



FISCAL OFFICER: *Becky Bodette* 419-392-5381

TRUSTEES: *Leo Britton* 419-392-5377
Jerry Mayfield 419-392-5375
Kellie Schlachter 419-392-5379

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REGULAR MEETING MARCH 19, 2020

Mr. Mayfield called the meeting to order at 6:00 p.m.

Meeting opened with the Pledge of Allegiance.

Roll call: Mr. Britton, present; Mayfield, present; Mrs. Schlachter, present.

All department heads present, except for Fire Chief Ron Kay and Zoning Inspector Jim Binienda - both of whom are excused.

ANNOUNCEMENTS

MR. MAYFIELD

This is a strange time with COVID-19 pandemic. Because of that, this meeting will be brief and deal only with necessary business. Thanked the department heads and fire department for all they are doing to stay on top of this situation. He attended the fire department meeting on Sunday, March 15, and appreciates what everyone is doing.

MRS. SCHLACHTER

Thanked everyone for what they are doing and keeping everyone safe. This is a stressful time. She encouraged anyone to call her if they need anything.

MR. BRITTON

Mr. Harry Thoman submitted his retirement notice from the fire department, effective March 11, 2020.

FIRE: MIKE BAILEY and TOM YUNKER

Shared that the fire personnel are staying informed and on top of COVID-19 situation.

POLICE: CHIEF KAISER

Ford Motor Company sent Township Police Department \$750 rewards/credit, for purchase of new police car, that will go towards repairs or parts.

ROADS/PARKS: BRYON McINTOSH

Impound lot is temporarily set up in the garage to limit public access in the office.

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REPORTS

MR. MAYFIELD - TRUSTEE

He and Bryon met with Lucas County Engineer's office regarding Summit Street and Shoreland School. He had set up meeting with Lucas County Engineers and Planning Commission, Washington Local administrators, and their architects to discuss Shoreland School project before the COVID-19 pandemic started. That meeting has been canceled. Other than that, he's been coming to the office only a very limited basis.

MR. BRITTON - TRUSTEE

Reminded everyone that employee reviews are due May 5. Also reminded that he needs names of any employees who are driving township vehicles as a once-a-year requirement for our insurance.

He was honored to participate in interviews of the three applicants for the Assistant Fire Chief positions, and was very impressed with all of them.

Today, Governor DeWine announce that he asking the state legislature to consider changing meeting rules for townships and other municipalities during the COVID-19 crisis. DeWine's suggestions would allow officials to "meet" via conference call. Mr. Britton would like Township to investigate the ability to have a conference call. The official state vote for this will take place next week and we can look at it then.

MRS. SCHLACHTER - TRUSTEE

Continues watching wetlands project; not sure what's going to happen with that now. RJ is looking at insurance quotes and we should know what our rates will be soon. Mrs. Schlachter's had calls with the county and is watching what's happening at the state and federal levels. She finished her Leadership Class because it's canceled, and she should receive her certificate in the mail.

FIRE: PRESENTED BY LEO BRITTON

Fire Department has received the new particulate barrier firefighting hoods and gloves. This completes the Ohio BWC Safety Grant for protective equipment. The bill for \$5,000.00 to Finlay Fire Equipment, for the hoods and gloves, will need to be paid with the funds the department has already received from BWC.

Forty-three (43) service calls were run in February: 39 were EMS and 4 were fire.

There are recommendations for appointments to the two Assistant Fire Chief positions.

POLICE: CHIEF KAISER

He is sharing all Lucas County Health Department reports pertaining to COVID-19 with Township personnel. He shared that our police need masks because we are out; he tried to order more N95 masks from Lucas County and they are also out. He's hoping to get some soon. Chief Kaiser shared that other area police departments are running out

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of supplies. Whitehouse had no latex gloves so we gave them some, and they gave us some masks in return. Area police departments are sharing resources and helping each other.

ZONING: JIM BINIENDA - absent, no report.

ROADS/PARKS: BRYON McINTOSH

Lucas County wants input from Township Fire, Road, Police, Zoning, and Trustees when they discuss Shoreland School. Mr. McIntosh saw surveying being done at Shoreland School last week.

FISCAL: BECKY BODETTE - absent, no report.

NEW BUSINESS

TRUSTEES DISCUSSION:

Zoning needs someone to sign permit requests. In light of current situation, and because he knows zoning resolutions, Mr. Mayfield offered to sign permits so residents can get their fences or sheds installed. Trustees will figure out a long-term solution at next month's meeting.

OLD BUSINESS

MOTION: TRUSTEES SET A SPECIAL MEETING ON APRIL 1, 2020 AT 5:30 P.M. TO TOWNSHIP DISCUSS APPOINTMENT OF FISCAL OFFICER.

