

RECORD OF PROCEEDINGS
Waterville Township Trustees' Meeting

Held at: 7:00 p.m. at the Waterville Township Hall on Monday, November 25, 2019.

OFFICIALS:

Chairman – Brett Warner – Present
Vice Chairman - Kyle J. Hertzfeld – Present
Trustee – Duke Wheeler – Present
Temporary Deputy Fiscal Officer – Michelle Stahl – Absent
Fiscal Officer - Eileen Sullivan - Present
Police Chief – Richard Bingham – Present
Zoning Inspector – Jim Fischer – Present
John Borell, Lucas County Assistant Prosecutor - Absent

PLEDGE OF ALLEGIENCE:

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

GUESTS: Toby Miller, Republic Service Representatives – Scott Cabauatan, Laura Baker

AGENDA

Kyle Hertzfeld made a motion to approve the agenda for the November 25, 2019 meeting. Seconded by **Duke Wheeler** . **MOTION CARRIED**

PUBLIC COMMENTS

None.

REPUBLIC SERVICES - TOLEDO

Scott Cabauatan, Municipal Services Manager for Ohio and Michigan, and **Laura Baker**, Operations Manager from Republic were present to discuss continuing issues we are having with refuse collection in the township. It's been 8 months are we are still having way to many problems and inconsistencies. The south end of the township seems to be the largest trouble spot, Heller Rd. Service appears to be very random. Expected service started very slow the first 3-4 months, appeared to get better, now we appear to be back to the beginning. **Eileen Sullivan** stated she pays for every week trash pick-up. This was a regular pickup week for everyone, not an elective week, and her trash was missed. Laura Baker oversees day to day operations. Route auditor was on today to follow the truck. Laura asked if we have a list of township residents. **Kyle Hertzfeld** cannot understand why the previous refuse company (Stevens) will not share their route map if this was a transfer of service between refuse companies. **Toby Miller** not happy with blowing trash. Prior to the switch, trash was reliably picked up without a problem. **Brett Warner** suggested possibly reeducating our residents of regular pickup vs. the extra elective week. This cannot be at the expense of the township. **Patty Rupert** suggested posting on the website and sending out an alert as a possible alternative to a mass mailing. Police department gets phone calls. **Duke Wheeler** stated we need to work with the auditors office to get them updated addresses. **Eileen Sullivan** questioned why we are doing the work for them. We should let the county know Republic needs access to addresses for reliable trash pickup for our residents and leave the responsibility on them. They are the ones getting paid to do this job. **Brent Warner** reported the call center has not been helpful with our residents. Some residents have given up with phone call. Other calls continue to come back to

the trustees. **Scott Cabauatan** wants to make sure this is done correctly, yet accepted none of the blame, responsibility or offered solutions on how to correct the problem. **Toby Miller** reported Monclova Township is having similar problems. **Brett Warner** thanked the Republic representatives for their attendance at this meeting.

MINUTES

Patty Rupert presented the back logged minutes for May 31, June 26, July 24, August 28, and October 23, 2019 for approval. **Duke Wheeler** made the motion to accept. **Brett Warner** seconded. **MOTION CARRIED.** September 25, 2019, meeting minutes still need approved Resolutions 2019-12 & 2019-13 inserted. Audio recording failed. **Patty Rupert** stated she asked for help at October 23, 2019 meeting as she was unsure of how these need to be formatted and where they go. Request was overlooked because there were checks and other paper work to handle at the end of the meeting. **Kyle Hertzfeld** questioned whether or not the resolutions were sent to the auditor’s office, needs to be done now! **Patty Rupert** will call the auditors office and explain our recent transitions, and see what needs to be done ASAP to resolve this matter.

FISCAL OFFICER’S REPORT

Eileen Sullivan reported in order to be placed on the governmental account and not have Michelle removed at this time, a master signature card needs to be signed. **Duke Wheeler** made the motion to sign master signature card and also sign the bank’s resolution to make master signature card effective. Bank suggested to leave **Michelle Stahl** on as an authorized signer until a later date. **Brett Warner** seconded. **MOTION CARRIED.**

5/3 Credit Card Fraud

Form is being returned to the bank tomorrow. Late charge on paying credit card and finance charge. Maxed out. There needs to be a new procedure regarding use of new credit card. Eileen does not have a recommendation at this time. Bill passed in 2018 as to who is the keeper of the card. One credit card per township. We need to comply with this statute. Requires one card to be issued. This is not a Fiscal Officer decision, but a statute. The purpose is for better control in government entities. Should have been put into place by February of 2019.

