

RECORD OF PROCEEDINGS

Minutes of the Weathersfield Township Trustees Regular Meeting  
Held on Tuesday, August 12, 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 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.
- The ***Trustees are excited to announce that our brand-new public pickleball courts at the Community Park are complete and are open for use.*** We are proud to offer this new recreational amenity for our residents to enjoy. Whether you are a seasoned player or just picking up a paddle for the first time, we hope everyone takes advantage of this fun and growing sport. A special thank you to the Trumbull County Board of Commissioners for their support and for awarding the grant that made this project possible.
- The ***Trustees are pleased to announce that the County Line Road and West Webb Road paving projects are almost complete.***

**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 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:**

25-129 Motion to adopt ***a Resolution of the Board of Trustees of Weathersfield Township to Accept a Generous Donation from VFW Post 2074 and to Recognize the Ongoing Support of Its Leadership and Members for Our Township’s Safety Forces***

WHEREAS, VFW Post 2074, located at 140 Higgins Avenue, Niles, Ohio, has once again demonstrated its steadfast commitment to the safety and well-being of the Weathersfield

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Township community by making a generous donation of \$12,000 to support our Police and Fire Departments; and

WHEREAS, this donation, personally delivered by Post Commander David Sheely and Quarter Master Timothy Bellew, provides \$6,000 to each department for the purpose of purchasing essential safety equipment; and

WHEREAS, the continued generosity of VFW Post 2074 exemplifies the Post’s dedication to supporting local first responders and enhancing public safety; and

WHEREAS, the Board of Trustees wishes to formally express its deepest appreciation to VFW Post 2074, Post Commander David Sheely, Quarter Master Timothy Bellew, and the entire membership for their ongoing support and partnership;

NOW, THEREFORE, BE IT RESOLVED, that the Weathersfield Township Board of Trustees hereby accepts this \$12,000 donation from VFW Post 2074 and sincerely thanks the Post for its continued investment in the protection of our residents and the advancement of our police and fire operations; and

BE IT FURTHER RESOLVED, that a copy of this resolution be presented to VFW Post 2074 as a formal acknowledgment of our gratitude and recognition of their meaningful and lasting impact on our community.

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

25-130 Motion to ***approve the minutes from the Regular Meeting that was held on Tuesday July 8, 2025 at 7:00 PM and the minutes from the Regular Meeting that was held on August 7, 2025 at 3:30 PM.***

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

25-131 Motion to ***approve the drawing warrants upon our treasury and paying township bills.***

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

25-132 Motion to ***adopt a resolution to approve the Then and Now Purchase Orders pursuant to the list provided by the Fiscal Officer.***

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

25-133 Motion to adopt a ***RESOLUTION AUTHORIZING DAVID ROUAN, TOWNSHIP ADMINISTRATOR, TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE OHIO PUBLIC WORKS COMMISSION STATE CAPITAL IMPROVEMENT AND/OR LOCAL TRANSPORTATION IMPROVEMENT PROGRAM(S) AND TO EXECUTE CONTRACTS AS REQUIRED.***

WHEREAS, the State Capital Improvement Program and the Local Transportation Improvement Program both provide financial assistance to political subdivisions for capital improvements to public infrastructure, and

WHEREAS, Weathersfield Township is planning to make capital improvements to TH60B (Watson Marshall Road), and

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WHEREAS, the infrastructure improvement herein above described is considered to be a priority need for the community and is a qualified project under the OPWC programs,

NOW THEREFORE, BE IT RESOLVED by Weathersfield Township:

Section 1: David Rouan, Township Administrator, is hereby appointed the Chief Executive Officer for the project;

Section 2: Patrick J. Glunt, Fiscal Officer, is hereby appointed the Chief Financial Officer for the project;

Section 3: David Rouan, Township Administrator, is hereby authorized to apply to the OPWC for funds as described above; and

Section 4: David Rouan, Township Administrator, is authorized to enter into any agreements as may be necessary and appropriate for obtaining this financial assistance.

