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REGULAR MEETING

December 14, 2021

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

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

Pledge of Allegiance

Department Heads present:

Fiscal Officer - Shelly Nowakowski

Fire Department – Assistant Chief Yunker, Chief Kay excused

Police Department – Chief Kaiser

Road/Park Department – Bryon McIntosh

Zoning – Tom Yunker

**MOTION: APPROVE MEETING MINUTES FROM REGULAR MEETING
NOVEMBER 23, 2021.**

Mr. Britton moved; Mrs. Schlachter seconded.

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

ANNOUNCEMENTS/REPORTS

Department Heads full reports are available online on our website
www.Washington-twp.com

Mr. Brittson – Trustee Report

Lexipol was sent out to prosecutor and received back. Sent out to board to approve in 2 weeks at next meeting.

Donated PPE gear to Cherry Street mission. Fire department donated items they couldn't use.

Obtained Static IP address need to reload router for complete network change.

BWC about opening claim working to recover over payments for mishandled claims back to 2015.

Multiple discussions with Prosecutor about ongoing issues in Township.

Reviewing budget status (recommend all spending need approval of trustee for remainder of year).

Met with all 3 department heads Fire, Roads, and Park are ready to be given to board for review and approval. Made sure Lexipol and 911 are included in proper budgets. Police are still working on bringing the budget in line with their revenue. Hoping to have all complete for the December 28th meeting.

Continue to monitor 911 consolidation not much going on right now they took month off.

Working with Eric to get their county PC updated to windows 10. Their PC is causing network errors due to being out of date on patches. Found this out when Eric was off and had PC at home.

Worked with Chief Kay on employee issues.

Working on transition list for things I have open and do on a regular basis to turn over to the new Board.

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Worked with Bryon and his team to recycle scrap metal of stuff that had been laying around in his shop. Received about \$200.00 worth. To be put back in Bryon's budget.

**Mrs. Schlachter – Trustee
Announcement**

Thank you to everyone who participated in Point Place Christmas Parade. Thanks to Rick Phillips for bringing Polar Express.

Thank you to the Fire Department for putting up the Christmas Tree outside the Fire Station for the community to decorate.

Report

Working with Ron and legal counsel on employee concerns.

Meeting with department heads and employees.

Starting to review 2022 budgets hope to be ready by next meeting.

Review and sign checks - payroll and ap.

November Newsletter.

Updates to the website.

Mr. Schuster - Trustee
Nothing to report

**Shelly Nowakowski – Fiscal Officer
Report**

2020 COVID Funding: COVID Fund 2272 is going to be expiring soon. The balance remaining is: \$2,899.61 if sanitizing vehicles is all of \$600.

Deadline to expend funds is December 31st. Need to decide where to use remaining funds or we have to give money back.

Quotes for On-Line Payments: I was asked at last meeting to find out the surcharge (percentage) for credit cards other than Visa, Mastercard, Discover and American Express. Amy Milton who handles Huntington's online payments responded back stating 3.5%.

2022 Appropriation Budgets: I have met with all Department Heads regarding next year's appropriations. I shared YTD figures, spreadsheets and reports. Dept. Heads are to finalize & approve their appropriations to present to the Board. They will need to be approved by the Board and sent to Budget Commission by December 31st.

Resolution needed for this year's Blight Fund Transfer: A Resolution is needed to transfer the money we received from Lucas County this year, for the Blight from last year's Resolutions. Once received, it went into the General Fund whereas it will need to be transferred to the Gas Tax Fund. Funds to transfer amount to \$462.35

Court Ordered Bond Money: At our last Board meeting, the Stipulation and Consent Entry of Release of Motor Vehicle case was brought up and our Trustees thought we should contact the State Auditor's office to verify that the bond money was handled in the correct manner. (When bond money is ordered, our Police receives it from the Respondent and takes it to bank in order to receive a cashier's check payable to Lucas County Common Pleas Court. The bond money, once received by the Court, is immediately & irrevocably forfeited to the State of Ohio. Upon receipt of these proceeds, the Lucas County Ohio Clerk of Courts distributes money to our Law Enforcement Trust Fund which then would be receipted into UAN in our Law Enforcement Trust Fund as given). The Auditor's Office states that this was handled correctly.

