



The Board of Trustees of Bath Township met on Tuesday, **June 4, 2024**, in the Township Boardroom, 2880 Ada Road, Lima, Ohio.

**Members Present:** Brad Baxter  
Lisa Fillhart

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

The minutes of the May 21<sup>st</sup> meeting were received and reviewed but could not be approved by motion & vote at tonight's meeting due to Trustee Baxter not being present at the May 21<sup>st</sup> meeting. The May 21<sup>st</sup> meeting minutes will be presented at the June 18<sup>th</sup> meeting for final approval.

**Presentation(s):**

- Philip McFarren of Clemens & Nelson made a presentation regarding fire department staffing patterns advising the Trustees of the benefits from going from a traditional 24 hours on, 48 hours off rotation to a modern 24 hours on, 72 hours off rotation.

**FISCAL OFFICER'S BUSINESS**

**RESOLUTION 6-4-24-1:** *Approving the hiring of Matthew Carney as an intermittent Level I Firefighter/EMT Basic at the rate of \$17.10 per hour effective June 4, 2024; and further, requiring successful completion of either the Firefighter Mile or C-PAT physical agility test within six months from date of hire.*

- Chief Kitchen thanked Jared Jenkins & Ken Meyer for working on applications and recommended approval of the resolution.
- Platoon Chief Jenkins advised he was excited to bring on all of the new part-time intermittent employees.
- A motion was made by Trustee Baxter, seconded by Trustee Fillhart to approve the resolution. With no further discussion and both trustees present voting in the affirmative, the motion was approved.

**RESOLUTION 6-4-24-2:** *Approving the hiring of Noah Breece as an intermittent Level I Firefighter/EMT Advanced at the rate of \$17.35 per hour effective June 4, 2024; and further, requiring successful completion of either the Firefighter Mile or C-PAT physical agility test within six months from date of hire.*

- A motion was made by Trustee Baxter, seconded by Trustee Fillhart to approve the resolution. With no further discussion and both trustees present voting in the affirmative, the motion was approved.

**RESOLUTION 6-4-24-3:** *Approving the hiring of Blaici Lee as an intermittent Level II Firefighter/EMT Basic at the rate of \$17.35 per hour effective June 4, 2024; and further, requiring successful completion of either the Firefighter Mile or C-PAT physical agility test within six months from date of hire.*

- A motion was made by Trustee Fillhart, seconded by Trustee Baxter to approve the resolution. With no further discussion and both trustees present voting in the affirmative, the motion was approved.

**RESOLUTION 6-4-24-4:** *Approving the hiring of Luke Korwin as an intermittent Level I Firefighter/EMT Basic at the rate of \$17.10 per hour effective June 4, 2024; and further, requiring successful completion of either the Firefighter Mile or C-PAT physical agility test within six months from date of hire.*

- A motion was made by Trustee Fillhart, seconded by Trustee Baxter to approve the resolution. With no further discussion and both trustees present voting in the affirmative, the motion was approved.

**RESOLUTION 6-4-24-5:** *Approving the hiring of Shawn Stimmel as an intermittent EMT Basic at the rate of \$13.85 per hour effective June 4, 2024.*

- A motion was made by Trustee Fillhart, seconded by Trustee Baxter to approve the resolution. With no further discussion and both trustees present voting in the affirmative, the motion was approved.



**RESOLUTION 6-4-24-6:** *Approving a memorandum of understanding (MOU) between the Board of Trustees of Bath Township and IAFF Local 4539, Bath Township Professional Firefighters, implementing a new work schedule (24/72) for all full-time firefighters, effective June 15, 2024.*

- Trustee Baxter spoke on the need to take decisive action to attract potential employees to the fire department and Trustee Fillhart asked some clarifying questions regarding the overtime calculations for this change.
- A motion was made by Trustee Baxter, seconded by Trustee Fillhart to approve the resolution. With no further discussion and both trustees present voting in the affirmative, the motion was approved.

