the meeting to order at 7:00 p.m. All those present were asked to join **Mr. Warner** in reciting the Pledge of Allegiance.

GUESTS: Jim Fischer, Karen Gerhardinger, William Walborn

AGENDA

Kyle Hertzfeld made a motion to approve the agenda for the October 24, 2018 meeting. Seconded by **Mr. Warner**. Motion Carried.

PUBLIC COMMENT

There were no public comments. **Mr. Warner** advised those in attendance that Mr. Wheeler was attending a NEXUS meeting tonight and would not be in attendance.

MINUTES

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

Mr. Hertzfeld made a motion to approve the minutes of the October 24, 2018 meeting with no additions, deletions, and/or corrections. Seconded by **Mr. Warner**. Motion Carried.

FISCAL OFFICER'S REPORT

Documents for Board

Ms. Bingham presented the following to the Board

- 1.) Minutes book updated and ready for signature
- 2.) Blanket Certificates/Purchase Orders presented for signature

Payment of Warrants/Vouchers

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

No.	Payee	Amount	Purpose
123-2018	Treasurer Of State of Ohio - U.A.N.	\$8.20 -	UAN Fee
124-2018	Ohio Deferred Compensation	\$250.00 -	Withholding

No.	Payee	Amount	Purpose
125-2018	Spectrum Business	\$153.43	- Utility - Telephone/Internet
127-2018	OPERS	\$160.56	- Late Payment Penalty
128-2018	OPERS	\$2,681.34	- Withholding
129-2018	OPERS	\$6,564.78	- Withholding
132-2018	U.S. Treasury	\$2,851.64	- Withholding
133-2018	Treasurer - State of Ohio	\$0.43	- Withholding
134-2018	Treasurer Of State of Ohio	\$661.32	- Withholding
135-2018	Ohio Deferred Compensation	\$250.00	- Withholding
138-2018	Fifth Third Bank	\$594.82	- Operating Expenses
39730	Josh Arvay	\$85.80	- Payroll
39731	Brian B Biegajski	\$1,371.52	- Payroll
39732	Richard E. Bingham	\$1,940.43	- Payroll
39733	Harry Richard Kellett III	\$1,097.78	- Payroll
39734	Michelle L. Mc Devitt	\$98.99	- Payroll
39735	Daniel Martin Stuber	\$1,044.31	- Payroll
39736	Andrew T Whited	\$1,137.14	- Payroll
39737	Shaun Edward Wittmer	\$1,220.51	- Payroll
39738	The Mirror	\$57.00	- Advertising
39739	Treas St of Ohio c/o OSHP	\$1,200.00	- LEADS Access Fee
39740	Medical Mutual of Ohio	\$7,822.17	- Insurance Premium
39741	Stevens Disposal & Recycling Service	\$4,798.05	- Contracted Service
39742	Anthony Wayne Board of Education	\$543.37	- Fuel Expenses
39743	The Waterville Gas Company	\$79.01	- Utility - Nat. Gas
39744	Fisher Auto Parts, Inc.	\$467.62	- Operating Expenses
39745	Ricardo A. Artiaga Jr.	\$720.26	- Payroll
39746	Richard Allan Ludwig	\$1,234.96	- Payroll
39747	City of Waterville - Water Dept	\$43.64	- Utility - Water
39748	D.R. Ebel Police & Fire Equipment	\$8,221.62	- Grant Equipment
39749	Delta Dental Plan of Ohio	\$264.28	- Insurance Premium
39750	Bureau of Workers' Compensation	\$406.62	- Insurance Premium
39751	Traffic Stop Uniform Supply	\$707.00	- Operating Expenses
39752	Toledo Edison	\$1,166.04	- Utility - Electric
39753	General Pro Hardware	\$55.63	- Operating Expenses
39754	Toledo Edison	\$151.89	- Utility - Electric
39755	Speck Sales, Inc.	\$532.08	- Repairs/Maintenance
39756	Steve Rogers Ford	\$310.32	- Repairs/Maintenance
39757	Ricardo A. Artiaga Jr.	\$680.71	- Payroll
39758	Josh Arvay	\$91.51	- Payroll
39759	Brian B Biegajski	\$1,191.95	- Payroll
39760	Richard E. Bingham	\$1,771.49	- Payroll
39761	Harry Richard Kellett III	\$1,103.72	- Payroll
39762	Richard Allan Ludwig	\$1,118.72	- Payroll
39763	Michelle L. Mc Devitt	\$156.33	- Payroll
39764	Daniel Martin Stuber	\$1,044.31	- Payroll
39765	Andrew T Whited	\$1,084.46	- Payroll
39766	Shaun Edward Wittmer	\$979.11	- Payroll
39767	Eric H. Gay	\$375.11	- Payroll
39768	Robert Long	\$87.99	- Payroll

