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# REGULAR MEETING

## JUNE 8, 2021

### Zoom Meeting

Mr. Britton called the meeting to order at 6:03 p.m.

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

Department Heads present:

Police Department - Chief Kaiser

Fire Department – Chief Kay is not present this evening, excused. Attended by zoom call.

Assistant Chief Bailey and Assistant Chief Yunker

Road/Park Department – Bryon McIntosh

Zoning Inspector - Tom Yunker

Fiscal Officer - Shelly Nowakowski

### Trustee Schlachter

We are going to draw for the raffle for the quilt that was donated to the fire department for a fund raiser for the fireworks. Kim Kay will draw the winning ticket. We sold 75 tickets and raised \$750.00.

The winner is Cindy Annarino.

Pledge of allegiance

**MOTION: APPROVE MEETING MINUTES FROM REGULAR MEETING  
May 25, 2021.**

Mr. Brittson moved; Mr. Schuster seconded.

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

**ANNOUNCEMENTS/REPORTS**

Department Heads full reports are available on line on our website  
[www.Washington-twp.com](http://www.Washington-twp.com)

**Mr. Brittson – Trustee  
Report –**

Continue to work on project for relocation of the Police and Administration offices from Blessing building. Lots of rescheduling needed to be done due to issues with American Interiors (the company that is doing the work for the new offices) equipment that puts together the office walls and desks.

Building of Walls by June 7, 2021.

Finish Electric by June 10, 2021.

Phones and Data install by June 14, 2021.

Copier delivery and removal of old one June 15, 2021.

Cabinets and safes moved June 15, 2021.

Worked with Tom, Joe, and Bryon to run network cables and phone cables in area at the fire station for the new offices. Appreciate all the extra effort everyone has given for this move.

Spoke to residents regarding blight calls.

Updated the township web-site.

Worked with Kim on new cell phones from Verizon. We will hand out after meeting tonight.

Preparing for the June 22, 2021 meeting.

Regular Meeting June 8, 2021

Received calls from residents regarding Blessing building move. They were wondering how the building got so bad and why it wasn't kept up with when the repairs were needed. Trustee Brittson said he cannot answer why the past board didn't keep up on the property and do repairs as they were needed. Will get into on the 22<sup>nd</sup> of June meeting.

Working on 2 public records requests.

Worked on cleaning out old files.

Updates from Chief Kay on fire department business.

Went by Villamar Park to look at updates.

Received multiple calls about high water in the township.

Discussed with Bryon some options for coverage for him when he is on vacation to make sure someone is available for his department.

Continuing to work on Lexipol.

Spoke to residents regarding high water because of the rain and wind. Wanted to make sure it wasn't anything we could do on our end to prevent.

**Mrs. Schlachter – Trustee**

### **Announcements**

Thank you to the Washington Township Fire Department and Washington Township Police Department for participating in the parade. All fire fighters donated their time to participate and were all there.

Happy Birthday – Kim!!!

Thank you, Trustee Brittson, for leading the move project to the fire station building. I know it's been a lot of work and it looks great.

Regular Meeting June 8, 2021

Thank you to Washington Township Police Department for the house checks while I was out of town.

Reminder any township residents can request police assistance for house checks if you are going to be out of town. This is a service the police department offer. There is a request form online at our website.

Received grant for Villamar Park for landscaping. Joanne Vail-Nixon is going to help since she is knowledgeable with landscaping.

## **Report**

Created and sent out the May newsletter

Drove by and continue to work with Mr. McIntosh on Villamar Park project. The work continues and tables, benches, grills are on order. Working on grants and sponsors. Have not heard on the grant for plants yet. Goal is to have tables, benches, and grills all in place by mid to late June. Brush removal and tree trimming are complete.

Discussions with Chief Kay regarding Fire Department needs.

Tennis courts look great along with the added pickle ball court.

Updated Website.

Emailed the journal, updated website, fielded questions related to the June 22, 2021 meeting regarding land purchase and options for the Administration and Police Department. Also sent request for admin to add to Facebook page. If you have questions regarding any of the above, please send an email to [trustee@washington-twp.com](mailto:trustee@washington-twp.com) and it will be addressed at the meeting. If you cannot attend the meeting, we will answer directly. If you have any questions on past motions or decisions, please see the meeting minutes which are all online on Washington Township Website.

Review police logs daily. Glad to see more patrolling in neighborhoods in the township and not sitting at Raintree and Alexis as much, thank you.

Discussed budgets and audit updates with Fiscal Officer.

