

RECORD OF PROCEEDINGS

Minutes of the Weathersfield Township Trustees Regular Meeting  
Held on Tuesday, September 9, 2025 at 7:00 PM

Call to order: Steven Gerberry

Pledge: Completed

Roll Call: Steven Gerberry - Present                      Richard Harkins - Present  
Edward Whittaker - Present                      Patrick Glunt - Present

Correspondence/Announcements:

- The *Trustees would like to announce that the 2025 Trick or Treat event has been set for Thursday, October 30, 2025 from 5:00 PM until 7:00 PM.*
- The *Trustees would like to remind our residents that the 2025 Residential Tree Limb Chipping Program began in May* and will continue each Friday through Friday, October 31, 2025. For tree limb pick-up, you must call the Township by Thursday of each week to be placed on the list for a Friday pick-up. Please keep the following rules and procedures in mind:
  - This program is intended for residential tree limbs up to 3 inches in diameter.
  - The tree limbs must be placed at the curbside with all the cut ends aligned with each other toward the street.
  - No shrubs, stumps, roots, lumber, or railroad ties will be accepted. All tree limbs must be free from vines.
  - We are not a tree removal service; if you are having a tree professionally removed let them do the entire job, you must have them take the tree limbs as well.

Reports:

- Financial Report – Presented by Patrick Glunt
- Administrator’s Report – Presented by David Rouan
- Zoning Report – Presented by Steven Gerberry
- Police Report – Presented by Police Captain Kris Hodge
- Fire Report – Presented by Fire Chief Tom Lambert
- Lane LifeTrans Report – Presented by Lane's Chief Tom Lambert
- Law Director’s Report – Presented by Cherry Poteet

Note: All reports are on file in the Fiscal Officer’s office.

Comments from the public will be heard on agenda items at this time; there will still be an opportunity for individuals to address the Board during our public comments part of the meeting.

Old Business:

None

New Business:

- 25-144 Motion to *approve the minutes from the Regular Meeting that was held on Tuesday August 12, 2025 at 7:00 PM.*  
  
Motion by: Rich Harkins                      Seconded by: Edward Whittaker  
Vote: Steven Gerberry - Yes    Richard Harkins - Yes                      Edward Whittaker - Yes  
Motion Carried
- 25-145 Motion to *approve the drawing warrants upon our treasury and paying township bills.*  
  
Motion by: Edward Whittaker    Seconded by: Rich Harkins  
Vote: Steven Gerberry - Yes    Richard Harkins - Yes                      Edward Whittaker - Yes  
Motion Carried

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25-146 Motion to *adopt a resolution to approve the Then and Now Purchase Orders pursuant to the list provided by the Fiscal Officer.*

Motion by: Rich Harkins                      Seconded by: Edward Whittaker  
Vote: Steven Gerberry - Yes    Richard Harkins - Yes                      Edward Whittaker - Yes  
Motion Carried

25-147 Motion to *adopt a resolution, effective August 21, 2025, setting the permanent appropriations and permanent revenues for Budget Year 2025* on a level of control for the General Fund at the line item basis and on a level of control for all remaining funds at the fund basis: to request an Amended Official Certificate of Estimated Resources from the Trumbull County Budget Commission; and to request the Certificate of County Auditor that the Total Appropriations from each Fund do not exceed the Official Estimate Resources.

