

RECORD OF PROCEEDINGS

For the Weathersfield Township Trustees Regular Meeting
Held on Tuesday, November 11, 2025 at 7:00 PM

Call to order: Steven Gerberry

Pledge: Completed

Moment of Silence:

We would like to acknowledge the passing of former Weathersfield Township Firefighter Terry Bickerstaff. Terry faithfully served our community during the mid-1980s before leaving the area to continue his calling as an EMS first responder. His dedication to public service and commitment to helping others will always be remembered with gratitude. Our thoughts and prayers are with Terry’s family, friends, and former colleagues during this difficult time.

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

Correspondence/Announcements:

- The ***Trustees would like to announce that the annual tree lighting ceremony will be held on Saturday, December 6, 2025 at 5:00 PM at our community park.*** Santa and Mrs. Claus will be on hand to visit with the kids.
- The ***Trustees would like to acknowledge that the 2025 Trick or Treat event went very well this year,*** and they would like to thank our safety forces for their assistance during the event to help keep everyone safe.
- The ***Trustees would like to mention that the Weathersfield Local School District annual Spirit Day Parade and bonfire was a big success.*** The Trustees would like to thank our safety forces for their participation in the parade and for ensuring smooth traffic control throughout the event.
- The ***2025 Residential Tree Limb Chipping Program has concluded.*** The Trustees would like to thank our Road Department for all their hard work with this program.
- ***Trustee Whittaker acknowledged our veterans and thanked them for their service on this Veterans Day.***

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 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:

25-162 Motion to ***approve the minutes from the Regular Meeting that was held on Tuesday October 14, 2025 at 7:00 PM.***

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

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Motion Carried

25-163 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

25-164 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

25-165 Motion to **adopt a resolution, effective October 31, 2025, to change line item 1000-110-345-0000 Advertising from \$2,000.00 to \$309.89, which is a \$1,690.11 decrease and to change line item 1000-420-370-0000 Payment To Another Political Subdivision from \$35,000.00 to \$36,690.11, which is a \$1,690.11 increase;** and to request the Certificate of County Auditor that the Total Appropriations from each Fund do not exceed the Official Estimate Resources. This line item change does not require an Amended Official Certificate of Estimated Resources from the Trumbull County Budget Commission.

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

25-166 Motion to **authorize Township Administrator David Rouan to execute, on behalf of the board of Trustees, the necessary health insurance documents to continue coverage with Medical Mutual Insurance of Ohio,** commencing January 1, 2026 for a term of one (1) year, term ending December 31, 2026. The renewal premium is a 3.28% increase over the current premium.

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

25-167 Motion to **hire Jacob Gascon as a Probationary Firefighter** effective November 11, 2025, subject to successful completion and pending the results of the preemployment screening and testing. Jacob already has his Firefighter 1 Certification and is currently training for his Firefighter 2 Certification. Jacob will be trained and evaluated over the next six months by the Fire Chief and his fire officers. At the conclusion of the six-month probationary period, the Fire Chief will determine if Jacob should be promoted to a Firefighter. The Board of Trustees would like to thank Jacob for his interest in becoming a Weathersfield Township Firefighter and for his volunteerism and commitment to the residents of our Township.

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

25-168 Motion to **hire Kora Thomas as a Probationary Firefighter** effective November 11, 2025, subject to successful completion and pending the results of the preemployment screening and testing. Kora will be trained and evaluated over the next six months by the Fire Chief and his fire officers. At the conclusion of the six-month probationary period, the Fire Chief will determine if Kora should be promoted to a Firefighter. The Board of Trustees would like to thank Kora for her interest in becoming a Weathersfield Township Firefighter and for her volunteerism and commitment to the residents of our Township.

Motion by: Rich Harkins Seconded by: Edward Whittaker

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

25-169 MOTION TO ***ADOPT A RESOLUTION ACCEPTING THE RETIREMENT RESIGNATION OF FIRE LIEUTENANT DANIEL SHEHY.***

WHEREAS, Fire Lieutenant Daniel Shehy has faithfully served the Weathersfield Township Fire Department and the residents of our community through his dedication, professionalism, and commitment to public safety; and

WHEREAS, Lieutenant Shehy has submitted his notice of retirement resignation, effective November 11, 2025; and

WHEREAS, the Board of Trustees of Weathersfield Township wishes to formally acknowledge and express its sincere gratitude for Lieutenant Shehy’s many years of honorable service to the Township and its residents.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of Weathersfield Township, Trumbull County, Ohio, that the retirement resignation of Fire Lieutenant Daniel Shehy, effective November 11, 2025, is hereby accepted.

BE IT FURTHER RESOLVED, that the Board extends its deepest appreciation to Lieutenant Shehy for his many years of service.

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

25-170 Motion to ***adopt a resolution to amend Article XIII – Township Property, Equipment, and Facilities of the Employee Policy Handbook, last amended on October 11, 2022 by Resolution 22-154, to include the addition of Section 13.12 Personal Use of Reward Program Points Accrued While Conducting Public Business.*** This amendment and addition to the Employee Policy Handbook was recommended by the Auditor of State based upon guidance provided in the Auditor of State Bulletin 2025-012 and the Ohio Ethics Commission Advisory Opinion Number 2025-02.

13.12 Personal Use of Reward Program Points Accrued While Conducting Public Business

For any Township paid travel, employees and officials must select the vendor or services (airline, hotel, car rental company, etc.) that offers the lowest reasonable rate (i.e. a hotel in the block reserved for the Ohio Township Association conference in Columbus).

There is almost never an occasion that Township officials or employees need to fly for Township business, however, occasionally, airline travel may be approved, such as travel to DC to meet with Federal officials.

Township employees may add their personal reward number to their flight, hotel or vehicle reservations when travelling on Township business, and use the reward points earned for personal travel, as such reward programs are generally applicable only to an individual and are not transferable to others. Township employees and officials are prohibited from selecting a vendor for the purpose of earning reward points for their personal use.

The Township has government fleet cards for gasoline that include a discount per gallon of gasoline. Any Township gasoline rewards programs are solely for Township vehicles, not personal use.

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

Public Comments:

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Next Meetings:

Next Meetings: Regular Meeting – Thursday, November 20, 2025, at 3:30 PM, Regular Meeting – Thursday, December 4, 2025 at 3:30 PM, and Regular Meeting – Tuesday, December 9, 2025 at 7:00 PM.

Adjournment:

25-171 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

Patrick J. Glunt, Fiscal Officer

Steven J. Gerberry, Trustee

Richard T. Harkins, Trustee

Edward K. Whittaker, Trustee