



The Board of Trustees of Bath Township met on Tuesday, **March 4, 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 February 18, 2025 meeting were received and reviewed. Trustee Baxter moved to approve them as written and Trustee Fillhart seconded the motion. With both trustees voting yes, the motion was approved.

Presentations:

There were no special presentations during this meeting.

The following resolutions were taken up by the Trustees:

RESOLUTION 3-4-25-1: *Establishing, in accordance with Ohio Revised Code section 505.602, a single level of life insurance coverage for all township employees, officers, and officials whether elected or appointed and setting the current level of coverage at \$50,000.00. Further, and in so doing, continuing to contract with Grady Benefits for the procurement and payment of all premiums associated therein.*

- Trustee Baxter and Trustee Fillhart spoke on the need to provide life insurance to full time township employees in a manner that was consistent and fair. Previously there were two levels of coverage provided with certain employees receiving the lower amount. The cost difference to provide all employees the same higher amount was very minimal.
- Trustee Baxter moved to approve the resolution and Trustee Fillhart seconded the motion. With both trustees voting yes, the resolution was adopted.

RESOLUTION 3-4-25-2: *Accepting the 2025 estimate of anticipated revenues and expenses for the Fiscal Officer's office pursuant to Ohio Revised Code 5705.28(C)(1).*

- The fiscal officer reported on the need to formalize this process ahead of requesting the appointment of an assistant to the fiscal officer.
- Trustee Baxter moved to approve the resolution and Trustee Fillhart seconded the motion. With both trustees voting yes, the resolution was adopted.

RESOLUTION 3-4-25-3: *Appointing Erin L. Zimpfer to serve as Assistant to the Fiscal Officer at a rate of \$22.00 per hour (not to exceed \$7,504.25 per year) to serve at the pleasure of the Fiscal Officer pursuant to Ohio Revised Code 507.021.*

- The fiscal officer spoke on the need to replace the current assistant to the fiscal office who will be vacating the position on March 31st and gave an overview of the screening, interviewing, and selection process for selecting Mrs. Zimpfer to fill this vacancy. Trustee Baxter gave some brief comments on how they would like to proceed with the position and the need to fill the vacancy.
- Trustee Fillhart moved to approve the resolution and Trustee Baxter seconded the motion. With both trustees voting yes, the resolution was adopted.

RESOLUTION 3-4-25-4: *Approving the hiring of Trenton Jorgensen as an intermittent Firefighter I, at an hourly rate of \$13.85, effective March 4, 2025, contingent upon successful completion of EMT Basic, of which he is currently enrolled, and Firefighter Mile or CPAT agility testing, within one year.*

- Chief Kitchen introduced Mr. Jorgensen who was congratulated and welcomed by the trustees and fiscal officer.
- Trustee Fillhart moved to approve the resolution and Trustee Baxter seconded the motion. With both trustees voting yes, the resolution was adopted.

RESOLUTION 3-4-25-5: *Rescinding Resolution 2-18-25-1, which read, "Authorizing an unpaid leave of absence for Platoon Chief Brock Yingling for the period of February 9, 2025, to March 31, 2025. Additionally, approving four (4) hours of unpaid leave for February 1, 2025."*

- Chief Kitchen explained the need for this resolution.
- Trustee Baxter moved to approve the resolution and Trustee Fillhart seconded the motion. With both trustees voting yes, the resolution was adopted.

RESOLUTION 3-4-25-6: *Authorizing an unpaid leave of absence for Platoon Chief Brock Yingling for four (4) hours of unpaid leave on February 1, 2025, twenty-four (24) hours unpaid leave on February 9, 2025, twenty-four (24) hours unpaid leave on February 13, 2025, and from March 1, 2025, to March 31, 2025.*

- Chief Kitchen provided an explanation as to the need for this leave and recommended its approval.
- Trustee Baxter moved to approve the resolution and Trustee Fillhart seconded the motion. With both trustees voting yes, the resolution was adopted.

RESOLUTION 3-4-25-7: *Accepting the resignation of road worker Scott Fisher effective March 28, 2025.*

- Gary Jay explained that Mr. Fisher has been offered a position as road supervisor with a neighboring township.
- Trustee Baxter moved to approve the resolution and Trustee Fillhart seconded the motion. With both trustees voting yes, the resolution was adopted.

FINANCIAL REPORT

- The fiscal officer provided a written financial report outlining current account balances, current expenditures, and the non-tax related revenues for the month of February 2025, a copy of which is attached to these minutes.
- The fiscal officer reported that payment listings outlining those bills paid by E.F.T.'s, Warrants (checks), and direct deposit related to payroll were emailed to the trustees prior to the meeting along with a current fund status report, a revenue status report, and a cash flow detail by fund report. Both trustees present acknowledged receiving the reports.

- 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 that the 2025 1st Half Property Tax's Received and receipted into UAN
- The fiscal officer spoke on section 5705.28(C)(1) Requirements/Procedures and the need to standardize this process into a consistent format for the 2026 Budget.
- The fiscal officer reported that he is currently working on calculating some needed minor adjustments to the road and fire funds related to a vendor credit that we've been carrying pursuant to a discussion with Trustee Baxter.

CORRESPONDENCE

- Received a standard notice of updated terms and conditions from Wex Bank, provider of our Circle K credit cards.
- Received a notice from Clemens-Nelson that our monthly retainer will be increasing to \$125.00 per month effective April 1, 2025
- Received a letter from Medical Mutual requesting a determination regarding the Medicare status of a current employee. Form was completed and returned.
- Received certification from the Allen County Budget Commission that the total appropriations for 2025 in each fund does not exceed the official estimate of resources.