Appropriations For 2025 - General (Fund 1000)		
Account Code	Account Name	Appropriation
1000-110-111-0000	Salaries - Trustees	\$53,767.80
1000-110-121-0000	Salary - Township Fiscal Officer	\$9,096.00
1000-110-122-0000	Salaries - Township Fiscal Officer's Staff	\$39,286.26
1000-110-131-0000	Salary - Administrator	\$39,200.00
1000-110-190-0000	Other - Salaries	\$0.00
1000-110-211-0000	Ohio Public Employees Retirement System	\$38,500.00
1000-110-212-0000	Social Security	\$1,300.00
1000-110-213-0000	Medicare	\$4,200.00
1000-110-221-0000	Medical/Hospitalization	\$95,208.84
1000-110-222-0000	Life Insurance	\$2,250.00
1000-110-223-0000	Dental Insurance	\$3,750.00
1000-110-224-0000	Vision Insurance	\$1,000.00
1000-110-230-0000	Workers' Compensation	\$9,117.49
1000-110-311-0000	Accounting and Legal Fees	\$22,000.00
1000-110-312-0000	Auditing Services	\$0.00
1000-110-313-0000	Uniform Accounting Network Fees	\$3,250.00
1000-110-314-0000	Tax Collection Fees	\$14,000.00
1000-110-330-0000	Travel and Meeting Expense	\$400.00
1000-110-342-0000	Postage	\$400.00
1000-110-343-0000	Postage Machine Rental	\$200.00
1000-110-345-0000	Advertising	\$2,000.00
1000-110-360-0000	Contracted Services	\$35,000.00
1000-110-360-0005	Contracted Services {DEMOLITION}	\$6,900.00
1000-110-360-0058	Contracted Services {Trumbull County Engineer}	\$50,000.00
1000-110-381-0000	Property Insurance Premiums	\$7,848.17
1000-110-382-0000	Liability Insurance Premiums	\$6,803.44
1000-110-410-0000	Office Supplies	\$3,900.00
1000-110-420-0000	Operating Supplies	\$5,000.00
1000-110-591-0000	Contributions to Other Organizations	\$750.00
1000-110-599-0000	Other - Other Expenses	\$4,700.00
1000-120-190-0000	Other - Salaries (Zoning Department)	\$40,786.26
1000-120-323-0000	Repairs and Maintenance	\$2,000.00
1000-120-341-0000	Telephone	\$3,250.00
1000-120-351-0000	Electricity	\$6,750.00
1000-120-352-0000	Water and Sewage	\$1,900.00
1000-120-353-0000	Natural Gas	\$4,000.00
1000-130-212-0000	Social Security	\$0.00
1000-130-500-0000	Other	\$45,788.00
1000-190-380-0067	Insurance and Bonding {Insurance Fire Demo}	\$36,057.00
1000-310-360-0000	Contracted Services	\$5,000.00
1000-420-370-0000	Payment to Another Political Subdivision	\$35,000.00
1000-610-500-0057	Other {Festivals}	\$15,000.00
1000-760-730-0000	Improvement of Sites	\$4,400.00
1000-760-740-0000	Machinery, Equipment, and Furniture	\$6,000.00
1000-910-910-0000	Transfers - Out	\$60,549.28
1000-920-920-0000	Advances - Out	\$0.00
Total Expenditures:		\$726,308.54

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Anticipated Revenue For 2025 - General Fund (Fund 1000)		
Account Code	Account Name	Revenue
1000-101-0000	General Property Tax - Real Estate	\$463,707.95
1000-103-0000	Permissive Sales Tax	\$100.00
1000-301-0003	Licenses and Permits {Armstrong Cable Franchise Fee}	\$43,000.00
1000-301-0033	Licenses and Permits {Time Warner Cable Franchise Fee}	\$13,500.00
1000-302-0042	Fees {Zoning Fees}	\$15,000.00
1000-401-0059	Fines {Traffic Cameras}	\$75,000.00
1000-532-0000	Local Government Distribution	\$0.00
1000-533-0000	Liquor Permit Fees	\$2,500.00
1000-534-0000	Cigarette License Fees	\$250.00
1000-535-0000	Property Tax Allocation	\$6,500.00
1000-539-0000	Other - State Receipts	\$0.00
1000-701-0000	Interest	\$80,000.00
1000-802-0000	Rentals and Leases	\$500.00
1000-803-0057	Contributions {Festivals}	\$13,000.00
1000-892-0000	Other - Miscellaneous Non-Operating	\$40,000.00
1000-892-0067	Other - Miscellaneous Non-Operating {Insurance Fire Demo}	\$36,057.00
1000-941-0000	Advances - In	\$0.00
1000-999-0071	Other {Veterans Banners Program}	\$4,800.00
Total Anticipated Revenue:		\$793,914.95

