



The Board of Trustees of Bath Township met on Tuesday, **September 19, 2023**, in the Township Boardroom, 2880 Ada Road, Lima, Ohio.

Members Present: Brad Baxter
Mike Meeks
Micah Hollinger

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

The minutes of the regular meeting of August 15, 2023, were approved as presented. Motion by Mr. Baxter, seconded by Mr. Hollinger and passed by a roll call vote.

The minutes of the regular meeting of September 5, 2023, were approved as presented. Motion by Mr. Baxter, seconded by Mr. Hollinger and passed by a roll call vote.

The minutes of the special levy meeting of September 12, 2023, were approved as presented. Motion by Mr. Hollinger, seconded by Mr. Baxter and passed by a roll call vote.

FISCAL OFFICER'S BUSINESS

RESOLUTION 9-19-23-1: The Board of Trustees of Bath Township, Allen County, Ohio hereby accepts the resignation of Keegan Keith as an intermittent fire department employee effective September 11, 2023. Motion made by Mr. Baxter, seconded by Mr. Meeks and passed by roll call vote.

RESOLUTION 9-19-23-2: The Board of Trustees of Bath Township, Allen County, Ohio hereby accepts the resignation of Bryan Cox as a full-time Firefighter/Paramedic effective September, 30, 2023. Motion made by Mr. Baxter, seconded by Mr. Hollinger and passed by roll call vote.

RESOLUTION 9-19-23-3: The Board of Trustees of Bath Township, Allen County, Ohio hereby accepts the resignation of Jeb Sheidler as an intermittent fire department employee effective September 11, 2023, and further, acknowledging and thanking him for 25 years of dedicated service to the residents of Bath Township. Motion made by Mr. Baxter, seconded by Mr. Meeks and passed by roll call vote.

Chief Joe Kitchen invited the Trustees to a reception for Jeb at the Fire Station on October 20th starting at 3:00 PM.

RESOLUTION 9-19-23-4: the Board of Trustees of Bath Township, Allen County, Ohio, hereby approves the implementation of a memorandum of agreement with First National Bank, Pandora, Ohio, for the purpose of deposit of public funds and management of all fund accounts. Motion made by Mr. Meeks, seconded by Mr. Baxter and passed by roll call vote.

This is a formality for doing business since First National Bank requires an updated, signed agreement from the Township every so often. Discussion was held at this point revisiting the previous conversation around pursuing additional savings accounts with First National Bank that have higher interest rates. Mr. Hollinger will follow up with First National Bank.

RESOLUTION 9-19-23-5: the Board of Trustees of Bath Township, Allen County, Ohio, hereby authorizes Brion E. Rhodes, Allen County Engineer, to submit an application and to execute a contract with the Ohio Public Works Commission for resurfacing the pavement of certain roads in Bath Township, Allen County, Ohio. Motion made by Mr. Baxter, seconded by Mr. Hollinger and passed by roll call vote.

Discussion was held at this point clarifying that this is related to Issue 1 funding. Pavement will likely be 1 to 1 ¼ inches. Road Superintendent Gary Jay clarified these costs for this program are estimates. Mr. Baxter mentioned the need to look at Road Department levy needs for the Spring of 2024.

RESOLUTION 9-19-23-6: the Board of Trustees of Bath Township, Allen County, Ohio, hereby approves the submission of the updated stormwater program SWMP to the Ohio EPA Division of Surface Water. Motion made by Mr. Meeks, seconded by Mr. Hollinger and passed by roll call vote.

Discussion that this was just a formality stating that Bath Township participated in review of this plan.

FINANCIAL REPORT

The fiscal officer reported as of September 16, 2023, the checking account balance First National Bank \$2,639,066.71; Star Ohio balance \$104,580.30 for a total amount of all funds at \$2,743,647.01.

<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:	<u>\$558,032.29</u>
Total Available/Remaining Balance	\$435,560.21

BILLS FOR PAYMENT

Breakdown of bills for approval:

Payroll Total:	\$ 37,250.63
Expenditures/Bills	\$26,880.99
Total	\$64,131.62

Mr. Baxter moved, and Mr. Hollinger seconded the motion to pay the September 20, 2023, bills in the amount of \$64,131.62. Motion passed by unanimous roll call vote.

