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REGULAR MEETING APRIL 26, 2022

Mr. Barto called the meeting to order at 6:01 p.m.

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

Pledge of Allegiance

Department Heads Present

Roads & Parks- Bryon McIntosh

Fire – Chief Kay

Police – Chief Kaiser

Zoning – Leo Britton

Fiscal Officer

Michele Nowakowski

MOTION: APPROVE MEETING MINUTES FROM REGULAR MEETING APRIL 12, 2022.

Mr. Barto moved; Mr. Schuster seconded.

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

SPEAKER

RJ Rajner with Savage and Associates the Health Insurance Agent for Washington Township. Went over health plan renewal information and options for 2022-2023 plans.

Josh Strickland with the Toledo Lucas County Port Authority,
Speaks about Residential Pace Project, Pace Energy Program.

MOTION/RESOLUTION #22:22: TO APPROVE THE PACE ENERGY PROGRAM WITH THE LUCAS COUNTY PORT AUTHORITY FOR 5429 FORTUNE IN TOLEDO, OHIO 43611 AND TO JOIN THE NORTHWEST OHIO ADVANCED ENERGY IMPROVEMENT DISTRICT.

Mrs. Schlachter moved; Mr. Barto seconded.

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

Trustee Barto:

WE WILL NOT BE GOING OVER ALL REPORTS IN DETAIL THIS EVENING. THEY ARE ALL POSTED ONLINE. IF ANYONE AS ANY QUESTIONS PLEASE FEEL FREE TO CONTACT THE TRUSTEE, FISCAL OFFICER OR DEPARTMENT HEADS REPORT THAT YOUR QUESTION IS PERTAINING TO.

Trustee Barto ask Chief Kaiser, you did want to recognize one of your officers? Yes, Chief Kaiser replies, that Patrolman Tom Fall reached 28 years seniority. I would like to recognize him.

Don Barto – Trustee

Worked with John to block off slide access at Shoreland Park

Checked slide we have in storage to see if it will work, it will not fit

Called Game Time for estimate to replace parts of playground equipment

Met with Mrs. Kingsley and took pictures of debris in the creek

Worked on inspecting township roads and mapping which ones need repaired

Answered emails and met with residents regarding issues with various roads

Worked on estimates for roof at Blessing and park shelter house

Talked to real estate attorney for guidance on Blessing building deed restriction

Continued with planning for community get together this summer

Kellie Schlachter – Trustee

Refresh – cost of move – funding and savings – Blessing

Answered messages, calls, and emails from residents

ARPA funds – rules around procurement (OTA)

ARPA funds – balance and what departments wanted and the costs

Reached out to county engineers, attorneys, and OTA related to use of ARPA funds – for roads – confirmed it can be used on roads – county engineers referred me back to our attorney and said at that time of our meeting they didn't know all the ins and outs

Reached out to Mike from the county related to Storm Water Utility Fund

Spoke to someone who attended the Feather Party – and I have heard this from others – The Shelter House is too dark at night. Asked again if we could get better lighting and light up the parking lot – Bionic Dual - \$29 each – wireless and commercial grade

Resident – wants to know why we are doing any repair to Holliday when the county torn it up. Will the county be repairing and repairing Shoreland? Followed up and posted on FB Page.

Had more emails about roads – drove around and looked and agree – we need to focus on roads

What is the status of the custodial account? We are only insured for 10k.

Balance of BWC credit

Spoke to RJ – he sent insurance quotes to review for the meeting

Our future:

WLS and its existence

Cost to live in Washington Township compared to anywhere else in the county

Services compared to other townships our size

Funds

Leo Britton – Zoning

Numerous calls on blight followed up on them

Followed up on Karen Ferguson all yard cleaned up. Asked her to get roof cleaned up.

Worked on Password policy

Submitted 10-day resolutions for unaddressed cleanup

Nothing back from townhouse owners as of this time

Chief Kay – Fire Department

FD completed 2nd walkthrough of new Shoreland school on 4/20/22.

Reminder, LC Board of Elections will be in administration office meeting room on 5/3/22 for primary election day.

