

REORGANIZATIONAL AND REGULAR MEETING AGENDA
BOARD OF LIBERTY TOWNSHIP TRUSTEES January 12, 2026 6:00 p.m.

Pledge of Allegiance

Chairman calls meeting to order.

Roll Call:

Trustee Clebone	<input type="checkbox"/>	Present	<input type="checkbox"/>	Absent/Excused
Trustee Cizmar	<input type="checkbox"/>	Present	<input type="checkbox"/>	Absent/Excused
Trustee Stanley	<input type="checkbox"/>	Present	<input type="checkbox"/>	Absent/Excused

26-01 Motion to appoint Chairperson for 2026 _____.

Moved by _____ Seconded by _____

Roll Call Vote:

Mr. Cizmar	<input type="checkbox"/>	yes	<input type="checkbox"/>	no
Mr. Stanley	<input type="checkbox"/>	yes	<input type="checkbox"/>	no
Mr. Clebone	<input type="checkbox"/>	yes	<input type="checkbox"/>	no

26-02 Motion to appoint Vice Chairperson for 2026 _____.

Moved by _____ Seconded by _____

Roll Call Vote:

Mr. Cizmar	<input type="checkbox"/>	yes	<input type="checkbox"/>	no
Mr. Stanley	<input type="checkbox"/>	yes	<input type="checkbox"/>	no
Mr. Clebone	<input type="checkbox"/>	yes	<input type="checkbox"/>	no

26-03 Motion to adjourn the Reorganizational Meeting and begin the Regular Meeting.

Moved by _____ Seconded by _____

Roll Call Vote:

Mr. Cizmar	<input type="checkbox"/>	yes	<input type="checkbox"/>	no
Mr. Stanley	<input type="checkbox"/>	yes	<input type="checkbox"/>	no
Mr. Clebone	<input type="checkbox"/>	yes	<input type="checkbox"/>	no

Correspondence:

Fiscal Officers Report

Reports:

Administrator's Report – Mrs. Martha Weirick
Fire Department – Chief Douglas Theobald
Police Department – Chief Ray Buhala
Road Department – Mr. DeWayne Hickman
Zoning Department – Ms. Melissa Ritchie

26-04 Motion to approve the minutes of the December 8, 2025 regular meeting.

Moved by _____ Seconded by _____

Roll Call Vote:

Mr. Cizmar	<input type="checkbox"/>	yes	<input type="checkbox"/>	no
Mr. Stanley	<input type="checkbox"/>	yes	<input type="checkbox"/>	no
Mr. Clebone	<input type="checkbox"/>	yes	<input type="checkbox"/>	no

Motion passed or failed.

26-05 Motion to approve warrant/eft expenditures for the month of December 2025 in the amount of \$636,885.81 and warrants #27353 through #27415 inclusive and Then and Now purchase orders.

Moved by _____ Seconded by _____

Roll Call Vote:

Mr. Cizmar	<input type="checkbox"/>	yes	<input type="checkbox"/>	no
Mr. Stanley	<input type="checkbox"/>	yes	<input type="checkbox"/>	no
Mr. Clebone	<input type="checkbox"/>	yes	<input type="checkbox"/>	no

Motion passed or failed.

26-06 Motion that the Board of Liberty Township Trustees shall conduct its meetings in full compliance with the Ohio Sunshine Law and accordingly establishes the following rules for the scheduling and notice of all meetings:

REGULAR MEETINGS – The Board of Trustees will hold Regular monthly evening meetings the 2nd Monday of every month, at 6:00 p.m. beginning January 12, 2026 **except** for Monday, October 12, 2026 Columbus Day Holiday that meeting will be moved to Monday, October 5, 2026 at 6:00 p.m.. Starting January 22, 2026 the Board will also hold a second regular meeting, once a month, on a **Thursdays at 8:00 a.m.** Please refer to the below 2026 schedule * or the township website (www.libertytwp.com) for dates and times. NO REGULAR MEETINGS ARE HELD IN AUGUST. All meetings will be held at the Township administration building. Notice of the Regular Meetings or changes shall be posted on the Township website. The Township will provide notice of changes to the meeting date or times to the Vindicator, Warren Tribune and any other media that requests the same at least 24 hours in advance of the meeting, except in an emergency in which case the notices shall be given as soon as practicable.

