

RECORD OF PROCEEDINGS

Minutes of the Weathersfield Township Trustees Regular Meeting

Held on Tuesday, January 13, 2026 at 7:00 PM

Call to order: Steven Gerberry

Pledge: Completed

Roll Call: Steven Gerberry - Present
Edward Whittaker - Present

Richard Harkins - Absent
Patrick Glunt - Present

Correspondence/Announcements:

- The **Trustees would like to announce the Annual Veterans Banner Program for 2026. Up to 52 banners will be installed on the light poles located in the Township Park.** Banner orders will be accepted beginning February 2, 2026 through March 13, 2026. This program provides a meaningful way for our community to honor local veterans and active service members by displaying personalized banners throughout Township Park. Program details will be available on our Facebook page or can be picked up at our Administration Building during regular business hours Monday – Friday from 8:30 AM to 4:00 PM.
- The **Trustees would like to announce the dates for this year's Spring Clean-Up Program which will be held the week of April 27, 2026.** Residents should put their material out on the same night as their regular pickup.
- The **Trustees would like to announce the dates for this year's Scrap Tire Pickup Program. Curbside collection will begin on Monday, April 27, 2026 and continue through Friday, May 1, 2026.** There is a limit of four car tires (off rims) per household, large truck tires will NOT be accepted. You can also drop-off your tires between 8:00 AM and 3:00 PM during the collection week at the Township Administration Building at 1451 Prospect Street, Mineral Ridge, Ohio 44440.
- The **Trustees are pleased to announce the Community Document Shredding Event that will be held on Saturday, May 2, 2026 from 9:00 AM until 11:00 AM at the 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:

26-004 Motion to **approve the minutes from the Regular Meeting that was held on Tuesday December 9, 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

26-005 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

26-006 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

26-007 Motion to ***adopt a resolution, effective December 30, 2025, setting the permanent budget for Fiscal Year 2025*** for all funds on a level of control 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 of Resources.

| 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 | \$899,087.59 | \$1,362,448.48 | \$794,628.20 |
| MVL | \$10,869.72 | \$110,650.65 | \$121,520.37 | \$117,100.00 |
| Gas Tax | \$55,730.20 | \$176,928.32 | \$232,658.52 | \$205,834.88 |
| Road & Bridge | \$9,249.56 | \$58,000.00 | \$67,249.56 | \$66,375.00 |
| Cemetery | \$7,312.62 | \$122,117.24 | \$129,429.86 | \$110,913.31 |
| Garbage & Waste Disposal District | \$10,000.00 | \$0.00 | \$10,000.00 | \$10,000.00 |
| Police | \$268,988.80 | \$1,970,699.35 | \$2,239,688.15 | \$1,884,927.26 |
| Fire | \$250,782.79 | \$488,663.07 | \$739,445.86 | \$490,541.95 |
| Drug Law Enforcement | \$31,057.86 | \$6,139.20 | \$37,197.06 | \$36,186.10 |
| Enforcement & Education | \$2,290.09 | \$495.00 | \$2,785.09 | \$2,781.87 |
| 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 | \$82,080.00 | \$86,827.30 | \$58,458.48 |
| OneOhio | \$22,918.34 | \$11,877.48 | \$34,795.82 | \$21,600.00 |
| 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 | \$184,155.29 | \$184,155.29 | \$184,155.29 |
| Total: | \$1,637,354.42 | \$4,370,017.76 | \$6,007,372.18 | \$4,742,672.80 |

