



The Board of Trustees of Bath Township met on Tuesday, **May 20, 2025**, in the Township Boardroom, 2880 Ada Road, Lima, Ohio.

Members Present: Lisa Fillhart & Mike Meeks

The meeting was called to order at 7:00 PM with Trustee Fillhart leading the Pledge of Allegiance.

The minutes of the May 6, 2025 meeting were received & reviewed by the trustees but were not taken up for approval at this meeting due to the absence of Trustee Baxter. They will be taken up at the June 17th meeting when both Trustees Baxter and Fillhart are present to consider their approval.

Presentations:

There were no special presentations during this meeting.

The following resolutions were taken up by the Trustees:

RESOLUTION 5-20-25-1: *Approving the hiring of Dylan Hartman as an intermittent Firefighter II / EMT Basic at an hourly rate of \$17.35, effective May 20, 2025, contingent upon successful of Firefighter Mile or CPAT agility testing, within one year.*

- Trustee Fillhart moved to approve the resolution and Trustee Meeks seconded the motion. With both trustees voting yes, the resolution was adopted.

RESOLUTION 5-20-25-2: *Approving the quote from P&R Communications Service, Inc. for MARCS radio programming in the amount of \$6,888.50, and further, directing the Fiscal Officer to pay the invoice as follows: \$3,444.25 from the Fire Fund, and \$34,44.25 from the EMS Fund.*

- Chief Kitchen gave a report to the trustees regarding the scope and need for these project including an explanation that there is a limited number of vendors available to perform this work which includes brining our radios in compliance with pending mandates from MARCS which includes the addition of a software key and dual authentication.
- Trustee Fillhart moved to approve the resolution and Trustee Meeks seconded the motion. With both trustees voting yes, the resolution was adopted.

RESOLUTION 5-20-25-3: *Approving the quote from All Service Glass for repairs to three (3) exterior entry doors in the amount of \$3,510.70.*

- Chief Kitchen gave a report to the trustees regarding the scope and need for these project including an explanation that this is a project that was put on hold in 2024 until such time as the fire fund had adequate funds to support its completion.
- Trustee Fillhart moved to approve the resolution and Trustee Meeks seconded the motion. With both trustees voting yes, the resolution was adopted.

RESOLUTION 5-20-25-4: *Establishing pay rates for various township employees effective with the June 4th payroll:*

- The fiscal officer gave an overview of the changes in salary for full time employees based on a 5% increase for various employees and a change in the rate of compensation for the zoning/fire inspector to bring this position in-line with similar positions in surrounding counties.
- Trustee Fillhart moved to approve the resolution and Trustee Meeks seconded the motion. With both trustees voting yes, the resolution was adopted.

RESOLUTION 5-20-25-5: *Approving payment in the amount of \$4,118.65 to American Township for rental of a street sweeper with the total cost being split between American Township, Shawnee Township and Bath Township to perform street sweeping within Bath Township subdivisions.*

- Gary Jay reported that the township has completed street sweeping and this is the township's portion of the cost to rent the equipment.
- Trustee Fillhart moved to approve the resolution and Trustee Meeks seconded the motion. With both trustees voting yes, the resolution was adopted.

FINANCIAL REPORT

- The fiscal officer provided a financial report outlining current account balances and current expenditures: See Addendum A "Financial Report for May 20, 2025" attached to these minutes.
- The fiscal officer reported that payment listings outlining those bills paid by E.F.T.'s, Warrants (checks), and direct deposit related to payroll were emailed to the trustees prior to the meeting along with a current fund status report, a revenue status report, and a cash flow detail by fund report. Trustees Meeks & Fillhart acknowledged receiving the reports.
- A motion was made by trustee Fillhart, seconded by trustee Meeks to approve the payroll, payments, and financial report as presented. With both trustees voting yes, the motion passed.

DISCUSSION ITEMS

- Working with Tisa Adkins of Brown Greer PLC of Richmond, Virginia regarding a payment that we are eligible to receive from Walmart Pharmacy regarding the National Opioid Settlement.
- The fiscal officer requested a review of the township's public records policy and consideration for adding the requirement to make a non-refundable deposit when requesting copies of documents for which there would be a fee.