No.	Payee	Amount	Purpose
39769	Cintas Corporation - 306	\$7.00	- Operating Expenses
39770	U.S. Bank Equipment Finance	\$121.93	- Lease - Copier/Scanner
39771	Expresso Car Wash	\$4.00	- Repairs/Maintenance
39772	Fisher Auto Parts, Inc.	\$30.87	- Repairs/Maintenance
39773	Treasurer of State of Ohio - Coop	\$100.00	- Purchasing Program
39774	SuperFleet MasterCard Program	\$1,170.81	- Fuel Expenses
39775	Verizon Wireless	\$130.36	- Utility - Cell Phone
39776	Century Link	\$52.80	- Utility - Telephone
39777	Hanifan-Obenauf-Robinson, Inc.	\$1,300.00	- Lease - Police
39778	Jennifer L Bingham	\$1,387.48	- Payroll
39779	Patricia A Rupert	\$78.04	- Payroll
39780	Kyle James Hertzfeld	\$749.04	- Payroll
39781	Brett T Warner	\$912.84	- Payroll
39782	Richard C Wheeler	\$822.34	- Payroll
39783	BB Security Solutions	\$250.00	- Professional Services
39784	Criminal Justice Coordinating Council	\$3,100.00	- NORIS/eCitation Fee
39785	Lisa L. Cole	\$150.00	- Repairs/Maintenance
39786	Kenn-Feld Group	\$14.66	- Operating Expenses
	Total Warrants	\$71,022.14	

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

2019 Budget and Appropriations

Ms. Bingham presented a summary of the 2017 Budget, the 2018 Year-to-Date, Projected Year-End, 2018 Budget and a projection for the possible 2019 Budget. Items highlighted included:

- A 10% increase in the Health Insurance Premium is assumed.
- A split of the Road/Bridges and Cemetery Salaries and Benefits at 50/50. Ms. Bingham stated that pending the outcome of the formation of a Union Cemetery, this was her recommendation for 2019.
- A projected estimate of the spray patch needs to be included. Mr. Hertzfeld indicated he would work on an estimate.
- The Police Fund does not reflect anticipated or awarded Grant Funds at this time. The Police have however asked to include the possible purchase of a new vehicle if grant funds are secured for that purpose.
- Propose to use the balance in the Law Enforcement Trust and Enforcement and Education Funds to cover some of the needed training for the Police Department next year. This would spend down those funds.

Ms. Bingham stated that she would like to approve the budget and 2019 Appropriations at the December meeting. She also recommended that an additional \$10,000 be appropriated for each fund (where funds are available) above the budget to provide an emergency reserve. **Ms. Bingham** advised the Trustees that they could contact her if they had any questions between now and the next meeting.

Mr. Warner asked Ms. Bingham if she felt the Township was on a path to avoid Fiscal Watch. **Ms. Bingham** stated that the 2018 expenditures were below what was anticipated in the budget, which is good. **Ms. Bingham** felt the Township was in a much better position; however, she noted that at the

October meeting, a resident indicated many homeowners were seeking relief on proposed property tax increases. **Ms. Bingham** stated that she was hoping there would be a balance with new construction being assessed on buildings and land rather than just land and that there is anticipated revenue not reflected from the new Kinder-Morgan pipeline that runs by Johns Manville.

NEXUS UPDATE

Ms. Bingham shared a newsflyer that was sent by Nexus, which included some safety tips and contact information. **Ms. Bingham** asked the Trustees if they would like to have this information posted on the Township's website. **Mr. Hertzfeld** and **Mr. Warner** stated that would be a good idea.

OLD BUSINESS

Union Cemetery Update

Mr. Warner stated he thought the joint meeting with the Trustees, the Village of Whitehouse Council and the City of Waterville Council on October 23rd went well. It was **Mr. Warner's** opinion that there is support from all parties to proceed with the formation of a Union Cemetery. **Ms. Bingham** stated that there was a Committee formed to review the financial information and that the plan is for another Joint Meeting on January 7, 2019.

Mounding in Coventry Glen

Mr. Warner read a letter that the Lucas County Planning Commission was able to find between former Trustee Les Disher and Jeff Shugarman, the original developer of the property. The letter was an agreement to include mounding; however, the plans on file with the County do not include the mounding. **Mr. Warner** stated that he would be taking this to the Zoning Commission for their discussion. **James Fischer**, Zoning Commission, Vice Chair, stated that he does not believe it is a zoning matter, but rather a decision for the Trustees. **Mr. Warner** stated that he also have questions about the Assistant County Prosecutor, John Borell.

