



The Board of Trustees of Bath Township met on Tuesday, **May 7, 2024**, in the Township Boardroom, 2880 Ada Road, Lima, Ohio.

Members Present: Brad Baxter
Mike Meeks
Lisa Fillhart

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

Having reviewed the minutes of the April 16, 2024 regular meeting, a motion was made by Trustee Baxter, seconded Trustee Fillhart, to approve them without any additions or corrections. A roll call vote was taken with all three trustees voting in the affirmative. The motion was approved.

UNDER FISCAL OFFICER'S BUSINESS

The following resolutions were taken up:

RESOLUTION 5-7-24-1: *Adopting the proposed rezoning amendment of case #115 to the Bath Township Zoning Map.*

- Trustee Baxter gave a brief report of discussions from the public hearing held earlier this evening at 5:00 PM.
- A motion was made by Trustee Baxter to approve the rezoning amendment of case #115 to B2, the motion was seconded by Trustee Meeks. After some brief discussion and clarification on the difference between M2 & B2 zoning a roll call vote was taken with all three trustees voting in the affirmative.

RESOLUTION 5-7-24-2: *Adopting the proposed rezoning amendment of case #116 to the Bath Township Zoning Map.*

- Case number 116 was tabled to allow time for additional project related negotiations between the developer and adjacent property owners.
- A second public hearing was called for June 4th at 6:00 PM

RESOLUTION 5-7-24-3: *Accepting the resignation of Ross Emans as a full-time Firefighter/Paramedic effective May 15, 2024.*

- A motion to approve the resolution was made by Trustee Baxter, seconded by Trustee Fillhart. There was no discussion and with all three trustees voting in the affirmative, the resolution was adopted.

RESOLUTION 5-7-24-4: *Accepting the resignation of Cody Blair as a full-time Firefighter/Paramedic effective May 5, 2024.*

- A motion to approve the resolution was made by Trustee Baxter, seconded by Trustee Fillhart. There was no discussion and with all three trustees voting in the affirmative, the resolution was adopted.

RESOLUTION 5-7-24-5: *Approving the hiring of Cody Blair as an intermittent Level II Firefighter/Paramedic/Engineer at the rate of \$18.85 per hour effective May 7, 2024.*

- A motion to approve the resolution was made by Trustee Baxter, seconded by Trustee Fillhart. There was no discussion and with all three trustees voting in the affirmative, the resolution was adopted.

RESOLUTION 5-7-24-6: *Approving the hiring of Michael Minnich as an intermittent Level II Firefighter at a rate of \$14.10/hour effective 5/7/24.*

- Chief Kitchen introduced Mr. Minnich to those assembled and described him as a graduate of St. Mary's Memorial High School and the Apollo Career Center. Mr. Minnich is currently a certified firefighter and is working on obtaining his EMT-Basic certification.
- The trustees acknowledged, thanked, and welcomed Mr. Minnich to the Bath Township Fire Department team.
- A motion to approve the resolution was made by Trustee Baxter, seconded by Trustee Fillhart. There was no further discussion and with all three trustees voting in the affirmative, the resolution was adopted.

RESOLUTION 5-7-24-7: *Approving the hiring of Tyler Koontz as an intermittent Level II Firefighter/Paramedic at a rate of \$17.85/hour effective 5/7/24.*

- Chief Kitchen advised Mr. Koontz is a former employee who is returning to assist with staffing needs and recommended his employment.
- A motion to approve the resolution was made by Trustee Baxter, seconded by Trustee Fillhart. There was no further discussion and with all three trustees voting in the affirmative, the resolution was adopted.

RESOLUTION 5-7-24-8: *Authorizing the contract for services between Gatchell Grant Resources, LLC., and the Bath Township Fire Department to develop the 2023 FEMA SAFER Grant.*

- Chief Kitchen advised that there was no charge to employ the assistance of Gatchell Grant Resources, LLC as they collect administrative fees directly from the grant source.
- A motion to approve the resolution was made by Trustee Baxter, seconded by Trustee Fillhart. There was no further discussion and with all three trustees voting in the affirmative, the resolution was adopted.

