

WATERVILLE TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING AGENDA

AUGUST 26, 2020 – 7:00 PM – No Quorum, Rescheduled as SPECIAL MEETING

AUGUST 31, 2020 – 7:00 P.M.

Scheduled on ZOOM

<https://us02web.zoom.us/j/89634621789?pwd=WWo4eTJTVHFpTzJBVEpSQlFXOEZlZz09>

Meeting ID: 896 3462 1789

Passcode: 824782

1. The meeting was called to order at 7:00 p.m. by **Trustee Hertzfeld**. In attendance were Kyle Hertzfeld, Duke Wheeler, Brett Warner, Solicitor John Borell, Deputy Fiscal Officer Peggy Michael, Zoning Inspector Jim Fisher, Chief Bingham, and Assistant to FO Patty Rupert.
2. Pledge of Allegiance – During ZOOM Meetings, this has been suspended.
3. Approve Agenda for Agenda 31, 2020 Meeting ** - **Duke Wheeler** made the motion to approve the agenda for the August 31, 2020 meeting. **Brett Warner** seconded. **MOTION PASSED**
4. Public Comments – This time is reserved for comments from citizens/guests. - None
The Board of Trustees may/may not choose to respond to or take any action on comments at this time.
5. Minutes for review, deletions, and corrections.
 - a. Approve Minutes for July 22, 2020 ** - **Duke Wheeler** made the motion to approve the minutes as submitted. **Brett Warner** seconded. **MOTION PASSED**
 - b. Approve Minutes for August 1, 2020 ** - **Kyle Hertzfeld** made the motion to approve the minutes as submitted. **Brett Warner** seconded. **MOTION PASSED**
6. Fiscal Officer's Report – **Deputy Fiscal Officer Peggy Michael**
 - a. Warrants / Payment Vouchers for approval ** - **Duke Wheeler** made the motion to approve the vouchers and warrants as submitted for this reporting period. **Brett Warner** seconded. **MOTION PASSED**
 - b. Other – OTARMA Insurance – Should be receiving packet shortly. Removed Richard and Andy from insurance. Have received a small payment from the Fallen Timbers Union Cemetery District for funds due. (\$13,691.11) Majority of invoice is still outstanding. Spending a lot of extra time trying to decipher police department receipts. Recurring charges on township credit card from Verizon with no receipt/invoice to explain what it's for in addition to separate billing being received. Account was not set up by Deputy Fiscal Officer. I, nor any of the trustees, do not have access as account manager, and I'm the one responsible for paying the bills. Auto Zone account was shutdown, due to not having proper receipts for charges/credits. Without proper documentation, I cannot pay the invoices. Thanks to Sergeant Wittmer for his help in straightening out the Steve Rogers charges. We have to streamline the auto repair process for the police department. Too many different accounts for auto related expenses. (Steve Rogers, Auto Zone, Fisher) Deputy Fiscal Officer Michael provided documentation to the trustees in advance of the meeting, including budget information. Trustee Warner wanted to discuss payment to Hertzfeld poultry farm for salt storage. Not on the agenda, Patty Rupert suggested including this on the agenda under Roads would be appropriate. Carla Vorst chimed in with her opinion regarding placement on the agenda. Members of the public are reminded not to chime in during session. Public comments may be sent in thru Zoom to be addressed as appropriate. Future meeting participants will be muted for this reason, and unmuted when its their turn to speak.
7. Old Business
 - a. Canine Unit (**Duke Wheeler**) – **Trustee Warner** had a conversation with the chief about early retirement of the K-9 unit. It was decided to allow the officer to have a retirement date to coincide with the end of the contract for February of next year. Residents he has spoken with have no objection to allowing the officer to retire. They also asked the question of why the township needs a K-9 unit. **Trustee Hertzfeld** commented although the early retirement of the K-9 unit could potentially be a cost saving measure, we do have an issue of the money that was raised in support of this officer. Township could be on the hook for that amount (\$17,000) and then there would the cost savings be. **Trust Wheeler** originally brought this up as a safety measure with the current protests against police officers, visiting other areas outside the township, and not a cost savings measure.
8. New Business
 - a. Mobile Health Clinic – Move to future meeting.

