

RECORD OF PROCEEDINGS
Waterville Township Trustees' Meeting

Held at: 7:00 p.m. at the Waterville Township Hall on Wednesday, December 18, 2019.

OFFICIALS:

Chairman – Brett Warner – Present
Vice Chairman - Kyle J. Hertzfeld – Present
Trustee – Duke Wheeler – Present
Fiscal Officer - Eileen Sullivan - Present
Police Chief – Richard Bingham – Present
Zoning Inspector – Jim Fischer – Present
Solicitor - John Borell, Lucas County Assistant Prosecutor - Absent

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: Phil Johnson (Savage), Karen Gerhardinger (Mirror), Jennifer Bingham (Resident/Former Fiscal Officer), Bill Walborn (Resident)

AGENDA

Kyle Hertzfeld made a motion to approve the agenda for the December 18, 2019 meeting. Seconded by **Duke Wheeler**. **MOTION CARRIED**

PUBLIC COMMENTS

None – Trustee Warner thanked those in attendance for their interest.

MINUTES

Duke Wheeler made the motion to approve September 25, & November 25, 2019 meeting minutes. This brings all backlogged minutes needing transcription from audio recordings up to date and will be posted on web. **Kyle Hertzfeld** seconded. **MOTION CARRIED**

FISCAL OFFICER'S REPORT

Eileen Sullivan thanked the trustees for the opportunity to serve in this position. As of this evening **Eileen Sullivan** is resigning her duties as Fiscal Officer. Eileen is willing to work with whoever takes over this position. Presented monthly reports. Temporary budget should be before you for the first quarter. **Jennifer Bingham** was helpful in getting payroll and budget appropriations done. **Jennifer Bingham** stated historically townships will do a temporary appropriation of funds for the first three months of the year to get them by for the beginning operating months of the year before the full year budget is completed. Imperative this is done to appropriate moneys for the first of the year. Money needs to be appropriated for 2020. A lot of work still needs to be done between now and the end of the year to be able to meet payroll January 1. Garbage district is still an unknown as well as Ohio Compost. Possibly add a line for refuse. Resolution is before the trustees. We currently have no one to write checks. **Kyle Hertzfeld** has spoken with **Michelle Stahl**. She out of town until January 9, 2020. Discussion continued of who we can use to process and sign checks. Discussed various other townships and what can be done. **Brett Warner** had discussion with **Chris White** from the local State Auditor's Office. More investigation is needed. An emergency meeting would not necessarily need to be advertised. The work is in the UAN system. Budget, purchase

orders, etc. needs to be done as well to set system up for 2020. **Duke Wheeler** has already contacted **John Borell**.

Patty Rupert read Resolution #2019-14 into the minutes.

**RESOLUTION #2019-14 ADOPTION OF THE WATERVILLE
TOWNSHIP 2020 TEMPORARY APPROPRIATIONS**

Brett Warner moved the adoption of the following Resolution #2019-14

Be it resolved, by the Board of The Board of Trustees of Waterville Township, Lucas County, Ohio, that to provide for the current expenses and other expenditures of said Board of Trustees, during the fiscal year ending December 31, 2020, the following sums be and the same are hereby set aside and appropriated for the several purposes for which expenditures are to be made for and during said fiscal year, until such time as the Board of The Board of Trustees can adopt Permanent Appropriations for the fiscal year ending December 31, 2020. The Temporary Appropriation Resolution is approved and to be forwarded to the Lucas County Auditor's Office; and

1000	General Fund	\$ 58,750.00
2011	Motor Vehicle License Fund	--
2020	Gas Tax Fund	3,000.00
2031	Road & Bridge Fund	16,250.00
2041	Cemetery Fund	--
2071	Garbage / Waste	10,000.00
2081	Police Fund	182,500.00
2111	Fire Fund	60,000.00
2231	Permissive Fund	
2261	Law Enforcement Trust Fund	
2271	Enforcement/Education Fund	
2401	Lighting Districts Fund	5,000.00
2901	Dare Fund	
4401	Public Works Fund	
	TOTAL	\$ 335,500.00

Richard "Duke" Wheeler seconded Resolution #2019-14 and the roll being called upon its adoption, the vote resulted as follows:

Brett Warner, Yes

Kyle Hertzfeld, Yes

Richard "Duke" Wheeler, Yes

I certify that the foregoing is a true and accurate copy of Resolution #2019-14, passed in the regular meeting of the Waterville Township Board of Trustees on December 18, 2019.

