**Don Barto – Trustee**

**Report for Tuesday, May 9, 2023 Meeting**

Daily updates with Leo regarding management concerns and decisions

Updates to Facebook for resident information

Met with Chief Kaiser, Eric and Leo Police scheduling

Answered calls from residents for various issues

Meeting with Karen Mayfield and volunteers to organize the community picnic.

Helped Shelly with records requests

Follow up with Leo regarding zoning issues from residents complaints

Worked on cul-de-sac parking issues

Called for issues with contractors working on Shoreland

Working on parking issues at Shoreland park and surrounding neighborhood

**Leo Brittson Township Administrator/zoning**

**Report for Tuesday, May 9, 2023 Meeting**

Ordered new signs for Shoreland Park.

Ordered banners for Shelter house rental.

Reviews for all department heads turned into trustees for approval.

Started issuing blight for grass on 5/8/2023.

Worked with new owner of Kickin Mule Car wash to get cleaned up.

Working on permit request for 2753 Shoreland Ave for Pole Barn.

Worked with Don and Kim to send out a letter to 30 residents that leave on our cul-de-sacs about parking.

Worked with Chief Kaiser to enforce no parking on cul-de-sacs going forward.

Continue to monitor budgets.

Met with Chris, Eric, and Don on scheduling.

Tree on Brophy has been pushed back until 5/5 vendor had issue with crane.

Updated website.

Update on project for Don from Laura.

Suggestions for advertising of shelter house.

**(Continued)**

**Leo Brittson Township Administrator/zoning**

**Report for Tuesday, May 9, 2023**

Continue working with Lexipol on single sign on.

Followed up on progress for Ferguson project.

Continue Working on project to see if we can do better job purchasing.

Working with vendor on monthly charge for gasoline.

Asked Chris to begin forwarding non-emergency number to police cell phone outside the 8 to 4 shift.

Talked to Trustees to keep up to speed.

Talked to Ryan Ochmanek (Commissioner TJL) about the parking issues as the result of baseball games at Shoreland Park over the weekend. Ryan said this year they doubled up the number of games at the park as the result of having 9 teams between girls and boys. He is going to move one set of the games to Shoreland school to attempt to elevate some of the parking issues. He understands we have the shelter house rented on Saturdays and need to find a way to work for everyone.

Followed up with Ryan and he isn’t getting any negative feedback on the games being moved to Shoreland School and will let me know if he does.

For the first time this year we have let the TBA practice at the park as they lost both of the fields, they used preciously with the new school being built. The fields aren’t big enough for games to be played at the park.

**Michele Nowakowski Fiscal Officer**

**Report for Tuesday, May 9, 2023 Meeting**

**Lighting Resolution**

A resolution is needed to be passed and sent to the County Auditor’s Office for the assessment to pay street lights next year. For next year, the total assessment amount may remain consistent with this year’s.

**Unclaimed Funds**

We received a check in the amount of $799.62 from Ohio Department of Commerce for the remaining unclaimed funds that we had found and had requested. This benefited Fire, Police and General Funds.

**Surcharge Change**

A rule change has been announced to cap the maximum surcharge amount merchants may assess consumers for credit card transactions at 3%, effective April 15, 2023. Our contracts have been revised to reflect this rule change.

**Blight Assessments**

Resolutions with assessment amounts are sent to the County to be processed for us to receive reimbursement for blight clean up.

YTD, we have received $1,989 in assessments.

**PACE Energy Assessment Project**

One Pace Energy Project exists in our township. We have received the first semiannual assessment from the County and in turn have submitted it to Josh Strickland at the Toledo Lucas County Port Authority as directed.

**(Continued)**

**Michele Nowakowski Fiscal Officer**

**Report for Tuesday, May 9, 2023 Meeting**

**Fiscal Officer Meeting**

Through Ohio Township Association, I attended a roundtable discussion with other Ohio Fiscal Officers where we discussed various fiscal matters. I have learned that unlike the COVID Fund, our Local Fiscal Recovery Fund does not receive interest earned, into its own fund. All interest earned from this fund is to be receipted into the General Fund. All interest I placed into this fund was reallocated & transferred to the General Fund. Total interest received was: $996.64

Our Local Fiscal Recovery Fund Balance is: $20,530.98

**Retention Schedules**

I have requested each Department Head to review their record retention schedules and to inform me by May 31st if there is to be any new additional forms, etc. to be added.