Reports Emailed to Trustees: Payment Listing 9/18/23, Fund Status 9/18/23, Revenue Status 9/18/23. Mr. Baxter, Mr. Hollinger and Mr. Meeks confirmed they received these reports.

DISCUSSION ITEMS

The date for Trick or Treat 2023 in Bath Township was discussed and approved to take place on Thursday, October 26th from 6:00-8:00 PM. Bath Township will always coordinate with the City of Lima on when Trick or Treat will be held.

The Township received PPT/CAT tax reimbursements in the amount of \$60,744.31. This is 22.12% less than the amount received in 2022 (\$77,999.20). Mr. Baxter discussed how this has significantly decreased over time.

The 2023 Special Assessment process for Street Lighting was completed and submitted to the Auditor's Office and confirmed. The Auditor's Office provided the Special Assessment Certifications to be signed and returned to finalize this process. They have also provided the Special Assessment Unit Validation Reports for review. Copies of the certificates and reports were emailed to the Trustees. Fiscal Officer Josh Luke explained that 2023 electricity bills were reviewed as they have been paid year-to-date, and the average monthly bill amounts were used to project 12 months of expenses. A summary of these results are as follows:

- Bath Lighting Belmont – 266 total parcel count, total project charge of \$6,489.85 (an increase from last year).
- Bath Lighting Woodbriar 1&2 – 48 total parcel count, total project charge of \$1,794.24 (a decrease from last year).
- Bath Lighting Woodbriar 3&4 – 50 total parcel count, total project charge of \$1,780.00 (a decrease from last year).
- Bath Lighting Woodbriar 5 – 48 total parcel count, total project charge of \$1,123.20 (a decrease from last year).
- Bath Lighting Woodbriar 6 – 20 total parcel count, total project charge of \$1,650.00 (an increase from last year)
- Bath Lighting Ridgewood – 243 total parcel count, total project charge of \$5,505.60 (an increase from last year)
- Bath Lighting Pine Lakes – 15 total parcel count, total project charge of \$750.00 (even from last year)

RESOLUTION 9-19-23-7: the Board of Trustees of Bath Township, Allen County, Ohio, hereby accepts the certification by the Fiscal Officer of all special assessment projects for Bath Township tax year 2023, calendar year 2024, have been verified and confirmed for correct parcel number charges on those parcel numbers. This is based on ORC 727.01 giving the Fiscal Officer authority to charge this. Motion made by Mr. Baxter, seconded by Mr. Hollinger and passed by roll call vote.

Fiscal Officer Josh Luke explained that the Appropriation budgets for several street lighting funds are currently at a \$0.00 balance. Most of these accounts have funds available that can be reallocated. To appropriately pay the electricity bills for the remainder of the year, Bath Township needs to request approval for a supplemental appropriation with the Allen County Auditor's office.

RESOLUTION 9-19-23-8: The Board of Trustees of Bath Township, Allen County, Ohio hereby adopts a supplemental appropriation for fiscal year beginning January 1, 2023 for the Street Lighting Special Assessment Funds as follows: 2401 Belmont in the amount of \$5,000.00; 2402 Woodbriar 1&2 in the amount of \$1,200.00; 2403 Woodbriar 3&4 in the amount of \$884.27; 2404 Woodbriar 5 in the amount of \$656.93, and 2405 Ridgewood in the amount of 6,000.00.

Motion made by Mr. Meeks, seconded by Mr. Hollinger and passed by roll call vote.

The BWC audit for 2022 is complete. The adjusted true up wage for applicable gross wages for BWC premiums increased, creating an invoice in the amount of \$1,774.00. This additional bill for BWC premiums will likely be received in November and will be due immediately. BWC is waiting on a response from the Township to either leave the current estimated wage of \$958,350 in place for 2023, or to use the adjusted figure of \$1,162,374 from the 2022 audit. Fiscal Officer Josh Luke explained that by using the adjusted figure, it will create an additional invoice of about \$2,426.00 due this fall for 2023 BWC premiums. If the estimated wage number is not adjusted now, the expectation is that the 2023 true up wage, which will be reported in the winter of 2024, will be increased above the currently used estimate, and will again create another premium payment due next year in the fall. It's a matter of paying the balance now, or in the future.

