

**WATERVILLE TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING
MAY 24, 2023 – 6:30 PM
MINUTES**

In Attendance: Kyle Hertzfeld, Julie Theroux, Jim Fisher, Charles Humes.

Absent: Kim Anderson and Catherine Vorst

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** – Present were Trustees: Hertzfeld and Theroux. Police Chief Humes and Zoning Inspector Jim Fischer present. Trustee Anderson was absent.
3. **Approve Agenda for May 24, 2023 Meeting.** Trustee Hertzfeld made the motion for approval with Trustee Theroux seconding.
4. **Minutes for review:**
 - a. **Minutes of the Regular Meeting held April 26, 2023** – Minutes reviewed. Trustee Theroux made motion for approval with several changes, with Trustee Hertzfeld seconding. **Motion passed.**
5. **Fiscal Officer Report:**
 - a. **Purchase Orders & Warrants/Payments** were reviewed. Trustee Hertzfeld made a motion for approval with Trustee Theroux seconding.
 - b. **Monthly signature page** and reports presented – Trustees reviewed and signed
6. **Old Business**
 - a. **Township sign grant.** Trustee Theroux said that she attended the three mandatory seminars. There is \$50,000 available to townships to update signage along the roadways and add new safety signs where needed. Signage needs were based on a 5-year crash map. Waterville Township has a very low crash rate and after driving the township roads, she reported that the Township was in good shape and didn't have a need for new signs at this time.
 - b. Berming project - a bid was received by the county for the berming project. The decision was made to put this project on hold.
 - c. Records retention - discussion moved to June.
7. **New Business**
 - a. **Resolution 2023-05 Agreement for Solid Waste and Recycling Collection.** Trustee Theroux moved to approve the Resolution. Trustee Hertzfeld seconded. Motion passed.
8. **Department Reports**
 - a. **Police** – Chief Humes reported that Officer Grindstaff resigned effective 5/23/23. He moved to another jurisdiction that is offering a higher salary. This is a common problem

with all departments right now. There are several candidates for offers in the pipeline. Trustee Theroux made a motion to raise the officers' salaries range to \$28.00/hour. Trustee Hertzfeld seconded. Motion passed.

9. Zoning Inspector Report – Jim Fischer presented his written report as follows:
Report starts...

Permit No. 013 – permit for a patio roof and pergola
Angela Koehn
8531 Valley Gate, Coventry Glen
Waterville, OH 46566
Collected \$100.00 Check No. 1061

Permit No. 014 – new fence permit for
Albert R. Santus
9700 Dutch Road
Waterville, Oh 43566
Collected \$50.00 Check No. 1197
Denied the permit as the fence height requested is eight feet tall. Our code only six feet high fences in the side and rear yards and four feet high in front yards. Mr. Santus is appealing to the BZA and has a hearing set for Thursday, May 25, 2023, at six p.m.

Permit No. 15 – new accessory building permit for
David Densel
6411 North River Road
Waterville, OH 43566
Collected \$300.00 Check No. 8203 (amount based on building square footage)

04-24-23 – I spoke with Diane Murphy who keeps horses on the former Betty Schultz property 7750 Dutch Road. She complained that the neighbor to the east has been discharging fire arms and scaring her horses and may cause injury. I told her that this was a civil issue and not a zoning issue and she may want to check with the police.

04-24-23 – I spoke with Rob Holher who is a real estate agent for Key Reality. He wants to erect a sign on his property at 11070 Alscot Lane which is zoned agriculture which indicates that he is an agent. I need to research our zoning resolution and get back to him. On 05-02-23 – I returned a call to Mr. Holher. He could have a two by two sign if he qualified for a home occupation but cannot have a billboard type sign.

04-26-23 – I spoke with Al Santus about a fence permit for a property at 9700 Dutch Road. We set up a appointment for 05-02-23, at three p.m.

04-28-2023 – I spoke with Rich Birt who is thinking of purchasing a property at 6920 North River Road. He needed answers about accessory building before he made a purchase.

05-01-23 – I followed up with Ron Shoemaker from the AW Food Ministry located at the Community Church at Dutch and Waterville Monclova Roads. After talking to Bill Harbert, we agreed that the church must apply for the permit.

05-01-23 – Responded to a request for public records for a property at 5150 Whitehouse Spencer Road from CT Consultants, Parcel No. 74-06321 for any permits or violations. Per John Borell's direction it was OK to respond. Research showed no permits or violations to report.

05-12-23 – I spoke with Dave Densel, 6411 North River Road. He had questions about an accessory building (detached garage). We have an appointment for tomorrow to write a permit.

05-12-23 – I spoke with Tom Birsen, 6661 Waterville Monclova Road. This property is just outside the City of Waterville's city limits. He had questions about an accessory building (detached garage).

05-16-23 – I spoke with Al Santus to get permission to go onto his property at 9700 Dutch Road to measure the height of the existing privacy fence. Permission was granted.

05-12-23 – I received an email from Mark Smith LCEO. He indicated that a non-approved curb cut and driveway had been installed at 9081 Dutch Road (owner Bob Gladwell). The county has given the owner until 08-01-23 to remove the driveway access and re-grade the drainage swale to its original configuration.

05-15-23 – I spoke with Doug Bedner at HBJD, who is handling maintenance and landscaping for the Telluride subdivision. He said that plotted lots will be better maintained this year (more frequent mowing). He also said that the privacy mound along Dutch Road will be improved this spring or early summer. There are plans for a new subdivision to be called Hidden Hollow where most of the stockpiled top soil and spoil that is staged at the north end of the property will be used for fill. This should remove the weeds problem along the north boundary. He is meeting his landscape architect on site tomorrow.

05-15-23 – I spoke with Dave Vnuck about the property at 10110 South River Road (the old gun shop). The property is currently zoned C-2. He would like to open an "up-scale restaurant" including a bar. Future plans would be to add a 40 foot by 50-foot addition for pool tables. C-2 is the correct zoning for this type of business. I confirmed this with Mr. Vnuck later in the week.

05-24-23 – I spoke with Tanyika from Just Take It LLC. who is a demolition contractor. Her company is bidding a demolition project on a property at 6935 North River Road. I advised her that the township does not require a zoning permit for demolition work.

Report Ends

10. Trustee Reports –

- a. Kyle Hertzfeld – Mowing will begin on Township Roads

- b. Julie Theroux – Our appeal to the 911 RCOG was denied. We are not finished fighting, we feel the Board made the wrong decision. Trustee Theroux attended the Waterville Township/Whitehouse JEDD Board meeting. Discussion was held about growth in our area and mutual interests on Route 64.
- c. Kim Anderson – Absent, but sent a written report as follows:
 - a. On 4/29/23, Trustee Anderson sent copy of noise resolution to Kelly Meier; apparently, neighbor conflict persists.
 - b. Records retention policy updated to select current trustees and Fiscal Officer.
 - c. May 1st started the records retention grant. Trustee Anderson has logged 53 hours and needs 154 hours to meet the matching fund obligation. Once the records are organized, other volunteers can be brought in.
 - d. Trustees Anderson and Theroux attended the joint meeting of the FTUCD on May 8, 2023. The annual budget was approved.
 - e. Trustee Anderson attended the cemetery meeting on 5/15/23. Discussion was held about a small parcel of land within the Mennonite cemetery whose owner is unknown.

11. Executive Session – None

12. Adjournment - With no further business to discuss, Trustee Hertzfeld 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 Trustee Meeting: June 28, 2023