



TRUSTEES: Jerry Mayfield 419.729.1167
Don Barto, Sr. 517.581.6871
Mark Schuster 419.466.9884

FISCAL OFFICER: Michele Nowakowski 419.410.8304

2469 Shoreland Avenue, Toledo, OH 43611, 419.726.6621, Fax 419.727.9833 <http://www.washington-twp.com>

REGULAR MEETING JANUARY 9, 2024

Mr. Mayfield called the meeting to order at 6:00 p.m.
Mr. Mayfield moved; Mr. Barto seconded
Roll Call: Mr. Barto, yes; Mr. Mayfield, yes; Mr. Schuster, yes.

Pledge of Allegiance

Also Present:

Fiscal Officer – Michele Nowakowski

Township Administrator - Leo Britton

Department Heads Present

Fire – Chief Bailey

Police – Chief Kaiser, Deputy Chief Hart

Road / Park Manager – Ryan Breininger

Announcements from Trustees and Department Heads:

Mr. Mayfield - Trustee

We had some questions on why we shut down comments on the Facebook page. We did that because our policy manual states we are not supposed to be allowing the public to post on our page. We are not going to conduct our business on Facebook. We are going use it to notify people and keep them informed. If you have a question, please feel free to come in or call.

Mr. Mayfield also states that the roof on the Blessing Building has been patched. It is no longer leaking. We will figure out what we will do with the building in the future. He went over there today and checked on roof, with the heavy rains we have had, and there was no water inside. It is stabilized for now.

Mr. Barto - Trustee

He has received a couple of emails about Shoreland Heights and getting the roads paved. He has spoken to Mr. Breininger about this before; condition of the roads and repairs to the curbs was discussed.

Mr. Schuster - Trustee

Mr. Schuster was wondering if it would be OK to start doing a township prayer before the township meeting. His concern is that when he tried to do one when he was a boy scout leader, he was told it wasn't allowed. He was hoping that we could do one and if someone didn't want to participate in prayer they didn't have to. Mr. Mayfield would like to research it first.

Chief Kaiser - Police

Chief Kaiser would like to send out a thank you from the police department to the group of women/people, Angie Sobczak, Mary Dutkowski, Laura Wishart, and any others that provided lunches and snacks for police and fire personnel during the holidays.

Chief Bailey - Fire

Chief Bailey would also like to thank those who provided food for the fire department.

The fire department filled in at Toledo Fire Station 24 so their department would be able to attend the funeral of Toledo Fire Fighter Sterling "Butch" Rahe.

They will be bringing on five new people to the fire department. A few were previously on the department. They are in the process of filling out their paperwork.

Karen Mayfield - Zoning Secretary

The Organizational Meeting for the Zoning Commissions will be Tuesday, January 23, 2023 at 6:30 p.m. These are open meetings and the public is welcome to come.

UNFINISHED BUSINESS

**Amend Lexipol Policies: 609.5.1 "holidays and 623.5.1 "Working on a holiday" to reflect changes for Juneteenth (Federal holiday).
Set Office closed dates and holidays.**

Discussion: Added in Christmas Eve day

MOTION: Set 2024 office closed dates and holidays as listed in Lexipol.

New Year's Day – Monday, January 1, 2024
Martin Luther King Day, Monday, January 15, 2024
Presidents Day – Monday, February 19, 2024
Memorial Day – Monday, May 27, 2024
Juneteenth Day – Wednesday, June 19, 2024
Independence Day – Thursday, July 4, 2024
Labor Day – Monday, September 2, 2024
Columbus Day – Monday, October 14, 2024
Veteran's Day – Monday, November 11, 2024
Thanksgiving Day – Thursday, November 28, 2024
Christmas Eve Day – Tuesday, December 24, 2024
Christmas Day – Wednesday, December 25, 2024
New Year's Eve Day – Tuesday, December 31, 2024

Mr. Mayfield moved; Mr. Barto seconded.

Roll Call: Mr. Mayfield, yes; Mr. Schuster, yes; Mr. Barto, yes.

