

RECORD OF PROCEEDINGS

Minutes of the Weathersfield Township Trustees Regular Meeting  
Held on Tuesday, December 10, 2024 at 7:00 PM

Call to order: Steve Gerberry

Pledge: Completed

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

Correspondence/Announcements:

- The ***annual tree lighting ceremony was well attended and was a big success.*** The Trustees would like to thank Santa, Mrs. Claus, and the Grinch for attending the event. A special thank you to Ken Boring and the road department for completing the decorations at the gazebo, everything looked great.
- The ***Trustees are pleased to announce that they have been awarded \$150,000.00 from the Board of Trumbull County Commissioners in American Rescue Plan Act funds for the construction of four pickleball courts at our community park.***

Reports:

- Financial Report – Presented by Patrick Glunt
- Administrator’s Report – Presented by David Rouan
- Zoning Report – Presented by Kelly Clarke
- Police Report – Presented by Police Chief Michael Naples
- 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:

24-188 Motion to ***approve the minutes the Regular Meeting that was held on Tuesday, November 12, 2024 at 7:00 PM.***

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

24-189 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

24-190 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

24-191 Motion to ***adopt a resolution to amend the permanent appropriations, effective November 20, 2024, for Budget Year 2024*** for the General Fund on a level of control at

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the line item and to request the Certificate of County Auditor that the Total Appropriations from each Fund do not exceed the Official Estimate Resources

Appropriations For 2024 - General (Fund 1000)		
Account Code	Account Name	Appropriation
1000-110-111-0000	Salaries - Trustees	\$52,844.40
1000-110-121-0000	Salary - Township Fiscal Officer	\$8,939.70
1000-110-122-0000	Salaries - Township Fiscal Officer's Staff	\$50,856.00
1000-110-131-0000	Salary - Administrator	\$39,200.00
1000-110-190-0000	Other - Salaries	\$7,500.00
1000-110-211-0000	Ohio Public Employees Retirement System	\$40,459.68
1000-110-212-0000	Social Security	\$1,220.00
1000-110-213-0000	Medicare	\$4,100.00
1000-110-221-0000	Medical/Hospitalization	\$94,908.96
1000-110-222-0000	Life Insurance	\$2,250.00
1000-110-223-0000	Dental Insurance	\$3,600.00
1000-110-224-0000	Vision Insurance	\$1,000.00
1000-110-230-0000	Workers' Compensation	\$11,250.00
1000-110-311-0000	Accounting and Legal Fees	\$21,500.00
1000-110-312-0000	Auditing Services	\$5,800.00
1000-110-313-0000	Uniform Accounting Network Fees	\$3,250.00
1000-110-314-0000	Tax Collection Fees	\$13,500.00
1000-110-330-0000	Travel and Meeting Expense	\$360.00
1000-110-342-0000	Postage	\$350.00
1000-110-343-0000	Postage Machine Rental	\$100.00
1000-110-345-0000	Advertising	\$2,000.00
1000-110-360-0000	Contracted Services	\$44,000.00
1000-110-360-0005	Contracted Services {DEMOLITION}	\$1,200.00
1000-110-360-0058	Contracted Services {Trumbull County Engineer}	\$6,500.00
1000-110-381-0000	Property Insurance Premiums	\$309.00
1000-110-382-0000	Liability Insurance Premiums	\$3,998.52
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	\$4,600.00
1000-120-190-0000	Other - Salaries (Zoning Department)	\$52,356.00
1000-120-323-0000	Repairs and Maintenance	\$2,000.00
1000-120-341-0000	Telephone	\$3,750.00
1000-120-351-0000	Electricity	\$6,500.00
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	\$100.00
1000-130-500-0000	Other	\$44,250.00
1000-190-380-0067	Insurance and Bonding {Insurance Fire Demo}	\$5,000.00
1000-310-360-0000	Contracted Services	\$5,000.00
1000-420-370-0000	Payment to Another Political Subdivision	\$37,250.00
1000-610-500-0057	Other {Festivals}	\$14,000.00
1000-760-730-0000	Improvement of Sites	\$4,400.00
1000-910-910-0000	Transfers - Out	\$149,049.28
1000-920-920-0000	Advances - Out	\$0.00
Total Expenditures:		\$764,801.54