However, if decided upon, our Township could create a custodial fund to place the money in (before it is the Township's), but strongly recommends that we consult with the Prosecuting Attorney with the process, if deciding to do this.

In regards to the BWC Bill that comes in twice a year. It effects 3 years for the BWC. How this works is at the end of year we pay the annual premium for next year. It goes by wages and classifications. Some of the fire departments are classified and fall under a higher bracket so they pay more for their wages. Not all fireman are classified that way. In 2019 and 2020 we are filling the effects now on how it was paid and how it was handled. In 2019 they paid the whole premium out of the General Fund. So, in 2021 at the beginning that's when we do the TruUp for 2020 but in 2019 in December they pay for 2020 but in 2021 we pay for the TruUp which we have to say is the actual wages and this is what we actually owe from the remainder of what we already paid. So, since they paid it all out of the General in 2019, we had to pay more in 2021 in the beginning. So that kind of ate up their appropriations to pay for the annual premium for 2022 which is due now. So that's what we are faced with right now.

Regarding the cents per mile, it is going to come out of next pay because it's at the end of the year. Will also need the total expense for certified mailings that the police sent out for 2021. Would like totals for both by December 23, 2021.

Bryon McIntosh – Parks/Road Department Report

2021 / 2022 Park and Road Budget with Shelly and Trustee Brittson.

Worked on transmission pans on dump trucks Sanded and painted also undercoated both pans.

Moved electric wire for new overhead door at shop.

Dug posthole 42" deep and put in post with 100 pounds of bagged concrete next to building so we can move fence.

We are still picking up leaves we have collected thirteen loads and still counting.

Working on getting heat up and running in new building.

Made miner repair to leaf collection equipment.

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Monday, November 29, 2021 was the first time for snow removal this year.

Had to order a new control switch for #1 Dump Truck. When we had the truck out the control switch that runs the auger system and the spinner system did fail. It's just plastic gears inside there. We were able to finish the day out but it did fail on control #2 which is the main one that we use. We had to buy a new one that was \$1400.00 just for the switch. We were able to find one it was made in the UK we found one in Cleveland Ohio. No one else had one. I ended up calling around and did find another one locally for \$999 and decided to buy a second one to have because we have 2 trucks and if another one goes out (because they went in the same time) we will have one on hand already to replace. I was told that as of January 1 the price for that switch would from \$999 up to \$2,999. I decided to purchase the second switch now to have on hand. Trustee Brittson approved for first switch. All in budget. Trustee Brittson said Bryon came in way under budget this year on his budget, did good job with it.

Met with Meg Adams from Toledo Edison to discuss lighting at Shoreland Park and power at the Blessing Building. It is really dark in one corner may be relocating lights so it's not so dark. May go to LED when it's done.

When the back building on Blessing was built, Edison put power in and hung the meter they never read meter at that time or have read since then. It's been 7 years now but they can only go back 3 years she read meter when she was here and said we weren't really even using that much power. It was mainly used for storage. Not sure if they're going to back charge us. But if they do, they can only go back 3 years. They just didn't even have a record that it was even installed.

Would like to ask the Board of Trustees to allow me to increase the Funeral/Wake from the hours of 10:00 a.m. to 6:00 p.m. cost of rental at Shoreland Shelter Park from \$75.00 to \$150.00. It has been over 5 years since the last increase. Funeral rentals were 3 in 2019, 1 in 2020 Covid and 4 in 2021. Trustee Schlachter states she feels that increase is a little high. Trustee Brittson states maybe don't go that high of increase.

Trustee Schlachter thinks that \$150.00 is a lot to raise the fee to. She would make a Motion for \$125.00 though. Trustee Brittson states there's not that many rentals now at the fee of \$75.00 don't think we should raise at this time.

MOTION: RAISE THE COST OF RENTAL FOR SHELTER HOUSE FOR FUNERALS/WAKES FROM \$75.00 TO \$125.00.

