

**Regular Meeting
June 1, 2026 @ 7:00 pm**

Meeting location: 6699 Buffham Rd, Seville OH 44273

James Likley called the meeting to order at 7:35 pm

Pledge of Allegiance

Roll call: Joseph Doty, James Likley, Kent Patterson

Others in attendance: Julie Carr, Tera Seiwert

Comments from the Floor-

Wadsworth Municipal Court Judge Susana Lewis attended the meeting and shared the 2025 annual report.

Minutes to be approved

May 18th, 2026 regular meeting minutes have been reviewed.

Doty made a motion to approve the minutes of May 18th, 2026

Patterson seconded the motion.

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

Roads and Cemetery Report- Shawn Newcomer

- Cemetery fees- I spoke with Joe Lewis about cost for digging graves/footers
One trip/ not coming back to fill hole \$300
Two trips/ returning to fill hole after burial is complete \$400 for full burial grave
Cremation hole- we can dig ourselves with a powered post hole auger/ \$85 for 4 hr.
rental. Headstone footer digging \$200.
Pour concrete foundations pros and cons of cost and maintenance of monuments
were reviewed.
- My recommendation would be instead of doing a full concrete footer, we do a
floating foundation. So, fill the 36" hole with #57 limestone and pour a 4-inch
concrete base to set the headstone on. It would drastically reduce the cost and I
could order concrete and make a bunch of pre-cast bases that we could stock. So,
when we have a headstone that needs set we would only have to pay Joe to dig the
hole and we would put limestone in and set the concrete base. This would also allow
monument placement sooner than once year for concrete. I also like the idea of the
limestone because if a headstone starts leaning it's much easier to level. Its
impossible to level a 3-foot-deep concrete footer
So total cost on a limestone floating footer would be around \$250 including digging
the hole. To account for labor, I'd recommend the new square inch price to be .80
cents/sq. inch

Likley shared the fees of surrounding townships. Board agrees that our fees need updated.

Update to fees include: 2 resident sites at \$800. Single resident site would be \$400. Non residents would be \$2,000 for 2 sites and \$1,000 for single site. Single lot sales in select areas only, to maintain paired lots.

Open and close- \$600

Additional charge for opening and closing on weekend and holiday surcharge- \$500
.80 cents per square inch for monument foundation border.

Doty made a motion to approve the updated fee structure as presented effective June 1, 2026. Patterson seconded the motion. Roll Call- Doty- aye, Likley- aye, Patterson- aye.

Motion passed.

Doty asked Shawn to go back to 2024 and identify if any plots have been sold that we may be able to do a partial reimbursement.

- Drainage pipes to township language- We no longer offer installing ditch enclosures or culverts
- Tree trimming- we are going to start trimming trees on Daniels road this week. We are going to trim aggressively for the future so we don't have to be back trimming the same spot in a few years. Daniels road is the main focus for now but if we have time I'm going to trim some on Mud Lake road as well.
- Bar coding- I have not set up bar codes for fuel tracking yet. We have been keeping hand written records
- Roadside mowing- we mowed one pass on all township roads, working on 2nd and 3rd pass now
- Cold patch/edge of road repair- we patched all known potholes in the township. Working on patching some road edges that are failing. Cold patching will help hold the road until it can be resurfaced and fixed the right way
- Box culvert on Stuckey needs replaced- Shawn would like to apply for this with OPWC. The request for engineering to submit for OPWC grant founding was signed and will be submitted.

Township Administrator, Julie Carr

Hall rental- none

Website has been updated

Sign has been updated

OTARMA has been contacted with Statement of Action Taken for Fire Dept.

Communicated with Shannon and Tera on Cyber security updates.

Resolution to be prepared for signing at June 15th meeting.

Zoning Inspector Report, Julie Carr

Violation update- No action taken on Seville Rd violation. Greenwich Rd violation has been corrected- violation has been corrected. Ash St- very minor changes have happened.

Zoning Income: \$912.25

Decision of Board sent to Applicant

Zoning Report

Planned Unit Development language- meeting May 20, 2026 where they do not wish to proceed with new language. That the drafted proposal was contrary to the Comprehensive Plan, but open for Trustee to meet with them.

May 28th BZA public hearing at 6:30 pm. – Variance for 10 feet on front yard setback. Variance approved. Doty was present for this hearing and has some concern as to the proceedings and board preparedness of the hearings. Trustee Patterson will review the audio of the hearing and sit down with Board Chair to better understand how we can help in these proceedings.

BZA meetings June 25th to work on creating a new variance application.

All changes to the zoning regulations have been completed and are updated on the website. Fee structure has also been updated. Next ZC and BZA meeting we will be updating the new pages in the zoning books.

Fiscal Officer Report, Tera Seiwerth

Bills/Warrants \$19,569.73 payment listing.

Doty made a motion to approve the payment listing of \$19,569.73

Patterson seconded the motion.

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

Checking Acct: \$530,761.21

Savings Acct: \$866,168.29

Receipt Listing: \$58,485.88

Correspondence- none

Doty asked if we have finalized consolidation of our website server and IT support? Yes, Custom Composition is our server and Shannon Colonna IT and web designer.

Old Business.

Personnel Policy Handbook – A complete folder of these documents will be sent out to the trustees for final review. This will be voted on at the next meeting.

Phone price comparison – updated on fire minutes

Design build information- Carr will get a bullet point guide from Guilford on how the process works.

Cybersecurity policy update – being worked on.

Community Block Grant – Doty said we were denied. He will call other homeowners that were going to be impacted/benefited by this. Likley will follow up with Land Bank Grant opportunities.

Cell Tower Lease- no updates

MOU from Prosecutor office- on hold.

New Business.

Auditor millage resolution- will address after village meeting

Ballot language resolution- will address after village meeting

Comments from the Floor- none

Announcements

June 2nd, 6:00pm Special meeting mtg.

June 15th at 7:00 Regular Meeting

MOTION TO ADJOURN

Likley made a motion to adjourn at 9:10 pm

Doty seconded the motion.

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

Minutes prepared by Township Administrator, Julie Carr.

Signed:

James Likley

Joseph Doty

Kent Patterson

Date approved _____ 6/15/26 _____