

Edinburg Township Trustees Meeting

Town Hall

October 30th

2025

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

Roll Call

Chris Diehl: Chair, present, Vice chair: Tim Pfile, present Trustee Jeffrey Bixler: present, Bill McCluskey, Fiscal officer, present, Jesse Baughman, fire chief, present. Rhonda Lippy, zoning, present. Emily Duma zoning, present.

Guests : Jan Bredon

I. MOTION TO APPROVE AGENDA FOR 10/30/25

Moved By: Pfile Second: Bixler
Mr. Pfile: Yes Mr. Diehl: Yes Mr. Bixler: Yes

II. MOTION TO APPROVE MINUTES:

10/09/2025: Moved By: Pfile Second: Bixler
Mr. Pfile: Yes Mr. Diehl: Yes Mr. Bixler: Yes

Guest presentation: Jan Bredon: Presented copies of his presentation to Trustees. Gave overview of his family ties to Edinburg as well as the property history 7165 Tallmadge Rd. property. This history included the initial family purchase of 7165 Tallmadge Rd and the purchase of a property on Rockspring Rd which Jan stated is currently the Edinburg Township Park. The Family Farm last name was Love. After Family history and land history were presented, he stated that it would be a nice gesture to have "Love" added to the Edinburg Township Park title. Chris Diehl asked a few clarification questions and stated that he didn't remember the name of the previous owner the Township purchased the land from. More discussion. Trustees thanked Jan for the information and the great piece of history. Jeff Bixler stated that they would discuss it.

III. Correspondence: Chris Diehl -Correspondence received was not reviewed as it was felt that it was not related to Township Business was propaganda. Jeff Bixler - Record of proceeding for approval of treatment for current employee, and an informational booklet from Akron Children's Hospital, offered to anyone to view if interested. Tim Pfile – No correspondence

IV. OLD BUSINESS.

Diehl – Trunk or Treat was successful. All who were in attendance at Trunk or Treat agreed. Bill said they went through seven gallons of hot chocolate and 150 hot dogs.

V. Trustee Report: Chris deferred to Rhonda. Rhonda stated that our assistant prosecutor Tom left October 10, 2025. Further discussion regarding prosecutor change. Pfile: Morton Salt got the Salt Bid. \$47.84 a ton. Slight increase year over year. Portage County has lowest pricing in the State. We will most likely need to purchase salt this year. Tim stated we are set up for 80 ton. Township association dinner is in November. Bixler indicated total cost of Christmas Lights is a total cost of \$3,300.00 per year for the next 3 years. (Includes \$\$ set aside to offset any additional costs for light replacements as well as set up and take down.)

MOTION to accept Christmas Light Bid to SNC displays – Moved by: Bixler.
Second: Pfile.

Mr. Pfile: Yes Mr. Diehl: Yes Mr. Bixler: Yes

VI. Department Reports.

- Roads:** report shared by Tim Pfile. We had the town hall and administration building pressure washed. We got the lines painted on the west parking lot. We put the

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concrete curbs back. We have contacted Ohio Edison about the ST. lights again. We have the RD mower back together. We are doing the front brakes on the SUV. Park: We finished doing the playgrounds with # 8 washed gravel. We had the plugs and switches replaced in the concession building. We have winterized the concession building.

Cemetery: We asphalted the cross over in the driveway. We mowed the cemetery.

2. Fire Report

Mobile water supply class was completed. 4 departments participated in the drill.

CPR class will be held for the public at the Town Hall November 16th 11:00am to 2:00pm, and November 19th 6:00pm to 9:00pm. No cost for the class but deadline to register is November 12th. Bill stated that he can add the information to the township website if it is forwarded to him. Tom Eland is asking to go to an EMT Advance Class being held at the New Waterford EMS Training Center starting November 8th, the cost of the class will be \$2,000.00 that textbooks online materials EMS testing and 1st attempt at National Registry. Jesse stated that he could submit to the EMS grant. Atwater will not pay for class because they paid for two prior classes. Further discussion regarding classes we've paid for him. Jeff and Bill stated he doesn't work many hours currently. Jesse stated that there is a financing option available that Tom could utilize and asked if the township could reimburse him. More discussion regarding lack of hours worked, commitment to Edinburg Township, what is the gain to the Township for completion of this class. Chris asked if the Township maybe pays half of the class. Bixler asked what Jesse thought of the plan. He stated that he feels that Tom should finance the class on his own and if his hours pick back up then the Township reimburses half of the cost of the class amount. Jeffrey Bixler agreed as did Tim Pfile. The team agreed that increase hours equate to 2 shifts per pay which equates to 48 hours per month. Bill asked if we are purposefully deviating from the current training contract. Trustees stated that this is a different type of scenario. Further discussion regarding this scenario. Bill advised it was the same policy as the township is taking financial obligation. Trustees chose to not initiate the use of the Edinburg Educational assistance Training Reimbursement policy.

