



The Board of Trustees of Bath Township met on Tuesday, **January 16, 2024**, in the Township Boardroom, 2880 Ada Road, Lima, Ohio.

Members Present: Brad Baxter
Lisa Fillhart

Chairman Brad Baxter called the meeting to order at 7:00 p.m.

The meeting started with two guests in attendance to provide information:

Lydia Archambo, Stormwater Coordinator, Allen Soil and Water Conservation District, was in to discuss the updated MOU that was presented to the Board of Trustees for renewal of the agreement, and also provided insight into local outreach and education programs, including programs and information for 2nd graders at Bath Elementary.

Dustin Ingle, District Project Chair, Allen Soil and Water District, discussed the 81 to Lafayette water project. Current plans are to tie into the water lines ran for P&G and tie up some loops. Possible funding measures in place to complete the project, and overall, this will help service some additional township residents and improve some water pressure issues.

The minutes of the regular meeting of December 19, 2023, were mentioned for approval. Mr. Baxter stated this would be tabled for the next regular meeting as both he and Mr. Meeks will need to be present to approve the minutes.

FISCAL OFFICER'S BUSINESS

RESOLUTION 1-16-24-1: The Board of Trustees of Bath Township, Allen County, Ohio hereby certifies to the Allen County Auditor the total amount from all sources available for expenditures and balances. Discussion: Fiscal Officer Josh Luke explained this is a yearly process to present the year end certificate to the Auditor's Office showing balances of funds and anticipated revenue. Motion made by Mr. Baxter, seconded by Mrs. Fillhart, and passed by roll call vote.

RESOLUTION 1-16-24-2: The Board of Trustees of Bath Township, Allen County, Ohio hereby authorizes the payment of \$3,998.20 to ESO Solutions, Inc. for one year of "Emergency Reporting – Fire and EMS Custom Software Package" effective 1/1/24 – 12/31/24. Fire Chief Joe Kitchen explained that all operations and reporting work through this software system and enables them to complete required reporting by the State. Motion made by Mr. Baxter, seconded by Mrs. Fillhart, and passed by roll call vote.

RESOLUTION 1-16-24-3: The Board of Trustees of Bath Township, Allen County, Ohio hereby authorizes the payment of \$22,577.14 to the Allen County Commissioners for emergency communications and dispatching services from the Allen County Sheriff's Office for calendar year 2024. Further, authorizing funding for the payment as follows: \$11,288.57 from the EMS Fund and \$11,288.57 from the General Fund. Discussion: Mr. Baxter explained the cost savings the Township receives by contracting with the county for dispatching services instead of employing full-time personnel to run all dispatching services. This is a 24/7 dispatch service. Motion made by Mr. Baxter, seconded by Mrs. Fillhart, and passed by roll call vote.

RESOLUTION 1-16-24-4: The Board of Trustees of Bath Township, Allen County, Ohio hereby accepts the resignation of Nicholas Shady as a full-time Firefighter/Paramedic effective December 31, 2023. Motion made by Mr. Baxter, seconded by Mrs. Fillhart, and passed by roll call vote.

RESOLUTION 1-16-24-5: The Board of Trustees of Bath Township, Allen County, Ohio hereby accepts the resignation of Dru'Ann Pletcher as an intermittent EMT Basic/Level II Firefighter effective January 25, 2024. Motion made by Mr. Baxter, seconded by Mrs. Fillhart, and passed by roll call vote.

RESOLUTION 1-16-24-6: The Board of Trustees of Bath Township, Allen County, Ohio hereby Certifies in accordance with the provisions specified in the Ohio Revised Code, Section 4501.04 that as of December 31, 2023, the Township was responsible for maintaining 53.845 miles of public roads. Discussion: Road Department Superintendent Gary Jay stated the mileage is correct. Motion made by Mr. Baxter, seconded by Mrs. Fillhart, and passed by roll call vote.

RESOLUTION 1-16-24-7: The Board of Trustees of Bath Township, Allen County, Ohio hereby approves the Memorandum of Understanding between Bath Township and the Lima-Allen County Regional Planning Commission in support of the LACRPC serving as the Metropolitan Planning Organization for the Allen County, Ohio Study Area for the 2024 year and remit payment of \$3,759.60. Discussion: Mr. Baxter explained that the Township enters into this relationship for a variety of benefits and services provided to the Township, and so do many other localities. Motion made by Mr. Baxter, seconded by Mrs. Fillhart, and passed by roll call vote.