**FINANCIAL REPORT**

Account balances as of **June 2, 2024**

First National Bank - Main	\$2,496,241.91
First National Bank - Swing	\$10,000.00
STAR Ohio Investment	\$108,987.67
<b>Total - All Accounts</b>	<b>\$2,615,229.58</b>

**ARP FUNDS:** The ARP Funding Balances are as follows:

<b>Total Funds Received (2021):</b>	\$496,457.46
<b>Total Funds Received (2022):</b>	<u>\$497,135.04</u>
<b>Total Funds Received:</b>	<b>\$993,592.50</b>
<b>Total Funds Disbursed:</b>	\$856,377.86
<b>Total Funds Reserved:</b>	
- Fire Hydrant Replacement	\$2,132.65
- Reserved Fire Dept Payroll	\$3,663.72
<b>Total Available/Remaining Bal</b>	<b>\$137,214.64</b>

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

**Recent Expenditures Report:**

**(Warrants & EFT's Paid Since Last Meeting)**

Payroll Total for 6/5/24	\$24,443.95
Bills Paid or Scheduled through 6/15/24	\$71,965.56
<b>Total Amount of All Payables</b>	<b>\$96,409.51</b>

**Reports Emailed to Trustees:**

[As of 6/2/24 including payments scheduled through 6/15/24]

- **Payment Listing**
  - **Fund Status**
  - **Revenue Status**
  - **Cash Flow Detail by Fund**
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- A motion was made by Trustee Fillhart, seconded by Trustee Baxter to approve the Fiscal Officer's report and to pay the bills as presented. With no further discussion and both trustees present voting in the affirmative, the motion was approved.

**DISCUSSION ITEMS**

- The Fiscal Officer reported that he had met with a few of the recently departed fire department employees for purposes of conducting an informal exit interview. As a result of those conversations and the feedback he received, he is recommending the following actions for the Trustees to consider.
  - In order to stabilize safety services being provided to residents of Bath Township into the future, to allow both the township and the tax payer to better predict future revenues/expenses, and to position the township to better attract and retain well qualified fire & EMS professionals, he recommends we consider replacing the current funding levies with permanent replacement levies upon their next renewal cycle. The uncertainty of our future levy status has been used as a successful recruitment tool to lure employees away from Bath Twp. Fire Department and was identified as a primary concern by departing employees.



- A recruitment/retention technique to consider would be to offer signing/retention bonuses: The Fiscal Officer provided the following as an example of how a potential bonus package could be structured:
  - Authorize an amount (i.e. \$5,000.00) per employee to be paid from the AARP fund (or other appropriate source) according to the schedule listed hereafter for any individual currently certified as a Level II Firefighter/Paramedic who accepts full-time employment with the Bath Twp. Fire Department on or before December 31, 2024.
    - \$1,000 to be paid with employee's first payroll
    - \$1,000 to be paid with employee's sixth payroll
    - \$1,000 to be paid with employee's twelfth payroll
    - \$1,000 to be paid with employee's eighteenth payroll
    - \$1,000 jto be paid with employee's 24<sup>th</sup> payroll
- The Fiscal Officer advised the Trustees that should they elect to provide a signing/retention bonus as outlined heretofore, they should consider doing the same or something similar for current full time employees.
- The Fiscal Officer advised the recent check we sent to the Ohio Police & Fire Pension Fund at their direction was rejected and returned with their office advising that they do not accept checks. They further advised that we had credits on file from 2020 due to overpayments that we were unaware of. They used a portion of this credit to cover the fees for which the check was intended.
- A credit application for Vandalia Rentals was completed so that the township can make purchases by invoice.
- An Amazon Business Account has been established with purchasing approval protocols to be developed and invoice billing capabilities with a \$5,000.00 line of credit. We currently make Amazon purchases utilizing our First National Bank credit card.
- The Fiscal Officer briefly discussed payroll procedures and the need to submit leave requests attached to the bi-monthly payroll rather than individually to his office.
- Included in our payments this cycle was an installment payment on our loan from the Ohio Public Works Commission.
- The Trustees were reminded that we need to schedule a budget meeting.
- The Fiscal Officer spoke on the extremely high cost of health insurance for township employees and recommended that we look at all options for lowering this cost including offering reimbursement stipends for employees electing to secure health insurance from the affordable care act marketplace.

