

**RECORD OF PROCEEDINGS – JANUARY 16, 2020**

**Waterville Township Trustees' Meeting**

**Waterville Township Hall**

**OFFICIALS:**

Chairman – Kyle Hertzfeld – Present  
Vice Chairman – Brett Warner – Present  
Trustee – Duke Wheeler – Present  
Deputy Fiscal Officer – Peggy Michael - Present  
Police Chief – Richard Bingham – Present  
Zoning Inspector – Jim Fischer – Present  
Solicitor - John Borell, Lucas County Assistant Prosecutor - Present

**PLEDGE OF ALLEGIENCE:**

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

**AGENDA**

**Brett Warner** made a motion to approve the agenda for the January 16, 2020 meeting. Seconded by **Duke Wheeler**. **MOTION CARRIED**

**GUESTS:** Karen Gerhardinger (Mirror), Toby Miller (Resident), Josh Hartbarger (Whitehouse FD), Doug Meyer (Waterville FD), Bill Walborn (Resident), Eileen Sullivan (Resident)

**MINUTES**

**Brett Warner** made the motion to approve the minutes from the December 18, 2019 Waterville Township Trustee meeting. **Duke Wheeler** seconded. No discussion, **MOTION CARRIED**.

**Brett Warner** made the motion to approve the minutes from the December 23, 2019 Waterville Township Trustee public hearing regarding the Telluride Lighting District. **Duke Wheeler** seconded. No discussion, **MOTION CARRIED**.

**Brett Warner** made the motion to approve the minutes from the December 23, 2019 Waterville Township Trustee emergency meeting regarding the hiring of a Deputy Fiscal Officer. **Duke Wheeler** seconded. No discussion, **MOTION CARRIED**.

**Brett Warner** made the motion to approve the minutes from the January 3, 2020 Waterville Township Trustee Organization meeting. **Kyle Hertzfeld** seconded. No discussion, **MOTION CARRIED**.

**FISCAL OFFICER REPORT/PEGGY MICHAEL**

**Payment of Warrants/Vouchers**

**Kyle Hertzfeld** asked for a motion to approve vouchers and warrants for this reporting period. **Brett Warner** made the motion to approve vouchers and warrants as presented. **Duke Wheeler** seconded. **MOTION CARRIED**.

**OLD BUSINESS**

**Union Cemetery Update** – **Brett Warner** reported at last meeting job description was approved for a Fiscal Officer type position at \$20/hour. Will need to be trained on UAN. Also starting a discussion to see if it's

feasible to hire an additional employee. Tallying up hours and expenses for all of 2019. As soon as that is completed it will be on the agenda for discussion.

**Fire District – Brett Warner** Had an opportunity to go over details of the Fire District 10-year proposal with **Chief Hartbarger**. Chief Hartbarger would like an opportunity to talk to trustee Duke Wheeler as well to go over details of the plan. At this point Chief Hartbarger feels it's premature to get into the weeds.

Unfortunately, due to Sunshine laws, cannot meet with Trustees as a group. Chief stated we've been having this discussion for approximately 1-1/2 years. Fire Service is facing challenges. Contract with Whitehouse expired in December, but because of the discussions we've been having they are continuing in kind. No increase currently, but inevitably, with this plan moving forward, there will be. Brett Warner reported he has been talking to residents and will continue to do so to discuss support of a probable levy. Since we do not know if and when we'll ever receive any money from Nexus, we need to figure out how to best support our Fire service. Because of Republic contacts, Brett has been able to reach out to more residents than ever before to see if they will support a levy if necessary. Kyle Hertzfeld agreed with continuing to talk to residents. He also said it's necessary to work with Waterville and Whitehouse and a current contract should be revised sooner rather than later.

**911 Consolidation – Chief Bingham** just received update from the county. **John Borell** said we can vote to join the council of governments. Doesn't matter whether or not you join, you still have to pay. You can join at any time, there is no deadline. **Duke Wheeler** made a motion to join. No second received. **Brett Warner** made a recommendation to take some time for review as this is new information. Trustees will take more time to look it over and discuss at next meeting.