| 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 | \$464,260.17 | \$434,827.42 | \$1,362,448.48 |
| Total General Fund: | \$467,412.08 | \$4,051.19 | \$463,360.89 | \$464,260.17 | \$434,827.42 | \$1,362,448.48 |
| MVL | \$10,869.72 | \$0.00 | \$10,869.72 | \$0.00 | \$110,650.65 | \$121,520.37 |
| Gas Tax | \$59,735.74 | \$4,005.54 | \$55,730.20 | \$0.00 | \$176,928.32 | \$232,658.52 |
| Road & Bridge | \$9,595.94 | \$346.38 | \$9,249.56 | \$0.00 | \$58,000.00 | \$67,249.56 |
| Cemetery | \$8,443.73 | \$1,131.11 | \$7,312.62 | \$0.00 | \$122,117.24 | \$129,429.86 |
| 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, & EMS Levy Re)</small> | \$300,438.58 | \$31,449.78 | \$268,988.80 | \$1,640,391.47 | \$330,307.88 | \$2,239,688.15 |
| Fire <small>(Anticipated Tax Revenue includes 12% of the 2023 Police, Fire, & EMS Levy Re)</small> | \$265,032.74 | \$14,249.95 | \$250,782.79 | \$455,035.01 | \$33,628.06 | \$739,445.86 |
| Drug Law Enforcement | \$31,557.86 | \$500.00 | \$31,057.86 | \$0.00 | \$6,139.20 | \$37,197.06 |
| Enfrc. & Education | \$2,290.09 | \$0.00 | \$2,290.09 | \$0.00 | \$495.00 | \$2,785.09 |
| 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 | \$82,080.00 | \$86,827.30 |
| OneOhio | \$22,918.34 | \$0.00 | \$22,918.34 | \$0.00 | \$11,877.48 | \$34,795.82 |
| Total Speical Revenue: | \$725,759.18 | \$51,766.11 | \$673,993.07 | \$2,095,426.48 | \$1,082,223.83 | \$3,851,643.38 |
| 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 Capital 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 | \$184,155.29 | \$184,155.29 |
| Total Capital Projects & Public Works: | \$500,000.10 | \$0.00 | \$500,000.10 | \$0.00 | \$184,155.29 | \$684,155.39 |
| Total: | \$1,693,171.72 | \$55,817.30 | \$1,637,354.42 | \$2,668,811.22 | \$1,701,206.54 | \$6,007,372.18 |

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Held on Tuesday, January 13, 2026 at 7:00 PM

Motion by: Edward Whittaker Seconded by: Steve Gerberry

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

26-008 Motion to **adopt a resolution, effective January 1, 2026, setting the permanent budget for Fiscal Year 2026** for all funds on a level of control 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 of Resources.

| Statement Of Fund Activity - FY2026 | | | | |
|--|-------------------------------------|-------------------------|---|------------------------------|
| Fund Name | Beginning Unencumbered Fund Balance | Total Estimated Revenue | Total Resources Available for Expenditure | Total Estimated Expenditures |
| General | \$637,552.88 | \$809,259.67 | \$1,446,812.55 | \$798,184.66 |
| MVL | \$6,280.38 | \$112,500.00 | \$118,780.38 | \$118,780.38 |
| Gas Tax | \$27,880.75 | \$171,000.00 | \$198,880.75 | \$198,880.75 |
| Road & Bridge | \$4,986.59 | \$83,000.00 | \$87,986.59 | \$82,954.63 |
| Cemetery | \$18,704.25 | \$87,500.00 | \$106,204.25 | \$103,868.20 |
| Garbage & Waste Disposal District | \$10,000.00 | \$0.00 | \$10,000.00 | \$10,000.00 |
| Police | \$362,850.16 | \$1,872,588.97 | \$2,235,439.13 | \$1,765,827.11 |
| Fire | \$258,968.33 | \$580,840.51 | \$839,808.84 | \$578,525.00 |
| Drug Law Enforcement | \$31,046.17 | \$6,000.00 | \$37,046.17 | \$37,000.00 |
| Enforcement & Education | \$3.22 | \$500.00 | \$503.22 | \$500.00 |
| Coronavirus Relief Fund | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| American Rescue Plan | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Lighting Districts | \$35,126.90 | \$69,324.76 | \$104,451.66 | \$58,379.74 |
| OneOhio | \$13,261.02 | \$11,500.00 | \$24,761.02 | \$20,000.00 |
| Bond/Note Retirement Fund | \$0.36 | \$114,597.79 | \$114,598.15 | \$114,597.79 |
| 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 | \$407,015.28 | \$407,015.28 | \$407,015.28 |
| Total: | \$1,906,661.11 | \$4,325,626.98 | \$6,232,288.09 | \$4,794,513.65 |

