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ORGANIZATIONAL MEETING DECEMBER 27, 2022 FOR 2023

Mr. Barto called the meeting to order at 6:46 p.m.
Mr. Barto moved; Mrs. Schlachter seconded.
Roll Call: Mr. Schuster present, Mrs. Schlachter present, Mr. Barto present.

Department Heads

Chief Kay/fire
Chief Kaiser/police
Chad Klavinger/roads

Fiscal Officer

Michele Nowakowski

Township Administrator

Leo Brittson

Nomination for chairperson and vice chairperson

Motion: Trustee Schuster nominates Trustee Barto as Chairperson and Trustee Schlachter seconded the nomination. Trustee Barto accepts and is announced Chair of the Washington Township Board of Trustees for 2023.

Mr. Schuster moved; Mrs. Schlachter seconded

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

Meeting turned over to Chairperson Don Barto.

Motion: Trustee Barto nominates Trustee Schlachter as Vice-Chairperson. Trustee Schlachter accepts and is announced Vice-Chairperson of the Washington Township Board of Trustees for 2023.

Mr. Barto moved; Mr. Schuster seconded.

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

ZONING APPOINTMENTS

Nominations for Zoning Commission Board Janet Dombkowski term ends 12/31/22 (Trustee Barto contacted Mrs. Dombkowski she is not interested in another term).

There are two people interested on the position. Chris Schuster and Sue Thompson. Mr. Barto would like to hear from Mr. Schuster and Mrs. Thompson what their thoughts are on taking the position.

Motion: Appoint Chris Schuster to the Zoning Commission Board effective January 1, 2023 to December 31, 2027

Mr. Barto moved; Mrs. Schlachter seconded.

Roll call: Mr. Schuster, abstain; Mr. Barto, yes; Mrs. Schlachter, yes.

Nominations for Zoning Appeals Board Jim Binienda term ends December 31, 2022. (Mr. Binienda is interested in staying on).

Motion: Reappoint Jim Binienda to Zoning Appeals Board effective January 1, 2023 to December 31, 2027.

Mr. Barto moved; Mr. Schuster seconded.

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

Nominations for Zoning Alternates Jerry Mayfield term ends December 31, 2022. (Mr. Mayfield is interested in staying on).

Motion: Reappoint Jerry Mayfield for Zoning Alternate effective January 1, 2023 to December 31, 2023.

Mr. Barto moved; Mr. Schuster seconded.

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

MOTIONS

Administrative office hours

Motion: Administrative office hours to remain the same 9:00 a.m. to 2:00 p.m. Monday – Friday.

Mr. Barto moved; Mrs. Schlachter seconded.

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

Schedule for regular monthly board meetings.

Motion: Set regular monthly Board Meetings to once a month on the 2nd Tuesday of the month at 6:00 p.m.

Mr. Barto moved; Mrs. Schlachter seconded.

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

Quarterly financial meetings

Motion: Meeting for Finances for the Township, 4th Tuesday in March, June and September at 6:00 p.m.

Mr. Barto moved; Mrs. Schlachter seconded.

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

Payroll split for Township Administrator and Elected Officials

Assistant positions. Trustee Barto explains that Leo and Kim do work for all the departments. Feels their pay should be split between all the departments not just out of general fund. Chief Kaiser wants a dollar amount what he is going to have to pay. States he was not told about this.

Trustee Barto states we discussed the idea at the last meeting and at the meeting before that. Trustee Schlachter says we also talked about it at the budget meeting. Chief Kaiser ask if Chief Kay budgeted for it and if Chad (Roads Superintendent) budgeted for it and they both responded yes.

Chief Kaiser asks did you guys know about it? They both replied yes.

Trustee Barto states it was put in everyone's budget. Chief Kaiser states every time I turn around you guys are saying how broke I am or how tight my money is. Now I get hit with this. I do remember Shelly telling me this might be coming down the pipe or coming up. Trustee Barto says well it was in your budget didn't you look at your budget? Chief Kaiser replied yes but I never saw that. Trustee Schlachter states they both do work for the overall office and each department.

