



The Board of Trustees of Bath Township met on Tuesday, **January 21, 2025**, 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 January 7, 2025 meeting were received and reviewed. Trustee Fillhart moved to approve them as written and Trustee Baxter seconded the motion. With both trustees voting yes, the motion was approved.

Presentations:

There were no third-party presentations given at this meeting.

The following resolutions were taken up by the Trustees:

RESOLUTION 1-21-25-1: *Authorizing the payment of \$3,892.00 to Fire Safety Services, Inc. for one (1) firefighter turnout coat (\$2,239.00) and one (1) pair of firefighter turnout pants (\$1,653.00.)*

- Chief Kitchen spoke on the need to order new gear for Platoon Chief Brock Yingling
- Trustee Baxter moved to approve the resolution and Trustee Fillhart seconded the motion. With both trustees voting yes, the resolution was adopted.

RESOLUTION 1-21-25-2: *Authorizing the payment of \$3,365.00 to Quality Mechanical Services for the repair of a rooftop HVAC unit at the fire station.*

- Trustee Baxter and Chief Kitchen spoke on the needed repairs.
- Trustee Baxter moved to approve the resolution and Trustee Fillhart seconded the motion. With both trustees voting yes, the resolution was adopted.

RESOLUTION 1-21-25-3: *Certifying the 2024 Township Highway System Mileage for Bath Township, Allen County, Ohio was 53.845 as of December 31, 2024 and representing that there has been no change from the 2023 certification.*

- Trustee Baxter and Gary Jay gave an overview of this annual certification process.
- Trustee Baxter moved to approve the resolution and Trustee Fillhart seconded the motion. With both trustees voting yes, the resolution was adopted.

RESOLUTION 1-21-25-4: *Approving a memorandum of understanding between Bath Township and the Lima-Allen County Regional Planning Commission in support of the LACRPC serving as the metropolitan planning organization for the Allen County, Ohio study area.*

- Trustee Baxter gave an overview of the services provided through this MOU.
- Trustee Baxter moved to approve the resolution and Trustee Fillhart seconded the motion. With both trustees voting yes, the resolution was adopted.

FINANCIAL REPORT

Account balances as of January **20, 2024**

First National Bank	2,378,585.63
STAR Ohio Investment	\$112,332.11
Total - All Accounts	\$2,490,917.74

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

Payroll Related Totals for 1.22.25	\$55,939.15
Bills Paid or Scheduled through 1.21.25	\$25,016.58
Total Amount of All Payables	\$80,955.73

Financial Reports Provided to Trustees:
[Through 1.21.25]

- **Payment Listing (Bills & Payroll)**
 - **Fund Status**
 - **Revenue Status (No Report, Will Resume in February)**
 - **Cash Flow Detail by Fund (No Report, Will Resume in February)**
- A Motion was made by trustee Fillhart, seconded by trustee Baxter to approve the payroll, payments, and financial report as presented. With both trustees voting yes, the motion passed.

DISCUSSION ITEMS

- The fiscal officer reported W2's & 1099's has been completed. Full time employees were hand delivered to department heads, all others were mailed.
- The fiscal officer reported that he spoke with James Puthoff with Local Government Services who indicated that Multi-Fund Employees could be compensated in a variety of ways with the easiest being to simply record time worked in each department/fund and pay accordingly. Salary related withholdings would prorate automatically in UAN, insurance can be billed to primary department. Another option would be to use a mem payment to invoice one department by another.

CORRESPONDENCE

- Received and forwarded the quarterly newsletter from Allen County Public Health.
- Received a letter from the Lima Allen County Regional Planning Commission regarding our annual membership dues.
- Received a W9 and a request to establish an account with Crafc0, Inc.
- Received a notice from Wex regarding a credit for incorrectly calculated/applied late fees.
- Received a notice of benefits paid and charged to the employer from ODJFS regarding unemployment.
- Received a letter from Mona Losh, Allen County Recorder advising us that we must file any new or changed zoning resolutions with her office.

TRUSTEES BUSINESS

Mr. Baxter

- Trustee Baxter had no additional business to report at this meeting.

Mr. Meeks

- N/A

Mrs. Fillhart

- Trustee Fillhart spoke on the upcoming Ohio Township Association conference and advised that Bath Township will be hosting the February 13th meeting of the Allen County Township Association at 6:30 PM.

DEPARTMENT REPORTS

Road Superintendent: Gary Jay

- Mr. Jay reported that he will be attending the county permit meeting and a road preservation meeting in Findlay.

Fire Department: Chief Kitchen

- Chief Kitchen reported that calls for service total 92 to date and spoke on his search to find a vendor to install new radio equipment.

Zoning Inspector/Fire Inspector: Ken Meyer

- Gave a verbal overview of zoning related activities since the last meeting and submitted a statistical report in writing to the trustees and fiscal officer.

Social Hall: Tammy Jay

- Gave a usage report on recent social hall activities.

Law Enforcement: ACSO Deputy – Cooper Hanneman.

- No deputy in attendance

Attendance & Public Comments

- Attendance included 7 township employees/officials and 1 member(s) of the public.
- There were no public comments made at this meeting.

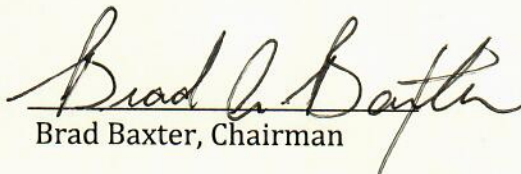
Executive Session

- There was no executive session held during this meeting.

Additional Business & Announcements


- The next regularly scheduled meeting of the Board of Trustees of Bath Township will be held **Tuesday February 4, 2025 at 7:00 PM** in the Township Boardroom.

Being no further business to come before the board, trustee Baxter moved, and trustee Fillhart seconded a motion to adjourn the meeting at 7:40 PM. With no further discussion and both trustees voting yes, the motion was approved, and the meeting was adjourned.


Brad Baxter, Chairman


Berlin Carroll, Fiscal Officer

[Absent]
Mike Meeks, Vice Chairman


Lisa Fillhart, Trustee