



The Board of Trustees of Bath Township met on Tuesday, **June 18, 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.

The minutes of the May 21, 2024 meeting were received and reviewed with Trustee Fillhart moving to approve them as written and Trustee Meeks seconding the motion. With both Trustees Fillhart & Meeks voting yes, the motion was approved. Trustee Baxter abstained from voting as he was not present at the May 21, 2024 meeting.

The minutes of the June 4, 2024 meeting were received and reviewed with Trustee Fillhart moving to approve them as written and Trustee Baxter seconding the motion. With both Trustee Fillhart and Baxter voting yet, the motion was approved. Trustee Meeks abstained from the voting as he was not present at the June 8, 2024 Meeting.

The following resolutions were taken up by the Trustees:

RESOLUTION 6-18-24-1: *Approving the hiring of Brayden Young as an intermittent Level II Firefighter/EMT Basic, at a rate of \$17.35/hour, effective June 18, 2024.*

- After a brief introduction by Chief Kitchen and supportive comments from Ken Meyer, Trustee Baxter moved to approve the resolution and Trustee Fillhart seconded the motion. With all three Trustees voting yes, the motion was approved.

RESOLUTION 6-18-24-2: *Accepting the resignation of Nicholas Shady as an intermittent Level II Firefighter/Paramedic effective 6/11/24.*

- Trustee Baxter moved to approve the resolution and Trustee Fillhart seconded the motion. With all three Trustees voting yes, the motion was approved.

RESOLUTION 6-18-24-3: *Approving a memorandum of understanding (MOU) between the Board of Trustees of Bath Township and IAFF Local 4539, Bath Township Professional Firefighters contract, Article 18, "Hours of work/Overtime."*

- After providing an overview on this change, Trustee Baxter moved to approve the resolution and Trustee Fillhart seconded the motion. With all three Trustees voting yes, the motion was approved.

RESOLUTION 6-18-24-4: *Approving a memorandum of understanding (MOU) between the Board of Trustees of Bath Township and IAFF Local 4539, Bath Township Professional Firefighters contract, Article 33, Sections 33.1 and 33.2 specific to "Non-Certified Hires."*

- After providing an overview on this change, Trustee Baxter moved to approve the resolution and Trustee Fillhart seconded the motion. With all three Trustees voting yes, the motion was approved.

RESOLUTION 6-18-24-5: *Approving the change in employment classification from intermittent Firefighter I/EMT-Basic, to Full-time Firefighter I/EMT-Basic, temporarily, for Jake Durham, effective 6/16/24, through 9/15/24, at an hourly rate of, \$21.39/hour.*

- Chief Kitchen provided an explanation as to how this would benefit fire department staffing over the summer by providing some consistent coverage for at least one of our current vacancies. Trustee Baxter moved to approve the resolution and Trustee Fillhart seconded the motion. With all three Trustees voting yes, the motion was approved.

RESOLUTION 6-18-24-6: *Approving the hiring of Josh Luke as the Assistant Fiscal Officer on a part-time basis, at a rate of \$25.00/hour, effective June 18, 2024.*

- Fiscal Officer Berlin Carroll provided an explanation as to why this appointment is both needed and serves the best interest of the township, Trustee Baxter moved to approve the resolution and Trustee Fillhart seconded the motion. With all three Trustees voting yes, the motion was approved.

RESOLUTION 6-18-24-7: *to Adopt or Deny the proposed rezoning amendment, with provisions, of case #116 to the Bath Township Zoning Map. Specifically, rezoning parcel 37-1604-01-002.00 (28.5 Acres located on Slabtown Rd., Lima, OH 45801) from R1: Residential District to R-PUD: Residential Planned Unit Development.*

- After providing a detailed overview on the contingencies added to this zoning change, Trustee Baxter moved to approve the resolution and Trustee Fillhart seconded the motion. With all three Trustees voting yes, the motion was approved.

RESOLUTION 6-18-24-8: *Canceling the agenda meeting scheduled for July 2, 2024 due to the Independence Day Holiday and approving the payroll and payroll withholdings for the Pay Period of June 16, 2024 through June 30, 2024.*

- After some discussion amongst the Trustees, Trustee Baxter moved to approve the resolution and Trustee Fillhart seconded the motion. With all three Trustees voting yes, the motion was approved.

RESOLUTION 6-18-24-9: *Approving a collaboration with the Allen County Engineer for the 2024 Road Program with Bath Township's portion being \$42,303.22 to be paid from the most appropriate available funds.*

- Gary Jay provided an overview of this year's program after which, Trustee Baxter moved to approve the resolution and Trustee Fillhart seconded the motion. With all three Trustees voting yes, the motion was approved.

