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FISCAL OFFICER: Michele Nowakowski 419.410.8304

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REGULAR MEETING December 10, 2024

Mr. Mayfield called the meeting to order at 6:00 p.m.

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

Pledge of Allegiance

Also Present:

Fiscal Officer – Michele Nowakowski

Township Administrator – Leo Britton

Department Heads Present:

Fire – Chief Bailey

Police – Chief Kaiser and Deputy Chief Hart

Roads and Parks Superintendent – Ryan Breininger

Announcements from Trustees and Department Heads:

Mr. Schuster - Trustee

- Invites anyone who is interested to join his family and friends for New Years Eve celebration.
- Introduces Elijah, who will be bringing a new business into the Township at the former car wash on Summit Street.
- Invited John Henry to deliver an opening prayer.

Mr. Barto – Trustee

- Would like to thank our Fiscal Officer, Michele Nowakowski for the work that she does and going over the budgets. She dedicates a lot more time and effort into this than she really needs to. He extended his thanks to Shelly for everything she does for us and for watching over the Township's money like a shepherd.

Michele Nowakowski – Fiscal Officer

- Would like to make sure all the Department Heads talk to their employees and encourage them to turn in any updates they may have, or information on new addresses or phone numbers. W2s will come out next month and we need to make sure we have all updated employee information.
- Asking that all invoices for 2024 be turned by December 26, 2024 so they can have a post date of 2024.

Chief Bailey – Fire

- Thank you for those who attended feather party this year. Would like to continue having it back at the station. It was a great success.
- Received final word today that the fire department has been selected and will be receiving the 2025 MARCS (Multi-Agency Radio Communications System) Radio Grant from the State of Ohio in the amount of \$37,250.18. Thank you to Assistant Chief Bill Long who put in a lot of the work to receive it.

Chief Kaiser – Police

- Chief Kaiser read and presented Certificates of Recognition to three police officers for their service and dedication to Washington Township and the Police Department: Dennis Moszkowicz, 40 years of service; Terry Picking, 35 years of service; and Thomas Fall, 30 years of service.

Jerry Mayfield – Trustee

- Mr. Mayfield asked that the three officers come forward so the Trustees can honor them with a pin in recognition of their years of service.
- Mr. Mayfield, Mr. Barto, and Mr. Schuster also recognized Chief Chris Kaiser with a certificate and pin for his 40 years of loyal and dedicated service to Washington Township and the Police Department.

NEW BUSINESS

POLICE

MOTION: Approve the purchase of four (4) in-car mobile radios for the Police Department in the amount of \$13,258.64.

Mr. Mayfield moved; Mr. Barto seconded.

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

MOTION: Approve the Annual Contract with Noris for the Police Department in the amount of \$20,955.00.

Mr. Mayfield moved; Mr. Barto seconded.

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

TRUSTEES

MOTION: Approve Regular Meeting Minutes from November 12, 2024.

Mr. Mayfield moved; Mr. Barto seconded.

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

MOTION: Approve the 911 Invoice for \$108,664.96.

Mr. Mayfield moved; Mr. Barto seconded.

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

MOTION: Reappoint Mrs. Sue Futey to the Zoning Commission Board.

Mr. Mayfield moved; Mr. Schuster seconded.

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

Mr. Mayfield explained that the Zoning Board of Appeals position that Bill Ducey holds is up for renewal. Mr. Ducey has served in that position for quite a few years and he has decided to retire from that, which leaves an opening. He is recommending Matt Hart to fill the position because Matt has served on that Board in previous years and he'll bring great experience to that Board.

MOTION: Appoint Mr. Matt Hart to the Zoning Board of Appeals.

Mr. Mayfield moved; Mr. Barto seconded.

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

MOTION: To set date of January 14, 2025 for the 2025 Organizational Meeting. Meeting to start at 6:00 p.m. with Regular Trustee Meeting to follow at 6:30 p.m.
Mr. Mayfield moved; Mr. Barto seconded.
Roll Call: Mr. Schuster, yes; Mr. Mayfield, yes; Mr. Barto, yes.

RESOLUTION #66:24: Declaring property located at 2727 Shoreland Avenue a nuisance, under 1308 (G) of the zoning code, 7-day notice.
Mr. Mayfield moved; Mr. Barto seconded.
Roll Call: Mr. Schuster, yes; Mr. Mayfield, yes; Mr. Barto, yes.

FINANCE

MOTION: Approve supplemental appropriations, blanket certificates, purchase orders and checks numbered 50932 to 50968 & electronic payments numbered 1371 to 1498 totaling \$200,839.53; \$130,442.49 for accounting, \$70,397.04 for Payroll.
Mr. Mayfield moved; Mr. Barto seconded.
Roll Call: Mr. Schuster, yes; Mr. Barto, yes; Mr. Mayfield yes.

MOTION: Approve payment to BWC in the amount of \$17,822.00. To be in 2024 appropriations.
Mr. Mayfield moved; Mr. Barto seconded
Roll Call: Mr. Schuster, yes; Mr. Mayfield, yes; Mr. Barto, yes.

MOTION: Approve payment to OTARMA in the amount of \$31,209.74.
Mr. Mayfield moved; Mr. Barto seconded
Roll Call: Mr. Schuster, yes; Mr. Mayfield, yes; Mr. Barto, yes.

RESOLUTION #67:24: Approve to Decrease 2024's Appropriations in the Gas Tax Fund #2021 to the amount of \$192,834.41.
Mr. Mayfield moved; Mr. Barto seconded.
Roll Call: Mr. Schuster, yes; Mr. Mayfield, yes; Mr. Barto, yes.