Chief Kaiser wants to know what the dollar amount is. Shelly says I have it on my screen here. For Leo and Kim, the salary it is \$10,200.00 and then you have OPERS and Medicare on top of that. Trustee Schlachter states the budget was already approved with this in here. Trustee Barto replies yes, I know. Each department head approved their budget. Trustee Schuster ask what is the general paying for them. Shelly replies \$10,158.00 out of general. Leo says it was divided 25% out of general, 25% out of police, 25% out of fire, 12 ½ out of parks and 12 ½ out of roads. Leo's zoning pay is all out of general fund. Trustee Schuster ask again if Chad and Ron knew it was figured in their budget. They both replied yes. Chief Kaiser said no one mentioned it to him. Shelly briefly said it may be coming down the road. Trustee Schuster states he heard rumors about it but didn't know he approved the budget with it in it. Trustee Schlachter says she 100% knew about it and 100% agrees with it. Chief Kaiser says you sold the township administrators position that it was going to be paid out of general fund. Now six months later I am paying for it or part of it. Trustee Schlachter states your not paying for its Chris the tax payers are. We are a whole team here. We have to spread some of the expenses around. Everything can't come out of general especially if it has to do with all the department. Chief Kaiser replies I am not trying to be difficult I just wasn't aware of it. Trustee Barto ask Chief Kaiser if it wasn't for Leo helping you with Lexipol would you be done with it. Chief Kaiser says can you speak up they can't hear you. Trustee Barto ask who can't hear me. Chief Kaiser says the people. Trustee Barto says I am not talking to them I am talking to you. Trustee Barto repeats himself if it wasn't for Leo would you have Lexi pol done? Chief Kaiser replies probably not. Trustee Barto says and what about your budget he worked with you to understand it and worked with you to cut it in half where you were in a deficit. You have to be honest here he helps with a lot. He helps you right isn't it fair that you pay for some of that out of your budget. Chief Kaiser responds yes but that's not how you sold it to the people. You said his pay was coming out of general fund. Trustee Schuster asks if this is for one year. It can be voted on every year, right? Trustee Schlachter replies yes it has to be voted on every year. Chief Kaiser asks I would just like to see what the amount is that I am going to be paying. Leo said I can send it to you again.

Motion: Payroll split Township Administrator and Elected Officials Assistant pay among all departments per planned out in the approved budget. Divided out 25% out of general, 25% out of police, 25% out of fire, 12 ½ out of parks and 12 ½ out of roads.

Mr. Barto moved; Mrs. Schlachter seconded.

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

Discuss discontinuing auxiliary police.

Trustee Barto ask Chief Kaiser his thoughts on discontinuing it.

Chief Kaiser replies, yes thinking about it because he spoke to Shelly its something to do with workers comp. It is going to cost close to \$5,000.00 more just to maintain an auxiliary. Shelly states close to that. It's a minimum of \$4,500.00 and then a minimum of \$300 per volunteer.

Chief Kaiser states he would like to suspend the auxiliary not abolish it.

May want to revisit it in the future. Trustee Barto ask if we even have anyone in it? Chief Kaiser replies yes, we have two. Trustee Schlachter really?

Chief Kaiser says one is on medical leave and is an officer who I had sworn in as a, how should I say this, as a favor to the sheriff so he could keep his police powers. He is the Mayor of Waterville or is it Whitehouse? He came from the sheriff's department as an internal affairs officer and I kept him on auxiliary for that purpose. If you suspend or abolish the auxiliary, I would like to discuss with you guys later to bring him on as a per diem investigator. He is highly qualified. He just retired from the sheriff's office. Trustee Schlachter ask what is his name? Chief Kaiser replied Don Atkinson. He says he don't want to lose him. Shelly states it would be cheaper to bring him on as part timer. Trustee Schlachter ask if he ever puts in any hours with us? Chief Kaiser replies no but he um, he does have all the training requirements that are required by the state.

Trustee Schlachter ask how long he has been on auxiliary? Chief Kaiser replies maybe a couple, three, four years. Chief Kaiser would like to suspend auxiliary. Trustee Schlachter would like to suspend for 2023. Ask Shelly to find out if we would have to pay still if it is suspended. Shelly will check into. Chief Kaiser wants to suspend for 2023 and revisit. Leo is wondering if we could keep him on as a contractor for us to keep his powers but protect us if something happens. Chief Kaiser to find out what we can do and what is best for everyone. Leo we could do a per diem pay X amount of dollars for his services when needed. Trustee Schlachter says he would have to worry about his own insurance.