- The Fiscal Officer advised the Trustees that he intends to submit a resolution at a future meeting appointing Josh Luke as the permanent Assistant Fiscal Officer for Bath Township pursuant to ORC 507.021. Currently, Mr. Luke is appointed to this position through December 31<sup>st</sup> of this year. This change would effectively remove the expiration date of that appointment.

### **CORRESPONDENCE**

- A Letter from AEP advising that we were not properly billed for kilowatt hours tax riders between June 2023 and March 2024 due to internal error with Ohio Department of Taxation. AEP will let us know at some point in the future how they plan to resolve this issue.
- We received confirmation from Tractor Supply that we are now enrolled in automatic payments.
- We received notification from City of Lima that withholding from February, March, and April are missing. This is because we had no withholdings to pay in to the City of Lima as our only employee living in the city did not have earnings during this period.

### **TRUSTEES BUSINESS**

#### **Mr. Baxter**

- Nothing in addition to earlier comments reported.

#### **Mr. Meeks**

- Was not in attendance at this meeting.

#### **Mrs. Fillhart**

- Nothing in addition to earlier comments reported.



## **DEPARTMENT REPORTS**

### **Road Superintendent: Gary Jay**

- Reported that they are currently working on sealing cracks and are taking care of some drainage issues.

### **Fire Department: Chief Kitchen**

- Chief Kitchen reported that they have conducted 609 calls for service to date.
- Chief Kitchen also reported that they have a new working relationship in place with LACP/Mercy Health to cover calls in the township during periods of inadequate staffing at the fire department. This was necessary as they were not a party to the county-wide mutual aid agreement.

### **Zoning Inspector/Fire Inspector: Ken Meyer**

- Submitted his report in writing, a copy of which is attached to the meeting agenda. See said report for a statistical breakdown of zoning & inspection related activities.

### **Social Hall: Tammy Jay**

- No report – Was not present at this meeting.

### **Law Enforcement: ACSO Deputy**

- No Report – No Deputy present at this meeting.

## **HEARING OF THE PUBLIC**

- Brandon Webb of 3331 Cynthia Drive spoke about habitual speeding issues in the Woodbriar subdivision.
- Jared Jenkins of 3123 Sugar Creek Rd. thanked the Trustees for adopting a new scheduling related MOU with the Firefighters' Union.
- Lina Makely of 3839 Yale asked a question about the portable speeding sign that can be stationed in high need areas.
- Mary McCourt of 325 Bryn Mawr inquired as to the progress on the ole Lickety Split location in Northland as well as the B.P. station on Harding Highway.

## **Executive Session**

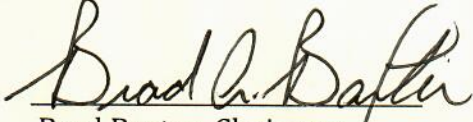
No executive session(s) were conducted during this meeting.

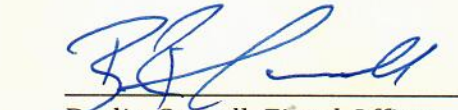
## **Additional Business**

- None

The next regularly scheduled meeting of the Board of Trustees of Bath Township will be held **June 18, 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 8:36 PM. With no further discussion and both trustees voting in the affirmative, the motion was approved, and the meeting was adjourned.

  
Brad Baxter, Chairman

  
Berlin Carroll, Fiscal Officer

[ABSENT]

Mike Meeks, Vice Chairman

  
Lisa Fillhart, Trustee