

**WATERVILLE TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING
AUGUST 24, 2022 – 7:00 PM
MINUTES**

1. **Call to Order / Pledge of Allegiance** – The meeting was called to order at 7:00 pm by Trustee Hertzfeld. All those in attendance joined in the Pledge of Allegiance.
2. **Roll Call** – In attendance were Trustee Hertzfeld, Trustee Theroux, Chief Humes, Zoning Inspector Jim Fischer. Trustee Anderson and Fiscal Officer Vorst were absent
3. **Approve Agenda for August 24, 2022 Meeting** – Trustee Hertzfeld made the motion to approve the agenda. Trustee Theroux seconded. **MOTION PASSED.**
4. **Approve Minutes from July 27, 2022 Regular Trustee Meeting** – Trustee Hertzfeld made to the motion to approve the minutes. Trustee Theroux seconded. **MOTION PASSED.**
5. **Fiscal Officer’s Report – Catherine Vorst (Absent)**
 - a. Warrants / Payment Vouchers for approval – Trustee Theroux made the motion to approve the warrants and vouchers for this reporting period. Trustee Hertzfeld seconded. **MOTION PASSED.**
6. **Old Business**
 - a. **Recertification of Lighting Projects:**
 - i. **RESOLUTION 2022-5 Renewal of Assessment for Street Lighting for Crimson Hollow, Plat 8. Renewal is for a (5) year renewal.** – Trustee Hertzfeld made the motion to approve the resolution. Trustee Theroux seconded. Trustee Herzfeld: Yes. Trustee Theroux: Yes. Trustee Anderson: Absent
 - ii. **RESOLUTION 2022-6 Renewal of Assessment for Street Lighting for Telluride, Plat 1, Lots 1-16, renewal is for a one (1) year contract.** – Trustee Hertzfeld made the motion to approve the resolution. Trustee Theroux seconded. Trustee Herzfeld: Yes. Trustee Theroux: Yes. Trustee Anderson: Absent
 - iii. **RESOLUTION 2022-7 Renewal of Assessment for Street Lighting for Coventry Glen, Lots 35-66, Plats 2 & 3. Renewal for a five (5) year contract.** – Trustee Hertzfeld made the motion to approve the resolution. Trustee Theroux seconded. Trustee Herzfeld: Yes. Trustee Theroux: Yes. Trustee Anderson: Absent
 - b. **Swan Creek Log Jam Removal:** Trustee Theroux reported that a request for engineering has been submitted with the Lucas County Engineer’s office for the removal of a log jam located in Swan Creek in the Springbrook Farms subdivision. The Lucas County’s Engineer’s office requested a meeting with a Township Trustee and a representative from the Homeowner’s Association. Jeanne Taylor from the HOA said she would be available. Trustee Theroux will coordinate the meeting.

c. **Paving Project:** In order to move this project forward, the County requires that a CEO (Township Trustee) be named as the representative with authority to sign contracts on behalf of the Township. Trustee Theroux said she was willing to act as the CEO for this project.

i. **RESOLUTION 2022-9 Authorizing Julie Theroux, Trustee, to prepare and submit an application to participate in the Ohio Public Works Commission state capital improvement and / or local transportation improvement programs(s) and to execute contracts as required.** Trustee Hertzfeld made the motion to approve the resolution. Trustee Theroux seconded. Trustee Herzfeld: Yes. Trustee Theroux: Yes. Trustee Anderson: Absent

7. **New Business – RESOLUTION 2022-8 - Changing the source of payment for Trustees and Fiscal office salary.** Trustee Hertzfeld made the motion to approve the resolution. Trustee Theroux seconded. Trustee Herzfeld: Yes. Trustee Theroux: Yes. Trustee Anderson: Absent

8. Department Reports

a. Police (Chief Humes)

Car 93 repairs are complete and the car has been returned from the body shop. Training is ongoing for officers. Pistol and rifle qualifications have been completed and all State training is complete.

b. Zoning Inspector's Report (Jim Fischer)

Permit No. 018 – in-ground pool and fence building permit for
11115 Obee Road

Issued 08-10-22

Permit No. 019 – fence building permit for
11360 Neapolis

Issued 08-17-22

Agent – American fence and Supply

Permit No. 020 – in-ground pool and fence building permit for
11832 Stiles Road

Issued 08-19-22

The BZA met on Friday, August 5th, 2022 at the request of Guy Brown who was requesting a variance to construct an accessory building on his property on Finzel Road which does not have a primary dwelling. The BZA overturned the original permit denial and choose to grant the variance.