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

25-134 Motion to adopt a **RESOLUTION CERTIFYING THE NECESSARY AMOUNT TO BE USED TO PAY THE LOCAL SHARE NECESSARY TO PARTICIPATE IN THE OHIO PUBLIC WORKS COMMISSION STATE CAPITAL IMPROVEMENT AND/OR LOCAL TRANSPORTATION IMPROVEMENT PROGRAM**

WHEREAS, the State Capital Improvement Program and the Local Transportation Improvement Program both provide financial assistance to political subdivisions for capital improvements to public infrastructure, and

WHEREAS, the Weathersfield Township is planning to make capital improvements to TH60B (Watson Marshall Road), and

WHEREAS, the infrastructure improvement herein above described is considered to be a priority need for the community and is a qualified project under the OPWC programs,

NOW THEREFORE, BE IT RESOLVED by Weathersfield Township:

Section 1: Weathersfield Township has the amount of \$110,932.00 in its General Fund and that this amount will be used to pay for the 61% local match for herein above described project when it is required.

Section 2: Patrick J. Glunt, Fiscal Officer, is hereby directed to complete the Chief Financial Officer’s Certification of Local Funds for the project.

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

25-135 Motion to ***adopt a resolution to enter into an agreement with Sundance Systems, Inc. of 8001 Sweet Valley Road, Valley View, Ohio 44125 for an amount of \$3,200.00.*** The purpose of this agreement is for Multi-Factor Authentication (MFA) server setup and configuration that is Criminal Justice Information Services (CJIS) compliant for the Law Enforcement Automated Data Systems (LEADS) that is used by our Police Department for an amount of \$2,000.00 and for the MFA that is CJIS compliant for LEADS annual software license agreement and maintenance for a term of one year, term ending August 4, 2026, for an amount of \$1,200.00.

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

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25-136 Motion to ***adopt a resolution to enter into an agreement, for a term of one year, with Active911, Inc. of 518 North 19<sup>th</sup> Street, Philomath, Oregon 97370 for an amount of \$810.00.*** The purpose of this agreement is for the continued use of the ActiveAlert application that our Fire Department utilizes for 911 Computer Aided Dispatching, mapping, routing, tracking personnel response, paging, and notifications.

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

25-137 Motion to ***accept a \$100 donation from an anonymous donor to be used for the Police Department.***

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

25-138 Motion to ***adopt a resolution accepting the amounts and rates as determined by the Budget Commission and authorizing the necessary tax levies and certifying them to the County Auditor.***

RESOLVED, by the Board of Trustees of Weathersfield Township, Trumbull County, Ohio, in accordance with §5705.281 of the Ohio Revised Code, previously provided the Alternative Tax Budget Information for the next succeeding fiscal year commencing January 1, 2026: and

WHEREAS, the Budget Commission of Trumbull County, Ohio, has certified its action thereon to this Board together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Board, and what part thereof is without, and what part is within the ten mill limitation;

THEREFORE, BE IT RESOLVED, by the Board of Trustees of Weathersfield Township, Trumbull County, Ohio, that the amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted; and

BE IT FURTHER RESOLVED, that there be and is hereby levied on the tax duplicate of said Township the rate of each tax necessary to be levied within and without the ten mill limitation as follows:

WEATHERSFIELD TWP

Est. Value 210,776,340

SCHEDULE A

SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED BY BUDGET COMMISSION  
AND COUNTY AUDITOR'S ESTIMATED TAX RATES

FUND	Amount Approved by Budget Commission Inside 10 M. Limitation	Amount to Be Derived From Levies Outside 10M. Limitation	County Estimate Rate to be	Auditor's of Tax Levied
			Inside 10 M. Limit	Outside 10M. Limit
	Column I	Column II	Column III	Column IV
General Fund (includes County Health)	432,092 31,616		2.05 0.15	
Road and Bridge Fund				
Cemetary Fund				
Fire, Police & EMS		677,398		3.95
Police District Fund		1,079,046		7.40
Fire District Fund		395,039		2.50
Total	463,708	2,151,483	2.20	13.85
Tangible Reimbursement and PU from State		0		
Total		2,615,191		

