



## BOARD OF TRUSTEES MEETING MINUTES

The Board of Trustees of Bath Township met on Tuesday, **August 4, 2026**, in the Township Boardroom, 2880 Ada Road, Lima, Ohio.

### **Elected Officials Present:**

Trustee Brad Baxter, Trustee Lisa Fillhart, Trustee Andy Heffner, and Fiscal Officer Berlin Carroll

### **Department Heads Present:**

Road Superintendent Gary Jay, Interim Fire Chief/Zoning Inspector Ken Meyer and Fiscal Officer Assistant & Administrative Support Specialist, Cindy Highland.

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

### **PRESENTATIONS**

- Owen McCreight, from Allen County Regional Planning Commission discussed the Transportation Improvement Program (TIP).

### **PREVIOUS MINUTES**

- Trustee Baxter motioned to accept the minutes of July 21, 2026, 2026, Regular meeting. Trustee Fillhart seconded the motion, which passed 3-0. The minutes stand approved as presented.

### **RESOLUTIONS**

**The following resolutions were taken up by the Trustees:**

**RESOLUTION 8-4-26-1:** Summarized: Approving the hiring of Nathan Pyles as Part-Time Level II Firefighter/Paramedic.

- A motion was made by Trustee Baxter, seconded by Trustee Fillhart to approve the resolution. A roll call vote was held with all Trustees voting yes. The motion passed and the resolution was approved.
- A copy of this resolution in its entirety is on file, as required, amongst the Township's archives & records.

**RESOLUTION 8-4-26-2:** Summarized: Approving the hiring of Bryce Dotson as Part-Time Level II Firefighter/EMT.

- A motion was made by Trustee Heffner, seconded by Trustee Fillhart to approve the resolution. A roll call vote was held with all Trustees voting yes. The motion passed and the resolution was approved.
- A copy of this resolution in its entirety is on file, as required, amongst the Township's archives & records.

**RESOLUTION 8-4-26-3:** Tabled at this time

**RESOLUTION 8-4-26-4:** Summarized: Establishing a policy for accepting payment for fees, permits, and other municipal services.

- Discussion held. The Ohio Auditor of State identifies cash payments as high risk to township's exposure to fraud and potential abuse or misuse. The decision will help to reduce the likelihood of fraud and abuse, conduct more efficient business, and offer the same number of options of payment by expanding our payment offerings to include credit cards/debit cards for transactions.
- A motion was made by Trustee Baxter, seconded by Trustee Fillhart to approve the resolution. A roll call vote was held with both trustees voting yes. The motion passed and the resolution was approved.
- A copy of this resolution in its entirety is on file, as required, amongst the Township's archives & records.

**RESOLUTION 8-4-26-5:** Summarized: Authorizing to enter into an agreement between the Bath Township Board of Trustees and Bridge Payments to provide credit card payment services to Bath Township.

- No fees will be applied to the township.
- Bridge payment will provide the equipment at no additional charge.
- Fiscal Officer, Berlin Carroll was authorized to execute all documents necessary to effectuate this agreement.
- A motion was made by Trustee Baxter, seconded by Trustee Fillhart to approve the resolution. A roll call vote was held with both trustees voting yes. The motion passed and the resolution was approved.
- A copy of this resolution in its entirety is on file, as required, amongst the Township's archives & records.

### **SPECIAL RECOGNITIONS**

- There was no special recognition given at this meeting.

### **FINANCIAL REPORT**

- The fiscal officer provided a financial report to each trustee outlining current account balances, payroll, and other expenditures this period as well as any purchase orders created, transfers,

reallocations, or supplemental appropriations requested if any. A copy of which is maintained amongst the records of the township.

- The fiscal officer reported that a payment listing report outlining those bills paid this period by Electronic Funds Transfer and/or Warrants (checks) 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. All trustees in attendance acknowledged receiving the reports.
- A motion was made by Trustee Fillhart to approve the payroll, warrants, electronic payments, POs/BCs opened, reallocations, adjustments, supplemental appropriations and financial reports as presented. Trustee Heffner seconded the motion.
  - A roll call vote was taken as follows:
    - Trustee Baxter: Yes
    - Trustee Fillhart: Yes
    - Trustee Heffner: Yes
- The motion was approved.

## **DISCUSSION ITEMS**

### **The Fiscal Officer Reported on the following items:**

- The Agency Fund 9001 and WSOS Demolition Program Fund 4404 are still being researched currently.
- Asked Department Heads if they could have payroll turned in by end of day Wednesday or by Thursday morning. Department Heads both agreed that either time is fine. Fiscal Officer Carroll or Assistant Fiscal Officer Highland will send an email to Department Heads regarding when payroll will be due.
- Stipend pay was discussed. In future it needs to be addressed as a day rate since we are paid bi-monthly. For Interim Fire Chief Meyer's, it was calculated as follows: \$500/week x 52 weeks = \$26,000/365 days = \$71.23/day rate.

## **CORRESPONDENCE**

- None

## **TRUSTEES BUSINESS**

### **Mrs. Fillhart**

- Trustee Fillhart spoke regarding Trick or Treat night in Bath Township. There have already been inquiries to the date therefore, wanting to get it put in officially. It will be Thursday, October 29, 2026, 6:00 p.m. to 8:00 p.m. Trustee Baxter stated that we usually follow Lima City's schedule and if Lima City cancels for inclement weather, we will follow that as well.
- Deputy Cress will be reassigned to the Bath Township area starting August 7, 2026.
- National Night Out for 2027 was discussed. Trustee Fillhart will gather a small committee to help plan this event for next year.

