

the regular session of the Washington Township Trustees

at the Township Hall, Lewistown, Monday, April 10, 2023 at 6:30 PM

The Washington Township Trustees met in regular session on Monday, April 10, 2023 at 6:30 PM at the Washington Township Hall.

The meeting was opened by Trustee Berg with the Pledge of Allegiance to the flag and Fiscal Officer Miller read roll call. Present were: Trustee Berg, Trustee Lewis, Trustee Faulder, Chief Thompson, Gary Bias, John Newland, and Lisa Miller. Trustee Faulder made a motion to approve the minutes from the March 13, 2023 regular meeting and two special meetings and accept them as written. Trustee Lewis seconded the motion. All answered "Aye" – motion passed 3-0.

**Financial Obligations** - Fiscal Officer Miller presented financial obligations to the trustees. Trustee Lewis made a motion to pay all financial obligations. Trustee Faulder seconded the motion and all answered "Aye" – motion passed 3-0.

**Financial Reports** - Fiscal Officer Miller presented to the Trustees for the period of 3/1/2023 – 3/31/2023 a Bank Reconciliation, Fund Status Report, Fund Summary Report, Receipt Register, Revenue Status, Appropriation Status and Payment Register for their review, approval and signatures. Trustee Faulder made a motion to approve the financial reports and Trustee Lewis seconded the motion. All answered Aye – motion passed 3-0.

#### **Fiscal Officer Business – Lisa Miller**

- **Financial Report** - Starting fund balance on March 1, 2023 was \$1,459,036.17. Total revenue deposited in March, 2023 was \$607,950.96. The year to date revenue is \$655,531.10. Our monthly expenses were \$115,529.99 and our year to date expenditures are \$182,727.45 leaving a month ending balance on March 31, 2023 of \$1,951,349.14
- **Mail:** None
- **Dumpster Days:** I did get in touch with Ryan King from Republic and he advised he can take care of us on June 8<sup>th</sup> and 9<sup>th</sup>. We should have the contract before the May meeting.
- **Records for the Park/School Sale:** I was able to get copies of the documents for the sales of the old Indian Lake Middle School in Lewistown. These are all legal, recorded documents that the Township should have had, but didn't. I made copies for our records and emailed them to the Trustees.
- **Cemetery Cleanup** – We may not need to do this now since Chief Thompson brought us help from some inmates who did do some clean-up in both cemeteries. But, we used to advertise asking for help from the public or family members of those buried in the cemeteries to help us get ready for Memorial Day as we do get quite a few visitors that weekend and there is still some work to get done. If Trustees feel both cemeteries look good as they are, I won't advertise to have a cemetery spring clean-up day. Trustee Lewis asked John and Chief Thompson what they thought and all agreed both cemeteries are in good shape.
- **Insurance Declaration** – Gary asked me to send our Insurance Declaration to Amy at Indian Lake Sewer District. I contacted OTARMA as we had not received our 2023 copy of insurance yet. They emailed to me and I sent the pages I needed to Amy for the structure removal on 366.

