

RECORD OF PROCEEDINGS
Waterville Township Trustees' Meeting

Held at: 7:00 p.m. at the Waterville Township Hall on February 27, 2019.

OFFICIALS:

Chairman – Brett Warner – present
Vice Chairman - Kyle J. Hertzfeld – present
Trustee – Duke Wheeler – absent
Fiscal Officer - Jennifer Bingham – present
Lucas County Assistant Prosecutor – John Borell, present
Police Chief – Richard Bingham - present
Zoning Inspector - Eric Gay - present

PLEDGE OF ALLEGIANCE:

Brett Warner called the meeting to order at 7:00 a.m. All those present were asked to join **Mr. Warner** in reciting the Pledge of Allegiance.

GUESTS: Jon McAfee (AW Alumni Association), Toby Miller, Jim Fischer, Karen Gerhardinger, Karen Schneider

AGENDA

Kyle Hertzfeld made a motion to approve the agenda for the February 27, 2019 meeting. Seconded by **Mr. Warner**. Motion Carried.

PUBLIC COMMENTS

Jon McAfee, of the AW Alumni Association, spoke about the AW Alumni Associations efforts to provide scholarships to local high school graduates in the public safety fields. Last year the Association awarded a \$1,000 scholarship. This year the Association is adding scholarships in the Skilled Trades and Future Teachers areas. Mr. McAfee stated the association would welcome any contribution the township could make. **Chief Bingham** stated that the department contributed \$100 towards the scholarship and he believes the department's budget could manage to make a \$200 donation. **Mr. Warner** made a motion to approve the \$200 contribution to the AW Alumni Association from the Police Department's budget. **Mr. Hertzfeld** seconded. Motion carried.

MINUTES

Mr. Hertzfeld made a motion to approve the minutes of the January 23, 2018 regular meeting with no additions, deletions, and/or corrections. Seconded by **Mr. Warner**. Motion Carried.

Mr. Hertzfeld made a motion to approve the minutes of the February 9, 2019 special meeting with no additions, deletions, and/or corrections. Seconded by **Mr. Warner**. Motion Carried.

FISCAL OFFICER'S REPORT

Documents for Board

Ms. Bingham presented the following to the Board

- 1.) Minutes book updated and ready for signature

Payment of Warrants/Vouchers

Ms. Bingham requested the Board's approval for the payment of the following vouchers and warrants:

<u>No.</u>	<u>Payee</u>	<u>Amount</u>	<u>Purpose</u>
14-2019	R.I.T.A	\$198.87	- Withholding
16-2019	OPERS	\$9,562.03	- Withholding
17-2019	Treasurer of State of Ohio - UAN	\$876.00	- UAN Fees
19-2019	Bureau of Workers' Compensation	\$1,303.00	- Insurance Premium True-Up
20-2019	Bureau of Workers' Compensation	\$434.83	- Insurance Premium
21-2019	Ohio Deferred Compensation	\$250.00	- Withholding
22-2019	Ohio Deferred Compensation	\$250.00	- Withholding
23-2019	Fifth Third Bank	\$573.22	- Operating Expenses
27-2019	Ohio Deferred Compensation	\$250.00	- Withholding
28-2019	Fifth Third Bank	\$757.58	- Operating Expenses
39894	City of Perrysburg Income Tax Division	\$132.02	- Withholding
39895	Whitehouse Commissioner of Taxation	\$557.83	- Withholding
39896	Jennifer L Bingham	\$1,387.48	- Payroll
39897	Eric H. Gay	\$375.11	- Payroll
39898	Kyle James Hertzfeld	\$756.08	- Payroll
39899	Robert Long	\$87.99	- Payroll
39900	Patricia A Rupert	\$150.51	- Payroll
39901	Brett T Warner	\$912.84	- Payroll
39902	Richard C Wheeler	\$829.38	- Payroll
39903	Toledo Regional Chamber of Commerce	\$395.00	- 2019 Membership Dues
39904	The Mirror	\$95.00	- Advertisement - Zoning
39905	Kenn-Feld Group	\$113.20	- Operating Expenses
39906	Lisa L. Cole	\$150.00	- Cleaning Service for PD
39907	Treasurer of Lucas County - Taxes	\$2.50	- 1st Half Taxes
39908	General Pro Hardware	\$80.21	- Operating Supplies
39909	Ricardo A. Artiaga Jr.	\$913.02	- Payroll
39910	Brian B Biegajski	\$1,398.74	- Payroll
39911	Richard E. Bingham	\$1,771.49	- Payroll
39912	Harry Richard Kellett III	\$972.89	- Payroll
39913	Richard Allan Ludwig	\$1,532.93	- Payroll
39914	Daniel Martin Stuber	\$1,367.61	- Payroll
39915	Andrew T Whited	\$1,042.32	- Payroll
39916	Shaun Edward Wittmer	\$1,173.79	- Payroll
39917	The Mirror	\$76.00	- Advertisement - Special Mtg
39918	Stevens Disposal & Recycling Service	\$5,020.95	- Contracted Refuse Service
39919	Anthony Wayne Board of Education	\$293.96	- Fuel Expenses
39920	Ohio Compost and Recycling, LLC	\$9,000.00	- 2018 Leaf Pickup
39921	The Waterville Gas Company	\$567.38	- Utility - Natural Gas
39922	City of Waterville - Water Dept.	\$41.44	- Utility - Water
39923	G & N Alarm Service LLC	\$288.00	- 2019 Alarm Monitoring Fees
39924	Tire-Man Auto Service Centers	\$780.92	- Vehicle Repairs/Maintenance
39925	Toledo Edison	\$1,221.03	- Utility - Electric
39926	General Pro Hardware	\$62.22	- Operating Supplies
39927	D & R Outdoor Power Equipment	\$591.04	- Operating Supplies

