

# Edinburg Township Trustees Meeting

Town Hall

September 11th

2025

MEETING TO ORDER BY: Pfile 7:30 p.m. Pledge of Allegiance

## Roll Call

Chris Diehl: Chair, absent, Vice chair: Tim Pfile present  
Trustee Jeffrey Bixler: present, Bill McCluskey, Fiscal officer, present, Jesse Baughman, fire chief, absent. Rhonda Lipply, zoning, absent. Emily Duma zoning, present.  
Guests : none

## I. MOTION TO APPROVE AGENDA FOR 9/11/25

Moved By: Bixler Second: Pfile

Mr. Pfile: Yes Mr. Diehl: absent Mr. Bixler: yes

## II. MOTION TO APPROVE MINUTES:

8/28/2025: Tabled no quorum

**III. Correspondence:** Tim shared letter from Portage County combined health District. Meeting in October to discuss rates they will charge in 2026, Bill commented that perhaps a trustee could attend as they haven't in the past and this affects the rates charged for sewer and concession, with big increases in concession fees each year.

**IV. Old BUSINESS.** Cyber Security policy, tabled for further review.

**V. Trustee Report:** Jeffrey discussed offering waiver of fee for a fire fighter of township, relating to family hardship.

Moved By: Bixler Second: Pfile

Mr. Pfile: Yes Mr. Diehl: absent Mr. Bixler: yes

## VI. Department Reports.

- 1. Roads:** Roads: We are currently roadside mowing 2 passes along with cutting brush back. We put the catch basin in and tied the pipe in .  
Park: We cleaned the trails up.  
Cemetery: We put a 4-inch drain pipe to help with the water problem.  
Some discussion regarding tree removal on township roads and utility and County responsibility, potentially may budget for this in future.

## 2. Fire Report

Monthly Run Summery

Total Fire Dept. runs for the month of August 2025 = 49

Total Fire Dept. runs for the month of August 2024 = 40

☐ Fire=5 Structure =0 Vehicle =1 Brush/Open Burns=4

☐ Fire Alarms =1

☐ EMS=32 (+) Transports=17 (-) Transports=15

☐ MVC=6 (+) Transports=2 (-) Transports=4

☐ Other =3

☐ Mutual Aid Given =17 Mutual Aid Received =8

Total Number of Runs to date as of August 31, 2025 =341

Total Number of Runs to date as of August 31, 2024 =325

☐ Multiple joint trainings planned for September and October,

o MCI; September 13 th and 16 th to held at Complete towing.

o Search and Rescue Training Hosted by Charlestown at West Branch  
September 22 nd .

o Water Supply and Movement class with the Ohio Fire Academy  
hosted by Edinburg October 18 th .

☐ Working on replacing bad lights on 1513 and 1518.

## 3. Zoning:

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- I am working with Tom at the prosecutor's office with some properties and violations.
- Received a call regarding someone cutting trees on their property, referred to getting survey and following civilly.
- Again have received some complaints about the auction barn on Tallmadge. Discussion regarding work, and residency at the property. Not a buildable lot. Letter sent from County to resident. Drones discussed for observation of properties. Bill asked if they need registered, trustees stated no.
- Discussed stop work orders posting on properties.
- Discussion of some other properties and Jeffrey asked about follow-up on setbacks on permits being followed up. Discussed use of range finder or measuring wheels to be able to measure from roads, asked Rhonda to need to follow up on these measurements.

**VII. Fiscal Officer:** Shared financial reports, Eft's Payments.

1. Bill reported new phones progress in installation and updates. Having problems coordinating with Spectrum tech assistance, as he needs to do some things remotely with him.
2. Bill asked opinion on purchasing some new flame retardant file cabinets for historical records, as presently they are not protected. Bill said he and Emily have almost finished the project, with many files have not been reviewed since 1997. He discussed cost abouts \$2500-\$4000 per cabinet depending on rating, higher if data storage (lower melting point).
3. Emily sent thank you letter to company donating batteries for the AED unit at the park.
4. Discussion regarding AED at town hall, possible fund raising. Perhaps at trunk or treat

**VIII. Motion to pay Bill:** Jeffrey made a motion to pay the bills, eft and warrants shared; 44005-44023 motion seconded Tim,

Mr. Pfile:yes Mr. Diehl: absent

Mr. Bixler: yes

**IX.** Mr. Bixler made a motion to Adjourn the meeting 8:03 pm seconded by Tim.

Mr. Pfile: yes Mr. Diehl: absent

Mr. Bixler: Yes

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Absent  
Chris Diehl, Chairman

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Tim Pfile, Vice Chairman

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Jeffrey Bixler, Trustee

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William McCluskey, Fiscal Officer