Noward Road

Mr. Warner met with individuals from the Lucas County Engineer's Office to see what their recommendation to repair the road would be. **Mr. Warner** stated that the County was "pleased" by what has happened with the roadway. They believe the road will need a repair, but there is no breakdown or structural damage. **Mr. Warner** stated that the County has advised they will not be completing any major repairs this year. **Mr. Warner** stated that he thinks the County will wait until the spring to assess any repairs needed and will discuss that with Nexus at that time. **Mr. Warner** stated that other roads in the Township were also reviewed and the County has done some patching to address concerns.

NEW BUSINESS

RESOLUTION #2018-14 AMENDMENT TO THE WATERVILLE 2018 PERMANENT APPROPRIATIONS.

Mr. Warner moved the adoption of the following Resolution #2018-14:

Be it resolved, by the Board of The Board of Trustees of Waterville Township, Lucas County, Ohio, adopted the following Supplemental Appropriation for the fiscal year ending December 31, 2018 during its regularly scheduled meeting on November 28, 2018. The Amendment to Permanent Appropriation Resolution is approved and to be forwarded to the Lucas County Auditor's Office; and

Fund	2018 Final Appropriation	Additional Appropriation	Adjusted 2018 Final Appropriation
2041 - Cemetery	\$44,350	\$10,000	\$54,350

Mr. Hertzfeld seconded Resolution #2018-14 and the roll being called upon its adoption, the vote resulted as follows:

Duke Wheeler, absent
 Brett Warner, Yes
 Kyle Hertzfeld, Yes

I certify that the foregoing is a true and accurate copy of Resolution 2018-14, passed in the regular meeting of the Waterville Township Board of Trustees on November 28, 2018.

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

2019 Proposed Meeting Schedule

Ms. Bingham presented a draft of meeting dates for the 2019 calendar year. Proposed dates reflected a 2nd and 4th Wednesday of the month dates along with potential conflicts with Easter, Thanksgiving and Christmas. **Mr. Warner** stated that he knows some of the Trustees feel two meetings a month is not really needed, however he stated that sometimes having only one meeting delays the ability to discuss important topics or issues. **Ms. Bingham** suggested that the Trustees could adopt a hybrid-meeting schedule agreeing to meet twice a month in the odd numbered months and hold one meeting per month during the summer. The 2019 Meeting dates will be discussed at the December meeting.

DEPARTMENT REPORTS

Police Department

Chief Bingham reported that the department participated in the Light for Lives traffic campaign before the Thanksgiving holiday.

Chief Bingham reported that the department received \$11,501.25 from the Byrne's Grant. There is a 25% required match and the department is waiting to see what items are approved for purchase with these grant funds. **Chief Bingham** stated they are expecting to see if they were awarded the JAG grant in early January. If the grant is awarded there is a 10% match require.

Chief Bingham stated that the department has been very frugal with its 2018 budget. He stated that in addition to himself there are two other individuals within the department who have not gotten a raise in several years. **Chief Bingham** asked the Trustees to consider pay raises for 2019 for these individuals.

Roads Department

Mr. Hertzfeld stated the he spoke with Richard Ludwig and things are going well. The township has not received the latest purchase of road salt, but expect it to arrive in the next week or so. There is currently enough salt to maintain the roads. They are working on getting the equipment repaired and ready for the snow season.

Refuse

Ms. Bingham stated that she has left another message for Stevens. **Ms. Bingham** did remind the Trustees that this will need to be placed most likely as a renewal levy and wanted to bring awareness to the Trustees. There was discussion about the possible timing of a levy and it was decided that May would be ideal.

Zoning – Inspector’s Report

Eric Gay, Zoning Inspector, reported that he has issued 51 zoning permits year-to-date compared to 37 permits for the same period last year. Mr. Gay advised there are no pending permits and does not anticipate much between now and the end of the year

Mr. Gay stated he has not received any update from the County on the Telluride Plat approval.

Mr. Gay stated there is pending request to rezoning property along Rt. 64 from M1 to Agricultural. He anticipates this will go before the County Planning Commission in December.

Mr. Gay thanked the Fiscal Officer for the replacement copier. He asked the Trustees what should be done with the broken copier. Mr. Warner asked Mr. Gay to see if there was any property tags on the equipment. If there were none, he asked Mr. Gay to coordinate with the Maintenance Department the disposal at the recycling station located behind the Kroger in Waterville.

