

Minutes for Troy Township Trustees Regular Meeting 11/24/2025

Call to Order

Trustee Chairman McCready called the meeting to order at 7:00pm with the reciting of the Pledge of Allegiance.

Roll Call

The following Trustees were present: Chairman Tom McCready, Vice Chairman Mike Schuster, and Trustee Luke Wittmer.

Other officials present: Road Superintendent/Zoning Inspector Matt Thayer, Fiscal Officer Betsy Michalski, Assistant Fiscal Officer Sarah Wilkinson, and Fire Chief Rich Compton.

The following individuals were absent: Assistant Fire Chief Brad Ross.

Residents and Other Guests

- Keith Bacin, Village of Lexington Councilman

Approval of Minutes

Mr. Wittmer made a motion to accept the minutes from the last regular meeting held on 11/10/2025. Mr. Schuster seconded the motion, and the motion carried with a roll call vote of all ayes.

Public Comments

None

Zoning Report from Mr. Thayer, Zoning Inspector

Mr. Thayer issued permit number 0965 to Justin Wehr for a new home to be constructed at 1332 South Home Rd. He remitted all permits and permit fees to Ms. Michalski.

Mr. Wittmer made a motion to accept the zoning report as presented. Mr. Schuster seconded the motion, and the motion carried with a roll call vote of all ayes.

Road Report from Mr. Thayer, Road Superintendent

The road crew completed the following tasks since last meeting:

- Ordered a new drum of diesel exhaust fluid for the shop
- Washed the #1 and #2 dump trucks
- Painted the plow frame on the #1 dump truck
- Finished boom mowing the north end
- Dug a grave on November 12
- Washed and put away the Mowermax
- Washed the concrete apron
- Sprayed the #1 and #2 dump trucks, and the F-550 and F-420 with rust proofing
- Patched Owens Road and Home Road
- Broomed up the intersections on the roads that were chipped and sealed earlier this year

Ontario Truck Center came and repaired an air leak on the #1 dump truck's tire. They ordered a new valve as part of the repair.

Mr. Schuster made a motion to accept the road report as presented. Mr. Wittmer seconded the motion, and the motion carried with a roll call vote of all ayes.

Fire/EMS Report from Chief Compton

Chief Compton shared the following updates:

- Troy Township firefighters will drive Santa into the Village for this year's Light Up Lex festivities
- Squad 149 needs a new wheel because the valve stem on the existing wheel is damaged. Ontario Truck Center sent an estimate to Ms. Michalski for this repair.

Correspondence

None

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Finances

Mr. Schuster made a motion to pay bills. Mr. Wittmer seconded the motion and the motion carried with a roll call vote of all ayes.

- Purchase Orders: Reviewed and approved
- Payment of Bills: Reviewed and approved
- Payroll Vouchers: Reviewed and approved
- Bank Reconciliation: N/A

Ms. Michalski, Fiscal Officer and Mrs. Wilkinson, Assistant Fiscal Officer

- Ms. Michalski and Mrs. Wilkinson went to Park National Bank on November 13th to start the process of adding Mrs. Wilkinson to the Township bank accounts as a signatory, effective at the start of Mrs. Wilkinson's term as Fiscal Officer on December 1st. The trustees, Ms. Michalski, and Mrs. Wilkinson, signed the bank signature cards and documents.
- Jonathan Smith and Reece Miller received their paramedic certifications on November 12th and 18th, respectively. Their pay will increase to \$21 per hour as of these dates.
- Ms. Michalski gave Chief Compton the fire/EMS vehicles' insurance cards.
- Mrs. Wilkinson followed up with Chief Compton on the firefighters' signed cybersecurity policy acknowledgement forms; and on the Form W-4, Form OH IT-4, and direct deposit information for new firefighter Kyle Johnson. Chief Compton stated he will provide the acknowledgement forms as soon as possible and will provide Kyle Johnson's employment forms next week.
- Ms. Michalski noted that she will go to the Title Bureau this week to transfer several titles into the Township's name. These titles are for vehicles that the Township purchased years ago but for which the title transfer process was never fully completed. This is the last outstanding task for her to complete before Mrs. Wilkinson takes office on December 1st. Ms. Michalski also noted a Title Bureau employee informed her that in the State of Ohio fire trucks are not required to have a title.
- Mrs. Wilkinson submitted a letter of resignation from the Assistant Fiscal Officer position, effective November 30th, the day prior to the start of her term as Fiscal Officer.

Mr. McCready made a motion to accept Mrs. Wilkinson's resignation. Mr. Schuster seconded the motion, and the motion carried with a roll call vote of all ayes.

NEW BUSINESS

Mr. McCready made a motion to hire Ms. Michalski as Assistant Fiscal Officer, effective December 1st, at a rate of \$25.00 per hour. Mr. Schuster seconded the motion, and the motion carried with a roll call vote of all ayes.

Mr. McCready:

- The Township Trustees received a letter from the Ohio Department of Commerce Liquor Control Division. The letter states the Township can file an objection to the renewal of liquor permits for any establishment within the Township. The VFW Post 5101 on Route 42 is the only Troy Township establishment with a liquor permit. The Trustees noted there are currently no objections to the renewal of the VFW's permit. The Township has until January 2, 2026, to file an objection with the State.

Mr. Schuster:

- No new business.

Mr. Wittmer:

- Mr. Wittmer and Mr. Schuster attended the Village of Lexington's meeting regarding the State Route 97 corridor project. Village officials noted it will be 10 years before the corridor project is expected to start. The Village and the State hope the corridor will be advantageous for industrial development. On December 10th, they will hold another meeting to present the results of a feasibility study.

At 7:28 p.m., Mr. McCready made a motion to enter Executive Session to discuss matters related to employee pay. Mr. Schuster seconded the motion, and the motion carried with a roll call vote of all ayes.

At 7:37 p.m., Mr. Wittmer made a motion to end the Executive Session. Mr. Schuster seconded the motion, and the motion carried with a roll call vote of all ayes.

Mr. Wittmer made a motion to pay Township employee bonuses to the same individuals and at the same rates as in 2024. Mr. Schuster seconded the motion, and the motion carried with a roll call vote of all ayes.

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Other:

- Mr. Schuster will contact the Richland County employee who is responsible for updating contact information on the sign posted outside Township Hall. He will update the sign to add Mrs. Wilkinson’s contact information, as the new Fiscal Officer, and to remove Ms. Michalski. He will also add Mr. Walker’s contact information as a newly elected Trustee, whose term begins in January, and will remove Mr. McCready, whose term ends on December 31st.

OLD BUSINESS:

- None

Motion to Adjourn:

Having no further business to discuss, Mr. Wittmer made a motion to adjourn the meeting. Mr. McCready seconded the motion and the motion carried with all ayes, ending the meeting at 7:45 pm.

Respectfully submitted: Elizabeth Michalski, Troy Twp. Fiscal Officer

Trustee Chairman: Mr. Tom McCready

Fiscal Officer: Ms. Betsy Michalski