

**RECORD OF PROCEEDINGS**  
**Waterville Township Trustees' Meeting**

Held at: 7:00 p.m. at the Waterville Township Hall on March 27, 2019.

**OFFICIALS:**

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

**PLEDGE OF ALLEGIENCE:**

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

**GUESTS:** Jim May (Steven’s Disposal), Kevin Shipman (Republic Services) and Jim Fischer,

**AGENDA**

**Mr. Warner** made a motion to approve the agenda for the March 27, 2019 meeting. Seconded by **Duke Wheeler**. Motion Carried.

**PUBLIC COMMENTS**

Mr. Warner stated that the Township unexpectedly lost their long-time Zoning Inspector. He asked those in attendance to join him in a moment of silence for Eric Gay.

**MINUTES**

**Mr. Warner** made a motion to approve the minutes of the February 27, 2019 regular meeting with no additions, deletions, and/or corrections. **Mr. Wheeler** stated that he was not in attendance and therefore could not seconded the approval of the minutes. Approval of the minutes was tabled until the April meeting.

**FISCAL OFFICER’S REPORT**

**Documents for Board**

**Ms. Bingham** presented the following to the Board

- 1.) Minutes book updated and ready for signature

**Payment of Warrants/Vouchers**

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

<u>No.</u>	<u>Payee</u>	<u>Amount</u>	<u>Purpose</u>
22-2019	Lucas County Auditor	\$11,144.98	- Payment to Health Department
31-2019	Treasurer State of Ohio	\$699.82	- Withholding
32-2019	Treasurer State of Ohio	\$2.40	- Late Penalty Payment
33-2019	Treasurer State of Ohio	\$748.05	- Withholding
34-2019	Treasurer State of Ohio	\$31.11	- Late Penalty Payment

35-2019	U.S. Treasury	\$2,988.23	- Withholding
36-2019	U.S. Treasury	\$3,241.44	- Withholding
37-2019	OPERS	\$9,934.37	- Withholding
38-2019	Ohio Deferred Compensation	\$250.00	- Withholding
39-2019	Bureau of Workers' Compensation	\$434.83	- Insurance Premium
40-2019	Fifth Third Bank	\$251.81	- Operating Expenses
44-2019	Ohio Deferred Compensation	\$250.00	- Withholding
45-2019	OPERS	\$9,375.44	- Withholding
46-2019	OPERS	\$47.05	- Late Penalty Payment
39963	Delta Dental Plan of Ohio	\$248.44	- Withholding
39964	Ricardo A. Artiaga Jr.	\$521.49	- Payroll
39965	Josh Arvay	\$11.44	- Payroll
39966	Brian B Biegajski	\$1,189.28	- Payroll
39967	Richard E. Bingham	\$1,821.43	- Payroll
39968	Harry Richard Kellett III	\$1,026.02	- Payroll
39969	Richard Allan Ludwig	\$1,043.68	- Payroll
39970	Daniel Martin Stuber	\$1,203.61	- Payroll
39971	Andrew T Whited	\$967.60	- Payroll
39972	Shaun Edward Wittmer	\$930.20	- Payroll
39973	Shaun Wittmer	\$275.00	- Refund of Service Purchase Pymt
39975	Espresso Car Wash	\$4.00	- Operating Expenses
39976	Anthony Wayne Board of Education	\$201.36	- Fuel Expenses
39977	Stevens Disposal & Recycling Service	\$5,020.95	- Contract - Refuse Services
39978	City of Waterville - Water Dept.	\$41.44	- Utility - Water
39979	The Waterville Gas Company	\$527.15	- Utility - Natural Gas
39980	The Mirror	\$47.50	- Advertisement
39981	Medical Mutual of Ohio	\$7,294.74	- Insurance Premium
39982	Spectrum Business	\$156.48	- Utility - Telephone/Internet
39983	General Pro Hardware	\$63.47	- Operating Expenses
39984	Toledo Edison	\$985.89	- Utility - Electricity
39985	O'Brien's Heating & Cooling	\$431.00	- Repair/Maintenance
39986	Blink Print & Mail	\$169.88	- Office Supplies
39987	Anthony Wayne Alumni Association	\$200.00	- Contribution
39988	SuperFleet MasterCard Program	\$1,500.91	- Fuel Expenses
39989	Valvoline, LLC	\$71.37	- Repair/Maintenance
39990	Cintas Corporation - 306	\$122.80	- Repair/Maintenance
39991	Webbfire Inc.	\$315.00	- Training
39992	U.S. Bank Equipment Finance	\$130.93	- Lease - Copier/Scan/Fax
39993	Verizon Wireless	\$130.48	- Utility - Cell Phone
39994	Toledo Edison	\$352.74	- Utility - Electricity
39995	Ohio Compost & Recycling	\$2,000.00	- Contract - Refuse Services
39996	Century Link	\$43.11	- Utility - Telephone
39997	Lisa L. Cole	\$150.00	- Cleaning Service
39998	Jennifer L Bingham	\$1,389.92	- Payroll
39999	Eric H. Gay	\$375.18	- Payroll
40000	Kyle James Hertzfeld	\$757.35	- Payroll
40001	Robert Long	\$88.01	- Payroll
40002	Patricia A Rupert	\$105.93	- Payroll
40003	Richard C Wheeler	\$829.74	- Payroll

