

RECORD OF PROCEEDINGS

Minutes of

Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

January 20, 2021

Held _____

~~7:02~~ 7:22 p.m.

The Washington Township Trustees met in regular session with Powell, Smith and Euler present. Chairman Euler presided. Guest in attendance were Brian Lorenz, Joel Horen, Scott Alexander and Bill Gase.

Minutes of the previous meeting were approved.

23693	Kellermeier	\$12,063.00	23706	Green Guard	\$256.00	Voucher#229	Kristel Beyer	\$1,385.28
23694	Pauls Refuse	\$49.50	23707	Eric Palmer	\$175.00	Voucher#230	Abel Euler	\$816.97
23695	B.Hillz Excav.	\$14,783.00	23708	Time Warner	\$89.99	Voucher#231	Chad Johnson	\$219.89
23696	Village of GR	\$918.00	23709	Mid-Wood	\$1,204.78	Voucher#232	Steven Powell	\$464.71
23697	Green Guard	\$6,780.00	23710	Kirk Shank	\$14.39	Voucher#233	David Smith	\$889.29
23698	NW Ambulance	\$370.00	23711	GR Township	\$893.94	Voucher#235	OPERS	\$2,526.13
23699	Veterans Memoriz	\$1,176.84	23712	Steve Powell	\$93.00	Voucher#236	Fed Tax	\$1,689.99
23700	Kirk Shank	\$112.53	23713	WC Implement	\$146.20	Voucher#237	School Tax	\$179.06
23701	Treas of State	\$660.00	Voucher#220	Scott Alexander	\$1,447.72	Voucher#238	State Tax	\$390.89
23702	WC Engineer	\$88.41	Voucher#223	Togany Village	\$203.14	Voucher#239	Togany Tax	\$305.62
23703	Cardmember	\$721.03	Voucher#224	Edison	\$80.44	Voucher#1	Scott Alexander	\$1,419.52
23704	WC Hospital	\$45.00	Voucher#226	Paramount	\$ 3,413.50	Voucher#4	Togany Village	\$203.46
23705	WC Landfill	\$23.54	Voucher#228	Scott Alexander	\$ 1,609.87	Voucher#7	Huntington	\$37.65

Roll Call: Smith – yes, Euler – yes, Powell – yes. Motion approved. The Audit Committee approved the bank statements and financial reports for December, 2020.

Nominations for the New Year 2021 chairman were opened. Powell made a motion to nominate David Smith for Chairman, seconded by Euler. Powell moved to close nominations, Euler seconded. Roll Call: Euler – yes, Smith – no, Powell – yes. Motion approved. Smith made a motion to nominate Steve Powell as Vice Chairman, seconded by Euler. Smith moved to close nominations, Euler seconded. Roll Call: Powell – no, Smith – yes, Euler – yes. Motion approved.

Smith took over as Chairman. Euler talked with Joel Horen about possibly filling a seat on one of the zoning boards. Euler asked Joel if he had any questions. Joel stated he is not sure what the position entails but he is willing to learn. Euler talked with Larry Asmus and he would like to step down from his position, he has a call into Dan Henry but has not heard back from him yet. Euler asked Joel which board he would like to be on. Joel said he has attended an appeals meeting while building his home. Powell stated we really need some help on the zoning commission board. Joel stated he would like to start on the Zoning Commission. Smith stated by being on the zoning commission he could learn the rules of the zoning. Euler made a motion to bring on Joel Horen on the Zoning Commission board, seconded by Powell. Roll Call: Euler – yes, Powell – yes, Smith – yes. Motion Approved. Powell suggested we should hold a special meeting with the board to go over what we would like to see changed.