**Capital Needs**

I have requested a capital needs list from each Department Head to be submitted to me by May 31st for the next budget presentation.

**Chief Chris Kaiser - Police Department**

**Report for Tuesday, May 4, 2023 Meeting**

Shoreland School had Fire drill on April 26, 2023. Police and Fire attended. All went smooth.

Police and Fire had CPR-AED training on April 26, 2023 at 7pm at the fire station. Would like to thank Asst. Chief M. Bailey WTFD for the training and instruction.

Police and Fire will hold will have a training session on Wednesday evening May 3, 2023, dealing with arson investigation for the first officers and firefighters on the scene. What to look for, signs of arson, crime scene preservation and collection of evidence. This training will be provided by the Ohio State Fire Marshall’s Office.

Have been researching the parking prohibitions codes in the Ohio revised code administrative section dealing with proper signage in cul-de-sacs. Have had discussions with Mr. Barto and Mr. Brittson.

We ordered some parts to repair the radar speed data sign. Mr. Brittson placed the order. Hoping to have the sign u and working by mid-May.

The City of Toledo placed the wrong water navigation buoys in the Ottawa River between the Summit Bridge and Suder Bridge. They have it marked “no wake zone”. They will place new ones that read “no wake from dusk to dawn”

We have worked out the drug forfeiture case involving the 2018 G-80 Genesis. The suspect was offered a plea deal in which he was sentenced to 2 years in prison, and the car to be released back to the finance company after paying the police department approximately $6815.00 for tow and storage cost.

**Chief Ron Kay - Fire Department**

**Report for Tuesday, May 9th, 2023**

Department received a $300.00 training grant from the Ohio Division of State Fire Marshall for reimbursement cost of Captain Jacob Cook’s Fire Inspector Course.

The department is continuing to advertise for part-time firefighter/EMT positions to cover day shift schedule.

The department will be extending our day shift schedule to include weekends effective May 1st. Weekend shifts will cover the hours of 12:00pm to 8:00pm (8 hr. shifts). During these hours, 2 EMT’s will be on duty staffing Medic 72 to cover EMS incidents in the township. Outside these hours, the department will rely on the availability of paid per call firefighter/EMTs to cover calls.

Fire extinguishers in all township buildings will be annual serviced according to Ohio fire code on 5/4/23.

Chief Kay observed Shoreland School Tornado drill on 5/1/23 and assisted school administrative staff in developing Tornado Warning procedure.

Request board approve the expenditures of $1700.00 for annual SCBA flow testing and firefighter fit testing from Fire Safety Services. Flow testing is scheduled for 5/24/23. Approve expenditure of $2256.30 for annual Hose and ladder testing from Waterway of Michigan. Hose/Ladder testing will be scheduled within the next few months. Both of these expenditures are 2023 budgeted items.

**Chad Klavinger – Road Department**

**Report for Tuesday, May 9, 2023 Meeting**

Clean boat launches and hauled debris to dump.

Fixed No Parking signs on Rye Mill Ct.

Fixed No Parking sign on Woodfox.

Took plows off big trucks.

Mowed.

Sent a request to TASD about log jam at the end of Pageland in the river.

Fixed resident’s yards from plowing.

Road repairs completed Fullers Creek.

Called Toledo Edison about pole on Rounding River.

Raked diamonds at Shoreland Park.

Worked with the county on water main leaks on Silver. Will be out after everything dries out to repair grass and stoned area.

Work on sign grant.

Worked with county on storm sewer on Shoreland.

Work with Alternative Plumbing on backflow test at Blessing building.

Clean up fallen tree branches and removed dead limbs from a tree on Coveview.

Picked up Park signs from SLI with Leo.

**Laura Wishart – Hall/Shelter House**

**Report for Tuesday, May 9, 2023, Meeting**

Received 27 calls this month, resulting in 8 future rentals.

Leo ordered the park signs and banners to advertise the shelter house.

There was an issue with parking Saturday 4/29/23, due to there being two sets of 2 games and a rental all at the same time. We have all been discussing a solution.

Answered all phone calls and e-mails. Met with renters. Completed all paperwork. Made all necessary bank deposits. Regular cleaning of hall after rentals.