40004	Ricardo A. Artiaga Jr.	\$597.57	- Payroll
40005	Brian B Biegajski	\$1,270.26	- Payroll
40006	Richard E. Bingham	\$1,821.43	- Payroll
40007	Harry Richard Kellett III	\$1,148.48	- Payroll
40008	Richard Allan Ludwig	\$1,086.14	- Payroll
40009	Michelle L. Mc Devitt	\$180.20	- Payroll
40010	Daniel Martin Stuber	\$1,178.86	- Payroll
40011	Andrew T Whited	\$1,112.98	- Payroll
40012	Shaun Edward Wittmer	\$882.10	- Payroll
40013	Brett T Warner	\$913.11	- Payroll
40014	Hanifan-Obenauf-Robinson, Inc.	\$1,350.00	- Lease - Police Dept.
40015	Village of Whitehouse - Fire	\$28,714.50	- Contract - Fire Service
40016	City of Waterville - Fire	\$28,816.00	- Contract - Fire Service
40017	Delta Dental Plan of Ohio	<u>\$237.84</u>	- Withholding
	<b>Total</b>	<b>\$141,454.52</b>	

**Ms. Bingham** presented Purchase Orders for signature related to recently awarded grant and for the payment for Lucas County Health Department.

**NEXUS UPDATE**

**Mr. Wheeler** stated he spoke with Mr. Wagner, legal representative for the Nexus company is not currently discussion the compressor station.

**OLD BUSINESS**

**Union Cemetery Update**

**RESOLUTION #2019-06 CEMETERY LEASE BETWEEN WATERVILLE TOWNSHIP AND FALEN TIMBERS UNION CEMETERY DISTRICT**

**Brett Warner** moved the adoption of the following Resolution #2019-06:

Be it resolved, by the Board of The Board of Trustees of Waterville Township, Lucas County, Ohio, approved entering into the Cemetery Lease with Fallen Timbers Union Cemetery during its regularly scheduled meeting on March 27, 2019 for the use of the Town Hall and Maintenance Garage.

**Duke Wheeler** seconded Resolution #2019-06 and the roll being called upon its adoption, the vote resulted as follows:

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

I certify that the foregoing is a true and accurate copy of Resolution 2019-06, passed in the regular meeting of the Waterville Township Board of Trustees on March 27, 2019.





**Brett Warner** seconded Resolution #2019-08 and the roll being called upon its adoption, the vote resulted as follows:

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

I certify that the foregoing is a true and accurate copy of Resolution 2019-08, passed in the regular meeting of the Waterville Township Board of Trustees on March 27, 2019.

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

Assignment of Stevens Disposal & Recycling Contract

**RESOLUTION #2019-09 ASSIGNMENT OF STEVENS DISPOSAL & RECYLCING SERVICE, INC. CONTRACT TO ALLIED WASTE SERVICES OF NORTH AMERICA, LLC**

**Duke Wheeler** moved the adoption of the following Resolution #2019-09:

Be it resolved, by the Board of The Board of Trustees of Waterville Township, Lucas County, Ohio, approved the assignment of the Stevens Disposal and Recycling Service, Inc. contract with Waterville Township effective June 1, 2019 to Allied Waste Services of North America, LLC during its regularly scheduled meeting on March 27, 2019

**Brett Warner** seconded Resolution #2019-09 and the roll being called upon its adoption, the vote resulted as follows:

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

I certify that the foregoing is a true and accurate copy of Resolution 2019-09, passed in the regular meeting of the Waterville Township Board of Trustees on March 27, 2019.

