

**Regular Meeting
March 16, 2026 @ 7:00 pm**

Meeting location: 6699 Buffham Rd, Seville OH 44273

James Likley called the meeting to order at 7:10 pm

Pledge of Allegiance

Roll call: Joseph Doty, James Likley, Kent Patterson

Others in attendance: Julie Carr, Tera Seiwert

Comments from the Floor- none

Roads and Cemetery Report, Shawn Newcomer

- ODOT sign grant- no updates
- County ditch enclosures- no updates
- 5 year budget plan- will be scheduled
- Cold Storage building- Doty asked about bidding out the work and what is required in advance, for example a bid package. He asked if we needed to get an architect to create an exact drawing before openings to bids. Board agreed we should get estimates first and to touch base with legal counsel about the cost of the project and the proper way to need to collect bids.

Minutes to be approved

March 2, 2026 regular meeting minutes have been reviewed.

Doty made a motion to approve the minutes of March 2, 2026

Likley seconded the motion.

Roll Call- Doty- aye, Patterson- aye, Likley- aye. Motion passed.

March 4, 2026 special meeting minutes have been reviewed.

Doty made a motion to approve the minutes of March 4, 2026

Likley seconded the motion.

Roll Call- Doty- aye, Patterson- aye, Likley- aye. Motion passed.

Zoning Inspector Report, Julie Carr

PB Blaster is changing their use to include light manufacturing. Will go to ZC to review on April 1, 2026 at 6:30pm.

Junk car zoning violation is being addressed on Buffham Rd.

Junk and debris property on being addressed on Seville Rd

Lot combination presented and reviewed by Trustees

Township Administrator, Julie Carr

Boards training date, April 23rd at 6:00 pm hosted by Nathan Kott.

County Planning Service workshops training information provided to zoning members. March 24th the first of six workshops

Zoning Report

Public Hearing date for zoning amendment- April 1, 2026

Planned unit development language- will be worked in future meetings

Fiscal Officer Report, Tera Seiwerth

Bills/Warrants \$19,661.84 payment listing.

Doty made a motion to approve the payment listing of \$19,661.84

Patterson seconded the motion.

Roll Call- Doty- aye, Patterson- aye, Likley- aye. Motion passed.

Receipt Listing: \$125,690.17

Checking Acct: \$591,050.05

Savings Acct: \$863,762.91

Trustees agree to cancel Ohio Pest Control services. FO will find contact information and discuss with Shawn.

Correspondence- speed study was done on Buffham Rd and the county has decided to not make adjustments to the current speed set for this road.

County auditor property valuation was received for the townships cell tower parcel at \$683,800. Likley asked to take a look at the cell tower contract and what pertains to property tax.

FO Seiwerth discussed using electronic signatures for receipts and purchase orders. Reports will be given to the trustees monthly for their review.

Doty made a motion to allow the FO to implement electronic signatures for receipts and purchase orders.

Patterson seconded the motion.

Roll Call- Doty- aye, Patterson- aye, Likley- aye. Motion passed

Westfield Bank conversion to new owner First Financial is completed.

Credit card providers were discussed. Likley asked Seiwerth to compare cards and to make the best call on which is the best provider, but would like to get the total credit cards down to one.

FO shared that we do have a Home Depot card and we are established as tax exempt. Likley agreed on whatever is simple and best for the township.

Old Business.

- Ballot language for fire and rescue levy from Auditor- discussed how we discontinue collecting the present 2.5 mill permanent tax and they said this would not be an issue. Exact millage needs to be identified. Board discussed how this would be worded, and additional information from Prosecutor needed.
- Hall rental policy- after feedback from the prosecutor, Likley wrote up a proposed policy. Board reviewed the policy.

Doty made a motion to adopt the hall rental and use policy.

Patterson seconded the motion.

Roll Call- Doty- aye, Patterson- aye, Likley- aye. Motion passed.

Doty moves to allow township employees to rent the hall at a reduced rate of \$20 twice a calendar year with a security deposit of \$150.00 each rental.

Patterson seconded.

Roll Call- Doty- aye, Patterson- aye, Likley- aye. Motion passed.

- OTARMA visit to review coverage- no date set yet. FO is following up.
- Verizon price comparison- no updates
- Website updates- GoDaddy is purchased to host our website. The township owns the website and web address.
- Hard drive disposal- everyone is instructed to keep any computers needed. Anything left in the office will have the hard drives destroyed.
- Record retention- Likley asked FO to look for a previous records retention schedule.
- Resolution 2026-06- pending updates

New Business.

Fire Suppression Inspection Contract 3 bids were received. Chief recommends going with Silco for fire suppression inspections. Board discussed annual fees and contract fees.

Likley made a motion to enter a contract with Silco for services needed at the fire station for sprinklers, alarm, kitchen hood, dry and wet system, kitchen suppression and fire extinguishers.

Doty seconded the motion.

Roll Call- Doty- aye, Likley- aye, Patterson- aye. Motion passed.

Shop Lighting- cost estimate will be given to Shawn at a cost of \$260 total.

Community Block Grant March 24, 2026- Doty will attend. May 1 is deadline to apply.

Comments from the Floor- none

Announcements

April 6, 7:00pm Regular mtg.

March 23, 5:30 pm Special Meeting to discuss personnel policy

MOTION TO ADJOURN

Likley made a motion to adjourn at 8:30 pm

Doty seconded the motion.

Roll Call- Doty- aye, Likley- aye, Patterson- aye. Motion passed.

Minutes prepared by Township Administrator, Julie Carr.

Signed: _____

James Likley

Joseph Doty

Kent Patterson

Date approved _____