Bill has a new member and he is a trained fire fighter already. He needs to get a background check still. Smith asked what the current roster is at, Bill stated 15. We are starting to get eight to ten people to attend our meetings, which is great. Bill told Kristel to take Tyler Foster off the roster; he has turned all equipment in. The Plain Township agreement that was approved, we were hoping to get off ems calls. Bill wanted to respond to his fire fighters that live in Plain Township but the Sheriff Office will not segment the few places, it is either the whole Plain Township or none of it. The firefighters discussed and they would like to continue to run for ems calls in Plain Township. The trustees are fine with them running on ems calls for Plain Township. Powell stated we would be the only department that provides this. Bill said we have a first responder’s class coming up, cost is \$600/person, Jim Potter will be teaching this class. The class will start February to early April. Powell made a motion to pay for the four or five fire fighters to take first responders training at \$600/person seconded by Euler. Roll Call: Powell – yes, Smith – yes, Euler – yes. Motion Approved. Smith asked how many first responders we have; Bill stated if all five get the training, we would then have 11 first responders out of 15 fire fighters. Bill said we have had six guys get the first covid shot, the second one is coming tomorrow. Bill has a meeting with the Health Department to get the fire fighters on the list so no vile goes unemptied, which is a program the Health Department is doing. They may have a 60-minute window to get to the Health Department to receive the vaccine. Bill had 837 serviced and it was well overdue. They did a thorough inspection and a few lights were out, the pump had an issue with it, which got fixed. This was a NFPA inspection, they told us NFPA requires the tires replaced every seven years even though they do not see mileage on them. Bill and Dustin decided the tires look fine so they will wait on that. Downey will be training Bill on how to use the new air ventilation system. The AED’s still need installed, he gave Scott his first aid kit and let Brian Lorenz know that his first aid kit is available. Bill asked a company to give us a quote for an updated digital sign cost would be \$23,000. He thought the Village would possibly partnership on it. The quote was from Toledo Sign and it’s a watch fire led sign. Smith suggested getting sponsors or donations towards it. Smith does not feel \$23,000 for a digital sign is worth using taxpayer’s money.

Brian Lorenz had emailed the estimate for the small ball diamond. He was here to discuss. Powell asked about how long the expected life of the field would be, Brian did not know for sure he could find out. Euler stated there is also an annual maintenance on the fields that should be done yearly. Euler asked if there were other companies in the area, we could get another price on. Brian was not aware of any other company. Smith asked if we could ask him to change the options a little to get the cost down. Brian stated

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he could ask. Smith would like to fix the diamond to make it playable again for sure. Euler said it might be an opportune time to do the drive to the back diamond as well. Smith stated maybe if we get some roadwork done this year we can talk about paving the drive. Smith does not feel it should be accessible to vehicles since we have a playground back there. If there would be a golf cart accessible for the ADA people to ride on to get to the back diamond, then this should stop. Smith thinks we need to go back to the company to see if we can get the price down. Brian stated he would ask for other options to see if we can get the cost down.

Euler got an estimate from PAW Construction for adding on a 36 ft. by 40 ft. building, it would cost \$59,472 that includes Palmer doing a concrete floor, and Smith said electricity would probably cost \$8,000 to \$10,000. Smith asked what the trustees thought on the addition. Euler wants to make sure we try to match the current building. Powell stated it has probably faded so anything close would work. Euler will bring samples to the next meeting. Euler talked with B. Hillz about Tuller Road; they said the water is not flowing well under the road. They recommended getting it jetted out by the county. Powell stated he thinks it might flush itself out once it rains. Euler stated we would just have to keep an eye on it. Overhead door is coming out at 9:30 am tomorrow to look at the north door and some weather strips. Bill asked if he was talking about the weather stripping on the bottom of the door, we might have to have Downey look at the sensor of the doors they put in. Euler stated Lisa Zikovich is interested in helping us out with our record retention, he asked the trustees what they thought. Powell asked how she disposes of the records. Euler stated we will give her our record retention schedule and she will sort through the records for us to dispose. Smith stated we should give her a shot and see what she can get done in two weeks. Smith made a motion to give Lisa Zikovich a two-week trial to go through our records, seconded by Powell. Roll Call: Euler- yes, Smith – yes, Powell – yes. Motion Approved. Euler talked with Andy Moser about the open seats on the zoning boards; he said he would be interested on any board. Euler will ask him which one he prefers. Euler received an epoxy coating quote for the township floor \$4,400 without the flake, with flake, \$6,500 and Fire department side would be \$6,000 without flake, \$9,000 with flake. Euler was going to get a second estimate too.

Powell stated Linda Holmes said the owners have control over their cemetery lots. Linda said the owners should write a letter and sign it, that way there will be no issues. We should only talk to the owners.

Smith said we need to discuss if we want to purchase a mini excavator or not. Powell thinks we do not need one and to continue to hire the work done. Smith stated Scott is getting better and more efficient with his work so why add to it. Smith stated we would put the mini excavator on hold. Trustees discussed berm boxes. Trustees decided to see the berm boxes in person and discuss later. Smith will call Jason at the county to see if they have one to go look at. Powell thinks we need to start discussing purchasing a new truck.

Smith stated he had a resident call, Julie Barfield on Tontogany Creek. She has three dead deer on her property. What should she do, will the township take care of it. Trustees decided that she should take them to the landfill. Smith would like to start using an agenda for the meetings, hoping this will help shorten our meetings and keep us on track. He feels a meeting over an hour is too long.