Attest: /s/ Patricia Rupert
Assistant to Fiscal Officer
Waterville Township, Lucas County, Ohio

Eileen Sullivan is not able to stay on. **Jennifer Bingham** is willing to help the township in anyway she can if proper approvals are obtained. **Patty Rupert** suggested the possibility of holding the Emergency Meeting the same evening as the Lighting District public hearing. We need to hear from our Legal Counsel before any date is firmed up. Trustees are in agreement that **Eileen Sullivan** will still need to get paid.

Payment of Warrants/Vouchers

Due to **Ms. Sullivan's** resignation, export report of vouchers and warrants was not available at this time.

OLD BUSINESS

Union Cemetery Update – **Brett Warner** was at the meeting this past Monday night. The discussion was to have a job description made to hire someone to do Fiscal Officer responsibilities. Shortfall has not been explained by the auditor's office. A lot of tree work has been done. **Brett Warner** would like to put hiring an employee specifically for the Union Cemetery on the agenda for 2020.

Fire District – **Brett Warner** made an attempt to forward information regarding the Fire District's 5-10 year plan to the other trustee. Attempt did not go thru. **Patty Rupert** will make copies as well as scan the document for them.

911 Consolidation – Has been approved. We will need to start looking at budget numbers. Question as to when we will need to start paying for this.

Lighting District

Patty Rupert reported receipt of petition was December 2. Scanned and forwarded information to trustees. All notifications have gone out as well as public notices. D&D Assets has confirmed they are aware of the public hearing. It would appear D&D Assets reached out to Monclova Township for information. I have made all the appropriate contacts. **John Borell** will be in attendance for the public hearing.

NEW BUSINESS

Insurance Renewal - Phil Johnson (Savage) was present to discuss 2020 renewal rates for Medical Mutual healthcare coverage. Our renewal is February 1, 2020. Currently have 10 people on the plan. Current plan is grandfathered prior to the Affordable Care Act (ACA) taking place (prior to 2010). Discussed out of pockets expenses and co-pays. Mr. Johnson went back to the well to negotiate rate. Current rate is favorable compared to market. If any changes are made to this plan, it will no longer be grandfathered against the ACA. In the past we have pulled employees and trustees off plan for reimbursements, gone into market place to pick up Medicare supplement personally. Plan is a 5.7% rate increase. May be time to discuss contributions by employees. According to Mr. Johnson, national average for employee contributions is 18%. Rates are competitive for this level of coverage. Trustees just presented with these plan rates, will need time to look at the information further, discuss options. Will be on the agenda for discussion in January.

Future Lighting Districts – **Brett Warner** suggested we look into Monclova Township language for their resolution on LED lighting and zoning language if appropriate. We need to create a policy of our own as Telluride is only developing their first Plat. Will be added to future agenda.

DEPARTMENT REPORTS

Brett Warner addressed the board as to how we are dealing with issues on a daily basis. **Patty Rupert** has been doing some very important work for the township. She is the closest thing we have to someone minding the store. Very much appreciated since she does not even live in the township. Many items need to be addressed on a somewhat regular basis. We need to have a future discussion in the coming months.