SPECIAL MEETINGS – Notice of special meetings of the Board of Trustees shall be given by posting notice of the meeting on the Township website. Notice of all special meetings shall be given to the Vindicator, Warren Tribune Chronicle and any other newspaper or media that requests the same at least 24 hours in advance of the meeting, except in an emergency in which case the notices shall be given as soon as practicable. Additionally, the Township will provide advance notice of regular or special meetings to anyone who provides the Township with postage pre-paid, self-addressed postcards or email address.

Moved by _____ Seconded by _____

Roll Call Vote:

Mr. Cizmar _____ yes _____ no
Mr. Stanley _____ yes _____ no
Mr. Clebone _____ yes _____ no

Motion passed or failed.

26-07 Motion to set the salaries for the Trustees of Liberty Township for 2026 at the maximum compensation permitted by Ohio Revised Code §505.24(C) Compensation of Trustees, to be paid in equal monthly payments.

Moved by _____ Seconded by _____

Roll Call Vote:

Mr. Cizmar _____ yes _____ no
Mr. Stanley _____ yes _____ no
Mr. Clebone _____ yes _____ no

Motion passed or failed.

26-08 Motion to set the salary for the Fiscal Officer of Liberty Township for 2026 at the maximum compensation permitted by Ohio Revised Code §507.09 Compensation of Fiscal Officer, to be paid in equal monthly payments.

Moved by _____ Seconded by _____

Roll Call Vote:

Mr. Cizmar _____ yes _____ no
Mr. Stanley _____ yes _____ no
Mr. Clebone _____ yes _____ no

Motion passed or failed.

26-09 Motion to renew the appointment of Cherry Lynne Poteet as Township Law Director pursuant to Ohio Revised Code Section 504.15 at a contract rate of \$3,800 per month (no increase), effective January 1, 2026.

Moved by _____ Seconded by _____

Roll Call Vote:

Mr. Stanley _____ yes _____ no
Mr. Cizmar _____ yes _____ no
Mr. Clebone _____ yes _____ no

Motion passed or failed.

26-10 Motion to authorize membership for the Trustees and Fiscal Officer in the Ohio Township Association, and attendance at the OTA annual Winter Conference in Columbus, and to pay the dues or expenses from the General Fund pursuant to Ohio Revised Code §505.241.

Moved by _____ Seconded by _____

Roll Call Vote:

Mr. Cizmar _____ yes _____ no
Mr. Stanley _____ yes _____ no
Mr. Clebone _____ yes _____ no

Motion passed or failed.

26-11 Motion to promote Sergeant Michael Shuster to the rank of Captain in the Liberty Police Department effective January 2, 2026. As Captain Shuster has been serving as acting Captain since June 27, 2025, he will be given credit from June 27, 2025 towards his one-year probationary period. **Congratulations** to Captain Shuster!

Moved by _____ Seconded by _____

Roll Call Vote:

Mr. Cizmar yes no

Mr. Stanley yes no

Mr. Clebone yes no

Motion passed or failed.

26-12 Motion to set the compensation for the members of the Township Zoning Commission at \$45 per meeting and each hearing is \$45.00 per hearing that they attend and Zoning Board of Appeals at \$45 per meeting and each hearing is \$45.00 per hearing that they attend for 2026, which is the current rate, pursuant to Ohio Revised Code §519.13. Alternates shall receive \$45 and each hearing is \$45.00 per hearing for any meeting where they serve in place of an absent member.

