

Don Barto - Trustee
Report for Tuesday, February 14, 2023 Meeting

Daily updates with Leo regarding management concerns and decisions

Emailed attorney for various issues

Updates to Facebook for resident information

Meeting with Chief Kaiser and DC Hart regarding personnel and OT issues

Repaired toilets at the shelter house

Looked at the furnace at the roads garage with Chad

Attended the fire department banquet

Answered calls from residents to resolve several issues

Ordered parts for shelter house toilets and replaced auto flush with standard flush handles

Working on organizing summer get together

Kellie Schlachter – Trustee
Report for Tuesday, February 14, 2023 Meeting

Created and sent out the January 2023 Newsletter

Posted newsletter to the website

Made posts to the Township FB Page

Attended the Washington Twp Firefighters Award Banquet

Attended 911 TAC Meeting

Meet with Eric to go over Police pursuits

Daily briefings with Leo to discuss township business

Insurance renewal – Kim is helping with Form Fire

Review year end totals and read notes Shelly has to send out

Review and sign checks

Review and approve payroll

Review January meeting minutes

Point Place/Shoreland Parade is June 3rd at noon

**Leo Britton - Township Administrator/zoning
Report for Tuesday, February 14, 2023 Meeting**

Attended the Washington Twp Firefighters Award Banquet

Blight calls

Met with Amber Hanson about tree after 10 notice was received

Worked with Chad about repairs on Backhoe and Dump Truck

Prepared TruPay for use with pay per call fire fighters

Training class for fire on use of trupay

Exit interview Andrew Whitmore

Review Budgets

Met with Don, Chris, and Eric about police schedule and OT

Did a ride along with Chad during snow

Took calls about issue with snow removal

Updated website

Worked with Laura on project for Don

Lexipol for police has been submitted to Prosecutor for review

Worked with county on a zoning permit request

(Continued)

**Leo Britton - Township Administrator/zoning
Report for February 14, 2023 Meeting**

Worked with prosecutor with some payroll issues

Sent findings for payroll requiring changes to Shelly

Closed out all zoning certificates for 2022

Worked with OTARMA for the safety grants for fire and police

Made updates to Lexipol to match motions from organizational meeting

Talked to Trustees to keep up to speed.

Michele Nowakowski – Fiscal Officer
Report for Tuesday, February 14, 2023 Meeting

Year End Process

Notes to the Financial Statements have been made and our 2022 Annual Financial Report, has been submitted to the State Auditor. All deadlines have been met. A notice has been requested to be published for all who wish to see the Annual Financial Report.

BWC True-Up

The Bureau of Worker's Comp True-Up Report has been completed. We received refunds totaling \$14,821 mostly due to the change in employee scheduling. By placing employees on scheduled shifts at the station, it allowed us reclassify those wages into a lower cost bracket, thus reducing our expenses.

Unclaimed Funds

Our township just received \$15,062.61 in unclaimed funds I found from 2019. Those were from Lucas County Auditor's office for "PSoft Warrants" ranging from July 2019 to December 2019. We are still waiting to receive \$674.70 more in unclaimed funds that we submitted a claim for last year.

Huntington Meeting

I met with Huntington's Government Relationship Manager to touch base and discuss our financial goals and cybersecurity. He stated ransomware is on the rise and he encourages us to write less checks and make more payments to vendors electronically. Security could be obtained through virtual checks instead. More information has been requested.

Online Payment

Recently, we received a payment online from a consumer who intended to pay a different Washington Township. This payment has been refunded and our online payment options have been updated by Neon Goldfish, our website designer, to help prevent this from happening in the future.

**Chief Ron Kay – Fire Department
Report for Tuesday, February 14, 2023 Meeting**

Request board approve expenditure of \$3000.00 to Premier Physician Services for annual medical directorship fee. This is a 2023 budgeted item.

Request board approve expenditure of \$2150.00 to Four County Vocational to cover tuition and books for Captain Jacob Cook to attend Advanced EMT training.

Captain Joe Reams has requested a Leave of Absence for personal reasons from 2/1/23 to 12/31/23.

Congratulations to our 2022 Year End Award Recipients:

Jody Gruesbeck – Probationary member (Rookie) of the year

Chad Klavinger – Most weekly drills attended award

Jacob Cook – Most calls responded award

Jacob Cook – Most duty crew hours award

Jacob Cook – Firefighter of the Year

The department responded to 65 calls for service during the month of January. This records the busiest month in department history.

58 EMS

7 Fire

19 Transports

**Laura Wishart – Hall/Park Shelter House
Report for Tuesday, February 14, 2023 Meeting**

Finished Lexipol

Meeting with Mr. Brittson

Thanks to Don and Chad for getting toilets fixed at the Hall/shelter house

Made a flyer and took to area Funeral Homes, churches, caterers, and senior center to advertise Hall for rent.

Thanks to the road crew for clearing the drive and pad at the Hall/shelter house.

Project for LB

Chad Klavinger – Road Department
Report for Tuesday, February 14, 2023 Meeting

Meet with Lucas County on Stormwater Program Facilities Pollution

Prevention annual inspection

Removed storm drain debris bag from Holiday and Capri area from construction

Attended TMACOG meeting

Attended Stormwater Coalition meeting

Set out High Water signs after heavy rain fall flooded Shoreland Ave

Installed new outside light at Blessing building

Filled pothole on Shoreland with cold patch twice and called Columbia gas about area needing to be fixed

Shoveled sidewalk at park

Temporarily fixed Stop sign at Holiday and Jasik. Need to order a new signs and pole

Salted and plowed after snow storms

Called Lucas County about sanitary sewer on Patriot and on possible water leak on Silver

Worked on fence screen at tow lot

Chief Chris Kaiser – Police Department

Report for Tuesday, February 14, 2023 Meeting

Submitted grant paperwork to help off-set the cost of Lexipol through the Ohio Township Association. Applied for \$2000.00

PtIm. Thomas Gearheart was sworn in and has an effective start date of February 6th, 2023. He has been issued his equipment, completed his firearms qualifications and started his in-house training.

Submitted invoice to the City of Toledo for tow and storage of a vehicle that was stolen from their impound lot. It sat in our garage for 35 days before being picked up. \$875.00.

Our new police radios have been delivered. Working on getting them assigned to each officer and placed in service.

We placed another unclaimed car (PT Cruiser) on Govdeals auction site to be sold to the highest bidder. Obtained another title to unclaimed car (Saturn Vue) to be auction soon.

We are planning an AED, first aid and CPR training for officers in March or April depending on instructor's schedule.

Deputy Chief Hart reports that a suspect has pled guilty to the rape case in Raintree Village that he was working on. The suspect will be sentenced at a later date.