

12/05/25 for Tuesday, December 09th Meeting:

Recap

In our last meeting, resolutions were passed for blight and finance. Motions were passed for the following status changes:

- to hire a new part time patrolman,
- make a part time patrolman full time,
- for a Fire Department employee's resignation,
- for a newly badged member in the Fire Department.

Motions were passed to approve the payments for the invoices to ESO, Lucas County, BWC and E&K.

Many discussions were held on the following topics with no motions passed:

- offering Hepatitis B vaccines to all employees,
- new hire draft offer letter,
- split of Shoreland shared expenses
- Ryan's wages.

Resolutions were signed and sent to the Lucas County & State Auditor's Office. Status changes have been submitted and wages were increased. The New Hire was entered into payroll. All received invoices have been paid.

Checklist for New Hires

The checklist for New Hires has been reviewed and New Hire Packets will be made available with additional updates. The motion for the recommendation recently received from OTARMA Risk Management for offering Hepatitis B vaccines has not been Board approved and will not be included.

Financial Audit

The Financial Audit for 2023 & 2024 is near completion and will be posted on our website for review once the Auditor of State releases it.

Ten Mile Creek Ditch Improvement

We received the approval needed from the Auditor of State to establish the Storm Water Special Assessment Fund. This is for the agreement passed that allows our township to pay the assessments for our residents on an annual basis for this improvement. The total amount of assessments for residential properties in the Township would have been \$17,928.60 (estimated annually at \$2,883.10 from 2026 through 2031).

A resolution will need to be passed by our Board to create this new fund.

SWUF Reimbursement Request

A reimbursement request in the amount of \$10,401.19 has been prepared and submitted. \$21,420.24 total has been requested for reimbursement this calendar year.

Department Head Meetings

Meetings with Department Heads are complete. A capital needs list and draft of 2026 appropriations were sent to Trustees and Administrator for review.

Some of the capital needs from the Department Heads include:

Fire: 3 sets new Turn Out Gear estimated at \$14,000, Command Vehicle estimated at \$38,000 and Utility Vehicle estimated at \$45,000

Roads: Street Repaving Projects estimated at \$140,000 and a Lawn Truck estimated at \$40,000.

Police: Police's budget does not allow enough in reserve for capital expenditures. The last levy passed for Police was back in 2009.

Auditor of States Bulletins on New Policies

Recently, the Auditor of State released new bulletins recommending new policies on the following:

- AOS Bulletin 2025-012 Rewards or Discount Programs
- AOS Bulletin 2025-013 Reimbursement of Sales Tax by Tax-Exempt Public Offices

Samples of these policies will be given in the next couple months.

Unclaimed Funds

The unclaimed Shelter Park Deposit Refund Recipient responded and a check was reissued. The resolution passed to transfer the money into the Unclaimed Funds Account will need to be rescinded.

Medicount Annual Review

I attended a virtual meeting with Chief Bailey and our Medicount representative to discuss our EMS billing performance and annual review. Revenue continues to increase due to the jump in transport volume. Within the last year, revenue increased 11% (\$10,469) with a transport volume increase of 12%. However, Medicount encourages us to adopt a resolution to increase rates being billed to maximize revenue. More information is forthcoming.

The Ferguson Group (TFG) Webinar "Protect & Serve"

I attended a webinar with Deputy Chief Hart regarding federal resources and strategies for safer, more resilient communities.

Executive Orders were signed that have an impact on public safety funding. Sixteen Executive Orders were signed that focus on policing and the criminal justice system.

Some include:

- Ending Crime and Disorder on American Streets
- Unleashing American Drone Dominance
- Cops Hiring Program
- Emergency Management for Cybersecurity & Disasters

Some grants become available in 2027 and fewer grants are being offered. We must meet eligibility requirements. The process starts in late February, early March 2026. A resolution is needed to participate. Local matching are on some of the grant requirements.

FYI: Department of Justice cancelled 365 grants equaling \$811,000,000 impacting 219 organizations across various states. Of the awards cancelled, 6.4% were held by state or local governments.

1308 Report -Update on Property Tax Bills

Two bills recommended by the Property Tax Working Group, await the governor's signature relating to property taxes. HB 309 & HB 335.

HB 309 expands the authority given to the Budget Commission. The Budget Commission would be allowed to reduce millage collected for political subdivisions if they feel as though it's excessive or deemed unnecessary.

HB 335 would limit revenue increases from inside millage. It would allow the Budget Commission to adjust the rate of inside millage to inflation in a period of three years. This approach provides tax payers greater predictability and stability in their property tax bills while ensuring that local governments can continue to provide essential services. The OTA approves of this approach.