Statement Of Fund Activity - FY2025				
Fund Name	Beginning Unencumbered Fund Balance	Total Estimated Revenue	Total Resources Available for Expenditure	Total Estimated Expenditures
General	\$463,360.89	\$793,914.95	\$1,257,275.84	\$726,308.54
MVL	\$10,869.72	\$118,000.00	\$128,869.72	\$117,100.00
Gas Tax	\$55,730.20	\$160,000.00	\$215,730.20	\$200,734.88
Road & Bridge	\$9,249.56	\$57,500.00	\$66,749.56	\$56,375.00
Cemetery	\$7,312.62	\$104,000.00	\$111,312.62	\$103,163.31
Garbage & Waste Disposal District	\$10,000.00	\$0.00	\$10,000.00	\$10,000.00
Police	\$268,988.80	\$1,901,889.90	\$2,170,878.70	\$1,754,227.26
Fire	\$250,782.79	\$428,796.25	\$679,579.04	\$428,353.42
Drug Law Enforcement	\$31,057.86	\$7,000.00	\$38,057.86	\$36,186.10
Enforcement & Education	\$2,290.09	\$500.00	\$2,790.09	\$2,790.00
Coronavirus Relief Fund	\$45.79	\$0.00	\$45.79	\$45.79
American Rescue Plan	\$0.00	\$150,000.00	\$150,000.00	\$150,000.00
Lighting Districts	\$4,747.30	\$84,268.46	\$89,015.76	\$58,269.25
OneOhio	\$22,918.34	\$19,000.00	\$41,918.34	\$20,000.00
Bond/Note Retirement Fund	\$0.36	\$109,124.57	\$109,124.93	\$109,124.57
Capital Projects - (State Capital Project)	\$500,000.10	\$0.00	\$500,000.10	\$500,000.10
Capital Projects - (FHWA & ARC)	\$0.00	\$0.00	\$0.00	\$0.00
Public Works	\$0.00	\$226,083.28	\$226,083.28	\$226,083.28
Total:	\$1,637,354.42	\$4,160,077.41	\$5,797,431.83	\$4,498,761.50

2025 Amended Official Certificate of Estimated Resources						
Fund	1/1/2025 Cash Balance	1/1/2025 Encumbered	Unencumbered Cash Balance	Anticipated Tax Revenue	Anticipated Other Sources	Total Available Resources
General	\$467,412.08	\$4,051.19	\$463,360.89	\$463,707.95	\$330,207.00	\$1,257,275.84
Total General Fund:	\$467,412.08	\$4,051.19	\$463,360.89	\$463,707.95	\$330,207.00	\$1,257,275.84
MVL	\$10,869.72	\$0.00	\$10,869.72	\$0.00	\$118,000.00	\$128,869.72
Gas Tax	\$59,735.74	\$4,005.54	\$55,730.20	\$0.00	\$160,000.00	\$215,730.20
Road & Bridge	\$9,595.94	\$346.38	\$9,249.56	\$0.00	\$57,500.00	\$66,749.56
Cemetery	\$8,443.73	\$1,131.11	\$7,312.62	\$0.00	\$104,000.00	\$111,312.62
Garbage & Waste Disposal District	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00
Police <small>(Anticipated Tax Revenue includes 88% of the 2023 Police, Fire, &amp; EMS Levy)</small>	\$300,438.58	\$31,449.78	\$268,988.80	\$1,633,211.90	\$268,678.00	\$2,170,878.70
Fire <small>(Anticipated Tax Revenue includes 12% of the 2023 Police, Fire, &amp; EMS Levy Revenue)</small>	\$265,032.74	\$14,249.95	\$250,782.79	\$409,146.25	\$19,650.00	\$679,579.04
Drug Law Enforcement	\$31,557.86	\$500.00	\$31,057.86	\$0.00	\$7,000.00	\$38,057.86
Enfrc. & Education	\$2,290.09	\$0.00	\$2,290.09	\$0.00	\$500.00	\$2,790.09
Coronavirus Relief Fund	\$45.79	\$0.00	\$45.79	\$0.00	\$0.00	\$45.79
American Rescue Plan	\$83.35	\$83.35	\$0.00	\$0.00	\$150,000.00	\$150,000.00
Lighting Districts	\$4,747.30	\$0.00	\$4,747.30	\$0.00	\$84,268.46	\$89,015.76
OneOhio	\$22,918.34	\$0.00	\$22,918.34	\$0.00	\$19,000.00	\$41,918.34
Total Speical Revenue:	\$725,759.18	\$51,766.11	\$673,993.07	\$2,042,358.15	\$988,596.46	\$3,704,947.68
Bond/Note Retirement	\$0.36	\$0.00	\$0.36	\$109,124.57	\$0.00	\$109,124.93
Total Bond/Note Retirement:	\$0.36	\$0.00	\$0.36	\$109,124.57	\$0.00	\$109,124.93
Capital Projects - (FHWA & ARC)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Capital Projects - (State Capitial Project)	\$500,000.10	\$0.00	\$500,000.10	\$0.00	\$0.00	\$500,000.10
Public Works - (OPWC)	\$0.00	\$0.00	\$0.00	\$0.00	\$226,083.28	\$226,083.28
Total Capital Projects & Public Works:	\$500,000.10	\$0.00	\$500,000.10	\$0.00	\$226,083.28	\$726,083.38
Total:	\$1,693,171.72	\$55,817.30	\$1,637,354.42	\$2,615,190.67	\$1,544,886.74	\$5,797,431.83