RESOLUTION 5-7-24-9: *Removing the following wording in reference to RESIDENCY from Section 1.06 of the Bath Township Employee Handbook: "Any individual employed by Bath Township, as a condition of employment, must reside either in Allen County or in a county adjacent to Allen County excluding fire department employees," effective immediately.*

- Trustee Baxter advised that this step was being taken to expand our reach for potential employees.
- A motion to approve the resolution was made by Trustee Baxter, seconded by Trustee Fillhart. There was no further discussion and with all three trustees voting in the affirmative, the resolution was adopted.

RESOLUTION 5-7-24-10: *Approving a memorandum of understanding (MOU) between the Bath Township Fire Department and Mercy Health Regional Transport, LLC, a subsidiary of Mercy Health – St. Rita's Medical Center, LLC.*

- Chief Kitchen advised this was a move to formalize an agreement with LACP to provide services within Bath Township when necessary as they are not currently a party to the Allen County mutual aid agreement.
- Trustee Baxter advised that LACP could potentially be used to address EMS related staffing needs to answer primary 911 calls.
- A motion to approve the resolution was made by Trustee Baxter, seconded by Trustee Fillhart. There was no further discussion and with all three trustees voting in the affirmative, the resolution was adopted.

RESOLUTION 5-7-24-11: *Authorizing the payment of \$3,295.71 to Atlantic Emergency Services for repairs to Engine 1302, (2018 Sutphen Custom Rescue/Pumper.)*

- Trustee Baxter asked Chief Kitchen to explain what a discharge valve was. Chief Kitchen obliged.
- Trustee Meeks made comment that he believes that the trustees should be approving repairs prior to them being performed when the cost exceeds their current \$3,000.00 expense limit when the repair is not an emergency and can wait until after the next scheduled meeting.
- A motion to approve the resolution was made by Trustee Fillhart, seconded by Trustee Baxter. There was no further discussion and with all three trustees voting in the affirmative, the resolution was adopted.

FINANCIAL REPORT

Checking account balances as of **May 5, 2024**

First National Bank	\$2,572,049.32
Star OHIO	\$108,486.22
Total	\$2,680,535.54

ARP FUNDS: The ARP Funding Balances are as follows:

Total Funds Received (2021): \$496,457.46
Total Funds Received (2022): \$497,135.04
Total Funds Received: \$993,592.50

Total Funds Disbursed: \$856,377.86

Total Funds Reserved:

- Fire Hydrant Replacement \$2,132.65
- Reserved Fire Dept Payroll \$3,663.72

Total Available/Remaining Bal \$137,214.64

Advances from the General Fund to Fire Fund (to be repaid): \$26,180.13

BILLS FOR PAYMENT

Breakdown of bills as follows:

Payroll Total for 5/8/2024:	\$26,697.94
Expenditures/Bills:	\$59,850.62
Total Amount of Payables	\$86,548.56

The Trustees acknowledged that they received and reviewed the following reports from the fiscal officer prior to this meeting:

- **Payment Listing 5/5/24**
- **Fund Status 5/5/24**
- **Revenue Status 5/5/24**
- **Cash Flow Detail by Fund 5/5/24**

- A motion to approve the financial report was made by Trustee Fillhart, seconded by Trustee Baxter. There was no discussion and with all three trustees voting in the affirmative, the resolution was adopted.

DISCUSSION ITEMS

- The SLFRF Compliance Report was completed and filed on April 29th as required
- Public Records Requests
- Tammy Jay completed the Ohio Municipal Townships and School Board Roster biennial survey required by ORC 111.12 and the Ohio Secretary of State.

