

**WATERVILLE TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING**

**JUNE 23, 2021 – 7:00 PM - Held on ZOOM**

<https://us02web.zoom.us/j/83966740607?pwd=NXpkcjNOaXpyWml2Y2c0K2hkY1BVQT09>

**Meeting ID: 823 4033 4696      Passcode: 819236**

**RECORD OF PROCEEDINGS**

1. Call to Order / Pledge of Allegiance – The meeting was called to order by Trustee Hertzfeld at 7:00 p.m. All in attendance joined in the Pledge of Allegiance.
2. Roll Call – In attendance were Trustee Hertzfeld, Trustee Theroux, Trustee Wheeler, Deputy Fiscal Officer Michael, Zoning Inspector Jim Fischer, Chief Humes, Solicitor John Borell, and Patty Rupert. There were guests in the zoom meeting not identified by their meeting I.D.
3. Approve Agenda for June 23, 2021 Meeting – Trustee Theroux made the motion to approve the agenda as presented. Trustee Wheeler seconded. **MOTION PASSED.**
4. Minutes for review, deletions, and corrections.
  - a. Approve Minutes for April 28, 2021 Regular Trustee Meeting -
  - b. Approve Minutes for May 26, 2021 Regular Trustee Meeting –
  - c. No approval for transcribed audio files were approved at this meeting. However, Patty did report that all audio recordings have been submitted for posting on the website. Residents should have access to those shortly. Transcribed documents will be submitted to Trustees when they become available for approval.
5. Fiscal Officer’s Report - Deputy Fiscal Officer Michael
  - a. Warrants / Payment Vouchers for approval \*\* - Trustee Wheeler made the motion to approve the warrants for this reporting period. Trustee Theroux seconded. **MOTION PASSED.**
  - b. OTARMA Questionnaire for Insurance – Spoke with OTARMA on behalf of Waterville Township and completed the questionnaire for our property & liability insurance.
6. Old Business
  - a. Ohio EPA Permit – Needs to be completed by July 1. Deputy Fiscal Officer Michael stated she will be willing to handle this for our township since she has already completed this for Swanton Township. Trustee Theroux made the motion to create an account in the Ohio EPA system to file as a co-permittee on the Lucas County Stormwater MS4 permit. Trustee Wheeler seconded. **MOTION PASSED**
  - b. Legal Notice - Swan Creek Watershed – Associated views - July 15, 2:00 p.m. , Whitehouse Village Hall First Hearing - December 2, 2021 (Received from the Lucas County Engineer’s Office)
7. New Business – None.
8. Department Reports
  - a. Police (Chief Humes)
    - Computer network – FBI task force audit. Still awaiting official report.
    - Property room audit – Conducted by an outside law enforcement agency. Preliminary findings show nothing wrong. Waiting on official report. Any discrepancies, trustees will be advised.
    - Car 95 – Village of Genoa donated a seat and partition for the vehicle.
    - Alarm systems – Gathering bids, waiting on the final company’s bid.
    - Lial School – Met with Dr. Bloomquist and obtained a copy of their emergency operations plan. Wants to be completely familiar with plan before this school year begins.
    - Sunday race coverage – Total coverage for our townships intersections for the race on Sunday. Trustee Wheeler questioned preliminary results of the computer network. Technical information written down was far outside the Chief’s area of expertise and more information needs to be analyzed. Status of overall computer system is out Chief’s area of expertise and does not feel comfortable articulating results at this time. Trustee Wheeler also questioned whether or not cameras were functional. Chief stated all cameras are functional at this time.
  - b. Zoning Inspector’s Report - Jim Fischer  
Permit No. 019 – new accessory permit for  
Corey and Jamie Gladwell (115’ x 50’)  
9081 Dutch Road  
Waterville, Oh 43566  
Collected \$300.00 Ck. No. 3754

Permit No. 020 – new home permit for  
Dennis and Michelle Judy  
8502 Valley Gate  
Waterville, Oh 43566

Agent – West Rock Development  
Collected \$250.00 Ck. No. 2092

Permit No. 021 – fence permit for  
Telluride subdivision entrance

Dutch Road  
Waterville, Oh 43566

Collected \$50.00 Ck. No. 5111  
I would like to talk about this one.

Permit No. 022 – new home permit for  
Mark and Lisa Foster  
9310 Noward Road  
Waterville, Oh 43566

Agent – Redfox Custom Homes  
Collected \$250.00 Ck. No. 2401

05-10-2021 – I spoke with Kathryn Gifford, 7755 Noward Road. Her back yard abuts the quarry at the corner of Neapolis Waterville Road, 9340. She would like to place an accessory building on the quarry property. I would like to discuss this with the board also.

