



Chief Chris Kaiser – Police Department
Report for June 11, 2024

1. The speed sign has been put back up on Brophy to retrieve data and slow traffic. Leo has ordered some parts to make the sign fully functional.
2. Patrol vehicle #90 was taken back to Grogan Towne Chrysler for engine issues again. With all of the engine problems with the same vehicle, Grogan agreed to replace the entire engine under warranty. Vehicle is repaired and back in service.
3. Continuing to monitor the Creekside addition with the road project underway: keeping cars clear and away from the construction area while crews pave the street.
4. Assisted the Road Department and Zoning on blight issues on Jasik Drive. Stood by to keep the peace while the property was cleaned up. No issues.
5. Patrol Vehicle #91 went in for service. AAA said the brake pads are wearing down and needed to be replaced. Car repaired and back in service.
6. The murder trial in Raintree Village is schedule to begin the third week in June after being continued several times.
7. Had to remove a vehicle off of GovDeals (auction site) that we initially had up for auction. It was discovered that there was a possible lien on the vehicle; a certified letter has been mailed to PNC bank to see if they have an interest in the vehicle.
8. The Police Department is prepared for Summer Fest, Saturday, June 29th. We will have 4 patrol cars on duty, 2 units on bike patrol, several officers at barricades, and crowd control.



Chief Mike Bailey – Fire Department

Report for June 11, 2024

1. Chief Bailey attended all RCOG TAC, Policy Board, EMS Reform and Lucas County Fire Chief meetings. The city of Oregon and Jerusalem Twp will be going live with the new system on June 3rd with the rest of the county still scheduled for August 5th.
2. The Fire Department secured its own CLIA Waiver which is vital to the continuation of point-of-care testing with the EMS reform coming to fruition in August.
3. We received thank you cards for supporting our Lucas County dispatchers during EMS telecommunicators week, along with doughnuts from our across-the-street neighbor. Mr. Stewart was very thankful to a crew that helped him carry a large freight package into the backyard that he was unable to move.
4. Please welcome longtime member Rick Phillips as the newest Lifetime Member of the Fire Department. A celebration of his esteemed career will be scheduled soon.
5. I would like to ask the Trustees to accept the resignation of Delaney Henry. Ms. Henry is unable to meet the needs of the Fire Department at this time.
6. I would like the Trustees to hire the following members to Probationary status:
 - Dustin Moon
 - Callie Klavinger
7. I would like to ask that Michael Tolles and Connor Lambert's probationary period be shown complete and are recognized as badged members as of 06/11/2024.
8. The Fire Department is becoming a Leave Behind Naloxone Distribution Partner to facilitate the issuing of Naloxone kits for home use once the Emergency call is over.

Tuesday, June 11, 2024 Meeting

In our last meeting resolutions were passed for blight, streetlight assessments, LGS services and for appropriations in the Capital Improvement Fund. The resolutions have been certified & submitted.

Resolutions

➤ **Supplemental Appropriation Recommendations:**

- 1) \$45,605.58 Capital Improvement Fund: for the purpose of the Blessing roof & gutters. (Financing is not in our best interest to pursue due to current interest rates).
- 2) \$55,000 General Fund: for the purpose of the Blessing roof, moving of payroll back into General & blight assessments needed to transfer, etc.

➤ **Blight Transfer**

We received the assessments this year from prior year resolutions that was receipted into the General Fund and must be transferred by resolution to the Gas Tax Fund where the blight clean-up was paid out of.

➤ **Payment Redirect Policy**

Auditor of State recently issued Bulletin 2024-003 to provide updated tips and guidance when handling requests to redirect payments from public accounts. This policy protects against “Business email compromises” and related schemes that involve seemingly innocent messages from individuals impersonating vendors or other employees and seeking to have payments sent to different bank accounts. OTA recommends each township to adopt a policy.

➤ **Positive Pay**

In Bulletin 2024-003, Auditor of State recommends Positive Pay to protect against fraudulent activity. Requesting to set up Check Positive Pay with Huntington Bank.

➤ **Colonial Life Insurance**

OPERS notified us that term & whole life insurance policies are now being offered to OPERS members. An employer preference form has been requested. Open enrollment starts in July.

New National Opioid Settlement

A new national opioid settlement has been reached with Kroger Co. We may participate in the settlement whether or not we sued Kroger Co. We are to receive documentation within the next few weeks to participate. The deadline to participate is August 12th, 2024.

Payroll

Waiting to receive new hire tax documents in order to enter the new hires that was approved in our last Board meeting, into our payroll.

- Paid employee flat rate retroactive wage as motioned in our last meeting.
- Updated sick leave accrual in UAN for payroll.
- Volunteer Waiver given & received back from volunteer Chaplain.

FROM THE DESK OF MICHELE NOWAKOWSKI/FISCAL OFFICER

Attended Webinars

- Auditor of State's Cybersecurity webinar on fraud prevention.
- OTA's webinar: Wage & Hour, The Rules, New & Old
- Sunshine Laws Certification Training

Office Files

Continuing to organize & up-date office files.

Record Retention Schedules

Sent out reminder to Dept. Heads to review their department's record retention schedules and to notify me of any additions or revisions.

Budget Reports

- May bank reconciliation has been posted.
- Management Reports will be printed for trustees' review.
- Monthly Budget Reports has been sent to Dept. Heads.
- A Fund Summary has been placed on our website under Financial Updates.



Ryan Breininger - Roads Department
Report for June 11, 2024

1. Equipment repairs and upkeep.
2. Tree trimming for sidewalks, signage, and roadways.
3. Road project compliance with OPWC Requirements/Prevailing wage reports and interviews.
4. Weed upkeep and spraying throughout township.
5. New stone added to parking lots of Shoreland and Villamar Parks.
6. SWC quarterly inspections for department.
7. Provided tow lot assistance as needed.
8. Sign reductions discussed for township.

Other Items:

1. 2nd quote for Blessing Building roof to compare
2. Change of status form
3. Chloride Reduction Grant

Announcements:

1. Fullers Creekside Glen road resurfacing is on schedule.



Leo Britton – Township Administrator/Zoning
Report for June 11, 2024

1. Have open ticket on speed sign. They had me flash the software on the sign. Price for new Bluetooth, \$150; new motherboard \$250.
2. 2753 Shoreland will not require a variance to be given (Reached out to owner and told him for the start work he needs to file a new drawing showing new location of the building). Drawing submitted on 6/4/2024.
3. Multiple questions on permits.
4. Managing 8 open blight issues with resolutions.
 - a. 5346 Belpre Dr
 - b. 5541 Pageland
 - c. 5329 Belpre
 - d. 5760 Suder Ave
 - e. 2930 Jasik
 - f. 2953 Capri
 - g. 5526 Brophy
 - h. 2938 Jasik
5. All MVR's submitted and returned no open issues.
6. Chief Bailey asked for 2 fobs for Matt Hart and John Henry.
7. Hard drive for the NVR at the park reformatted seemed to fix issue.
8. Monitoring blight issues in township.
9. Reviewed budget reports.
10. Updated web-site.
11. Final update on 2nd group of PC's with Norton Anti-Virus.
12. Waiting to hear if new hires for Fire have passed background checks before giving out door fobs and setting up in all software programs as needed:
 - a. TruPay
 - b. Textcom
 - c. Atrium (door system) will use these to train Ryan.
13. Fixed TruPay issue on 5/26 payroll.