TRUSTEES BUSINESS

Mr. Baxter

- Mr. Baxter called for a special meeting for purposes of adjusting and finalizing our 2025 budget to be held on Tuesday March 18, 2025 at 5:00 PM.
- Mr. Baxter gave a presentation regarding the process to review and update the township's comprehensive plan. A motion was made by Trustee Fillhart to partner with the Allen County Regional Planning Commission and to proceed with updating the comprehensive plan, seconded by Trustee Baxter. With both trustees voting yes, the motion was approved.
- Mr. Baxter called for an executive session for purposes of discussing the compensation, promotion, demotion, or termination of a township employee.

Mr. Meeks

- Absent

Mrs. Fillhart

- Trustee Fillhart received a brief update from Gary Jay regarding the township's columbarium project. We are still waiting on quotes.

DEPARTMENT REPORTS

Road Superintendent: Gary Jay

- Mr. Jay reported that, in light of the recent resignation in his department, he would like to advertise for two road worker positions. Trustee Baxter explained the township was already in the process of adding a position to the department.
- Mr. Jay reported that they are still working on the columbarium project awaiting quotes.
- Mr. Jay reported on the traffic flow plan for the upcoming roundabout construction at State Route 81 and Thayer Roads. The plan for Proctor & Gamble's private roundabout was discussed as well. It is the current understanding that Proctor & Gamble plans to maintain traffic during their construction. Mr. Jay reported P&G is not required to provide the township with a traffic flow plan.

Fire Department: Chief Joe Kitchen

- Chief Kitchen reported year to date, calls for service for the fire department as of today's date: 263.
- The fire chief reported that a notice to negotiate from IAFF Local 4539, Bath Twp. Professional Firefighters, has been filed with the State Employee Relations Board. (SERB) The contract expires April 15, 2025.
- Chief Kitchen advised the Board that a gross wage summary report was submitted this week by e-mail for their review.
- Chief Kitchen further reported that the sixth of the eight full-time firefighter/paramedic positions should be filled at the March 18, 2025 meeting of the Bath Twp. Board of Trustees and that recruitment efforts continue to fill all of fire department full-time vacancies.
- Chief Kitchen also advised the Board that a department wide meeting was held to discuss fire department finances, staffing, and department goals.

Zoning Inspector/Fire Inspector: Ken Meyer

- Mr. 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

- No report.

Law Enforcement: ACSO Deputy

- No deputy in attendance.

Attendance & Public Comments

- Attendance included 5 township employees, 3 elected officials, and 9 member(s) of the public.
- Paul Lindsey of 3780 Stewart Road inquired from Zoning Inspector Meyer about the location of a planned condo complex. Mr. Lindsey also expressed his concerns regarding the odor coming from the Resource facility on the corner of Bible and Stewart Roads specifically stating he was concerned about the smell of the stench from rotting carcasses. He is further concerned about property values being negatively affected in that area as well as the potential impact on children attending Bath Schools.
- Matt Cunningham of 2666 Stewart Road expressed many of the same concerns as Mr. Lindsey.
- Clarence & Sherri Roller of 3920 E. Bluelick Road stated they were happy to hear that the condo project is going forward. Mr. Roller reiterated the need for Bath Township to grow and evolve. Mr. Roller offered to donate the cost of a TV monitor display for the boardroom for presentations and information sharing. Mrs. Roller supported this offer but, with humorous intentions, reminded Mr. Roller she had final say on the cost to which she received a supportive laugh from those in attendance.
- Liz Ebbing of 1382 Fetter Road thanked Gary Jay for the update on the roundabout traffic flow and expressed her hope to keep traffic on Fetter to a minimum during construction.
- Linda Makely of 2829 Yale Ave. expressed her continued concerns regarding communicating information to the residents of the township, particularly referencing information discussed in this meeting regarding odor complaints involving the mulching/composting at the corner of Stewart Road and Bible Road.

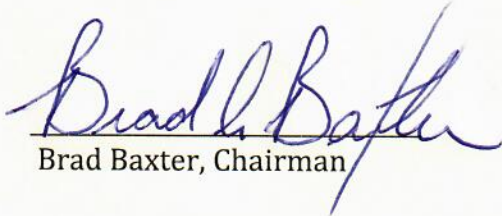
Executive Session

- The regular meeting was recessed at 8:31 PM upon a motion by Trustee Baxter, seconded by Trustee Fillhart, and an affirmative vote from both.
- The meeting entered executive session at 8:40 PM for the purposes of discussing the compensation, hiring, promotion, demotion, or termination of a township employee(s).
- Executive session was ended at 9:41 PM and the meeting reconvened upon a motion by Trustee Baxter, seconded by Trustee Fillhart, and an affirmative vote from both.

Additional Business & Announcements

- Trustee Baxter made a motion to post and advertise for two road worker positions at a rate of \$23.00 per hour, seconded by Trustee Fillhart. With both trustees voting yes, the motion was approved. Gary Jay was given authorization to proceed with the advertising through Ohio Means Jobs Allen County.
- The next regularly scheduled meeting of the Board of Trustees of Bath Township will be held **Tuesday March 18, 2025 at 7:00 PM** in the Township Boardroom.
- There will be a budget meeting at the Bath Township House at 5:00 PM on Tuesday March 18, 2025.

Being no further business to come before the board, trustee Baxter moved, and trustee Fillhart seconded a motion to adjourn the meeting at 9:43 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