06-08-2021 – I spoke with Lisa Ziemkiewicz about a FEMA sponsored tornado shelter program. The shelter is 8' x 10'. She lives at 5945 Berkey Southern Road (St. Rt. 295). Total square is fewer than 100 square feet. No permit required.

06-16-21 – I spoke with Randy Woodruff from the ATF. He had a question on zoning at 10110 South River Road, currently a gun shop. They will be adding making ammunition and reloading ammunition to their services.

Permit No. 021 – Going to BZA for an appeal. Denied due to height restrictions not meeting our zoning requirements.

David Varwig on Nevannah Circle off Telluride was asking about turn lane on Dutch Rd. Turn lane will go in at the same time the Telluride Streets connects with Sweet Gum to the north.

John Widmer presented a fully assembled draft copy of our township resolution to the Zoning Board. Board reviewing the first look. BZA is being invited to the next zoning board meetings to become familiar with the new layout and significant changes.

9. Correspondence / Administrative (Patty Rupert)

- a. OTARMA Risk Control Analysis (Report sent by e:mail to all trustees 6-16-20)  
(Response needed on recommendations by July 20<sup>th</sup>)

One in particular I can handle is updating our fire extinguishers and obtaining a service for yearly inspection. Will involve our police department as well. Peggy will forward us the information used by Swanton Township.

- b. Joint Cooperation Agreement for 2021 Drainage Improvements (Report sent by e:mail to all trustees 6-16-20)
- c. Continue to make updates to the website as appropriate.

10. Trustee Reports -

- a. Richard “Duke” Wheeler – Asked Chief about female officer wearing a bullet proof vest that is outdated and was already outdated by two years when it was assigned to her. According to the Chief Humes a new vest for the female officer has been ordered. Being custom fit for each individual makes it impossible to do your job. Need to have this officer protected ASAP.
- b. Kyle Hertzfeld – Spent hours at the maintenance building putting the equipment together for auction. All big equipment is ready to put up on deals.gov. Need to keep road signs and detour signs. Chief stated the garage at police department may have a little bit of room. Chief also stated that currently we do not have a large enough vehicle to transport current detour sign if needed. This is a concern.

Trustee Hertzfeld feels although Klumm did a good job on our salt and snow removal this past season, we should probably get bids for this upcoming season. We need to get a plan together for crack sealing. Duke has submitted a plan to the county and we have not heard bad. Duke looking for locations from Kyle on where we have to mow.

- c. Julie Theroux – Been working closely with new chief and police department. Investigation of computer network and property room is due to change in administration. Cameras weren't originally working properly and in entirety. Now there are. This is why bids are being sought out. Need to be 100% sure they are not being monitored from the outside. Auditors are even audited themselves. Provides a verification of records and security.

FTUCD – Presented outstanding bills still owed to Waterville Township. Board has approved payment of outstanding invoices due to us.

Mentioned the outstanding attendance and representation of the Chief's swearing in ceremony. Chief has a very strong support network. Please with the progress being made within the police department.

Received a call from a resident about closing a road off Waterville-Monclova Rd. This is a construction road for the Fallen Timbers PUD. No construction is currently underway and it's being used as a by-pass being used for 4-wheel drives. Asking for the contractor to block the road to thru traffic. Responsibility of the contractor to secure. Trustee Wheeler will call the developer to secure his property (Matt Gruber).

- 11. Executive Session - Trustee Theroux made the motion to exit out of regular session and into executive session for the purpose of discussing an employment agreement for a public employee. Trustee Hertzfeld seconded the motion. MOTION PASSED with roll being called as follows:

Kyle Hertzfeld – Yes                      Duke Wheeler – Yes                      Julie Theroux - Yes

All guests were moved into the waiting room.

All guests were moved back into the meeting room.

Trustee Hertzfeld made the motion to exit out of executive session and into regular session. Trustee Wheeler seconded his motion. MOTION PASSED with roll being called as follows:

Kyle Hertzfeld – Yes                      Duke Wheeler – Yes                      Julie Theroux - Yes

No motions were made in executive session. We discussed terms of Chief Humes employment agreement in compliance with Waterville Township policy.

Trustee Theroux made the motion to approve the employee compensation agreement for our new Chief of Police Charles Humes. Trustee Wheeler seconded. MOTION PASSED.

- 12. Adjournment - Trustee Hertzfeld made the motion to adjourn. Trustee Wheeler seconded. MOTION PASSED

The adoption of all resolutions or motions were in an open meeting of this Board and action by this Board or any of its committees that resulted in such formal actions were in meetings open to the public in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Next meeting: July 28, 2021

*Agenda items are due by 5:00 pm on Friday prior to meeting date*

**PLEASE SILENCE ALL CELL PHONES AND OTHER ELECTRONIC DEVICES.  
IF YOU ARE NOT SPEAKING DURING A ZOOM MEETING, PLEASE MUTE YOUR DEVICE**