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Motion by: Edward Whittaker    Seconded by: Rich Harkins  
Vote: Steven Gerberry - Yes    Richard Harkins - Yes    Edward Whittaker - Yes  
Motion Carried

25-148    Motion to *adopt a resolution to amend the Weathersfield Township Zoning Fees.*

<i>Weathersfield Township Zoning Fees    Effective Date: 09/09/2025</i>		
<u>Fence permit:</u>	20' in length or less	\$40.00
	Over 20' in length	\$75.00
<u>Business signs:</u>	Temporary signs (portable)	\$50.00
	Permanent signs	\$100.00
	Billboards	\$250.00
<u>Demolition or Grading or Filing a Lot without construction:</u>		\$100.00
<u>Paving on Commercial or Industrial lot:</u>		\$100.00
<u>Deck, Patio or Swimming Pool:</u>		\$75.00
<u>Shed in a Residential Zone (maximum 200 square feet):</u>		\$50.00
<u>Detached Garage and Accessory Buildings:</u>		
	145-500 square feet	\$75.00
	501- 999 square feet	\$100.00
	1000 - 1999 square feet	\$125.00
	2000+ square feet	\$175.00 + \$0.25 per square foot over 2000
<u>Residential Construction Permit Fee</u>		
The permit fee shall be calculated as follows:		
Permit Cost = 0.007 x Value of Construction		
<i>Value of Construction</i> is defined as the greater of:		
1. Estimated Value as declared by the applicant in the permit application; or		
2. Calculated Value as determined by the Township using the following formula:		
\$100.00 x total square footage of residential living area plus \$7,500.00 x number of garage bays		
<u>Commercial Construction:</u>		
Building costs will be determined from an architect and/or contractor quote estimated value x .007 = cost of permit.		
All other zoning permits for anything not listed will be calculated at the rate of Estimated value x .007 = cost of permit. The minimum cost of a permit is \$30.00.		
<u>Zoning Hearings:</u>		
<u>Zone Change:</u>		\$350.00
<u>Board of Appeals:</u>		\$350.00
<u>Occupancy Permit:</u>		\$75.00
<u>Transient Vendor:</u>		\$100.00
<u>Special Event Permit:</u>		\$100.00
<u>Zoning Regulations:</u>		\$30.00 per book
<u>Zoning Map (8" X 11"):</u>		\$ 2.00 color copy
Any person, firm, or corporation who locates, erects, constructs, reconstructs, enlarges, changes any Building, Structure, fence or Sign, or who changes the Use of any land, without first obtaining the required Zoning Certificate will be subject to a late fee of 100.00		

Motion by: Rich Harkins    Seconded by: Edward Whittaker  
Vote: Steven Gerberry - Yes    Richard Harkins - Yes    Edward Whittaker - Yes  
Motion Carried

25-149    Motion to *adopt a resolution to extend the existing contract, as adopted in Resolution 22-116, for the Residential Waste and Recyclable Material for single family and two-family dwelling structures within the unincorporated area of Weathersfield Township to Browning-Ferris Industries of Ohio, Inc., DBA Republic Services of Youngstown for a term of two (2) years commencing January 1, 2026 and ending December 31, 2027* with the option for one additional mutually agreed extension period of two (2) years. The basic service rate will be \$18.70 per month and Republic Services of Youngstown will continue to offer residents of the Township the current service levels of 1x week MSW collection with 95-gallon cart and every-other-week recycling collection with an 18- gallon bin; and to offer residents of the Township, if they so choose, to recycle with the use of a 65-gallon or 95-gallon recycling cart for an additional fee of \$1.60 per month. The fee for minimum generator subscribers is \$3.25 per bag; the fee for construction debris is \$16.00 per cubic yard; the fee for yard waste in excess of the weekly allotment is \$5.00 per bag; and the fee for garage side pickup (for non-handicapped customers) is \$11.00 per month. Republic Services of Youngstown also agrees to continue the annual Spring Clean-Up Program and to collect one (1) bulk item per month at no additional charge; additional bulk items per month will be collected at a rate of \$10.00 per bulk item. The current basic service rate, which will be ending December 31, 2025, is \$17.00 per month.