39928	Steve Rogers Ford	\$57.62	- Vehicle Repairs/Maintenance
39929	Medical Mutual of Ohio	\$8,551.05	- Insurance Premiums
39930	Traffic Stop Uniform Supply	\$191.16	- Uniform Expense
39931	Vance Outdoors, Inc.	\$271.70	- Operating Expenses
39932	Spectrum Business	\$154.18	- Utility - Internet/Telephone
39933	SuperFleet MasterCard Program	\$1,356.46	- Fuel Expenses
39934	Ricardo A. Artiaga Jr.	\$637.74	- Payroll
39935	Brian B Biegajski	\$1,126.81	- Payroll
39937	Harry Richard Kellett III	\$1,170.70	- Payroll
39938	Richard Allan Ludwig	\$1,163.75	- Payroll
39939	Daniel Martin Stuber	\$1,113.04	- Payroll
39940	Andrew T Whited	\$1,038.20	- Payroll
39941	Shaun Edward Wittmer	\$927.29	- Payroll
39942	Richard E. Bingham	\$1,816.91	- Payroll
39943	Jennifer L Bingham	\$1,387.48	- Payroll
39944	Eric H. Gay	\$375.11	- Payroll
39945	Kyle James Hertzfeld	\$752.56	- Payroll
39946	Robert Long	\$87.99	- Payroll
39947	Michelle L. Mc Devitt	\$26.39	- Payroll
39948	Verizon Wireless	\$130.44	- Utility - Cell Phone
39949	Toledo Edison	\$155.25	- Utility - Electric
39950	Lisa L. Cole	\$150.00	- Cleaning Service for PD
39951	Century Link	\$43.11	- Utility - Telephone
39952	Cintas Corporation - 306	\$122.80	- Operating Expenses
39953	Espresso Car Wash	\$4.00	- Vehicle Repairs/Maintenance
39954	U.S. Bank Equipment Finance	\$122.73	- Lease - Copier/Scanner/Fax
39955	Hanifan-Obenauf-Robinson, Inc.	\$1,350.00	- Lease - PD Office Space
39957	Valvoline, LLC	\$105.35	- Vehicle Repairs/Maintenance
39958	Patricia A Rupert	\$105.93	- Payroll
39959	Brett T Warner	\$913.11	- Payroll
39960	Richard C Wheeler	\$826.21	- Payroll
39961	Fallen Timbers Union Cemetery	\$19,436.79	Fund Transfer to Union Cemetery
39962	CareWorksComp	\$139.00	TPA Membership for BWS
	TOTAL	\$94,407.27	

Ms. Bingham advised that the 2018 Annual Financial Statements had been filed before the required deadline and the required advertisement has been placed in the Mirror, as well as posted on the Township's website and on the Town Hall door.

Ms. Bingham presented resolution 2019-04 requesting supplemental appropriations to make the sweep of Cemetery funds to the recently formed Fallen Timbers Union Cemetery.

