



Report for Township Meeting January 9, 2024

Asking the board to consider raising the base tow fee from the impound lot from \$175.00 to \$200.00 and increase the daily storage fee from \$20.00 to \$25.00. Thrones towing service has increased their 2024 fee for WTPD \$5.00. If approved this could potentially increase revenue estimated between \$15,000 to \$25,000. (Based on the last 3-year average).

All officers have completed their state mandated training of 24 hours and records submitted to the Ohio Peace Officers Training Academy for verification and reimbursement.

The police and fire grants were approved through the Ohio Township Association Risk Management Authority. Each grant award was \$1000.00 each.

Deputy Chief Hart is working on the year end 2023 police departments annual review of all activities and statistics. They should be complete by mid-January.

The police department will start utilizing the annex building on Shoreland to keep the patrol cars out of the inclement weather during the winter months.

We will start removing the decals and striping on the oldest police car in order to ready it for public auction.



Chief Mike Bailey – Fire Department

Report for Tuesday, January 9th, 2024

1. 2023 was a record year for the department answering 559 calls.
2. ESO Inspection software invoice due in the amount of \$1,122.70. Program will allow us to create, schedule and report out inspections of township properties through our in-house certified Fire Inspector. This should be a budgeted expense for 2024.
3. I would like the trustees to accept the resignation of Joe Reams as previously submitted.
4. Five people have inquired about applying for positions at the Washington Township Volunteer Fire Department. These include:
 - Evan Back, FF/Paramedic
 - Delaney Henry, FF/EMT*
 - Drew Lasley, FF/EMT
 - Bill Long, FF/EMT
 - Tracy Stanford, FF/Paramedic

*Delaney Henry has completed her paperwork and is ready to be approved as a probationary member at this month's meeting.

The remaining applicants will be completing their paperwork and required background checks in order to be approved by the trustees at a future meeting.

5. Connor Lamber and Michael Tolles – approve change of status to EMT and a pay rate change to \$15.75.
6. 2024 Vehicle Inspections are complete and submitted for approval at the State Fire Marshal's office.
7. Our department was honored to cover TFRD Station 24 on Saturday, January 6, 2024, so our fellow firefighters could attend services for Toledo Fire & Rescue's Public Information Officer, Firefighter, and Paramedic Pvt. Sterling "Butch" Rahe. We ran a total of 4 calls, for which they were very appreciative, and our crews had a great time doing so.

01/05/24 For Tuesday, January 9th's meeting:

Huntington FDIC Deposit Program

In December, a resolution was passed to initiate the use of this deposit program. This has been set up with Huntington who will act as our custodian to manage our deposits and withdrawals. This account is meant for our township's savings account. I will be transferring funds from Star and GDP into this new Huntington account.

Webinars

Attended OTA General Township Webinar & OTA Fiscal Officer Round Table

Will be attending State and Local Fiscal Recovery Funds SLFRF update webinar & have registered to attend the OTA Winter Conference held in Columbus in February.

Resolutions

OH Deferred Compensation Plan

According to ORC, public employers are required to make the Ohio DC available to any eligible employee. A resolution must be passed and an agreement signed before any employee may enroll. Employee meetings will be set up with the Rep. If interested, please be sure to attend.

Lucas County Engineer's Office sent the Joint Cooperation Agreement for 2024 & 2025 Drainage Improvements & the Annual County Highway Mileage Certification Form that will need Trustee signatures and returned to their office asap.

Motions: (Organizational)

1. Budget Presentation Meeting dates to be set at end of Apr/Jul & Dec.
2. To continue to pay elected officials biweekly.
3. To continue to pay elected officials out of the General Fund.
4. To discuss and motion payroll split for Administrator and FT EOA position among all depts. Currently, divided out 25% out of General, 25% out of Police, 25% out of Fire, 12.5% out of Roads & 12.5% out of Parks.
5. To discuss making Kim salary if continuing the payroll split.
6. To continue split for shared invoices: 60% Fire, 20% Police, 15% General, 2.5% Roads & 2.5% Parks.

7. Approval to list on Gov Deals in 2024
8. Continue to divide interest evenly according to the balance in each fund that is allowed to receive interest.
9. Auxiliary Police still suspended for 2024?

Record Commission RC 2 Schedule

We received our schedule back approved from the Auditor of State's Office. This schedule will be placed in the Records Commission book by the front entrance and on our website. A copy has been given to all dept. heads.

BWC True-Up & Annual Premium Estimate

Our 2023 wages were less than BWC estimated last year. We will be receiving an adjustment credit of \$3,090.

The 2024 estimated premium for BWC has been paid before the January 3rd deadline to receive the discount. This has been paid using the 2023 appropriations.

Quarterly Reports

The Federal 941 & ODJFS have been completed.

Annual Reports

The City of Toledo & State of Ohio Tax Reconciliation is complete. So is the OPERS Non-Contributing Report & BWC True-Up.

W-2's

I plan to have W-2's out within a week. They will be given to each Department Head. I ask that these be given out timely. If mailing, please post mark before Jan. 31st.

Budget Reports

Management reports will be printed for trustees' review. Monthly Budget Reports to Dept. Heads will resume after year end. A Fund Summary will be placed on the website under Financial Updates once year end is complete.



Road Report for 1/9/2024

- Storm water repairs, cleaning, and inspections
- Tree and sidewalk Assessment/ notation
- Energy conservation Research
- SWC storage facility inspections
- Equipment Assessments/repairs
- Pump station cleanout
- Brine grant research
- Shelter house new equipment install
- New lighting on annex and fire station
- New Oups system implemented
- Assisted County with Tree removal for storm water

-Led lighting upgrade TWP 4ft bulbs \$980 to save appx \$140 a month in energy in offices

-Fire station Heater repair or replacement \$1800

-Transfer switches for TWP generator building \$5000

-Wireless Priority Service For Twp WHO??? \$Free

- Tree removal estimates

Leo Britton Township Administrator/zoning

Report 01/09/2024

Waiting for combination of police, fire, and general in Lexipol have been informed this will not happen until the next full upgrade which is schedule 4th quarter of this year. (Recommend not renewing)

Public record request for sign data from when on Shoreland still waiting

Working on possible zoning change 2740 Shoreland will require a variance to be given

Gave out 1 permits

Continue to work for sign grant

Met with all departments about budget Fire and Police finalized at 12/19/2023 meeting

Continue follow up on Blight

Still taking calls on parking issues because of construction workers

Continue monitoring scheduling

Reviewing the latest draft of the ALS contract.

Updated website.

Turned in last report to receive money back from County for cleanup SWC

Repairs for the firestation roof will be done in the spring.

Laura Wishart – Hall/Shelter House

Report for Tuesday, January 9, 2024 Meeting

Received 5 calls this month, resulting in 4 future rentals.

Continuing to get bookings for next year.

Answered all phone calls and e-mails.

Met with renters. Completed all paperwork.

Made all necessary bank deposits.

Regular cleaning of hall after rentals.

Attended monthly Township Meeting

Thank you to Ryan for bringing the table trolley to the hall and assembling.

Worked on a project for Leo.

Created spreadsheet for 2024 rentals.

Spoke with a caterer and exchanged information regarding hall and her catering business. She will refer clients if they are looking for a hall and I will refer people to her if they ask about catering.