Brake issue repairs complete on Medic 72. Repair cost \$911.95

Firefighter/EMT's Jessica Stacy and Alec Vaughn have moved out of district and will no longer serve as pay-per-call members. Both will continue to work scheduled part-time day shifts.

Captain Jacob Cook assisted Lucas County with flow testing hydrants at various locations throughout the township on 4/20/22.

Chief Kaiser – Police

We placed the radar/speed sign on Patriot Drive pursuant to

Mrs. Sue Futey's request, however after setting sign in place, we noticed several lights out in the sign. The sign will have to be sent in for service.

Signed another 1-year loan/lease agreement with Naval Surface Warfare for a pair of night vision goggles. Cost \$300.00 per year.

Signed 5-year contract with AXON for body cameras and Taser's. This will include full warranty for any damage and full replacement. Each officer will have to retrain on the new style taser. The old style was an X-2. The new will be the X-7.

Had to have patrol vehicle #90 taken to AAA for a new alternator. Unfortunately, this is the vehicle we will be taking out of service and placing up for auction.

PtIm. Alec Vaughn has received a conditional letter of employment from the City of Rossford Police Department. His start date for Rossford is April 25, 2022. He submitted resignation from Washington Township effective same day. Alec was an outstanding officer and will be sorely missed by all.

I spoke with the chair person in charge of the Washington Township/Trilby baseball league and asked him to remind all of the coaches of the baseball teams that play at Shoreland Park to obey all of the "No Parking" signs around the park and be respectful of the resident's property. Officers will be vigilant during the ball games.

PtIm. Tom Fall has an anniversary date this month and we would like to celebrate his 28 years of service to the police department.

Shelly Nowakowski – Fiscal Officer

On Line Payment System

A policy for credit card processing has been drafted and is in progress of receiving approvals.

Submitted recommendations to the Board for park shelter rental form revisions. Suggestions were made to include refund/cancellation information and removal of the line to include credit card numbers.

This has been asked to be approved by the Board, and revised before submitting to Neon Goldfish to upload. This would be a proactive step to help avoid credit card disputes.

I gave recommendation to the Board for the Shoreland Shelter Park Form revisions. Suggestions have been made to include refund and cancelations information on the contract/agreements. I would like to suggest that we do not put credit card information on the contract/agreement. We will be doing it directly with them or submitting it on line. Forms will need to be revised and approved before we give them to Neon Goldfish to upload on website.

Road Striping Form

In our last meeting it was stated that a deadline to submit our request to Lucas County to stripe our roads was April 15th. Confirmation has been received of our request. Deadline has been met.

ARPA Reporting

Attended webinars on reporting. Reporting of our Local Fiscal Recovery Fund expenditures have been submitted to the US Treasury on their portal. Reporting deadline has been met. Reporting is to be done annually.

Uniform Guidance/Micro-Purchase Threshold

Since our last meeting, OTA sent out a letter explaining all ARPA fund money is subject to federal procurement standards referred to as Uniform Guidance (UG). UG contains requirements for when funds are spent and for recipients to have internal controls in place, documented procurement policies and written standard of conduct relating to conflicts of interest prior to any expenditures. Recipients are also required to follow the most stringent regulation, whether it be from Federal or Ohio Law. – I found our Township to have no written internal controls policy in place. The letter does not state “written” controls are to be in place, however I am in process of creating.

Micro-Purchase Threshold is a purchase below a federally determined threshold for which bidding or obtaining quotes is not required.

A provision was added which allows a non-Federal entity may self-certify a micro-purchase threshold up to \$50,000 on an annual basis. (Exception for roads: \$45,000).

Under Ohio Law, most Township procurements do not require bidding unless the costs exceed the threshold. Bidding requires a minimum of 2 bids and must be awarded to the lowest. Without self-certification, the Township will be required to obtain no less than 2 bids for any purchase exceeding \$10,000. A contract addendum must be included to contracts to abide by the UG requirements.

Clarification from Legal is currently being obtained. This includes the resolution created at our last meeting for the roof on Blessing Dr.

