

Tuesday, December 10, 2024 Meeting

Recap: In our last meeting, resolutions were passed. Resolutions for blight & resolutions for appropriations. A policy was approved for paramedic school reimbursements as well as an employment agreement for those members seeking to receive their training paid by the township. Quotes were approved for radios (mobile/portable/mobile data terminals) for Fire/EMS.

All resolutions were received & certified and resolutions were sent to the County Auditor's Office. New policies were filed and PO's were created from the quotes approved for the radios.

Resolutions Needed:

- 2024 Appropriation Budget Decrease in:
 - 2021 Fund by \$81,051.22 (Fuller's Creekside Glens Invoice Delay)
 - 4401 Fund by \$46,507.03 (Fuller's Creekside Glens Invoice Delay)
- 2024 Revenue Budget Decrease in:
 - 2261 Fund by \$9,000 (Drug Fund)
 - 4401 Fund by \$46,507.03 (OPWC)
- 2025 Appropriation Budget
(A motion is necessary if Administrator pay is to be taken strictly out of General in 2025)
- 2025 Appropriations -Authority to move at Fund Level

Invoices have been received for BWC and OTARMA. These will need to be approved to pay in an annual payment out of this year's appropriations.

9-1-1 bill was indirectly approved in last meeting with check #'s and amounts. I am asking the Board to approve separately as of November 12th.

I attended the following webinars:

- Fiscal Officer Roundtable discussing various fiscal topics;
- Ohio Grants Summit Day 1 & Day 2
- UAN How to Spot Financial Trouble
- Huntington's Economic Outlooks for 2025
- UAN Year End Update

Public record requests were received & processed.

Submitted forms to Ohio Department of Job & Family Services (ODJFS).

The invoice from Overhead Inc. was just received in order to pay for the Blessing roof. Our Board approved to pay up to \$68,000. The invoiced amount was \$63,000.

The Fuller's Creekside Glens Project close out has been pushed to being after the 1st of the new year due to multiple items of corrective work still needing to be done. Therefore, 2024's remaining budget is being requested to be eliminated.

FROM THE DESK OF MICHELE NOWAKOWSKI/FISCAL OFFICER

Fuller's Creekside Glens Project continued...

We are waiting on a letter of intent from the contractor for the completion of it. Also, Lucas County Engineer's Office is currently working on the final draft estimate to send to the contractor who in turn has 30 days to review/disagree or agree with quantities. Once the final figures are known, we will then be able to create a revenue and appropriation budget for finalizing the expense of this project in 2025.

YTD reimbursement requests to the County Engineer's Office Storm Water Utility Fund totals \$27,570.91. One more will still be requested due to the late falling of leaves. Deadline to submit is December 10th.

November payroll withholdings have been paid and OPERS Contribution Reports have been submitted.

As a reminder to all employees who have vacation and personal (PTO) leave balances, PTO cannot be carried over to the new year. Vacation carryover cannot exceed 40 hrs. Please check your paycheck stubs to see your balances. Currently we have 2 payrolls left before year end. December 26th is the last payroll post date for 2024.

I am also asking all employees to verify that we have their current address on file. Next month W2's will be generated and all addresses must be current.

I am requesting that all invoices are to be received by December 26th, to have a post date in 2024.

Budget Reports

- November Bank Reconciliation has been posted.
- Management Reports will be printed for Trustees' review.
- Monthly Budget Reports have been sent to Dept. Heads.
- A Fund Summary has been placed on our website under Financial Updates.



Chief Chris Kaiser – Police Department
Report for December 10, 2024

1. Requesting the Board approve the purchase of four (4) in-car mobile radio units from Motorola at a cost of \$12,500.84 (estimate attached).
2. Requesting the Board approve the 2025 Northwest Ohio Regional Information Systems (NORIS) contract. Approximately \$21,000.00.
3. Contacted DR Ebel Police and Fire Equipment to check on the status of our change out date for the new car. They have set a tentative date of December 22, 2024.



Chief Mike Bailey – Fire Department
Report for December 10, 2024

1. Chief Bailey attended all RCOG TAC, Policy Board, and Lucas County Fire Chief meetings.
2. The Shoreland Firefighters Association hosted its annual Feather Party back in the station last month! It was a great success with much hard work from its members!
3. The Fire Department was an integral part of 2 separate water rescue calls on Lake Erie resulting in the safe rescue of 5 individuals.
4. The Fire Department played host to Whitmer High School students who are enrolled in the Medical Technology program. An educational visit was had with great questions from all!
5. Fire Department members will have vehicle inspections conducted this month for those who respond with lights & sirens - “code 3”- to the station or calls.
6. The Fire Department made great strides in 2024! Highlights include several new members, numerous new certifications, a decrease in spending, and an increase in revenue all while enduring the most difficult EMS transition in 42 years!



Roads & Parks Department – Ryan Breininger
Report for December 10, 2024

1. Leaf pickup normally on Monday and Tuesday
2. Fullers Creekside follow-ups and punch lists with county
3. Lucas County Siren Testing
4. Vehicle tire assistance for Police Department
5. Repaired roof-top furnace for Blessing Building
6. Feather Party assistance
7. Lighting upgrades at cold storage building
8. Restocked salt for roads



Leo Britton – Township Administrator/Zoning
Report for December 10, 2024

1. Working on resident who has a pig head looking into neighbor's yard.
2. Resident has security camera aimed at neighbor's pool.
3. Had budget meetings with all department heads including Jerry and Michelle.
4. Multiple questions on permits.
5. Recovered camera data from Blessing Building for Police Department.
6. Working on East Harbor being removed as a 2-way street in online map programs.
7. Updated web-site.
8. OTARMA insurance invoice received and given to Fiscal Officer.
9. Will send addresses for zoning violations on Monday could have five (5) or more.
10. Sent out PTO (personal time off) report to department heads showing remaining numbers for full-time employees.
11. Blight Resolutions needed:
 - 2727 Shoreland Ave
 - 6204 Summit St
 - 2522 Point Pleasant Way