

The Board of Liberty Township Trustees met in Organizational and Regular Session at the township administration office on Monday, January 13, 2025 at 6:00 p.m. with the following members in attendance, Mr. Arnie Clebone, Mr. Devon Stanley, and Mr. Gregory Cizmar presiding.

25-01 Motion to appoint Greg Cizmar Chairperson for 2025.

Motion: Mr. Stanley. Second: Mr. Clebone.

Roll Call: Mr. Stanley, Yes. Mr. Clebone, Yes. Mr. Cizmar, Abstained. Motion carried.

25-02 Motion to appoint Devon Stanley Vice Chairperson for 2025.

Motion: Mr. Cizmar. Second: Mr. Clebone.

Roll Call: Mr. Cizmar, Yes. Mr. Clebone, Yes. Mr. Stanley, Yes. Motion carried.

25-03 Motion to adjourn the Reorganizational Meeting and begin the Regular Meeting.

Motion: Mr. Stanley. Second: Mr. Cizmar.

Roll Call: Mr. Stanley, Yes. Mr. Cizmar, Yes. Mr. Clebone, Yes. Motion carried.

Fiscal Officer Matthew Connelly presented his report. 2024 balanced for the year and he is nearly finished with the accounting requirements. He reported the 1099's have gone out and the W2's will be finished by the weekend. He mentioned the Cash Summary by Fund confirms the township is ending the year receiving more funds and spending less than anticipated. He noted some of the revenue reflects grants earmarked for specific projects and ARPA funds. He wanted to acknowledge the Trustees for all the help he's received from them in countless ways. He said this Board of Trustees is active and responsive, questioning, monitoring, as well as helping with the budget.

Administrator Mrs. Martha Weirick pointed out the 2025 meeting schedule found at the end of the agenda. She wanted to make sure everyone was aware of the date and time change for the daytime meetings. The day meetings will be held once a month on a Thursday at 8:00 a.m. Should the Board find it necessary to cancel a scheduled meeting, or schedule a special meeting, we will notify the press at least 24 hours prior and post the notice on the township's website.

Fire Chief Doug Theobald was absent.

Police Chief Toby Meloro presented his report and there were no questions.

Road Superintendent Mr. Wayne Hickman reported that most projects are at a standstill due to the weather conditions. Foust did finish the drainage at Goleta for the 2025 Road Project but will have to wait until the weather breaks to continue. Wayne said he met with parties involved with the Fredricks CDBG. The grant will be submitted in July of 2025, for a 2026 possible grant. He will need some assistance getting letters of support. Trustee Clebone said he would be happy to get out and get those letters. Wayne said the Cizmar sled hill at Churchill Park was used this past weekend and thanked the Police Department for catching those doing brodies in the snow. Wayne thanked the trustees for the new 1-ton truck which was used this weekend when another vehicle's hydraulics failed. Wayne said having such a small group of roadworkers he uses his best judgment, during snow events, to determine when it would be most beneficial to send out the crew for snow and ice control. It is a difficult undertaking having only one shift. Wayne gave an update on the progress of the Center Park Project and said an outline is forthcoming. He has been in touch with Dave Price to start the tree removal process, but the weather is not cooperating.

Zoning and Code Enforcement Director Mr. Jim Rodway stated he ended the year collecting over \$100,000 in permit fees.

25-04 Motion to approve the minutes of the December 20, 2024 regular meeting.

Motion: Mr. Stanley. Second: Mr. Clebone.

Roll Call: Mr. Stanley, Yes. Mr. Clebone, Yes. Mr. Cizmar, Yes. Motion carried.

25-05 Motion to approve warrant/eft expenditures for the month of December 2024 in the amount of \$698,231.79 and warrants #26596 through #26689 inclusive and Then and Now purchase orders.

Motion: Mr. Clebone. Second: Mr. Stanley.

Roll Call: Mr. Clebone, Yes. Mr. Stanley, Yes. Mr. Cizmar, Yes. Motion carried.

