



The Board of Trustees of Bath Township met on Tuesday, **July 16, 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 June 18, 2024 meeting were received and reviewed with Trustee Baxter moving to approve them as written and Trustee Fillhart seconding the motion. With all three trustees voting yes, the motion was approved.

The following resolutions were taken up by the Trustees:

RESOLUTION 7-16-24-1: *Adopting a POLICY AND NOTICE OF NONDISCRIMINATION to ensure that Bath Township (Allen County, Ohio) complies with Federal civil rights laws and is committed to providing its programs and services without discrimination in accordance with: Title VI of the Civil Rights Act of 1964, which prohibits discrimination based on race, color, or national origin (including language); Section 504 of the Rehabilitation Act of 1973, which prohibits discrimination based on disability; Title IX of the Education Amendments Act of 1972, which prohibits discrimination based on sex in education programs or activities; Age Discrimination Act of 1975, which prohibits discrimination based on age; U.S. Department of Homeland Security regulation 6 C.F.R. Part 19, which prohibits discrimination based on religion in social service programs, effective July 16, 2024.*

- Chief Kitchen provided an explanation regarding the need to adopt this policy after which, Trustee Meeks moved to approve the resolution and Trustee Fillhart seconded the motion. With all three Trustees voting yes, the motion was approved, and the resolution was adopted.

RESOLUTION 7-16-24-2: *Approving the hiring of Kaleb Filadelfo as a full-time, Level II Firefighter/EMT Basic, in accordance with Section 33, "Non-Certified Hires" of the IAFF Bath Twp. Professional Firefighter's contract, at a rate of \$21.39/hour, effective July 16, 2024.*

- Chief Kitchen introduced Mr. Filadelfo and advised he was moving from part-time to full-time, Trustee Baxter moved to approve the resolution and Trustee Fillhart seconded the motion. With all three Trustees voting yes, the motion was approved, and the resolution was adopted.

RESOLUTION 7-16-24-3: *Approving the hiring of Gavin Butler as an intermittent Level II Firefighter/EMT Basic at the rate of \$17.35 per hour effective July 16, 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 introduced Mr. Butler describing him as a "standout recruit" in his recent fire academy class. Trustee Baxter moved to approve the resolution and Trustee Fillhart seconded the motion. With all three Trustees voting yes, the motion was approved, and the resolution was adopted.

RESOLUTION 7-16-24-4: *Approving the 2025 preliminary budget.*

- Fiscal Officer Berlin Carroll, along with assistant fiscal officer Josh Luke, presented a preliminary budget for 2025. Each department head made presentations regarding their needs and recommendations. The public was given the opportunity to comment and ask questions 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, and the resolution was adopted.

FINANCIAL REPORT

Account balances as of **July 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: \$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 7.3.24	\$22,729.04
Payroll Total for 7.17.24	\$31,930.53
Posted Bill Paid or Scheduled through 7.15.24	\$92,279.69
Unposted (ACH) Bills Paid or Scheduled through 7.15.24	\$5,484.58
Total Amount of All Payables	\$152,423.84

Reports Provided to Trustees:

- **Payment Listing(s)**

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

DISCUSSION ITEMS

- The Fiscal Officer gave a reminder that we need to finalize plans for the balance of our ARP funds. Said funds must be encumbered by the end of this year.
- A discussion was held regarding the fact that our assigned time to cover the Engineer's building at the Allen County Fair conflicts with our meeting night. Trustee Fillhart will work on trading dates/times with another township.
- The fiscal officer advised that we will be transitioning back to a single checking account effective August 1, 2024.
- The Fiscal Officer reported that he has completed the bank reconciliations for April & May with assistance from the Auditor of State's Local Government Affairs. An error related to interest caused by the adoption of the "swing account" concept earlier in the year was responsible and the reconciliation now balances without adjustment.
- The need to complete BWC Recertification by July 24th was discussed.
- A brief conversation was held regarding the process of applying for and managing grants. The Trustees advised that it is not an expectation that the fiscal officer seek and/or apply for grants, rather provide information and technical assistance as required and when able to do so.

CORRESPONDENCE

- Bath Township received notification that amounts of uncollected distribution taxes has been determined and will be collected in installments through July 2025.
- Bath Township received notice from ODJFS that we are subject to an unemployment claim of \$31.46 per month regarding a zoning board member. Tammy Jay will follow-up to determine if the claim was fraudulently submitted.
- Bath Township received notification from the Regional Planning Commission that they are accepting proposals for transportation improvement projects.

TRUSTEES BUSINESS

Mr. Baxter

- Mr. Baxter led a brief follow-up conversation regarding working the food truck for the Allen County Farm Bureau at the Allen County Fair, read a letter from the Allen County Fair Board inviting us to participate in the annual kickoff dinner, gave a report regarding the development controls committee, reviewed a zoning application request, and advised there would be an initial public hearing with the zoning board on Thursday July 18, 2024 at 6:30 PM.

Mr. Meeks

- Mr. Meeks had no additional comments.

Mrs. Fillhart

- Mrs. Fillhart thanked the road department for the work they recently completed on the new sign's landscaping.

DEPARTMENT REPORTS

Road Superintendent: Gary Jay

- Mr. Jay reported that they are currently working on some "suck holes" in the township and are looking into a dilapidated tile on Fetter Road.

Fire Department: Chief Kitchen

- Chief Kitchen reported that we have conducted 763 calls for service to date.
- Chief Kitchen reported that Jared Jenkins will serve as acting Fire Chief from July 22nd through July 25th while he is out of town attending training.

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

- Discussed the need to consider updating HVAC units as part of capitol improvements.

Law Enforcement: ACSO Deputy

- No Report – No Deputy present at this meeting.

HEARING OF THE PUBLIC

- Mary McCort, of 325 Bryn Mawr Rd., asked questions and shared her thoughts about the township's health insurance needs and costs and, she recommended that the township look into grants that would directly benefit the residents at no cost to the township.
- Tom Burden, of 1710 Lutz Rd., asked about delinquent tax collections in the township and recommended that we earmark funds for the replacement of police cruisers.

Executive Session

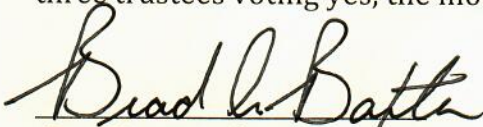
No executive session(s) were conducted during this meeting.

Additional Business


- None

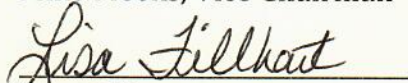
The next regularly scheduled meeting of the Board of Trustees of Bath Township will be held **August 6, 2024, @ 7:00 p.m.** in the Township Boardroom.

Being no further business to come before the board, Mrs. Fillhart moved, and Mr. Baxter seconded a motion to adjourn the meeting at 8:17 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