

**WATERVILLE TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING**  
**July 27, 2022 - 7:00 PM**

**Guests:** Kristi Fish (The Mirror), Jeanne Taylor and Bill Walborn

1. **Call to Order / Pledge of Allegiance** - The meeting was called to order at 7:00 pm by Trustee Hertzfeld. Those present recited the Pledge of Allegiance.
2. **Roll Call** – Fiscal Officer Vorst called the roll call. Present were Trustees: Hertzfeld and Theroux. Absent: Trustee Anderson
3. **Approve Agenda for July 27, 2022 Meeting.** Trustee Theroux made the motion for approval with Trustee Hertzfeld seconding.
4. **Minutes for review:**
  - a. **Minutes of the Regular Meeting held June 22, 2022** – Minutes reviewed. Trustee Theroux made motion for approval with Trustee Hertzfeld seconding.
  - b. **Minutes of the Public Hearing held July 11, 2022** - Minutes reviewed. Trustee Theroux made motion for approval with Trustee Hertzfeld seconding.
  - c. **Minutes of the Special Meeting held July 11, 2022** - Minutes reviewed. Trustee Hertzfeld made motion for approval with Trustee Theroux seconding.
5. **Fiscal Officer Report:**
  - a. **Reverse Entry from last month** – Original Entry – Increase in Account #1000-110-313 UAN Fees by \$1,200 Instead need to increase Purchase Order.
  - b. **Purchase Orders/Warrants/Payments** were reviewed. Trustees reviewed and signed.
  - c. **Monthly signature page** and reports presented – Trustees reviewed and signed
  - d. **OneOhio Recovery** – Regarding funds that are coming as a result of an opioid settlement, the Fiscal Officer received an email from the Ohio Township Association (OTA) with information regarding two additional forms that needed to be completed. The forms were completed and sent in. The amount of the settlement is unknown.
  - e. **IRS Standard Mileage Increase** – The IRS increased the rate of \$.585 to \$.625 effective July 1, 2022. Trustees declined new rate; keeping old rate.
  - f. **Payroll Certification Sheets** – Fiscal Officer Vorst watched a webinar on payroll recently. She handed out the Certification Sheets and provided information from prior year 2019 as to the breakdown on Trustees and the Fiscal Officer.
  - g. The Trustees instructed Fiscal Officer Vorst to allocate the Trustee and Fiscal Officer salaries to the Local Fiscal Recovery Fund, effective July 2022. Fiscal Officer Vorst will need to amend the budget with Auditors office before she can do the reallocation.
  - h. **Other Business** – Verizon will be adding an Economic Adjustment Charge beginning June 16, 2022. The increase \$2.20 per month/per line. Jim Montgomery, Deferred Comp

Representative, called. He asked if we would be interested in setting up a meeting with him and the employees. Information was given to Chief Humes.

## 6. Old Business

- a. **Recertification of Lighting Projects** – Table to next meeting.

## 7. New Business

- a. **Engineering Request for projects in 2024 and/or 2025** – Trustee Theroux has spoken with Sarah at the Engineer’s Office regarding repaving Lakeview, Springbrook Court, Winslow and Jane Lynn Drive. An OPWC grant is available. A current estimate for the total project is approximately \$495,000. OPWC requests are typically grant/loan split. Discussion was held regarding the Township contribution, which based on the estimates, could be as high as 49%. There could potentially be additional charges for drainage work on Jane Lynn Drive. The Township does have the funds to move forward and may think about spacing the projects out.
- b. **Winter Salt** – Received a letter from Lucas County as ineligible to purchase this year due to low usage last year.
- c. **Waterville Township Economic Development** – Trustee Theroux spoke with John Borell regarding Economic Districts also referred to as JEDD’s (Joint Economic Development District). This would promote economic development and encourage growth in the Township. Waterville Township would require any new business be developed in one of the Township economic development districts before a permit would be issued. This information will be shared with the Zoning Board. Trustee Theroux made a motion to pass **RESOLUTION 2022-4 Resolution Concerning Policy on Economic Development** and seconded by Trustee Hertzfeld. Roll Call: Kyle Hertzfeld – yea Julie Theroux - yea Kim Anderson – not present 2 yeas 0 nays  
**Motion Passed.**

## 8. Department Reports

- a. **Police** – We are waiting for repairs to be completed on the car that hit the deer. The order is in for the new cars, but the timeline for delivery has been extended.
- b. **Zoning Inspector Report** – Jim Fischer started with Zoning Book update. The book has been sent to the County for departmental review. Then to the Zoning Commission for approval. Six (6) permits were issued. Permit No. 014 was not approved. An appeal is in process. Public Hearing on this matter is scheduled August 5, 2022 at 5 pm. General Information presented. Jim Fischer is still working with Michael Dean on the Telluride property. Jim Fischer also gave information on a van issue, a landscape business zoning determination, accessory building without a dwelling, questions from a lady wanting to sell regarding zoning, a new owner not mowing his property. Looking at a zoning question for the church located at the Dutch Road roundabout.

## 9. Correspondence/Administrative

- a. Received Waterville Fire Quarter 2/2022 reports. Report shows six (6) incidents. Whitehouse report has not been received for Quarter 2/2022.

#### **10. Trustee Reports –**

- a. Kyle Hertzfeld – The spray patching project is complete. Trustee Hertzfeld inspected the roads and reported that the company did an excellent job.
- b. Julie Theroux – Presented a report on behalf of Trustee Anderson. On the Cemetery Board, Tiffany Bachman is the new Treasurer. Tiffany will be applying for a grant for tree removal. Trustee Anderson's report mentioned that we may need to add 1-2 people to the Architectural Review Board. Jim Fischer said the Architectural Review Board is set up to review plans for any development in the district on Route 64. There is a question if an organizational meeting is needed. Of the five (5) members, there are two (2) vacancies needing to be filled. Jim Fischer indicated he knows of 1-2 people who may be interested and will contact them. Springbrook Farms home owners have noticed a log jam. Trustee Anderson thinks this would fall under us as a joint project. We would need to start a request for this work with the Engineer's Office and HOA. Trustee Theroux made a motion to start the request to remove log jam from Springbrook and was seconded by Trustee Hertzfeld.

**11. Executive Session** – At 8:15 pm, Board broke for discussion on Personnel Issue and New Policy. Board came out of session at 8:35 pm.

**Adjournment** - With no further business to discuss, Trustee Hertzfeld made the motion to adjourn and Trustee Theroux seconded. Meeting ended at 8:38.

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: August 24, 2022**