25-06 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 2<sup>nd</sup> Monday of every month, at 6:00 p.m. beginning January 13, 2025 **except** for Monday, October 13, 2025. Because of the Columbus Day Holiday that meeting will be moved to Monday, October 6, 2025 at 6:00 p.m.. Starting January 24, 2025 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 2025 schedule \* or the township website ([www.libertytwp.com](http://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.

Motion: Mr. Stanley. Second: Mr. Cizmar.

Roll Call: Mr. Stanley, Yes. Mr. Cizmar, Yes. Mr. Clebone, Yes. Motion carried.

25-07 Motion to set the salaries for the Trustees of Liberty Township for 2025 at the maximum compensation permitted by Ohio Revised Code §505.24(C) Compensation of Trustees, to be paid in equal monthly payments.

Motion: Mr. Clebone. Second: Mr. Cizmar.

Roll Call: Mr. Clebone, Yes. Mr. Cizmar, Yes. Mr. Stanley, Yes. Motion carried.

25-08 Motion to set the salary for the Fiscal Officer of Liberty Township for 2025 at the maximum compensation permitted by Ohio Revised Code §507.09 Compensation of Fiscal Officer, to be paid in equal monthly payments.

Motion: Mr. Stanley. Second: Mr. Clebone.

Roll Call: Mr. Stanley, Yes. Mr. Clebone, Yes. Mr. Cizmar, Yes. Motion carried.

25-09 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, 2025.

Motion: Mr. Stanley. Second: Mr. Clebone.

Roll Call: Mr. Stanley, Yes. Mr. Clebone, Yes. Mr. Cizmar, Yes. Motion carried.

25-10 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.

Motion: Mr. Stanley. Second: Mr. Cizmar.

Roll Call: Mr. Stanley, Yes. Mr. Cizmar, Yes. Mr. Clebone, Yes. Motion carried.

25-11 Motion to reappoint Alan Friedkin to the Liberty Township Zoning Commission term commencing January 1, 2025 and term ending December 31, 2029.

Motion: Mr. Clebone. Second: Mr. Cizmar.

Roll Call: Mr. Clebone, Yes. Mr. Cizmar, Yes. Mr. Stanley, Yes. Motion carried.

25-12 Motion to reappoint Jeff Mrosko to a five (5) year term on the Liberty Township Zoning Board of Appeals, term commencing January 1st, 2025 and term ending December 31st, 2029.

Motion: Mr. Stanley. Second: Mr. Cizmar.

Roll Call: Mr. Stanley, Yes. Mr. Cizmar, Yes. Mr. Clebone, Yes. Motion carried.

25-13 Motion to set the compensation for the members of the Township Zoning Commission at \$45 per meeting and Zoning Board of Appeals at \$45 per meeting for 2025, which is the current rate, pursuant to Ohio Revised Code §519.13.

Motion: Mr. Stanley. Second: Mr. Clebone.

Roll Call: Mr. Stanley, Yes. Mr. Clebone, Yes. Mr. Cizmar, Yes. Motion carried.

25-14 Motion to set the 2025 mileage reimbursement rate for authorized travel by township officials and employees outside of Liberty Township at \$0.70 cents per mile, which is the maximum rate per mile permitted by the IRS for 2025.

Motion: Mr. Stanley. Second: Mr. Clebone.

Roll Call: Mr. Stanley, Yes. Mr. Clebone, Yes. Mr. Cizmar, Yes. Motion carried.

25-15 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.

Motion: Mr. Clebone. Second: Mr. Cizmar.

Roll Call: Mr. Clebone, Yes. Mr. Cizmar, Yes. Mr. Stanley, Yes. Motion carried.

25-16 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, 2025. these earnings are earnable salary on which employee and employer contributions shall be remitted to OPERS. See File for complete conversion plan.

Motion: Mr. Clebone. Second: Mr. Stanley.

Roll Call: Mr. Clebone, Yes. Mr. Stanley, Yes. Mr. Cizmar, Yes. Motion carried.

25-17 Motion to authorize the Fiscal Officer to prepare and use super blanket certificates for the 2025 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.

Motion: Mr. Stanley. Second: Mr. Clebone.

Roll Call: Mr. Stanley, Yes. Mr. Clebone, Yes. Mr. Cizmar, Yes. Motion carried.