Resolutions

- 1) Resolution: Supplemental Revenue Budget Increase for 2261 Fund. An amended certificate of estimated resources will be granted from the County (needed for compliance).
- 2) Resolution: Adopt Uniform Guidance Procurement Policy and to Authorize Increase in Micro-Purchase Threshold (needed for expending ARPA Funds)

IT Cyber Security Audit Response

Recommendations were given by Aaron Willis, Sedgwick representative for IT Security during his site visit in February and a plan of action statement has been asked to be sent back. I forwarded this to the Board for them to formally respond. All recommendations have or are being addressed.

Cost Analysis

Currently in process of putting together a cost analysis comparing Blessing Dr costs & current split. Utilities, property taxes, insurance, propane, copier etc.

Shelly asks if she can have some clarification of current bill splits. Has questions on Shorelands electric bill and how it's being split. One bill is being split 80% fire 20% police for what we thought was for the 2nd building that just fire and police use (mainly fire). Trustee Barto thought fire was paying the whole bill for that building?

Chief Kaiser states that Deputy Chief Hart wired the buildings back in the day and he said both buildings on Shoreland are on one meter. There is two meters that come into the main building. We are receiving two bills but for the same address. Should the two bills just be combined and then split the 60, 20, 15, 2 ½, 2 ½.

Trustee Schlachter wants to check into it further and revisit at next meeting. Shelly replies I can always reallocate if I need to. Chief Kaiser also said if you have any questions about the wiring or how it was done you could ask Deputy Chief Hart.

Shelly also would like to bring forward that it was brought to her attention that in previous meetings that we talked about the tip that was paid to movers when we moved over to this building. She would like to confirm how you want it allocated and document it in the meeting. Trustee Barto states that he believes at the time Leo Britton who was Trustee paid the tip and ask Leo if that is correct and he replied yes, I got the money from Eric Hart, and Trustee Barto ask Eric personally? Leo responds no he had cash in the safe and then we reimbursed it with a check from General Fund. Shelly states we need to know if you want that split and how. Trustee Barto states I'm not sure it was before I got here. Trustee Schlachter ask how much was it again, Shelly replies \$100.00. Trustee Barto states it was a tip that Leo gave the movers and then ask who authorized that? Leo responded I did it was under my spending limit. Trustee Barto says just allocate it from the General Fund. Shelly replies that's fine I just wanted it clarified. Trustee Schlachter ask where is it now? Shelly states it was always minus on the books for the Police Fund and they were always minus \$100.00 on the books month after month and they approached me on it and that's how I found out about it. I took it from the General Fund so they could balance their books. Then it was never brought up and clarified how it was supposed to be split. There was never a motion. It was discussed but never how to split. Board decides to leave as is no split needed just leave out of General Fund.

Shelly states there is a Sedgwick Invoice here for you and then the Ameritas Invoice that just came. Trustee Schlachter states yes, we will have to decide before we pay if we want to stay with Ameritas or go with another option.

Custodial Account

Legal working with Police to address the custodial account. OTARMA will be giving us quotes on added insurance coverage. Will send paperwork to OTARMA so we can get those quotes going.

Retention Schedule

According to Ohio History Connection, every department of our township needs to maintain a retention schedule. - Still waiting on some department heads to submit their schedules before we can move forward with the process of approvals & our Records Commission.

OPWC

I contacted Ohio Public Works Commission to address the needs of funding for our township roads that need repaired. I submitted this info to the Board for review.

With loan funding, OPWC offers 0% interest loans for the useful life of the project up to 30 years.

UNFINISHED BUSINESS

Update on various road pavement issues.

Don has been working on using a township map will be going over street by street to see what needs done and prioritizing what needs done first. Need to find out where funds will be coming from as well to make these repairs. Trustee Schlachter states it's just sustainability as a whole. We have a lot of expenses coming up. I would like to get together, maybe a special meeting next week to go over all this stuff. We have 911 coming up. Trustee Barto states there is like five roads that can not wait till the end of summer to be repaired. Bryon states we have a real problem with Pageland and Shoreland. I called Sarah numerous times. They said they were going to bring out a Hot Patch and spray it. I told them that that will not fix it that's just going to fill the top. Its not going to fix the underneath what has been going on for the last seven years. They had two engineers out there, had a pavement engineer, sanitary out there running cameras. Their just blowing smoke up our butts.