CORRESPONDENCE

- Received official verification from ODJFS office of unemployment verifying that we have a credit of \$1,278.02. Will work with ODJFS on a refund of funds.
- Received verification that our Elan-First National Bank Credit Card has been set up on autopay.

TRUSTEES BUSINESS

Mr. Baxter

- Mr. Baxter was not in attendance at this meeting.

Mr. Meeks

- Mr. Meeks gave a brief report of his review of recent zoning paperwork.

Mrs. Fillhart

- Mrs. Fillhart advised that she would like to review the budget at the June 17th meeting.
- Mrs. Fillhart reported on a future transportation planning meeting she attended with the Ohio Department of Transportation.

DEPARTMENT REPORTS

Road Superintendent: Gary Jay

- Mr. Jay reported that pouring footers in township cemeteries is on hold due to the recent rain..

Fire Department: Chief Joe Kitchen

- Chief Kitchen reported 550 calls for service to date.
- Chief Kitchen gave a brief explanation of Ohio's involvement and settlement with the pharmaceutical industry lawsuit.
- Chief Kitchen recognized various former fire department personnel for their recent award and recognition for a cardiac save as part of National E.M.S. Week at Lima Memorial's EMS banquet.

Zoning Inspector/Fire Inspector: Ken Meyer

- Mr. Meyer submitted a written report detailing his activities since his last report and gave a summary of the same to the Board.
- The Trustees authorized Mr. Meyer to move forward with a prosecution letter regarding the property at 1899 E. Bluelick Road.

Social Hall: Tammy Jay

- Mrs. Jay was not in attendance at this meeting.

Law Enforcement: ACSO Deputy

- A representative of the Allen County Sheriff's Office was not in attendance at this meeting.

Attendance & Public Comments

- Attendance included 3 township employees, 3 elected officials, and 2 member(s) of the public.
- Clearance Roller of 3920 E. Bluelick Road made a presentation regarding his years in the past when he served as a member of the Lima Refinery Negotiating Committee and his believe/recommendation that contracts should be for a flat rate and for one-year periods.

Executive Session

- There was not executive sessions during this meeting.

Additional Business & Announcements

- The next regularly scheduled meeting of the Board of Trustees of Bath Township will be held **Tuesday June 3, 2025 at 7:00 PM** in the Township Boardroom.

Being no further business to come before the board, trustee Fillhart moved, and trustee Meeks seconded a motion to adjourn the meeting at 8:03 PM. With no further discussion and both trustees voting yes, the motion was approved, and the meeting was adjourned.

Brad Baxter, Chairman

Berlin Carroll, Fiscal Officer

Mike Meeks, Vice Chairman

Lisa Fillhart, Trustee

ADDENDUM A

FINANCIAL REPORT

May 20, 2025

(Prepared by Berlin Carroll)

Account Balances	Amount	As of Date
First National Bank (Cash Account)	\$3,136,059.86	5.20.25
STAR Ohio (Investment Account)	\$113,999.53	5.20.25
Total - All Accounts	\$3,250,059.39	5.20.25

Current Expenditures	Amount	As of Date
Total Payroll (Wages & Benefits)	\$62,092.70	5.21.25
Labor Costs (Wages Only)	\$35,998.34	5.21.25
Warrants Paid	\$23,017.07	5.20.25
E.F.T.'s Paid	\$7,957.91	5.19.25
Other Payments This Period	\$0.00	
Total Amount of All Payables	\$93,067.68	5.20.25

Current Action Items/Notes

- Blanket Certificate(s) Created:
 - 70-2025 General Fund Contracted Services: \$20,000.00
 - 71-2025 EMS Fund Operating Supplies: \$9,500.00
 - 72-2025 EMS Fund Contracted Services: \$15,000.00
 - 73-2025 Road Fund Contracted Services: \$50,000.00
 - 74-2025 Road Fund Operating Supplies: \$38,000.00
 - 75-2025 Road Fund Other Expenses: \$5,000.00
- Purchase Order(s) Created:
 - 13-2025 ACSO Fund Contracted Services: \$86,500.00