

**Regular Meeting
June 15, 2026 @ 7:00 pm**

Meeting location: 6699 Buffham Rd, Seville OH 44273

James Likley called the meeting to order at 7: pm

Pledge of Allegiance

Roll call: Joseph Doty, James Likley, Kent Patterson

Others in attendance: Julie Carr, Tera Seiwert

Comments from the Floor-

Minutes to be approved

June 1, 2026 regular meeting minutes have been reviewed. June 2 and 10th special meeting minutes have been reviewed.

**Doty made a motion to approve the minutes of
June 1, 2026 regular meeting, June 2, 2026 special meeting and June 10, 2026
special meeting**

Patterson seconded the motion.

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

Roads and Cemetery Report- Joe Doty

Review of Dept Activity- completed the Daniels Rd tree clearing.

Performance Reviews- completed with Shawn Newcomer. Newcomer completed for road employee. Doty would like to propose a raise for Shawn Newcomer of an additional \$1.00 per hour. This would include him handling cemetery sexton duties.

**Doty made a motion of increasing Shawn Newcomer's pay to \$29 an hour
effective July 1, 2026.**

Likley seconded the motion.

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

Fuel Tanks have been moved and the fencing around them is in place. Bar code reporting method is being implemented.

Township Administrator, Julie Carr

Hall rental- 27th from 12-6pm. Patterson will open and close

Julie and Shawn will sign up and test to be Notaries.

Personnel Policy Update and Resolution 2026-10

Likley moved to adopt the employee handbook effective June 15, 2026

Patterson seconded the motion.

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

Cyber Security Policy and Resolution 2026-11

Likley moved to adopt the cyber security policy effective June 15, 2026

Doty seconded the motion.

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

Communicated with Shannon on Cyber security procedure updates.

Training Requirements- IT is signing Township up for training. More info is coming.

Communication with Aaron Willis OTARMA- completed requirement and sent updates to OTARMA.

Zoning Inspector Report, Julie Carr

Violation update- No action taken on Seville Rd violation.

Ash St- very minor changes have happened.

Planned Unit Development language- meeting June 17th to review trustee's feedback.

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

Zoning Report- Patterson

Board of Zoning Appeals Review- Spoke with BZA about Robert's rule of order.

Mike Schmidt asked if his feedback about the meeting was received. Trustees received and are addressing to ensure that meetings proceed smoothly and accurately.

Planning Services Training 6/11- ZC member attended and will provide updates at the next ZC meeting.

Fiscal Officer Report, Tera Seiwerth

Bills/Warrants \$13,410.84 payment listing.

Doty made a motion to approve the payment listing of \$13,410.84

Patterson seconded the motion.

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

Checking Acct: \$521,919.18

Savings Acct: \$866,168.29

Correspondence- Invite from Chippewa Historical Society on July 3rd.

Old Business.

Phone price comparison – no updates

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

Community Block Grant – Doty reached out to the residents that the grant was not received, and other options are being explored. Likley is looking for more information regarding the block grant and reached out to Brandon Gibson. No responses.

Cell Tower Lease- no updates

MOU from Prosecutor office- on hold.

New Business.

Joint Fire District. At the special meeting on June 10th it was agreed upon to have a joint fire district. Legal Counsel is creating the verbiage for this. Another joint special meeting will be set when legal documents are completed.

The joint fire district will be a stand-alone entity that would consist of one trustee, one township resident representative, one village council member, one village resident representative and one clerk (part time hired position).

Michael Schmidt asked if this falls under ORC regarding number of members on the board. Trustees said it does- they want community member involvement.

OTARMA- current insurance provider would not be able to continue coverage. They did provide that (PEP) Public Entity Pooling would be able to cover the insurance needs.

A lease agreement of the fire station would be discussed between the township and joint district.

It will be a separate taxing authority. Meetings will most likely happen at the fire station. The Village has shared they will have informational meetings. Likley is working on a description of the levy to post on the website.

Trustees discussed that Jim Likley should be the representative trustee on the joint fire district. Official nomination would happen once the fire district is created. Likley has suggested that Jack Franz be the resident representative from the township. Official nomination would happen once the fire district is created.

The joint fire district would be created but would not be funded until January 1st if the levy passes.

Auditor millage resolution-no updates

Ballot language resolution-no updates

Comments from the Floor- none

Announcements

July 6, 2026 7:00 pm regular meeting

MOTION TO ADJOURN

Likley made a motion to adjourn at 8:43 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 _____