9. Department Reports

- a. Police - **Chief Bingham** went on record saying time and time again, he has requested budget information from Deputy Fiscal Officer Michael (back up documentation was provided prior to the meeting). Took offense to her claims the department is deficit spending. Provided nothing in writing at the time of meeting to back up his claims. The Chief is willing to have a meeting with the Deputy Fiscal Officer to discuss these issues. A third party should also be involved. Nothing further.
- b. Zoning Inspector's Report – **Jim Fischer**
- Permit No. 027 - home alteration permit for
Ricky and Elise Pacewicz
6544 North River Road
Waterville, Ohio 43566
Collected \$125.00, Ck. No. 3103
Agent – Seneca Builders
Permit No. 028 – fence permit for
Scott Beaverson
6115 Sweet Gum (Crimson Hollow)
Monclova, Ohio 43542 (419+450-1170)
Collected \$50.00, Ck. No. 180
Permit No. 029 – in ground pool permit for
Matt and Lindsay Hundley
8724 Palermo Circle
Monclova, Ohio 43542
Crimson Hollow Lot No. 186
Permit denied. Only have 7'-0" back yard setback, 10'-0" required, they may appeal
Permit No. 030 – request for modification to existing special use permit for
Progressive Fishing Association
7675 Schadel Road
Whitehouse, Ohio 43571
Check to be delivered. Currently the paperwork is at the County Planning Commission for their review and comment.
Permit No. 031 – accessory building (30' x 40' garage) permit for
Matt Ditzig (419-508-8752)
10545 Neapolis Waterville Road
Waterville, Ohio 43566
Collected \$300.00, Ck. No. 101
Permit denied. On have 3'-0" side yard setback, 10'-0" required, Matt will appeal.
Permit No. 032 – accessory building alteration permit (23' x 8', 184 square feet) for
Timothy Osstifin - Cell No. (419-276-1653)
6358 North River Road
Waterville, Ohio 43566
Collected \$50.00 Ck. No. 2223
Permit No. 033 – New home permit for
David and Kathie Blair
Current address is;
5624 Whitehouse Spencer Road
Whitehouse, Ohio 43571
Collected \$250.00, Ck. No. 1320
The new home is to build at the corner of Whitehouse Spencer and Obee Roads. The property is a recent split and does not yet have an address number assigned to it.
Permit No. 034 - new spec. home permit for
West Rock Development – Tom Rohrs (419-270-8401)
7828 West Bancraft Street
Toledo, Ohio 43617
6347 Glen Gary Woods
Coventry Glen , Plat 2, Lot 44
Collected \$250.00, Ck. No. 2048

Agent – Seneca Builders

Note: Permit No. 021 has been voided and the fee refunded as the address 7757 Tournament Drive, Waterville, is in Monclova Township, not Waterville Township.

07-28-2020 – I spoke with Lelle Wakefield about the property at 6256 Waterville Monclova Road about allowed horse population. No restriction as the property is not in a platted subdivision.

07-31-2020 – I spoke with Mark Foster about his property at 9310 Noward Road. He had questions about building an accessory building before a home was built. I explained that our zoning does not allow this. Also he is the owner of one of the five acre properties with overgrown grass and weeds that I had received a complaint about. He is making arrangements to have the property mowed or chopped.

08-02-2020 – I spoke with Andi and Richard Ryley about placing a political sign at the corner of Noward and St. Rt. 64. I met them at the site to discuss placement and setbacks.

08-03-2020 – I spoke with Ron Miller who lives on South River Road. He had questions about building a Mother-in-law addition. This is ok as long as it is connected to the main home in some fashion such as a breezeway. I confirmed this with Bill Harbert

08-07-2020 – I met with Chris from the PFA and collected additional supporting paperwork for their special use permit modification as the zoning commission had requested. The entire package has been delivered to Bill Harbert at the Planning Commission for their review and comment.

08-10-2020 – I spoke with Sam Kunkle AIA. He had questions about obtaining a sign permit for the entrance to the Telluride subdivision.

08-17-2020 – I spoke with Jayne Bialecki about the second property on Noward Road that needed grass and weeds removed. She had just received the notice of violation that had been sent. She said the property would be mowed or chopped today.

08-20-2020 – I spoke with a John Yeager, 10912 Lake View Drive about a tree trimming dispute with the neighbor. Told him it was a civil issue and not a zoning issue.