CORRESPONDENCE

- Received notice from Tractor Supply that our Credit Plan account will begin autopay on May 14, 2024
- Received an eMail from Ben Martens f Great Lakes Community Action Partnership regarding a community development implementation strategy meeting on Tuesday May 14, 2024 at 2:30 PM in the Allen County Commissioners' Office.
- Received notice from the Ohio Bureau of Workers' Compensation that it is time for us to recertify. I plan to complete this online process in the near future.
- Received notice from Matheson that they are increasing prices.
- Received certification of result of election on tax levy for both an additional 1 mill for road & bridge and 2.5 mills for fire services.

TRUSTEES BUSINESS

Mr. Baxter

- Mr. Baxter and Chief Kitchen discussed an upcoming need to replace the fire department's two-way radios. The radios are 14 years old and are end of life. The anticipated cost to replace the 20 portable MARCs radios by Motorola along with the units in each vehicle will approach, if not exceed, \$200,000.00 and is a significant capital expenditure/project. This project will need to be completed by July of 2025. Previously, all two-way radios have been purchased with grant funding. Chief Kitchen will continue to explore funding opportunities for the project.
- Mr. Baxter discussed the upcoming township clean-up day scheduled for May 11th from 8am to 2pm.

Mr. Meeks

- Mr. Meeks asked the fiscal officer about the status of a recent overpayment to the Ohio Bureau of Workers' Compensation. The fiscal officer Carroll reported that he would need to research the answer and report back.

Mrs. Fillhart

- Mrs. Fillhart wished administrative assistant Tammy Jay a very happy administrative professionals' week!

DEPARTMENT REPORTS

Road Superintendent: Gary Jay

- Mr. Jay reported that he and his crew are finishing ditch maintenance, working on catch basins, and preparing to pour cemetery footers.
- Mr. Jay reported that they have installed bicycle route signs on Roush Road.

Fire Department: Chief Kitchen

- Chief Kitchen reported there have been 527 calls for service this year to date.

Zoning Inspector/Fire Inspector: Ken Meyer

- Mr. Meyer submitted his report in writing, a copy of which is attached to these minutes. See the attached report for a statistical breakdown of zoning & inspection related activities.

Social Hall: Tammy Jay

- Mrs. Jay reported that there are outside faucets in need of repair and requested permission to get quotes. Permission was given.

Law Enforcement: ACSO Deputy

- No Report

HEARING OF THE PUBLIC

- 10 members of the public joined 9 township employees for a total attendance of 19 persons at this meeting.
- Steve & Becky Dunahay of 504 Alton Avenue brought an on-going concern regarding trash in the yard of one of their neighbors. This problem has been reported on multiple occasions to multiple governmental officials including the township trustees, township zoning inspector, and the Allen County Health Department. The trustees and zoning inspector advised that one of the issues was that the property owner has historically complied with requests/demands to clean up the property just enough to comply and avoid having his property declared a public nuisance and cause the process to reset. The Dunahay reported that a health department director, Dr. Ellis, advised them that it was the Fire Chief's responsibility to address their concerns. Chief Kitchen responded to this explaining the role of the fire chief in declaring public safety hazards and advising that they were misinformed. The trustees and zoning inspector concurred. All were sympathetic to the issues and concerns the Dunahay's are experiencing. Zoning Inspector Meyer advised that he would document their current complaint and open a new case.

Executive Session

No executive session(s) were conducted during this meeting.

Additional Business

- None

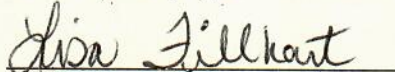
The next regularly scheduled meeting of the Board of Trustees of Bath Township will be held **May 21, 2024, @ 7:00 p.m.** in the Township Boardroom.

Being no further business to come before the board, Mr. Baxter moved, and Mrs. Fillhart seconded a motion to adjourn the meeting at 8:19 PM. With no further discussion and all three trustees voting in the affirmative, the motion was approved, and the meeting was adjourned.

Brad Baxter, Chairman



Mike Meeks, Vice Chairman



Lisa Fillhart, Trustee



Berlin Carroll, Fiscal Officer