Regular Meeting June 8, 2021

Preparing for the upcoming June 22, 2021 public meeting.

Continue to monitor ARP (American Rescue Plan) government funds and follow updates on OTA (Ohio Township Association) site for Coronavirus State and Local Fiscal Recovery Funds.

Normal day to day tasks.

**Mr. Schuster – Trustee**

No report.

**Shelly Nowakowski – Fiscal Officer  
Report**

Sent out emails regarding renewal on levies. Sent out email to auditor's office regarding this.

I gathered up all of 2019 & 2020 documents and set aside for audit when packing up for move. Much has been boxed and ready to be stored.

I met with all Department Heads and discussed & planned their budgets for next year and will need to make some adjustments once we know additional expenses that will occur such as the 911 costs. The appropriations that were made for this year are falling short in the 2021 and 2194 Funds. It's not because they do not have money in their funds. Now that the Park is more active, we will need to make a supplemental budget to finish this year. The 2021 Fund is falling short due to wages. Recommendations will be submitted. (2022 Budgets will be submitted to Board by this weekend). Governing Board is to approve & adopt budget proposal by July 15, 2021 and we must have submitted to Auditor by July 20, 2021.

Since the last meeting, it was suggested to look into renewing the tax levies expiring in 2023, a year early. I sent a message out to the Lucas County Auditor's office regarding this and am waiting for a reply. The tax levies expiring is for the Road & Bridge, Park and Fire.

Hold off on Resolution: To Permanently Transfer Funds from General Fund (unappropriated BWC money) to Payroll Funds for paying wages for time spent on park enhancement project.

Regular Meeting June 8, 2021

According to March 23, 2021 meeting minutes enhancements not to exceed \$12,000. Labor is a portion of this cost. Will not know exact cost of wages until projects are finished. I suggest holding off on the Resolution until final wages are reported.

**Bryon McIntosh - Parks/Road Department  
Report –**

We have been cutting fields and trimming the grass throughout the Township. With the heat had extra guys come in to help.

The Park rentals have picked up.

My crew and I have been working at Villamar Park on trimming trees pulling weeds and vines at the new launch then chipping them up. I ordered the tables, benches and cookers. We will be setting them as soon as we receive them.

Spoke to Ames locksmith about taking out key fob system out of Blessing Drive and put it in over at the Shoreland Park. Cost will be around \$1,300.00 to \$1,400.00.

Starting to do patch work on roads this week. After that I will call for the roadways to be swept by using the water utility fund money. Trustee Britton suggest waiting till after mayfly's are done to do the street sweeping because of the mess they cause.

Had Joe Zeiler help with the Villamar Park project clearing brush and debris.

Still checking on water bill from Shoreland Park extensive flushing due to bad automatic flushing eyes.

Picked up 4 loads of debris from high winds all work was done by hand shovels and scoop shovels.

Worked with Trustee Britton and Assistant Fire Chief Tom Yunker pulling wire for new offices in Fire Station.

Dropped stone at Villamar Park to help with driveway project.

Regular Meeting June 8, 2021

Meeting with Shelly, Fiscal Officer to look at the budget.

### **Chief Kay- Fire Report-**

Request Boards approval of \$210,000 for the purchase of new ambulance to replace our current Medic 72 ambulance. Current Medic 72 is 25 plus years old and has needed some costly repairs over the last few years. We are now starting to experience stalling issues with this unit and will most likely require another need to send in for repair. The \$210,000 will come from the fire department fund which currently stands at \$305,000. I feel the purchase of this ambulance is now at a critical need. EMS and this unit (Medic 72) respond to 90% of our departments average of 500 calls per year. Transports and our soft billing process create revenue for the department which goes right back in our operating budget which supports our EMS program. Without a dependable ambulance we would not be able to transport our residents to the hospital in their time of need and would force us to call for mutual aid from the City of Toledo Fire Department on a regular basis to transport our residents and cause more strain to their daily EMS operations. I understand we may have to hold off getting one due to finances. Hopefully funds will be available next year.

AC/Heater unit in part time firefighter shift room was replaced. Cost of unit was \$982.00. Unit was installed in house by firefighters.

Myself and Assistant Chief Yunker met with fiscal officer Shelly on May 28, 2021 to set up budget appropriations for 2022. I appreciate Shelly's time and involving us in finances and the budgets. It is very helpful for us to have this knowledge.

Continuing to assist in the consolidation and move of township offices and police department in the fire station.