Moved by _____ Seconded by _____

Roll Call Vote:

Mr. Cizmar yes no

Mr. Stanley yes no

Mr. Clebone yes no

Motion passed or failed.

26-13 Motion to approve 4-year terms for Dr. Kevin D. Strickland., Sr. to serve as alternate on the Zoning Appeals Board effective 1/1/26 ending 12/31/30.

Moved by _____ Seconded by _____

Roll Call Vote:

Mr. Cizmar yes no

Mr. Stanley yes no

Mr. Clebone yes no

Motion passed or failed.

26-14 Motion to set the 2026 mileage reimbursement rate for authorized travel by township officials and employees outside of Liberty Township at \$.75.5 cents per mile, which is the maximum rate per mile permitted by the IRS for 2026.

Moved by _____ Seconded by _____

Roll Call Vote:

Mr. Cizmar yes no

Mr. Stanley yes no

Mr. Clebone yes no

Motion passed or failed.

26-15 Motion to acknowledge and authorize township officers and full-time employees and their respective immediate dependents who are not covered by a collective bargaining agreement are entitled to the same rights and coverage under any and all health care insurance policies and programs currently in effect or subsequently procured by the Township in accordance with Ohio Revised Code §505.60 et seq. and to set health insurance premium co-payments for the non-bargaining unit employees rate of fifteen percent (15%) of the monthly premium costs of their enrollment in the township Health Insurance Benefit Program.

Moved by _____ Seconded by _____

Roll Call Vote:

Mr. Cizmar yes no

Mr. Stanley yes no

Mr. Clebone yes no

Motion passed or failed.

26-16 Motion to approve an annual conversion plan pursuant to Section 145.01 of the Ohio Revised Code and Ohio Administrative Code 145-1-26 for Liberty Township for the conversion of vacation time that is accrued, but not used, during the calendar year, defined as January 1 to December 31, 2026. these earnings are earnable salary on which employee and employer contributions shall be remitted to OPERS. See File for complete conversion plan.

Moved by _____ Seconded by _____

Roll Call Vote:

Mr. Cizmar yes no

Mr. Stanley yes no

Mr. Clebone yes no

Motion passed or failed.

26-17 Motion to authorize the Fiscal Officer to prepare and use super blanket certificates for the 2026 fiscal year for the statutorily permitted purposes of: the services of an accountant, architect, attorney at law, physician,

professional engineer, construction project manager, consultant, surveyor, or appraiser; fuel oil, gasoline, food items, roadway materials and utilities; purchases exempt from competitive bidding under O.R.C. 125.04 and any other specific expenditure that is a recurring and reasonably predictable operating expense. Each super blanket certificate must identify the specific line-item appropriation account to which it applies, and an itemized statement of obligations incurred, and expenditures made under each super blanket certificate shall be maintained by the Fiscal Officer. Each super blanket certificate shall be in an amount not to exceed \$25,000.00 with the exception of the hospitalization super blanket certificate which shall be in an amount not to exceed \$100,000.00.

Moved by _____ Seconded by _____

Roll Call Vote:

Mr. Cizmar yes no

Mr. Stanley yes no

Mr. Clebone yes no

Motion passed or failed.

26-18 Motion to request from the Trumbull County Auditor advances on Real Estate Property Taxes, and Personal Property Taxes pursuant to Ohio Revised Code §321.34.

Moved by _____ Seconded by _____

Roll Call Vote:

Mr. Cizmar yes no

Mr. Stanley yes no

Mr. Clebone yes no

Motion passed or failed.

26-19 Motion to authorize payment of expenses for township officials and employees to attend meetings, seminars, workshops, conferences, schools, training or conventions for fiscal year 2026, after a formal request has been processed and approved.

Moved by _____ Seconded by _____

Roll Call Vote:

Mr. Cizmar yes no

Mr. Stanley yes no

Mr. Clebone yes no

Motion passed or failed.

