



BOARD OF TRUSTEES MEETING MINUTES

The Board of Trustees of Bath Township met on Tuesday, **July 7, 2026**, in the Township Boardroom, 2880 Ada Road, Lima, Ohio.

Elected Officials Present:

Trustee Brad Baxter, Trustee Lisa Fillhart, Fiscal Officer Berlin Carroll. Trustee Andy Hefner was not present.

Department Heads Present:

Road Superintendent Gary Jay, Interim Fire Chief/Zoning Inspector Ken Meyer and Fiscal Officer Assistant & Administrative Support Specialist, Cindy Highland.

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

PRESENTATIONS

- None

PREVIOUS MINUTES

- Trustee Baxter motioned to accept the minutes of June 16, 2026, Regular meeting. Trustee Fillhart seconded the motion, which passed 2-0. The minutes stand approved as presented.

RESOLUTIONS

The following resolutions were taken up by the Trustees:

RESOLUTION 7-7-26-1: Summarized: Adopting or rejecting a rezoning recommendation in case number 120.

- Trustee Baxter gave a short brief of the public hearing that was held today before the board meeting. The Zoning Commission proposed text amendment to the Bath Township Zoning Resolution as documented in Zoning Commission Case #120. Amendment establishing a 24 month Moratorium on Data Centers, Battery Energy Storage Systems and certain commercial renewable energy facilities within Bath Township, Allen County Ohio, for the purpose of allowing a full review and permanent amendment of the Bath Township Zoning Resolution. There was an anonymous vote 2-0 to move this to the board.
- A motion was made by Trustee Baxter, seconded by Trustee Fillhart to approve this Resolution. A roll call vote was held with both Trustees present voting yes. The motion was passed and the

resolution was approved.

- A copy of this resolution in its entirety is file, as required, amongst the Township's archives & records.

RESOLUTION 7-7-26-2: Summarized: Providing a supplemental to the newly established landfill fund.

- Fiscal Officer Carroll confirmed that the following would be placed in the Landfill Fund Account: \$3,000 for Salaries and \$17,000 for Contract Services.
- Trustee Baxter stated that the Township owns this property and EPA Standards need to be met. There is opportunity for dirt resources to cover the landfill. The numbers presented are based off quotes obtained for a temporary drive to be put in.
- A motion was made by Trustee Baxter, seconded by Trustee Fillhart to approve this Resolution. A roll call vote was held with both Trustees present voting yes. The motion was passed and the resolution was approved.
- A copy of this resolution in its entirety is file, as required, amongst the Township's archives & records.

RESOLUTION 7-7-26-3: Summarized: Adopting the 2027 tax budget.

- Fiscal Officer Carroll stated that a budget meeting was held earlier today. Trustees received a copy of the budget to review prior to meeting. Only change to the budget provided was that the Account for Road/Bridge Contracted Services was going to be moved to \$0 balance.
- A motion was made by Trustee Fillhart, seconded by Trustee Baxter to approve the resolution. A roll call vote was held with both 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 7-7-26-4: Summarized: Authorizing the Trustees to enter an employee assistance program contract.

- Trustee Baxter stating that the continuation of the employee assistance program was recommended from Fire Chief Kitchen before he retired. Bree Health had provided the program free with grant money to the township for 2 years. If we wish to continue services, the cost will be \$10 per employee. This is a program that benefits are employees.
- Trustee Baxter is assigned as chairperson.
- A motion was made by Trustee Baxter, seconded by Trustee Fillhart to approve the resolution. A roll call vote was held with both 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 7-7-26-5: Summarized: Authorizing the Trustees to enter into a contract for monthly access control services with Northwest Security retroactive to June 1, 2026.

- Trustee Baxter stated that we used to pay someone to come unlock the door and then come back and relock the door. With the new system, the door can be scheduled remotely to lock and unlock at certain times. Also, Trustee Fillhart and Administrative Support Specialist, Cindy Highland both have the app and can lock and unlock the door from anywhere. After calculations it is actually a savings using the new remote system.

