

**WATERVILLE TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING
MARCH 22, 2023 – 6:30 PM
MINUTES**

Guests: Karen Gerhardinger (The Mirror), Jeanne Taylor

1. **Call to Order / Pledge of Allegiance** - The meeting was called to order at 6:30 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 March, 2023 Meeting.** Trustee Theroux made the motion for approval with Trustee Hertzfeld seconding.
4. **Minutes for review:**
 - a. **Minutes of the Regular Meeting held February 22, 2023** – Minutes reviewed. Trustee Hertzfeld made motion for approval with Trustee Theroux seconding. **Motion passed.**
5. **Fiscal Officer Report:**
 - a. **Permanent Budget for Year 2023** was presented by Fiscal Officer Vorst for approval. Trustee Theroux made the motion for approval with Trustee Anderson seconding. **Motion Passed.**
 - b. **Purchase Orders** were reviewed. Trustee Hertzfeld made motion for approval with Trustee Theroux seconding. **Motion passed.**
 - c. **Warrants/Payments** were reviewed. Trustee Anderson made a motion for approval with Trustee Theroux seconding.
 - d. **Monthly signature page and reports** presented – Trustees reviewed and signed
 - e. **OTARMA IT visit on 03/14/2023** – Mr. Willis, Cyber Risk Services Advisor, came to Fiscal Officer Vorst office and to the Police office. After meeting with Chief Humes, Deputy Chief Siebenaler and Fiscal Officer Vorst, an email was sent to the Fiscal Officer Vorst. Mr. Willis submitted his IT recommendations which are intended to assist with risk. A “Statement of Action Taken” was provided and needs to be returned in 60 days from 03/15/2023. He also provided a site with resources to assist with this task. He will also contact Dan Lawrence who maintains our website for compliance.
 - f. **One Ohio Recovery Funds** – To date, we have not received any money from this fund. Our paperwork was submitted and the township was on a list for funds to be issued some time ago. Calls to the Attorney General’s Office, the attorneys original paperwork was sent to and various other parties without any progress. Speaking with another local government about this, it was recommended to reach out to Representative Derek Merrin’s office. I am in communication with an aid named Jack who will try to assist in this matter.
 - g. **Other** – The 1st half Health Department expense was \$6,505.41 – last year was \$6,137.18.

6. Old Business

- a. **Health Insurance Renewal** - The rate renewal for Medical Mutual came in at 4.29%. Trustee Theroux made the motion for approval with Trustee Anderson seconding. **Motion Passed.**
- b. **Joint Cooperation Agreement for Long Line Striping** – Lucas County Engineer’s Office sent an agreement which needs signed to proceed. All roads are to be done in the township with a few exceptions. The exceptions are expected to have paving done in 2024 and 2025. The estimated cost is \$12,155. Trustee Hertzfeld made the motion for approval with Trustee Theroux seconding. **Motion Passed.**
- c. **Update of 5/3 credit card for WTPD** - Still working with 5/3 bank to obtain a credit card for the Police Department.

7. New Business

None

8. Department Reports

- a. **Police** – Chief Humes reported on the 2015 Ford Explorer listed on Govdeals.com has sold for \$5,200. Buyer to pick up vehicle tomorrow. Currently working on a Fraud case. Involves several thousands of dollars in loss.
- b. **Zoning Inspector Report** – Jim Fischer presented his written report as follows:

Report starts...

Permit No. 007 – new home permit for
Deion and Melanie Tansel
8045 Hertzfeld Road
Waterville, Oh 43566
Agent: Jim Thomas Signature Builders
Collected \$250.00 Check No. 4449

Permit No. 008 – new home permit for
Seneca Builders (spec home)
7542 Hocking Cove, Lot 68 Coventry Glen
Waterville, Oh 43566
Agent: Karen Hensley
Collected \$250.00 Check No. 12371

Permit No. 009 – accessory building permit for
Joe Wielinski
11832 Stiles Road
Whitehouse, OH 43571
Collected \$100.00 Check No. 1088

02-20-23 - A First Letter of Violation has been sent to Michael Horvath for not having a dwelling on his South River Road property but does have an accessory building. Trustee Anderson and I met with him on Monday of this week. Mr. Horvath was very cooperative. He

said he has hired an architect and is moving forward to build a permanent dwelling and said that he was comfortable with the time line that was stated in the letter. We also discussed his not for profit business that he appears to be operating out of his accessory building. We reviewed the process required to possibly obtain a conditional use permit to satisfy our zoning.

