



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/Budget

April 13th, 2021

Zoom Meeting

Agenda

- Open Meeting
- Pledge of Allegiance
- Roll Call
- Minutes: Motion to Approve Minutes for March 23rd, 2021
- Announcements & Reports
- New Business:
 - Switching Banks
 - Direct Deposit
 - Motion to pay Sedgwick MCO
 - BWC Classification Update
 - Motion to approve \$2500 to Sealcote Asphalt
(2469 Shoreland Ave to A&S Asphalt) -to be done before May 25th.

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

Pledge of Allegiance

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

Department Heads Present at Meeting:

Police Department: Chief Kaiser, Fire Department: Assistant Chief Mike Bailey,
Superintendent Parks & Roads Department: Bryon McIntosh, Zoning Inspector:
Jim Binienda and Fiscal Officer: Michele Nowakowski

MOTION: To approve regular meeting minutes of March 23rd, 2021

Mr. Britton moved; Mrs. Schlachter seconded.

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

Motion to also approve Supplemental Appropriations,
-Blanket Certificates, Purchase Orders and Check Numbers
48160 to 48226 (Electronic 49,52) totaling \$47,425.15 for accounting
-Check numbers 48158 to 48213 (Electronic 46,47,48,53 & 55) totaling
\$47,700.42 for Payroll.

Mr. Britton moved; Mrs. Schlachter seconded.

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

Announcements & Reports:

Regular Meetings (2nd & 4th Tuesday at 6pm via Zoom)

Beginning in May, we will be having two regular meetings, consisting of topics for all departments. (We will not have a meeting for just financial). This will help keep our meeting times more consistent and not as lengthy as the ones we have been having.

Villamar Park Meeting: A special, open to the public, meeting is scheduled tomorrow night at Villamar Park at 5:30pm to discuss some future site plans for this park. Residents are encouraged to attend. Please wear a mask and remember to social distance.

Please remember full department reports are available on our website:
WWW.Washington-twp.com

New Business:

Switching Banks/Direct Payroll: Timeline

March 23rd: Presented info at Board Meeting and made recommendation to change banks. Board approved. Signed & scanned documents to Huntington.

March 24th: Opened account & sent tax exempt form to Huntington

March 26th: Called UAN to discuss bank set up in UAN/Watched all EFT videos and am reading EFT Payroll manual.

Set up new commercial credit cards. Limits and users will be the same. 04/09: Credit cards will be received in the next couple weeks. Huntington is waiting on formal credit approval and then receipt of signed agreement

March 27th: Bank Change Notification Letters sent out electronically to Vendors who debit and deposit electronically into our account. This includes Star Ohio. Verifications have been received.

March 31st: Deposit made into Huntington account (by certified check).

April 2nd: (Ordered and) Received new deposit tickets

April 5th: Entered routing/account #'s for direct deposit of the ones received from employees

April 9th: Checks and Deposit stamp should arrive by April 15th

Once token (PW) is received by mail I can go online and special training can begin. Should receive soon.

UAN was contacted to reach out to Mike Van Zile/Treasury Service & Onboarding who handles the technical details with Huntington.

04/13: UAN has not responded to Mike. Mike from Huntington has reached out to UAN this morning to discuss the specifications.

Prenotes will be sent after special training and set up is in place.

Target date for complete set up and 1st direct payroll is May 6th. This has been approved by our Board to be optional to employees.

MOTION to pay \$3,115 to Sedgwick Managed Care Ohio (fka: Careworks)

Mr. Brittson moved; Mrs. Schlachter seconded.

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

BWC Reclassification Update: After many conversations and questions directed to BWC regarding classifications it paid off. We received favorable answers. Kelly Palmer, our BWC Rep. referred us to Rod Lanning, BWC's Region Audit Manager. He confirmed that our higher chain of command and our regularly scheduled day shift employees in our Fire Department can be reclassified out of the 9439 to 9433 classification. This will cut our expense by approximately \$18,500. BWC has credited us for 2020 wages and it is to be refunded in the near future. We will be saving approximately this amount every year!

Motion to approve \$2500 to Sealcote Asphalt
(2469 Shoreland Ave to A&S Asphalt) -to be done before May 25th.
Discussion on cost of 2nd coat. Material cost charged only.
Mr. Brittson moved; Mrs.Schlachter seconded.
Roll call: Mr, Brittson: yes, Mrs. Schlachter: yes, Mr. Schuster: yes.

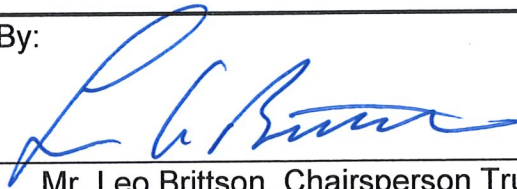
Discussion was held regarding blight in our Township. Some residents are repeat offenders and resolutions will be made to address these in our next regular meeting. Notices will be sent out. Let's all take pride and keep our neighborhood one to be proud to come home to. Please report any blight to our Township office M-F 9am to 2pm: 419-726-6621. Thank you for aiding us in this matter.

Meeting adjourned at 7:00p

Michele Nowakowski

Respectfully Submitted By: Michele Nowakowski, Fiscal Officer

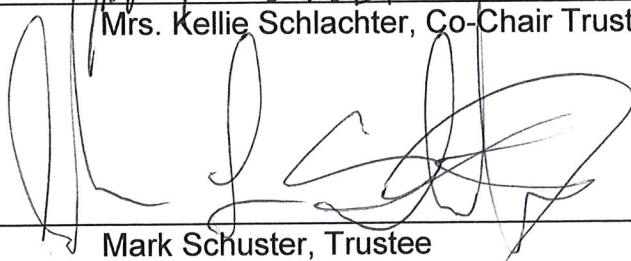
Approved By:



Mr. Leo Brittson, Chairsperson Trustee



Mrs. Kellie Schlachter, Co-Chair Trustee



Mark Schuster, Trustee