

08/08/25 for Tuesday, August 12th Meeting:

Recap

In our last meeting, resolutions were passed for blight, zoning and the credit card policy.

Motions were made to suspend the use of the time clock another 30 days, approve up to a \$6,000 expense to Joey Tree for the removal of 3 silver maple trees, and set a date for our next Records Commission meeting.

A discussion was held on the uniform policy and was tabled.

Resolutions were signed and a PO and payment has been made for Joey Tree.

Firearms

In June's Board Meeting, a motion was passed to use the credit to be received from Vance and Kiesler for the purchase of new firearms. The invoice was motioned to not exceed \$14,000.

We recently were informed of the amount we are to receive back in credit. Vance Credit: \$10,280 Kiesler Credit: \$10,495.00

This amount will need to be placed into our 4301 Permanent Improvement Fund.

Money from this fund cannot be transferrable. A revenue and appropriation budget will need to be passed to pay for the new firearms.

Credit exceeds the invoice by \$9,070.

Trupay Reports

During our last meeting, we agreed to look at different reports we could generate from our Trupay time and attendance system and it was mentioned that we could sync Trupay to our accounting software to upload payroll.

I confirmed with Uniform Accounting Network (UAN) that payroll doesn't sync up to any third-party payroll time and attendance system. All payroll must be entered manually into UAN.

Internal Audit

Recently, I performed an internal audit on payroll since we initiated our new system, and found that we did not pay out enough to our employees. In eight payrolls, the difference was \$133.57 gross pay. This is being adjusted and procedures are being implemented to prevent any further errors moving forward.

Unclaimed Funds

\$35 will be entered into our unclaimed funds account. Letters and phone messages have been sent to the recipient but have been left unanswered to claim.

1308 Reports

1308 stands for the 1,308 Ohio townships that Ohio Township Association (OTA) represents. These reports are given by OTA to keep us informed of current and proposed legislation. These are viewable on the internet. New episodes release every week on Tuesday.

Resolutions/Motions

- Resolution: Payroll Records Policy #609 Revision
- Resolution: Revenue Budget: 4301 Fund
- Resolution: Appropriation Budget: 4301 Fund

Withholdings.

All withholdings have been paid before the deadlines and monthly reports have been submitted.

Budget Reports

Where do we stand with our budget?

Our revenue and appropriations are on target.

Fund Summary Reports have been placed on our website under "Financial Updates".

July Clover On-Line Payment Statements have been verified.

June Medico Statements have been verified.

July Bank Reconciliations have been posted.

Monthly Budget Reports have been sent to Dept. Heads.

Management Reports will be printed for Trustees' review.

Legacy Planning

Wondering how a donation or gift in your will might make a difference in our Township? Please contact our Fiscal Office at 419-410-8304 for more information.



Deputy Chief Eric Hart – Police Department
Report for August 12, 2025

1. The roundabout construction appears to be on schedule. Additional efforts in traffic control for the rerouting are successful to this point and have resulted in numerous traffic citations. I would like to thank all officers for the extra attention to these concerns.
2. Officer Wells is on leave for military deployment until May of 2026.
3. Several drug-related seizure cases are complete and will result in deposits to the Law Enforcement Trust Fund.
4. Car #90 will go in for repairs on August 18, 2025 and is expected to take 4-6 weeks to complete.



Chief Mike Bailey – Fire Department

Report for August 12, 2025

1. Chief Bailey attended all scheduled Fire and EMS TAC, Medical HUB, and Lucas County Fire Chief meetings.
2. The Fire Department conducted a CPR/AED class for 22 coaches of the Washington Jr. Football League that met their requirement for the league's policy on having trained individuals on the field. The policy is new for this season.
3. Fire & EMS crews have been navigating the roundabout construction detours and encountered a few delays while doing so. Please continue to allow large emergency vehicles the right of way but also watch for driver hand signals that may be waiving you by as it is sometimes easier to let smaller vehicles pass instead of yielding alongside parked cars that leave too narrow of paths for Ambulances and Fire Engines to pass through.
4. Crews answered multiple calls during the Woodtick Island festivities, transporting individuals to area Emergency Departments.
5. The Fire Department will again be hosting a Trunk 'n Treat this October. Stay tuned for details!
6. The Fire Department visited Care Bear Daycare and met a number of kids who got to try on gear, see the inside of the ambulance, and hang out in an engine.
7. All Fire Department MDT's were updated with software to hopefully improve cellular and wireless connectivity.



Roads & Parks Department – Ryan Breininger
Report for August 12, 2025

1. OUPS locates for 811
2. County siren alarm assistance
3. Cleaning vehicles for Police auctions
4. Shelter house rentals/cleaning
5. Blight upkeeping
6. Trailer bearing issues
7. John Deere 1435 deck repairs
8. Tables installed at Shoreland Park softball area
9. Grass cutting
10. Roundabout assistance
11. Back hoe replacement searching
12. John Deere 420 ignition issue repaired



Leo Britton – Township Administrator/Zoning
Report for August 12, 2025

1. Worked on Blessing electric bill, for 5730 Blessing
2. Received insurance certificates for Fire airboat and Road's utility vehicle
3. Reviewed July financials
4. No new blight that meets time criteria need to use this time to catch up on the resolutions for blight.
5. Worked with Michele on payroll reports out of TruPay to use for UAN
6. Also trying to find out if TruPay can be imported into UAN
7. Continuing to get calls about traffic referring them to nonemergency number
8. Reset internet after power outage
9. Need Resolution to submit to the Lucas County Auditor, the amount of \$1,020.00, for blight cleanup at 2947 Northshore, through August 8, 2025