Mrs. Schlachter moved; no second.

Motion died.

Mr. Schuster would like to make a Motion.

MOTION: PER MR. MCINTOSH'S REQUEST RAISE THE COST OF RENTAL FOR SHELTER HOUSE FOR FUNERALS/WAKES FROM \$75.00 TO \$150.00.

Mr. Schuster moved; no second. Trustee Schlachter states again "I think that's high. Trustee Brittson

Motion died

Motions both did not pass leave rental cost at \$75.00.

Furnace is installed at back Blessing Building. Tank is being set tomorrow. Thank you to Don Barto and Trustee Schuster for helping getting it installed.

Assistant Chief Yunker- Fire Report-

Since Covid has hit the Township per signs on doors would like people to wear mask when you're in the building.

Received new Self-Contained Breathing Apparatus (SCBA's). This was from our FEMA Assistance to Firefighter grant award. Total grant award was \$116,000. Training and required Fit testing for all members will take place. Units will go in service after this date.

Stryker was in today to do preventative maintenance on power lift cot. Everything is working well.

On December 8, 2021 some members of the Fire Department did our first walk through of new Shoreland School and reviewed safety and fire protection systems. Invited police to go with us. Alec Vaughn did go. Suppose to be up and running for next school year.

Chief Kay and myself had a meeting with Fiscal Officer Nowakowski and Trustee Brittson. Continuing to work on the 2022 Fire Department budget. Met for about 4 hours the other day.

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Can't thank you both enough for your time on this. Trustee Brittson thank you for all the help and work on this. Helping us with our short falls on the fire department on staffing and ideas of what we can to do make things better and work for us. Anytime we can better the department it is for the better of the township as a whole moving forward.

Asking Trustees to accept resignation of one member and reinstate another.

We received the State of Ohio Training Reimbursement Grant which will cover Captain Cooks Firefighter II training class.

Working on finishing applying for the FEMA Assistance Firefighters Grant that is due by this Friday. Last year we received and purchased the SCBA's with that Grant.

Next big purchase item that we are looking at that we will need is radios. If we replace all of them, we will need 38 total portables and mobiles (for the vehicle). The quote we received is for \$220,000.00 that will be for just the fire. Looking into apply for some assistance for that.

Chief Kaiser – Police Report -

Patrol Unit #89 has been at Bauman Ford for repairs for 2 weeks trying to fix electrical problem. They finally figured it out and repaired. \$1574.74

Met with Mr. Brittson and Mrs. Nowakowski to discuss police budget for year 2022. Looking at ways to cut expenses and gain revenue.

Working on sexual abuse case and obtained search warrants for several cell phones to be forensically examined and used for evidence in the upcoming case.

Had new battery put in patrol car # 91 covered under warranty.

All 4 cars are scheduled to be taken to Precision Auto for a full decontamination, sanitation, and disinfectant.

Attended the Law Enforcement RCOG-911 meeting on zoom with area Chiefs.

Had two drug cases cleared in court. Both suspects voluntarily signed drug money over to township police drug fund. \$4,470.00 and \$1323.00 in a plea agreement in court.

PtIm. Whitmore has the traffic speed sign data available for review if anyone interested.

PtIm. Whitmore assisted Officer Joe Gill on a traffic stop that resulted in a drug abuse case which led to the seizure of over \$10,000.00 U.S. Currency. Case pending.

Trustee Schlachter asked Chief Kaiser to explain police chase that went through the township and up into Michigan last Saturday that our police joined in on. It started in Bluffton Ohio in an officer involved shooting. Took person in custody after they used car spikes to stop vehicle. Most pursuits end at line and other agency pick up chase.

The police department obtained the title for a 2020 Hyundai that was impounded and went unclaimed. We notified the owner and lien holder and they didn't respond within 10 days we can obtain the title if they didn't respond. Which we did. The blue book value of car exceeds \$20,000. Asking the board to permit the police to put car up for auction on Gov.deals

MOTION: ALLOW CHIEF KAISER TO PUT 2020 HYUNDAI UP FOR AUCTION ON GOV.DEALS SINCE HE OBTAINED THE TITLE.

