

**Don Barto - Trustee**  
**Report for Tuesday, July 11, 2023 Meeting**

Daily updates with Leo regarding management concerns and decisions

Updates to Facebook for electrical and storm reports

Answered phone calls and emails from residents for storm issues

Answered calls from residents for various issues

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

Held records retention meeting with Shelly

Attended Fiscal meeting

Follow up with Leo regarding zoning issues from residents complaints

Still working on cul-de-sac issues, have Rick looking for boulders

Worked with Rick to get tires changed out on our leaf vac

Organized with roads crew in getting leaves and branches cleaned up

Would like to thank the entire Washington Township Police and fire departments for all of their hard work during the storms last month

**Kellie Schlachter – Trustee**  
**Report for Tuesday, July 11, 2023 Meeting**

Was at WTFD on 6/15 to help with anything needed due to storm.

911 alternative funding did not get into the budget.

Was on ZOOM call for 911 RCOG meeting.

Attended 6/26 finance/budget meeting.

Took several calls 6/30 to 7/2 related to standing water on Shoreland – 2700 block.

Contacted the county and no water main break.

7/5 county inspected and will turn over to an engineer.

Signed checks – AP/Payroll.

Updated FB and Website as needed.

## **Leo Britton Township Administrator/Zoning/Roads Report for Tuesday, July 11, 2023 Meeting**

Met with county on bid process.

Met with Art Roberts.

Gave out 4 permits.

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

Followed up with Republic & Stevens on Cul-de-sac issues.  
Continue to monitor budgets.

Continue monitoring scheduling.

3 trees taken down at the park.

Updated website.

Fixed issue with network after storm.

Was at the Township during the storm.

Continue working with Lexipol on single sign on (Probably not happening).

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 (STILL HAVING ISSUES GETTING THIS DONE).

**(Continued)**

**Leo Britton**

**Report for Tuesday, July 11, 2023 Meeting**

Talked to Trustees to keep up to speed.

Talked to Chris about Mini-Bikes.

Posted job for Roads Supervisor.

Attended County meeting for Advance Life Support with Chief Kay.

Worked on door access not able to add new badges after power outage.

Had to reset Trupay for the fire side. Setup 4 new employees in Trupay, email, and Atrium Door system.

Put cameras back in position at shelter house had been moved.

Worked with Kim and employee on possible Workers Comp Claim. No claim filed.

Talked to Chief Kaiser about his team using Trupay for requested time off is causing the accruals to be out of sync UAN.

## **ROADS**

Did a leaf pickup after storm. Worked on using Chipper for branches for residents.

Cleaned out public accesses.

Put down one load of mulch at playground.

Applied a bug barrier at the park around the Shelter House & pavilions for control of black ants.

**Michele Nowakowski – Fiscal Officer**  
**Report for Tuesday, July 11, 2023 Meeting**

**Lucas County Engineer's Meeting**

I attended a meeting held by Lucas County Engineer's Office regarding the process of financial assistance applications for road improvements.

**Record Retention Schedules**

Our annual Records Commission meeting was held on 06/27/2023. These schedules will be sent to Ohio History Connection, then to State Auditor's Office for their review.

**Budget Presentation**

The Budget Presentation meeting was held on 06/27/2023 and the presentation was loaded on our website for those not able to attend.

**Budget Reports**

Monthly budget reports have been submitted to each department head for their review and management reports are being printed for trustees' review.

June's bank reconciliation has been completed and the Fund Summary Report has been placed on the website under Financial Updates.

**Quarterly Report**

The 941 IRS & ODJFS Wage Reports have been completed for the 2<sup>nd</sup> quarter.

**Withholding Payments**

Federal, State, City & Aflac withholdings have all been paid for June. OPERS & OP&F will also be submitted before their required due date.

## **Chief Kay – Fire Department Report for Tuesday, July 11, 2023 Meeting**

Thank you to the Shoreland Firefighters Association for putting on another great, successful fireworks display. Thank you to all that helped and assisted.

Thank you to all Washington Township Fire Department members who served long hours during the recent June 15<sup>th</sup> Tornado.

On June, 21, 2023, Administrator Brittson, Chief Kay, Asst. Chief Bailey and Asst. Chief Yunker met with Lucas County and City of Toledo officials at the Gov't Center to discuss Advanced Life Support (ALS) contract.

On June 27, 2023, Chief Kay attended township budget meeting to discuss future capital and staffing needs for fire department.

For the month of June, the WTFD responded to 66 calls for service. This marks the busiest month for calls in Washington Township Fire Department history.

**Laura Wishart – Hall/Shelter House  
Report for Tuesday, July 11, 2023 Meeting**

Received 23 calls this month, resulting in 5 future rentals.

The hall is rented every weekend in July except July 2<sup>nd</sup>.

Met with Chris, from Holt Roofing regarding damage to all the roofs at Shoreland Park. He said he did not see any leaks in any of the roofs.

There is damage on all the roofs, shelter house, 2 covered picnic areas, and the garage. He will be e-mailing me an estimate within 10 days.

Answered all phone calls and e-mails.

Met with renters. Completed all paperwork.

Made all necessary bank deposits.

Regular cleaning of hall after rentals.

## **Chief Kaiser – Police Department Report for Tuesday, July 11, 2023 Meeting**

The Police had extra officers called in on June 15<sup>th</sup>, the night of the tornado. Deputy Chief Hart and I manned the command post working with Chief Kay, WTFD, Lucas County EMA, the City of Toledo police and fire. Sheriff Navarre came to offer his support.

The night of the township fireworks went extremely well. No reported major incidents to report.

Would like to commend Deputy Chief Eric Hart for a fine, methodical investigation and arrest of a robbery, kidnapping, felonious assault suspect. Hart had been working on for the past 13 months. (Summary of criminal case from start to finish attached)

We had all 5 of our police cruisers damaged the night of the tornado. Insurance adjuster came out to assess the damage. Will have estimates sent once they are complete. I will forward them to trustees for decisions to be made.

Working on getting estimates and quotes from Vance's Law Enforcement out of Columbus, Ohio on the possibility of obtaining new handguns for the police department. This should be of no cost to the township with the credit we have with Vance's and the trade in of our old guns.

Attended budget semi-annual budget report with trustees and the fiscal officer. Fine presentation put on by Michele Nowakowski.