Had fire inspection with Chief Yunker and State Fire Marshall at Skilled Nursing Home, 6101 North Summit Street. Everything went well there no problems found.

Continuing process with Lexipol in implementation of new policies and procedures for fire department.

Regular Meeting June 8, 2021

Trustee Schlachter spoke about her support about getting a new rescue squad worried about renewal levies.

Shelly, fiscal officer, spoke about fire department fire fund balance and where they stand right now financially. Recommendation to hold off right now till next year for a new rescue squad.

Trustee Schlachter 100% agrees that we need to do something regarding purchasing a new rescue squad. We just have to figure out how and make sure we're going to be ok financially. Fire department did apply for a few grants hopefully they will get these to help with some needs they have. 911 consolidation will be starting soon.

Trustee Brittson says the fire department had 100% turn out for the parade and these people volunteer their time.

Chief Kay talks about his department and where they are at right now regarding the changing times and meeting challenges as volunteers. Especially all they went through during the Covid time. Truly amazing, very dedicated firefighters/emts I have on the department. Very thankful. Would be nice to be able to have the tools and proper equipment for us to do our job and serve the residents. Trustee Brittson thanks the fire department for their patience and assistance during this time of the move.

### **Chief Kaiser - Police Report –**

Deputy Chief Hart and I attending Lucas County 911 COG zoom meeting June 2, 2021. Discussion on consolidation.

Reporting as of today's date we have only inspected 5 Golf Carts.

David Bowman has turned in all of his department issued equipment.

Deputy Chief Hart and I working with Mark Barker to get him ready to get back into a patrol car. He has already qualified at the firearms range and working to get him back logged into the Norris/Leads, and MDT programs.



Cleaning out old unused office supplies and disposing of items that are broke, unused, and or of no value. Getting ready for move.

Patrolman Dennis Moszkowicz will represent the police department in Point Place Days Parade with patrol car.

Have sent a letter to Toledo Police Chief George Kral asking for assistance in traffic and crowd control for our fireworks celebration on June 26, 2021.

This will be mainly to assist on the city side of the Ottawa River Bridge at 131<sup>st</sup> street.

Requesting the Boards approval to dispose or destroy any and all unclaimed pellet or BB guns and all other property of no value.

Also request the board approve trading in firearms(weapons) to a licensed dealer for future credit in buying items at a later date from same vendor.

Deputy Chief Hart attended a County wide tow lot meeting with every agency in the county. Topic of the meeting was to discuss current tow procedures and how they would be affected with the 911 consolidation plans. Next meeting is in July regarding any further information regarding this. Hope to have a decision made by the 1<sup>st</sup> week of October.

### **Mr. Yunker – Zoning Report –**

Apologizes for missing last 2 meetings had courses out of town thanks to Trustee Brittson for reading his reports.

Working through the different zones of the Township to identify violations. Still alot of violations and blight out there.

Reminder that the preferred way for residents to submit a zoning concern is through the website. The form to fill out is also a nice way to communicate with person that has the complaint and so they know the issue was addressed and can follow up with complaint. Complaints remain anonymous.

Received resident complaint regarding dumpster lid at La Chalupa's Restaurant being left open allowing animals to get in. Business notified and made aware to keep it dumpster lid closed.

Issued the following permits:

181693 - 2450 Point Pleasant Way - Deck

181694 - 2912 Shoreland Avenue - Fence

181695 - 6143 Holliday Drive - Pool

Followed up on following Resolutions:

**N/A**

Citations issued for violations:

3 for refuse cans stored in front yard.

8 for watercraft/trailers.

2 for recreational vehicles.

2 for vehicles stored in driveway.

1 for garbage in front yard.

Recommend 10-day Resolution for:

2428 Shoreland Ave. - 1308(M), 1308(H), 1311(A4)

## **OLD BUISNESS**

Update on status of Lexipol for Fire & Police. Installation date of August 1, 2021. Department heads should all be on course.

Follow up on Trupay. Everyone said they are signed in and using it.

Whiting property. Need to get back on track with sending violations regarding property.

911 Consolidation

Capital needs. Move out till July. Department Heads need to email list of wants/needs.

Update on bid for junk cars, towing contract, and tow lot. There may be some changes coming with tows in general because of the county wide tow lot proposal that all jurisdictions may in the future be taken to the Toledo Police Impound Lot. Next meeting regarding this topic is in July.