I'm telling you have a problem under that road. Its going to cave in and I want it on record it is not us talk to the county I want it dug up; they will not dig it up. Trustee Schuster said I can go out there and camera it with you. Bryon responds I can just order video from the county.

Trustee Schlachter ask Shelly what is the loan on the books we have right now, what's it for. Shelly replies it's for roads. Trustee Schlachter states like for Point Cove, Point? Shelly states it has two more years left on it. Trustee Schlachter ask do you know how many years it was for? Shelly says no I don't, Becky do you, was it 20? Bryon replies yes it was for 20 years. Zero interest.

Trustee Schuster states there are places online that rent Hot Boxes we could look into that. Trustee Barto states some of these roads are beyond that kind of help. Trustee Schuster states I will support you whatever you need purchase to do your job. If you want to look into it and see what you think.

Update on cul-de-sac and garbage trucks that caused damage.

Trustee Schlachter called Republic left message haven't got back to her yet. Trustee Schlachter talked to resident they said that the tote truck fits but the garbage truck does not. That's what is causing the damage. Check to see if any residents have ring doorbell to see what happened. Seems to be just Republic, not having trouble with Stevens Disposal. Some residents may switch to Stevens.

Leo received calls to see if we can cut that cul-de-sac. Trustee Schlachter ask do we own that? Bryon said we haven't cut it going back 40 years. Leo asks is it ours? Bryon said I don't know I just know no one I know in this position has ever cut it. Trustee Schlachter states well we have to check if its township property we are suppose to be cutting it. Bryon says we probably own it because there's a fire hydrant on it. I am sure its ours. Trustee Schlachter will look into it and see if we own it.

County wanting to vacate portions of Omar and Andover.

Trustee Barto ask Trustee Schuster did you have a chance to talk to the people that live over there. Trustee Schuster replies no. Trustee Barto ask did you try and make contact? Trustee Schuster replies no. Trustee Barto states we should probably try and get a hold of them. Trustee Schlachter states why don't we just send a letter to them. Trustee Barto says yes let's do that.

Air compressor purchase for the Roads Department.

Trustee Barto ask where are we at with this? Bryon replies I bought a 110 before I left. Trustee Barto says yes but you were on vacation and we discussed putting a bigger one over there. There are two different spec sheets to look at that Trustee Schuster had for Bryon to look at. Basically, the difference is the one is a one stage for Twelve or Thirteen Hundred and the other was a two stage that ran about double. Trustee Schuster states I am all for buying something that is going to last. Bryon replies well I guess it depends on what's going to happen to that building. We also talked about getting a lift. What's the future on the building is what I determine on what I will buy? Trustee Schuster states I think I have made my thoughts well known. I want to keep the building, get it fixed up. I want to get you the tools that every other township maintenance department has. We are operating with sticks and stones here compared to everybody else and it's not fair that Bryon doesn't have in his department that he needs. If the police need something they get it. If the fire department needs something they get it. We need to change that. I would like Bryon to decide what he wants. Trustee Barto says we can wait then. Bryon says it depends what we do with the Blessing Building. Trustee Schuster states well an air compressor can move like a copier can. Trustee Schlachter replies we approved the electrical. Trustee Barto replies Tom Barringer is going to do it. Bryon will make decision when we decide what's happening with Blessing Building.

Blessing Building

Trustee Barto - I spoke to a Real Estate Attorney he advised us to get in contact with the title company that was involved with the potential sale that fell through. Trustee Schlachter just gave me the name and number for them, I still have to call them. This attorney is willing to take on the project of looking into it for us and getting the deed restriction removed from the deed. I will call the title company. I would like to make a motion to be able to hire this attorney to help us with this. Trustee Schlachter ask do you know how much? Trustee Barto replies he told me to get with the title company first then give him a call. I am thinking the retainer would be less than \$1,000.00 to look at it and see where we can go with it.

MOTION: SPEND UP TO \$1,000.00 TO HIRE A REAL ESTATE ATTORNEY.

Mrs. Schlachter moved; Mr. Barto seconded.