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Motion by: Edward Whittaker    Seconded by: Rich Harkins  
Vote: Steven Gerberry - Yes    Richard Harkins - Yes    Edward Whittaker - Yes  
Motion Carried

25-150    MOTION TO **ADOPT A RESOLUTION PURSUANT TO O.R.C. 505.86 TO REQUIRE OWNER OF PROPERTY AT 2291 OHLTOWN McDONALD ROAD TO DEMOLISH STRUCTURE WHICH IS UNFIT FOR HUMAN HABITATION.**

WHEREAS, Ohio Revised Code §505.86 authorizes a Board of Trustees to declare structures within the Township to be a nuisance by reason of being insecure, unsafe, structurally defective, or unfit for human habitation, and to provide for the abatement of said nuisance by repair or demolition and removal of said structures; and

WHEREAS, the Trumbull County Board of Health, at their meeting on August 20, 2025, declared the structure on the property located at 2291 Ohltown McDonald Road, McDonald, OH 44437 (“the Property”) to be Unfit for Human Habitation.  
NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Weathersfield Township, Trumbull County, Ohio as follows:

Section 1: The Structure on the Property is hereby determined to be a nuisance and a threat to the public health and safety as unfit for human habitation and must be demolished and removed.

Section 2: Notice shall be given to the owner(s) of the Property and any lienholders (Parties in Interest) by certified mail or as otherwise provided in R.C. 505.86, of the Township’s declaration of nuisance and demand to abate said nuisance by demolition, and of their right to request a hearing.

Section 3: If the Property Owner or other Party in Interest fails to request a hearing before the Board within twenty days or provide for the demolition said structure within thirty days of issuing notice, the Board authorizes the Township Administrator to enter into contracts with private contractors or the Trumbull County Land Bank for the demolition of the structures on the Property.

Section 4. The total costs incurred for the demolition and removal of the structure and abatement of the nuisance, including all associated site restoration work, and the costs incurred in providing notice may be certified to the county Auditor who shall place the costs upon the tax duplicate to be a lien upon such lands from and after the date of entry.

This Resolution shall take effect immediately upon adoption.

Motion by: Rich Harkins    Seconded by: Edward Whittaker  
Vote: Steven Gerberry - Yes    Richard Harkins - Yes    Edward Whittaker - Yes  
Motion Carried

25-151    Motion to **set the 2025 Trick or Treat event for Thursday, October 30, 2025 from 5:00 PM until 7:00 PM.** The Board of Trustees has determined this to be the best date and time for this event.

Motion by: Edward Whittaker    Seconded by: Rich Harkins  
Vote: Steven Gerberry - Yes    Richard Harkins - Yes    Edward Whittaker - Yes  
Motion Carried

**Public Comments:**

Mr. Cozadd from 1371 Gilbert Street asked when the condemned home on his street would be demolished. He was advised that we would know very soon if we will receive funding for the demolition through the Trumbull County Land Bank.

**Next Meetings:**



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Next Meetings: Regular Meeting – Thursday, September 18, 2025, at 3:30 PM, Regular Meeting – Thursday, October 9, 2025 at 3:30 PM, and Regular Meeting – Tuesday, October 14, 2025 at 7:00 PM.

Adjournment:

25-152 Motion to *adjourn the meeting*.

Motion by: Rich Harkins                      Seconded by: Edward Whittaker  
Vote: Steven Gerberry - Yes    Richard Harkins - Yes                      Edward Whittaker - Yes  
Motion Carried

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Patrick J. Glunt, Fiscal Officer

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Steven J. Gerberry, Trustee

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Richard T. Harkins, Trustee

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Edward K. Whittaker, Trustee