



TRUSTEES: Leo Britton 419.699.0515
Kellie Schlachter 419.350.2945
Mark Schuster 419.466.9884

FISCAL OFFICER: Michele Nowakowski 419.410.8304

5714 Blessing Drive, Toledo, OH 43612-3912, 419.726.6621, Fax 419.726.0528 <http://www.washington-twp.com>

REGULAR MEETING

MARCH 23, 2021

Zoom Meeting

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

Pledge of Allegiance

Updated agenda is posted online. If there are any last-minute additions that didn't make the website I apologize. I was updating the agenda up until the last minute. Reminder to the department heads this is why it is important to have all the items that you would like to have discussed at the meeting and on the agenda to me by noon the Friday before the meeting so there isn't so many last-minute changes.

Roll Call Trustees: Mrs. Schlachter here, Mr. Schuster here, Mr. Britton here.

Department Heads Present at Meeting:

Police Department - Chief Kaiser,
Fire Department - Chief Kay, Assistant Chief Yunker, Assistant Chief Bailey,
Superintendent Parks and Roads Department - Bryon McIntosh,
Zoning Inspector - Jim Binienda and Fiscal Officer Shelly Nowakowski.

MOTION: APPROVE MEETING MINUTES FROM REGULAR MEETING March 9, 2021.

Mr. Britton moved; Mrs. Schlachter seconded.

Roll Call: Mrs. Schlachter yes, Mr. Schuster yes, Mr. Britton yes.

ANNOUNCEMENTS/REPORTS

Reports – Full reports on line

Mrs. Schlachter - Trustee

Announcements -

Attended a parade meeting on March 1, 2021. They are planning on having the Point Place/Shoreland Parade June 5, 2021 at 12:00 p.m.

We received a lot of feedback regarding ideas for Villamar Park. Some of the ideas were; dog park, kayak launch, skate park, pump track, gazebo/pavilion, grills, picnic tables benches, playground equipment, fishing spot and wildlife preserve. Trustee Schuster even mention bringing food trucks in on weekends and have entertainment.

Worked with Chief Kaiser on inspection certificates for low-speed vehicles.

Had a call on March 3, 2021 with the County regarding our billing for 911 service.

Worked on getting quotes from demo companies for Blessing Drive.

Contacted realtor to see what Blessing Drive Building is worth.

Contacted Keep Lucas County Beautiful and was added to a grant request for Trees and Native plants for Villamar Park -the ask was \$6,500.

Reached out to the County to discuss if the township will get any more Relief Funding. Then reached out to Sherrod Browns Office, we should know in a couple weeks (Ohio Township Association has sent out a letter too).

Received an anonymous letter from a resident about blight in the township. I drove around part of the township and sent 14 addresses to Jim in zoning and asked him to also drive around. Also asked him to drive around more often, send letters, and follow-up continually. Keeping up the township's appearance is only going to help the value of the township.

**Mr. Brittson – Trustee
Reports –**

Reached out to the Ohio Township Association about Township being eligible for more CARES Funding.

911 consolidation no change just waiting for the next stage.

Completed upgrade of Evans time to TruPay. Still some things to work out but is a great program that will be handy.

Filed paper work to get \$2000.00 grant from OTARMA (Ohio Township Association Risk Management Authority for Lexipol for Policy and Procedure Manual. Also hoping to use the \$500.00 Safety Grant from OTARMA towards it as well.

Completed Lexipol Orientation it's an hour and fifteen minutes. A lot of good information.

Met with two companies about modular furniture quotes if we would move the Blessing Drive location to the Fire Department.

Received anonymous letters from residents regarding the condition of the township regarding blight, the parks, mini bikes up and down the streets and some other complaints. I drove around the township and visited all properties owned or maintained by the township and I can say I was very disappointed in how we are taking care of our own. I can see why we're receiving these complaints. We appreciate the communication from the residents regarding these concerns.

These letters will be shared with department heads.

**Mr. Schuster – Trustee
Reports –**

I have been working on the Blessing Drive building project. Getting quotes on the heating and air. Looking at the roof situation. Mr. McIntosh and I looked at it.

I met with Chief Kaiser regarding the Blessing Drive building. Chief Kaiser and I discussed that he really needs more space and to keep that in mind if we move locations.

I have been looking at property for new township hall. There are very few options out there. Would like to see administration, police and road department all together again eventually.

Looked at Blessing Drive building's roof with tin man. It is a 22 years old roof has reached end of life.

Looked at Villamar Park. Residents have submitted a lot of great ideas. I was thinking live music and get togethers would be nice.

**Bryon McIntosh – Parks/Roads Department
Reports –**

Getting pricing for items needed to upgrade park including benches, picnic tables, and charcoal grills, etc.

Last two days I have been at Shoreland Park dragging the fields getting them ready.

