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# REGULAR MEETING DECEMBER 13, 2022

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

Mr. Barto moved; Mrs. Schlachter seconded.

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

Pledge of Allegiance

**Fiscal Officer** - Michele Nowakowski

**Township Administrator** - Leo Britton

## **Department Heads Present**

Fire – Assistant Chief Bailey

Police – Chief Kaiser

Roads/Park – Chad Klavinger

## **MOTION: APPROVE MINUTES FROM REGULAR MEETING November 22, 2022.**

Mr. Barto moved; Mrs. Schlachter seconded.

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

## **Trustee Barto**

Trustee and Department Heads Reports can be found online at [Washington-twp.com](http://Washington-twp.com). Any questions please contact Department Head.

## **ANNOUNCEMENTS**

Trustee Schlachter would like to thank everyone who came out to the parade. Trustee Schuster thanks Trustee Schlachter for doing the parade.

Trustee Barto would like to thank Chief Kaiser and his officers for what they do. There were a couple incidents that they took care of that were serious.

Trustee Barto states Becky Blessing Brocus would like to address the Trustees regarding the Blessing Building.

Mrs. Blessing Brocus stated last week she emailed, got in contact with their lawyer to see what he had heard from Mr. Borell. They got in contacted with each other on Thursday. After the meeting their lawyer got in contact with and asked them to come meet with them to discuss a few things that he was concerned about. The first thing was that the Washington Township Trustees want them to sell the building and split the profits. Their lawyer said this is what John Borell had told him that the Trustees wanted to sell the building then divide the profits. Mrs. Blessing Brocus stated her and her brother told him no. When their meeting was done, she called Mr. Barto and Mr. Schuster and they told her no they were not interested in selling the building. That they would still like to go with what they previously talked about and keep the building and taking care of it and getting some financing for it. She said Mr. Barto and Mr. Schuster didn't understand why there was talk about selling the building again. They weren't aware of it. Mrs. Blessing Brocus stated that her main thing is that Mr. Borell keeps telling you guys that if you do anything to the building, we are going to sue you. She said that her lawyer and her brother don't know what that is pertaining to. If they put money into the building that they had for 85 years because according to the deed you were supposed to keep the building up and be using it like it was meant to be used since the 1930's. But nothing has been done to it since the 1990's. So, in the long run she said her family could really sue the township for not keeping up your end of the bargain and keeping up the property. She said she doesn't know where it is all coming from. She has talked to both Mr. Barto and Mr. Schuster and it is disheartening.

She said they are making sure they are getting the deed all cleared. The building itself is solid it's the roof that needs replaced and the few things inside. She is looking into some grants to help with a few things. Feels like there is a lot of lack of communication. She has spoken to people that want it reopened and want to see it get fixed. Would like to see it used as a community/youth center, use it for before and after school programs, maybe rent the hall for parties. They use to use that building for a lot of different functions. Ask the Trustees to please get their heads together and get stuff straightened out and she will work on getting the title situation straightened out. Trustee Schuster replies he appreciates her coming in. He said he doesn't know where it came from that he wanted to sell the building. He said because when he met with the Blessings that one of the stipulations, he asked them can you trust me, he said no don't trust me, don't trust Don, don't trust Kellie. You need to look after yourself and this is the way I would word it that the building cannot be sold for X amount of period of time. Mrs. Blessing Brocus replied yes and that's what we did when we wrote that up send, she has a copy here. Trustee Schuster said no matter what I say or no matter what I do two people can out vote me at any one time. Mrs. Blessing Brocus stated when they did the user restriction agreement that the lawyer wrote up for us. Trustee Schuster replied yes, we want a clear title to the property. Mrs. Blessing Brocus replied yes that is what we are working on. Trustee Schuster replied I want to protect the Township and I want to protect what your ancestors wanted done with the building. He said that's why I said I would put the stipulations in to get the roof fixed, no sale of the property. Mrs. Blessing Brocus replied yes that's what we did. He said that's why he is flabbergasted and it got twisted that they wanted to sell it and split the profits. That never even entered his brain. He doesn't know where that came from. Mrs. Blessing Brocus stated I know the one we wrote up, the user restriction agreement, states that the Trustees shall within 12 months of the effective date of when agreement is signed arrange installation of a new roof for the building and agree that such building be maintained and kept in good condition and repaired and shall not be demolished for a period of 20 years from the effective date when this is signed. The Trustees further agree that they shall not conveyer otherwise transfer ownership of the Trustee property for the restriction period.