25-18 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.

Motion: Mr. Clebone. Second: Mr. Cizmar.

Roll Call: Mr. Clebone, Yes. Mr. Cizmar, Yes. Mr. Stanley, Yes. Motion carried.

25-19 Motion to authorize payment of expenses for township officials and employees to attend meetings, seminars, workshops, conferences, schools, training or conventions for fiscal year 2025, after a formal request has been processed and approved.

Motion: Mr. Clebone. Second: Mr. Stanley.

Roll Call: Mr. Clebone, Yes. Mr. Stanley, Yes. Mr. Cizmar, Yes. Motion carried.

25-20 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.

Motion: Mr. Stanley. Second: Mr. Cizmar.

Roll Call: Mr. Stanley, Yes. Mr. Cizmar, Yes. Mr. Clebone, Yes. Motion carried.

25-21 Resolution of intent to sell unneeded, obsolete or unfit for use personal property by internet auction for the calendar year 2025.

**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 2025**

**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 2025.

**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](http://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.

Motion: Mr. Stanley. Second: Mr. Cizmar.

Roll Call: Mr. Stanley, Yes. Mr. Cizmar, Yes. Mr. Clebone, Yes. Motion carried.

25-22 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 as reimbursement for police overtime and fifty percent of all other funds received by Liberty Township from the Traffic Camera Program, and all funds received as Court fines.

Motion: Mr. Stanley. Second: Mr. Clebone.

Roll Call: Mr. Stanley, Yes. Mr. Clebone, Yes. Mr. Cizmar, Yes. Motion carried.

25-23 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.

Motion: Mr. Clebone. Second. Mr. Cizmar.

Roll Call: Mr. Clebone, Yes. Mr. Cizmar, Yes. Mr. Stanley, Yes. Motion carried.

25-24 No objection to a liquor permit for Columbiana Foods Inc DBA Giant Eagle 6384, 4700 Belmont Ave., Liberty Township, Youngstown, Oh 44505.

Motion: Mr. Stanley. Second: Mr. Cizmar.

Roll Call: Mr. Stanley, Yes. Mr. Cizmar, Yes. Mr. Clebone, Yes. Motion carried.

25-25 Motion to hire Brian Gordon as a part time Firefighter/EMT-B at \$20.00 per hour, no benefits, pending pre-employment drug testing and successful background check. First day worked is his hire date.

Motion: Mr. Stanley. Second: Mr. Clebone.

Roll Call: Mr. Stanley, Yes. Mr. Clebone, Yes. Mr. Cizmar, Yes. Motion carried.

25-26 Motion to increase temporary appropriations in the Drug Law Enforcement line # 2221-210-490-0000 – Other – Supplies and Materials – for replace the Intoximeters for the Police Dept's use in the amount of \$15,000.00.

Motion: Mr. Clebone. Second. Mr. Cizmar.

Roll Call: Mr. Clebone, Yes. Mr. Cizmar, Yes. Mr. Stanley, Abstain. Motion carried.

25-27 Motion to certify road mileage as of December 31, 2024 at 62.146 miles and to return the Annual ODOT Mileage Certificate form to the County Engineers Office.

Motion: Mr. Clebone. Second. Mr. Cizmar.

Roll Call: Mr. Clebone, Yes. Mr. Cizmar, Yes. Mr. Stanley, Yes. Motion carried.

25-28 Motion to (re)appoint Trustee Greg Cizmar and Zoning and Code Director James Rodway as the representatives for Liberty Township to the Trumbull County Planning Commission Tax Incentive Review Council for the year 2025.

Motion: Mr. Clebone. Second: Mr. Stanley.

Roll Call: Mr. Clebone, Yes. Mr. Stanley, Yes. Mr. Cizmar, Abstain. Motion carried.

25-29 Motion to accept the resignation of Jacob Jaynes as a full-time firefighter/EMT effective 1/13/25 and place him on part time status.

Motion: Mr. Stanley. Second: Mr. Clebone.

Roll Call: Mr. Stanley, Yes. Mr. Clebone, Yes. Mr. Cizmar, Yes. Motion carried.