Pay for Fiscal Officer Position

Pay for this position is \$21,836. Currently the previous Fiscal Officer utilized \$10,918. Michelle has utilized \$9,350 thru November. Balances to \$20,268. Monthly amount would be \$1,819.66. Right now where the account stands there is not enough money to pay Eileen and Michelle out of the Fiscal Officer fund. Eileen proposes taking it out of a difference salary account to pay Michelle. Eileen proposes Michelle’s November pay come out of a different salary account. **Duke Wheeler** made a motion to change **Michelle Stahls** title to **Consultant to Fiscal Officer** as of December 1, 2019 to resolve where payment funds for Michelle are coming from. **Kyle Hertzfeld** seconded. **MOTION CARRIED.**

Documents for Board

Payment of Warrants/Vouchers

Eileen Sullivan requested the Board’s approval for the payment of the following vouchers and warrants:

**PAYMENTS
WATERVILLE TOWNSHIP, LUCAS COUNTY
10/26/2019 to 11/20/2019**

Number	Post Date	Total Warrant Amount	Payee
149-2019	11/15/19	\$1,552.00	U.S. TREASURY

150-2019	11/15/19	\$225.00	Ohio Deferred Compensation
151-2019	11/15/19	\$695.94	TREASURER OF STATE OF OHIO
152-2019	11/15/19	\$16.00	SCHOOL DISTRICT INCOME TAX
153-2019	11/11/19	\$436.87	BUREAU OF WORKERS' COMPENSATION
40432	11/15/19	\$176.02	JAMES ERWIN FISCHER
40433	11/15/19	\$716.92	Ricardo A. Artiaga Jr.
40434	11/15/19	\$1,156.93	Richard Allan Ludwig
40435	11/15/19	\$1,409.08	Brian B Biegajski
40436	11/15/19	\$1,937.41	Richard E. Bingham
40437	11/15/19	\$1,294.76	Harry Richard Kellett III
40438	11/15/19	\$1,634.18	Daniel Martin Stuber
40439	11/15/19	\$152.01	Anthony R Szymczak
40440	11/15/19	\$1,138.20	Andrew T Whited
40441	11/15/19	\$1,016.15	Shaun Edward Wittmer
40442	11/15/19	\$1,275.69	SuperFleet MasterCard Program
40443	11/15/19	\$73.45	Fisher Auto Parts, Inc.
40444	11/15/19	\$134.32	GENERAL PRO HARDWARE
40445	11/15/19	\$240.00	LAW ENFORCEMENT SYSTEMS, INC.
40446	11/15/19	\$165.87	Spectrum Business
40447	11/15/19	\$1,039.88	TOLEDO EDISON
40448	11/15/19	\$138.82	VERIZON WIRELESS
40449	11/15/19	\$53.60	THE WATERVILLE GAS COMPANY
40450	11/15/19	\$1,065.90	KENN-FELD GROUP
40451	11/15/19	\$253.71	DELTA DENTAL PLAN OF OHIO
40452	11/15/19	\$43.14	CITY OF WATERVILLE - WATER DEPT.
		\$18,041.85	

Brett Warner made the motion to approve the vouchers and warrants, **Duke Wheeler** seconded.
MOTION CARRIED

OLD BUSINESS

Union Cemetery Update

Brett Warner gave report from most recent meeting. Good news better breakdown from Richard and Andy on what is being done regarding cemetery work. Hopefully will lead to discussion after the first of the year as to hiring cemetery's own employees. Tree commission identified trees by map. Very helpful. Bad news is when we went to county with amount to collect the first year, numbers are not coming back the way we hoped, \$50,000 shortfall. Do not know the cause. Taking a hard look at list for 2020. Possibly hiring someone to do fiscal officer work. Right now Waterville is doing this, but will not continue indefinitely. All three entities meeting in May. Wages for Richard and Andy should be reimbursed by the cemetery board to Waterville township. Need to be hand delivered. **Chief Bingham** will stop by to handle.

Fire District

Brett Warner no update.

911 Consolidation no recent updates since last month.

Lighting District

Letter from John Borrell to everyone's e:mail.

NEW BUSINESS

None.