Set quarterly financial meeting dates for finances for the township.

Mr. Mayfield asked Mrs. Nowakowski about quarterly financial meeting dates that she would like. He had a list of dates and she said she would prefer setting the dates for meetings after the quarter happens. The first one being in April, at the end of the month would be best; it gives her more time to get things ready to include the whole quarter.

Mr. Mayfield would like to table this until next meeting so Mrs. Nowakowski can get the dates together that she would like to have the meetings held.

Tabled until next meeting.

NEW BUSINESS

Finance

MOTION: Approve supplemental appropriations, blanket certificates, purchase orders and checks numbered 50482 to 50509 & electronic payments numbered 1422 to 1477 (2023), & 1 to 10 (2024) totaling \$98,179.72; \$55,509.43 for accounting, \$42,670.29 for Payroll.

Mr. Mayfield moved; Mr. Barto seconded.

Roll Call: Mr. Barto, yes; Mr. Mayfield, yes; Mr. Schuster, yes.

Fire

Motion: Approve ALS Contract with Lucas County.

Mr. Mayfield moved; Mr. Schuster seconded.

Roll Call: Mr. Mayfield, yes; Mr. Schuster, yes; Mr. Barto, yes.

Discuss ESO Inspection Software invoice due in the amount of \$1,122.70.

Mr. Mayfield states Chief Bailey has some concerns with this.

Discussion: Chief Bailey states that ESO is the fire department's way of doing their electronic health care recording and that they do all their reports for both fire and EMS in this system. There was a portion added a year ago, to introduce inspection software into it as well. This would be used when they do commercial and some residential inspections - for example child care facilities - in the township. Using this would allow an electronic record to be made of those inspections and be done on software. With the size of our township, with maybe 12 commercial structures total and a few extras, he had a lengthy discussion with the State Fire Marshal's Office and Chief Bailey feels they can operate without that software and save \$1,122.70. He states they have had it for a year and have not used it once. He said there's no regulation with the State of Ohio for using this inspection format; an inspector can walk in and notate everything on a sheet of paper, and walk out, and format it on their own letterhead.

Chief Bailey is not interested in going forward with using this portion of the ESO Software. Mr. Mayfield states that, by doing this, we can save \$1,122.70 this year - or \$11,000.00 over ten years.

MOTION: Not to renew the ESO Inspection Software for 2024.

Mr. Mayfield moved; Mr. Schuster seconded.

Roll Call: Mr. Schuster, yes; Mr. Barto, yes; Mr. Mayfield, yes.

Accept/Approve resignation of firefighter Joe Reams.

MOTION: Approve resignation of firefighter Joe Reams effective December 21, 2023.

Mr. Mayfield moved; Mr. Barto seconded.

Roll Call: Mr. Barto yes; Mr. Mayfield yes; Mr. Schuster yes.

MOTION: Approve Delaney Henry firefighter/EMT as a probationary member effective January 9, 2024 as a new hire, pay per call at a rate of \$12.75 an hour.

Mr. Mayfield moved; Mr. Barto seconded.

Roll Call: Mr. Mayfield, yes; Mr. Schuster, yes; Mr. Barto, yes.

MOTION: Approve change of status for Connor Lambert and Michael Tolles to EMT with a pay rate change to \$15.75 effective January 9, 2024.

Mr. Mayfield moved; Mr. Barto seconded.

Roll Call: Mr. Schuster, yes; Mr. Barto, yes; Mr. Mayfield, yes.

Chief Bailey states that both Connor and Michael are exceptional young individuals. Michael Tolles scored a 99% on his final exam in EMT school and Connor Lambert was right behind him with an 89%.

Police

Discuss tow lot and daily storage fees.

Chief Kaiser would like to increase fees. Trustee Barto to research and talk to John Borell.

Table until next meeting.

Roads

Information on tree maintenance program for the township and cost of tree removal.

Discussion was held

Tabled - Will revisit in the spring.

Zoning

Discuss 2740 Shoreland variance.