Mr. Baxter discussed that it made sense to make an adjustment now instead of kicking the can down the road.

RESOLUTION 9-19-23-9: the Board of Trustees of Bath Township, Allen County, Ohio, hereby authorizes the BWC to use the revised 2022 true up wage amount of \$1,162,374 for estimated 2023 wages for the current policy year. Motion made by Mr. Baxter, seconded by Mr. Hollinger and passed by roll call vote.

CORRESPONDENCE

Received a letter from the IRS stating that there is an incorrect TIN reported on the 1099 for the payee, Aries Lawn and Landscape LLC. Fiscal Officer Josh Luke verified that a letter was sent on September 18th requesting the business provide an updated Federal W-9 Form so we can update our records.

TRUSTEES BUSINESS

Brad Baxter discussed the Vice Chairman position for the Board. This was previously discussed, but not made official. It was decided that Mr. Mike Meeks will assume the position of Vice Chairman. The vote between Mr. Baxter and Mr. Hollinger was unanimous.

Mr. Baxter also discussed the need for the Township to arrange the services of legal counsel for a variety of reasons, and to reach an agreement on this soon. He has been in conversation with the firm of Huffman, Kelley, and Brock. Matt Mitchell was recommended at the firm. There was discussion on whether to pursue a retainer or pay an hourly rate for services as needed. It was decided that a retainer is not the best decision right now. Mr. Meeks discussed pursuing options with the Ohio Township Association to find legal counsel that works with several other Township governments. He will look into this further. This topic will be discussed further at the next Trustees meeting.

Mr. Meeks discussed property transfer reports that have been appearing in the Lima News that incorrectly mention Bath Township. He has reached out for clarification on this, and is discussing it with the Auditor's Office to make sure there are no property tax ramifications to the Township.

Mr. Hollinger nothing additional to discuss at this time.

DEPARTMENT REPORTS

Road Superintendent Gary Jay mentioned that tree trimming continues. Fall cemetery work will be starting soon. Durapatching is being worked on.

Fire Department - Chief Kitchen stated there were 1,152 YTD calls for service. Representatives from the Fire Department will be present at ODOT's upcoming meeting to discuss the roundabout at Thayer and State Route 81.

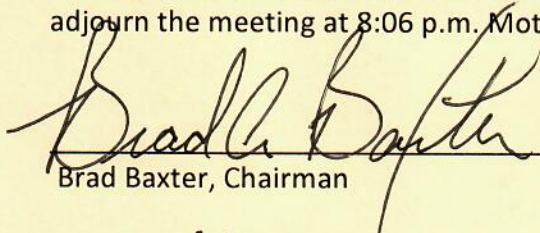
Zoning Inspector/Fire Inspector Ken Meyer reviewed his zoning report with the Trustees. The complete updated zoning resolution is now on the Township website.

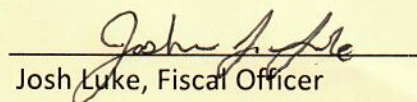
HEARING OF THE PUBLIC

There were (5) five from the public in attendance. Lynda Makley, 3839 Yale Avenue – Asked if anything was in the works for a digital sign in front of the Township building to help with communication in the Township. She also asked about pursuing options to re-design the Township website for improved communication. Mr. Baxter stated that they will pursue a sign, and the requests for the website have been taken under advisement.

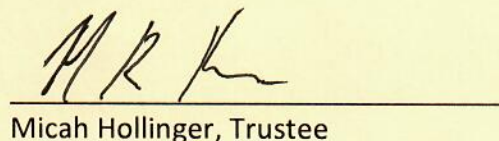
The next regularly scheduled meeting of the Board of Trustees of Bath Township will be held **October 3, 2023, @ 7:00 p.m.** in the Township Boardroom. The next special levy meeting will be held **October 12, 2023, @ 6:00 p.m.** in the Township Boardroom.

Being of no further business, Mr. Baxter moved, and Mr. Meeks seconded the motion to adjourn the meeting at 8:06 p.m. Motion passed by a unanimous roll call vote.


Brad Baxter, Chairman


Josh Luke, Fiscal Officer


Mike Meeks, Vice Chairman


Micah Hollinger, Trustee