

RECORDS OF PROCEEDINGS  
WINDHAM TOWNSHIP  
July 10, 2025

Windham Township Board of Trustees met for zoning hearing on July 10, 2025 at 5:50 PM, Trustees Dan Burns, Brian Miller and Rich Gano and Fiscal Officer, Casey M Timmons were present.

Guest:

Daniel Sherriff, reporter The Weekly Villager  
Todd & Becky Phillips  
~~Trish Kendrick~~ added in error and corrected at meeting.  
Denise Cain  
Ryan & Kim McLean  
Craig Alderman

Section 3.1 C. 2. Minimum frontage on a street Two hundred (200) feet.

Denis Cain is a resident guest and read a letter in opposition to proposed zoning change on lot frontage reduction that was written by Gayle Poots. (Copy attached)  
Brian Miller addressed the letter of Gayle Poots and agreed on how our long-term vision is lacking. Brian Miller is suggesting a comprehensive plan.

There is a lot of discussion amongst the guests and trustees. Rich Gano and Brian Miller are in agreement of the comprehensive plan. Dan Burns also agreed.

**2025-37**

Brian Miller moved to approve looking into a comprehensive, Dan Burns seconded, all voting yes, motion carried.

Section 7.12 H f.

A list of property owners adjoining and within 200 feet of the property lines of the subject property, as they appear on the County Auditor's current tax list.

There was some discussion and disagreement on how this was handled. The trustees want to remove the "within 200 feet" to this section.

**2025-38**

Dan Burns moved to approve language of Section 7.12 H f. to remove the "within 200 feet" and read *Section 7.12 H f. A list of property owners adjoining the property lines of the subject property, as they appear on the County Auditor's current tax list.* Rich Gano seconded, all voting yes, motion carried.

No further business, Zoning hearing was adjourned.

Windham Township Board of Trustees met for budget hearing on July 10, 2025 at 6 PM, Trustees Dan Burns, Brian Miller and Rich Gano and Fiscal Officer, Casey M Timmons were present.

Guest:

Daniel Sherriff, reporter The Weekly Villager  
Todd & Becky Phillips  
Trish Kendrick  
Denise Cain  
Ryan & Kim McLean  
Craig Alderman

All questions were answered.

**2025-39**

Dan Burns moved to approved the 2026 Budget Brian Miller seconded, all voting yes, motion carried.

Windham Township Board of Trustees met for their regular meeting on July 10, 2025 at 6:10 PM, Trustees Dan Burns, Brian Miller and Rich Gano and Fiscal Officer, Casey M Timmons were present.

Daniel Sherriff, reporter The Weekly Villager  
Todd & Becky Phillips  
Trish Kendrick  
Denise Cain  
Ryan & Kim McLean  
Craig Alderman

**2025-40**

Rich Gano moved to approve June meeting minutes, Brian Miller seconded, all voting yes, motion carried.

**2025-41**

Brian Miller moved to approve the June expenditures, Rich Gano seconded, all voting yes, motion carried.

**2025-42**

Rich Gano moved to approve April expenditures, Brian Miller seconded, all voting yes, motion carried.

Guest:

Denise Cain

Tornado siren, Denise wants to know where are we at with this topic. There is discussion on this topic as who is responsible for the tornado siren on top of the privately owned building that is the home of Hope Town Ohio. She wanted to specifically about a siren being places with in the township and placement. Dan Burns suggest that she reach out to Ryan Shackelford from the Portage County EMA about his reverse 911 type service to get alerts on her cell phone.

Roads:

1. Busy with roads
2. Liberty street. We worked very well with the Village of Garrettsville to resolve the flooding issue with a culvert. Brian praised the Village of Garrettsville Street, water departments with the help of Windham township employees including our summer help workers!
3. Road side mowing is completed for the second round. We still have an air conditioner issues with this tractor.
4. Chip and seal are completed
5. Hewins Road is planning on chip sealing for 2026. Freedom township and windham township each own part of this road.
6. Repairs were made on the backhoe.
7. Need to look into a trailer to haul equipment.

Cemetery:

1. Cemetery looks well with all the rain. Rich Gano gave credit to the township employees with the help of their summer help workers.

Zoning:

Dan Burns read a email from our zoning inspector who is not in attendance. He said:

1. 1 permit for porch on Parkman Road.
2. Violation letter are sent on Bryant Road.

Fire District:

1. 336 calls to date for 2025. 2 fire calls, 25 runs in the village and 10 in the township.
2. Renewal is going on the ballot
3. Windham Legion donated \$7,500 for a trailer for the UTV.

New Business:

none

Old Business:

none.

Next meeting is scheduled for August 7, 2025, at 6 PM

There being no further business meeting was adjourned.

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Dan Burns, Chairman

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Casey M Timmons, Fiscal Officer