- Trustee Fillhart was authorized to execute all documents necessary to effectuate this agreement.
- A motion was made by Trustee Baxter, seconded by Trustee Fillhart to approve the resolution. A roll call vote was held with both 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 7-7-26-6: Summarized: Congratulating Fire Chief Joseph Kitchen upon his retirement and thanking him for his many years of faithful public service to the Bath Township community. Further, in acknowledgement of said retirement, accepting his resignation as Fire Chief effective end of day on July 3, 2026.

- Trustee Baxter read the thank you letter from Chief Kitchen and said a few kind words about his journey with the Bath Fire Department. Chief Kitchen will have big shoes to fill.
- A motion was made by Trustee Baxter, seconded by Trustee Fillhart to approve the resolution. A roll call vote was held with both 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 7-7-26-7: Summarized: Approving the hiring of Ashley Schroeder as a Part-time Intermittent Level II Firefighter/EMT at the rate of \$17.85 per hour.

- A motion was made by Trustee Fillhart, seconded by Trustee Baxter to approve the resolution. A roll call vote was held with both 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.

- The motion was approved.

DISCUSSION ITEMS

The Fiscal Officer Reported on the following items:

- A discussion was held regarding the Knowb4 Training (Cyber Security Training). Trustee Fillhart stated that she spoke to our IT Specialist, Chris Griffiths, and he will be sending out training to be completed by our full-time employees that qualify starting July 15, 2026. Trustee Fillhart will provide a participation rate report for next meeting.
- Fiscal Officer Carroll would like to pay Interim Fire Chief when his time is completed rather than every pay period. Trustee Baxter asked why we could not just pay a bonus. Fiscal Officer Carroll stated that the bonus would not go into the employee's retirement. Interim Fire Chief Meyers said he is good with it either way. Trustee Baxter stated that they need to look at this deeper and no conclusion in this matter. Will resolve before or by next meeting.
- A discussion was held regarding Zoning/Fire Inspector Overtime Pay. Fiscal Officer Carroll had some concerns. Trustee Baxter stated that they need to have further conversations regarding this.
- Nothing on the Fire Department side matches UAN. Fiscal Officer Carroll stated that every department should be reporting the same way. Trustee Baxter and Trustee Fillhart agree. Fiscal Officer Carroll will continue working on the uniformity of the departments.
- Medicare/SSN for the Road Department has come out of the General Fund as far back as UAN goes for Bath Twp. It should be coming out of the Road & Bridge Fund. Road Superintendent Jay did not know the reason. Trustees agreed as well as Road Superintendent Jay that this cost should be coming out of the Road & Bridge Fund.
- Fiscal Officer Assistant/Administrative Support Cindy Highland will be overseeing the Minutes and Agenda for future meetings.

CORRESPONDENCE

- None

TRUSTEES BUSINESS

Mrs. Fillhart

- Trustee Fillhart spoke on the Clean Up Day that was held on June 27, 2026. They had 12 Bath High School varsity football players (2 groups of 6) and their coach that volunteered. They were much appreciated. Roadcrew was awesome. Trustee Baxter mentioned there were about 8 containers of trash and 2 containers of metal that was hauled off.

Mr. Heffner

- Not present

Mr. Baxter

- Trustee Baxter stated that they were heavy into picking candidates for Fire Chief and two (2) employees for the Road Department.
- Trustee Baxter mentioned an email that Rebecca Phillips, Lima-Allen County Regional Planning Commission, sent out regarding their findings for the long-term plan for development in Bath

- Twp. He would let Zoning Inspector Ken Meyers talk more on this matter.
- Trustee Baxter requested an Executive Meeting to be held with Road Superintendent Gary Jay for the purpose of employment of public employees.