26-20 Motion to authorize the expenditure of township general funds for public community functions to organizations that serve a community purpose and are non-profit under IRS Code 501(c)(3), in an amount not to exceed \$500 per event, upon approval by the Board of Trustees.

Moved by _____ Seconded by _____

Roll Call Vote:

Mr. Cizmar yes no

Mr. Stanley yes no

Mr. Clebone yes no

Motion passed or failed.

26-21 Resolution of intent to sell unneeded, obsolete or unfit for use personal property by internet auction for the calendar year 2026.

A RESOLUTION DECLARING THE INTENT OF LIBERTY TOWNSHIP TO CONDUCT INTERNET AUCTIONS FOR THE SALE OF UNNEEDED, OBSOLETE OR UNFIT PERSONAL PROPERTY OF LIBERTY TOWNSHIP FOR THE CALENDAR YEAR 2026

WHEREAS, Section 505.10 of the Ohio Revised Code permits a board of township trustees to sell personal property, including motor vehicles, road machinery, equipment, tools, or supplies, which is not needed for public use, or is obsolete, or is unfit for the use for which it was acquired; and

WHEREAS, the Board of Township Trustees of Liberty Township, Trumbull County, Ohio has determined that an internet auction is a cost-effective method of disposing of such property; and,

WHEREAS, Section 505.10(D) of the Ohio Revised Code permits a board of township trustees to sell such property by internet auction after adopting a resolution expressing its intent to do so;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Liberty Township, Trumbull County, Ohio, that:

Section 1: Pursuant to Ohio Revised Code Section 505.10(D), the Board of Trustees of Liberty Township hereby expresses its intent to sell personal property, including motor vehicles, road machinery, equipment, tools, or supplies, which is not needed for public use, or is obsolete, or is unfit for the use for which it was acquired, by internet auction in 2026.

Section 2: The Board of Trustees of Liberty Township hereby will conduct internet auctions through GovDeals, Inc., 100 Capitol Commerce Boulevard, Suite 110, Montgomery, Alabama, 36117 or Knight's Auction Service, 1330 Seaborn St., Mineral Ridge, Oh 44440.

Section 3: Such internet auctions shall be conducted according to the requirements of R.C. 505.10(D) under the following general terms and conditions:

1. All property will be offered for sale to the public on the www.govdeals.com website for a minimum of ten (10) days, including Saturdays, Sundays and legal holidays;
2. The Township reserves the right to establish a minimum price for any item and to establish other terms and conditions of sale, including but not limited to requirements for pick-up or delivery;
3. Township property auctioned via internet auction shall be sold to the highest qualified bidder at the conclusion of the auction;
4. The highest qualified bidder shall be required to pay in full for the property at the auctioned price plus the stated buyer's premium and all applicable taxes within five business days from the conclusion of the sale, and to comply with any other conditions or terms of sale;
5. All property is offered for sale "As-Is Where-Is" with Liberty Township making NO warranty, guarantee or representation of any kind, express or implied as to the condition of such property;
6. All vehicles will be sold with a Salvage Title; and
7. The Board of Township Trustees, Liberty Township, Trumbull County, Ohio reserves the right to reject any bids and to withdraw from sale any items listed on its internet auction.

Section 4: In the event that the Township reclaims the auctioned property as a result of the highest qualified bidder's failure to comply with the terms and conditions stated above or in the event that there are no bidders for the auctioned property who meet the terms and conditions established for the auction, the Township reserves the right, at its sole discretion, to re-auction the property or to dispose of the property without auction, as permitted by R.C. 505.10(B).

Section 5: That after adoption of this Resolution, the Fiscal Officer shall publish, in a newspaper of general circulation in the township, notice of Liberty Township's intent to sell unneeded, obsolete, or unfit-for-use township personal property by internet auction. The notice shall include a summary of the information provided in this resolution. Information regarding the internet auction shall be published on the Township website and posted at the Township office.

