

the regular session of the Washington Township Trustees

At the Township Hall, Lewistown, Monday, January 11, 2021 at 6:30 PM

The Washington Township Trustees met in regular session on Monday, January 11, 2021 at 6:30 PM at the township hall with Trustees Don Lewis, Jason Faulder, and Tucker Berg present. Others present: Fiscal Officer, Lisa Miller, Zoning Inspector Gary Bias, Road Supervisor, John Newland, and Police Chief Core.

The meeting was opened by Fiscal Officer, Lisa Miller with the Pledge of Allegiance to the flag and roll call. Fiscal Officer Miller opened the floor for nominations of chairman and vice-chairman for the year 2021. Trustee Faulder nominated Trustee Lewis as Chairman, Trustee Berg seconded the motion. Trustee Berg nominated Trustee Faulder as Vice-Chairman, Trustee Lewis seconded. All answered Aye and the nominations were approved with a 3-0 vote. Trustee Lewis then took over the meeting as chairman of the Washington Township Board of Trustees for the year 2021.

Trustee Faulder made a motion to waive the reading of the minutes from the December 14, 2020 Regular Meeting and the December 28, 2020 Special Meeting and accept them as written. Trustee Berg seconded the motion. A vote was taken and all answered Aye – motion passed 3-0.

- ◆ **Pay Financial Obligations** - Fiscal Officer Miller presented and Trustee Faulder made a motion to pay all financial obligations. Trustee Berg seconded the motion. A vote was taken and all answered Aye – motion passed 3-0.
- ◆ **Financial Reports** - Fiscal Officer Miller also presented the Trustees for the period of 12/1/2020– 12/31/2020 a Fund Status Report, Receipt Register, Appropriation Status, Revenue Status, Payment Register, and Bank Reconciliation for their review and signature. Trustee Faulder made a motion to approve the financial reports. Trustee Berg seconded the motion. A vote was taken and all answered Aye - motion passed 3-0.
- ◆ **Township Meetings** – Trustee Lewis reminded all in attendance that the **regularly scheduled Washington Twp. Board of Trustees meetings will continue to be held the second Monday of each month at 6:30 PM** If there are any other changes to a meeting date, as always, it will be publicly advertised. A reminder that due to COVID, meetings are currently via teleconference only and that number is on the township website at: washtwp.net. I need a motion to approve the meeting dates. Trustee Faulder made a motion to approve meeting dates. Trustee Berg seconded the motion. A vote was taken and all answered Aye - motion passed 3-0.
- ◆ **Mileage** – Trustee Faulder made a motion to set the mileage reimbursement rate to .56 per mile for township officials traveling outside of the township to perform township business. Trustee Berg seconded the motion and all answered Aye – motion passed 3-0.
- ◆ **Vacation** – Trustee Faulder made a motion that the township continue to provide and pay for two weeks (80 hours) vacation for full-time hourly employees. Part Time employees may take 40 hours annually. Seasonal employees (less than 500 hours per year) will have no paid vacation. Trustee Berg seconded the motion; all answered Aye – motion passed 3-0.
- ◆ ***Trustee Lewis: Requested a motion for approval of the following three appointments (Trustees will serve two years for each appointment and rotation will occur again in January, 2023 as specified by the Indian Lake EMS Bylaws): Trustee Faulder made a motion to approve the nominations and Trustee Berg seconded; all answered Aye – motion passed 3-0.***
 1. **Indian Lake Joint Fire District Board** – Trustee Berg will serve on the ILJFD in 2021-2022
 2. **LUC Representative** – Trustee Faulder will serve on the LUC Board in 2021-2022
 3. **Indian Lake EMS Representative** – Trustee Lewis will serve on the EMS Board in 2021-2022
- ◆ **Mandatory Attendance** – Trustee Lewis: In past years, it has been mandatory that all department heads attend monthly township meetings. Need a motion to approve. Trustee Faulder made a motion to approve the requirement and that employees will be paid for attending. Trustee Berg seconded the motion; all answered Aye and the motion was passed 3-0.
- ◆ **Elected Officials Pay**- Trustee Faulder made a motion to accept per ORC Section 505.24 and 507.09, that township trustees and clerk salaries are paid at 100%. Trustee Berg seconded the motion; all answered Aye and the motion was passed 3-0.
- ◆ **Depository Agent for Washington Township for 2021** – Trustee Faulder made a motion to approve The Huntington National Bank be the Depository Agent for Washington Township in 2021. Trustee Berg seconded the motion; all answered Aye and the motion was passed 3-0.
- ◆ **Township Purchasing Agents** – Trustee Lewis: Need a motion to approve the following employees and/or elected officials as purchasing agents: Trustees Lewis/ Faulder/Berg, Fiscal Officer Lisa Miller, Zoning Inspector Gary Bias, Road Supervisor John Newland, Lt. Thompson and Police Chief Rick Core. Trustee Faulder made a motion to approve the named purchasing agents as listed and Trustee Berg seconded the motion. All answered Aye and the motion was passed 3-0.

