

## **Kellie Schlachter - Trustee**

### **Report for Tuesday, December 13, 2022 Meeting**

Updates to Facebook

Updates to Website

Review and sign AP checks

Review and approve payroll

Participated in the Point Place/Shoreland Christmas Parade

Calls regarding 911 TAC committee and alternative funding

Numerous discussions related to the budget with Leo and also meet with Shelly

Final review of budget with questions, comments, and suggestions back to Leo

Review Police Logs

Discussions with Leo regarding township business throughout the past weeks

**Leo Britton - Township Administrator / Zoning**  
**Report for Tuesday, December 13, 2022 Meeting**

Worked with Heidi Fought to talk about house bill 505.60 for emergency response services from 28 hrs. to 38 hrs.

Got quote and invoice for Scott's Concrete for Shoreland Park.

Completed rock wall and slide installation at park. Paid for out of OTARMA

Met multiple times with department heads on their budgets.

Worked with Trustees on cost saving ideas for budget.

Sent Email to WLS asking if they could supply signs saying this area isn't a drop off zone still waiting to hear back. They have done this in the neighbor hoods around Whitmer.

Leaves are finished for year submitted numbers to Shelly for reimbursement.

Worked with Ron on re-classification for fire for BWC. Nice cost savings for fire info supplied to Shellie by BWC audit.

Talked to RJ to get idea for 2023 pricing for health insurance for Budget

Gathering pricing for 2023 budget.

Talked to Shelly about budget and also items for the 2023 planning meeting.

Talked to Ron about ambulance.

Finished Township Org chart.

Talked to trustees about budget and day to day activities.

## **Michele Nowakowski – Fiscal Officer**

### **Report for Tuesday December 13, 2022 Meeting**

#### **Invoices & Budgets**

Continuing to work with Dept. Heads and Administrator on budgets.

I am asking Dept. Heads to submit remainder of all invoices for 2022 by December 27<sup>th</sup> and to please inform me by this date if any purchases were made that an invoice was not received for. Please continue to watch your budgets and spending limits. General & Police budgets are especially tight. All invoices dated for this year must be paid out of this year's appropriations even if paid in the following year.

#### **BWC Invoice**

The annual estimate was received for year 2023 in the amount of \$22,301. A 2% rebate is to be received by paying annually. I anticipate next year's estimate will be less due to possible reclassification.

#### **OTARMA Invoice**

The annual insurance invoice was received for year 2023 in the amount of \$25,895.

Both invoices will need to be approved before paying.

#### **Storm Water Utility Reimbursements**

Our request for reimbursement has been submitted to the County. Requested amount = \$12,604.97. Once received, funds will be credited accordingly.

Jay, from the County said our cap for reimbursement each year is \$50,000. He stated that as we obtain invoices throughout the year we may submit them. He also offered suggestions and his assistance so we may capture even more reimbursement next year. This information I passed on to our Roads Superintendent & Administrator.

## **Fiscal Officer Report continued.**

### **Unclaimed Money**

All documents requested by the Ohio Department of Commerce, Division of Unclaimed Funds, are ready to send to claim \$724.70 of our “missing money” listed on the Lucas County Treasury’s website. Continuing research for any additional money not found.

### **Online Payments**

We received our first work order for a permit through our website’s online payments. The work order was submitted to Leo for processing the permit.

### **Fiscal Year End**

I attended an all-day webinar regarding year end. Uniform Accounting Network (UAN) software has been updated and the year-end process is beginning.

After appropriation budgets are approved by resolution I may enter in both revenue and expense budgets for 2023. PO’s for 2022 are being adjusted and new PO/BC will be created for next year. Many steps are needed to complete the year end process. The deadline for submission to the Auditor of State is March 1<sup>st</sup>.

### **Resolution:**

Appropriation Budget

## **Chief Kay – Fire Department**

### **Report for Tuesday, December 13, 2022 Meeting**

Rescue Engine 72 had air brake issue repaired by General truck on 12/8.

Day shift crew was at Shoreland School on 12/2 presenting fire safety education to K-2 students. Monitored fire drill on 12/8.

WTFD participated in Point Place/Shoreland tree lighting ceremony and holiday parade.

Chief Kay attended Lucas County EMS reform meeting on 12/1.

Chief Kay met with TA L. Britton on 12/8 to finalize 2023 FD budget.

The Shoreland Firefighters Association is very appreciative of the great community support at this year's Feather Party fundraiser. The association was able to raise \$10,600.00 making this year's feather party the most successful in department history. All funds raised help support the WTFD with equipment and training needs.

## **Chad Klavinger – Roads Superintendent**

### **Report for Tuesday December 13, 2022 Meeting**

Continue leaf pick up. Completed

Install new Washington Twp limit sign on Alexis Rd

Talked to Lucas County about salt

Checked on a possible water main leak at 812 Silver, found the storm drain grate covered and no moving water noticed. Cleared storm drain grate and will keep an eye on the area

Removed tree that fell on to the road at 5476 Omar

Attended salt meeting and safety training at Lucas County

Work with playground equipment installers

Mowed at 6016 Summit St for blight

Work with City of Toledo on water meter at Blessing building. Installed new water meter

Posted items on Gov Deals

## **Laura Wishart – Shelter House**

### **Report for Tuesday, December 13, 2022 Meeting**

Floor completed at the hall and look great.

Met with Leo to go over changes to be made in Lexipol.

Put feet on chairs at hall that didn't have any.

Ordered feet for all the chairs to cover worn out chair feet.

Hall rentals continue to come in for next year.

November rental income was \$1,650.00.

## **Chief Kaiser – Police Department**

### **Report for Tuesday, December 13, 2022 Meeting**

Requesting the board to pay Mark Barker \$20.00 from \$19.00. Asking for retroactive pay to January 1, 2022.

Requesting the board to pay for the medical bills that BWC turned down as a claim for Ptlm. Terry Picking in the amount of \$820.37 and \$84.07.

We are looking at a possible grant through House bill 6448 which could aide the police department pay for new officers, retain officers, help offset the cost for Noris, increase the number of CIT officers etc. It could be up to \$60,000 per year from 2023 through 2027.

We have secured 6 motor vehicle titles from the impound lot in which the vehicles went unclaimed. Requesting the board to permit these vehicles to be auctioned off on govdeals.com. Estimated value \$ 12,000 to \$20,000

Working on finalizing the total number of hours each officer had for the State of Ohio's mandatory training and additional training.

Had a police car in the Point Place Holiday Parade on Sunday December 4<sup>th</sup>, 2022.

Will have a police car in Operation Santa's Sleigh on December 23<sup>rd</sup>. This is for all the safety forces in Lucas County (Police -Fire) team up in a parade.

Ptlm. Whitmore has received a conditional letter of employment from the City of Oregon Police Department. If all goes well, he will start January 3<sup>th</sup>, 2023.

Deputy Chief Hart facilitated the transfer of unclaimed new clothing to Shoreland School. All clothing dropped off to the Principal, Mrs. Dedo in time for the holidays.

Lexipol police policies are complete and turned over to Township Administrator for review.