This agreement and the restrictions are set forth herein shall run with the land and shall be binding upon Trustees and Blessings and the respective successors and assign all persons claiming under or through the Trustees or Blessings all other parties or entities who acquire title are granted the right to use the Trustee property and all the other persons claiming ownership, possession or use of the Trustee property or any portion thereof. This agreement shall automatically terminate and be of no further force and effort on and after the expiration of the restriction period of 20 years. If the Trustees violate this agreement the Blessings and or the successors may initiate legal action against the Trustees or the Trustees successors for specific performance injunction, declarity relief, damages or other remedy available. Mrs. Blessing Brocus states their trying to be up front but it just seems someone is always trying to do the opposite. Trustee Schuster replies everything you just said I am fine with. Mrs. Blessing Brocus was just hoping this would all be cleared up by the first of the year. She said she was going to look into some grants or get some people in the community to do some of the work that the building needs. She said it will need a plumber, heating and air condition and an electrician. Trustee Schuster replies yes but after a new roof. He said he appreciates all the time she has spent with this. He said the moment someone puts it in front of him he will sign it. They have to get the title cleared. Trustee Barto said the roof has already been approved to get done. The holdup is the title. Once it is cleared up, we can move forward. Shelly can attest to what's going on with it. The residents can come back on us personally if we go head and put the roof on the building now if we do not technically own it. John Borell has made it cleared to me several times that we do not own the building per the deed restriction. Once the fire department was no longer located there it should have been reverted back to the Blessing family. Mr. Mayfield had brought up several times to the Board about putting a new roof on it. But did not get anywhere with that. It's been neglected for many years. Trustee Barto said we will move forward as soon as deed is cleared up.

Rosanna Hoelzle, Membership and Outreach Coordinator, from TMACOG spoke regarding what TMACOG has to offer for the Township and ways they can help. The cost to the Township per year for a membership would be \$890.00. Trustee Barto said the Trustees will look into it and will revisit after first of the year.

Trustee Barto called an Executive Session. Trustee Schuster asked if it could wait till end of meeting. Trustee Barto agreed.

## **Fiscal Officer Michele Nowakowski's financial report.**

### **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.

### **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. POs 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>.

## **UNFINISHED BUSINESS**

### **Police Lexipol update.**

Chief Kaiser is done needs to turn into Leo.

### **Shoreland Park playground equipment.**

Installed.

### **Snow no parking signs**

Leo said they will start putting them up this week. Notice is in the Point/Shoreland Journal. Needs to run for three consecutive weeks. Trustee Schlachter will post online.

Trustee Barto would like to see if we could have the Welcome to Washington Township sign on Alexis moved out a little to make more visible. Leo asks Rick if we need to check with county. Rick replies technically yes. Leo will speak to Trustee Barto about it later. Will check into.

### **Potholes in Fullers Creekside Subdivision**

Trustee Barto ask Chad if he had a chance to go over and look at the situation? Chad said he did. He feels there is way too much for them to cold patch. Says there is chunks of the road that is gone. Trustee Schuster agrees. It's the area where they approved to pave next year. Leo wants to see if they can move it up earlier in year for them to come out and pave.

### **Appropriation budget**

Leo explained.

General: \$182,180.77

Motor Vehicle License Tax: \$4,000.00

Gasoline Tax: \$124,050.93

Road and Bridge: \$69,107.54

Special Levy Police: \$767,795.23

Special Levy Fire: \$586,570.70 (includes ambulance)

Special Levy Park: \$73,702.64

Permissive Motor Vehicle License Tax: \$8,650.00

Law Enforcement Trust: \$15,000.00

Enforcement and Education: \$500.00

Special Revenue Lighting: \$30,000.00

Pace: \$1,685.70

Trustee Schlachter states that the biggest ones that are negative are the police at \$56,995.23 and fire at \$10,200.70 meaning they are going over what they estimated the revenue as. Trustee Schlachter asked Chief Kaiser when we first started looking at this about three weeks ago you started at about \$90,000.00 or \$100,000.00 what have you done to get it down to \$56,000.00? Because you made progress. What have you done to get it down? What are some of the things you are going to do this year to help? Chief Kaiser responded cut overtime. Took out a new car. Rework the scheduling. Chief Kaiser asked Leo what else did we do? Leo stated the biggest thing is you reworked the scheduling. There are two different things they are going to try.

Chief Kaiser said he doesn't like to give out his secrets. Leo responded well then why did you ask me. Trustee Schlachter said I just wanted you to give a highlighted summary. Chief Kaiser said we are reworking the schedule. He asked is that sufficient Mrs. Schlachter? Trustee Schlachter replied I think when we get the first tax payment in like March like Shelly said we will be able to see what your next tax payment is. It may be higher than what we thought it would be then that will help us so hoping the \$56,000.00 isn't going to be \$56,000.00 so we don't have to get into your reserves. Chief Kaiser said they are looking at a couple grants. Trustee Schlachter said as far as fire and the \$10,000.00 are we going to have to go into the reserves or what do you think? Leo responded I think their good. Part of it is you guys had me split out the administrator's salary and the elected official's assistant's salary which is what pushed it over. Trustee Schlachter said and general were close. Leo said we will get some of the general back. I spoke to Shelly yesterday and she wanted be to bump up the insurance line. When she has to pay out for insurance for Marks kids it gets deducted and then it goes back in, we put that in so she would not go over in that fund and then it will come back out. So that's probably about half of that. Trustee Schlachter asked if there are raises in there for the employees? Leo responded yes 5% across the board. Trustee Schlachter asked if he bumped up for benefits like 10%? Leo responded yes; I did 10%. Leo said this is what we are projecting our expenses to be in 2023. 911 cost is included. Trustee Schuster asks if the residents can go online and look at this? Shelly said no not yet this is just something we are presenting right now. Like our work sheet. They will be once it is final. Trustee Barto ask Shelly if she is fine with all this. Shelly responded yes, I worked with Leo on this and he worked really hard on it. I spoke to all the department heads and they are good with it. She said she pointed out a few things and those changes were made. She said she feels we are ok. Trustee Schlachter would like to move forward with a motion to except the budget except two things that they are going to add \$30,000.00 of expenses into 2902 and also to appropriate \$210,000.00 into fire. Leo said it is not \$30,000.00 it is up to \$30,000.00. So, it is going from \$18,705.00 to \$30,000.00. I gave him the new number.

