

Tuesday, January 14, 2025 Meeting

Recap

Motions were made to pay invoices. Resolutions were passed to:

- 1) decrease revenue and appropriations for 2024,
- 2) approve the 2025 Appropriation Budget &
- 3) to approve a resolution for blight.

All have been certified and budget resolutions have been sent to the County Auditor's office. Amended Certificates of Estimated Resources have been requested.

I will be attending the OTA Winter Conference held in Columbus.

Annual County Highway Mileage Certification

Lucas County Engineer's Office sent the Annual County Highway Mileage Certification Form that will need Trustee signatures and returned to their office by February 21st.

Resolutions

Purchase Orders/Blanket Certificates -approval up to \$50,000.

Motions: (Organizational)

1. To nominate Chairman.
2. To nominate Vice-Chairman.
3. Approval to pay all employees and Elected Officials biweekly (To post payroll every other Thursday)
4. Approval to post payroll on Wednesday when holidays fall on Thursday. (Thanksgiving & Christmas).
5. Approval to pay Elected Officials out of the General Fund.
6. Approval to pay Administrator position out of General Fund effective starting on January 6th. Currently, split between: General/Fire/Police/Roads & Park.
7. Approval to split for shared invoices: 60% Fire, 20% Police, 15% General, 2.5% Roads & 2.5% Parks.
8. Approval to submit payment on all reoccurring invoices.
9. Approval to divide interest proportionally by pooled fund balances within the funds that are allowed to receive interest. (Currently, General/Gas Tax/Permissive & MVLTT Funds).
10. Set 2025 office hours. Currently set from 9a-2p, M-F
11. Set 2025 office closed dates.
12. Set 2025 holidays.
13. Set 2025 meeting dates & times.
14. Approval to list on Gov Deals in 2025.
15. Approve all supplemental appropriations, blanket certificates, purchase orders, checks & electronic payments.
16. Auxiliary Police still suspended for 2025?
17. Approval of any new changes in the Zoning Boards

BWC True-Up & Annual Premium Estimate

The 2025 estimated premium in the amount of \$17,822, for BWC has been paid before the January 3rd deadline to receive a discount.

The True-Up Report reflected that our 2024 wages were slightly less than BWC estimated last year. We will be receiving an adjustment credit of \$1,079.

Leave Balance Adjustments

The PTO and vacation balances have been adjusted in UAN according to our payroll policy.

Elected Officials Salary Adjustments

Increases have been given according to 2025's Compensation Chart distributed by Ohio Township Association.

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. All 2024 withholdings have been paid.

W-2's

W-2's have been given to each Department Head. I ask that these be given out timely. If mailing, please post mark before Jan. 31st. They have been electronically submitted to the BSO website for Social Security. Deadline to hand out & submit is January 31st.

1099/1096's

1099's have been prepared & mailed to appropriate vendors. 1096's will be electronically submitted on Fire to IRS. Their site is unavailable until January 13 when updates are made. Deadline to mail and electronically submit is January 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.

After the Financial Statements are complete and sent electronically to the Auditor of State, a notice in the newspaper will be published stating they are available to review. Deadline to submit Financial Notes is March 1st.



Chief Chris Kaiser – Police Department

Report for January 14, 2025

1. Chief Kaiser led the funeral procession for former Washington Township police officer Sgt. Bill Estok on Friday, January 3, 2025. Sgt. Estok passed away Dec. 27, 2024 and served our Township for 25 years, 1985-2010.
2. All officers completed their 2024 state-mandated training (24 hours), and many exceeded the number of hours required. All of this training will be reimbursed by the State of Ohio.
3. Requesting the Board approve charging \$75.00 per hour for anyone who makes a public record request for in-car camera video or body-worn camera video from the police department, with a cap set, by law, at no more than \$750.00 (Governor DeWine just signed HB 215 into law and it goes into effect April 2, 2025).
4. Requesting the Board to allow Ptlmn. Thomas Gearhart to carry over or use 24 hours of vacation time. He was told that he only had 8 hours left toward the end of 2024, so he used that last eight (8) hours as vacation, only to be told after the year, he had 24 additional hours in addition to the 40 he was already carrying over for 2025. (misinformed or miscommunication)
5. Patrol Vehicle #91 has been picked up by DR Ebel and ready for road service. Still waiting for MDT to be connected to a Verizon air card.
6. Old Patrol Vehicle #92 will be put up for public auction.
7. Requesting the Board to approve Ptlmn. Joe Gill stepping down from a full-time officer to part-time officer. Joe has accepted another full-time offer with the Village of Genoa.
8. Deputy Chief Hart has compiled the 2024 Police Department statistical data for criminal activity, reports taken, traffic stops, and arrests. (Will provide the Board with copies.)
9. We have several unclaimed vehicles for auction and one vehicle may bring upwards of \$30,000.00 to the Police Department. Auction site: Govdeals.com



Chief Mike Bailey – Fire Department
Report for January 14, 2025

1. Chief Bailey attended all RCOG TAC, Policy Board, and Lucas County Fire Chief meetings.
2. The Fire Department would like to congratulate Michael Tolles on passing the National Registry exam to become certified as a Paramedic and submits his change of status as such.
3. I would like to ask that Gabe Baldwin's probationary period be shown complete and is recognized as a badged member as of 01/20/2025.
4. Chief Bailey celebrated his 1-year Anniversary as Fire Chief.
5. Chief Bailey would like to institute a shift differential of \$5/hour for overnight calls.
6. I would like approval of payment for ESO Invoice #159150 for EMS1 Academy, the program the Fire Department utilizes for continuing education, in the amount of \$2,041.26 which is budgeted for 2025.
7. I would like to ask the Trustees to approve the purchase of an 18 ft. Ice & Water Rescue Air Boat, and Load Rite Trailer from Duck Water Boats, Inc. in the amount of \$69,800.00 utilizing \$27,861.46 from the general fund -- which is the amount used for the Blessing Building roof, from the fire department assets previously sold and proceeds placed into the Capital Fund -- with the remaining \$41,938.54 coming from the Fire Fund.



Roads & Parks Department – Ryan Breininger
Report for January 14, 2025

1. Omar Bridge inspection report received from Lucas County
2. Township road mileage report to Lucas County
3. Fullers Creekside follow-ups and punch lists with county
4. Lucas County siren testing
5. Vehicle assistance with Police Department
6. Blessing Building cleanup: ceiling removal in bays
7. Polar Express maintenance
8. Faucet replacement in shelter house
9. AT&T Firstnet set-up for Roads/Township
10. Park trees cut up and removal after wind damages
11. Tow Lot assistance: Made more parking available
12. Electrical assistance for Fire Chief's office
13. Year-end totals submitted for budget
14. Stormwater Coalition/Swag meetings with Lucas County



Leo Britton – Township Administrator/Zoning
Report for January 14, 2025

1. Recovered depreciation check on 2469 Shoreland amount of \$8,528.01.
2. All open claims with OTARMA from 2023 Tornado are now closed.
3. Cancelled E-Fax.
4. Updated TruPay for MLK day as January 20. Will update remainder of holidays after organizational meeting.
5. Fixed issue with bank of cameras out at fire station.
6. Updated web-site.
7. Fence installed on Woodfox without permit. Owner applied for permit.
8. Worked with Fiscal Officer to determine any SBITA OR GASB 96 software we must identify with our financial statements she prepares. Only one we have is our NORIS Contract.
9. Have Zoning Appeal for 2453 Point Pleasant Way.
10. Blight Resolutions needed: Will give Kim the sheets for meeting
 - 2940 Northshore