Statement Of Fund Activity - FY2024				
Fund Name	Beginning Unencumbered Fund Balance	Total Estimated Revenue	Total Resources Available for Expenditure	Total Estimated Expenditures and Encumbrances
General	\$358,320.38	\$827,025.64	\$1,185,346.02	\$764,801.54

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

24-192    Motion to ***adopt a resolution to transfer \$2,500.00 from the General Fund to the Township Lighting Districts Fund*** effective December 10, 2024 and ***to transfer \$5,000.00 from the General Fund to the Cemetery Fund*** effective November 20, 2024.

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

24-193 Motion to ***adopt a resolution, effective November 6, 2024, authorizing the use of the remaining balance of the American Rescue Plan Act revenue to be used for the purchases in the road department.***

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

24-194 Motion ***to authorize Township Administrator David Rouan and Fire Captain Jeff Tucker, on behalf of the Board of Trustees, to apply for the Assistance to Firefighters Grant (AFG) through FEMA*** to purchase new fire turnout gear which includes helmets, coats, gloves, pants, hoods, boots, and self-contained breathing apparatus. The total cost of the turnout gear and equipment is \$74,018.00 and the total AFG FEMA grant request is \$70,493.33 and the local match will be \$3,524.67. The Board of Trustees would like to thank Captain Jeff Tucker for his work on completing this AFG FEMA grant application.

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

24-195 Motion ***to authorize Township Administrator David Rouan, on behalf of the board of Trustees, to apply for the 2025 Scrap Tire Grant from the Geauga-Trumbull Solid Waste Management District.***

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

24-196 Motion to ***authorize Township Trustee Steven Gerberry, on behalf of the board of Trustees, to apply for the 2025 Go-Green Community Grant with the Geauga-Trumbull Solid Waste Management District.***

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

24-197 Motion to ***authorize the Township law director to file an amicus curiae brief on behalf of the Township in the appeal of AWMS Water Solutions, LLC v. Mary Mertz, Director, Ohio Department of Natural Resources, Division of Oil and Gas Resources Management, Case No. 2023-0125, Ohio Supreme Court,*** to highlight for the Court the importance of protecting the residents of Weathersfield Township from the dangers of earthquakes induced by the AWMS#2 injection well.

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

24-198 Motion to ***establish the following rules for the scheduling and notice of meetings of the board of Trustees for 2025 calendar year.***

**REGULAR MEETINGS** – The regular monthly meetings of the board of Trustees will be held on the second Tuesday of each month at 7:00 PM and on the following Thursday’s at 3:30 PM; January 9, January 23, February 6, February 20, March 6, March 20, April 3, April 17, May 8, May 22, June 5, June 19, July 3, July 17, August 7, August 21, September 4, September 18, October 9, October 23, November 6, November 20, December 4, and December 18. All meetings will be held at the Township administration building or by virtual technology as permitted by law. Notice of these regular meetings

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will be posted on the Township bulletin board and website. Any changes to this meeting schedule will be posted on the Township bulletin board and website.

**SPECIAL MEETINGS** – Notice of special meetings of the board of Trustees will be posted on the Township bulletin board, website, and will be provided by email to the local newspaper (the Warren Tribune-Chronicle) and any other person that requests same, at least twenty-four (24) hours in advance of such meeting, except in an emergency in which case the notice shall be given as soon as practicable.

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

24-199 Motion to **set the date and time for the board of Trustees Reorganizational** meeting for Tuesday, January 14, 2025 at 6:30 PM.