| 2026 Amended Official Certificate of Estimated Resources | | | | | | |
|---|-----------------------|---------------------|---------------------------|-------------------------|---------------------------|---------------------------|
| Fund | 1/1/2026 Cash Balance | 1/1/2026 Encumbered | Unencumbered Cash Balance | Anticipated Tax Revenue | Anticipated Other Sources | Total Available Resources |
| General | \$638,715.44 | \$1,162.56 | \$637,552.88 | \$465,309.75 | \$343,949.92 | \$1,446,812.55 |
| Total General Fund: | \$638,715.44 | \$1,162.56 | \$637,552.88 | \$465,309.75 | \$343,949.92 | \$1,446,812.55 |
| MVL | \$6,289.45 | \$9.07 | \$6,280.38 | \$0.00 | \$112,500.00 | \$118,780.38 |
| Gas Tax | \$28,141.80 | \$261.05 | \$27,880.75 | \$0.00 | \$171,000.00 | \$198,880.75 |
| Road & Bridge | \$6,362.42 | \$1,375.83 | \$4,986.59 | \$0.00 | \$83,000.00 | \$87,986.59 |
| Cemetery | \$19,118.49 | \$414.24 | \$18,704.25 | \$0.00 | \$87,500.00 | \$106,204.25 |
| Garbage & Waste Disposal District | \$10,000.00 | \$0.00 | \$10,000.00 | \$0.00 | \$0.00 | \$10,000.00 |
| Police (Anticipated Tax Revenue includes 76% of the 2023 Police, Fire, & EMS Levy) | \$372,705.54 | \$9,855.38 | \$362,850.16 | \$1,550,088.97 | \$322,500.00 | \$2,235,439.13 |
| Fire (Anticipated Tax Revenue includes 24% of the 2023 Police, Fire, & EMS Levy) | \$266,719.97 | \$7,751.64 | \$258,968.33 | \$491,840.51 | \$89,000.00 | \$839,808.84 |
| Drug Law Enforcement | \$31,225.71 | \$179.54 | \$31,046.17 | \$0.00 | \$6,000.00 | \$37,046.17 |
| Enfrc. & Education | \$51.65 | \$48.43 | \$3.22 | \$0.00 | \$500.00 | \$503.22 |
| Coronavirus Relief Fund | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| American Rescue Plan | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Lighting Districts | \$35,126.90 | \$0.00 | \$35,126.90 | \$0.00 | \$69,324.76 | \$104,451.66 |
| OneOhio | \$13,426.31 | \$165.29 | \$13,261.02 | \$0.00 | \$11,500.00 | \$24,761.02 |
| Total Speical Revenue: | \$789,168.24 | \$20,060.47 | \$769,107.77 | \$2,041,929.49 | \$952,824.76 | \$3,763,862.02 |
| Bond/Note Retirement | \$0.36 | \$0.00 | \$0.36 | \$114,597.79 | \$0.00 | \$114,598.15 |
| Total Bond/Note Retirement: | \$0.36 | \$0.00 | \$0.36 | \$114,597.79 | \$0.00 | \$114,598.15 |
| Capital Projects - (FHWA & ARC) | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Capital Projects - (State Capital 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 | \$407,015.28 | \$407,015.28 |
| Total Capital Projects & Public Works: | \$500,000.10 | \$0.00 | \$500,000.10 | \$0.00 | \$407,015.28 | \$907,015.38 |
| Total: | \$1,927,884.14 | \$21,223.03 | \$1,906,661.11 | \$2,621,837.02 | \$1,703,789.96 | \$6,232,288.09 |

Motion by: Edward Whittaker Seconded by: Steve Gerberry

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

26-009 Motion to **adopt a resolution to transfer \$10,000.00 from the General Fund to the Road and Bridge Fund** effective December 17, 2025 and **to transfer \$8,000.00 from the General Fund to the Road and Bridge Fund** effective December 29, 2025.