Kristel stated we have the River Rescue contract, the agreement with the County Engineer and the Plain Township agreement to discuss. After discussion, Powell made a motion to approve the River Rescue Contract with Grand Rapids Township, seconded by Euler. Roll Call: Powell – yes, Smith – yes, Euler – yes. Motion Approved. Euler moved to approve the Work Agreement between the Wood County Engineer and Washington Township for year 2021, seconded by Powell. Roll Call: Euler – yes, Powell – yes, Smith – yes. Motion Approved. Euler made a motion to approve the Plain Township agreement, seconded by Powell. Roll Call: Smith – yes, Euler – yes, Powell. Motion Approved.

Smith stated we need to discuss our yearly organization. Euler made a motion, seconded by Powell to retain Scott Alexander as the Township Road Superintendent. His salary is to be twenty-six dollars and fifty cents (\$26.50) per hour. This is to be based on a forty (40) hour week with any additional time to be overtime at a rate of one and one half times the regular rate. The work week will be Monday thru Sunday. He is to receive the following paid holidays: New Year's Day, Martin Luther King Jr. Day, Presidents Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans Day, Thanksgiving Day and Christmas Day. The trustees authorize Scott to make ordinary purchases for supplies, maintenance and repairs. They authorize the fiscal officer to pay Scott on the fifteenth and the last day of each month, unless that date falls on the weekend, in which case he will be paid on the first working day of the following week. He will receive four hours per pay period for sick pay and may be allowed unlimited sick leave up to the hours accumulated. Upon retirement or termination of job, Scott will be paid for unused sick leave up to 240 hours' maximum. The trustees reserve the right to verify the use of sick pay. In addition, he is to receive three weeks of vacation with pay at a time that is agreeable to the trustees up to an accumulated total of 240 hours. The motion also includes that Scott receive medical/prescription insurance in which he is to pay for one-third of the premium. The dental/vision insurance will be offered through the Township. The life insurance can be up to 3 times his yearly salary, to be paid by the employee if coverage is desired. Roll Call: Smith – yes, Euler –yes, Powell – yes. Motion approved.

Euler made a motion, seconded by Powell that extra general labor be paid a minimum of nine dollars and fifty cents (\$9.50) per hour to a maximum of twelve dollars (\$12.00) per hour for a CDL, when acting in a capacity that requires a CDL, to be determined by the trustees at the time of hire. The extra labor assisting

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the Road Supervisor must be at least sixteen years of age and not to go over a maximum of ten thousand dollars (\$10,000) per year. When that amount has been reached, the trustees will decide whether there are funds to cover any other labor. The extra labor is only for cutting grass, plowing snow, cutting brush, picking up leaves, durapatching and using the chipper. Road Supervisor is to report a projection of extra labor for the month at the monthly meeting. Roll Call: Euler – yes, Powell – yes, Smith – yes. Motion approved.

Euler made a motion, seconded by Powell for the following fire officer pay levels effective immediately: Fire Chief - \$3,000/year plus \$12 for expenses incurred for each training and call response attended, Assistant Fire Chief - \$1,500/year plus \$12 for expenses incurred for each training and call response attended, Max of two (2) Captains - \$750/year plus \$12 for expenses incurred for each training and call response attended, Lieutenants - \$12 for expenses incurred for each training and call response attended. Balance of fire fighters will receive \$9 for expenses incurred for each training and call response attended. The Chief, Assistant Chief, and (2) Captains yearly compensations are to be paid twice a year at the first part of July and the first part of December. The chief and assistant chief are authorized to make ordinary purchases for supplies, repairs and maintenance of fire equipment and for the department. Training will be once a month. The trustees will pay for the meal only expenses incurred at the fire fighter's banquet in December. The trustees will pay for this banquet as additional compensation. The motion also includes that each fireman have 54 hours of training every three years per State requirements or be removed from the fire department. Roll call: Powell – yes, Smith – yes, Euler – yes. Motion approved.

Euler moved that the township continue the equipment rental contract with the Village of Tontogany at the following rates: Truck (or tractor) only—twenty-seven dollars (\$27.00) per hour; truck & driver—forty-five dollars (\$45.00) per hour; truck and two drivers—fifty-five dollars (\$55.00) per hour. Conditions as set forth in the 1989 contract (reissued January 1, 1999) and outlined in the minutes of the November 1, 1988 meeting. The contract will be renewed each year at the organizational meeting. The motion also includes that as long as the village does not charge the township for use of the leaf vacuum, the village will not be charged for use of the truck when used in the same manner. Powell seconded the motion. Roll call: Euler – yes, Powell – yes, Smith – yes. Motion approved.

