

Minutes for Troy Township Trustees Regular Meeting 12/29/2025

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: Fiscal Officer Sarah Wilkinson, Assistant Fiscal Officer Betsy Michalski, Fire Chief Rich Compton, and Assistant Fire Chief Brad Ross

The following individuals were absent: Road Superintendent/Zoning Inspector Matt Thayer.

Residents and Other Guests

- Josh Grund, Resident and Zoning Board member
- Shaun Walker, Resident and Trustee elect

Approval of Minutes

Mr. Wittmer made a motion to accept the minutes from the last regular meeting held on 12/08/2025, and Mr. Schuster seconded the motion. Mr. McCready abstained from voting because he was absent from the 12/08/2025 meeting.

Public Comments

None

Zoning Report from Mr. Thayer, Zoning Inspector

None

Road Report from Mr. Thayer, Road Superintendent

The road crew completed the following tasks since last meeting:

- Adjusted the chains on the number one dump truck
- Reinstalled a chevron on Owens Road
- Replaced the carburetor on the post driver
- Salted the roads on 12/10, twice on 12/11, and twice on 12/19
- Plowed and salted twice on 12/13
- Pushed back snow drifts on 12/15 and 12/17
- Changed out the diesel exhaust fluid barrel
- Washed the number one and number two dump trucks and the F-250
- Cleaned up a tree on Mill Run Road

The full-time Road and Bridge employee gave his resignation notice on December 16. His last day will be April 17, 2026.

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:

- Firefighters/EMS workers extend their thanks to the Township for their Christmas gifts.
- Ontario Truck Center will be sending estimates to the Fiscal Officer for some necessary fire vehicle repairs.
- Chief Compton provided an additional four (4) signed cybersecurity policy acknowledgement forms from firefighters/EMS workers. There are now only four (4) acknowledgement forms that remain outstanding, and Chief Compton will obtain those signatures as soon as possible.

Assistant Chief Ross shared the following updates:

- Atlantic Emergency Services came to service a light on one of the trucks which went out after they serviced the generator; however, the light is still not operating correctly and needs additional work.

Correspondence

- Mrs. Wilkinson received the following pieces of correspondence since the last meeting:
 - Notification from the Village of Lexington regarding Lead Status Unknown Service Line, which requests that the Township email photos of the Township's water service line to the Village of

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Lexington water department. Last year, Mr. Thayer submitted photos. Mrs. Wilkinson will email the water department to note that the location of the service line has not changed and ask whether new photos are needed.

- o Flyer from Small's Sand & Gravel, Inc.
- o Email from Volunteer Firefighters Dependency Fund (VFDF) regarding the VFDF annual certification reminder. The Township will need to appoint a review board in January of 2026.
- o Email from Mr. Scott Plew indicating he is resigning from the Zoning Board. The Township has already begun to search for a board member to replace him.

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

Finances

Mr. Wittmer made a motion to pay bills. Mr. Schuster 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

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

- Obtained signatures from Mr. Schuster and Mr. Walker on their respective surety bonds which will cover their upcoming terms starting on January 1, 2026.
- Presented and discussed draft 2026 Contracts for Emergency Protection with the Village of Lexington and Perry Township. Mrs. Wilkinson will forward a draft of the Perry Township Contract to Perry Township Fiscal Officer Beth Fry
- Asked trustees for a final decision on the Ohio Township Association Winter Conference in February. Trustees determined that all three will attend on Thursday, February 5th. Mrs. Wilkinson will pre-register the trustees to obtain the early registration discount. The Road and Bridge superintendent and employee can go with a one-day trade show pass, which is paid at the door but is not available for elected officials.

NEW BUSINESS

Mr. McCready:

- No new business.

Mr. Schuster:

- No new business.

Mr. Wittmer:

- Mr. Wittmer noted that the Road and Bridge department received a letter of resignation from its full-time employee. His employment will end in April of 2026. The Township will need to begin looking for another employee to replace him.

OLD BUSINESS:

- Discussed trash removal service and followed up on the results from Mr. Thayer's research on pricing from other providers. He reported to Township Officials via email that Mid-Ohio doesn't do business in Richland County. The Township identified several other trash removal companies that appear to service business customers in Richland County, including Buckeye Refuse, Kurtzman Sanitation, and Kimble Recycling & Disposal. Mrs. Wilkinson will obtain quotes from these companies.

Motion to Adjourn:

Prior to adjourning the meeting, the Board expressed their gratitude to Mr. McCready for his 12 years of service to the people of Troy Township.

Having no further business to discuss, Mr. Wittmer made a motion to adjourn the meeting. Mr. Schuster seconded the motion and the motion carried with all ayes, ending the meeting at 7:41 pm.

Respectfully submitted: Sarah Wilkinson, Troy Township Fiscal Officer