

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES FOR
WATERVILLE TOWNSHIP HELD FEBRUARY 23, 2022**

Guests: Karen Gerhardinger (The Mirror), Jeanne Taylor

1. **Call to Order / Pledge of Allegiance** - The meeting was called to order at 7:00 pm by Trustee Theroux. This present recited the Pledge of Allegiance.
2. **Roll Call** – Fiscal Officer Vorst called the roll call. Present were Trustees: Anderson and Theroux. Trustee Hertzfeld was absent.
3. **Approve Agenda for May 25, 2022 Meeting.** Trustee Theroux made the motion for approval with Trustee Anderson seconding.
4. **Minutes for review:**
 - a. **Minutes of the Regular Meeting held April 27, 2022** – Not available. Move item to next meeting.
 - b. **Minutes of the Special Meeting held May 05, 2022** – Minutes were reviewed. Typo error correction to correct year. Trustee Anderson made motion for approval with Trustee Theroux seconding.
5. **Fiscal Officer Report:**
 - a. **Inter-account transaction** – Asking to the following: Account #2081-210-341 Telephone Increase \$3,500 and Account #2081-760-750 Motor Vehicle Decrease \$3,500. Trustee Anderson made a motion for approval with Trustee Theroux seconding.
 - b. **Purchase Order and Blanket Certificates** were reviewed. Trustee Anderson made a motion for approval with Trustee Theroux seconding.
 - c. **Warrants/Payments** were reviewed. Trustee Anderson made a motion for approval with Trustee Theroux seconding.
 - d. **NEU/Local Fiscal Recovery Fund** report update – Fiscal Officer Vorst was finally able to sign in on the website May 20, 2022. Report was due April 30, 2022 – email going to incorrect email address of prior FO. When Fiscal Office Vorst signed in, another state came up. Trying to figure this out.
 - e. **2023 Planned Expenditures** request– Trustees need to review tentative budget by June 30. Trustee Theroux wants the budget first and then will address 2023 projects.
 - f. **Monthly signature page** and reports presented – Trustees reviewed and signed
 - g. **Amend Budget for Crack Seal Project** – Need to increase Fund #4901 (Capital Projects) budget by \$64,00 for funds coming from Lucas Co Engineering Office on the crack seal project. Trustee Theroux made a motion for approval with Trustee Anderson seconding. Need Inter-transfer funds from #2021 (Gas Tax Fund) to #4901 (Capital Projects Fund) of \$41,740.95. Trustee Anderson made a motion for approval with Trustee Theroux seconding. For Appropriations budget, need increase in #4901-760-599 (Other-Other Expense) to \$106,500. Trustee Theroux made a motion for approval with Trustee Anderson seconding. Fiscal Officer Vorst will file with Lucas Co Auditor for Amended Revenue and Appropriations.

6. **Old Business**

- a. **Public hearings for the Permissive Motor Vehicle License Fee** – Currently the notice in the Mirror to run on May 26, 2022 and June 2, 2022 for the hearing dates of June 14 and 21 at 7 pm at the Township Hall. Notice has been placed in the window of the town hall.

7. **New Business**

- a. **Recertification of Lighting Projects** – These need to be recertified this year along with any new assessments. If making changes, we will need to submit a new spreadsheet. This must be done no later than September. Trustee Theroux wants this moved to the next meeting stating Trustee Hertzfeld has the most knowledge on this.
- b. **OneOhio Recovery Resolution** – This is dealing with the Opioid Settlement to communities in Ohio. Approved the appointment of Springfield Township Fire Chief Barry Cousino to represent Lucas County townships. Motion to approve **Resolution 2022-2** was made by Trustee Theroux and seconded by Trustee Anderson. With a vote of 2 yeas and 0 nays, motion passed.

