

Minutes for Troy Township Trustees Regular Meeting 04/13/2026

Call to Order

Troy Township Trustee Chairman Mr. Schuster called the meeting to order at 7:00 pm with the reciting of the Pledge of Allegiance.

Roll Call

- Mr. Mike Schuster, Troy Township Trustee Chairman: Present
- Mr. Luke Wittmer, Troy Township Trustee Vice Chairman: Present
- Mr. Shaun Walker, Troy Township Trustee: Present
- Mrs. Sarah Wilkinson, Troy Township Fiscal Officer: Present
- Ms. Betsy Michalski, Troy Township Assistant Fiscal Officer: Present
- Mr. Rich Compton, Troy Township Fire Chief: Present
- Mr. Brad Ross, Troy Township Assistant Fire Chief: Present
- Mr. Matt Thayer, Troy Township Zoning Inspector and Road Superintendent: Present

Residents and Other Guests

- Josh Grund, Resident

Adoption/Amendment of Agenda

Mr. Schuster made a motion to adopt the meeting agenda, which was distributed prior to this meeting. Vote:

- Mr. Schuster: Yea
- Mr. Wittmer: Yea
- Mr. Walker: Yea

Roll Call: Yea: 3; Nay: 0; Abstain: 0; Motion carried.

Approval of Prior Meeting Minutes

Minutes from the regular Trustee meeting held on March 30, 2026, distributed prior to this meeting, were adopted by unanimous consent.

Zoning Report

Mr. Thayer emailed his Zoning Report to the Board prior to the meeting, and the report was filed for record.

Road Report

Mr. Thayer emailed his Road Report to the Board prior to the meeting, and the report was filed for record.

Mr. Thayer also informed the Board that the Road Department's torch regulator has malfunctioned and is no longer operational. The entire set of torches is outdated and should be replaced to maintain employee safety. Mr. Thayer estimates the total cost of a new torch set to be under \$1,000.

Fire/EMS Report

- Chief Compton provided the Board with the following information:
 - The new squad has been delivered to Burgess. Burgess will transfer the cot load system from the old squad into the new one.

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- The air conditioner in the old squad was recharged, and there are no longer any issues with the turbo charge.
- McCready Interiors donated a new recliner to the Fire Department.

Correspondence

- Mrs. Wilkinson shared the following correspondence items:
 - Email reminding all local government entities to ensure they have submitted their final American Rescue Plan Act (ARPA) report to the US Treasury Department by April 30, 2026.
 - Email from Ohio Auditor of State regarding new federal accessibility standards for state and local government websites. Troy Township is required to comply with these standards by April 26, 2027 and will work with the current website designer, DRM Productions, to ensure the standards are met by this deadline.
 - Ohio Auditor of State Bulletin dated April 12, 2024 regarding payment redirect and business email schemes – Although this bulletin is from nearly a year ago, local government entities across the state continue to experience issues with spear phishing, phishing, spamming, and other email attacks from potential hackers. Mrs. Wilkinson reminded the Board of the potential for these attacks and reminded everyone to stay vigilant. All Township Board members and employees complete a required Cybersecurity training, which also provides employees with tips for recognizing and thwarting these attacks.
- Mr. Walker noted that he recently received a phone call regarding zoning violations on a resident's property. The Township issued warnings to the resident, and the resident has been cooperative to date.

Finances

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

Motion to Pay Bills

Mr. Wittmer made a motion to pay bills. Vote:

- Mr. Schuster: Yea
- Mr. Wittmer: Yea
- Mr. Walker: Yea

Roll Call: Yea: 3; Nay: 0; Abstain: 0; Motion carried.

Discussion of Financial Matters

- Ms. Michalski noted that the auditors should have a draft audit report for the years ending December 31, 2024, and December 31, 2025, completed soon for our review. Based on conversations with the audit team, we anticipate there will be two items noted in the management letter but no audit findings.

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New Business

- Mr. Thayer would like to move forward with the process for sending the 2026 Chip Sealing Project out for bid. Mrs. Wilkinson will work with Mr. Thayer to assemble the bid package for the Board's review and approval. The bid package will call for an August 31, 2026, completion deadline.
- Mr. Thayer noted that the crack sealing and Reclamite application projects are estimated at \$17,000 and \$30,000, respectively. These projects are both under the bid threshold set forth by the Ohio Revised Code and will, therefore, not be put out for bid.
- Mr. Schuster recently attended a meeting with the County Health Department. He noted that the Health Department offers free CPR and AED training that Township employees may want to attend in the future.
- Mr. Schuster shared information on upcoming road closures and detours recently published as a public notice. The Township will ask Richland County to erect speed signs on Township roads used as part of the detour routes.

Old Business

- None

Motion to Adjourn

Having no further business to discuss, Mr. Walker made a motion to adjourn the meeting. Vote:

- Mr. Schuster: Yea
- Mr. Wittmer: Yea
- Mr. Walker: Yea

Roll Call: Yea: 3; Nay: 0; Abstain: 0; Motion carried. The meeting was adjourned at 7:54 pm.

Troy Township Trustee Chairman, Mr. Mike Schuster

Troy Township Fiscal Officer, Mrs. Sarah Wilkinson