Motion: Suspend auxiliary police for 2023.

Mr. Barto moved; Mrs. Schlachter seconded.

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

Payroll dates for elected officials.

Motion: Continue to pay Elected Officials bi weekly, 26 pays a year.

Mr. Barto moved; Mrs. Schlachter seconded.

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

Motion: Continue to pay Trustees and Fiscal Officer out of the General Fund.

Mr. Barto moved; Mrs. Schlachter seconded.

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

Employee 5% pay raises.

Motion: Approve a 5% pay raise across the board for all employees for the 2023 fiscal year effective January 1, 2023. Approved in budget for 2023.

Mr. Barto moved; Mrs. Schlachter seconded.

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

Payroll change forms will need to be completed for this.

Split for shared invoices.

Motion: Split invoices for Shoreland Building: Fire 60%, Police 20%, General 15%, Roads 2.5%, Parks 2.5%.

Mr. Barto moved; Mrs. Schlachter seconded.

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

Split for interest payments

Motion: Continue to split the interest that comes in evenly between funds according to the balance of fund.

Mr. Barto moved; Mrs. Schlachter seconded.

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

Gov deals sales.

Motion: Blanket approval for all departments to list items on Gov deals to sell for unneeded property, ceased cars, for the fiscal year 2023.

Mr. Barto moved; Mrs. Schlachter seconded.

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

Rescind the motion until the next meeting need more clarification for the wording for the motion.

Observed paid holidays, administration offices closed.

Discussion

Motion: The following days will be 2023 paid Holidays:

New Year's Day January 1, 2023 - Observed on Friday, November 24, 2023

Martin Luther King Day, Monday, January 16, 2023

Presidents Day, Monday, February 20, 2023

Memorial Day, Monday, May 29, 2023

Independence Day, Tuesday, July 4, 2023

Labor Day, Monday September 4, 2023

Columbus Day, Monday, October 9, 2023

Veteran's Day, Saturday November 11, 2023 – Observed on Friday, November 10, 2023.

Thanksgiving Day, Thursday, November 23, 2023

**Day after Thanksgiving, Friday, November 24, 2023
Worked January 2, 2023 for this day to be off paid.**

Christmas Eve, Sunday, December 24, 2023 - Observed on Tuesday, December 26, 2023.

Christmas Day, Monday, December 25, 2023

New Year's Eve, Sunday December 31, 2023 – Observed on Friday, December 29, 2023.

Mr. Barto moved; Mrs. Schlachter seconded.

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

RESOLUTION #74:22: APPROVE 2023 PURCHASE ORDER & BLANKET CERTIFICATES, WITH EACH NOT TO EXCEED THE AMOUNT OF \$50,000.00.

Mr. Barto moved; Mrs. Schlachter seconded.

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

RESOLUTION #75:22: JOINT COOPERATION AGREEMENT WITH LUCAS COUNTY.

Mr. Barto moved; Mrs. Schlachter seconded.

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

Send signed Agreement back to Missy Dixon.

Lady in audience would like to know why the layout for the tables and chairs for the meeting was changed. States that on a safety level feels that the police chief should not have his back to the unlocked door.

Trustee Barto states it was his idea to turn the layout around. Lady states she is just stating her concern. Chief Kaiser says he is fine isn't worried about it. He appreciates her concern.

Motion: Adjourn meeting at 8:08 p.m.

Mr. Barto moved; Mr. Schuster seconded.

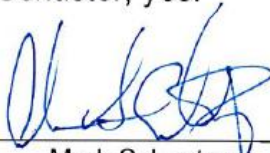
Roll Call: Mrs. Schlachter, yes; Mr. Barto, yes; Mr. Schuster, yes.



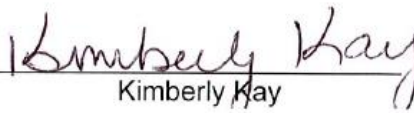
Don Barto



Kellie Schlachter



Mark Schuster



Kimberly Kay