Homeowner wants to put a pole barn. Mr. Britton explained that the homeowner has got all their permits, they have all the correct setbacks. They were all approved from the township's stand point. When the homeowner went to the county and had actual drawings, he realized how close the pole barn was to the house. He decided he wanted to move it. Mr. Britton thinks it was 40 feet east, closer towards Summit Street. Now the homeowner is not within the proper setbacks. If the homeowner decides to go through with the change, he will have to apply for another permit, it will be rejected because it is too close to Summit Street, then it will go to the zoning appeals board to see if they will give him a variance. He will have to discuss with the county, as well, regarding the new roundabout that is coming and how it may affect his plans and his property.

Trustees

Approve minutes from Regular Meeting Minutes from December 19, 2023, and Organizational Meeting Minutes from January 2, 2024.

MOTION: Approve Organizational Meeting Minutes from January 2, 2024.

Mr. Mayfield moved. Mr. Barto and Mr. Schuster state that they have not read them yet.

Mr. Mayfield said they were emailed to them. Mr. Barto stated he is not going to approve something he hasn't read. **Tabled until next meeting.**

MOTION: Approve Regular Meeting Minutes from December 19, 2023.

Mr. Barto moved; before Mr. Schuster seconded the motion, he said that

Mrs. Schlachter's statement is not in the Meeting Minutes so he doesn't know if he wants to say they are correct or not. Mr. Barto said "Let me explain: Kellie Schlachter

made a statement in the meeting of December 19, 2023, like a going away statement. She basically, through the majority of it, took digs at the police department." Mr. Barto does not feel that anything she said has any relevance that had anything to do with township business. Mr. Barto asked Kim to remove it from the minutes and just put that Mrs. Schlachter made a statement. He feels it's the same as when the gentleman spoke from the bank: it just stated he made a statement. Mr. Barto feels that was township business and that should have been in there; that's why he had Mrs. Schlachter's statement removed. He didn't feel it had anything to do with the meeting.

Mr. Schuster said he understands that but it was part of the meeting; he doesn't agree with everything Mrs. Schlachter says, but it was part of the meeting. Mr. Barto states "I can agree with some of the things Mrs. Schlachter says and I can disagree with some, but the fact of the matter is the statement had nothing to do with township business. It was digging at the police department about sitting on Alexis Road." Mr. Mayfield says that when he resigned his statement did not make the minutes. Mr. Mayfield said he agrees with Mr. Barto but he doesn't have a vote on these particular minutes. Mr. Schuster asked, "Whose minutes are they? Mr. Mayfield replied, "The trustees' minutes." Mr. Schuster states "OK, I will second."

Mr. Schuster seconded.

Roll Call: Mr. Barto, yes; Mr. Schuster, yes.

MOTION: Approve the annual rate of pay for Fire Chief Mike Bailey, at \$20,475.00 (same as previous Chief's pay) effective January 2, 2024.

Mr. Mayfield moved; Mr. Barto seconded.

Roll Call: Mr. Barto, yes; Mr. Schuster, yes; Mr. Mayfield, yes.

Joint Cooperation Agreement for 2024 & 2025 Drainage Improvements.

Mr. Mayfield explained that this is a contract with the county to deal with the storm water infrastructure in the township. They put a tax on your property tax bill of about \$52.00 a year and then they give the money back to the township for us to maintain the storm water systems. This contract makes it all legal that they are collecting the money and distributing it back to us.

MOTION: Approve Joint Cooperation Agreement for 2024 & 2025 Drainage Improvements with Lucas County.

Mr. Mayfield moved; Mr. Barto seconded.

Roll Call: Mr. Mayfield, yes; Mr. Schuster, yes; Mr. Barto, yes.

Annual County Highway Mileage Certification.

Mr. Mayfield explained this is with the county as well. Every year they give us an annual county highway mileage certification. It is to certify how many road miles we have for tax purposes, and gas mileage purposes. We have just under 11 miles of roads. That is just roads that the township is responsible for and not county roads which are Summit, Shoreland, and Suder."

MOTION: Approve the Annual County Highway Mileage Certification.