#### **Department – John Newland, Road Superintendent**

- **Truck Issue** – The 550 is down once again; not sure what's wrong with it. It doesn't look good, rolling smoke and no power. Going to try to get it to Leonard's tomorrow. It's a 2007. Trustee Berg: Has the EGR on it, right? John: Right. And, we've put a new turbo on also, plus a lot of other things we've had to fix...it's costing us a lot of money.
- **Catch basin cleanouts** started and work our way around
- **Replaced some signs.** There are many more signs that need replaced. I am questioning if we stay with the same company? They won't warranty them any longer. I hate to think how many signs we have. All the ones I ordered from the beginning were taken care of but they aren't doing that any longer. Kleem is the name of the company I would like to order from. Trustee Lewis made a motion to approve \$1,000 to purchase signs from Kleem and Trustee Faulder seconded the motion. A vote was taken and all answered "Aye" – motion carried 3-0.
- **Mowers are ready** maybe the end of the week next week I'll start mowing the park. Need 2 boards, 2 dugouts, and new light on the end of the Quonset. Need approval for \$350 to repair. Trustee Faulder made a motion to approve \$500 toward repairs at the park and Trustee Lewis seconded. A vote was taken and all answered "Aye" – motion passed 3-0.
- **Spraying down at the park this week.** I think I have a PO for Duff's but will need some gravel. Trustee Lewis approved \$1500 for gravel and Trustee Faulder seconded. A vote was taken and all answered "Aye" – motion passed 3-0.
- **Any thoughts of sealing the parking lot this year.** Trustee Lewis: Didn't we do that last year? John: Yes, Trustee Faulder: You can go ahead and get a couple quotes to seal it and we can discuss it when we see the cost. John: Ok
- Trustee Berg: Did you find any valves? John: Yes, Trustee Berg: What about the road in front of Jacksons. Are we going to put a basin in there? John: In bottom of the hole there is tile down there. So, they blasted that out and think they are good without a basin. It is draining now. On 213 - I fixed the blowhole.

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### **Police Department – Chief Michael Thompson**

- 407 calls for service in March.
- Special Duty Rate – Schools - \$32.50 an hour. Non School - \$37.50 an hour. Non-school with alcohol - \$40 an hour and (2) officer minimum.
- SRO – I applied for two grants. One is for roughly \$26,000 and the other is for up to \$50,000 a year for a new SRO position for three years and the schools would be responsible for 20% as well. The fourth year the school would have to guarantee that salary at 100%. I will keep you guys updated on these.
- SRO Contract – I spoke with Sup. Underwood and the contract will go to his board in June. I would like to have it approved by you guys at the May meeting and will provide each of you copies once I have it complete.
- I finally got ahold of ODOT about the one-way streets around Woody's. ODOT says we do not need anything from them and that it is a local road and we are okay to change it as long as we affix the appropriate signage. How do you guys want John to proceed? It will take a petition to get it changed – there are 3-4 full-time residents. Trustee Lewis: Which side has more parking? Chief Thompson: That shouldn't be a problem - go around Purdy's and go around and come out. And it comes out on the side of the drive thru. Trustee Faulder: Can you draw something up and I'll help you? Trustee Lewis: Made a motion to make the street one way West / North / Center. Trustee Faulder seconded it. John: Pirates Cove will need to know.
- I have received several calls and messages concerning the speed change on State Route 366. I can't explain it any differently than I already have and we had zero say in the speed change as it was done via a speed study. My recommendation was to change it all the way to Russell's Point if they were going to change it at all. They said the study did not support that.
- I have received several calls about obstructions on State Route 366. I don't know that these are criminal in nature and are more than likely zoning related. I have and will continue to forward these to Gary.
- One of the signs causing an obstruction is on 366 is at the Root Beer stand. I need the Trustees to make a decision on the root beer stand. I can't do anything. I have had at least 10 calls. If you are pulling out from the two streets it obstructs your vision. The no parking sign is within 8 ft of the pavement and all the way down to the Aries bldg. Trustee Faulder: Has anyone from the root beer stand responded? Chief Thompson: The only option we have is to come up with a resolution so we can enforce it. Gary: Nothing in zoning except you can't create a border that creates an obstruction. Chief Thompson: They did put cinder blocks with wood, etc. There is enough people that have complained. Do you want me to do something? Trustee Faulder: I'll go see them. Trustee Lewis: Can you give them a warning? Chief Thompson: He's telling people to park there so it's not the customers fault, it's the owners. We've sent a letter, went to see him and he doesn't want to do it. Trustee Faulder: I'll go talk to them.
- Last Thursday and Friday the police department got three inmates. We had them clean up both of the cemeteries, power wash the township building, sweep out the garages and shampoo the township building carpets.
- This Thursday and Friday we are getting inmates again and are going to paint the exterior of the township building.
- I would like to start interviewing potential new officers. I understand we don't have the funding to pay them but I think bringing in a few guys may be beneficial in the long run.
- Police Officers Association – we purchased shirts to sell as a fundraiser for \$20. Once those are in I will have them available at the township building.
- Police Officers Association Golf Scramble – August 27<sup>th</sup>, 8am shotgun start at Prairie View – more info as available.