the regular session of the Washington Township Trustees

At the Township Hall, Lewistown, Monday, January 11, 2021 at 6:30 PM

- ◆ **Hourly Pay Scale for Township** - Trustee Faulder made a motion to approve the payroll changes as listed below which is a 2.75% percent increase or more for all part-time and full-time employees. Seasonal remains the same. That is 1.45% above the 2021 Cost of Living 1.3% increase in pay. Trustee Berg seconded; all answered Aye and the motion was passed 3-0.
 - Road Superintendent - \$18.75 / full time
 - Road Worker - \$16.50 / part time
 - Police Chief - \$18.50 / full time
 - Police Officers - \$17.50 / part time
 - Zoning Board Members - \$30.00 / part time
 - Zoning Inspector - \$725/month + \$12.00/hour for additional work requested
 - Seasonal Help - \$12.00/hr (seasonal help/nuisance coordinator/PD Administrator)
- ◆ **Set Zoning Fees** – Trustee Lewis: I need a motion for all zoning fees to remain the same as currently written in the Washington Township Zoning Resolution. Trustee Faulder made a motion that all zoning fees remain the same as currently written and Trustee Berg seconded the motion; all answered Aye and the motion was passed 3-0.
- ◆ **Zoning Commission Board** – Ron Kimmel’s term expired on December 31, 2020. Trustee Faulder made a motion to appoint Ron Kimmel to the ZCB for another five-year term. Trustee Berg seconded the motion; all answered Aye and the motion was passed 3-0.

The following are serving on the: **2021 Zoning Commission Board Members:**

2017-2021 Rick Beck
2018-2022 Terry Miller
2019-2023 Mark Gibson (Chairman)
2020-2024 Jerry Snipes
2021-2025 Ron Kimmel

Alternate: Shannon Reames & David Snapp

- ◆ **Zoning Appeals Board** – Sharron Klahr’s term expired on December 31, 2020. Trustee Faulder made a motion to appoint Sharron Klahr to the ZAB for another five-year term. Trustee Berg seconded the motion; all answered Aye and the motion was passed 3-0.

The following are serving on the: **2021 Zoning Appeals Board Members:**

2017-2021 Melissa Miller
2018-2022 Bud Christman
2019-2023 Steve Strauser (Chairman)
2020-2024 Brian Hough
2021-2025 Sharron Klahr

Alternate: Rick Beck & David Snapp

- ◆ **Township Blanket Purchase Order** – Trustee Faulder made a motion to set maximum blanket purchase orders not to exceed \$25,000, if or when needed, by Fiscal Officer Lisa Miller. Examples would be for Dayton Power & Light, Marathon Gas station, etc. the motion was seconded by Trustee Berg. All answered Aye and the motion was passed 3-0.
- ◆ **Reallocation of monies within the same Fund** - Trustee Faulder made a motion to allow Fiscal Officer, Lisa Miller, to reallocate line item monies (must be within the same fund) on an as needed basis for the year 2021. Fiscal Officer Miller will then no longer need a resolution to reallocate line item funds but will advise trustees of any transfers she makes. Trustee Berg seconded the motion. All answered Aye and the motion was passed 3-0.