Motion by: Edward Whittaker Seconded by: Steve Gerberry

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

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26-010 Motion to **authorize Township Administrator David Rouan to execute, on behalf of the Board of Trustees, the necessary documents to continue dental coverage with Delta Dental of Ohio**, commencing December 1, 2025 for a term of one (1) year, term ending November 30, 2026. The premium is unchanged.

Motion by: Edward Whittaker Seconded by: Steve Gerberry

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

Motion Carried

26-011 Motion to **adopt a resolution to authorize Township Administrator David Rouan, on behalf of the Board of Trustees, to enter into and execute a Memorandum of Understanding with the Trumbull County Engineer's Office for the purpose of administering and completing the Federal Highway Administration/Ohio Public Works Commission Project – TH63 C & D Niles Carver Road and TH64A Salt Springs Road (a.k.a Old Salt Springs Road) Project Number TRU-TR6300.00 PID 117419**, effective January 8, 2026, as follows:

This memorandum of Understanding is executed this 8th day of January, 2026, by and between the Trumbull County Engineer and Weathersfield Township related to the **TRU-TH63 C & D Carver Niles Road & TH64 A Salt Springs Road**, located in Weathersfield Township.

Whereas, the project cost is estimated to be \$712,085 and is funded by a grant at 80%, up to a maximum of \$569,668 by Surface Transportation Block Grant (STBG) funding. Weathersfield Township is responsible for 20% of all eligible costs, currently estimated to be \$142,417. Additionally, Weathersfield Township is responsible for all costs exceeding the maximum funding amount; and

Whereas, the Trumbull County Engineer is authorized by ODOT to administrate LPA projects whose funds are administered by ODOT; and

Whereas, Weathersfield Township has obtained STBG funding through Eastgate Regional Council of Governments and wishes to authorize the Trumbull County Engineer to administrate said project to minimize costs and further agrees to designate the Trumbull County Engineer as the LPA for the purpose of administrating this project; and

Whereas, it is necessary to enter into an agreement and understanding of each parties responsibilities pertaining to the project.

Now, therefore, the parties agree as follows:

1. Trumbull County will be the applicant party for the project.
2. As the LPA, the Trumbull County Engineer will execute any and all LPA agreements with ODOT.
3. Weathersfield Township will be responsible for all local match and local costs required for the construction of the **TH63 C & D Carver Niles Road & TH64 A Salt Springs Road** project.
4. Weathersfield Township will be responsible for the operation, maintenance and repair of all improvements as part of the **TH63 C & D Carver Niles Road & TH64 A Salt Springs Road** project, upon completion.
5. Trumbull County Engineer's Office will provide all construction administration, to include construction engineering, supervision and inspection services for the said project.
6. Trumbull County will be responsible for the advertising and award of bids for the construction of the **TH63 C & D Carver Niles Road & TH64 A Salt Springs Road** project, although the cost of advertising, if applicable, shall be paid for by Weathersfield Township.
7. Weathersfield Township will be responsible for any and all fees incurred should there be a need for additional Professional Engineering or Testing Services on this STBG Project as determined by the Trumbull County Engineer. Eligible costs may be subject to reimbursement at the 80% Federal Share.

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8. All other project costs not eligible for reimbursement through the STBG grant or costs above the grant maximum shall be paid for by Weathersfield Township.

In witness whereof, this Memorandum of Understanding has been executed by and between the undersigned on behalf of Trumbull County and Weathersfield Township on the day and year written above.

