

**WATERVILLE TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING  
SEPTEMBER 28, 2022 – 7:00 PM  
MINUTES**

**Guests:** Kristi Fish (The Mirror), Mary Duncan, Jeanne Taylor, Bill Walborn

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. Police Chief Humes and Zoning Inspector Jim Fischer present.
3. **Approve Agenda for September 28, 2022 Meeting.** Trustee Theroux made the motion for approval with Trustee Anderson seconding.
4. **Minutes for review:**
  - a. **Minutes of the Regular Meeting held August 24, 2022** – Minutes reviewed. Trustee Theroux made motion for approval with Trustee Anderson seconding.
5. **Fiscal Officer Report:**
  - a. **Increase Account #2111-220-370 Payment to Another Political Subdivision by \$151,000.** Trustee Hertzfeld made a motion for approval with Trustee Theroux seconding.
  - b. **Increase Account #2272-110-111 Salaries - Trustee by \$20,000.** Trustee Theroux made a motion for approval with Trustee Hertzfeld seconding.
  - c. **Increase Account #2272-110-121 Salaries – Fiscal Officer by \$13,000.** Trustee Anderson made a motion for approval with Trustee Theroux seconding.
  - d. **Increase Account #2081-210-221 Medical Insurance by \$28,000.** Trustee Theroux made a motion for approval with Trustee Anderson seconding
  - e. **Warrants/Payments** were reviewed. Trustee Theroux made a motion for approval with Trustee Anderson seconding.
  - f. **Monthly signature page** and reports presented – Trustees reviewed and signed
  - g. **Other Business** – Received the August Settlement from Lucas Co. Auditor. Health Expenses of \$6,137.18 and Election Expenses of \$504.15 were deducted from the payment.
  - h. **Other Business** - Fraudulent activity was detected on our checking account. The money is back in the account. No comment due to the fact this is still an ongoing investigation.
  - i. **Other Business** - The State of Ohio has reinstated an Admin Fee for the Property Tax Administration fund.
6. **Old Business**
  - a. **RESOLUTION 2022-12 Intergovernmental Agreement with Toledo Area Sanitary District for maintenance activities within Waterville Township for Logjam Removal** – Trustee Hertzfeld made a motion for approval. Trustee Theroux seconded. Fiscal

Officer Vorst called the roll call. Trustees Anderson, Hertzfeld and Theroux with a vote of 3 yeas and 0 nays. **Motion passed.**

## 7. New Business

- a. **Zoning Regulation Hearing** – Public Hearing Meeting will be held Monday, October 17, 2022 at 1 pm. The purpose to review and possibly vote on the new zoning regulations. This needs to be placed in The Mirror, posted at the township hall and posted on the website.
- b. **Zoning Appropriation for Printing** – Trustee Anderson will be ordering 40 paper copies at the cost of \$200. There are funds in the budget that can be used for this.
- c. **Resolution 2022-10 Accepting the Amounts and Rates s Determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying them to the County Auditor** – Trustee Theroux made a motion for approval. Trustee Hertzfeld seconded. Fiscal Officer Vorst called the roll call. Trustees Anderson, Hertzfeld and Theroux with a vote of 3 yeas and 0 nays, resolution. **Motion passed.**
- d. **Resolution 2022-11 Request for Advance of Taxes Collected** - Trustee Anderson made a motion for approval. Trustee Theroux seconded. Fiscal Officer Vorst called the roll call. Trustees Anderson, Hertzfeld and Theroux with a vote of 3 yeas and 0 nays, resolution. **Motion passed.**
- e. **Appoint new member to the JEDD Board** – Appoint Renee Hertzfeld to the Joint Economic Development District (JEDD). She is a business owner. Trustee Theroux made a motion for approval. Trustee Anderson seconded. Trustee Hertzfeld abstained from the vote, as Renee is his wife. Fiscal Officer Vorst called the roll call. Trustees Anderson and Theroux with a vote of 2 yeas and 0 nays, resolution. **Motion passed.**

