

WATERVILLE TOWNSHIP BOARD OF TRUSTEES
621 FARNSWORTH ROAD, WATERVILLE, OH 43566
EMERGENCY MEETING
DECEMBER 23, 2019 – 7:45 PM

OFFICIALS:

Chairman – Brett Warner – Present
Vice Chairman - Kyle J. Hertzfeld – Absent
Trustee – Richard “Duke” Wheeler – Present
Temporary Deputy Fiscal Officer/Consultant – Michelle Stahl – Absent
Fiscal Officer – Resigned December 18, 2019
Police Chief – Richard Bingham – Absent
Zoning Inspector – Jim Fischer – Present
John Borell, Lucas County Assistant Prosecutor - Present

Meeting was called to order at 7:45 p.m. by **Trustee Chair Brett Warner**.

Trustee Wheeler called for an emergency meeting to discuss the lack of a Fiscal Officer in Waterville Township. Our solicitor **John Borell** is present.

At our last Township Trustee meeting, December 18, 2019, **Trustee Hertzfeld** stated **Michelle Stahl** was out of the country until January 9, 2020. **Elaine Sullivan** resigned December 18, 2019. We are currently in an adverse position with payment to our Fiscal Officers due to state statute limitations. The original agreement with Michelle was to be hired as a contract staff employee at a rate of \$50/hour. Michelle was doing payroll with tax withholdings and OPERS deductions as an employee. **Trustee Hertzfeld** would like to sign up with Michelle Stahl until the end of March, 2020. **Trustee Wheeler** reached out to **Peggy Michael** in Swanton Township. She has 12 years of experience as their Fiscal Officer. She is interested in this position. She will come to our Township Hall on Thursday, December 26, 2019, to review files and current status. She has concerns over the recent turnover of Fiscal Officers. This position relates strictly to the financial reporting and financial components of the Fiscal Officer duties. This will not include the clerical aspect of the position that Patty Rupert has been doing. If Peggy Michael says no, we are in an extremely adverse position due to the time restraints with UAN access, bonding, signature cards at bank. Getting current payroll done by year end is our primary objective. Signing up with Michelle Stahl who is out of the country until January 9, will not be helpful in getting our current payroll completed. Payables is important, but not as high a priority as getting our employees their paychecks. This is a tough time for all Fiscal Officers with yearend reporting.

Trustee Wheeler made motion to offer Peggy Michael the position of Temporary Deputy Fiscal Officer, as Contract Staff, no taxes, no OPERS, at a rate of \$50/hour. Discussion followed this is for the Fiscal transactions of the position, no administrative or clerical functions. **Trustee Warner** seconded. Trustee Warner asked **Patty Rupert** if she is willing continue to carry on with all the administrative and clerical duties she has been doing. Patty agreed. Upon Peggy Michael’s acceptance of this position, she is authorized to carry out all Fiscal Officer duties on behalf of Waterville Township. **MOTION CARRIED.**

Letter has already been drafted for UAN access. She will also need to be bonded for our Township.

Trustee Wheeler made the motion to adjourn. **Trustee Warner** seconded. No further discussion, **MOTION CARRIED.**

Meeting adjourned at 7:56 p.m.

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

Trustees: Brett Warner
Duke Wheeler