

Washington Township Board of Trustees Record of Proceedings

ENTITY NAME: Washington Township / Logan County

MINUTES TITLE: Minutes from the Special Meeting held on October 25, 2022

BOARD NAME: Washington Township Board of Trustees

TYPE OF MEETING: Special

VOTING SESSION: Yes

DATE: 10/25/2022

START TIME: 8:00 AM

END TIME: 9:15 AM

MEETING LOCATION: Washington Township Hall, Lewistown, OH

RECORD OF PROCEEDINGS: Fiscal Officer, Lisa Miller

CALLED TO ORDER BY: Chairman, Trustee Faulder

BOARD MEMBERS / FISCAL OFFICER ROLL CALL

NAME	PRESENT
Trustee Faulder	Present
Trustee Berg	Present
Trustee Lewis	Present
Fiscal Officer Miller	Present
Zoning Inspector, Gary Bias	Present

Chairman Trustee Faulder Purpose of this Special Meeting: To Discuss Zoning Procedures, Personnel, and Nuisance Property Cleanup Fees

Zoning Procedures

- Zoning Inspector, Gary Bias, gave everyone current zoning / nuisance property procedures which were approved by our legal counsel at that time, Jerry Heaton, years ago along with proposed procedures and recommendations for the Trustees to consider.
- Gary gave us a copy of the current procedure and in bold are additional changes Trustees and Gary added:
 - Get complaint – must include name and phone number (no anonymous names / numbers accepted)
 - 1st Class Courtesy letter sent to the owner by Zoning Inspector
 - Response from Owner – yes or no?
 - If seven (7) days pass and no communication back from owner then a second letter goes out to owner
 - **Next Step (change point) > WTPD personally delivers this letter to owner if in Washington Twp., otherwise, zoning inspector will send a certified letter to owner.**
 - **Chief Thompson - Requested envelopes with places to write in date / time Officer attempts to serve the letter on owner.**
 - Next Regular or Special Meeting:
 - One resolution with all parcel#'s, addresses, name of owners with nuisance properties is given to the Trustees by the Fiscal Officer for possible mowing, clean up, or abatement of the property whatever the case may be.
 - **Zoning Inspector will store pictures by number or name, address and Parcel # on external media device**
 - **Zoning Inspector will get an estimate from contractor or from John – whomever will be performing the work**
 - If outside contractor, get at least 2-3 quotes
 - **Trustees meet and decide which properties will move forward with abatement or clean-up after talking to Road and Zoning Supervisors as well as reviewing the quotes.**
 - **Road Supervisor will fill out a work order if he is performing the work or Zoning Supervisor will contract the work to be performed using quote Trustees approved at public meeting.**
 - Work is completed
 - **John or Contractor will turn in the invoice for payment at the meeting following work completion**
 - **Fiscal Officer Miller receives list from Zoning Inspector for all completed nuisance properties clean-up's and or abatements. Fiscal Officer Miller creates a second resolution using the name, address and parcel#'s plus total costs Township spent out of its General Fund to clean up each of the nuisance properties Trustees chose to move forward with and are completed.**
 - **Trustees approve all completed property cleanups and/or abatement costs being sent to Logan County Auditor, Jack Reser to be added to the owners' tax bills.**
 - **Fiscal Officer Miller sends letter and approved resolution to County Auditor Jack Reser with request to add those costs to the property owners' tax bills.**

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Zoning Nuisance Property Cleanup Fees

Current: Mowing Grass Only - \$550/per mowing is turned into County Auditors office for tax bill reimbursement back to township.

Trustees are considering these changes to fees (for all work including mowing, clean up or structure demolition):

- **Mowing - If Township Performs Work > \$750 flat fee + \$100 / hour**
- **Clean-up - \$2,000 flat fee + \$100 / hour + dump fees + equipment use**
- **Structure Demolition - \$3,000 flat fee + \$100 / hour + dump fees + equipment use + permit fees**

No decision made at this time as it's getting close to end of year and there needs to be more discussion. Trustees plan to meet with Gary, John and FO Miller to discuss during the first quarter of 2023 as well as discuss with our legal counsel.

Zoning Personnel

Fiscal Officer Miller: Gary wants to retire October 31, 2022 and come back January 15, 2023, as this is the only way OPERS allows him to take a lump sum and return to work. Gary: I got a lot of different answers from OPERS when I called them and Lisa also received conflicting answers from OPERS. They don't make retiring easy.

Fiscal Officer Miller: Can we hire Gary as a contracted Zoning Inspector at same pay rate and reimbursements? Gary is willing but can we legally do it? Trustee Faulder advised he will reach out to legal counsel Eric Stewart to ask his advice on this matter.

- Trustee Faulder made a motion that if approved by Lakeview's legal counsel and our legal counsel then hiring Gary as a contracted zoning inspector is approved and he can begin November 1, 2022. Trustee Berg seconded and motion was passed.

NEXT SCHEDULED MEETING

TYPE OF MEETING	<u>Regular</u>
DATE	<u>11/7/2022</u>
TIME	6:30 PM
LOCATION	Washington Township Hall

MEETING ADJOURNMENT

MOTION BY	Trustee Faulder
MOTION SECONDED BY	Trustee Berg
VOTING ROLL CALL	VOTE
Trustee Faulder	Yes
Trustee Berg	Yes
Trustee Lewis	Yes
VOTING RESULTS – Motion Passed	YES: 3 NO: 0

MINUTES PREPARED BY

SIGNATURE	TITLE	DATE
Signature on File	Fiscal Officer	11/7/2022

WASHINGTON TOWNSHIP BOARD OF TRUSTEE CERTIFIED

SIGNATURE	TITLE	DATE
Trustee Faulder – Signature on File	Trustee and Chairman of the Board	11/7/2022
Trustee Berg - Signature on File	Trustee and Co-Chairman of the Board	11/7/2022
Trustee Lewis - Signature on File	Trustee and Member of the Board	11/7/2022