08-24-2020 – I spoke with Matt Gruber (419-467-3357). He has questions about the PUD development at Fallen Timbers. I will be meeting with him today, a.m.

08-25-2020 – I spoke with Paul Ducola, 6357 North River Road, (419-351-2629). He had questions about a new accessory building. I will be meeting with him on Friday of this week to write a permit.

08-24-2020 – I spoke with Barb and Rob Bruno (419-386-6763). They are interested in developing an RV park in Waterville Township. I told them RV parks are not allowed in the township.

08-25-2020 – I received a text from Chief Bingham about an above ground pool installation at 5430 Whitehouse Spencer Road that appears to have been constructed without a permit and has no fence. I will need to investigate.

– Lou Lessor property – Visited site in early June. Abandoned vehicles, unregistered RV in driveway, trash. Brett Warner would like to reach out to property owners. Violation letter needs to be issued.

– Betty Schultz property – Main home is on Dutch Road as a single-family dwelling. Two smaller structures on property are nonconforming and in disrepair. Family members may want to make improvements to these structures and have been told that would not be possible.

10. Correspondence / Administrative – **Patty Rupert**

- Received 2nd Quarter Fire Run Report from Waterville/Whitehouse Departments.
- New Credit Card was received for Office Depot for Police Department use. Since only one card was received instead of the two requested, Patty will continue to turn in requests for reimbursement.

11. Trustee Reports

a. **Richard “Duke” Wheeler**

- i. Roads/Maintenance – Need list of our roads from county that they will not be able to service with their larger plows. They we need to contract with individual from private sector (landscape company?) for remainder of our township.

- **Brett Warner** has been in contact with Dale Hertzfeld from Hertzfeld Poultry Farms regarding outstanding balance the township owes for salt storage. Has received an invoice for years 2016 – 2020 in the amount of \$7,500. They are fine with installment payments. Also have obtained a contract for continued storage moving forward. **Brett Warner** made a motion to approve

payment to Hertzfeld Poultry Farms for current invoice due. **Kyle Hertzfeld** seconded. **MOTION PASSED.** Continued storage and approval of contract will be on the agenda for next meeting.

- ii. Refuse – Still some complaints coming in, but overall service with Klumm is going well. Republic did not provide a very good list of paid weekly customers.
- b. Kyle Hertzfeld
 - i. Fire District – Fire Levy language has been submitted for the November ballot.
 - ii. Website / e:Mail Listing – Patty has been providing updates to Lawrence Graphics as appropriate.
 - iii. Telluride Lighting District – Auditor has been sent and acknowledged appropriate documents for lighting district.
 - iv. Insurance – Kyle will put in call to OTARMA.
- c. Brett Warner
 - i. Police – nothing further.
 - ii. Fallen Timbers Union Cemetery – nothing further.
 - iii. Zoning – There are some issues with membership of the Board of Zoning Appeals currently being addressed, possibly some reappointments.
 - iv. JEDD – nothing at this time.

12. Executive Session – **John Borell** requested the trustees move to executive session for the following reasons:

- Pending Court Action
- Investigation of charges and actions of a public employee
- Consider compensation of a public employee

Trustee Hertzfeld made the motion to exit out of regular session and into executive session to discuss the items listed above. **Trustee Wheeler** seconded his motion. **MOTION PASSED** with roll being called as follows:
Kyle Hertzfeld – Yes, Brett Warner – Yes, Duke Wheeler – Yes

Any on-line guests were moved to the waiting room.

On-line guests were moved back into the public meeting.

Trustee Warner made the motion to exit out of executive session and into regular session to welcome the public in for additional comments. **Trustee Hertzfeld** seconded his motion. **MOTION PASSED** with roll being called as follows:

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

13. Additional Comments - None

14. Adjournment - With no further business to discuss, **Trustee Warner** made the motion to adjourn. **Trustee Hertzfeld** seconded his motion. **MOTION PASSED.** Meeting is adjourned.

The adoption of all resolutions or motions were in an open meeting of this Board and action by this Board or 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: September 23, 2020

Agenda items are due by 5:00 pm on Friday prior to meeting date

PLEASE SILENCE ALL CELL PHONES AND OTHER ELECTRONIC DEVICES.

IF YOU ARE NOT SPEAKING DURING A ZOOM MEETING, PLEASE MUTE YOUR DEVICE.