**RESOLUTION #2019-04 AMENDMENT TO THE WATERVILLE
2019 PERMANENT APPROPRIATIONS.**

Brett Warner moved the adoption of the following Resolution #2019-04:

Be it resolved, by the Board of The Board of Trustees of Waterville Township, Lucas County, Ohio, adopted the following Supplemental Appropriation for the fiscal year ending December 31, 2019 during its regularly scheduled meeting on February 27, 2019. The Amendment to Permanent Appropriation Resolution is approved and to be forwarded to the Lucas County Auditor's Office; and

Fund	2019 Final Appropriation	Additional Appropriation	Adjusted 2018 Final Appropriation
2041 - Cemetery	\$16,513.15	\$2,923.64	\$19,436.79

Kyle Hertzfeld seconded Resolution #2019-04 and the roll being called upon its adoption, the vote resulted as follows:

Duke Wheeler, absent
 Brett Warner, Yes
 Kyle Hertzfeld, Yes

I certify that the foregoing is a true and accurate copy of Resolution 2019-04, passed in the regular meeting of the Waterville Township Board of Trustees on February 27, 2018.

Attest: /s/ Jennifer Bingham
 Jennifer Bingham, Fiscal Officer
 Waterville Ohio

NEXUS UPDATE

Chief Bingham mentioned that crews are currently laying fiber optic cables at the site.

OLD BUSINESS

Union Cemetery Update

**RESOLUTION #2019-05 EMPLOYEE REIMBURSEMENT AGREEMENT WITH
 FALLEN TIMBERS UNION CEMETERY**

Mr. Hertzfeld moved the adoption of the following Resolution #2019-05:

Be it resolved, by the Board of The Board of Trustees of Waterville Township, Lucas County, Ohio, approved entering into the Employee Reimbursement Agreement with Fallen Timbers Union Cemetery during its regularly scheduled meeting on February 27, 2018.

Mr. Warner seconded Resolution #2019-05 and the roll being called upon its adoption, the vote resulted as follows:

Duke Wheeler, absent
 Brett Warner, yes

Kyle Hertzfeld, yes

I certify that the foregoing is a true and accurate copy of Resolution 2019-05 passed in the regular meeting of the Waterville Township Board of Trustees on February 27, 2019.

Attest: /s/ Jennifer Bingham
Jennifer Bingham, Fiscal Officer
Waterville Ohio

John Borell, shared that the Union Cemetery needs its own attorney, not that much legal activity is anticipated, but that the final work needed to transfer the cemetery lands and any other legal matters would be handled by this attorney. The ORC does not allow the County Prosecutor's office to represent the Union Cemetery, so Philip Dombey, Law Director for the City of Waterville, who has been involved in the discussions around the formation of the Union Cemetery, would be a logical choice. However, Mr. Dombey has submitted a letter advising the Township and the Village of Whitehouse of possible conflict of interest. **Mr. Warner** made a motion to sign the notification of Conflict of Interest letter. Seconded by **Mr. Hertzfeld**. Motion carried.

Mr. Warner advised the Union Cemetery Board is continuing to work on agreements needed to transfer the cemetery properties and to establish a lease for the Township to continue to use the Hall and Maintenance Garage

Fire District

Mr. Warner stated that he had no formal update on the fire district. **Mr. Warner** stated that he continues to have discussions with residents about the district.

Refuse Contract Renewal

Mr. Warner stated that the renewal letter was received from Stevens. Mr. Borell was asked to review the agreement. Mr. Borell advised that Monclova Township recently funded their refuse services through the Lucas County Solid Waste District. Establishing refuse services through the Solid Waste district would eliminate the need for a renewal levy as the fees for the refuse services would be assessed by the County Auditor's Office. Mr. Warner stated that he spoke with Jim Shaw of the Lucas County Solid Waste District as well as a Trustee in Monclova. The cost for refuse services was relatively the same or less. The Trustees would need to hold three public hearings before entering into any agreements if they chose to contract through the Solid Waste District.

Emergency Management Agency Broadcast System

Mr. Warner stated the contract is with the County. The link has been tested for residents to sign up for the notification service and is ready to go. Mr. Warner is working to prepare a newsletter in print format with Dan Lawrence of Lawrence Graphics. Mr. Warner said an option for individuals who do not register for the notification service would still need to receive a print copy of the newsletter and he is continuing to identify a method to accomplish this.