Fiscal Officer Business – Lisa Miller

- ◆ **Financial Report** – Starting fund balance on December 1, 2020 was \$1,160,088.41. Revenue for the month of December was \$34,963.92 and monthly expenditures were \$79,559.96. Year to date revenue was \$795,560.31 and year to date expenditures were \$762,889.46 leaving an ending fund balance of \$1,115,492.37 as of December 31, 2020.
- ◆ **2021 Ohio Township Association Winter Conference** – is being held February 1-5, 2021 online via webinars. I plan on attending. If anyone else wants to attend, please let me know. The fee is \$65 and payable by the township.
- ◆ **Information** – Contact information for Elected Officials and Department Heads are posted on the communication board outside the township building and are also on the township website: washtwp.net
- ◆ **2021 Meeting Dates** - were published in the Examiner on January 7th as well as on the communications board outside township hall.
- ◆ **2020 Financial Report** - is due to State of Ohio by February 28, 2021. Once completed, an ad will be placed in the Bellefontaine Examiner notifying the public that it is available for viewing.
- ◆ **2020 W-2’s** - will be mailed by or before January 31, 2021
- ◆ **Update on HMA20-BRIC Federal Grant** – completed the HMA Federal grant application and submitted electronically. We are one application of 70 who applied. This grant is a land acquisition project – we should know by

spring or before whether our application was chosen. I'll keep everyone posted once we're contacted on the status of our application.

the regular session of the Washington Township Trustees

At the Township Hall, Lewistown, Monday, January 11, 2021 at 6:30 PM

Police Department – Chief Rick Core

- ◆ Good evening everyone – I really don't have a lot tonight
- ◆ **Policy Change regarding the time card write-in** – I am requesting a change in Washington Township's time clock policy which currently requires all employees to clock in and out at the Township Hall. The change I am requesting is only for Lt. Thompson and it allows him to write in the time he starts his shift and he will clock out when he's finished for the day. Lt. Thompson has the cruiser at his house for the purpose of being available for calls requesting backup with Bruno. He starts at IL Schools in the morning and keeps track of the time he starts each day instead of being required to come to the Township Hall to clock in and leave there to go to the Schools. Lt. Thompson is closer to the schools so we feel this change is necessary. I don't have copies for everyone but will get one to Lisa. Trustee Faulder made a motion to accept the policy change for Lt. Thompson to write in his start times in the mornings and clock out in the afternoon. Trustee Berg seconded; all answered Aye and motion was passed 3-0.
- ◆ **Signatures for Mutual Aid Agreement** – Due to change in command with Trustee Berg as member and Trustee Lewis now Chairman of the Board of Trustees for 2021, we need to have this agreement re-signed. All signed as requested.
- ◆ **Resolution 2021-001 for Logan County Unified Drug Task Force Agreement** – in the matter of a mutual aid agreement as it relates to the Logan County Unified Drug Task Force between the Logan County Sheriff's Office, Township of Washington, Village of Russells Point, Village of DeGraff and Village of West Liberty effective on April 1, 2021 Chief Core is asking for approval to the agreement and passed out copies of it. A motion was made by Trustee Faulder to approve the Logan County Unified Agreement and seconded by Trustee Berg. A vote was taken and all answered Aye; Resolution 2021-001 passed 3-0.
- ◆ Thank you gentlemen, that's all I have.

