

Recap

In our Regular Session May Meeting, motions & resolutions were passed for the following:

- Motion to Cancel Trupay Service for Time & Attendance System
- Motion to Adjust Leave Balances for EOA Wages
- Resolutions for Zoning & Blight
- Resolution Declaring Necessity to Levy a Tax: Police
- Resolution for Policy 626 Convenience Fees
- Resolution for Streetlight Assessments

Discussions were held on the need for Fire to declare necessity to levy a new tax but motion did not pass. Other discussions were regarding acquiring the Bridgeview property, the HVAC replacement for Shoreland and the dump truck repairs needed.

- ✓ Submitted Zoning and Blight Resolutions were signed.
- ✓ Resolutions were submitted for the Necessity of Tax and for the Streetlight Assessments.
- ✓ Created form for documentation purposes when convenience fees are charged. - Sent to all Department Heads along with revisions to policy.
- ✓ Cancelled Trupay.
- ✓ Adjusted Leave Balances

System for Award Management (SAM) Renewal

We must annually register in the U.S. federal government's System for Award Management to remain active and eligible for federal grants.

The registration has been submitted and is in process for renewal.

Webinar: Cybersecurity Checklist for Townships

I attended a webinar hosted by OTA on the best practices on how to implement all the "must haves" in protecting our township from cyber fraud while trying to remain in our budgets. The checklist covers ten of the "must haves". They include: Multifactor Authentication, Email Filtering, Software Patching, Web Filtering, Security Awareness Training, Dark Web Monitoring, Endpoint Detection and Response, Outsourced 24/7 Security Team, Data Backup and Disaster Recovery & Cyber Insurance.

The Auditor of State Bulletin required us to adopt a policy last year. Implementation of the technical and training requirement is due no later than June 30th, 2026. Information and deadline requirements have been sent to our Administrator/IT and Board.

Tax Exempt Certificate Use and Sales Tax Policy

Auditor of State (AOS) released Bulletin 2025-013 recommending townships to adopt a policy to address who is allowed access to our tax-exempt form and under what circumstances it is to be used.

A sample policy has been shared by Ohio Township Association (OTA) after the AOS Bulletin was released. OTA advises townships to adapt it to individual township needs.

A draft has been construed to go along with our current Credit Card Policy and has been sent to Trustees and Administrator for review.

After hearing feedback, I have revised the draft of the Tax Exempt policy to keep in the part regarding the use of personal credit cards.

A revision to include the exceptions on using personal credit cards will need to be added in Policy 626.3 if this draft is adopted.

Police Levy

We received the Certificate of Estimated Property Tax Revenue from the County Auditor in response to the Necessity to Levy a New Tax Resolution that was passed and submitted.

The millage for the requested levy is 3.25 mills per \$1 of taxable value, which amounts to \$114 for each \$100,000 of the county auditor's market value.

The property tax revenue that will be produced by the stated millage is calculated to be \$202,382 assuming the taxable value remains constant throughout the live of the levy..

Record Commission

I requested all Department Heads to review their record retention schedules and inform me by July 1st if any revisions are needed.

Resolutions/Motions

- Motion: Accept the Certification from County Auditor Regarding Proposed Levy
- Resolution: Proceed with Levy

Withholdings.

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

Public Record Requests

I have received and responded to two public record requests.

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".
- May Clover Credit Card Payment Statements have been verified.
- April Medicount (Ambulance Transport Billing) Statements have been verified.
- May Bank Reconciliation has been posted.
- Budget Reports have been sent to Dept. Heads & Administrator.
- 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.

Leo Britton Township Administrator/Zoning

- Ticket open for Neon Goldfish
 - Website ADA compliance
 - Fix ability to take credit cards via clover or web-site
- All meeting records from January of 2026 to current posted
- Continue to work with Raintree Village local and regional management.
- Title title search for 6031 Bridgeview has been submitted for review to prosecutor.
- Gave all 4 quotes for HVAC system to the Trustees for review
- Tracking yearly and monthly budget reports
- Continue to monitor blight & cleanup of Blight notices issued.
- Blight cleanup still open:
 - 6039 Windamar yard cleanup – **Was done again will continue too.**
- Need Blight cleanup resolutions for the following addresses:
 - 5321 Pageland 1308 (H) grass and overgrown weeds on fences
 - 6114 Windamar 1308 (D) & (H)
 - 5417 Patriot 1308 (H) & (D)

Chief Mike Bailey Fire Department

- Chief Bailey attended all scheduled Fire and EMS TAC, Medical HUB, and all Lucas County Fire Chief meetings.
- Congratulations to Nate Simms on passing his National Registry test to become certified as an EMT.
- Kudos to the Fire Department for making an awesome save after multiple structures were affected by a structure fire starting in a garage on Belpre. Thanks for the assistance from both Morin Point and Toledo Fire Departments.
- Spoke with State Fire Marshall's office investigator in reference to a Structure Fire call that required mandatory reporting.
- Review and revision of fire alarm system alarm panel at 6101 N. Summit st. Corrections to follow.

- Attended Coast Guard Station Toledo's meeting with the regions' Fire Departments involved with the auto-aid search & rescue agreement. USCG Station Toledo is to remain on scheduled mission status until at least 2028 according to their officer in charge.
- Plans being finalized for the 2026 "Thunder Over The River" fireworks display.

Chief Chris Kaiser Police Department

- The Flock camera system is moving along. The permits have been filed for the State and County's approval.
- We auctioned four unclaimed motor vehicles from impound for a total of \$6055.00. Four more additional cars ready for auction.
- I attended the Metro police chief's and administrators meeting last Friday at the Toledo Police Academy.
- The radar/speed sign has been put up on Shoreland Ave. to slow traffic and remind motorists of the speed limit.
- Bauman Ford stated that the vehicle in their repair shop will have to have the wiring harness replaced. Cost estimated to be \$4200.00
- I was invited to Shoreland School to attend their last school assembly. Mr. Bott, the principal read a recognition letter to the entire school recognizing me for my service of 42 years to the school and community.
- Washington Local School Board invited me to their monthly meeting to present me with a "Portrait of a Panther" certificate thanking me for the years of service and dedication to Shoreland School, staff, students and the Washington Local Community. Jerry and Karen Mayfield were also in attendance.
- An arrest was made in an auto theft reported on Pageland Ave. Juvenile suspect is in custody and the owner was able to get their car back.
- Patrolman Daniel Wells is expected to return to work after being on a military assignment, His expected return date is June 19, 2026
- The department is prepared to the 2026 summer celebration and will have a car in the Point Place Parade on June 6th.

Ryan Breininger Roads & Parks Superintendent

- Oups locates for 811
- Shelter house rentals/cleaning
- County Siren test
- Tow Lot assistance as needed
- Township Meeting setup and cleaning
- After Hours Emergency Police Vehicle repair
- Blight Clean ups

- Secured Extra Golf cart for Police for June 27th
- Sourced Part and repaired coolant leak on Big Plow truck
- Back Flows for Blessing and Shoreland Testing
- Lawn Equipment maintenance and upkeep
- Quarterly Storm water check for Blessing Compound
- Round about Tree replanting
- Watering Round About Plants
- Trimming Phragmites and spraying weeds