Motion by: Edward Whittaker Seconded by: Steve Gerberry

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

Motion Carried

26-012 Motion to **authorize the Trumbull County Engineer's Office and the Trumbull County Commissioners to advertise for bids, on behalf of Weathersfield Township, for the Federal Highway Administration/Ohio Public Works Commission Project – TH63 C & D (Niles Carver Road) and TH64A (Salt Springs Road, a.k.a Old Salt Springs Road) Project Number TRU-TR6300.00 PID 117419.**

Motion by: Edward Whittaker Seconded by: Steve Gerberry

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

Motion Carried

26-013 Motion to **adopt the following revised Policies and Procedure for the Police Department** as recommended by the police chief and the law director:

Policy 30 - OHLEG (Ohio Law Enforcement Gateway)

Policy 49 - LEADS Security Policy

Motion by: Edward Whittaker Seconded by: Steve Gerberry

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

Motion Carried

26-014 Motion to **adopt a resolution to amend Article XIII – Township Property, Equipment, and Facilities of the Employee Policy Handbook, last amended on November 11, 2025 by Resolution 25-170, to include the addition of Section 13.13 Tax-Exempt Certificate Use and Sales Tax Policy.** 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 2025-013.

1. Purpose

The purpose of this policy is to establish a framework for the use of Weathersfield Township's tax-exempt certificate by officials and employees that is in compliance with the requirements set forth in Auditor of State Bulletin 2025-013.

2. Scope

This policy applies to all elected or appointed officials and employees, regardless of whether the person is:

- (1) compensated or uncompensated;
- (2) serving full-time or part-time; or
- (3) serving in a temporary or permanent position.

3. Policy

Weathersfield Township (the "Township") is committed to ensuring compliance with Auditor of State Bulletin 2025-013 by adopting the following policies regarding sales tax:

Purchases Made Using Township's Account

1. All expenditures by an official or employee made using a Township account must serve a proper governmental purpose and must comply with all other relevant policies adopted by the Township.

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2. All purchases must include an invoice or bill of sale clearly indicating that the sale was to the Township and that the tax-exempt certificate was used.

3. Only officials or employees in the following positions shall have access to the Township's tax-exempt certificate: Members of the Board of Trustees, Township Administrator, Township Fiscal Officer, Township Fiscal Officer Assistant, or employee authorized to make purchases on the Township's account.

Purchases Made Using Personal Account

1. All expenditures by an official or employee on behalf of the Township using the person's personal account must serve a proper governmental purpose and must comply with all other relevant policies adopted by the Township.

2. No official or employee who makes a purchase for the Township using their personal credit card or checking account shall present the entity's tax-exempt certificate when making the purchase.

3. Any official or employee who makes a purchase on behalf of the Township using their own personal credit card or checking account must pay the sales tax at the point of sale.

Motion by: Edward Whittaker Seconded by: Steve Gerberry

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

Motion Carried

26-015 Motion to **accept a \$2,000 donation from the owner of Wholesale Fireworks, Inc., Mr. Richard Naples.** \$1,000.00 is for the police department and \$1,000.00 is for the fire department. Sadly, Mr. Naples recently passed away, he was a long-time resident of Weathersfield Township and always supported the Township.

Motion by: Edward Whittaker Seconded by: Steve Gerberry

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

Motion Carried

26-016 Motion to **adopt a resolution to authorize Fiscal Officer Patrick J. Glunt to enter into and execute a Memorandum of Agreement with Balestra & Company, PLLC of 1189 Tygarts Bend, South Shore, Kentucky, 41175 for the purpose of required audits for fiscal periods 01/01/2024 through 12/31/2029**, effective December 2, 2025, as follows:

This agreement is entered into as of the day of 2nd of December, 2025 by and between Balestra & Company, an independent public accountant (IPA), **KEITH FABER**, Auditor of State of Ohio (Auditor) and Weathersfield Township Trumbull County.