Mr. Mayfield moved; Mr. Schuster seconded.

Mr. Barto, yes; Mr. Mayfield, yes; Mr. Schuster, yes.

Ohio Deferred Compensation Plan.

Mr. Mayfield asks Mrs. Nowakowski to explain the plan. Mrs. Nowakowski states she had a police officer come to her inquiring about Ohio Deferred Compensation. It is a retirement plan that is offered for all Ohio Public Employees. Mrs. Nowakowski would like the trustees to pass a Resolution tonight so we can go ahead and contact the representative, who will then set up meetings with the employees and get them enrolled.

There are two types of plans that they can choose from. We have the choice in our Resolution to offer either a Pretax Plan or a Roth Plan. She would like to see the Pretax Plan done first and offer the Roth Plan later down the road.

RESOLUTION #02:24: Enter into the Ohio Deferred Compensation Pretax Plan for Township employees:

Mr. Mayfield moved; Mr. Barto seconded.
Roll Call: Mr. Schuster, yes; Mr. Barto, yes; Mr. Mayfield, yes.

Wireless Priority Service for the Township.

Mr. Mayfield asked Mr. Breininger to explain about the service. Mr. Breininger explains the program is free. It will give us priority phone service if there is another tornado or emergency or anything to that matter. The government provides it for us. Just need phone number and account number and it could be set up.

**MOTION: Sign up for Wireless Priority Service for the Township.
Mr. Breininger will take the lead.**

Mr. Mayfield moved; Mr. Barto seconded.
Mr. Mayfield, yes; Mr. Schuster, yes; Mr. Barto, yes.

Upgrade to LED lighting in the administration section of the building.

Mr. Breininger states he would like to replace just the bulbs in the main meeting room/office area and few key fixtures out in fire station area. Would like to replace about 180 bulbs at \$5.40 apiece. Should save us \$100.00 - \$140.00 a month in electricity and there's a five-year warranty on the bulbs. Would like to do the exterior fixtures at the shelter house outside. Looking at roughly \$207.00 per piece for the five fixtures.

MOTION: Upgrade and replace light bulbs to LED lighting in administration office and few areas in fire department area.

Mr. Mayfield moved; Mr. Barto seconded.
Roll Call: Mr. Schuster, yes; Mr. Mayfield, yes; Mr. Barto, yes.

Transfer switches for building generator.

Discussion

Mr. Mayfield asked, "How do we change now? Are we manually changing over?" Mr. Breininger states that currently it powers the first section of the fire station, but not the second or third because there's three panels out there that it could actually power. Mr. Britton replied "No, there's six panels in here that it does. We did everything so the internet could stay up and anything to get to the network; the cameras stayed on and the doors were able to swipe the whole time we had the power outage."

Mr. Mayfield thinks we need a natural gas generator for this part of the building (the offices). He asked Deputy Chief Hart his opinion. Deputy Chief Hart stated that the

needs for one here have come up because of the emergency when the tornado hit. His concern with the generator is that we have a single-phase service in the building and we have a three-phase service in the building and at no point should those two be tied together, the single-phase service was maintained when the new building was built.

Mr. Mayfield wants to look into the overall electrical system and generators for the building. Mr. Schuster would like to look into getting a fire alarm for Shoreland building location.

Mr. Mayfield would like to propose setting up a building committee of experts to analyze things to modernize this building and come up with recommendations for what needs to be done.

MOTION: Establish a building committee of five representatives for Shoreland Avenue Building.

Mr. Mayfield moved; Mr. Schuster seconded.

Roll Call: Mr. Barto, yes; Mr. Mayfield, yes; Mr. Schuster, yes.

Delegations/Public Comment

Mrs. Nowakowski would like to add, regarding the retirement plan we spoke about earlier: it is not employer match; it's just contributions that the employees want to put in.

With no additional business or comments, Mr. Mayfield adjourned the meeting at 6:57 p.m.



Jerry Mayfield



Don Barto, Sr.



Mark Schuster



Kimberly Kay