Zoning Department – Zoning Inspector, Gary Bias

- ◆ **Handled approximately 65 calls last month**
- ◆ **Two zoning permits issued for:**
 - Demolish Steve Valley house at 9064 Poplar St – hauled away, backfilled, and planted grass seed
 - Enclosed the rear patio on the Roby house at 8281 Blue Heron Cove
- ◆ **David Paxton** from Buschurs wants to know if he can get a refund for permit 1490 for \$86 as the owners at 7699 Edgewater cancel their order for a sunroom addition; they paid for it and they cancelled.
- ◆ **Have two Variance meetings scheduled for Jan. 25, 2021 at 6:00 & 6:5:30 PM**
 - 1st Variance 2020-006 application from Susan & John Butler at 5925 SR 47 W. They want to demolish the existing farmhouse as it is in unrepairable condition and is unsafe. They want to set a manufactured home over the existing basement from the farmhouse. The reason is that the cost of a modular or stick built house is more than they can afford.
 - 2nd Variance 2020-007 application is from John Hoffman is to split off a 1.7 acre parcel off of a 8.8 acre parcel at 8605 TR 207. The reason for the split is that his daughter can't afford the 8.8 acre parcel so he bought it. The last of the 7.1 acre parcel will be sold to Justin Slaven who is currently farming the ground.
- ◆ **Logan County Land Trust** - I'm going to follow what happens with the Village of Lakeview parcels that were put into the Logan County Land Bank before I spend any time on adding any Washington Township parcels which I would review with the trustees before doing it.
- ◆ **Violation letter status update:**
 - I sent a certified letter on 12/29/20 to Andrew Creamer for the unsafe mobile home at 9012 Court St. on Orchard Island. As of Saturday 1/9/2021, it still has not been delivered. I'll keep checking on it & let John know if & when they sign for it. JOHN: We'll just do it like last time, just tear it down and then they'll give it to us.
 - Issued one courtesy letter for a shed that she found out was on her property when she had a survey and the owner of that property called me & will be moving the shed.
- ◆ Any questions or follow-ups for me?

Road Department – John Newland, Road Superintendent

- ◆ **Township Hall Roof Leaking** – I called Lees Roofing and he said there's three really bad spots and the roof is really old. I asked for a quote as they're probably going to fix it. He said he would come over and patch it. It's a flat roof – he said he would have it for me tomorrow.
- ◆ **No Power at Park Quonset** – will take pictures and send to DP&L
- ◆ **Backhoe fixed** – low on transmission fluid; filled it up and its better, not 100% but better and a cheap repair.
- ◆ **Quick hitch for the case** – quote from Farmer's Equipment; Got a quote for \$589.50 Trustee Faulder made a motion to approve the purchase of a quick hitch and Trustee Lewis seconded. All answered Aye; motion passed 3-0.
- ◆ **350 running like crap** – didn't cost anything; bad coil.
- ◆ **Maintenance on bush hog mower** (bent rails)
- ◆ **Backhoe serviced**
- ◆ **New Holland serviced**

- ◆ **Tree is down** – you’re already aware of it.

the regular session of the Washington Township Trustees

At the Township Hall, Lewistown, Monday, January 11, 2021 at 6:30 PM

LUC Board – Trustee Lewis

- ◆ Report is in there
- ◆ I’ll start reporting on EMS at their February meeting

EMS Board – Trustee Berg

- ◆ Old EMS Property is on govdeals.com at \$43,000; Trustee Lewis: Any COVID cases going on over there? 4-5 that I heard about. One is on medical leave or sick days for 14 days and then going to use her sick days. But, until recently she was just getting paid. She couldn’t file Workman’s Comp because they can’t prove it was work-related.
- ◆ Approved security for new building

Fire Board – Trustee Faulder

- ◆ Nothing at the IL Fireboard District; Gibby was out on a work thing so no info given.
- ◆ Approved the policy and procedure manual.

Old Business – Trustees.

- ◆ None

New Business – Trustees

- ◆ Chief Core: I heard you talking about IL Fire District possibly doing a training burn on that grant project. I was advised that yes, they do training burns as long as EPA doesn’t get in their way. Haven’t done one in a while but would like to. FO Miller: Thanks, Chief. I’ll give Gibby a call.
- ◆ FYI - Lakerettes perform at the BB game tomorrow night

Public Comments

- ◆ None

With no further business to come before the group, Trustee Faulder made a motion to adjourn at 7:16 PM. Trustee Berg seconded. All answered “Aye”. Motion carried 3-0. The next regular board meeting is scheduled for Monday February 8, 2021 at 6:30 PM via teleconference. Just a reminder that all public meetings are currently being held via teleconference and the call-in information for dialing in is on the Home page of the web site.

Lisa A. Miller, Fiscal Officer

Don Lewis, Chairman

Jason Faulder, Vice Chairman

Tucker Berg, Member