UAN Year End Webinar

I attended an all-day webinar sponsored by OTA on the process of closing out the year.

Resolutions/Motions

- Resolution: To Create the Storm Water (SWUF) Special Assessment Fund #2401
- Resolution: 2026 Appropriation Budget
- Motion: Rescind Resolution 67:2025 to Transfer of Funds to Unclaimed Funds Account in the amount of \$150

- Motion: Approve Offer Letter Draft(s) for New Hires
- Motion: Approval of New Hire Packets
- Motion: Roads/Park Request for Purchase of a 2017 Backhoe \$37,200 (Fund Percentages Need Determined)

Withholdings.

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

Budget Reports

Our appropriations do not exceed our estimated amount of resources available.

Fund Summary Reports have been placed on our website under "Financial Updates".
November Clover On-Line Payment Statements have been verified.
October Medicount Statements have been verified.
November 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.



Chief Chris Kaiser – Police Department
Report for December 11, 2025

1. All officers have completed the state's mandated 24 hours of Continuing Professional Training (CPT). All of this training is being reimbursed by the State of Ohio. This is a huge cost savings to our department. The department, as a whole, exceeded the State of Ohio requirements by 97 hours. Estimated reimbursement is \$8,653.00
2. The department's new firearms will be issued and placed into service in January 2026.
3. The new body cameras are in and the entire system was replaced due to early failure of batteries. This entire system was replaced under extended warranty agreement with the supplier (Axon).
4. The department has taken a record number of handguns off the streets. This year alone to date, we have seized 31 handguns compared to year 2015 statistics of only seizing 6. Over the past 5 years, the department has seized 124 guns.
5. We had two drug cases settled with the seized money involved last month in which the court ordered the money forfeited to the department totaling \$2,061.00. This money will be placed in our Law Enforcement Trust Fund (Drug Fund).
6. We have several unclaimed vehicles from the tow lot on GovDeals (public auction).
7. Deputy Chief Hart and I met with the fiscal officer to go over the police department's budget for year 2026.
8. Ptlm. Travis Rombach is still in training riding with various officers and various shifts. All reports on his progress are encouraging and positive.



Chief Mike Bailey – Fire Department
Report for December 9, 2025

1. Chief Bailey attended all scheduled Fire and EMS TAC, Medical HUB, and was updated on all Lucas County Fire Chief meetings.
2. The Polar Express with Chief Bailey and Rick Phillips made an appearance to show support for our annual Township Christmas tree lighting.
3. Thanks to all who attended and supported the Shoreland Firefighters Association's annual Feather Party as it was once again a success!
4. Chief Bailey attended a virtual meeting with Michele Nowakowski and our Medicount representative for our annual review. Revenue has increased by 11% over the last year, \$10,469, due in part to the hard work of our crew with a transport volume increase of 12%. Medicount did encourage the department to raise our billing rates to maximize reimbursement. Discussion will continue with more information to follow.
5. Annual hose and ladder testing was completed for 2025 with no major issues.
6. I would like the trustees to accept the resignation of Gabriel Baldwin.
7. Chief Bailey met with the Executive Director and Director of Nursing from Majestic Care nursing facility to improve communication and work on various issues including the proper use of the 911 system. The meeting was positive for all.
8. Chief Bailey is evaluating multiple applications for potential new hires.
9. Association CPR update as Instructors.



Roads & Parks Department – Ryan Breininger
Report for December 9, 2025

1. OUPS locates for 811
2. Cleaning vehicles for Police auctions
3. Shelter house rentals/cleaning
4. Leaf pick-up complete to weather change
5. Backhoe for replacement searching/testing
6. Process improvement/spreadsheet training
7. County siren tests
8. Plows attached for snow season
9. Blight discussions with home owners
10. Bay heater repairs to Co-Ray-Vac System Controls
11. Fixed out-of-service vehicle #92 spot light
12. Cleaned floors with buffer at shelter house and township meeting area



Township Administrator/Zoning – Leo Brittson
Report for December 9, 2025

1. Review renewal for OTARMA
2. Met with OTARMA Risk Management & department heads
3. Review quote from Hylant for 2026 insurance
4. Updated inventory for Insurance removing duplicates and added missing items
5. Reviewed monthly Budget reports
6. Need Resolution to charge the taxes of 2947 Northshore in the amount of \$60.00 up to November 11th.
7. Removed Christmas Tree Lighting & Feather Party from web-site
8. Set-up new employees and removed prior employees' building access
9. Continue to monitor blight & cleanup of Blight notices issued.