

**WATERVILLE TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING
NOVEMBER 16, 2022 – 7:00 PM
MINUTES**

Guests: Karen Gerhardinger (The Mirror), Mary Duncan

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: Anderson, Hertzfeld and Theroux. Police Chief Humes and Zoning Inspector Jim Fischer present.
3. **Approve Agenda for November 16, 2022 Meeting.** Trustee Anderson made the motion for approval with Trustee Theroux seconding.
4. **Minutes for review:**
 - a. **Minutes of the Regular Meeting held October 26, 2022** – Minutes reviewed. Trustee Theroux made motion for approval with Trustee Hertzfeld seconding. **Motion passed.**
 - b. **Minutes for October 17, 2022 Public Hearing** – It was determined no minutes were required as this was a Public Hearing - not a meeting.
5. **Fiscal Officer Report:**
 - a. **Warrants/Payments** were reviewed. Trustee Theroux made a motion for approval with Trustee Anderson seconding.
 - b. **Monthly signature page** and reports presented – Trustees reviewed and signed
 - c. **Update on WEX Account** – Cards have been mailed. This account will allow us to replace Super Fleet as the fuel vendor for the Police Department. We have had problems with this vendor. More information to come on WEX. The only current contact on the WEX account is Fiscal Officer Vorst. Trustee Hertzfeld will be added as a contact.
 - d. **Other Business** – Budget Reminder FY 2023 – Received information to process Purchase Orders from the Police Department as to costs and vendors on the uniforms, badges and patches. Reminder, if there are any other outstanding items, let the Fiscal Officer know so PO's can be updated. Trustee Theroux and Chief Humes have asked for information on FY 2023. This has been provided. They are working on the Police budget. The Permanent Budget FY 2023 is expected to be ready for the December meeting. The PO's may not be ready.
 - e. **Other Business** – Final Billing for the Crack/Seal Project has been sent to Lucas County Engineers Office. The billing was for \$9,997.50. This payment is in process now. Hope to receive before year end.
6. **Old Business**
 - a. **Set Organizational FY 2023 Meeting date and time** – After a discussion, a call was placed to John Borell for compliance. This meeting can run after the December 21, 2022 Regular Trustee Meeting. Notice should be placed in The Mirror and posted at the township hall. Trustee Theroux made a motion for approval. Trustee Anderson seconded.

7. New Business

- a. **Lucas County 911 Regional Council of Governments Invoice – Due Dec 1st** – The Trustees will be sending a signed letter explaining why this payment will not be made December 1, 2022. The method to determine the cost is inflated and the cost will cause a financial hardship on the township. Trustee Hertzfeld made a motion for approval. Trustee Anderson seconded.
- b. **Delta Dental Renewal Rate FY 2023** – The rates for Year 2023 will remain the same as in Year 2022. Trustee Hertzfeld made a motion for approval to renew with Delta Dental. Trustee Theroux seconded.

8. Department Reports

a. **Police** – Chief Humes has received delivery of the two (2) new police vehicles. Pictures were sent to the Trustees. After the police equipment is installed, these vehicles will be on the road. Chief Humes is moving forward with obtaining the uniforms, badges and patches approved last month. When the vehicles are on the road, one (1) of the older vehicles will be placed on Gov Deals to sell for now. Both new vehicles have been added to the insurance policy.

b. **Zoning Inspector Report** – Jim Fischer presented his written report as follows:

Report starts...

Permit No. 025 – fence permit for
Kelly Meier, 11360 Neapolis Waterville Road, Whitehouse, OH 43571
Collected \$50.00 Check No. 298
Issued 11-01-2022

Permit No. 026 – new home permit for
Frank and Robin Lipinski, 8422 Dutch Road, Waterville, OH 43566
Collected \$250.00 Check No. 034

The permit was non-approved 11-15-2022. The property owner would like to locate the dwelling behind the front plane of the existing accessory buildings which does not meet the townships current zoning resolution. Mr. Lipinski would like to appeal and has started the process to meet with the Board of Zoning Appeals.

As it turns out, the sign permit request from Colonial Sign Company for Mercy Health Life Flight Network (the old Steve Rogers Ford property) is a non-issue as the property was annexed into the Village before a permit was written.

Coventry Glen, Plat Four Title Sheet has been signed.

I have had a number of conversations with Kelly Meier, 11360 Neapolis Waterville Road over the last month. I granted a two-week extension to November 14, 2022, to get the sheds moved to ten feet off the property line. On Tuesday, November 15, 2022, from the right of way I observed that the sheds had been moved. I also talked to Ms. Meier on the same day by phone and she confirmed that the shed had indeed been

relocated. I advised the solicitor that any action on this matter from their office was no longer required

Report Ends

Not on the report, at 7242 Finzel Road, an auxiliary building is being built. A permit is required and a fee will be paid. Jim mentioned the Zoning Books are here on the table. In the future, the Zoning Fee Schedule is in the process of being redone. There are two (2) BZA meetings expected before end of the year. One meeting on the Lipinski appeal on Dutch Road and a meeting for an expected appeal on Finzel Road.

9. Correspondence/Administrative

- a. Nothing to report.

10. Trustee Reports –

- a. Kyle Hertzfeld – Nothing to report
- b. Julie Theroux – Notified the Logjam project will be pushed back into 2024. Need Revised Agreement. She is working with Chief Humes on the Police Budget. Leaf Collection will continue into December. This billing will be submitted to Lucas County Engineers when completed.
- c. Kim Anderson – The Zoning Resolution books have arrived and are on the table. There are 20 copies. She has also been receiving a lot of requests to put items on the website. If the item does not relate to the Township, the item is not going on the website. We want to keep the website clean and relevant.

11. Executive Session - Nothing

12. Adjournment - With no further business to discuss, Trustee Hertzfeld made the motion to adjourn and Trustee Theroux seconded. Meeting ended at 7:31 p.m.

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: December 21, 2022