#### **Telluride Lighting District - Patty Rupert**

We received a revised work order switching to LED lights from Toledo Edison. This resulted in a reduction of \$5,000. Did not decrease the number of poles that will be installed. Have returned original check to D&D Assets and have already received a new check for the new work order. We have not yet received the monthly maintenance and operating costs from Toledo Edison. Trustees have elected not to sign off on work order at this time, until we know what these costs will be. Cannot have auditor complete assessment without knowing these costs.

**Medical Mutual** – Our representative Phil Johnson sent in an appeal request on our behalf. Increase amount has been reduced down to a 2.74% increase. Plan is due for renewal February 1. Kyle Hertzfeld believes this is a good plan. Feels it is reasonable amount for an added benefit to our employees. Duke Wheeler continues to believe, it's time to consider employee contributions. Duke would like to examine entire compensation package including retirement, sick time, vacation. Chief Bingham seems to think copay of premiums will result in more expense for the police department. If officers decide to leave because of it, we lose money. It costs approximately \$4,500 to train a police officer. Replacing them will cost in that loss, plus more money to train someone new. To recoup a \$9,000 loss will take years with a minimum copay for insurance premiums. **Kyle Hertzfeld** made a motion to approve the Medical Mutual policy, **Duke Wheeler** seconded. **MOTION CARRIED.**

#### **NEW BUSINESS**

**Future Lighting Districts** –With Telluride only beginning, **Brett Warner** feels it's important to develop our own policies and procedures and begin to collect fees. Patty estimated she spend 15-18 hours following the right

process. Will not always be that intensive, just working though it the first time was highly involved . **Duke Wheeler** will work with **Patty Rupert** to develop our own policies and procedures.

### **DEPARTMENT REPORTS**

**Police (BW) - Chief Bingham** reported receiving Burn Grant. 75/25 split. Total of grant is \$11,250. Our portion is \$2812.50. Our plan is to buy new networking equipment and routers. Chief needs motion to accept it. **Kyle Hertzfeld** made the motion, **Duke Wheeler** seconded. **MOTION CARRIED.**

Jag Law Enforcement Grant, 90/10 split. We requested \$20,000; our match would be \$2,000. We don't know how much we will receive; we were just notified and need to accept it. Our plan would be to use this funding to replace aging in car mobile radios. Duke Wheeler **Brett Warner** made the motion to accept this grant, **Kyle Hertzfeld** seconded. **MOTION CARRIED.**

Officer Andrew Whited submitted letter of resignation yesterday. Would like to move part-time officer Tony Szimczek into Andy's position, and move our auxiliary officer TJ Carl into a part-time position. Andy will be leaving at the end of the month. **Kyle Hertzfeld** made the motion to approve these staffing changes, **Duke Wheeler** seconded. **MOTION CARRIED**

Received notice from our insurance company we will be \$36,604.97. This will be coming in two separate checks. **Peggy Michael** reported the larger check amount has already been received. Still around \$9,000 short to cover the loss and replacement of a new vehicle. Working with John Borell to see what can be done. Possibly filing a civil suit. Chief also brought up needing an executive session to discuss a personnel issue.

**Cemeteries/Brett Warner** Our staff is working part-time in the cemeteries. **Brett Warner** does not have numbers yet. Tallying of hours will determine whether or not hiring their own employees is feasible. More discussion is need on this once the tally and distribution of hours is complete.

**Refuse/Duke Wheeler** – Majority of phone calls on answering machine were regarding 2020 calendar for refuse pickup. Duke met with Scott today. Wants to attend February meeting. Giving us a \$5000 credit for December. Duke informed them that doesn't mean they'll keep their contract. Trying to find another provider before June. All trustees continue to receive phone calls from residents regarding missed pick ups. This continues to be a problem and needs further discussion next month. Confusion remains with the off week for pickup and recycle pick up.

### **Zoning Inspector/Jim Fischer**

Permit for accessory building – Brad Cambola, Springbrook Ct. \$300.00 fee collected.

1 additional check from a permit completed in December after our last meeting. \$250 fee collected.

Denied a permit for Lindsey Hensley, 8724 Palermo Circle due to property line setback. BZA has a hearing scheduled for Monday, January 20 to follow their organization meeting.

Phone calls -

Property on Dutch Rd. for requesting information on solar panel permit. We do not have anything in our book. Solar Language and fee schedule will be added with John Widmer's revisions. Right now, no regulations = no fee.