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

Trustee Schuster ask should we just approach the Blessing family and ask if they are just willing to sign off? Trustee Barto states we could. I know that John Borell has tried to contact them both via email, mail and phone and he has not been able to get anywhere with them. I think spending money on a real estate attorney is our best option since he is an expert in that field. Would like to dedicate the building to them with a plaque when this is all over.

Updates on Lexipol

Trustee Schlachter ask Chief Kay, I know you have your portion turned into the attorney. Have you followed up with him? Chief Kay responds no. She asks can you please and see where we are at. Chief Kaiser you're the only other one, where are you at? Trustee Barto ask still September? Chief Kaiser replies we will shoot for September but I am not going to guarantee it.

Trustee Barto ask Chief Kaiser we talked about the Police Pursuit Policy did you by chance send that to the attorney or at least send parts of it to him in sections. Chief Kaiser replies no. Trustee Barto to email John Borell to see if we can do that. Trustee Schlachter states she sent her concerns regarding a few things on it that she would like checked into.

Update on Storm Water Utility Fund

Trustee Barto says he emailed Mike Pniewski regarding the area behind Mrs. Kingsley's home. Unfortunately, he said it is not covered under the money we can spend cleaning out ditches. Said it is not a run off. Trustee Barto is going to look into other options. Shanty Creek is not under petition and not in a drainage easement. Per the Ohio Revised Code public funds can only be spent if the obstruction log jam is causing or can potentially cause damage to life or property. This is from the County. I will look into this further and see what we can get done for you. Trustee Schlachter states that he did say that we have \$50,000.00 a year to spend and we spend it every year. I am trying to figure out what we are spending this on. I asked Shelly to look a few things up. Shelly did you get a chance? Shelly responds no I have not. I did send out an email to Lucas County Engineers Office. I know we did Broom Sweep last year. Other than that, I don't know. Bryon doesn't remember anything either besides the street sweeping. Shelly to follow up with the County. Trustee Barto to follow up on Mrs. Kingsley's problem behind her house.

NEW BUSINESS

Discuss renewal Levies coming up

Trustee Schlachter would like to push for a special meeting to discuss upcoming levies.

Discuss sponsoring a job fair to recruit potential employees

Trustee Barto would like to have one to help out police, fire and roads departments to try and get interested candidates for positions needed for the township. Have like a job fair, have donuts, coffee. See if we can get some interested candidates. Chief Kay what do you think about this? Chief Kay replies we actually have one tentatively scheduled for recruitment for the Fire Department on Saturday, June 18, 2022 from 11:00 a.m. to 1:00 p.m. here at the Station. Trustee Barto ask can we join in on it. Chief Kay responds of course we have just started working on it.

RESOLUTION #18:22: 10 DAY ZONING VIOLATION FOR 821 DAVID DRIVE. VIOLATION 1308(D) OF THE ZONING REGULATIONS.

Mr. Barto moved; Mrs. Schlachter seconded.

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

RESOLUTION #19:22: 10 DAY ZONING VIOLATION FOR 6207 RANDON DRIVE. VIOLATION 1308(D) OF THE ZONING REGULATIONS.

Mr. Barto moved; Mrs. Schlachter seconded.

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

Mr. Schuster wants to drive by and look at situation.

Resolution was going to be made for a violation about a car at the address at 6207 Randon but they decided to wait just do the 1308(D) Violation. Trustee Barto brought up that he mentioned last summer about a zoning issue Tom Yunker had when he was zoning inspector with something regarding a car at Mr. Barto's house. Something that our zoning regulations do not line up with the Ohio Revised Codes. Mr. Brittson states your right they do not line up. There is a ton of cars everywhere we need to figure out what we are going to follow. I mentioned before that these need to be reviewed.

Mr. Schuster wanted to know if we have any pictures. Mr. Britton states no we do not. Trustee Barto says we will wait on second violation and just do the 1308(D).

MOTION: TO ACCEPT THE RESIGNATION OF ALEC VAUGHN FROM THE WASHINGTON TOWNSHIP POLICE DEPARTMENT EFFECTIVE APRIL 25, 2022.

Mr. Barto moved; Mrs. Schlachter seconded.