Police - **Chief Bingham** reported issues finding a replacement vehicle for our totaled police vehicle. We lost a 2017 Ford Explorer and cannot find a replacement to fit our equipment. Passed out information indicating replacement costs at wholesale. Our insurance company suggested to Chief not to deal with insurance company for trucking company and to work with them directly. Replacement recovery costs will be handled thru our insurance carrier and possibly a civil suit against the trucking company. Working with county and John Borell to resolve costs. Did find a 2020 at State Wide Ford. Holding one until tomorrow morning. Will be a more costly replacement as 2017 equipment does not fit in the 2020 models. **Duke Wheeler** made the motion to approve. **Kyle Hertzfeld** seconded. When insurance check comes, it will go into capital fund and needs to be transferred back to the police department budget. **MOTION CARRIED.**

Roads - **Kyle Hertzfeld** said we just need to get salt for the roads.

Refuse – Duke Wheeler indicated he had a call from a resident on Weckerly and 2 addresses were missed. Brett Warner had 3 addresses. Brett has gotten fewer phone calls regarding leaves since we've had information posted on the website. December 30/31 will probably be last leaf pickup.

Zoning Inspector - **Jim Fischer** reported issuing 22 total permits to date since taking over for Eric. These include 5 new homes, 5 accessory buildings, 5 fences, 3 inground pools, 1 addition to existing home, 1 deck, 1 no permit required, and 1 denial forwarded to BZA. Items of interest, no progress appears to have been made on the Fred Gothke property. Received a call for an addition to an existing dwelling. Discussed to process and requirements to obtain a permit. Received a phone call from a resident who lives on Stitt Road. May have a fence that erected on his neighbor's property. We reviewed options, but I advised him the township does not get involved in civil disputes. John Widmer has gone thru the first four chapters of our current zoning resolutions with revisions.

CORRESPONDENCE/ADMINISTRATIVE

Patty Rupert reported the following correspondence:

OTARMA winter newsletter

OTARMA faithful performance of duty coverage/FAQ – county elected not to do.

First Energy Electrical Safety Information

Christmas Card from Bob Latta

Toledo Refining Company – Call Before You Dig information

Affidavit from the Toledo Blade for Legal Posting of Lighting District

Toledo Museum of Art – Corporate Partners Membership Form

Price List from Hanson Aggregates @ Sylvania Quarry for 2020 – forwarded to Kyle Hertzfeld

Patty Rupert reminded the trustees we need to schedule an Organization meeting. **Brett Warner** made the motion to schedule the meeting for Friday, January 3, 2020 at 9:00 a.m. **Duke Wheeler** seconded.

MOTION CARRIED.

We need to find our records retention policy to aid in organizing our township hall.

Brett Warner made a motion to reappoint **Shelly Hayes** to an additional 5-year term as a member of the Zoning Commission Board. **Duke Wheeler** seconded. **MOTION CARRIED.**

TRUSTEE REPORTS

Brett Warner – Was there an expectation to review all resumes submitted by applicants for the Zoning Inspector position or going by recommendation of Trustee Chair. **Duke Wheeler** indicated he feels all resumes should be presented to all trustees to make a decision. Going forward all resumes for applicants for open positions will be reviewed by all trustees.

Duke Wheeler – Nothing further.

Kyle Hertzfeld – Nothing further.

PUBLIC COMMENTS

Karen Gerhardinger (The Mirror Newspaper) asked if we were going to talk about Nexus. There seems to be a discrepancy between Waterville and Waterville Township. Dollar amounts appear to be per capita and not lineal feet of pipeline. Amounts are being contested. Pay only on portions not being contested. First payment is due 1st quarter.

With no other business to discuss **Brett Warner** entertained a motion to adjourn. **Kyle Hertzfeld** made the motion to adjourn. **Duke Hertzfeld** seconded. **MOTION CARRIED.**

Meeting adjourned at 8:45 p.m.

Attest: /s/ Patricia Rupert
Administrative Assistant to
Temporary Deputy Fiscal Officer

Trustees: Kyle Hertzfeld
Brett Warner
Duke Wheeler