Moved by _____ Seconded by _____

Roll Call Vote:

Mr. Cizmar yes no
Mr. Stanley yes no
Mr. Clebone yes no

Motion passed or failed.

26-22 Motion to allocate and authorize the Fiscal Officer to deposit into the General Fund and then transfer each month to the Police Fund immediately upon receipt, all funds received from Court fines. For the tow yard all funds received at 80% to the Police Fund and 20% General Fund and for auctioned vehicles (from various departments) the percentages remain 80/20.

Moved by _____ Seconded by _____

Roll Call Vote:

Mr. Cizmar yes no
Mr. Stanley yes no
Mr. Clebone yes no

Motion passed or failed.

26-23 Motion to authorize the Fiscal Officer to move money within a fund from one line item to another in cases where funds must be made available before the next trustees' meeting.

Moved by _____ Seconded by _____

Roll Call Vote:

Mr. Cizmar yes no
Mr. Stanley yes no
Mr. Clebone yes no

Motion passed or failed.

26-24 Motion to certify road mileage as of December 31, 2025 at 62.146 and to return the Annual ODOT Mileage Certificate form to the County Engineers Office.

Moved by _____ Seconded by _____

Roll Call Vote:

Mr. Cizmar _____ yes _____ no

Mr. Stanley _____ yes _____ no

Mr. Clebone _____ yes _____ no

Motion passed or failed.

26-25 Motion to continue the township's membership with the Coalition of Large Ohio Urban Townships (CLOUD) and to submit the \$200 fee.

Moved by _____ Seconded by _____

Roll Call Vote:

Mr. Cizmar _____ yes _____ no

Mr. Stanley _____ yes _____ no

Mr. Clebone _____ yes _____ no

Motion passed or failed.

26-26 Motion to hire Brycen Prasky as a part time basic EMT at a rate of \$20.00 per hour no benefits pending a successful pre-employment drug test and background check, First day he works will be his hire date.

Moved by _____ Seconded by _____

Roll Call Vote:

Mr. Cizmar _____ yes _____ no

Mr. Stanley _____ yes _____ no

Mr. Clebone _____ yes _____ no

Motion passed or failed.

26-27 RESOLUTION TO AUTHORIZE CHARGES FOR LIFT ASSISTS

WHEREAS, it is the mission of Liberty Township Fire-EMS to assist medically emergent patients by getting them to the most appropriate medical facility in as little time as possible; and

WHEREAS, the Fire Department has experienced an increase in the number of non-emergency lift assist calls received via the 9-1-1 system for patients at public or private medical facilities, healthcare facilities or custodial care centers; and

WHEREAS, the Ohio Revised Code, Section 505.84 "Reasonable Charges For Use of Ambulance or Emergency Medical Services" authorizes a Board of Trustees to establish reasonable charges for the use of fire and rescue services, ambulance services, or emergency medical services;

NOW THEREFORE BE IT RESOLVED, by the Board of Trustees, Liberty Township, Trumbull County, Ohio:

1. The Board hereby establishes a fee of Two-Hundred Fifty Dollars (\$250.00) to be charged by the Fire Department/EMS for the service of providing lift assists for patients at public or private medical facilities, healthcare facilities or custodial care centers that have requested lift assistance from the Fire Department, when the patient has no injury requiring transport to a hospital.

2. The fee shall be billed to the public or private medical facility, healthcare facility or custodial care center that requested the assistance, and when collected, shall be posted as revenue in the Ambulance & EMS Fund.

Moved by _____ Seconded by _____

Roll Call Vote:

Mr. Cizmar _____ yes _____ no

Mr. Stanley _____ yes _____ no

Mr. Clebone _____ yes _____ no

Motion passed or failed.

26-28 Motion to amend Resolution 25-145 to increase the General Fund in the temporary budget for 2026 to \$1,139,201, making the total temporary budget \$5,127,794.50..