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

Mr. Warner advised Kevin Shipman the representative from Republic that some of the Waterville Township residents, who have property that neighbors Monclova Township which is serviced by Republic, have received letters requesting payment for collection services provided by Republic. Mr. Warner asked that Mr. Shipman confirm those residents will be included in the new service routes.

#### Emergency Management Agency Broadcast System

Mr. Warner stated Dan Lawrence has the link on the website and information will be provided in the newsletter which is ready to go out. Need to schedule a training date to learn how to post information on the site. Dates for training were discussed and it was selected that training be completed on Saturday, May 4<sup>th</sup> at 8:00 a.m. The training will take place at the Police Department.

#### Zoning Software

Mr. Warner stated that he has been speaking with many individuals including someone who does software design. Mr. Warner stated that he liked the system reviewed along with the storage; however he did not like the cost, which is long-term and a monthly commitment. Mr. Wheeler asked what was the costs, which could range from \$1,500 to \$5,000 with a monthly fee. Mr. Wheeler asked that this be tabled until the quote could be reviewed. Mr. Warner stated that we need to have something that we use internally or other option. Mr. Warner stated that he understands Monclova using. Mr. Wheeler stated that Monclova Township liked the software to, but will not be able to use the software because it was too expensive. The discussion of the Zoning software was tabled to the April Meeting.

### DEPARTMENT REPORTS

#### Police Department

Chief Bingham reported that he believed the table in the Township Hall had been sold along with some of the chairs. Remaining chairs would be taken to the police department.

Spoke with Tyler from the Fallen Timbers Community Church wanting to have a 5K charity run/walk in the Township on May 4<sup>th</sup> at 9:30 a.m.

Chief Bingham wanted to make the Trustees aware of the feasibility study to consolidate the dispatch systems in Lucas County. The proposal would call for charging entities for dispatch services. The initial estimate was \$51,612, which would be too costly for the department. Based on feedback from several agencies, the fees were revised and the current fee to the Township is projected to be \$16,511. Plans are to start in January 2020, which does not allow much time for the Township to budget for the added expense. The Lucas County Sheriff agrees and it may be pushed back. Mr. Wheeler asked if it would be safer. Chief Bingham stated the services provided would be no different than what the Township already received. Chief Bingham stated that entities that have their own dispatch systems would benefit for example the Sheriff's department would save \$824,000, the City of Toledo would save millions, Maumee and Oregon would each save around \$200,000 annually. The feasibility study uses a formula to determine costs based on call volume. Chief Bingham is questioning where the call numbers come from. The question is whether it is dispatch or in care computer generated information. Mr. Warner stated that the Lucas County Township Association meeting addressed this and he spoke with several individuals about what option might be. Mr. Warner stated that this is something that Township's together need to address. Mr. Warner in his opinion thinks this will happen. Mr. Warner would like to focus on how do we deal with the financial implications without placing a new tax on residents. Mr. Warner shared that Ohio Revised Code establishes who get appointed to serve on this board, which means the 13 townships of Lucas County would have one representative among them collectively.