Have the information for Trustee Schlachter for grass mowing at Villamar Park.

I was approached by a 6th grade parent club member from Shoreland School to see if we would allow them to have their 6th grade graduation party (about 103 kids) in June. Trustees: depends what state is allowing at the time. Only 50 are allowed in the building at a time right now. If we can set up just for 50 at a time and the rest can be outside.

MOTION: To donate Shoreland Park Hall rental to Shoreland 6th grade graduation party for June 1, 2021 rain date for June 2, 2021, to follow state guidelines.

Mr. Brittson moved; Mrs. Schlachter seconded.

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

Worked on installing more security cameras at Shoreland Park with Trustee Brittson. Thank you to him for all his help.

Mrs. Schlachter and I are looking into pricing on bird/bat houses to put in parks.

Received letter from resident regarding complaints about the snow removal. I take this very personal. Mr. McIntosh would just like residents to contact him if they have any concerns or complaints.

Mrs. Schlachter: we have received several complaints from the residents regarding the township, we just need to take care of these concerns for the residents.

Chief Kay - Fire Announcements/Reports-

Submitted FEMA Staffing for Adequate Fire and Emergency Response (SAFER) grant. Category applied was volunteer firefighter retention. Grant submitted to cover cost of fire officer leadership/management training for all officers and senior firefighters.

Engine 72 will be going in for repair this week to repair valve issue within pump. E72 will also receive some scheduled PM (oil change, lube, filter). Cost of repair and PM is \$1565.99 and is within 2021 apparatus repair/maintenance budget.

We received a phone call today letting us know that our new turnout gear will be in next month.

Shoreland Fire Fighters Association's Annual Fireworks display is scheduled for June 26, 2021. Also, the shed in the back of the fire station, which belongs to the Shoreland Fire Fighters Association, we are thinking about selling it or just taking it down we really don't need it anymore. In the next

month or two the plan is to resurface the parking lot so it would be nice to have that area cleaned up. We really don't use the shed anymore.

Chief Kaiser - Police Reports –

Had six officers attend Intoxilizer Operator Training at the fire station. Training was put on by the State. Officers will receive certificates for this training.

Patrolman Joe Gill participated in his first solo OVI grant car. He made two OVI arrest and One arrest for suspect carrying a loaded weapon in car.

Patrol Vehicle# 92 was taken to Bauman Ford and repaired from damages that occurred on 02/21/2021. Vehicle is now back in service. The at fault party's insurance paid for all damages.

Will participate in the DEA National drug take back on Saturday, April 24, 2021 at the fire station from 10:00 a.m. to 2:00 p.m.

Have been looking into renewing and updating the Mutual Aid agreements with outlaying agencies. The last one on record is 2012-2013.

Deputy Chief Hart has started the yearly reviews/evaluations of officers.

Addressed residents' complaints about the police department. If residents see things, please call the non-emergency number to let us know about their complaints and concerns. I have been driving around the township addressing vehicles that have expired plates and possibly junk vehicles on private property. Did remove one blight complaint abandoned vehicle on Foch at Pageland.

Have been communicating on a regular basis with the Metro Drug Task Force regarding drug complaints in the township.

Mrs. Schlachter- Chief please follow up with the state on having them come up to look at Raintree Trailor Park.

Mr. Binienda - Zoning Reports-

I have been driving around working on all areas for blight issues to get them cleaned up.

Need to have clear zoning rules so we can enforce them.

Trustee Brittson: Mr. McIntosh and myself met with County earlier this month and they strongly advised us (which I think we haven't been doing this) that anything valued more than \$200.00 that residents are building or installing example shed, garage, addition etc., we need to make sure it's not in a flood plan when you go out to inspect before they start.

OLD BUSINESS

Policy and Procedures Lexipol everyone has received a letter to go through orientation. Chief Kay has scheduled his orientation, Chief Kaiser still needs to do. Installation date is August 1, 2021 to have all three sections put in place. Trustee Brittson to do general, Chief Kay to do Fire and Chief Kaiser to do Police. If there's anything for Roads/Parks Trustee Brittson will reach out to Mr. McIntosh for his input.

Looks like everyone is on Texcom. Mrs. Nowakowski, Fiscal Officer needs to get set up yet.

Resurface and lining of hockey court to include Pickle Ball.

MOTION: Spend up to \$1800.00 on the Tennis and Pickle Ball Court resealing, net fixed.

Mrs. Schlachter moved; Mr. Brittson seconded.

Roll Call: Mr. Schuster yes, Mr. Brittson yes, Mrs. Schlachter yes.

Discussion on Villamar Park to keep, enhance and maintain. Previous Board went to Mr. McIntosh and told him to stop maintaining property and get rid of porta potty. They did not want to have him maintain after building was torn down.