DEPARTMENT REPORTS

Police

Chief Bingham reported Regarding totaling of police vehicle. Highway patrol called for assistance in the western section of Lucas County in Providence Township. (Mutual assistance agreement.) Unclear as to how much dollars we will get from the trucking company's insurance. Need to get John Borell involved on reimbursement. Can get a 2019 to fit current equipment. If we wait it will cost more money to retrofit a 2020 as current equipment will not fit. Asking to spend money in his budget on a brand new car. Steve Rogers Ford found 2 vehicles available now. Has money in budget to cover until we get reimbursement. There will be a shortfall to account for depreciation of the totaled vehicle. When check comes in from insurance company, the money will go in the general fund, then transferred back to the police department budget. **Chief Bingham** needs to get **John Borell** involved for recovery of replacement vehicle expenses. **Brett Warner** made motion to authorize purchase now. **Kyle Hertzfeld** seconded. **Duke Wheeler** voted no. **MOTION CARRIED.** Did receive notice burn grant was received while chief was off. Will bring it up at next months meeting.

Roads

Kyle Hertzfeld Richard gave Kyle a sheet of things to look forward to for next year. Will share with other trustees regarding road maintenance.

Zoning Inspector

Jim Fischer has written 2 new permits.

Eric Beebe, 5646 Ever Rd., adding an accessory building with no permit. Has been taken of.

David Potts, 6547 Hutchinson Road, fence permit.

Heilman swimming pool fence – walk on pool cover will not allow as a substitution for a fence.

Vision Ministry Church, Noward Rd., No permit, but looks like they will need an appeal to BZA to use right of way.

Goethke swimming pool fence – letter from John Borell has gotten Mr. Goethke to obtain a quote for a fence.

Telluride Plot Plan – Cover sheet and copy of plan for Plat 1.

No requests for cell towers this month, inquiry received by **Duke Wheeler**.

Brett Warner asked **Eileen Sullivan** to reach out to **Joe Beck** to see if he will move up to chair of Board of Zoning Appeals. Looking for a new alternate. Possibly **Justin Swaggert** on Weckerly road. **Brett Warner** made the motion to nominate **Justin Swaggert** as an alternate to the BZA. **Duke Wheeler** seconded. **MOTION CARRIED.** Speaking of BZA business, **Patty Rupert** will write letter to Johns Manville reminding them of the upcoming deadline for their 1st condition of their appeal extension granted in June, 2019. Due in mid-January, 2020.

Brett is still working on updating township phone for Jim Fischer to use.

CORRESPONDENCE

Patty Rupert reported the following correspondence.

- Letter to Auditor of State for UAN Support credentials for Eileen Sullivan.
- Lucas County Soil & Water conservation. Reaching out for donation.
- Lucas County Township Association. Next meeting, Wed. 12/11, Monclova Township
- Newsboys looking for donation.
- Ohio Department of Jobs & Family services, requesting labor statistics.
- Ohio Transportation Department – Rouche De Bouef bridge project.
- Barkan & Robon Ltd. Attorneys, Josh Doyle – Telluride.

- Les Disher – Credit Cards Application.

Reminded Trustees to check their mail folders when coming in to sign checks.

Audio recordings take up a ton of space on website. Will need direction from John Borell regarding records retention.

Eileen Sullivan heard from **Joe Beck** during meeting and is in agreement to step up as Chair for BZA.

TRUSTEE REPORTS

Duke Wheeler – Peggy Michaels from Swanton Township, reached out to Duke Wheeler regarding text alert system. Cost is about \$2,000. 335 test messages sent out, 152 also receive e:mail messages. Send out additional alert regarding Ohio Compost information on website.

Kyle Hertzfeld – Next trustee meeting is Wednesday, December 18.

Brett Warner – Attended JEDD meeting as an observer. All three members were present.

Whitehouse officials were there. Excited about the conversation and their plan moving forward.

PUBLIC COMMENTS

NONE

There being no further business to be brought before this Board **Mr. Hertzfeld** made a motion to adjourn. Seconded by **Mr. Wheeler** seconded. **MOTION CARRIED**

Adjourned at 8:55 p.m.

Attest: /s/ Patricia Rupert
Administrative Assistant to
Temporary Deputy Fiscal Officer

Trustees: Kyle Hertzfeld
Brett Warner
Duke Wheeler