RESOLUTION 1-16-24-8: The Board of Trustees of Bath Township, Allen County, Ohio hereby approves the Memorandum of Understanding between Bath Township and the Allen Soil and Water Conservation District for MS4 Stormwater Program Administration for 2024 and agrees to compensate the Allen Soil and Water Conversation District in the amount of \$7,100.00 for this agreement. Motion made by Mr. Baxter, seconded by Mrs. Fillhart, and passed by roll call vote.

RESOLUTION 1-16-24-9: The Board of Trustees of Bath Township, Allen County, Ohio hereby approves the purchase of "High Bay Lights" from All-Phase at a cost of \$2,687.00. And approves installation of these lights by Net-Com Electrical LLC at a cost of \$1,820.00. For a total cost of \$4,507.00 acknowledging Road Funds will be used for the purchase and installation of the lights. Discussion: Mr. Baxter explained that outdated lighting in the Township Garage is in need of replacement as it is outdated and lights are no longer functioning as needed. Gary Jay mentioned the lighting would be replaced with energy efficient LED options, and this would solve the issues they are having in the Garage. Motion made by Mr. Baxter, seconded by Mrs. Fillhart, and passed by roll call vote.

FINANCIAL REPORT

The fiscal officer reported as of January 1, 2024, the checking account balance First National Bank \$2,157,069.21; Star Ohio balance \$106,535.90 for a total amount of all funds at \$2,263,605.11.

<u>ARP FUNDS:</u>	
The ARP Funding Balances are as follows:	
Total Funds Received (2021)	\$496,457.46
Total Funds Received (2022)	\$497,135.04
Total Funds Disbursed:	\$558,032.29
Total Funds Reserved:	
Garage Roof Repair	\$50,000.00
Fire Dept Payroll	\$146,574.30
Total Available/Remaining Balance	\$185,560.21

BILLS FOR PAYMENT

Breakdown of bills for approval:

Payroll Total 12/29/23:	\$24,782.32
Payroll Total 1/17/24:	\$29,729.03
Expenditures/Bills	\$104,935.59
Total	\$159,446.94

Mr. Baxter moved, and Mrs. Fillhart seconded the motion to pay the December 29, 2023, payroll, January 17, 2024 payroll, and bills in the amount of \$159,446.94. Motion passed by roll call vote.

Reports Emailed to Trustees: Payment Listing (2 files) 1/14/24, Fund Status 1/14/24, Revenue Status 1/14/24. Mr. Baxter and Mrs. Fillhart confirmed they received these reports.

DISCUSSION ITEMS

Mr. Luke states the Unemployment Compensation Quarterly Tax Return for Q4 of 2023 was submitted electronically on 1/14/24.

Mr. Luke stated the completed Employer's Quarterly Federal Tax Return for Q4 of 2023 was mailed to the IRS on 1/16/24.

Mr. Luke stated that the 2024 Employee Open Enrollment was completed for Health, Dental, Vision, and Life Insurance. All changes were communicated to Grady Benefits with an effective date of 1/1/24.

Mr. Luke stated since the last payroll information was just processed for 2023, he will begin processing 2023 1099 and W-2 Forms soon and continuing along in the process to close the 2023 year.

Mr. Luke stated the December 2023 Bank reconciliation is to be completed further along in the process of closing 2023 and will be ready for a meeting in February along with the January 2024 bank reconciliation.

Mr. Baxter acknowledged all of the time and effort spent on all processes and thanked Mr. Luke for his efforts.

CORRESPONDENCE

Received a letter from Ohio Bureau of Workers' Compensation stating that it is time to file the annual payroll true-up report for 2023. The deadline to file this report is February 15, 2023. Mr. Luke stated this would be completed on time. Mr. Baxter asked about this process, and Mr. Luke explained that although the last audit with the BWC was recently completed in the fall resulting in additional premiums to be paid, this is a yearly process required to be completed.

Received a letter from the City of Lima stating that employees under 18 years of age are no longer subject to municipal taxation until their 18th birthday.

Received a letter from the Allen County Recorder as an annual reminder that the Board has a duty under the Ohio Revised Code at Sections 303.11, 303.12, 519.11 and 519.12 to file any newly enacted zoning resolutions or amendments with the County Recorder. There is no need to re-file any documents already on record. If there are any questions, please contact the County Recorder's office.

Received a letter from the Allen County Farm Bureau. They're holding a Policy Development Resource Luncheon on Thursday, January 18th at 11 AM in the Lima Chamber Meeting Room. There is a number to call to RSVP.

TRUSTEES BUSINESS

Mr. Baxter requested an executive session at tonight's meeting to "to consider the appointment, employment, dismissal, discipline, promotions, demotion, or compensation of a public official."

Mr. Baxter read the Oath of Office with Mrs. Fillhart and welcomed her to the Board.