DEPARTMENT REPORTS

Police Department

Chief Bingham reported that the department received the JAG Byrne grant for approximately \$10,000.00. The grant funds require a 25% match, which was budgeted and the funds will be used to

purchase in car camera systems and five body cameras. **Mr. Warner** made a motion to spend the required matching funds for the JAG Byrne grant. Seconded by **Mr. Hertzfeld**. Motion carried.

Chief Bingham advised that the department has also applied for a grant through Nexus with the hope to use those funds to purchase a new police vehicle. **Chief Bingham** advised the standard timeline to receive a new patrol vehicle is six months from the order date. If received the grant would cover all needed expenses except for the radar equipment.

Chief Bingham reported that arrests have been made in a 2015 case. The arrests were made by the Fugitive Task Force and it is possible that two more individuals will be arrested soon. **Chief Bingham** said this information may be in the news in the near future.

Roads Department

Mr. Warner stated that he attended the annual meeting with the Lucas County Engineering Division. The meeting covered upcoming road projects in the County. The only project that will impact the Township is the roundabout planned for some time in the future for Waterville-Neapolis Rd. and St. Rt. 295. The County Engineer's recommended that the recently sealed portion of Noward Road be restriped this year, since the faded with the sealant.

Zoning – Inspector's Report

Eric Gay, Zoning Inspector, stated only one permit year-to-date has been issued. He is currently working on a Special Use Permit for building next to Sautter's on St. Rt. 64. Mr. Gay stated he has spoken with William Harbart of the Lucas County Planning Commission to ensure the business is compliant with current zoning standards. Mr. Gay stated he has spoken with the business owner about signage and the storage of equipment.

Mr. Gay advised that the County has implemented a drainage permit that is required before a building permit can be issued.

The owners of the Fallen Timbers storage facility will be bringing drawings to the next Zoning Commission meeting.

Mr. Warner stated that he spoke with the County Engineers Office about the draining problem on Jayne Lynn. The County Engineers Office will be re-evaluating options and making a recommendation. These recommendations will be reviewed with the property owners along with any costs associated to make needed corrections.

Mr. Gay stated that he received a call from a company that owns the cell tower on Hertzfeld Road. They have advised they plan to contact Mr. Gay monthly to see if any permits for new cell towers have been requested on Hertzfeld Rd.

Mr. Pat Roush, who owns property on River Road, has reached out to a Zoning Commission member about getting his permit approved. Mr. Gay stated a permit has not been received.

Zoning – Property Standards

Mr. Warner stated there was no update from the Property Standards Officer.

FISCAL OFFICER CORRESPONDENCE

Ms. Bingham reported that the following correspondence has been received:

- Letter from Charter Commissions advised of a corporate reorganization with Spectrum Mid-America, LLC.
- 4th Quarter Fire Runs Report from the Village of Whitehouse
- Notice from Medical Mutual of a language change regarding member appeals process. Employees will receive a notice from Medical Mutual
- Notice from Medical Mutual regarding Part D coverage notification to Medicare Eligible participants
- OTARMA is sending a property appraisal representative to look over the Township buildings. They will be at the Town Hall and Maintenance Garage on March 11th.

TRUSTEE REPORTS

Kyle Hertzfeld – nothing to report

Brett Warner – attended the Crimson Hollow HOA meeting. The key issues discussed was snow removal and concerns expressed that they are the last to get their streets cleared. Access on Dutch Road was another topic of discussion. Mr. Warner stated that he is trying to get in touch with the developer to discuss plans. Mr. Warner stated that the Township will need to enter into a lease on the Town Hall and Maintenance Garage. As things with the Union Cemetery progress, he believes the Board may also want to meet in the Town Hall building. There is discussion to separate the Maintenance Garage between Cemetery and Road equipment. Mr. Warner stated that he has had a few discussion with a representative from the Ohio Department of Natural Resources to discuss land on the northwest corner of Noward and Waterville-Neapolis Road. ODNR had originally planned a park with a boat launch on the property, but those plans are changing and the possibility that ODNR may part with the property.

PUBLIC COMMENT

None.

There being no further business to be brought before this Board **Mr. Hertzfeld** made a motion to adjourn. Seconded by **Mr. Warner**. Motion carried.

Adjourned at 7:45 p.m.

Attest: /s/ Jennifer Bingham

Trustees: Brett Warner
Duke Wheeler
Kyle Hertzfeld