



BOARD OF TRUSTEES MEETING MINUTES

The Board of Trustees of Bath Township met on Tuesday, **June 16, 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:

Fire Chief Joseph Kitchen, Road Superintendent Gary Jay and Zoning Inspector Ken Meyer.

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

PRESENTATIONS

- Rebecca Phillips, Executive Director of the Lima Allen County Regional Planning Commission spoke on responses to the recent survey regarding the Township's strategic plan.

PREVIOUS MINUTES

- Trustee Fillhart motioned to accept the minutes of June 2, 2026, Regular meeting. Trustee Heffner seconded the motion, which passed 3-0. The minutes stand approved as presented.

RESOLUTIONS

The following resolutions were taken up by the Trustees:

RESOLUTION 5-21-26-1: Summarized: Providing a supplemental appropriation to the newly established landfill fund.

- Upon discussion and a request by Trustee Baxter for additional information as to the amount of funding needed, this resolution did not advance and no action was taken due to the lack of a motion or second.

RESOLUTION 5-21-26-2: Summarized: Appointing Ken Meyer as Interim Fire Chief of the Bath Township Fire Department and authorizing additional compensation.

- Chief Kitchen gave his endorsement to Ken and outlined his unique qualifications to serve in this capacity until a new fire chief is appointed.
- Upon Discussion, all three Trustees agreed that Ken was a great choice to help lead the fire department through this transition and thanked him for his willingness to serve in this capacity.
- A motion was made by Trustee Fillhart, seconded by Trustee Baxter to approve the resolution. A roll call vote was held with all three trustees voting yes. The motion passed and the resolution was approved.
- A copy of this resolution in its entirety is on file, as required, amongst the Township's archives & records.

RESOLUTION 5-21-26-3: Summarized: Adopting the Bath Township Rental Hall Agreement and fixing the rates thereof.

- Trustee Fillhart gave an overview of the changes and updates from the Township's previous rates, documentation, and practices including the requirement that payment must be made by check or money order and prohibiting the acceptance of cash.
- A motion was made by Trustee Fillhart, seconded by Trustee Baxter to approve the resolution. A roll call vote was held with all three trustees voting yes. The motion passed and the resolution was approved.
- A copy of this resolution in its entirety is on file, as required, amongst the Township's archives & records.

RESOLUTION 5-21-26-4: Summarized: Authorizing the Bath Township Trustees to enter into a memorandum of understanding with the Allen County Commissioners and the Allen County Sheriff's Office outlining the terms, conditions, expectations, and rates of police services within Bath Township.

- Trustee Fillhart gave an overview of the MOU and outlined the key changes.
- A motion was made by Trustee Baxter, seconded by Trustee Heffner to approve the resolution. A roll call vote was held with all three trustees voting yes. The motion passed and the resolution was approved.
- A copy of this resolution in its entirety is on file, as required, amongst the Township's archives & records.

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 Fillhart to approve the payroll, warrants, electronic payments, POs/BCs opened, reallocations, adjustments, supplemental appropriations and financial reports as presented. Trustee Baxter 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:

- An invoice is still needed from PARR regarding equipment for the new police cruiser. Trustee Fillhart will address this.
- A discussion was held regarding the employment status of a temporary “employee” to cover the front office during Cindy Highland’s vacation. To clarify, this individual will be subcontractor and will not be an employee of the township. She will need to submit an invoice for her services and will be paid in a manner consistent with the Township’s other vendors.
- A budget hearing will be held on Tuesday July 7, 2026 at the township house at 6:00 PM to review the proposed 2027 tax budget.
- A legal opinion is being sought from the Prosecutor’s office as to how best amend or revise a resolution regarding the contract with Northwest Security.

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 including:

- A Letter from Allen County Public Health regarding the estimated rates for 2027

TRUSTEES BUSINESS

Mrs. Fillhart

- Trustee Fillhart spoke on the updated social hall rental rates and the information/data she reviewed to assist in establishing the current rates.
- Trustee Fillhart gave a brief overview of the M.O.U. being entered into with the Allen County Commissioners and the Allen County Sheriff’s Office to include details about how the transfer of property to the County and back to the Township will work further explaining that equipment purchased by the township and then transferred to the county for use, will be returned to the Township for disposal. In this way, the township would benefit from the sale at auction from such equipment.

Mr. Heffner

- Trustee Heffner reported that he recently completed a tour of the Township's landfill and responded to an ongoing drainage issue in the Lost Creek subdivision.

Mr. Baxter

- Trustee Baxter gave a reminder that the Township Clean-up Day is set for June 27, 2026 and he called for an executive session for the purposes of discussing the employment of a township employee.

DEPARTMENT HEAD REPORTS

• Road Department:

- Superintendent Gary Jay Reported on the following items:
 - Will be posting position for two additional road employees soon.
 - Storm Water concerns & issues including how this is handled by the County.
 - A planned turnaround redesign at the Bluelick Road underpass has been placed back on the drawing board.
 - Gave an overview of repairs and needs regarding two township owned tractors.
 - Plans to attend upcoming meetings regarding the Water Board & Date Center.

• Fire Department:

- Fire Chief Joe Kitchen reported the Fire Department's calls for service to date total 723.

• Zoning Department:

- Inspector Meyer submitted a written report to each Trustee outlining his recent activities.
- Inspector Meyer further reported that he is still getting odor complaints regarding ReSource but upon investigation, the last several have been determined to be unfounded at the time of arrival to the location.

• Sheriff Department:

- A deputy from ACSO was not in attendance.

• Business Office:

- Cindy Highland was absent (excused due to vacation) from this meeting.

Attendance & Public Comments

- There were 7 members of the public in attendance at this meeting.
- Brenda Meyer of Prosperity Road spoke on the issue of recent odor complaints being made regarding ReSource primarily for the purpose of verifying to the Trustees that her husband, Inspector Ken Meyer is out the door in response to investigate those complaints within five minutes of receiving them.

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 7:50 p.m. upon a motion by Trustee Baxter, Seconded by Trustee Fillhart with approval of 3-0.
- The executive session began at 8:54 p.m.
- The executive session ended and the regular meeting was called back into session at 9:05 p.m. upon a motion Trustee Baxter, Seconded by Trustee Fillhart with approval of 3-0

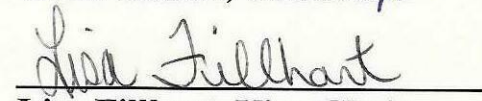
Additional Business & Announcements

- There was no additional business taken up by the Trustees after the executive session.
- There will be two special meetings on July 7, 2026 to discuss the 2027 tax budget at 6:00 PM and a zoning recommendation at 6:30 PM.

Being no further business to come before the board, Trustee Fillhart moved, and Trustee Baxter seconded a motion to adjourn the meeting at 9:14 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