Mr. Schuster moved; Mrs. Schlachter seconded.

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

**Mr. Yunker – Zoning
Report –**

No report

NEW BUSINESS

Reminder to get vacation in only can carry over 5 days.

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Office will be closed the following days, Friday, December 24th (Christmas Eve) and Monday, December 27th (Observance Christmas). New Years schedule will be talked about at next meeting.

December 23rd is the last day for bills to be turned in.

MOTION: ACCEPT CHARITY KROUSE RESIGNATION FROM THE WASHINGTON TOWNSHIP FIRE DEPARTMENT EFFECTIVE DECEMBER 10, 2021.

Mr. Brittson moved; Mrs. Schlachter seconded.

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

MOTION: PER CHIEF KAYS REQUEST REINSTATE EMT SHARRLYNN COOK EFFECTIVE DECEMBER 13, 2021.

Mr. Brittson moved; Mrs. Schlachter seconded.

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

Trustee Brittson - We were approached by Josh Strickland, with the Lucas County Port Authority regarding a program that they are supporting and wanted to see if we would be interested in working in conjunction with them to help our residents if they wanted to get help from the program.

Trustee Brittson asks Trustee Schuster to explain this. Said he knows Trustee Schuster was speaking to Josh regarding this.

Trustee Schuster states the program is about helping home owners get financing for energy saving projects for their home. Example insulation, windows, doors. What the program is it's a loan to be able to get energy savings projects done on your home. Then they add it on their taxes.

Trustee Schuster explains what this program is about and that it will need the Boards approval to work with the Port Authority on this for our residents to be able to use it because it does go on their taxes. There is no cost to township or will be the townships responsibility. The Port Authority just needs Trustees approval because it involves the township residents and because it will be added on the resident's property taxes.

The loan that the residents can take on will be added to their property tax and if and when they sell their house then new home owner would inherit the tax assessment. The loan will have an interest rate of 3.99 %. It will be for anything to help with energy efficient home improvement purchases.

Trustee Schlachter ask where does the money go?

Trustee Schuster states it my understanding that lets say it's like a levy its thrown on the tax bill the assessment for X amount of time and X amount of

interest that's guaranteed by the household. The Port Authority is putting this loan together but the money is going to the contractor that is doing the work. Has to be an energy savings project. Its easier to get financed because it is guaranteed by the house. We as a township have no ties to it, they just need our authorization because it will be put on the property owners' taxes. Trustee Schuster does not see the benefit to it. States he could go either way he is not really for it or against it. He doesn't see the benefit at all for the resident applying for it. Toledo does participate in it. The Port Authority would like Washington Township to participate and get them on board. There is a Grant the Port Authority is using to finance. The Township has nothing to lose. If the house goes to foreclosure the taxes go with it. Trustee Schlachter and Trustee Brittson state they think it's a nice thing for residents maybe that can't get financing another way.

MOTION: GIVE THE PORT AUTHORITY PERMISSION TO TAX ASSESS WASHINGTON TOWNSHIP RESIDENTS IF THEY CHOSE TO TAKE ADVANTAGE OF THIS PROGRAM WITH THE PORT AUTHORITY.

Mrs. Schlachter moved; Mr. Brittson seconded.

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

Trustee Brittson will contact Josh Stricklen regarding the program and if there is any paper work that needs signed on our end.

Trustee Brittson - we need to talk about the idea of starting a custodial account. I spoke to OTARMA regarding the Townships insurance policies regarding how much cash we can have on hand, outside of the bank, in our building, that they will be insure in case there is a fire or theft. They said they would only cover/insure up to \$10,000.00, cash on hand not a penny over. Trustee Brittson ask Chief Kaiser how much do you have on hand in safe right now? More than \$10,000.00? Chief Kaiser hesitates and then replies yes. Trustee Schlachter states well you kind of already told us earlier and in your report that there is that amount in safe.

MOTION: START PROCESS TO OPEN A CUSTODIAL ACCOUNT. NOT PUTTING THROUGH UAN, IS NOT REVENUE, ITS LIKE IN A HOLDING SPOT FOR IT. THAT WAY WE ARE COVERED BY FDIC.