MOTION: To use unappropriated 2020 BWC credit revenue in the general fund, not to exceed \$8,000.00, to start the enhancement of Villamar Park, for the following uses:

**buy two low maintenance picnic tables (\$2,000.00),
buy two low maintenance benches (\$1,000.00),
buy two grills, one single and one family (\$1,100.00),
paint baseball diamond back stop,
remove shrubs and overgrown weeds by the creek, labor or donation to a 501c to help example - clean streams,
add low maintenance duck, bird, bat houses by the creek and labor and material for the parking lot to be graveled.**

Discussion

Mrs. Schlachter moved; Mr. Brittson seconded.

Roll Call: Mrs. Schlachter yes, Mr. Schuster yes, Mr. Brittson yes.

Trustee Brittson agrees with Trustee Schuster, need to have a diagram or some kind of plan in writing what we are going to do.

MOTION: To use unappropriated 2020 BWC credit revenue in the general fund, not to exceed \$4,000.00 to enhancement of Shoreland Park remove shrubs and overgrown weeds, low maintenance duck, bird and bat houses, material for parking lot to be graveled and 1 or 2 (depending on the cost) low maintenance benches by the creek.

Discussion

Mrs. Schlachter moved; Mr. Brittson seconded.

Roll Call: Mr. Schuster yes, Mr. Brittson yes, Mrs. Schlachter yes.

Hold off on above Motion regarding Shoreland Park enhancement until next meeting.

Motion: Pay \$200.00 out of the General Fund for expense of porta potties for Shoreland Park for Washington Local Girls Softball League.

Mrs. Schlachter moved; Mr. Brittson seconded.

Roll Call: Mr. Brittson yes, Mrs. Schlachter yes, Mr. Schuster yes.

Trustee Brittson – Chief Kaiser any updates on pricing on junk cars and tows for tow lot contract that we asked you to get prices on. Chief Kaiser said no he has not done yet. Mr. Brittson asked that you could please do this, second time we have asked for it.

MOTION: To use unappropriated 2020 BWC Credit Revenue from the General Fund up to \$40,000.00 for the temporary or permanent relocation of the Blessing Drive offices to the Fire Station Hall. This includes moving cost, four offices, police bull pen, and electrical work. Shooting for Tuesday, June 1, 2021 to be moved in there.

Mr. Brittson moved; Mrs. Schlachter seconded.

Mr. Schuster asked for a discussion. Still wondering about putting the money into the Blessing Drive Building. He asked how the fire department feels about all of this and everyone moving into the station. Chief Kay is fine with the move and feels he wants to help the township out by providing room that he has for the offices to house everyone. Chief Kay thinks it would be a waste of money to invest any money into the Blessing Drive Building. Trustee Brittson says that it will be at least over \$100,000.00 to put into Blessing Drive Building. Chief Kay says if the move is temporary great, but hopes that eventually there will be a new Administration, Police Department built, feels that there is great need for one. Mrs. Schlachter working on looking for grants to help with new building to house Administration Offices, Police and Road/ Park Departments.

Roll Call: Mr. Schuster yes, Mrs. Schlachter yes, Mr. Brittson yes.

Trustee Brittson – ask for the status on 5420 Patriot property from Mr. Binienda, zoning. Was on hold because of the law suit that he had against us. Law suit was dismissed. Trustee Brittson, we need to get back on track to get his property cleaned up again. Must be consistent and keep on it. Blight has to be top priority in the township.

Trustee Brittson – When Mr. McIntosh and I had our meeting with the County, the sanitary sewer project came up. Looks like the vote is a 50/50 split so the County Engineers Office is holding a public meeting for residents on Shoreland that are sitting on septic systems.

Trustee Brittson - Reviews are due into Trustees from Department Heads by March 31, 2021.

Trustee Brittson - Our payroll system which was Evens Time is now switched to TruPay. We are in the process of working on the days off request area and will start asking Department Heads to use once we get it all up and running. If the department heads have a problem with anything with TruPay please contact Kim or myself right now through the end of April. We are in the middle of fixing a few things so we need to know what is not working right.

Trustee Brittson – Chief Kaiser do you have for us yet the cost breakdown we asked for what it cost when you bring on a new officer and to bring on just an auxiliary officer. Chief Kaiser still does not have, trustees ask that he does turn it in so they know what expenses there are when they want to hire new officer.

Chief Kay – I am on two committees for the New 911 consolidation, the goal is to have it up and running 4th quarter of this year for police and fire. Emergency response will be so much better.

Road Department will not be cutting the grass for Washington Local Schools this year.