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

24-200 Motion to **reject the design build proposals for the Weathersfield Township Multi-Jurisdictional Center.**

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

24-201 Motion to **request an advance on the 2024 Real Estate Property Tax:**

WHEREAS, the township Board of Trustees of Weathersfield Township is authorized to request an advance of Real Estate Property Taxes and Delinquent Real Estate Property Taxes pursuant to ORC §321.34

WHEREAS, the Township Board of Trustees of Weathersfield Township does hereby request an advance of Real Estate Property Taxes and Delinquent Real Estate Property Taxes pursuant to ORC §321.34.

NOW, THEREFORE BE IT RESOLVED that the Township Board of Trustees of Weathersfield Township does hereby request the Trumbull County Auditor to advance any Real Estate Property Tax and Delinquent Real Estate Property Tax money in the Treasury of the Trumbull County to the account of the Township of Weathersfield.

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

24-202 Motion to **request an advance on the 2024 Personal Property Tax:**

WHEREAS, the Township Board of Trustees of Weathersfield Township is authorized to request an advance of Personal Property Taxes and Delinquent Personal Property Taxes pursuant to ORC §321.34;

WHEREAS, the Township Board of Trustees of Weathersfield Township does hereby request an advance of Personal Property Taxes and Delinquent Personal Property Taxes pursuant to ORC §321.34.

NOW, THEREFORE BE IT RESOLVED that the Township Board of Trustees of Weathersfield Township does hereby request the Trumbull County Auditor to advance any Personal Property Tax and Delinquent Personal Property Tax money in the Treasury of the Trumbull County Auditor to the account of the Township of Weathersfield.

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



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- 24-203

Motion to **approve membership in the Ohio Township Association, National Association of Towns and Townships, Trumbull Township Association, Ohio Township Administrators Network, NE Ohio Township Association, and the Coalition of Large Ohio Urban Townships** for Trustees, Fiscal Officer, Administrator, and others as designated by the Board.

Motion by: Edward Whittaker    Seconded by: Rich Harkins  
Vote: Steven Gerberry - Yes    Richard Harkins - Yes    Edward Whittaker - Yes  
Motion Carried
- 24-204

Motion to **approve payment of expenses to attend conferences and other work-related events**, on a case-by-case basis, for the Trustees, Fiscal Officer, Administrator, and others as designated by the Board. Those individuals wishing to attend a conference and other work-related events shall receive written approval from the Board of Trustees prior to booking the event.

Motion by: Rich Harkins    Seconded by: Edward Whittaker  
Vote: Steven Gerberry - Yes    Richard Harkins - Yes    Edward Whittaker - Yes  
Motion Carried
- 24-205

Motion **to acknowledge and authorize Township full-time employees, and their respective dependents, who are not covered by a collective bargaining agreement are hereby entitled to the same rights and coverage under any and all insurance policies and insurance programs** procured and/or administered by the Weathersfield Township board of Trustees for the benefit of its full-time employees covered by collective bargaining agreements as aforesaid, including the right to reimbursements, to contributions, and participation in the Medical Expense Reimbursement Plan (MERP); to acknowledge and authorize Township full-time employees who are not covered by a collective bargaining agreement are hereby entitled to the same wage adjustments and annual pay raises, if any, as those full-time employees covered by collective bargaining agreements; and to set the annual salary for the Fire Chief position at \$19,374.30 and to set the annual salary for Ken Boring at \$19,024.40.

Motion by: Edward Whittaker    Seconded by: Rich Harkins  
Vote: Steven Gerberry - Yes    Richard Harkins - Yes    Edward Whittaker - Yes  
Motion Carried
- 24-206

Motion to **set mileage reimbursement rate at the maximum permitted by the IRS for 2025.**

Motion by: Rich Harkins    Seconded by: Edward Whittaker  
Vote: Steven Gerberry - Yes    Richard Harkins - Yes    Edward Whittaker - Yes  
Motion Carried
- 24-207

Motion to **adopt the Weathersfield Township Trustees salaries** for 2025 to be set at the maximum amount permitted by the ORC §505.24 and to be paid in equal monthly payments.