Whereas, the Auditor of State on November 3, 2025, issued a Request for Proposals for an engagement related to Weathersfield Township, including any components and other requirements stated in the Request for Proposal, pursuant to Sections 117.11 and 117.115 Revised Code, for fiscal periods 01/01/2024 – 12/31/2029.

Whereas, IPA responded to the Request for Proposals with a formal proposal wherein they indicated their willingness to perform the engagement related to the Public Office in accordance with the items and conditions set forth in the Request for Proposals; and

Whereas, the Auditor of State, in consultation with the Public Office, has determined the IPA has submitted the proposal most advantageous to the Auditor and Public Office;

NOW, THEREFORE, IPA and Public Office do mutually agree as follows:

1. This Memorandum of Agreement, the Request for Proposals, the Proposal of the IPA and any written documents supplementing, amending, or incorporating the Request for Proposal, the Proposal of the IPA, and the Memorandum of Agreement constitute the integrated written agreement of the parties, to be known as the "Contract";

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2. The IPA shall, in consideration of \$15,120.00, and subject to the requirements of the Contract, perform the specified engagement related to the Public Office;
3. Public Office will provide the IPA with such payments, services, and support as are specified in the Request for Proposals; and
4. The Auditor will provide the IPA with such services and support as are specified in the Request for Proposals; and
5. If applicable, pursuant to the agreement of the parties a subcontractor with respect to the Contract will be as stated below. Further, pursuant to the RFP Terms of Engagement and this Contract, the IPA shall be and remain solely responsible to the Public Office and Auditor for the acts the IPA performs or faults of any subcontractor and of any subcontractor's officers, agents or employees, who are deemed to be agents or employees of the IPA to the extent of the subcontract. Each subcontractor shall jointly and severally agree that neither the Public Office nor the Auditor is obligated to pay or to be liable for the payment of any sums due the subcontractor.

Motion by: Edward Whittaker Seconded by: Steve Gerberry

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

Motion Carried

26-017 Motion to **reappoint Trustee Richard Harkins to the Mahoning Valley Sanitary District Advisory Council pursuant to and in accordance with ORC § 6115.104 (A)**. The purpose of the advisory council is to annually review and evaluate the receipts and disbursements of funds by the board of directors of the Mahoning Valley Sanitary District (aka Meander Water) from the preceding calendar year; and to review, evaluate, and make recommendations to the board of directors regarding operation, polices, programs, and improvements of the district.

The Fiscal Officer is hereby directed to file certified copies of this resolution with the board of directors of the Mahoning Valley Sanitary District (aka Meander Water) and with the Trumbull County Clerk of Courts.

Motion by: Edward Whittaker Seconded by: Steve Gerberry

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

Motion Carried

26-018 Motion to **adopt a resolution to promote Firefighter Judd Radovic to the position of Fire Lieutenant within the Weathersfield Township Fire Department**, effective today's date.

Motion by: Edward Whittaker Seconded by: Steve Gerberry

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

Motion Carried

26-019 Motion to **promote Brandon Bingham from Probationary Firefighter to Firefighter** effective today's date. The Board of Trustees would like to thank Brandon for his commitment to becoming a Weathersfield Township Firefighter and for his volunteerism and commitment to the residents of our Township.

Motion by: Edward Whittaker Seconded by: Steve Gerberry

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

Motion Carried

26-020 Motion to **hire Owen Kraus as Junior Firefighter** effective today's date. As a Junior Firefighter he will begin training pursuant to the Junior Firefighter Program as previously established by the Fire Chief and the Board of Trustees. The Board of Trustees would like to thank Owen for his interest in becoming a Weathersfield Township Firefighter, for his volunteerism, and for his commitment to the residents of our Township.

