

ORGANIZATIONAL MEETING – January 12, 2026

In attendance were Trustees Kay Wright, Rick Witucki and Scott Markley, Fiscal Officer Cheryl Welch. Zoning Inspector not present Road crew: None present
Organizational Meeting called to order by Scott with pledge of Allegiance.

Rick nominated Scott for Chairman. Kay 2nd; Scott accepted.
Rick nominated Kay as Vice Chairman. Scott 2nd; Kay accepted.

Scott will be the fire district representative.
Rick will be the park representative.
Kay and Scott will oversee the cemetery.

Meetings will be the 2nd Monday of every month at 6:30 PM.

Gas Mileage Reimbursement Policy

Gas mileage reimbursement for business miles driven will be the rate set by the IRS.

Zoning Inspector

- No mileage reimbursement stipend.
- No cell phone reimbursement stipend.
- Salary will be \$350.
- The position will earn PERS.
- Required to keep an activity log, which details travel by date, road identification, and observation notes. Expectations are at a minimum to be on each road in the township at least once a month.
- Write citations as needed.
- Required to keep an electronic record of all citations. The electronic record will reflect citation and the stages of enforcement. This document will be sent electronically to trustees at their request monthly or quarterly.
- Required to attend Appeals Board, Zoning Commission and Trustee Meetings.

Zoning Board Commission & Zoning Board of Appeals Members

- \$25 per meeting
- No additional compensation for conducting zoning business outside of a meeting. There has to be “time given” to the position, which may entail research, study and/or investigation into an issue, which cannot be compensated for. The “time given” may also entail meeting with a resident or the prosecutor to clarify an issue.
- Will have 1 organizational meeting per year.

Zoning Board Commission & Appeals Board Secretary

- \$50 per meeting
- No additional compensation for conducting zoning business outside of a meeting. There has to be “time given” to the position, which may entail research, study and/or investigation into an issue, which cannot be compensated for. The “time given” may also entail meeting with a resident or the prosecutor to clarify an issue.
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Zoning Certificate Fees

- No changes