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

Trustee Schlachter reminds Chief Kaiser to do a change of status form for Officer Vaughn. Shelly, Fiscal Officer asks who created that change of status form. I think we should make a policy that it gets done and makes its way around. Trustee Schlachter states the Department Heads know it needs done and that it needs to get to you after the proper signatures.

RESOLUTION #20:22: TO INCREASE REVENUE BUDGET TO POLICE LAW ENFORCEMENT TRUST 2261 FUND TO THE AMOUNT OF \$20,703.31.

Mr. Barto moved; Mrs. Schlachter seconded.

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

RESOLUTION#21:22: AUTHORIZING INCREASE IN MICRO-PURCHASE THRESHOLD AND ADOPT UNIFORM GUIDANCE PROCURMENT POLICY.

Mrs. Schlachter moved; Mr. Barto seconded.

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

MOTION: APPROVE SUPPLEMENTAL APPROPRIATIONS, BLANKET CERTIFICATES, PURCHASE ORDERS AND CHECKS NUMBERED 49465 to 49489 & ELECTRONIC PAYMENT NUMBERED 234 TO 254 TOTALING \$35,486.84.

Mr. Barto moved; Mrs. Schlachter seconded.

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

AND \$12,518.87 FOR ACCOUNTING, AND \$22,967.97 FOR PAYROLL.

Mr. Barto moved; Mrs. Schlachter seconded.

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

Trustee Schuster would like to make a comment regarding the estimate of the Overhead Roofing bid. A few people were wondering. I did have them update it and it is exactly the same. They held their price like they said for two years. Mr. Barto got a second bid for those who wanted one. It was well over double; it was \$134,000.00 from Nordmann Roofing. I feel we do need to move on this as quickly as we can they're not going to hold that forever. I did get it in writing and contract form for those of you that wanted that it has been done.

Speakers

Ward Schlachter

I am not up here to argue with anybody. Mark, I understand what you are trying to do for Bryon and it is all fine and dandy but what I keep hearing is that money is an issue.

Like for the Roads where are we going to get money for that where is that money going to come from. Trustee Schuster states Bryon has a lot of money in his account.

Mr. Schlachter replies ok so we do have money to fix the roof and all the stuff he wants. It sounds great but if we don't have the money? Trustee Schuster ask Shelly, how much money does Bryon have in his account right now? Shelly replies I am not sure I will get that amount to you.

Trustee Schuster replies you can just give it to Ward. Trustee Schlachter responds the issue we have is that the property tax is going to be light again this year we already know that by about \$100,000.00. That effects police, fire, roads and parks, everything. We don't have a bunch of money.

Mr. Schlachter states I would love a lot of things to but if you don't have the money. Shelly replies can I say something, that's just it like when you said you want a lot of things, we have to prioritize this township what our needs are and what our wants are and go from there. I think we have to take care of our needs first. Trustee Schlachter responds my biggest concerns right now is our roads right now, this 911 bill coming up we have no idea what's going to hit us with that. We have to defiantly look at where our things are what our capital needs do we have. How can we sustain our township?

Trustee Barto states we have to figure out how much we have and what our needs are. We have to prioritize. As far as taxes going up, not on my watch Mr. Barto states. I am looking into possible Grants for Roads.


Discussion regarding Washington Township and Washington Local Schools and information that has been passed on. Need to find out what is facts and what is misleading. Trustee Barto states he may check with John Borell.

MOTION: ADJOURN MEETING AT 7:51 P.M.

Mr. Barto moved; Mrs. Schlachter seconded.

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

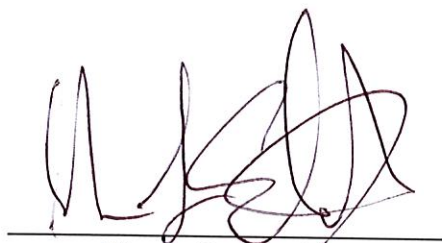
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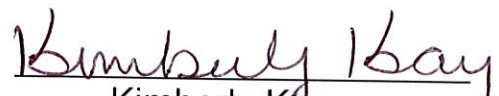
Don Barto



Kellie Schlachter



Mark Schuster



Kimberly Kay