Motion by: Edward Whittaker    Seconded by: Rich Harkins  
Vote: Steven Gerberry - Yes    Richard Harkins - Yes    Edward Whittaker - Yes  
Motion Carried
- 24-208

Motion to **adopt the Weathersfield Township Fiscal Officer's salary** for 2025 to be set at the maximum amount permitted by the ORC §507.09 and to be paid in equal monthly payments.

Motion by: Rich Harkins    Seconded by: Edward Whittaker  
Vote: Steven Gerberry - Yes    Richard Harkins - Yes    Edward Whittaker - Yes  
Motion Carried
- 24-209

Motion, pursuant to ORC §309.09 (B), **to employ Cherry Lynne Poteet, Esq. as the Township Legal Counsel, effective January 1, 2025, to represent the Township** and

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its officers, boards, and commissions in their official capacities and to advise them on legal matters, on an annual basis, for the sum of \$3,850.00 per month, which is hereby appropriated for such purpose.

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

24-210 Motion to **elect David Rouan and Michael J. Naples, Jr. as Board Members for the 2025 Volunteer Firefighters’ Dependents Fund**, as administered by the Department of Commerce Division of State Fire Marshal, **as the legislative authority appointments; and to acknowledge the election of Fire Chief Thomas Lambert and Fire Captain Raymond Knepper as the elected Board Members by the Fire Department.** The two legislative authority appointments shall serve a one-year term commencing on January 1, 2025. The Fiscal Officer is hereby directed to complete and file the 2025 Volunteer Firefighters’ Dependents Fund Certificate of Current Assessed Valuation form no later than January 31, 2025.

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

24-211 Motion to **reappoint William Henning to a five (5) year term on the Township Zoning Commission**, term commencing January 1, 2025 and term ending December 31, 2029; and to set the Zoning Commission rate of compensation at \$25 per meeting attended for the commission members and for the alternate commission members. The Trustees would like to thank William for his interest in continuing to serve on the commission.

Zoning Commission	
Member	Term Ending
Brad Lang	December 31, 2025
Dave Sylak	December 31, 2026
Joe Carl	December 31, 2027
Jonathan Noel	December 31, 2028
William Henning	December 31, 2029
Alternate Member	Term Ending
Matthew Glidewell	December 31, 2026

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

24-212 Motion to **reappoint Chuck Colburn to a five (5) year term on the Board of Zoning Appeals**, term commencing January 1, 2025 and term ending December 31, 2029; and to set the board of board of Zoning Appeals rate of compensation at \$25 per meeting attended for the board members and for the alternate board members. The Trustees would like to thank Chuck for his interest in serving on the board.

Board of Zoning Appeals	
Member	Term Ending
Richard Cross	December 31, 2025
John Polanski	December 31, 2026
Donald Johnson	December 31, 2027
Cathy Zapka	December 31, 2028
Charles Colburn	December 31, 2029
Alternate Member	Term Ending
Richard Rostan	December 31, 2027

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

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24-213 Motion to ***certify that, as of December 31, 2024, the Township was responsible for maintaining 40.164 miles of public roads.*** This certification is made in accordance with Ohio Revised Code §4501.04.

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

Public Comments:

Open Comments

Tom Sudik asked how long Grandview Development has to pull their permit for the construction of the two homes that they received a variance for. Law Director Poteet said that they had one year from the date of the variance to apply for their zoning permit.

Next Meetings:

Next Meetings: Regular Meeting – Thursday, December 19, 2024, at 3:30 PM, Regular Meeting – Thursday, January 9, 2025 at 3:30 PM, Reorganizational Meeting – Tuesday, January 14, 2025 at 6:30 PM, and Regular Meeting – Tuesday, January 14, 2025 at 7:00 PM.

Adjournment:

24-214 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