

RECORD OF PROCEEDINGS

Minutes of the Weathersfield Township Trustees Regular Meeting

Held on Tuesday, July 8, 2025 at 7:00 PM

Call to order: Steven Gerberry

Pledge: Completed

Roll Call: Steven Gerberry - Present Richard Harkins - Absent
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 would like to mention that the 2025 Flag Day Festival was a great success and was well attended.** The Board would like to thank our Highway Department, the Fire Department, and our Police Department for their hard work during the evening.
- The **Trustees would like to remind our residents that open burning is not permitted within the Township.**

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 Assistant Chief Jeff Tucker
- Lane LifeTrans Report – Presented by Assistant Chief Jeff Tucker
- 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:

25-119 Motion to **approve the minutes from the Special Meeting that was held on Tuesday June 10, 2025 at 6:00 PM and the minutes from the Regular Meeting that was held on June 10, 2025 at 7:00 PM.**

Motion by: Edward Whittaker Seconded by: Steve Gerberry

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

25-120 Motion to **approve the drawing warrants upon our treasury and paying township bills.**

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

- 25-121 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: Steve Gerberry
 Vote: Steven Gerberry - Yes Richard Harkins - Vote Edward Whittaker - Yes
 Motion Carried

- 25-122 Motion to ***adopt a resolution to transfer \$15,000.00 from the General Fund to the Road and Bridge Fund effective June 25, 2025.***

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

- 25-123 Motion to ***adopt a resolution, effective June 18, 2025, to change line item 1000-110-381-0000 Property Insurance Premiums from \$350.00 to \$7,848.17, which is a \$7,498.17 increase, to change line item 1000-110-382-0000 Liability Insurance Premiums from \$4,500.00 to \$6,803.44, which is a \$2,303.44 increase, to change line item 1000-760-740-0000 Machinery, Equipment, and Furniture from \$0.00 to \$6,000.00 which is a \$6,000.00 increase;*** and to request the Certificate of County Auditor that the Total Appropriations from each Fund do not exceed the Official Estimate Resources. These line item changes do not require an Amended Official Certificate of Estimated Resources from the Trumbull County Budget Commission.

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

- 25-124 Motion to ***authorize Township Administrator David Rouan effective July 1, 2025, on behalf of the Board of Trustees, to apply for a \$2,500.00 FY2026 Cemetery Grant through the Ohio Department of Commerce Division of Real Estate and Professional Licensing,*** the Township will provide a local match in the amount \$2,500.00. If awarded, the funding will be utilized to cover various expenses associated with the repairs of the headstones in Kerrs cemetery.

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

- 25-125 Motion to ***adopt a resolution to enter into a Memorandum of Understanding effective this 8th day of July, 2025 by and between the Weathersfield Local Schools Board of Education (hereinafter referred to as "Board") and the Trustees of Weathersfield Township (hereinafter referred to as "Township")***

WHEREAS, the Township operates the Weathersfield Township Police Department (hereinafter referred to as "Police Department"); and

WHEREAS, the Board operates an Ohio public school system, the Weathersfield Local School District, within the official boundaries of Weathersfield Township; and

WHEREAS, the Board and the Township seek to create and promote school safety and community safety.

NOW, THEREFORE, the Board and the Township agree to the following:

1. The length of this contract shall be from September 1, 2025 to August 31, 2028.
2. Both parties agree to rescind any of the previous agreements, promises, and mutual covenants between the parties related to School Resource Officers ("SROs").

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3. The Board shall pay the Township One Hundred Seventy Thousand Dollars (\$170,000.00) per year for the SROS. The Township will bill the Board one-twelfth of this annual amount on the 1st of each month, beginning September 1, 2025.
4. The Township shall provide two (2) uniformed Weathersfield Township Police Officers to serve as School Resource Officers (hereinafter referred to as "SRO"). The SRO will be present in the school buildings, Seaborn Elementary and/or Mineral Ridge High School, on the days that school is in session. An SRO shall also attend school events as determined by the Weathersfield Police Chief, such as Football games, basketball games, etc.
5. The mission of the SROs is to promote school safety by helping to build a positive school climate in which all students and community members feel safe and are supported to succeed. The SROs act as a bridge between the community and the Weathersfield Police Department and the Weathersfield Local School District. The goal of the SROs is to ultimately reduce crime committed by and against youth in the greater Weathersfield community. The SRO accomplishes this mission by supporting a safe, secure, and orderly learning environment in the school for students, teachers, and staff through relationships with students, teachers, and the community, helping to build a school culture of open communication and trust, getting to know students and staff at the school, and serving as a role model.
6. The SROs will remain in the Police Department's chain of command and subject to Police Department's rules, regulations, and operating procedures.
7. The SROs shall receive SRO training, ALICE training and other training deemed appropriate by the Police Chief.
8. The schedule and specific duties of the SRO and the educational programs to be offered by the SRO will be determined by the Police Chief after consultation with the School District.
9. It is understood and agreed that the SRO is responsible for law enforcement at the school but not general student discipline. Complaints from parents, students and school personnel regarding student discipline, behavior and truancy will be addressed by the school administrators, not the SRO. The SRO is not a school disciplinarian and violations of the student code of conduct or school rules that are not criminal matters will be handled by school faculty and staff. The SRO will not intervene in student discipline unless the situation creates an imminent threat to the health, safety, and security of students or others and will employ de-escalation techniques as appropriate.
10. School staff are to notify the SRO of all violent or other criminal activity that creates a safety risk. The SRO, as a law enforcement officer, is responsible for all criminal investigations. The SRO may use discretion and issue warnings or other alternatives to arrest for misdemeanor activity. Felony offenses, sex offenses, weapon offenses, and offenses of violence will normally result in the filing of criminal charges. The decision to file criminal charges is always the decision of the SRO and the Police Department.
11. The SROs shall work with the School District to coordinate crisis planning and update school crisis plans.
12. The School Board agrees to cooperate in any grant or other applications for funding for the SRO program upon request by the Township.
13. This Agreement may be modified only in writing signed by both parties.

Motion by: Edward Whittaker Seconded by: Steve Gerberry

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

Motion Carried

Public Comments:

Next Meetings:

Next Meetings: Regular Meeting – Thursday, July 17, 2025, at 3:30 PM, Regular Meeting – Thursday, August 7, 2025 at 3:30 PM, and Regular Meeting – Tuesday, August 12, 2025 at 7:00 PM.

Adjournment:

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Motion Carried

Patrick J. Glunt, Fiscal Officer

Steven J. Gerberry, Trustee

Richard T. Harkins, Trustee

Edward K. Whittaker, Trustee