Motion by Mr. Mayfield. Mr. Brittson seconded.

Roll Call: Mr. Brittson, yes; Mr. Mayfield, yes; Mrs. Schlachter, yes.

MOTION: APPROVE SUPPLEMENTAL APPROPRIATIONS, BLANKET CERTIFICATES, PURCHASE ORDERS, AND CHECKS NUMBERED 46418 TO 46507 TOTALING \$47,578.57.

Mr. Mayfield moved. Mr. Brittson seconded.

Roll Call: Mr. Brittson, yes; Mr. Mayfield, yes; Mrs. Schlachter, yes.

MOTION: APPROVE THE PROMOTIONS OF CAPTAIN MICHAEL BAILEY TO ASSISTANT CHIEF OF EMS, AND CAPTAIN THOMAS YUNKER TO ASSISTANT CHIEF OF OPERATIONS, EFFECTIVE MARCH 10, 2020.

Mr. Mayfield moved. Mrs. Schlachter seconded.

Roll Call: Mr. Brittson, yes; Mr. Mayfield, yes; Mrs. Schlachter, yes.

MOTION: APPROVE THE APPOINTMENT OF ALEX VAUGHN, TO POLICE AUXILIARY.

Mr. Mayfield moved. Mr. Brittson seconded.

Roll Call: Mr. Brittson, yes; Mr. Mayfield, yes ; Mrs. Schlachter, yes.

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MOTION: HAVE BRYON McINTOSH PETITION LUCAS COUNTY TO CLOSE SUMMIT AT SHORELAND, SHORELAND AT RAINTREE, AND SHORELAND AT HOLLIDAY FOR FIREWORKS ON JUNE 27, 2020 (RAIN DATE JUNE 28, 2020).

Mrs. Schlachter moved. Mr. Mayfield seconded.

Roll Call: Mr. Britton, yes; Mr. Mayfield, yes; Mrs. Schlachter, yes.

Because of COVID-19 pandemic, Mr. McIntosh has received calls from residents who have canceled their shelter house reservations. Discussion was held regarding whether or not to cancel all reservations through June 1. Mr. McIntosh shared that there are a lot of graduation parties that have completely booked the Shelter House through June, July, and August.

MOTION: CANCEL ALL RESERVATIONS TO SHORELAND PARK SHELTER HOUSE THROUGH MAY 21, 2020, AND TRUSTEES WILL RE-EVALUATE AT THAT MEETING.

Mr. Mayfield moved; Mr. Britton seconded.

Roll Call: Mr. Britton, yes; Mr. Mayfield, yes; Mrs. Schlachter, yes.

Township Facebook page administration: Tom Yunker is willing to take over posting to the Township Facebook page, and will provide informational posts only. Tom suggested having a second administrator in case he would be too busy with his recent promotion. Mr. Britton reminded everyone that there needs to be a records retention schedule for the Facebook page. Mr. Mayfield and Ms. Bodette will need to work on the records retention schedule. Mr. Britton shared that the records retention schedule must be sent to the Ohio Historical Society and then it takes 30 days after submitting it to them to be approved.

To provide Township residents with timely information about COVID-19, Mr. Yunker will work on a post to provide links and phone numbers to Lucas County COVID-19 page, and a link to Governor DeWine's page, mentioning his daily 2:00 p.m. updates. Mrs. Schlachter suggested also providing a separate post to inform residents when the Township office is open or closed. Mr. Mayfield suggested another post mentioning the canceling of Shoreland Park Shelter House rentals through May 21, 2020. Mr. Yunker will draft the posts and email to all trustees for approval.

Mr. Britton mentioned being surprised that the Township Hall is using a basic residential generator during power outages. It was explained that the Township Hall is no longer an emergency shelter. If power is lost, police can operate out of their cars; all others could go to the Fire Station and operate from there. Mr. Mayfield said he recalled seeing a Township Emergency Plan but, in case of an extreme emergency, the County will provide direction. The Township's job is to try to facilitate whatever the County wants them to do. Mr. McIntosh mentioned that the Shelter House could also be a backup location for operations in an emergency.

Mr. McIntosh mentioned needing a new roof for the Township Hall. There was discussion about roof repair, overall condition, and the need for a new roof this year.

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The trustees instructed Mr. McIntosh to go ahead and get three quotes for the Township Hall roof and generators for both the Township Hall and Shoreland Park Shelter House.

MOTION: ADJOURN MEETING AT 6:37 P.M.

Mr. Mayfield moved. Mrs. Schlachter seconded.

Roll Call: Mr. Britton, yes; Mr. Mayfield, yes; Mrs. Schlachter, yes.

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NOTARY PUBLIC - OHIO
MY COMMISSION EXPIRES 06-21-2020