



BOARD OF TRUSTEES MEETING MINUTES

The Board of Trustees of Bath Township met on Tuesday, **June 2, 2026**, in the Township Boardroom, 2880 Ada Road, Lima, Ohio.

Elected Officials Present:

Trustee Brad Baxter, Trustee Lisa Fillhart, Trustee Andy Heffner, Fiscal Officer Berlin Carroll

Department Heads Present:

Road Superintendent Gary Jay, Zoning Inspector Ken Meyer and Assistant Fiscal Officer/Administrator Support Cindy Highland.

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

PRESENTATIONS

- Owen McCreight with Regional Planning Commission stated that we had 215 results from the Bath Township Comprehensive Plan survey.
- Regional Planning Commission is planning an Open House, Wednesday, June 24, 2026, 4:00 p.m. to 6:00 p.m. at Bath Township Social Hall, 2280 Ada Road. This is to give the residents a chance to ask questions and give input.

PREVIOUS MINUTES

- Trustee Baxter motioned to accept the minutes of May 5th, 2026, Regular meeting. Trustee Fillhart seconded the motion, which passed 2-0. The minutes stand approved as presented.
- Trustee Fillhart motioned to accept the minutes of May 19th, 2026, Regular meeting. Trustee Heffner seconded the motion, which passed 2-0. The minutes stand approved as presented.

RESOLUTIONS

The following resolutions were taken up by the Trustees:

RESOLUTION 5-21-26-1: DECLARING A PROPERTY A NUISANCE.

- Zoning Inspector, Ken Meyer, gave an overview of the attempts he has made to get this property cleaned up.
- Trustee Baxter agreed that there had been many opportunities allotted.
- Trustee Baxter moved to approve the resolution. Trustee Heffner seconded the motion.
 - A roll call vote was taken as follows:
 - Trustee Baxter: Yes
 - Trustee Fillhart: Yes
 - Trustee Heffner: Yes
- The motion, and subsequently, the resolution was approved 3-0.

SPECIAL RECOGNITIONS

- There was no special recognition given at this meeting.

FINANCIAL REPORT

- The fiscal officer provided a financial report to each trustee outlining current account balances, payroll, and other expenditures this period as well as any purchase orders created, transfers, reallocations, or supplemental appropriations requested if any. A copy of which is maintained amongst the records of the township.
- The fiscal officer reported that a payment listing report outlining those bills paid this period by Electronic Funds Transfer and/or Warrants (checks) 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. All trustees in attendance acknowledged receiving the reports.
- A motion was made by Trustee Baxter to approve the payroll, warrants, electronic payments, POs/BCs opened, reallocations, adjustments, supplemental appropriations and financial reports as presented. Trustee Fillhart seconded the motion.
 - A roll call vote was taken as follows:
 - Trustee Baxter: Yes
 - Trustee Fillhart: Yes.
 - Trustee Heffner: Yes
- The motion was approved.

DISCUSSION ITEMS

The Fiscal Officer Reported on the following items:

- Work is underway to begin preparing the 2027 Tax Budget. An outline of budget preparation items needed will be provided this month.
- UAN was installed on the Assistant Fiscal Officer's computer earlier today.

CORRESPONDENCE

The Fiscal Officer Reported on various items of pertinent correspondence received either via the postal service or via email and advised such was forwarded to the Trustees for their review and consideration.

- OTARMA Bonds were updated.
- OP&F will be moving to a new web porter later this year.
- Ohio Department of Tax will be reimbursing the township for an overpayment.

TRUSTEES BUSINESS

Mrs. Fillhart

- Trustee Fillhart recommended hiring a Temporary Employee, to cover the desk while the Administrative Assistance is on vacation.
- Trustee Fillhart recommended increasing the rental rates for the Social Hall to help keep us in the black.
- Trustee Fillhart gave an update on the keyless entry for the Social Hall. It is working great, with only one issue.
- Ellis Door was called out to fix the sticking East door for the Social Hall.

Mr. Heffner

- Trustee Heffner reported on a drainage issue he looked at with the Road & Bridge Superintendent.

Mr. Baxter

- Trustee Baxter discussed the recent survey conducted by the Regional Planning Commission on behalf of the township. Residents may continue to complete the survey online should they wish to do so.
- Trustee Baxter attended the Developmental Committee at Regional Planning Commission today.
- Trustee Baxter mentioned the Township Clean-up Day, reminding all that it will be on June 27th.

