



BOARD OF TRUSTEES MEETING MINUTES

The Board of Trustees of Bath Township met on Tuesday, **September 15, 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, Fire Chief Craig Vogel, 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

- None

PREVIOUS MINUTES

- Trustee Fillhart motioned to accept the minutes of September 1, 2026, regular meeting. Trustee Heffner seconded the motion, which passed 3-0. The minutes stand approved as presented.

RESOLUTIONS

The following resolutions were taken up by the Trustees:

RESOLUTION 9-15-26-1: Summarized: Accepting the resignation of James Sagar III from the Fire Department.

- 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 9-15-26-2: Summarized: Clarifying the Zoning Inspector's Exempt Status under the Fair Labor Standards Act.

- Trustee Baxter explained that Resolution No. 11-20-18-1, which authorized the hiring of Kenneth Meyer for the full-time Zoning/Fire Inspector position, incorrectly identified Mr. Meyer as a salaried employee while also providing for overtime compensation of \$25.00 per hour. Trustee Baxter noted that, under the Fair Labor Standards Act, an employee cannot be classified as salaried while receiving an hourly overtime rate. Mr. Meyer was given the option to be compensated on either a salaried or hourly basis and elected to remain a salaried employee.
- A motion was made by Trustee Baxter, seconded by Trustee Heffner 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 9-15-26-3: Summarized: Special Recognition

- Fiscal Officer Carroll read the Resolution in its entirety. Ken Meyer was recognized for his outstanding service during the time serving as Interim Fire Chief and his continued dedication to the Bath Township Community.
- 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.

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 Baxter 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:

- Local Government Service Training Update: Went very well.
 - Bank Recs for May and June are completed and July is underway.
 - Accounts #4404 and #9001 - Balance Project is on-going.
 - Lightning Assessments is on-going and will be discussed with Local Government Services at next training.
- Meeting Prep: To be more efficient and timely:
 - Payroll must be turned into the Fiscal Department no later than Thursday by 10:00 a.m. before a meeting.
 - All bills and Agenda items should be turned in no later than Friday by 4:00 p.m. before a meeting.
- 75% of Second Half Taxes Received & Deposited due to legislative change complexities. Will be receipted into UAN after month closes. Balance to be paid forward by Allen Co. Auditor as soon as settlements are completed.
- A discussion was held regarding the purchase of a desk computer for the Fiscal Officer Assistant/Administrative Support Specialist.

CORRESPONDENCE

- None

TRUSTEES BUSINESS

Mrs. Fillhart

- Bath Schools reached out to see if our Road Department would be interested in participating in their Homecoming Parade this year. The parade will be held on the evening of Wednesday, September 30, 2026. Bath Fire Department already participates.
- Zoning Committee Rate increase. Scott Campbell brought to Mr. Baxter's attention that it has been about 35 years since a pay increase has occurred for the Zoning Board members. The current rate is \$30.00. Mrs. Fillhart researched and found that the townships in the area were paying anywhere from \$20 - \$45. Mr. Baxter recommended that the pay be increased to \$40. Mr. Heffner agreed. A Resolution will be prepared for next meeting to vote on this issue.

Mr. Heffner

- Mr. Heffner attended the Allen County Trustees Meeting.
- Mr. Willamowski is putting a memo together regarding Resource for the Board giving legal advice.

Mr. Baxter

- Mr. Baxter followed up stating that Resource is no longer using food waste in their compost, which will help with the odor being reduced.

DEPARTMENT HEAD REPORTS

- **Road Department:**
 - Superintendent Gary Jay Reported on the following items:

- Tile job on Mirror Lake completed.
- Road Crew has been doing small tile jobs.
- Tractor under warranty – waiting for 1 more part.
- Cemetery graves: A discussion was held regarding purchasing back a grave if the purchaser was not going to use it since they live out of state.
- **Fire Department:**
 - Fire Chief Craig Vogel reported the Fire Department's calls for service to date total 1,127 year to date.
 - Interviews: There are four interviews scheduled for part-time employment.
- **Zoning Department:**
 - Inspector Meyer reported on the following items:
 - 5210 Stewart Road: Still waiting for the court date.
 - 1200 McKinley: Still waiting for the court date.
 - 1522 N. Adams Street: The legal notice has been mailed.
 - 4382 Ottawa Road: The legal notice has been mailed.
- **Business Office:**
 - Cindy Highland stated that she received an email from Vito Sinopoli, Bath Twp. Admin. in Akron, Ohio regarding unclaimed funds. After researching with the help of Brenda Meyer, Bath Twp. FD Secretary, it was discovered that there are 39 unclaimed funds. Cindy is in the process of recouping the funds.
- **Sheriff Department:**
 - No Deputy from ACSO was in attendance.

Attendance & Public Comments

- There were 4 members of the public in attendance at this meeting.
- Chris Inskeep of Ridgecrest spoke regarding the request for the purchase of the desktop computer. He gave some information and food for thought.
- Lori Hodges of Harding Hwy. brought up 2 concerns: 1. A neighbor's grass not being mowed for months. Ken Meyer is working on this. 2. The semi-truck J braking by her home all through the night and speeding vehicles.
- Mary McCort of Bryn Mawr, asked about old business updates:
 - Columbarium on Bluelick: is it happening still? This has been placed on the back burner for the time being.
 - Asked about Deputy Cruisers and Fire Chief Cruiser being taken home. No deputy is taking home their cruisers. The Fire Chief is not taking the fire cruiser home. The only exception to that is if he moves into the county or if he has a meeting the next morning out of town and it would make more sense for him to leave directly from his home.
 - Update on Landfill? Drive is in and dirt is being hauled in there.

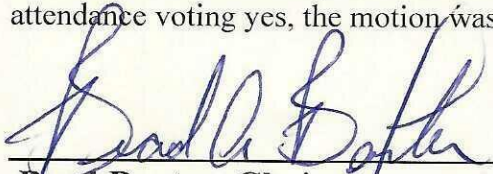
Executive Session

- None

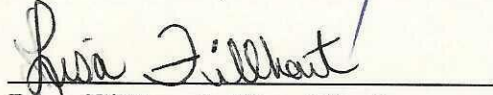
Additional Business & Announcements

- Next Regular Meeting Date: October 6, 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 8:234 p.m. A roll call vote was taken with all trustees in attendance 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

FINANCIAL REPORT
September 15, 2026
(Prepared by Berlin Carroll)

Account Balances	Amount	As of Date
First National Bank (Cash Account)	\$4,347,284.20	9.15.26
STAR Ohio (Investment Account)	\$120,365.90	8.31.26
Total - All Accounts	\$4,467,650.10	

Current Expenditures	Amount	As of Date
Payroll Wages + Withholdings	\$87,947.83	9.16.26
Bills Paid by Warrant (Check)	\$89,707.59	9.15.26
Bills Paid by EFT (Vouchers))	\$2,767.20	9.15.26
Total Amount of All Payables	\$180,422.62	

Current Action Items/Notes

- Supplemental Appropriations, Advances, Transfers
 - None
- Adjustments and/or Reallocations:
 - See Attached Report
- Purchase Order and/or Blanket Certificate(s) Created:
 - 11-2026 in the amount of \$56,803.21 to John Deere Govt. & National Sales
 - \$50,000.00 from 2031-760-740-0000
 - \$6,803.21 from 2031-330-430-0000
- Discussion Items
 - LGS Training Update:
 - Bank Recs: May & June completed, July underway.
 - 4404 and 9001 Balance Project On-Going
 - Lighting Assessments On-Going
 - Meeting Prep:
 - Determine payroll: Due by Thursday morning prior to meeting.
 - Agenda items: Due by Friday prior to meeting.
 - Invoices: Due by Friday prior to meeting.
 - Resolutions: Due by Friday (unless emergency) prior to meeting.
 - 75% of Second Half Taxes Received & Deposited due to legislative change complexities. Will be receipted into UAN after the month closes. Balance to paid forward by AC Auditor as soon as settlements are completed.
- Note(s):
 - None