RECORD OF PROCEEDINGS

Minutes of the Weathersfield Township Trustees Regular Meeting

Held on Tuesday, January 13, 2026 at 7:00 PM

Motion by: Edward Whittaker Seconded by: Steve Gerberry

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

26-021 Motion to **accept the resignation of Matthew Glidewell from the Township Zoning Commission as an Alternate Member effective January 1, 2026 and appoint him to a five (5) year term on the Board of Zoning Appeals as an Alternate Member**, term commencing January 1, 2026 and term ending December 31, 2030. The Trustees would like to thank Matthew for his interest in serving in this new capacity on the Board of Zoning Appeals. Further, the Board sets the rate of compensation at \$25 per meeting attended for the Board members and for the Alternate Board members of both the Board of Zoning Appeals and the Township Zoning Commission.

| Board of Zoning Appeals | |
|--------------------------------|--------------------|
| Member | Term Ending |
| John Polanski | December 31, 2026 |
| Donald Johnson | December 31, 2027 |
| Cathy Zapka | December 31, 2028 |
| Charles Colburn | December 31, 2029 |
| Richard Rostan | December 31, 2030 |
| Alternate Member | Term Ending |
| Matthew Glidewell | December 31, 2030 |

| Zoning Commission | |
|--------------------------|--------------------|
| Member | Term Ending |
| Dave Sylak | December 31, 2026 |
| Joe Carl | December 31, 2027 |
| Jonathan Noel | December 31, 2028 |
| William Henning | December 31, 2029 |
| Brad Lang | December 31, 2030 |
| Alternate Member | Term Ending |
| | December 31, 2030 |

Motion by: Edward Whittaker Seconded by: Steve Gerberry

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

26-022 MOTION TO **ADOPT A RESOLUTION APPROVING A PREANNEXATION AGREEMENT AMONG JRD HOLDINGS, THE CITY OF NILES, HOWLAND TOWNSHIP AND WEATHERSFIELD TOWNSHIP.**

WHEREAS, JRD Holdings, an Ohio Partnership, owns approximately fifty acres of land located in Weathersfield Township, Trumbull County, Ohio, Permanent Parcel Numbers 24-321261 and 24-321262, and approximately twelve acres of land located in Howland Township, Trumbull County, Ohio, Permanent Parcel Nos. 28-573400 and 28-573401, (collectively, the "Property"); and

WHEREAS, JRD Holdings desires to annex the Property into the City of Niles; and

WHEREAS, the City of Niles, Weathersfield Township, Howland Township and JRD Holdings have negotiated an Annexation Agreement to foster housing development on the Property that will benefit the residents of both the City and the Townships, as the Property will be annexed into the City but also remain in the Townships.

NOW, THEREFORE, be it resolved by the Board of Trustees of Weathersfield Township:

Section 1: That the Annexation Agreement among the City of Niles, Weathersfield Township, Howland Township, and JRD Holdings is approved, and the Chairman of the Board of Trustees is authorized to execute the Agreement on behalf of Weathersfield Township.

RECORD OF PROCEEDINGS

Minutes of the Weathersfield Township Trustees Regular Meeting

Held on Tuesday, January 13, 2026 at 7:00 PM

Section 2: That Weathersfield Township agrees to annexation of the Property on the terms and conditions as set forth in the Annexation Agreement.

Section 3. That a fully executed copy of this Resolution and the Annexation Agreement shall be filed with the Trumbull County Board of Commissioners.

Section 4. That the Board finds and determines that all formal actions of this Board concerning and relating to the passage of this resolution were taken in an open meeting of this Board, and that all deliberations of this Board and of any committee that resulted in those formal actions were in meetings open to the public in compliance with law.

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, January 29, 2026, at 3:30 PM, Regular Meeting – Thursday, February 5, 2026 at 3:30 PM, and Regular Meeting – Tuesday, February 10, 2026 at 7:00 PM.

Adjournment:

26-023 Motion to ***adjourn the meeting.***

Motion by: Edward Whittaker Seconded by: Steve Gerberry

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

Motion Carried

Patrick J. Glunt, Fiscal Officer

Steven J. Gerberry, Trustee

Richard T. Harkins, Trustee

Edward K. Whittaker, Trustee