Mr. Baxter discussed a meeting with the Allen County Engineer's Office on February 28th, 2024. He is planning to attend this meeting.

Mr. Baxter also discussed a meeting with the Allen County Township Association on Thursday, January 18, 2024 that he is planning on attending.

Mr. Baxter wants to make sure the public is aware of upcoming levies for the Fire and Road Departments. He encouraged public involvement in meetings, and to pay attention to the new Township Facebook page for new information and updates.

Mrs. Fillhart thanked everyone for the warm welcome.

Mrs. Fillhart also thanked Tammy Jay for all of her help getting the new Facebook page up and running.

DEPARTMENT REPORTS

Road Superintendent Gary Jay mentioned that the garage roof repair is starting soon.

Fire Department - Chief Kitchen stated there were 66 year to date calls for service. There were 1,634 total calls for service in 2023. The statistic report was recently sent to the Board and will be published on the website soon. Chief Kitchen also welcome Mrs. Fillhart to the Board.

Zoning Inspector/Fire Inspector Ken Meyer reviewed his zoning report with the Trustees which included an update on the truck stop at 1201 Neubrecht Rd. It appears the project is moving along but there is no timetable for completion. The owners of the land between Stewart and Sugar Street are pursuing options for a solar farm, and this land is already appropriately zoned M-1. The Zoning Board is also anticipating a meeting with the property owner of 1660 Lutz Rd and stated the owner may need to apply for a S-PUD to advance on a proposed project.

HEARING OF THE PUBLIC

There were (10) ten from the public in attendance.

Clarence Roller, 3920 E. Bluelick Rd – Asked if it would be possible to publish a draft of previous meeting minutes on the website so the public didn't have to wait for approvals to view the information when there are delays and minutes cannot be approved on time. Mr. Baxter stated this would be discussed. Mrs. Fillhart stated she doesn't expect to have very many delays on approving minutes throughout the year.

Matthew McPheron, 710 Willard Ave. – wanted to know what plan B is if the levy doesn't pass? Mr. Baxter stated the plan is to do what the Township residents want to do. He did not feel everyone had the proper information presented to them during the November election, and it's important to make sure everyone is informed to make the decision they want to make. Mr. McPheron asked if a volunteer fire department would be considered, or other alternate funding opportunities to help raise money instead of putting it on the tax payers. Mr. Baxter stated given the importance of the industry present in Bath Township and services the residents expect, the plans and intentions are to keep the Fire Department intact. Mr. McPheron asked about obtaining records. He stated you can pull information right off of the school's website. Mr. Baxter stated only meeting minutes are published online. Mr. Luke stated he could submit a public records request specifying the exact information he's looking for and submit the request to the office. Mr. McPheron also stated it's 2024, and meetings should be streamed live on Facebook.

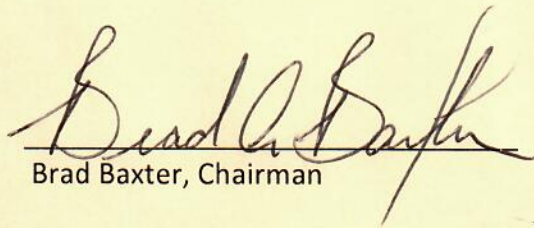
Lynda Makley, 3839 Yale Ave. – Congratulated Mrs. Fillhart on making history and becoming the first female Trustee in Bath Township.

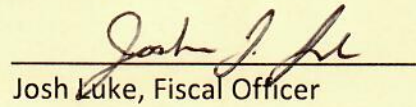
Clarence Roller, 3920 E. Bluelick Rd – spoke again, and stated he did not think a volunteer fire department was a good thing at all or a direction Bath Township wanted to go back to.

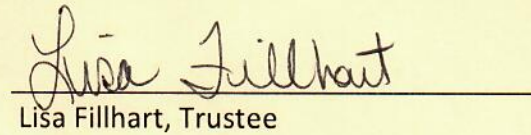
The next regularly scheduled meeting of the Board of Trustees of Bath Township will be held **February 6, 2024, @ 7:00 p.m.** in the Township Boardroom

Mr. Baxter moved, and Mrs. Fillhart seconded the motion to recess the regular meeting at 7:52 p.m. and go into executive session at 8:03 p.m. Mr. Baxter moved, and Mrs. Fillhart seconded the motion to end the executive session at 8:12 p.m. and return to the regular meeting.

Being of no further business, Mr. Baxter moved, and Mrs. Fillhart seconded the motion to adjourn the meeting at 8:12 p.m. Motion passed by roll call vote.


Brad Baxter, Chairman


Josh Luke, Fiscal Officer


Lisa Fillhart, Trustee