### **Requests**

- Wednesday, April 12<sup>th</sup> at 11am, Chief Gibson can meet us at the park to spray off the basketball courts. We will need a PO for the paint & paint supplies so inmates can paint at the park and the township hall - \$2,000 at Sherwin Williams and \$250 at Lowes. The Fire Dept. agreed they will spray off the basketball courts for us. Trustee Lewis made a motion to approve the paint and paint supplies for the park and the twp. hall and Trustee Faulder seconded. A vote was taken and all answered "Aye" – motion approved 3-0.
- August 4<sup>th</sup> – Logan going to training to teach CPR
- PO in place for Bruno to see the vet (Southgate)
- Galls - \$255.00 for (3) vehicle unlock kits (already have PO in place)
- Amazon - \$169.99 for a drive shaft for 2016 Charger. Can we look at setting up an account?
- BLS Instructor Course - \$200 to Mary Rutan Hospital to send Logan to the training, August 4<sup>th</sup>. WTPOA will pay for this.

### **Zoning – Garv Bias, Zoning Inspector**

- I handled approximately 90 calls last month.
- Issued (1) zoning permits for:
  - IL Schools storage building permit 1593
- Called CenterPoint gas company for the 3<sup>rd</sup> time concerning the road cut for the new house on 7259 Hancock Dr. Gave them the customer's name & address and they will get back to me by phone or email.
- Still waiting the Comstor reps & parcel owner (Cecil Smith, Beacher Webb & Charlie Williams) to get back to me with their updates so I can set up a ZAB variance meeting for the 3 billboard structures. They want to install in the old railroad easement off SR 33 by down from Lakeview Hardware.
- Shari Walbright provided me with the grant information and schedule that I requested. I will be issuing her the demolition permit in tonight's meeting if she is there. Are the trustees ok with that?
- I waiting to hear back from Amanda Harshfield from the Health Dept. to give an update on the Francis parcel. I believe the letter sent by the health department gave them until April 15 to reply back. Then they are supposed to inspect the parcel and if nothing was done declare then condemn it. What do the trustees want to do with it if it is condemned?
- Sent the Root Beer Stand a courtesy warning letter that the cars are parking too close to the road & blocking the vision of cars pulling out from State & Edison Streets. Is parking within 8 feet of the edge of the pavement a ticketable offense?

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**Zoning – Gary Bias, Zoning Inspector** – Cont’d.

- My notes from last meeting said there was an issue at the Manns apartment is Five Parks. Is there a zoning issues that I need to deal with?
- I got the electric and gas both disconnected at the structures at 7621 State Route 366. The sewer department has issued John the permit to disconnect the sewer and install the new valve which we already have. We have issued the PO for TDH Law to do the title search. Once I get the results back naming each party of interest from this title search then I will need to send them each a certified letter. That needs to be done at least 30 days before demolition starts. If the address of those parties is unknown, then I can publish a notice in the Examiner that they have 20 days to respond if they want to request a hearing. If a hearing is held then the trustees have 30 days to issue an order either dismissing the matter or directing the removal of the structures. Do the trustees want me to keep working on this demolition process? Trustees: Yes
- The Complaint form is on our Washington Township website, under zoning. I have also made copies of the paper forms which are in the outdoor Bulletin board for residents that do not use the internet. They can fill them out and put them in the drop box by the Outdoor Bulletin Board. Michael Thompson will be checking the box on a regular basis. Are the trustees ok with this procedure? Trustees: Yes
- I have not had a chance to try the drop box on our website that Lisa set up but hope to next week.
- I contacted the Ohio Township Association & they will include my membership in the next invoice they send to Lisa.
- What is the status of the document that Michael Thompson created for disabled vehicles? Is there a written procedure for this process? Do I need to send them a warning letter before this process starts?
- Amanda Harshfield asked me about James E. Mills, C/O U.S. Bank Trust National Association as Trustee of American Homeowner Preservation Trust, and Series AHP Servicing, 1515 S. Federal Hwy. Ste. 100, Boca Raton, FL, 33432, at 8937 Crescent St., I gave her the contact info I had.
- Any questions or follow-ups for me?