**RESOLUTION 71:22: ANNUAL APPROPRIATIONS FOR 2023  
EXPENDITURES IN THE \$1,864,243.51 IS APPROVED AT PROGRAM  
LEVEL.**

Mrs. Schlachter moved; Mr. Barto seconded.

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



## **NEW BUSINESS**

### **Employee holidays and personal days.**

Trustee Barto said there has been some back and forth on this topic. Trustee Barto spoke to John Borell on this. He said a lot of this depends on what our policies say.

Discussion. May have to adjust what our policies say and make some changes.

Shelly and Leo will discuss and bring information/ideas to the organizational meeting.

### **Retro pay for Mark Barker**

Never received his pay increase after his one-year anniversary date. Need to think about creating a letter for an offer of employment when we hire an employee. That way we have in writing and detail all this information.

**Motion: Pay wage adjustment for police officer Mark Barker at flat rate of \$200.00.**

**Increase his hourly wage from \$19.00 to \$20.00 an hour. Effective immediately.**

Mr. Barto moved; Mrs. Schlachter seconded

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

### **Curbs in Shoreland Heights**

Trustee Barto received email from a resident. The curbs are starting to disintegrate. Rick went over to look at them and ended up fixing a few of them. Still having problems. Trustee Barto will get the residents information wants Chad to follow up.

### **OTARMA invoice approval.**

**Motion: Approve OTARMA Invoice in the amount of \$25,895.00 for the anniversary contribution for 2023 annual insurance.**

Mr. Barto moved; Mrs. Schlachter seconded.

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

**Motion: Approve BWC Invoice in the amount of \$22,301.00 annual estimate 2023.**

Mr. Barto moved; Mrs. Schlachter seconded.

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

**Pay BWC bills for Terry Picking.**

**Discussion**

**Motion: Approve payment of two medical bills for Terry Picking in the amount of \$904.41.**

Mr. Barto moved; Mr. Schuster seconded.

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

**Motion: Approve police department to sell 6 cars on Gov deals.**

**2007 Chevy Monti Carlo**

**2014 Chevy Cruz**

**2009 Mercedes**

**2010 Jeep Patriot**

**2010 Chrysler PT Cruiser**

**2010 Mazda CX7**

Mr. Barto moved; Mrs. Schlachter seconded.

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

## **RESOLUTIONS**

**RESOLUTION #72:22: NOTIFYING LUCAS COUNTY AUDITOR TO ENTER ON THE TAX DUPLICATE THE CHARGE OF \$500.00 LISTED FOR THE INDIVIDUAL PROPERTY 6016 SUMMIT STREET TO BE A LIEN ON SUCH LAND FROM THE DATE OF ENTRY AND TO BE COLLECTED AS OTHER TAXES AND RETURNED TO THE TOWNSHIP GENERAL FUND.**

Mr. Barto moved; Mrs. Schlachter seconded.

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

## **EXECUTIVE SESSION**

**MOTION: Enter into Executive Session at 7:47 p.m.**

**Per ORC 3358:17 (A)(1) To consider the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee or official.**

Mr. Barto moved; Mrs. Schlachter seconded.

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

**Return from Executive Session at 7:59 p.m.**

Mr. Barto moved; Mrs. Schlachter seconded.

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

No decisions were made in Executive Session.

**MOTION: APPROVE SUPPLEMENTAL APPROPRIATIONS, BLANKET CERTIFICATES, PURCHASE ORDERS AND CHECKS NUMBERED 49876 TO 49910 & ELECTRONIC PAYMENT NUMBERED 840 TO 918 TOTALING \$101,648.64.**

Mr. Barto moved; seconded.

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

**AND \$49,197.97. FOR ACCOUNTING AND \$52,450.67. FOR PAYROLL.**

Mr. Barto moved; Mrs. Schlachter seconded.


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

**MOTION: Adjourn meeting at 8:00 P.M**

Mr. Barto moved; Mr. Schuster seconded.

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

Approved by:

  
Don Barto  
Mark Schuster  
Kellie Schlachter  
Kimberly Kay