DEPARTMENT HEAD REPORTS

- **Road Department:**
 - Superintendent Gary Jay Reported on the following items:
 - They are finishing up mowing.
 - He will be attending Stormwater Controls Meeting.
 - The Landfill stone drive was discussed. Trustees agree that the stone drive is needed. Mr. Jay and the Fiscal Officer will present dollar amounts that will need to be moved to the fund to cover the cost at the next meeting.
 - A tile on Mirror Lake needs to be replaced.
- **Fire Department:**
 - Fire Chief Joe Kitchen was not in attendance; however, Ken Meyer reported on his behalf that the Fire Department's calls for service to date total 672.
- **Zoning Department:**
 - Inspector Meyer submitted a written report to each Trustee outlining his recent activities.

- Inspector Meyer explained the trailer park inspection process to those assembled.
- Owen McCreight from Allen County Regional Planning Commission spoke on lot splits regarding the Ohio CAP project at Bluelick Road and Canary.
- **Sheriff Department:**
 - A deputy from ACSO was not in attendance.
- **Business Office:**
 - Cindy Highland reported that we have collected \$700.00 for the month of May for the Social House Rental.

Attendance & Public Comments

- There were 7 members of the public in attendance at this meeting.
- Clearance Roller questioned what was going on with the turn-a-round West of the underpass on Bluelick Road. He was concerned about the trucks heading East, what were they going to do? Gary and Brad discussed the turn-a-round. They stated that Allen County was paying for it and not the Township. Allen County is hoping to illuminate response calls to that area for trucks getting stuck and needing to get turned around, even though there are signs posted along the way prior to the trucker getting there.
- Crystal Plumpe stated she recently rented the Social Hall and thought it would be nice if we had a vacuum cleaner available so that the rugs could be vacuumed and a Guest Wi-Fi. Trustee Fillhart agreed with the vacuum cleaner and would see what she could do. The Wi-Fi information was on the microwave, but Trustee Fillhart stated the township would look at getting a sign to hang with the information.
- Ted Schumacher stated that even though Micha, owner of Resource, offered for people to come tour the facility, no one has come.
- Linda Makley stated that the corner of the Landfill on Sandusky Road and Thayer Road never had any garbage placed there.
- Mary McCort stated that she had a vacuum cleaner she could donate and will drop off to the Township.
- Owen McCreight, Allen County Regional Planning Commission, reminded everyone again about the Open House that is being held at the Township Social Hall on Wednesday, June 24th, 4:00 p.m. – 6:00 p.m.

Executive Session

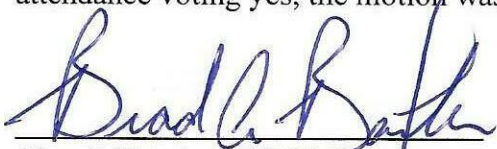
- An executive session was called by Trustee Baxter for the purpose of considering the employment of a public employee.
- The regular meeting was recessed at 8:21 p.m. upon a motion by Trustee Baxter, Seconded by Trustee Fillhart with approval of 3-0.
- The executive session began at 8:36 p.m.
- The executive session ended and the regular meeting was called back into session at 9:23 p.m. upon a motion Trustee Baxter, Seconded by Trustee Fillhart with approval of 3-0

Additional Business & Announcements

- A motion was made by Trustee Baxter, Seconded by Trustee Heffner directing the fiscal officer to provide a bonus of \$6,566.92 to Fire Chief Joseph Kitchen, an amount equivalent to wages that the Fire Chief waived in 2024 & 2025 while the department was financially strained. The motion passed 3-0.

- A motion was made by Trustee Baxter, Seconded by Trustee Fillhart to authorized the Fiscal Officer to sub-contract for a temporary worker to cover the township office needs for short periods of time when the Assistant Fiscal Officer/Administrative Support Specialist is out for vacation, etc. The motion passed 3-0
- The next regularly scheduled meeting of the Board of Trustees of Bath Township will be held Tuesday June 16, 2026, at 7:00 PM in the Township Boardroom.

Being no further business to come before the board, Trustee Fillhart moved, and Trustee Baxter seconded a motion to adjourn the meeting at 9:30 PM. A roll call vote was taken with all trustees in attendance voting yes, the motion was approved and the meeting was adjourned.


Brad Baxter, Chairman


Berlin Carroll, Fiscal Officer


Lisa Fillhart, Vice-Chair


Andy Heffner, Trustee