

Don Barto
Meeting report 3/22/2022

Worked on an issue with the Holiday Dr project for street repair

Attended Trupay prep training

Responded to calls and emails from residents regarding several different township concerns

Helping Shelly get records room organized and preparing to move files

Worked on fact finding for shelter house past revenue and putting together a plan to discuss with the board for moving forward.

Worked on fact finding for making changes to policies for police department

Talked with Rick to help with questions he had pertaining to roads department.

Kellie Schlachter Reports – 3/22/22

Attended 911 meeting

Meet with BCI agents

Worked on review of shelter park - sent to Don

Reviewed 2022 park deposits and confirmed all received

Updates to Website

Working on cul de sac – estimate sent to us

Received email back on Redfox – was told they can get an estimate at the 3/22 meeting but they did not use experimental anything on the roads and it's been 20 years which is the life expectancy

Would highly recommend we use some ARP funds for roads

Did research on other police department policies – need to discuss with the board

Need to discuss who has access and why to the shelter house

Finished employee evaluations – just have to discuss with the employees

Leo Britton

Zoning report 3/22/2022

Issued 2 permits.

Received numerous calls regarding blight. Followed up on them.

Talked to Karen Ferguson and verified her house is secure. She has until this meeting for exterminator.

Removed and installed camera at Blessing Building. Thanks to Rick & Jacob for the help.

Gave beginner class on TruPay.

Attended class for zoning to use credit cards. Found that the Township will be charged 3.38% and customers will be charged 3.50% of every purchase.

Static IP is in place for Internet.

03/17/2022 For Tuesday, March 22th meeting:

On Line Payment System

Step 1: Set up of the accounts to start the process of taking credit card payments thru "Clover Gateway" is complete. Virtual Terminal training has been given. Staff can start to take credit card payments for: Tow Lot/Zoning Permits & Shelter Park rentals.

Step 2: For the consumer set up (E Commerce), to pay Zoning or Park on our website, we will need to have it developed.
We accepted the quote from Neon Goldfish for this development.
More updates to come.

BWC Notification

We received notification from Bureau of Worker's Compensation, that after their review of our True Up Report, they are seeing a need to increase our estimated premiums. They will send a revised invoice for this year.

Public Record Requests

Processing multiple requests.

Trupay Training

Attended time card prep training.

ARP Reporting Webinar

There is a webinar I plan on attending that will go over the process of reporting the ARP Local Fiscal Recovery Fund expenditures. Reporting is due on April 30th.



Report for Township meeting March 22, 2022

The new Dodge 2021 Durango police car was delivered. I contacted our insurance company to add it to our inventory for insurance purposes. The car was taken to D.R. Ebel for equipment.

Had vehicle #89 taken to Bauman Ford for an exhaust leak. They reported the exhaust pipes leading to engine needed replaced due to being damaged. This was causing exhaust fumes to enter the cabin area of car.

Several officers have been attending CPT training classes and several more are scheduled to attend upcoming classes.

Purchased a new portable breathalyzer machine for the police car. The old one failed and no longer working. Cost \$450.00 plus shipping.

Have contacted NORIS to advise them that we wish to proceed with upgrading our computer system, network, and storage issues.

Received check from Lucas County for reimbursement for the OVI grant program in the amount of \$1016.15

Working to compile several public records requests that came in through email and the Fiscal officer.

Reviewing pursuit policies of other agencies and working through Lexipol to update our policy to safeguard our officers, the township, and the public.



FIRE and RESCUE DEPARTMENT

Ronald Kay-Fire Chief

Report for Tuesday, March 22nd, 2022

- Chad Klavenger completed his probationary period and was promoted to Firefighter/EMT at a pinning ceremony on 3/16/22.
- Effective 4/1/22, the department will implement a new duty crew staffing response model. This staffing response model will be evaluated on a two-month trial period.
- Efforts are continuing in the area of recruitment/retention. Request board to consider using ARP funds to financially support recruitment/retention efforts in the area of retaining our current staff and recruiting/hiring new firefighter-EMT's.



Bryon McIntosh

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Park & Road Report.

PARK & ROAD REPORT

3/22/2022

Been staying in contact with Bryon by phone as needed (numbers, advice ect.)
Inspected a tree at 2241 Vistamar, it's in the road right of way. Not going to do anything until the spring. Going to wait to see if the tree greens up
getting complaints about potholes. Looking into getting a price of rental of a hot box asphalt patch repair, calling county to see if they know of one that is available
ran cable for IT
cleaned up trucks after snow
called out crew for snow & ice control
worked on P.A. system for meeting
suggest hiring 2 part time on call people
will have to get 2 new batteries, one for the grasshopper, and one for the roller.
Checked out a hole at 6060 holiday
Met with county about pothole at 6060 Holiday. Contractor called back with price, referred to Trustee Barto
Worked with camera system
Returned phone calls
Completed park contracts
Went to bank
Would like to be paid Bryon's rate of pay when I am filling in for him. Retro-active from March 1 to present
Worked in back garage
Installed 1 camera
Wood behind siding in the rear of Blessing is rotting out. Found that out when I was putting up a camera
Saturday afternoon 2 people called about park rental
Sunday went to shop to give tires to person who bought them from gov.deals

Rick / Bryon