Trustee Brittson already spoke to Prosecutor about it. Most townships have this.

Mr. Brittson moved; Mrs. Schlachter seconded.

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

Shelly, Fiscal Officer, does not want money sitting in the office, should go in the bank within a few days that you receive.

Trustee Schlachter states we do not have a choice if that kind of money comes in sometimes and OTARMA doesn't cover more than \$10,000.00. Hate to be out that money if something happened. Chief Kaiser states that it is in heavy fire proof safes when they do get any money in.

OTARMA Renewal- Trustee Brittson- OTARMA sent us our renewal, the amount is \$25,948.00. We need to look at our inventory next year, we should be able to reduce it. Right now, our liability is Three Million Dollars. They want to know if we want to up our liability to one of the amounts below at an additional cost:

Increase Liability to Four Million	\$1250.00
Increase Liability to Five Million	\$2400.00
Increase Liability to Six Million	\$3490.00

Trustee Schuster states his opinion is Three Million Dollars is plenty. The more you have, if something happens, that's what they will go for. Trustees agree Three Million Dollars is enough. Do not need to increase liability.

MOTION: TO RENEW OTARMA AT THE CURRENT LIABILITY LIMIT OF THREE MILLION DOLLARS FOR THE AMOUNT OF \$25,948.00

Mr. Brittson moved; Mrs. Schlachter seconded.

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

Trustee Brittson stated also OTARMA informed me that once we send in the renewal within 30 to 60 days, they will send us back an excess reserve fund renewal amount of \$1,802.85. Like I said the big thing is there is a lot of opportunity for us to save and do a little work on our end and look at the inventories that are out there. I feel we are paying on items that we listed to be insured that we would never turn in if something happened to them. Need to look at our deductibles next year as well.

MOTION (RESOLUTION #54:21): INCREASE APPROPRIATIONS TO POLICE FUND 2191 IN THE AMOUNT OF \$7,000.00.

Mr. Brittson moved; Mrs. Schlachter seconded.

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

MOTION (RESOLUTION #55:21): INCREASE APPROPRIATIONS BY \$2,486.00 IN THE GENERAL FUND FROM THE BWC DIVIDENDS RECEIVED IN DECEMBER 2020 TO PAY TOLEDO SIGN.

Mr. Brittson moved; Mrs. Schlachter seconded.

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

OLD BUISNESS

Update on status of Lexipol for Fire & Police.

Assistant Chief Yunker states Fire has 3 sections remaining to do. Which is about 50 policies. Was hoping to be done by now. Had a couple Grants come up they had to work on to submit. Put a hold on working on Lexipol for a short time. Hoping to be done by January 15 to submit for approval to Prosecutor then to Trustees.

Trustee Brittson states everyone's budget includes Lexipol which is renewed I think on May 1st. Trustees will just have to vote on if they want to renew Lexipol or not.

Chief Kaiser states I haven't really looked at it. Deputy Chief Hart was going to work on it when he was off work with Covid but not sure what he did if anything.

Online payment system for fines, park rental, permits.

MOTION: MOVE FORWARD WITH ONLINE PAYMENT SYSTEM THROUGH HUNTINGTON BANK.

Mr. Brittson moved; Mrs. Schlachter seconded.

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

Discuss ARP Funds

Trustee Brittson hasn't heard of any changes. I know Ohio Township Association was working on trying to get some of the requirements reduced for it.

5420 Patriot Whiting Property

Trustee Brittson spoke to Mr. Whiting told him to please get his property that has been impounded out of the Blessing Drive location. He has been given a release signed by Trustees that he can come get his property. He was worried that if he came and got that he may be arrested.

There's a little bit of mistrust there he has with police. Need to have that area cleaned out. Need to get with Chief Kaiser to send a letter giving him a date that it all needs to be out by. Trustee Schuster has been in contact with him as well. Trustee Brittson did ask him if he wanted it back. But let him know it wasn't to go back to his house unless it meets zoning codes. If that's the case Trustee Brittson told him to let him know and they would just get rid of it for him. Mr. Schuster will make some calls to Mr. Whiting and his sons. It's been another two months and we are still waiting on this.