## 8. Department Reports

- a. **Police** – Chief Humes is asking residents to not leave keys in their unlocked vehicles. Two vehicles have been stolen as a result. A grant check was received from the State Attorney's office in the amount of \$628 for Body Armor. The Police Department passed its on-site assessment of polices and best practices. Waiting on the paperwork. Waiting on new police vehicle. Should be built the 2<sup>nd</sup> week of October.
- b. **Zoning Inspector Report** – Jim Fischer presented his written report as follows:  
**Report starts..**  
Permit No. 021 – in-ground pool and fence building permit. Issued.  
Permit No. 022 – accessory building permit. Denied.  
Permit No. 023 – home alteration permit. Issued.  
Jim was contacted by a representative for a fast food restaurant regarding property for sale at the southeast corner of Dutch and Hutchinson roads. This property would require a zoning change on the land.  
Other items:  
09-06-2022 – I spoke again with Don Hertzfeld who owns the property on Dutch with tall grass next to the Kerschner's. He plans on the farmer leasing the farm to till the overgrown area. If the area is too small to accommodate the farm equipment, the plan is let it grow as a prairie area and add wild flowers. I will have to monitor the property for noxious weeds.  
09-08-2022 – I received an e-mail from Bill Burkett asking if a tree house would need to be permitted. No.

09-08-2022 – I received an e-mail from Sue Sprouse who works for JM. They want to change the format on their sign on Dutch Road. Since the message is the only thing changing and not the size or configuration, a sign permit is not required.

09-13-2022 – I received a call from Danberry Realtors about the former Betty Schultz property on Dutch Road. They have a potential client with questions about razing the current main dwelling or adding on to the current main dwelling. Both can be done but with limitations. The current location of the house is nonconforming because of the setback requirements for Dutch Road. An entire rebuild would need to satisfy the current setback. An addition would be limited to 50 percent or less of the existing square footage.

09-21-2022 – I spoke with Chad Roth. He is interested in a 2.5-acre property and wants to build a pond. I advised him 3 acres is required.

09-23-2022 – I spoke with Thomas Hertzfeld (419-360-2547) about a property at 7450 Finzel Road he may be interested in purchasing (the old McNight property). He had numerous questions about more than on main dwelling on a parcel, parcel splits, rezoning etc.

09-27-2022 – I spoke to a person from Van Horn Hoover, an engineering and survey group located in Findley. He had zoning questions about the property at the southwest corner of Dutch and Hutchinson Roads. He has a client that may be interested in building a fast food restaurant on the property. Re-zoning to C-2 would probably be required.

Nothing new to report on the Telluride property or the property on South River Road that has an accessory building but no main dwelling.

I have been working on the complaint from Kathy Long about her neighbor having one or more accessory buildings fewer than ten feet from their property line and the possibility that one accessory may need a permit. I have reached out to the property owner, Kelly Meier. Ms. Meier has agreed to move any of the buildings that do not meet the ten-foot requirement within the next thirty days. She also has said that none of the accessory buildings are over 100 square feet

The Toledo Lucas County Plan Commission has recommended that the request for the Waterville Township Zoning Resolution Update be approved. The Zoning Board held a public hearing at 7:00 p.m. on Monday, September 19, 2022. There were no comments from the public. At the regular Zoning Board meeting following the public hearing, the Board passed a motion to recommend approval of the Waterville Township Zoning Resolution Update to the Waterville Township Trustees.

## **Report Ends**

### **9. Correspondence/Administrative**

- a. Received notification as to pending annexation by the Village of Whitehouse of Parcel No. TD91-09471 within Waterville Township.

## **10. Trustee Reports –**

- a. Kyle Hertzfeld – Trustees Hertzfeld asked for feedback regarding the Waterville Amphitheater project. Trustee Theroux said she heard from residents on Neapolis Waterville Road, Noward and Route 64. They are concerned about traffic, noise and light pollution. If the project is passed, the Trustees plan to meet with the City of Waterville to minimize the negative impact on Township residents.
- b. Julie Theroux – Gave update on Application with OPWC – Project to be done in year 2024. Leaf collection will begin around the first week in November and will continue at least once a week until leaves are collected thru December. Leaves may be picked up 2x a week in heavy times.
- c. Kim Anderson – Spoke about the cemetery. Foundation issue with the Wakeman Building. The group was successful in obtaining a grant for tree trimming services. The cost of refuse/trash and recycling collection has increased due to diesel fuel costs. Expect this cost to continue.

**11. Executive Session – Hiring and compensation of a public employee.** A motion to move to Executive Session was made by Trustee Hertzfeld. Seconded by Trustee Theroux. Went into session at 8:02 pm. A motion to move to Regular Session was made by Trustee Anderson. Seconded by Trustee Hertzfeld. Went into Session at 8:21 pm. Motion to approve the hiring of a new full-time police officer. The addition would fill the gaps on 24/7 coverage. Trustee Theroux made a motion for approval. Trustee Anderson seconded. **Motion passed.**

**12. 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: October 26, 2022**