

Don Barto - Trustee

Report for Tuesday, August 8, 2023 Meeting

Daily updates with Leo regarding management concerns and decisions.

Updates to Facebook for storm reports and other info.

Answered calls from residents for zoning and other issues.

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

Attended the community picnic, thank you to everyone that volunteered and attended. Picnic was a huge success.

Follow up with Leo regarding zoning issues from residents' complaints.

Organized with roads crew in getting leaves and branches cleaned up from last storm.

Working on issues with storm sewers in Shoreland Heights.

Repaired the men's toilet at the fire station.

Kellie Schlachter - Trustee

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Created and sent out the July 2023 Newsletter.

Updated website.

911 TAC call and RCOG Call.

Continued to work on flooding on Shoreland – county was out and has more work to do.

Resident reached out about brush after the storm – we added a pick up.

Did a little research on insurance premiums – would suggest we budget a 10% premium increase for 2024.

911 budget, if voted in will increase around 3%.

Leo Britton – Township Administrator, Zoning, Roads
Report for Tuesday, August 8, 2023 Meeting

Gave out 5 permits.

Blight has been terrible sent out most violations this month so far this year.

Working on request for gazebo on Shoreland.

Continuing to follow up with Republic & Stevens on Cul-de-sac issues.

Continue to monitor budgets.

Continue monitoring scheduling.

Reviewing the latest draft of the ALS contract.

Numerous calls and site visits with County on Storm water backup on Shoreland and Summit streets.

Updated website.

Working on Trupay issue for Fire losing password after windows updates.

Was at the Township during the storm.

Continue working with Lexipol on single sign on. Have meeting week of August 15th.

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

Working with vendor on monthly charge for gasoline. Had meeting they will come back with some options. Talked to Ron about fire using them to try and up our volume discount.

Continue to work with OTARMA on insurance claim.

(Continue) Leo Britton – Township Administrator, Zoning, Roads

Waiting for Campbell to give us the evaluation of the HVAC and duct work to put on Bid Express.

Worked with Kim to post and update the job for Road Manager to help get right type of resumes. Interviewed one applicant for the job with Don.

Talked to Trustees to keep up to speed.

Attended county meeting for Advance Life Support with Chief Kay.

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

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

Setup 1 new employees in Trupay, email, and Atrium Door system.

Replace 1 lost and 1 damaged key fobs will be ordering another set of fobs down to two.

Worked with Kim to setup a permit process for solicitors in the Township.

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

Roads

The Roads department put in a large amount of work to have the park perfect for the Township Picnic and I would like to **Thank them** for all their hard work it has never looked better. Rick Phillips, Joe Castro, and Chase Cook.

Worked on using Chipper for branches for residents for latest storm. Borrowed Counties Chipper while ours is being repaired.

Cleaned out public accesses.

Put down another load of mulch at playground.

All picnic tables and benches cleaned and painted in park good job Rick, Joe, and Chase looks really good for picnic.

Michele Nowakowski – Fiscal Officer

Report for Tuesday, August 8, 2023 Meeting

Record Retention Schedules

The schedules have been sent to Ohio History Connection, who will review them before forwarding onto the State Auditor’s Office for their review.

Financial Reports

I aided Chief Kay and Assistant Chief Mike Bailey with financial reports needed for ambulance services.

Levies

Levy resolutions and certifications have been hand delivered to the Lucas County Board of Elections office before the deadline. A receipt of deliverance was given for roads, park and fire.

Budget Reports

After July’s bank reconciliation is completed, monthly budget reports will be submitted to each department head for their review and management reports will be printed for trustees’ review. A Fund Summary will be placed on the website under Financial Updates.

Chief Kaiser – Police

Report for Tuesday, August 8, 2023 Meeting

Requesting the board to take Part-time Ptlm. Jacquelyn Crapsey and Ptlm. Todd Mocniak off of probation. Both have completed their probationary period and both have had no issues with adjusting to the police department. Change of status forms turned in to Administrator.

Requesting the board to take Full-time Ptlm. Thomas Gearheart off probation and increase his pay rate to \$23.10 per hour. Change of status form submitted to administrator.

Change of status form submitted for Ptlm. Andrew Whitmore. He was issued proper equipment, all passwords re-set, entry keys, true-pay card and ready for the road.

Unit # 89 (Ford) and Unit # 90 (Dodge) taken to Kistler Ford for estimates on storm damage, Waiting for estimates.

The radar/speed sign has been repaired. We will be placing sign at various locations around to monitor traffic and hope to slow motorist down,

We will be having firearms training sometime in September for all officers. No set date at this time.

Chief Kay – Fire

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The WTFD would like to congratulate Captain Jon Parker who retired from the WTFD on 7/31/23 after 31 years of dedicated service to the Washington Township community. Jon will become a Life Member of the WTFD.

All township commercial properties and buildings have been entered into the new ESO inspection module. The department will continue to move forward with fire code enforcement program with start date by September.

The WTFD earned the Lexipol Connect Bronze award for excellence in online training management while utilizing the Lexipol platform.

Main station generator received semi-annual PM on 7/27/23.

The WTFD responded to 60 calls for service for the month of July. This marks the 3rd busiest month in department history.

Laura Wishart – Hall/Shelter House

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Received 13 calls this month, resulting in 3 future rentals. Most were looking for rentals in July and August which were already booked.

The hall is rented every weekend in August. Starting to get bookings for next year for June and July.

Met with 3 more companies to get estimates for damages to buildings at Shoreland park for roof and siding. Forwarded estimates to Leo.

Purchased paint and supplies for painting of benches, pavilions and picnic tables at Shoreland park.

Pulled weeds around the Shelter House at Shoreland Park.

Updated contract to reflect changes made at last Trustee meeting.

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