**LUC Board – Trustee Berg**

- Nothing for Logan County

**EMS Board – Trustee Lewis**

- No meeting since the last one.

**Fire Board – Trustee Faulder**

- 500 gallons of water used in February
- \$420,000 in checking
- Chief going to IL schools to get kids to volunteer
- Boaters helping boaters donated
- Applied for a grant thru Honda but was denied
- Six (6) new MARCS radios

**Old Business – Trustees**

- Trustee Berg: Talked to Bryan about sewer project on Orchard Island. Hoping late May they can pave, then do site restoration. I asked about paving Wolf Island and they said they called the Engineer's Office. He's going to get a list of what needs repaired and they are having a meeting next week. I advised him to give it to John or myself so we can speak to the Sewer District.

John mentioned these damages reported at our 2/13/23 meeting: @ Woodlawn / Maple dump trucks have been cutting too close and crushed one of our catch basins. John will do a regular check of damages and will bring them to our regular meetings so they can be recorded.

- Trustee Berg: Indian Lake Sewer District is going to start paving, fix the drains, catch basins, etc.. As far as signs go? John: I never got a straight answer.

**New Business – Trustees**

- Trustee Berg: Moving forward with nuisance properties, I feel it's important to retain Matt Watson from TDH Law retroactive to 3/28/2023 as that is when I met with him. I like Matt, he's straightforward and seemed very knowledgeable in each of the areas we discussed. I would like to make a motion we pay the \$1500 retainer fee. Trustee Faulder made a motion we retain Matt Watson as an attorney for Washington Township on an as-needed basis and to pay the \$1500 retainer fee. Trustee Lewis seconded. A vote was taken and all answered "Aye" – motion passed 3-0. Trustee Berg: We can still use the Logan County Prosecutors office but when they are tied up with bigger cases we now have Matt we can reach out to for legal assistance. And, as far as the retainer – if he does any work for us this year, he will invoice us but take the invoiced amount out of the retainer fee. If there is anything left in it at end of year, Matt will send it back to us and a new retainer fee is created each new year and closed at end of year.
- Trustee Lewis – I have Lawn's Plus mowing quote for the 2023 season. It is still \$320 per mowing and that is for both cemeteries. Trustee Faulder: I make a motion we accept Lawn's Plus quote of \$320 per mowing and Trustee Lewis seconded the motion. A vote was taken and all answered "Aye" – motion passed 3-0.

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**Public Comments**

- Brandon - Is there a zoning law about running a business out of their backyard @ 9028 Park St / Mauer? Chief Thompson: There's ways you can board up a structure when it becomes a nuisance. We are tallying the calls for service (CFS) - if you see something call and we will track it. Brandon: Also – a house on Orchard/Crescent road is doing construction work and the guy just parks out in the middle of the road.
  
- Mike Yoder – As a County Commissioner I try to make it to as many meetings as I can at least once a year to help keep the line of communications open. Just to let everyone know the Commissioners meet every Tuesday and Thursday from 9:30 - 10:00 in the morning. You may speak during that time, limit is 5 minutes as we only have a half hour. Trustees and Guests: Thank you, Mike. We appreciate you taking the time to attend one of our meetings and letting us know the days / times the Commissioners are open to our questions or concerns. Much appreciated.

With no further business to come before the group, Trustee Lewis made a motion to adjourn at 7:34 PM. Trustee Faulder seconded. All answered “Aye”. Motion carried 3-0.

The next regular board meeting is scheduled for Monday May 8, 2023 at 6:30 PM. at the Township Hall.

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Lisa Miller, Fiscal Officer

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Tucker Berg, Chairman of the Board of Trustees

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Don Lewis, Vice Chairman of the Board of Trustees

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Jason Faulder, Member of the Board of Trustees