

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES FOR
WATERVILLE TOWNSHIP HELD June 22, 2022**

Guests: Karen Gerhardinger (The Mirror)

1. **Call to Order / Pledge of Allegiance** - The meeting was called to order at 7:00 pm by Trustee Hertzfeld. Those present recited the Pledge of Allegiance.
2. **Roll Call** – Fiscal Officer Vorst called the roll call. Present were Trustees: Anderson, Hertzfeld and Theroux.
3. **Approve Agenda for June 22, 2022 Meeting.** Trustee Theroux made the motion for approval with Trustee Anderson seconding.
4. **Minutes for review:**
 - a. **Minutes of the Regular Meeting held April 27, 2022** – Minutes reviewed. Trustee Anderson made motion for approval with one typo correction with Trustee Theroux seconding.
 - b. **Minutes of the Regular Meeting held May 25, 2022** – Minutes were reviewed. Trustee Theroux made motion for approval with Trustee Hertzfeld seconding.
5. **Fiscal Officer Report:**
 - a. **Increase in Account #1000-110-313 UAN Fees by \$1,200** Trustee Hertzfeld made a motion for approval with Trustee Theroux seconding.
 - b. **Reduce General Property Tax-Real Estate Acct # 1000-101-0000 from 36,000 to \$15,500.** Trustee Theroux made a motion for approval with Trustee Hertzfeld seconding.
 - c. **Warrants/Payments** were reviewed. Trustee Hertzfeld made a motion for approval with Trustee Theroux seconding.
 - d. **Monthly signature page** and reports presented – Trustees reviewed and signed
 - e. **Budget on Crack Seal Project** – Original Contract was \$106,500. Received final and second bill on project. Total contract payments made are \$77,130.00. Checks are in the Warrant pile to be signed. Waiting on Maintenance bond to release final check.
 - f. **Update on Local Fiscal Recovery Funds** - Spoke with Paul Mann at OBM Ohio Grant Partnership. Governor’s office has not signed off on the bill yet. There is not enough time in June with this being their fiscal year end. Expect funds to be released in July.
 - g. **Budget for 2023** – Fiscal Officer Vorst explained the process she used to compile the budget. Fund #2081 for Police did not have good comparables using past history. Need to understand the future police training needs, equipment needs, vehicle needs, etc. The General Fund #1000 would be tight at the end of 2023. Need to understand from the Trustees what projects they are thinking about in 2023. Fiscal Officer explained the deadlines. July 20 the Budget 2023 has to be at the County Auditor’s Office. July 15 Budget 2023 has to be approved by Trustees. Proposed budget Public Hearing Notice for public inspection needs to be in paper and held before July 15. Fiscal Officer Vorst will meet with anyone having questions. Trustee Anderson recommended the Board have any questions or comments to Fiscal Officer Vorst no later than the end of June. Chief Humes

was also given a budget for review. Trustee Theroux agreed with Trustee Anderson on the end of June deadline.

- h. **OPERS local rates FY 2023** – The rates will not change in year 2023.
- i. **Other Business** – Steve Rogers Ford has outstanding invoices from May – trying to get copies. And received a call from Fifth Third MasterCard. The account balance is now zero. Just waiting on letter for verification.

6. **Old Business**

- a. **Sign Resolution 2022-3 Permissive Motor Vehicle License Fee** – Trustee Anderson reported two (2) hearings were held. The resolution needs to be signed. This increase will result in \$10 additional per motor vehicle. Trustee Anderson made a motion for approval with Trustee Theroux seconding. Fiscal Officer Vorst called the roll call. Trustees Anderson, Hertzfeld and Theroux with a vote of 3 yeas and 0 nays, resolution/motion passed.
- b. **Recertification of Lighting Projects** – This is for the renewal. Trustee Hertzfeld would like to renew for five (5) years. Needs more information. Table to next meeting.

7. **New Business**

- a. **Nothing**

8. **Department Reports**

- a. **Police** – Chief Humes waiting on parts for car 93, car that hit a deer. Pushing on board training. Working on policy manual. Records management under control.
- b. **Zoning Inspector Report** – Jim Fischer presented his report. It has been a busy month. Issued three (3) permits this month. He is working on some nuisance complaints relating to tall grass and weeds. Jim Fischer spoke about his contacts with Telluride property. A decision to send a formal letter. Motion made by Trustee Theroux declaring the Telluride Property on Dutch Rd be declared a nuisance and an official letter sent to explain to Josh Doyle, owner, what that means. Trustee Hertzfeld seconded the motion. Motion passed. Jim observed the property next to Sauter’s Grocery did not have a sign in the yard any longer. He was told a landscaping business may be occupying this property. He will need to see if the property is zoned for such use. He also had calls regarding a noise issue, dust issue and abandoned van. Jim Fischer looking into an issue with a building at 9249 South River Road – there is no home on the property – only an accessory building. Jim Fischer is following up on this item with regard to zoning violation.

9. **Correspondence/Administrative**

- a. Received Waterville Fire Quarter 1/2022 reports. Moving forward he will mail the reports. There were 27 incidents reported.
- b. Ohio Open the Books request completed.
- c. Calls not resolved yet – dead branch overhanging Davis Road – Kyle looking at this.
- d. Did not get to Chief Humes request for budget information yet.
- e. Fiscal Officer Vorst attending Sunshine Training in September

10. **Trustee Reports** –

- a. Kyle Hertzfeld – will be attending the W3 fire meeting on June 30th. For payroll, will start filling out payroll certification forms for accountability of the different funds. Moving forward would like to do this starting in July. Kyle drove the roads and they look good. Pushed back a little because of the rain. Kyle looked at tree on Davis Road by Lial. Need someone with a lift. He can see how it could be a problem.

- b. Julie Theroux – Gave update on 911. Received an agreement which will be voted on at their next meeting on Monday.
- c. Kim Anderson – Attended the Zoning meeting. Also met with Rory Hartbarger and took a tour of the cemetery next to town hall. Whitehouse Cemetery has been improved. Waterville adding 71 new plots, got a new gator and cleaning. Tiffany Bachman is new on the Cemetery Board.

11. Adjournment - With no further business to discuss, Trustee Hertzfeld made the motion to adjourn and Trustee Theroux seconded.

The adoption of all resolutions or motions were in an open meeting of this Board and action by this Board of 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 27, 2022