Moved by _____ Seconded by _____

Roll Call Vote:

Mr. Cizmar _____ yes _____ no

Mr. Stanley _____ yes _____ no

Mr. Clebone _____ yes _____ no

Motion passed or failed.

26-29 Motion to pass the following resolution:

RESOLUTION ACCEPTING THE FY 2023 STATE AND LOCAL CYBERSECURITY GRANT AND AUTHORIZING FISCAL OFFICER MATTHEW CONNELLY TO EXECUTE THE GRANT AGREEMENT AND OTHER DOCUMENTS AS REQUIRED AND APPROPRIATE LOCAL FUNDS

WHEREAS, the State and Local Cybersecurity Grant Program provides financial assistance to political subdivisions for improvements in cybersecurity, and

WHEREAS, LIBERTY TOWNSHIP has been awarded a grant of twenty-eight thousand, six hundred dollars (28,600.00) with a seven thousand one hundred fifty dollar (\$7,150.00) local match from the FY 2023 State and Local Cybersecurity Grant Program (SLCGP),

NOW THEREFORE, BE IT RESOLVED by LIBERTY TOWNSHIP, TRUMBULL COUNTY;

Section 1: Liberty Township hereby accepts the FY2023 State and Local Cybersecurity Grant award of \$28,600.00.

Section 2: The Liberty Township Fiscal Officer is hereby authorized to execute the grant agreement and other documents as may be necessary and appropriate for obtaining this financial assistance.

Section 3: Liberty Township hereby appropriates \$7,150.00 in local funds to pay the local share for the FY2023 State and Local Cybersecurity Grant.

Moved by _____ Seconded by _____

Roll Call Vote:

Mr. Cizmar yes no

Mr. Stanley yes no

Mr. Clebone yes no

Motion passed or failed.

26-130 Motion to provide a stipend for volunteer firefighters, in the amount of \$15.0 per call, no benefits.

Moved by _____ Seconded by _____

Roll Call Vote:

Mr. Cizmar yes no

Mr. Stanley yes no

Mr. Clebone yes no

Motion passed or failed.

Citizen remarks

Trustee Remarks:

Mr. Cizmar –

Mr. Stanley –

Mr. Clebone –

Motion to adjourn the meeting at _____.

Moved by _____ Seconded by _____

Roll Call Vote:

Mr. Cizmar yes no

Mr. Stanley yes no

Mr. Clebone yes no

Motion passed or failed.

Next regular business meeting is Thursday, January 22, 2026 at 8:00 a.m.

2026 Meeting Calendar

January 1st Closed

January 12th - Organizational meeting 6:00 p.m.

January 19th Closed MLK Day

January 22nd – meeting 8:00 a.m.

July 4th Closed

July 13th – meeting 6:00 p.m.

July 23rd – meeting 8:00 a.m.

February 9th – meeting 6:00 p.m.

February 16th Closed Presidents Day

February 19th – meeting 8:00 a.m.

August NO Regular Meetings

March 9th – meeting 6:00 p.m.

March 19th – meeting 8:00 a.m.

September 7th Closed Labor Day

September 14th – meeting 6:00 p.m.

September 24th – meeting 8:00 a.m.

April 13th – meeting 6:00 p.m.

April 23rd – meeting 8:00 a.m.

October 5th – meeting 6:00 p.m.

October 12th Closed Columbus day

October 22nd – meeting 8:00 a.m.

May 11th – meeting 6:00 p.m.

May 21st – meeting 8:00 a.m.

May 25th Closed Memorial Day

November 9th - meeting 6:00 p.m.

November 11th Closed Veterans Day

November 19th – meeting 8:00 a.m.

November 26th Closed Thanksgiving

June 8th – meeting 6:00 p.m.

June 18th – meeting 8:00 a.m.

June 19th Closed Juneteenth

December 14th – meeting 6:00 p.m.

December 25th Closed