Mr. Gay stated that he has always used his home as the Zoning Inspector’s Office. He stated that his homeowner’s association does not provide snow removal services for the side entrance walk way. He has in the past used Keith Moosman’s company to remove snow when it exceeds two inches. Mr. Gay asked if the Trustees would pay the \$10 service fee. Ms. Bingham stated that the invoice from last year was paid. Ms. Bingham asked if our maintenance staff could handle the shoveling of the walk. Mr. Hertzfeld stated he would check with Mr. Ludwig.

Mr. Fischer stated that the thumb drive with the Zoning Commission’s edits have been provided to John Widmer, the consultant engaged to help with the reorganization of the Zoning Resolution.

Zoning – Property Standards

No update.

FISCAL OFFICER CORRESPONDENCE

Ms. Bingham reported that the following correspondence has been received:

- 3rd Quarter Fire Runs report from Whitehouse Fire Department

- Email from Philip Johnson, Broker for Township's Health Insurance plan stated concerns about a resident's comments on his service to the Township
- Copy of the County Commissioner's resolution changing responsibility of roads within the Township. No change in snow and ice service until next season.
- Notice from the Lucas County Engineer's Office on the construction of a roundabout at St. Rte. 295 and Waterville Neapolis Road. Ms. Bingham confirmed with Ron Myer's with the Engineer's Office that there is no financial commitment needed from the Township, however a resolution of support for the project would be greatly appreciated.
- Request from the Old Newsboys Goodfellow Association for a donation.
- Information on the Ohio Township Association's 2019 Winter Conference was made available

TRUSTEE REPORTS

Kyle Hertzfeld – nothing to report

Brett Warner – stated that he is continuing to find an independent consultant to advise on the Township's benefit offering. He is seeking quotes for those services to see if there is a cost benefit between the consultant's fee and potential savings they might recommend. **Mr. Warner** stated that he spoke with the County Engineer's office about the storm water concern on Jayne Lynn. The County was able to find the proposal for the repair, however, the Township used funds on Noward Road resurfacing and it will be years until money is available to make the needed repairs. The resident who raised the concern has asked if there is any temporary fix to the problem. **Mr. Warner** stated that he has asked the County to review and see if they have any suggestions. **Mr. Warner** stated that the homeowner is willing to take some action on their own if needed. **Mr. Warner** asked Chief Bingham what road hazards are created by this problem. **Chief Bingham** stated he hasn't noticed ice problems, but is aware of the flooding problems created. He stated that it creates issues for the residents who cannot get to their mailboxes. **Mr. Warner** apologized to Chief Bingham for not forwarding emails about the WENS notification system and stated that he would get those to Chief Bingham.

PUBLIC COMMENT

Mr. Walborn stated he wasn't going to come to tonight's meeting, however, he feels that he needs to respond to the email from Mr. Johnson. **Mr. Walborn** stated that he will stand by everything he said a previous meeting about the discussion at the independent committee meeting with Mr. Johnson. **Mr. Walborn** stated he did ask questions contrary to Mr. Johnson's email. **Mr. Walborn** stated that he believes the Township Trustees were never presented the full renewal report with options for the Township's plan. **Mr. Hertzfeld** stated that he believes he did see the full report. **Mr. Walborn** stated that the township should have look at other insurers for coverage at the renewal. **Mr. Walborn** stated that he believes his is vastly more experienced and knowledgeable than Mr. Johnson on health insurance and without all of the facts the Trustees cannot fulfill their fiduciary responsibility to make the best decision for the Township. **Mr. Walborn** states that he believes others who attending the meeting with Mr. Johnson along with the Trustee in attendance would support his statements. **Mr. Walborn** stated that he thinks at a minimum the Township should keep the current coverage, but opt for another broker. **Mr. Walborn** stated that he finds it difficult for the Trustees to conduct business when they are not allowed to meet or have discussions between meetings. **Mr. Walborn** stated that he has spoken with Trustees in other townships, who have told him they do meet informally over coffee to discuss Township business.

Mr. Fischer asked if the Trustees remembered the Zoning Commission is in need of an alternate. **Ms. Bingham** stated that there was supposed to be a notice on the Township website. **Mr. Warner** stated he has received interested from an individual and he directed the individual to contact either Tom Wardell or Mr. Fischer.

Mr. Fischer asked if there was a timeframe for the Roundabout at St. Rte. 295. **Ms. Bingham** advised it would not be until fiscal year 2022

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

Adjourned at 8:06 p.m.

Attest: s/s/Jennifer Bingham

Trustees:

s/s/Brett Warner

s/s/Kyle Hertzfeld

s/s/Duke Wheeler

original on file