RESOLUTION #68:24: Approve to Decrease 2024's Appropriations in the OPWC Fund #4401 to \$253,324.97.
Mr. Mayfield moved; Mr. Barto seconded.
Roll Call: Mr. Schuster, yes; Mr. Mayfield, yes; Mr. Barto yes.

RESOLUTION #69:24: Approve to Decrease 2024's Revenue Budget in Law Enforcement Trust Fund #2261 to the amount of \$1,000.00.
Mr. Mayfield moved; Mr. Barto seconded.
Roll Call: Mr. Schuster, yes; Mr. Mayfield, yes; Mr. Barto yes.

RESOLUTION #70:24: Approve to Decrease 2024's Revenue in the OPWC Fund #4401 to \$253,324.97.
Mr. Mayfield moved; Mr. Barto seconded.
Roll Call: Mr. Schuster, yes; Mr. Mayfield, yes; Mr. Barto yes.

RESOLUTION #71:24: Authorize the Appropriation Movement at Fund Level within a Fund for 2025 Appropriations.
Mr. Mayfield moved; Mr. Barto seconded.
Roll Call: Mr. Schuster, yes Mr. Mayfield, yes, Mr. Barto yes.

RESOLUTION #72:24: Approve 2025 Annual Appropriations Budget in the amount of \$2,229,471.55

Mr. Mayfield shared he sat through the budget meetings with Mrs. Nowakowski (Shelly), who did a phenomenal job, and Mr. Brittson (Leo), who was extremely helpful. He thanked Shelly, Leo, and the Department Heads.

Previously, the budget was created with appropriations set at the departments' projected revenue, and Shelly would have to create supplemental appropriations. Mr. Mayfield explained that, this year, he asked the Department Heads to do something different: set their budgets at the expected revenue plus 20% of their reserves. This allows a cushion for the future.

The only budget that was different was the Park budget. The Park has been sitting on \$100,000.00 in reserves year after year, and the Park really doesn't need that much.

Mr. Mayfield asked for an additional \$30,000.00 to be put into the Park Budget. It will all be put into Capital Improvement and will allow Parks to spend up to \$50,000.00 this year to make some serious improvements that haven't done for a while.

Ryan is looking at new play sets for the two through five-year-old area. Mr. Schuster had suggested improving the parking lot - getting rid of the grassy area. People have asked about a walking path. They are not sure if that is physically possible because of the ball diamonds, but they would like to look into putting a path along the creek bank that comes from the neighborhood, get rid of the phragmites, and open up the water view. These are just some of the ideas to put some money into the park, that hasn't been done in a long time.

Mr. Barto also met with everyone after Thanksgiving and asked that an additional \$40,000.00, above what was budgeted, be added to the fire department so they have a cushion for any future needs.

Mr. Mayfield moved to Approve 2025 Annual Appropriations Budget in the amount of \$2,229,471.55.

Mr. Barto pointed out that he did that (adding \$40,000 to the fire department budget), because he does feel the fire department needs an airboat. Mr. Barto said that he would like to see if there's any way to work out something with Jerusalem Township or Toledo, to help with the purchase of that because it benefits everyone in the area.

Mr. Mayfield explained that because previous budgets were set at revenue only, it was causing trouble. They are trying this budget process this year to see what happens to the reserves. It was also done to assist the Fiscal Officer, to allow her to move funds out of Capital Improvement if she needs it for wages, contracted services, etc. Mr. Mayfield explained the concept is to give the Fiscal Officer a pot of money to move stuff around in and to get the books balanced by the end of the year.

Chief Bailey wanted it noted that some of the purchases, that were allotted in Capital Investments are improvements from prior years - like the sale of fire department equipment - that ended up in the Capital Investment Fund. Mr. Mayfield and Mrs. Nowakowski explained that those are different; the sale of township property goes into a separate fund.

Discussion was held regarding the sale of equipment or Township assets from different departments, the allocation of those funds, and how it affects department budgets and the

General Fund. Discussion included the long-term sustainability of the budget, along with the amount of reserves, and what would happen when or if a levy would be needed.

It was agreed that this can be revisited and discussed as the year progresses. Fiscal Officer Mrs. Nowakowski reminded everyone that her monthly budget reports tell the Departments how they are doing with their appropriations and revenue.

In regards to when we sell Township assets, Mrs. Nowakowski said she has never agreed with how they have to do that. She explained it's a ruling of the Auditor or State, so we don't have any control over that. It's specifically meant for Capital needs, too.

Mr. Mayfield stated that he had already moved to approve the 2025 appropriations and needed a second. Mr. Barto seconded.

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

DELEGATIONS/PUBLIC COMMENT

Elijah (unable to get his last name)

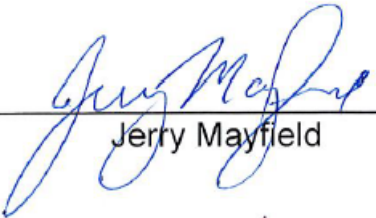
Introduced and shared information about himself. He's going to run a car dealership out of the former car wash location on North Summit Street. He shared that he has met a few people here and feels welcomed and wants to be a part of the community.

With no other delegations, Mr. Mayfield explained that in the past, after the December meeting, the trustees would have a potluck dinner for the employees. Members of the audience were also invited. It was meant to bring everyone together to celebrate Christmas and that's what's happening tonight. He invited and welcomed all audience members to stay and celebrate Christmas, and enjoy the potluck dinner.

With no additional business or comments, Mr. Mayfield adjourned the meeting at 6:50 p.m.

Mr. Mayfield moved; Mr. Barto seconded.

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


Jerry Mayfield


Don Barto, Sr.


Mark Schuster


Kimberly Kay