02-27-23 – I spoke with Chris Malczewski who owns Malczewski Lawn Care at the corner of old State Route 24 and Neowash Road. This location is in the scenic overlay district. He would like to bring on site a pre-built accessory building to be used for office space. I advised him to contact the county to make sure a pre-build accessory building would meet code. I also reviewed with him the overlay district requirements to obtain a zoning permit if wants to move forward.

03-10-23 – I spoke with Amos Schwartz of Eastman Schwartz Company. He has a client who lives at 9081 Dutch Road that wants to build a second dwelling mother-in-laws suite on a property zoned for single family. The structure would be over 1700 square feet. I told him that the property was note zoned for this request.

03-18-23 – I spoke with Robert Pesa about a property on Finzel Road (exact address unknown but it is next door to Bruce Miller and is part of the former Paul Miller farm). He has contacted the county about a driveway cut but cannot meet the 200 feet between driveways county requirement. The county has suggested that a “shared access with an easement” be requested or appeal the county 200 feet requirement. He was asking if the township could help in this matter. I advised him it is a county issue and he needs to work with the Lucas County Engineers Office.

Report Ends

In addition to his report, Mr. Fischer talked about residents having trouble with a damaged light pole in Coventry Glen. Chief Humes reported the light pole is now up and repaired. The street light is up and operational. Also, Mr. Fischer had a request by the owners of Green Lock Storage to add a 1.7-acre pie shaped piece of property near the corner of Dutch and Waterville-Monclova. There are options. Mr. Fischer is working with the county to assist with the correct zoning on this piece. Also, Mr. Fischer had a complaint about excavating and a hole in the parking lot at Hertzfeld Road by Old State Route 24. This is not a zoning issue. By the time Mr. Fischer arrived to check on this, the hole had been back filled. Trustee Hertzfeld asked about communication with Telluride as discussed at the last meeting. Mr. Fischer made two (2) calls and they both went to voicemail. No response to date. This item is still on his list. Trustee Anderson asked about the Crypto Mining with zoning. The top concerns were drain on the power grid and the noise. Mr. Fischer said this was discussed at the Zoning Meeting (February 20th). The end result was this would be difficult to monitor and/or regulate. The Zoning Board feels this is unlikely for a township.

9. Correspondence/Administrative

- a. Fiscal Officer Vorst reported the Speedway SuperFleet Master card account has been closed. The Police Department is using the WEX card which allows more flexible for locations.

10. Trustee Reports –

- a. Kyle Hertzfeld – Nothing
- b. Julie Theroux – Attended the meeting with the Lucas County Engineer’s Office. They shared the next five (5) year plan. She will bring to the exhibit to the next meeting. This year, Dutch Road will be resurfaced from Finzel to Fischer Drive. In addition, Stitt Road between Weckerly and Keener will be resurfaced. The Flood plain has been updated and is online. The Lucas County Engineer’s Office website has a LCExpress portal for all applications and permits. This will also show the status of the application and permit as well as the timeline of the project. Trustee Theroux also talked about a Township grant for signs. The application is due June 16. She will attend the seminar and report back next month. The log jam removal has been delayed and moved to the end of this year. Julie needs a list of township roads near berms to send to Luca County Engineering. Trustee Hertzfeld will get this list. She also notes the Long line striping project for the township is on the schedule. In the year 2024, there is a Springbrook Project on the schedule. Trustee Theroux reported that on the Engineer’s website there is a place to go for a mailbox replacement if the mail box was damaged/destroyed by a county truck.
- c. Kim Anderson – She had a call from a resident about a branch over the guard rail. A grant application for \$5,000 was submitted by the cemetery group. The Cemetery Committee received an estimate for Central Air on Wakeman. This is tabled for now until there is a better grant. The one applied for now could be used to provide a window air conditioner and a dehumidifier. The bridge between Springbrook Farms and Winslow Road is starting to deteriorate. There may be a grant available in April.

11. Executive Session – None

12. Adjournment - With no further business to discuss, Trustee Hertzfeld made the motion to adjourn and Trustee Theroux seconded. Meeting ended at 7:23 pm.

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 Trustee Meeting: April 26, 2023