DEPARTMENT HEAD REPORTS

- **Road Department:**

- Superintendent Gary Jay Reported on the following items:
 - Still working with the insurance company regarding the tractor. He stated that there is a tractor available for purchase once the insurance company settles.
 - They have one tractor out mowing. Asking the community to be patient.
 - Trustee Baxter asked about the other tractor with the blown motor. Superintendent Jay stated that the company who is doing the repairs is waiting on a part.
 - American Township has a new type of machine to repair curbs. Mr. Jay believes that it will be a cost savings and is planning to meet with them soon to learn more.
 - There has been an abundance of cremations recently.

- **Fire Department:**

- Interim Fire Chief Ken Meyers reported the Fire Department's calls for service to date total 801.
- Getting situated in his new temporary roll.

- **Zoning Department:**

- Inspector Meyer submitted a written report to each Trustee outlining his recent activities.
- Open House was held on June 24thm 2026 from 4:00 p.m. – 6:00 p.m. for residents to give input into the comprehensive plan.
- Inspector Meyer reported that he has been working with the EPA and comparing notes. There was one odor complaint that was confirmed.
- 5210 Stewart Road: No progress on the property. I have contacted our legal to proceed.
- 1200 McKinley: Requested a meeting with our legal counsel to proceed with action.
- 1104 McKinley: Notified by the land bank that they are not tearing down this property as the paperwork was not completed. They said they would consider it in the next cycle.
- Culvers have requested a variance for additional signage. We are in the process of setting a date.

- **Sheriff Department:**

- Deputy Dalton Smith from ACSO was in attendance.

- **Business Office:**

- Cindy Highland let everyone know about the donation of the vacuum cleaner from Linda Makley for the Social Hall. Linda was present and thanked.
- Cindy Highland also advised that there is a new sign hanging on the refrigerator with the Guest Wifi information in the Social Hall, per request.

Attendance & Public Comments

- There were 7 members of the public in attendance at this meeting.
- Clarence Roller of Bluelick Road, asked what the plans were for the landfill. Per Trustee Baxter, once the dirt is at the level they need it to be, there are no plans in motion. A grant would be needed as there are no future funds to be allotted. There cannot be any digging on this property so very limited on what it can be used for.
- Crystal Plumpe of Cool Road, stated that she did not think it was fair to wait and pay Ken Meyer for Interim Fire Chief in one lump sum when the term is up. She believes he should be paid in regular increments.
- Lelanna Spencer for Loescher Road, thanked the Trustees for their service.
- Linda Makley of Yale Avenue, thanked Gary and his road crew for the roads looking so good out her way.
- Mary McCort of Bryn Mawr, asked about the traffic study that was discussed some time back. Trustee Baxter confirmed if it was about speed or actual traffic. She indicated actual traffic. Trustee Baxter would look into it but didn't believe they could enforce any roads to be closed off to traffic. Mary, also, stated that she appreciates the updates and information on facebook, however, also wondered if we could report if something is going on in the area, ex; "to be on the look out/alert for specific crime that is happening/or has happened" Trustee Fillhart stated that due to us not being able to confirm it being legit, she felt that it would need to come from the Sheriff's Office. Trustee Fillhart will reach out to them and see what she can find out.

Executive Session

- An executive session was called by Trustee Baxter for the purpose of considering the employment of a public employees.
- The regular meeting was recessed at 8:15 p.m. upon a motion by Trustee Baxter, Seconded by Trustee Fillhart with approval of 2-0.
- The executive session began at 8:20 p.m.
- The executive session ended and the regular meeting was called back into session at 8:33 p.m. upon a motion Trustee Baxter, Seconded by Trustee Fillhart with approval of 2-0

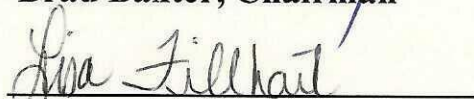
Additional Business & Announcements

- There was no additional business taken up by the Trustees after the executive session.
- Next Regular Meeting Date: July 21, 2026 @ 7:00 p.m.

Being no further business to come before the board, Trustee Baxter moved, and Trustee Fillhart seconded a motion to adjourn the meeting at 8:34 PM. A roll call vote was taken with both 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

(Not Present)
Andy Heffner, Trustee