8. **Department Reports**

- a. **Police** – Chief Humes asked to approve the purchase of another police vehicle. He has a quote of \$48,949. With supply issues and high mileage, he thinks we should place this order now. Trustee Theroux made the motion to approve the purchase using the local fiscal recovery funds for this purchase and seconded by Trustee Anderson. The other vehicle was approved using the police funds. Chief Humes also asked for the purchase of a laser speed device. This is more accurate than radar. The estimated \$2,000 cost will use police funds. Trustee Theroux made the motion to approve the purchase and seconded by Trustee Anderson. Chief Humes has been working on updating records, updating the database, modernizing the evidence room and adding security to the building. Chief Humes is researching copier needs for his department. The expiration on the current lease is coming up.
- b. **Zoning Inspector Report** – Jim Fischer presented his report. No new permits written since last meeting. He has two appointments on Friday, May 27. Jim Fischer presented the Trustees with a sample letter from John Borell, Lucas County Prosecuting Attorney regarding nuisance issues in the township. After some discussion, Trustee Theroux made the motion to approve Jim Fischer using the letter for nuisance complaint at 11330 Waterville Swanton Rd. and seconded by Trustee Anderson. Jim Fischer will also be approaching Josh Doyle on the Telluride property. The process for the nuisance complaint is as follows: Letter sent by Jim Fischer. The party has ten (10) days to fix the problem or start correcting the problem. They can call to get an extension if needed. If this complaint is not resolved, Trustee will put the expense to correct on the tax bill for the property.

9. **Correspondence/Administrative**

- a. Received Thank you card from Jon McAfee with the Anthony Wayne Alumni Association for the donation to the AW Alumni Public Safety Scholarship.

b. Received a statement from 5/3 bank regarding balance on the old cc. Once again, I sent a letter. The late charges and interest should be removed since the charge in question was reversed. Balance should be zero.

c. Received an email from Kyle with a Gmail account asking to purchase 4 x \$500 (\$2,000) in VISA gift cards using my credit card. He would reimburse me for the special project he was working on. He could not call from his location. I sent an email back saying you can buy them. Next day called Kyle. He knew nothing about this. Advised him his gmail was compromised. Copied John Borell on this scam.

d. Received letter from PERSO closing the claim on the Police vehicle damage

e. Received Quarter: 1/2022 Waterville Fire Dept report – have not seen Whitehouse report

f. May 12 received an email request: Per the Ohio Public Records Act – a request for an electronic copy of any and all employees for the year 2021 calendar year. Need employee's full name and annual gross wages. Need to be emailed to Ohio@OpenTheBooks.com in .csv or .xls format. If not, provide the state or federal statutes. NOT DONE YET.

g. Calls on answering machine:

1. Ryan MacRitchie – on zoning – he lives in Waterville. Directed him to Waterville
2. Devin called regarding limitations on spraying with regards to fields and farmers. Looking at lots in Coventry Glenn. With the assistance of Jim Fischer – I spoke with her about this matter.
3. John called wanting info on O'Reilly Auto parts. Left message. This is in Waterville.
4. Terry Knobsinger has a father buried in Wakeman Cemetery. Wanted to know ruled about planting. Called Tiffany Bachman, Secretary for Cemetery Group. Called Terry with phone number for Rory Hartzbarger.
5. Hailey Smith – permit for pool. Referred to Jim Fischer.
6. Need to call Mike Ribolt in Coventry Glen – has question about taxes

10. Trustee Reports –

- a. Julie Theroux – Gave update on the 911 call center meeting. Costs are going up in part due to call center employee turnover and training. The charges are based on the number of calls. She is concerned about the cost to the township moving forward. She and Chief Humes have successfully appealed. The number of calls will be lower than the original estimated cost. The actual cost has yet to be determined. She will continue to monitor this; making sure Waterville Township is not paying more than they should.
- b. Kim Anderson – Had a call about speed limit on Schadel Road. She spoke with the gentleman on this. We do not set speed limits.

11. Adjournment - With no further business to discuss, Trustee Anderson made the motion to adjourn and Trustee Theroux seconded.

The adoption of all resolutions or motions were in an open meeting of this Board and action by this Board of 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: June 22, 2022