25-30 Motion to transfer \$5,000 from the general fund to the cemetery fund to pay for 2024 landscaping costs and to increase the appropriations in the cemetery fund.

Motion: Mr. Cizmar. Second: Mr. Stanley.

Roll Call: Mr. Cizmar, Yes. Mr. Stanley, Yes. Mr. Clebone, Yes. Motion carried.

A resident complimented our Police Personnel for their hard work and efficiency especially along Belmont Avenue. He reads other communities logs and Liberty Police are by far the best in the area. He thanked the Road Superintendent and Road Crew for doing a great job keeping the roads safe and clear of snow. He mentioned on Tanglewood at Logan, there is a fire hydrant that is covered in ice from the county snowplow's discharge and mentioned it would not take much for the fire department to go out with a pick and clear it.

A resident, who is also a consultant and grant writer, introduced himself and also thanked the road crew for doing such a great job. He also mentions he spoke with Wayne and Trustee Clebone about an issue at Goodwill. They have drainage issues along their property. He acknowledges that everyone has been working towards a solution.

Trustee Arnie Clebone was happy to announce after many months the Spectrum Cable Box has been removed from Logan Way. He mentioned holding a meeting in February with representatives from Walmart and WRTA regarding grocery carts being left at bus stops with hopes we can come up with solutions.

Trustee Devon Stanley thanked the Department Heads for their invaluable service to the community. He is hopeful for another positive year.

Trustee Greg Cizmar wished everyone a Happy New Year and is looking forward to 2025.

Motion to adjourn the meeting at 6:40 p.m.  
Motion: Mr. Stanley. Second: Mr. Cizmar.  
Roll Call: Mr. Stanley, Yes. Mr. Cizmar, Yes. Mr. Clebone, Yes. Motion carried.

Next regular business meeting is Thursday, January 23, 2025 at 8:00 a.m.

MATTHEW CONNELLY, FISCAL OFFICER

GREG CIZMAR, CHAIRPERSON

2025 Meeting Calendar

January 1<sup>st</sup> Closed  
January 13<sup>th</sup> - meeting 6:00 p.m.  
January 20<sup>th</sup> Closed MLK Day  
January 23<sup>rd</sup> – meeting 8:00 a.m.

February 10<sup>th</sup> – meeting 6:00 p.m.  
February 17<sup>th</sup> Closed Presidents Day  
February 20<sup>th</sup> – meeting 8:00 a.m.

March 10<sup>th</sup> – meeting 6:00 p.m.  
March 20<sup>th</sup> – meeting 8:00 a.m.

April 14<sup>th</sup> – meeting 6:00 p.m.  
April 24<sup>th</sup> – meeting 8:00 a.m.

May 12<sup>th</sup> – meeting 6:00 p.m.  
May 22<sup>nd</sup> – meeting 8:00 a.m.  
May 26<sup>th</sup> Closed Memorial Day

June 9<sup>th</sup> – meeting 6:00 p.m.  
June 18<sup>th</sup> – meeting 8:00 a.m. (Wednesday)  
June 19<sup>th</sup> Closed Juneteenth

July 4<sup>th</sup> Closed  
July 14<sup>th</sup> – meeting 6:00 p.m.  
July 24<sup>th</sup>- meeting 8:00 a.m.

August NO Regular Meetings

September 1<sup>st</sup> Closed Labor Day  
September 8<sup>th</sup> – meeting 6:00 p.m.  
September 18<sup>th</sup> – meeting 8:00 a.m.

October 6<sup>th</sup> – meeting 6:00 p.m.  
October 13<sup>th</sup> Closed Columbus day  
October 23<sup>rd</sup> – meeting 8:00 a.m.

November 10<sup>th</sup> - meeting 6:00 p.m.  
November 11<sup>th</sup> Closed Veterans Day  
November 20<sup>th</sup> – meeting 8:00 a.m.  
November 27<sup>th</sup> Closed Thanksgiving

December 8<sup>th</sup> – meeting 6:00 p.m.  
December 18<sup>th</sup> – meeting 8:00 a.m.  
December 25<sup>th</sup> Closed