Euler moved the members of the Township Zoning Commission and Zoning Board of Appeals and all alternates be compensated for expenses incurred at a rate of thirty-five dollars (\$35.00) per meeting attended. Educational meetings for board members are to be compensated at the same rate. Both Zoning Board secretaries are to be compensated for expenses incurred at a rate of fifty dollars (\$50.00) per meeting attended. The Zoning Commission is to meet only at the direction of the trustees. Powell seconded the motion. Roll call: Euler – yes, Smith – yes, Powell – yes. Motion approved.

Euler moved the trustees and fiscal officer be paid the current published IRS mileage rate per mile while on township business outside of the township. This also applies to others authorized by the trustees. Powell seconded the motion. Roll call: Powell – yes, Euler – yes, Smith – yes. Motion approved.

Euler moved that Chad Johnson be retained as Zoning Inspector and is allowed to use the small township vehicle for township business. His wage will remain three hundred twenty-five dollars (\$325) per month for the issuing of permits and making the necessary inspections. He will be required to attend eight (8) regular Trustees meetings per year to receive a year-end bonus and if he attends at least eight (8) regular meetings or more then he would receive the performance bonus of \$50.00 per regular trustee's meetings attended, not to exceed \$600.00, which will be paid to him at the year-end meeting in December. The trustees will make sure that zoning is the first topic to be addressed at each meeting. Powell seconded the motion. Roll call: Smith – yes, Powell – yes, Euler – yes. Motion approved.

Euler moved the trustees meet on the third Wednesday of each month. They will meet at 7:00 p.m. standard time and 8:00 p.m. daylight savings time at the township building. Powell seconded the motion. Roll call: Euler – yes, Powell – yes, Smith – yes. Motion approved.

Euler moved the fiscal officer be authorized to deposit money in the Huntington Bank regular checking account, MMA account and/or certificates of deposit and also to transfer money from the MMA account to the checking account as needed to pay bills. The authorized signees of the checks are Abel Euler, Steven Powell, David Smith and Kristel Beyer. Powell seconded the motion. Roll call: Powell – yes, Smith – yes, Euler – yes. Motion approved.

Euler moved the salary for the trustees and the fiscal officer be paid monthly from the General Fund. Powell seconded the motion. Roll call: Euler – yes, Smith – yes, Powell – yes. Motion approved.
Euler made a motion, seconded by Powell to pay Scott Alexander \$30.00 per month for cell phone usage. Roll Call: Powell – yes, Euler – yes, Smith – yes. Motion approved.

Euler made a motion to use township funds to pay supplemental hospital, disability and cancer insurance for the trustees, fiscal officer and full time employees up to seven hundred dollars (\$700.00) per year per trustee or fiscal officer and full time employee. The individual would pay anything over this amount. The motion also includes health insurance coverage for township officials and full time employees if needed and requested according to 505.60 of the ORC. Powell seconded the motion. Roll call: Euler – yes, Powell – yes, Smith – yes. Motion approved.

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Euler made a motion, seconded by Powell to pay for motel room, registration fee and up to a maximum amount of sixty dollars (\$60.00) actual expenses for food per day and compensation of the current published IRS mileage rate per mile for both the winter and summer conferences and any training if any trustees and/or fiscal officer attend. Roll Call: Euler – yes, Smith – yes, Powell – yes. Motion approved.

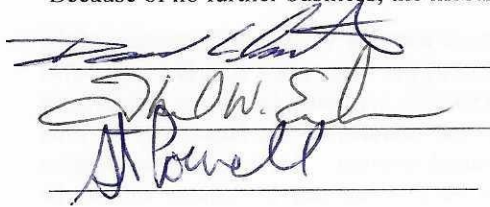
Euler stated Larry Asmus does not want reappointed on the Zoning Commission.
Euler made a motion to reappoint Dan Henry to the Zoning Appeals Board for another five years. Powell seconded the motion. Roll Call: Euler – yes, Powell – yes, Smith – yes. Motion approved.

The Trustees looked over the current zoning permit fees and cemetery fees. Euler made a motion, seconded by Powell to keep the Zoning Permit Fees and Cemetery Fees the same. Roll Call: Powell – yes, Euler – yes, Smith – yes. Motion approved.

Trustees reviewed the Credit Card Policy. Euler moved to continue the credit card policy and credit limit of \$15,000 per card for Fiscal Officer and Road Supervisor and \$2,500 for Fire Chief, seconded by Powell. Roll Call: Powell – yes, Smith – yes, Euler – yes. Motion approved.

Trustees tabled Scott's incentive.

Because of no further business, the meeting was adjourned at 9:22 p.m.



Approved by: 