Last word with Don Heilman was as soon as he returns from Florida, he will put up fencing around his pool. Message left on answering machine regarding shed. Message was from Cindy Crawford. Have not heard back.

### **CORRESPONDENCE/ADMINISTRATIVE**

**Patty Rupert** reported the following correspondence:

LC Engineers – bridge inspection, 2 in good condition. Copy for our records will be filed.

Toledo Regional Chamber of Commerce, Friday, 2/14 breakfast. Annual legislative breakfast  
Lucas County Township Association Annual Dinner at Brandywine Country Club, January 23  
General pipeline information, call before you dig.

Ohio BMV department of public vehicles. Gratis customer report. Sean (police department) will verify as some of the vehicles may have been sold on .gov.

### **TRUSTEE REPORTS**

*Duke Wheeler* – Property on 9006 S. River Rd. flooding issue looks like action is now being taken. County is doing a jet cleanout with permanent engineering work to be completed. Storm sewer should be fixed by the end of July. Welcomed Peggy Michael to township. **Duke Wheeler** made the motion of increasing **Patty Rupert's** rate of pay to \$15.00 across the board for Fiscal Officer Support and Zoning responsibilities. Manning the building, keeping up on correspondence, closest person we have to an administrative. Shows initiative to take on new tasks. Has been an invaluable go between with little or no direction. **Brett Warner** seconded.

**MOTION CARRIED.**

### **OTHER BUSINESS/PUBLIC COMMENTS**

**Peggy Michael** reported cellphones were turned off due to bill being behind. Gas card (Superfleet) was also shut off. Several things were backlogged. In all fairness to Eileen Sullivan (former Fiscal Officer), did not receive property training from traveling Fiscal Officer prior to her. Michelle Stahl should have made sure Eileen understood everything. Health insurance, rent for Police Department, gas bill for police department, electric bills, all were behind. This board is in agreement only to be using Superfleet and saving the Anthony Wayne bus garage account open for emergencies. Peggy stressed the importance of getting receipts, even if they are handwritten for better tracking.

**Brett Warner** discussed relocation of some of the cabinets in the hall to try and clean things up a bit. Still trying to make room for a desk.

P.O. Box is \$74.00/Year. Will be closed. This creates confusion as to which of our bills are going to what address. Everything should be going to one location for better control and simplification.

Brett Warner reported on the JEDD – Property owners are starting to get interested. Brett would like to see property be included in the near future.

Brett Warner will be attending the Chamber Breakfast. He will also be attending Lucas County Township Association meeting. In May plan is to meet with Whitehouse, Waterville and Waterville Township to meet 1 hour before Waterville's council meeting. If anyone is interested in joining this team, let me know.

Eileen Sullivan reinforced Brett's previous comments about Patty Rupert's willingness to do whatever it takes to service the township.

**Brett Warner** made a motion to move into executive session to discuss compensation of a public employee and to discuss possible discipline of a public employee. **Duke Wheeler**, seconded. Trustee Hertzfeld – Yes, Trustee Wheeler – Yes, Trustee Warner – Yes. After executive session, lights will flicker on for adjournment and any additional discussion/business.

**Kyle Hertzfeld** asked for motion to return to regular session. **Brett Warner** made said motion, **Duke Wheeler** seconded. **MOTION CARRIED.**

**Brett Warner** made a motion to replace himself with **Kyle Hertzfeld** on the joint Fire District committee, **Duke Wheeler** seconded. **MOTION CARRIED.**

Trustees have split up various township responsibilities as follows:

Kyle Hertzfeld – Fire & Website

Duke Wheeler – Roads/Maintenance & Refuse

Brett Warner – Police, Cemetery & Zoning

Patty Rupert and Toby Miller are both willing to help out with website responsibilities.

The trustees will also have a Special Meeting on Tuesday, January 21, 2020 at 9:30 a.m. to discuss “Possible Employee Discipline”. Mr. Borell will be in attendance. Patty will take care of the necessary 24-hour notice.

With no other business to discuss **Kyle Herzfeld** entertained a motion to adjourn. **Brett Warner** made said motion. **Duke Wheeler** seconded. **MOTION CARRIED.**

Meeting adjourned at 9:15 p.m.