NEW BUSINESS

Shelly Nowakowski - Fiscal

In the process of working on direct deposit for the Township it led to us wondering if this would be a good time to check into switching banks because of us not being happy with the service we have been receiving from Citizens. With the banking as well as the credit cards we have through them. Kim and I sat through a telephone conference with Citizen Bank and Key Bank and were not happy with what they had to offer. Citizens was making it very difficult in getting direct deposit set up asking us for things we could not provide right now before our audit was done. And what Key Bank was offering did not work for what we needed. I then contacted Huntington Bank and spoke to a gentleman named Todd Ritzler, he is the government relationship manager, he was very responsive and knowledgeable in what our needs are. I recommend we switch from Citizen Bank to Huntington Bank.

MOTION: Switch Washington Townships bank account and credit card from Citizen Bank to Huntington Bank effective as soon as possible.

Mr. Brittson moved; Mrs. Schlachter seconded.

Discussion Mr. Schuster opinion on Huntington Bank.

Roll Call: Mr. Brittson yes, Mrs. Schlachter yes, Mr. Schuster yes.

Direct deposit start date may need to be adjusted from what was originally set for April 15, 2021 because of changing banks. Will revisit at the April 13, 2021 financial meeting.

Open Shoreland Park Hall rentals back up April 1, 2021.

Kim McIntosh to still do Shoreland Park Hall clean up. She is to report to Trustees for now until decision is made at next meeting. Need to look at possibly changing Kim McIntosh reporting to Bryon McIntosh as her supervisor. Need to consider the fact that they are married. Will revisit this at the April 13, 2021 meeting.

Liability Insurance for Shoreland Firefighters Association Fireworks is \$41.00. Scheduled for June 26, 2021 with a rain date June 27, 2021.

RESOLUTION #05:21: ROAD CLOSURES FOR 2021 SHORELAND FIREFIGHTERS' ASSOCIATION FIREWORKS DISPLAY ON JUNE 26, 2021, RAIN DATE JUNE 27, 2021.

Mrs. Schlachter moved; Mr. Brittson seconded.

Roll Call: Mr. Schuster yes, Mr. Schuster yes, Mrs. Schlachter yes.

RESOLUTION #06:21: NOTIFYING LUCAS COUNTY AUDITOR TO ENTER ON TAX DUPLICATE THE CHARGE OF \$550.00 FOR 2938 JASIK FOR BLIGHT REMOVAL/CLEANUP.

Mr. Brittson moved; Mrs. Schlachter seconded.

Roll Call: Mr. Brittson yes, Mrs. Schlachter yes, Mr. Schuster yes.

All eligible employees have gone on Form Fire and filled out the requested information for the health insurance for 2021 – 2022 renewal. We are just waiting on Savage to come back with best pricing or if there will be an increase with Med Mutual who we have now.

MOTION: APPROVE SUPPLEMENTAL APPROPRIATIONS, BLANKET CERTIFICATES, PURCHASE ORDERS AND CHECKS NUMBERED 48072 to 48156 (Electronic 18-43), TOTALING \$115,992.13. Checks for Accounting totaling \$71,903.77.

Checks for Payroll totaling \$44,088.36.

Mr. Brittson moved; Mrs. Schlachter seconded.

Roll Call: Mr. Schuster yes, Mr. Brittson yes, Mrs. Schlachter yes

Zoom callers that would like to speak.

**Joanne Vail-Nixon
2524 Shoreland**

Regarding township hall:

Would suggest that Trustees consider a public meeting to get input. Discussion about it tonight indicates there may be a lot of considerations to take into account that may not have been considered. This is moving along quickly and I believe Township Hall should have been on the agenda so residents could comment.

A public meeting is what was called for (very loudly) when the County decided on a roundabout in 2019. There were many requests for public meetings and input. This is entirely a Township decision that needs to be made with support from the residents.

A socially-distant meeting can be held outside in the near future and should be publicized in the Point/Shoreland Journal, the Blade and other social media. At that point, Trustees can present their long- and short-term goals, expectations, costs, etc., and get feedback directly from residents.

END

Trustee Brittson - Enter into Executive Session at 8:40 p.m. Ohio Revised Code 121:220.

Back from Executive Session at 9:26 p.m.
No Board decisions were made at this time.

Adjourn meeting 9:27 p.m.



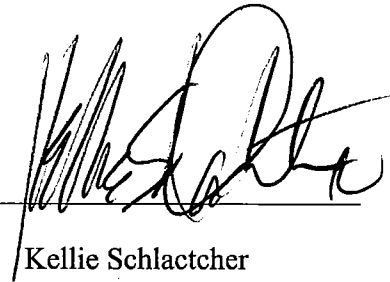
Leo G. Brittson

APPROVED



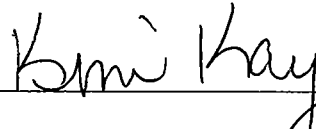
Mark Schuster

APPROVED



Kellie Schlactcher

APPROVED



Kim Kay



KIMBERLY A KAY
Notary Public
State of Ohio
My Comm. Expires
June 21, 2025