Target date for move from Blessing to be complete by June 14, 2021

Regular Meeting June 8, 2021

Ohio Township Association has been keeping us informed of the US Treasury's guidance for new Covid funding. No definite determination has been released for the remaining townships to receive at this time. They will inform us as soon as there is determination given

Website On-line payments. Fiscal Officer, Shelly, reached out to Springfield Township to see how their on-line payments are working. Huntington Bank sent some information regarding theirs. A simple form is to be filled out on line by purchaser and a link to pay just needs to be clicked to direct them to their payment options. This would offer many forms of payments. Township would need to pay a minimum of \$30.00 a month for use of this service. We just need to contact Huntington Bank and they can set it up through our website.

### **NEW BUSINESS**

Monthly meeting format going forward. Ohio Township Association said that starting July 1, 2021 we can go back to in person meetings.

**MOTION: To go back to having in person meetings starting with the June 22, 2021 Regular Meeting.**

Mr. Brittson moved; Mrs. Schlachter seconded.

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

Meeting format for people that would like to speak. Come into meeting, sign sheet, name, address and what you will be speaking about. Time limit is 3 minutes.

Mr. Yunker, Administrator of the Township Facebook page wants to step down as administrator. Will still advise trustees. He feels trustees have to approve posts anyways they should just post item themselves.

**MOTION: To have Trustee Schlachter post items on Township Facebook page as editor and have Mr. Yunker remain as admin.**

Mrs. Schlachter moved; Mr. Schuster seconded.

Mrs. Schlachter yes, Mr. Brittson yes, Mr. Schuster yes.

Need to make a Motion to approve invoice for Lighthouse for the amount of \$1,326.00 based on 51 employees. Wait to pay invoice and to make a motion. Need to call to confirm number of employees that the invoice is based on.

## **Trustee Britton**

Mrs. Schlachter received a call from a resident requested if we could place a no parking sign at the corner of Rounding River and Point Pleasant Way. When cars park between their driveway and the corner, it makes it hard to turn right onto Point Pleasant Way and also to get into our driveway. If not a permanent sign, at least a temporary one on June 26, 2021 for the fireworks. Passed to Chief Kaiser.

June 22, 2021 meeting will be at the Shelter House at the park. Meeting will not be a bashing session. We will end the meeting if this happens. Please bring questions and concerns that you have and would like discussed. Nothing has been discussed or decided yet. It is just the last piece of commercial property in the township that is available if and when we would ever want to build.

**MOTION: APPROVE SUPPLEMENTAL APPROPRIATIONS, BLANKET CERTIFICATES, PURCHASE ORDERS AND CHECKS NUMBERED 48761 to 48768, 48779 to 48791 & ELECTRONIC CHECK NUMBERS 88, 145, 146 & 148 TOTALING \$31,166.99, FOR ACCOUNTING AND CHECK NUMBERS 48769 TO 48778 & ELECTRONIC CHECK NUMBERS 117 TO 142, & 147 TOTALING \$32,863.37 FOR PAYROLL. GRAND TOTAL \$64,030.36.**

Mr. Britton moved; Mrs. Schlachter seconded.

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

**Motion: To allow police department to dispose and destroy all unclaimed or confiscated pellet and bb guns and all other property of no value.**

Mr. Britton moved; Mr. Schuster seconded.

Mrs. Schlachter yes, Mr. Schuster yes, Mr. Britton.

**Motion: To allow police department to trade in firearms to a license dealer for future credit in buying items at a later date from the same vendor.**

Mr. Britton moved; Mrs. Schlachter seconded.

Mr. Schuster yes, Mr. Britton yes, Mrs. Schlachter yes.

**RESOLUTION #13:21: 10 DAY BLIGHT 2428 SHORELAND AVENUE.**

Mr. Britton moved; Mrs. Schlachter seconded.

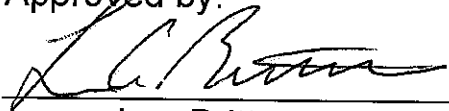
Mr. Britton yes, Mrs. Schlachter yes, Mr. Schuster yes.

**Zoom callers that would like to speak.**

**No callers to talk**

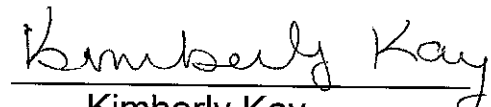
Adjourn meeting 7:29 p.m.

Approved by:

  
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Leo Britton

  
\_\_\_\_\_  
Kellie Schlachter

  
\_\_\_\_\_  
Mark Schuster

  
\_\_\_\_\_  
Kimberly Kay



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