FINANCIAL REPORT

Account balances as of **June 15, 2024**

First National Bank - Main	\$2,409,590.59
First National Bank - Swing	\$10,000.00
STAR Ohio Investment	\$108,987.67
Total - All Accounts	\$2,528,578.26

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 General Fund to Fire Fund:** \$26,180.13

Recent Expenditure Report:
(Warrants & EFT's Paid Since Last Meeting)

Payroll Total for 6/18/24	\$42,247.21
Bills Paid or Scheduled through 6/30/24	\$28,375.56
Total Amount of All Payables	\$70,622.77

Reports Provided to Trustees:

[As of 6/15/24 including payments scheduled through 6/30/24]

- Payment Listing(s)
- Fund Status
- Revenue Status
- Cash Flow Detail by Fund

Request a motion to approve the financial report and authorize payment of the bills as presented:

Motion Baxter _____ Meeks _____ Fillhart _____
 Second: Baxter _____ Meeks _____ Fillhart _____

Any further discussion:

VOTE: Baxter _____ Meeks _____ Fillhart _____

DISCUSSION ITEMS

The Fiscal Officer reported and/or spoke on the following items:

- The bank reconciliations for April was completed, Working on May.
- A back-up of our UAN data files was performed.
- 2025 Budget Considerations:
 - Establishing a single insurance fund that covers all eligible employees
 - Establishing a fuel/gasoline expenditure line item:
 - Establishing standard & consistent expenditure line items:
 - i.e. “2192-Utilities” versus “2191-Telephone”
- Have we considered accepting credit card payments previously and if so, are we open to revising this topic. Currently working on a project with Bridge payments and learned there would be no costs or fees to the township if we elected to partner with them.

- Working on establishing on-boarding & separation procedures with form packets to standardize these procedures.
- Planning to purchase a small safe for the office.
- Will be out of town and mostly unavailable from July 1st through July 12th due to a death in the family.
- Seeking authorization to establish invoice billing options on our Amazon Business Account with a credit line of \$5,000.00. This will allow us to establish approval protocols and make using the credit card for Amazon purchases unnecessary. After some discussion, this will be presented at a future meeting as a resolution.

CORRESPONDENCE

- Received an email from Allen County Commissioner Beth Seibert regarding progress on the David Volbert Property located at 420 S. Cool Road and a FEMA Hazard Mitigation Grant that was approved last year.
- Received notice from Ohio Department of Taxation regarding new withholding tables for payrolls effective July 1, 2024.

TRUSTEES BUSINESS

Mr. Baxter

- Mr. Baxter reported on the Allen County Farm Bureau Food Stand, acknowledged receiving the required notification from ReSource regarding their intent to establish a class two composting facility, announced that there would be a budget hearing on July 16th at 5:30 PM, discussed pending considerations to add acreage to the old county home property to make it more attractive for development, and spoke at length on the fire department staffing crisis.

Mr. Meeks

- Had no additional comments.

Mrs. Fillhart

- Thanked all those residents who participated in the PUD rezoning process.

DEPARTMENT REPORTS

Road Superintendent: Gary Jay

- Reported that they are currently working on a tile issue on Elm Street between Leonard & Roberts. They also are looking at a possible tile job on Lutz & Fetter in the near future.

Fire Department: Chief Kitchen

- Chief Kitchen reported that we have conducted 666 calls for service to date.
- Chief Kitchen reported that they are working heavily on recruitment.

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

- Crystal Plumpe of 3535 N. Cole Street spoke on the fire department rebuilding as well as some changes being made by the State of Ohio regarding becoming an EMS instructor and a potential for revamping of the National Registry of EMT's testing procedures.
- Liz Ebbing led a lively conversation regarding the traffic on Fenway Drive not yielding appropriately.

Executive Session

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

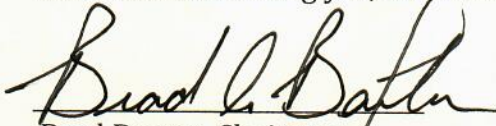
Additional Business

- None

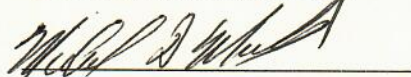
There will be a budget hearing open to the public on **July 16, 2024 at 5:30 PM** at the township house.

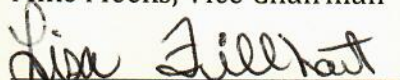
The next regularly scheduled meeting of the Board of Trustees of Bath Township will be held **July 16, 2024, @ 7:00 p.m.** in the Township Boardroom.

Being no further business to come before the board, Mrs. Fillhart moved, and Mr. Baxter seconded a motion to adjourn the meeting at 8:30 PM. With no further discussion and all three trustees voting yes, the motion was approved, and the meeting was adjourned.


Brad Baxter, Chairman


Berlin Carroll, Fiscal Officer


Mike Meeks, Vice Chairman


Lisa Fillhart, Trustee