TOTAL MILLAGE

16.05

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SCHEDULE B LEVIES OUTSIDE 10 MILL LIMITATION, EXCLUSIVE OF DEBT LEVIES		
FUND	Maximum Rate Authorized to be levied	County Auditor's Est. of Yeild of Levy (Carry to Schedule A,Column II)
<b>General Fund:</b>		
Current Expense Levy authorized by voters on not to exceed 5 years		
<b>Special Levy Funds:</b>		
Levy authorized by voters on Police Levy- Continuous	05/06/14	1.80
Levy authorized by voters on Police Levy- Continuous	06/08/82	1.90
Levy authorized by voters on Police & EMS Levy- Continuous	11/04/08	3.70
Levy authorized by voters on Fire, Police & EMS- Continuous	05/02/23	3.95
Levy authorized by voters on Fire & EMS Levy- Continuous	05/07/13	2.50

AND BE IT FURTHER RESOLVED, that the Fiscal Officer of this Board be and is hereby directed to certify a copy of this Resolution to the County Auditor of said County.

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

25-139 Motion to **authorize Trustee Steven Gerberry to file a claim and collect funds on behalf of Weathersfield Township through the Ohio Department of Commerce, Division of Unclaimed Funds** for Property ID 23296078 for an amount of \$0.50, for Property ID 30075116 for an amount of \$75.00, and for Property ID 30075117 for an amount of \$149.00 for a total amount of \$224.50.

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

25-140 Motion to **authorize Township Administrator David Rouan to execute, on behalf of the Board of Trustees, the necessary vision benefit renewal documents to continue coverage with VSP Vision Care**, commencing December 1, 2025 for a term of two (2) years, term ending November 30, 2027. The renewal rate remains unchanged from our current rate.

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

25-141 Motion to **adopt a resolution to promote Fire Lieutenant Anthony Caruso to the position of Fire Captain within the Weathersfield Township Fire Department**, effective today's date. The salary for the position of a Fire Captain is \$400.00 per month.

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

25-142 Motion to **authorize the closure of TH1374 (Wildwood Drive)** beginning at intersection of CR58E (Ohltown McDonald Road) and continuing south to TH60B (Watson Marshall Road). The road closure will be effective Saturday, August 23, 2025 from 4:00 PM until 10:00 PM. The purpose of the road closure is for the 31<sup>st</sup> annual block party. This area may be used for any purpose associated with the event; however, alcoholic beverages may not be consumed within the public right-of-way, fireworks may not be ignited within

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the public right-of-way, and no tents, tables, or chairs may be placed on the paved roadway surface.

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

Public Comments:

Robert Labuda, of 2179 Harmon Avenue, complained about a number of issues that his neighborhood is having with an individual regarding illegal burning, illegal activity, late night parties, animals, illegal parking on the street, and zoning issues.

Darlene Bell, of 2189 Harmon Avenue, said she called animal control to deal animals and they advised her they would not do anything with them.

Jim Hecker, of 2222 Youll Street, said he has seen people in his back yard, and he said his neighbor told him that people were on his porch in the middle of the night.

The residents said they were very appreciative of how responsive the police, fire, and zoning departments have been, but they are seeking help on resolving these issues.

The residents were advised to contact 911 when the issues were occurring so that our police and fire departments respond and deal with the issues and to contact the zoning department regarding the other issues.

Next Meetings:

Next Meetings: Regular Meeting – Thursday, August 21, 2025, at 3:30 PM, Regular Meeting – Thursday, September 4, 2025 at 3:30 PM, and Regular Meeting – Tuesday, September 9, 2025 at 7:00 PM.

Adjournment:

25-143 Motion to *adjourn the meeting*.

Motion by: Edward Whittaker    Seconded by: Rich Harkins  
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