Cutting grass that's not the Townships responsibility

Bryon to follow up on in the spring when he has his meeting with them.

2021 Budget

Trustee Brittson tells Chief Kaiser after putting that \$7,000.00 in your fund Shelly went through and ran the numbers and your budget has just enough left in it to cover your payroll. You have to do everything you can do for the rest of the year to keep payroll down. Shelly states you have enough to pay the necessary bills. Payroll is the most important thing we have to pay for before anything else. Trustee Schlachter states what everyone needs to know is that the revenue was down this year too so when we appropriated, we actually appropriated a little over than what we thought we were going to spend he still going to be if you look at the revenue that came in compared to the expenses that were spent, he is still going to be negative for the year. Shelly's just saying that the appropriations that she had expensed out and said hey were going to spend this money she was able to move around in those line items. At the end day Chris your revenue that came in to the expenses that was spent for the year is still going to be negative. Trustee Brittson says we are still looking at and trying to finalize the 2022 budget hopefully will be ready for the December 28, 2021 meeting to approve.

Police Auxiliary Policies

Trustee Brittson tells Chief Kaiser still waiting for the rewriting of the police auxiliary policies. Chief Kaiser says didn't I give that to you. Trustee Brittson say no. Trustee Schlachter ask Chief Kaiser does all of your part time officers know that after the first of the year that their required to work at least 24 hours a month. He replies we haven't put it in the official policy book but we will. Trustee Schlachter states ok but we already approved that we don't have to wait until the Lexipol Policies are done. Lexipol could not be done for a while.

Trustee Brittson tells Chief Kaiser remember that's what we figured in when we did your budget for 2022 making sure the part time officers are working the mandatory 24 hours a month.

Shelly asks Trustee Brittson do we need a policy in place for Custodial Fund for Lexipol? Trustee Brittson will find out.

MOTION: APPROVE SUPPLEMENTAL APPROPRIATIONS, BLANKET CERTIFICATES, PURCHASE ORDERS AND CHECKS NUMBERED 49148 to 49201 & ELECTRONIC PAYMENTS NUMBERED 535 TO 591 TOTALING \$124,185.44. \$68,120.09 IS FOR ACCOUNTING AND \$56,065.35 IS FOR PAYROLL.

Mr. Brittson moved; Mrs. Schlachter seconded.

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

MOTION (RESOLUTION #56:21): ADD INTEREST RECEIVED IN 2021 TO COVID FUND 2272 APPROPRIATIONS BY \$7.47.

Mr. Brittson moved; Mrs. Schlachter seconded.

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

MOTION: APPROVE PURCHASE OF 1 AED (AUTOMATIC EXTERNAL DEFIBRILLATORS) NOT TO EXCEED \$2,200.00.

Mr. Brittson moved; Mrs. Schlachter seconded.

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

MOTION: APPROVE PURCHASE FOR A PC FOR THE TOWNSHIP NOT TO EXCEED \$750.00.

Mrs. Schlachter moved; Mr. Brittson seconded.

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

MOTION (RESOLUTION #57:21): BLIGHT TRANSFER OF \$462.35 TO BE TRANSFERRED OUT OF THE GENERAL FUND TO THE GAS TAX FUND.

Mrs. Schlachter moved; Mr. Brittson seconded.

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

Adjourn meeting: 7:30 p.m.

Mr. Brittson moved; Mrs. Schlachter seconded.

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

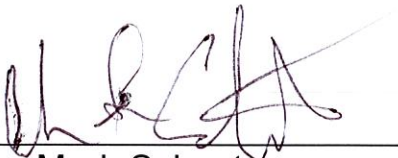
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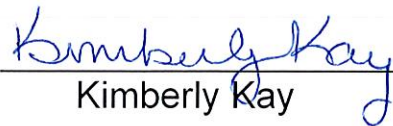
Leo Brittson



Kellie Schlachter



Mark Schuster



Kimberly Kay



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