### Roads Department

Mr. Warner stated that there was a meeting of the Fallen Timbers Union Cemetery, which is working on the budget. A list of items to be purchased has been made and what on the list can Waterville Township contribute. Based on the list then funding needed can be qualified. Additionally, discussed is personnel. It was the Trustees hope that the personnel would become employees of the Union Cemetery and the Township would lease them back. The Board is recommending that an additional year with tracking of cemetery labor and equipment can be better clarified in determining a budget. Mr. Warner stated that the agreement with the Cemetery to reimburse for the personnel will need to continue beyond the end of 2019. Mr. Wheeler asked what the agreement covers 50% of wages, health insurance premiums, worker's compensation. Mr. Wheeler asked who is supervising the personnel. Ms. Bingham reminded the Trustees for insurance purposes that needs to be a Township Trustee. Mr. Warner stated that the Trustees all agreed to share responsibility of the Township functions. Mr. Wheeler stated that it would be nice if someone from the Cemetery Board supervised them. Mr. Warner stated that it would be a Trustee since they are our personnel. Mr. Warner suggested that this be added to the April agenda. Mr. Wheeler stated we could be the supervisor, but someone needs to be watching to see if they are at the hardware store for an hour, to be frank. Mr. Wheeler stated that we are looking for improvements, cemeteries to be better looking. Mr. W Ms. Bingham reminded the Trustees that the longer we employ individual that the Cemetery Board determines the hours and or numbers of individual needed, the Township will be responsible for any unemployment costs, which equals 26 weeks of pay, since the Township as a government entity does not participate in unemployment insurance. She reminded the Trustees that any reimbursement for this expense is not covered in the Agreement with the Cemetery.

### Refuse

Mr. Warner stated he has fielded many calls on refuse issues. Biggest issue is the change in service provider which came on fast with no

### Zoning – Inspector's Report

There was no report. Mr. Fischer stated the zoning Commission approved the landscape plan for the storage facility. The owners did more than the minimum requirements for screening. Mr. Warner stated he was impressed that the owner also provided screening on the adjoining property. Mr. Fischer stated that Mr. Gay did the County is adding requirements for permit approval that involves drainage which will require a detailed site plan which is not currently required today. Mr. Fischer stated they will be checking in with John Widmer for an update on the status of the work he is doing.

### Zoning – Property Standards

**Mr. Wheeler** stated he has received calls about the junk cars on Weckerly and the question of whether or not they were properly tagged. He asked if the Chief could check the tags on the vehicle. **Chief Bingham** stated that he could not go on the property but could get the plate number from the road and check. **Mr. Warner** stated he reached out to the property standards officer, but did not receive a call back. Mr. Fischer stated that when he was the Property Standards Officer stated attending the Trustee Meetings was in his job description.

Mr. Warner received a call from Mr. Conklin whose property is located next to the new bus garage. The health department was out to the site because he claims that the drainage from the elevation of the bus garage property is not reaching the retention pond. Mr. Warner spoke to the neighboring entities about the issue and asked the health department to share their findings.

Ms. Bingham stated that she received two permits. Mr. Wheeler stated he received a call from Ms. Wheeler that she is still receiving calls at the home. Mr. Wheeler sent the calls to the garage phone. Ms. Bingham asked if the Road Superintendents are going to field the calls. Mr. Warner stated to change the website to the number they should call. Mr. Wheeler stated that it should be a line with an answering machine. Mr. Warner asked who is going to issue permits. Mr. Wheeler suggested that we hold a special meeting after the funeral. The number on the website was to be updated to the Garage number, Mr. Warner would speak with Richard Ludwig. Mr. Warner made a motion to hold a special meeting to discuss the Zoning Inspector's position on April 15, 2019 prior to the Zoning Commission meeting at 6:00 p.m. in the Township Hall

### **FISCAL OFFICER CORRESPONDENCE**

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

- Thank you letter from the Anthony Wayne Alumni Association for the Police Department's contribution to their scholarship fund.
- Letter from the County Engineer's Office regarding the implementation of an Electron Plan Review and Submittals
- Notice from the Village of Whitehouse regarding annexation of Parcel No. 91-12037. **Mr. Warner** reported that he and Mr. Borell have a meeting with the Village of Whitehouse in early April.
- Notice from the Department of Commerce that Liquor Permits for businesses in the Township expire June 1, 2019
- Invitation from the Lucas County Farm Bureau to their April 5, 2019 Legislative Breakfast
- Notice from the Board of County Commission on a public hearing on the topic of large lot development rules on April 9, 2019
- Invite from the Area Office on Aging for the Legislative Meeting on April 29, 2019

### **TRUSTEE REPORTS**

**Duke Wheeler** – nothing to report

**Brett Warner** – nothing to report

### **PUBLIC COMMENT**

None.

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

Adjourned at 8:19 p.m.

Attest: /s/ Jennifer Bingham

Trustees: Brett Warner  
Duke Wheeler  
Kyle Hertzfeld