Telluride update. Since the last trustee meeting, I have had three or four phone conversations with Michael Dean, my contact for HBJD. An excavator has been on site and has leveled some areas so the farmer (Rob Burkett) can reach additional areas to disk or chop to help with weed control. As far as I can see, the weed control part has not yet been started. The excavator was moved to the front of the property and did some work behind the entrance wall off Dutch Road and

refilled in areas of the dirt mound. The dirt mounds should now be able to be mowed. The flat area between the base of the dirt mounds to the road right of way has been mowed. The dirt mounds on the along the north property lines have not received any attention for weed control to date. Three different home owners boarding the north property line have complained again this month. Any suggestions besides keeping the trustees informed?

Landscape business on the former Masten property on St. Rt. 64. The current person leasing the property is Trent Meir. (419-460-5296) I visited him on 07-21-22. He said he is operating a construction business and commercial mowing service. At this month's zoning board meeting the property is properly zoned for a construction company. A new zoning permit is not required.

07-21-2022 - Waterville Community Church located at the corner of Dutch and Waterville Monclova Roads have plans for expansion of their current building. My contact is Dana Keim (419-262-5144). I advised her that when they are ready a commercial zoning certificate for alteration construction will be required.

07-14-22 – I spoke with Walter Wilhoyte at 9760 Dutch Road. The lot next door (where Cliff Studer's barn once was) has a new owner who is not mowing the property. He wanted a nuisance declared.

Walter Wilhoyte update. I reached out to the owner of the lot and he has hired Walter to mow his property.

07-23-22 – I received an e-mail from Melissa Granger who lives in Coventry Glen. She wanted to know if the township regulated working hours for construction/contractors (start/stop times). I advised her, we do not.

08-08-2022 - Melissa Granger called again and asked if our zoning resolution regulated noise levels or had a noise nuisance clause. I told her the township only regulates noise levels at compressor station locations. Our new zoning resolution when adopted, covers construction start and stop times, as well as noise levels.

08-08-2022 – I received a call from Barbra Kerschner on Dutch Road. There is an adjacent property with uncut grass for the season. My research found that Don Hertzfeld is the owner who lives in Wood County and leases the property to a farmer. He said he will look into the issue and take care of it. I will keep it under observation.

Bob and Kathy Long and Mike Meier are neighbors living on Neapolis Waterville Road. Mr. Meier wants to have a privacy fence installed. Both parties are having issues over the exact location of their adjoining property line. I advised the Longs (and the zoning board agreed) that this is a civil issue and not a zoning issue. Mr. Meier, through a fence contractor, has been issued a zoning permit for the fence.

08-23-2022 – I spoke with Jim Dubilzig who lives at 7124 Finzel Road. He is planning on building an accessory building (detached garage). He wants to locate the building in the side yard but forward of the plane of the front of the house. Our zoning resolution does not allow this. We are working through his options.

9. Correspondence / Administrative: None

10. Trustee Reports -

- a. Kyle Hertzfeld – Nothing to report
- b. Julie Theroux – Nothing to report

11. Executive Session –

To consider the compensation and benefits of a public employee or official.

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

Kyle Hertzfeld – Yes. Julie Theroux – Yes. Kim Anderson - Absent

All guests were asked to exit the meeting room.

All guests were invited back into the meeting room.

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

Kyle Hertzfeld – Yes. Julie Theroux – Yes. Kim Anderson - Absent

Chief Humes advised the Board that the department currently does not have a policy addressing maternity/paternity leave. Trustee Theroux made the motion to institute a new maternity/paternity leave policy for employees. The Township will offer 40 hours of paid maternity/paternity leave, after the employee has used all available vacation and sick time. Trustee Hertzfeld seconded. **MOTION PASSED.**

12. Adjournment – With no further business to discuss Trustee Hertzfeld made the motion to adjourn. Trustee Theroux 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: September 28, 2022

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

PLEASE SILENCE ALL CELL PHONES AND OTHER ELECTRONIC DEVICES.