### **Mr. Heffner**

- Trustee Heffner went to the fire department and had pizza and talked to the employees that were on that shift. There were some concerns about things that need repaired or replaced. Trustee Heffner asked them to put together a punch list including the cost.
- The property on Harding Hwy with the sanitary issue. Trustee Heffner inspected. He was going back over there since it had rained. He wants to verify if it is not a backing up due to the rain.

- Trustee Heffner tried to contact the gentleman who resides on the SE corner of Hill Street and Bryn Mauer with the ongoing drainage issue. He was unable to reach him but will try again.

### **Mr. Baxter**

- Trustee Baxter stated that they are getting ready to go into the next level of the Fire Chief interviews.
- Trustee Baxter called for an executive session to be held.

## **DEPARTMENT HEAD REPORTS**

### **• Road Department:**

- Superintendent Gary Jay Reported on the following items:
  - Tractor that was damaged via accident: The check will have to be rewritten since it is going through government purchase. There will need to be 2 checks written (one to John Deer for the tractor once invoice is received and the other to Truland for tractor accessories they are putting on). Insurance has provided in writing that the tractor will be covered at full replacement cost less the deductible.
  - Tractor that was being repaired: They have a new motor in it, just won't go forward or backwards. They are still working on it.
  - The Road Program has started this week doing wrap seal in various areas.
  - Discussed water issue located at 2800 Wells Drive.
  - Move to hire one candidate for the road crew. Still interviewing for 2<sup>nd</sup> position to be filled.
  - Drive at the Landfill is completed.

### **• Fire Department:**

- Interim Fire Chief Ken Meyer reported the Fire Department's calls for service to date total 913.
- Grant paperwork has been completed and submitted. They have requested additional information. With this grant they would be able to replace monitors.
- Sutphen was out to check the engines.
- Discovered that there was a template issue when radios were programmed. Mr. Meyer is working with a gentleman to have the radios updated to include what was missing.

### **• Zoning Department:**

- Inspector Meyer submitted a written report to each Trustee outlining his recent activities.
- 5210 Stewart Road: Legal has notified the property owners. Waiting for a response.
- 1200 McKinley: Legal has notified the property owners. Waiting for a response.
- 1104 McKinley: Talked to owner. They are in the process of clearing the title so they can sell the property to an investor who will tear it down.
- 1522 N. Adams Street: Mr. Meyer has presented pictures of the property and will have a resolution for the next meeting.
- 4382 Ottawa Road: Mr. Meyer has presented pictures of the property and will have a resolution for the next meeting.
- 3192 Danny Drive: The property has been mowed.
- Board of Zoning Association: The variance for additional signage was approved for Culyers.

### **• Business Office:**

- Cindy Highland let everyone know that the application for North Central Ohio Solid Waste District Financial Assistance for the Clean-up Day has been filed.
  - Social Hall: Month of July rented 6 times with 1 being non-profit. Collected \$300.00 for the month.
  - I have set aside the Social Hall from September 29 – October 16 to sort, organize and refile documents stored in the filing closet.
- **Sheriff Department:**
    - Deputy Dalton Smith from ACSO was in attendance.

### **Attendance & Public Comments**

- There were 11 members of the public in attendance at this meeting.
- Clarence Roller of Bluelick Road initiated a discussion around the no cash issue.
- Leanna Spencer of Loescher Road thanked the Trustees for providing an inviting atmosphere at the board meetings.

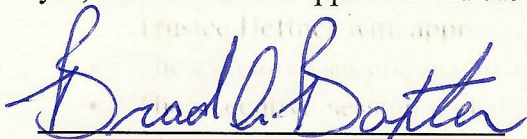
### **Executive Session**

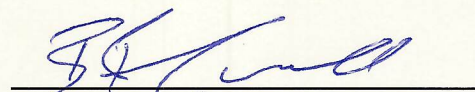
- An executive session was called by Trustee Baxter to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official, or the investigation of charges or complaints against a public employee or official.
- The regular meeting was recessed at 8:17 p.m. upon a motion by Trustee Baxter, Seconded by Trustee Heffner with approval of 3-0.
- The executive session began at 8:30 p.m.
- The executive session ended and the regular meeting was called back into session at 9:13 p.m. upon motion by Trustee Baxter, Seconded by Trustee Fillhart with approval of 3-0

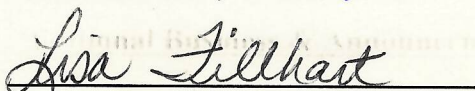
### **Additional Business & Announcements**

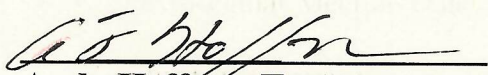
- There was no additional business taken up by the Trustees after the executive session.
- Next Regular Meeting Date: August 18, 2026 @ 7:00 p.m.

Being no further business to come before the board, Trustee Baxter moved, and Trustee Fillhart seconded a motion to adjourn the meeting at 9:14 p.m. A roll call vote was taken with all trustees voting yes, the motion was approved and the meeting was adjourned.

  
**Brad Baxter, Chairman**

  
**Berlin Carroll, Fiscal Officer**

  
**Lisa Fillhart, Vice Chair**

  
**Andy Heffner, Trustee**