Jeff Bixler asked how confident Jesse was that Tom would stay with the Edinburg Fire Department after his class was completed. Jesse said he felt pretty comfortable.

MOTION/ RESOLUTION 2025-026: Tom Eland finances EMT Advanced Class Training on his own, and after class completion he works for us for at least 3 months and does 24 hour shifts per pay period for three months. Then, after those 3 months Edinburg Township will reimburse half of the cost of the class which is \$1,000.00.

Moved By: Diehl Second: Bixler
Mr. Pfile: Yes Mr. Diehl: Yes Mr. Bixler: Yes

Jesse also stated that they are participating October 31st in the morning with Atwater and most of the south end of the county for a full-scale active shooter drill at Waterloo Highschool.

Bill asked for resolution regarding Jacob Michaels Training reimbursement. Jeffrey Bixler said there was a motion for the child safety seat training program for Jacob Michael. Bill said there was no formal resolution as forms had not been completed, and that the information presented relating to the cost of the course was different than the original motion approved for his attendance. Discussion regarding training and amending to a formal resolution instead of keeping a motion.

MOTION/RESOLUTION 2025-027 Edinburg Township pay for the Child Passenger

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Safety Technician Training Course and training hours at regular pay scale per hours in the amount of \$583.00 total for Jacob Michael.

Moved By: Bixler Second: Pfile
Mr. Pfile: Yes Mr. Diehl: Yes Mr. Bixler: Yes

Rhonda located information regarding Rockspring Rd property prior owner sale to Edinburg Township. Chris Diehl agreed that we purchased from Ekama. Rhonda further stated their prior owner's first names were Peter and Eugenia and that the land was purchased on 06/28/1995.

3. **Zoning:** New build on 6067 Tallmadge Rd. 28x24 pole building replacing the barn. Some discussion regarding Camp Carl Yurts being erected. Rhonda updated that she is changing some things around in her office for efficiency purposes. RE: Yale Rd. Ronda talked to Luli. They may be letting the current owner use a holding tank that needs to be emptied as opposed to digging a septic. However, he currently has a stop order on the property. Rhonda stated that she forwarded all information to the county prosecutor's office replacement and has not heard back yet. More discussion regarding "changing of the guards" for Portage County Prosecutor's office.

VII. Fiscal Officer:

Bill reported that there is a New State Auditor Requirement for Employee Policy on Personal Use of Reward Program Points. Bill wrote policy and distributed prior to meeting. He asked if anyone had any question prior to implementing. Tim asked for clarification. Bill clarified, Jesse and Rhonda chimed in. Bill stated a resolution will be needed after Trustees' review document.

1. Bill gave appropriations report summary to Trustees and explained the summary. Asked Trustees to review as we will soon need to create a 2026 temporary budget, needing approval before Jan, 1st 2026. Bill explained changes he made. He closed the ARP grant fund as the money had to be spent by the end of the year. He closed the fund PO for slag (Fritz), and moved it to help pay for Melway Chip n Seal. The remaining money left over from Fritz was put in with the PO from Melway. Remaining \$552.00 is appropriated for park gravel, which has been delivered but not yet billed. That is not closed out as a bill for \$1,000.00 should be coming. At this point in time we have spent 98.22% of that fund. Bill offered to explain further if after review there are still questions.
2. Bill mentioned that we started closing PO's and will be working on temporary budget as it has to be completed prior to January 1st.
3. Bill wanted to clarify when Thanksgiving meeting was changed to. The group confirmed that it was on the 25th. Tim stated that he will not be present. Other trustees will be available to attend.
4. Bill shared that we are still working on the phones and are not having any luck with the Spectrum Tech and scheduling.
5. Emily is working on Cyber security Forms. 2 are outstanding, (1 due to medical leave).
6. LED lights should be delivered on Nov 3rd to Jesse's office.
7. Bill – most of the public records reorganization in the adm. office and their re-filing are completed. Now working on documents related to cemetery, park, zoning, and roads.
8. Emily ordered Rhonda's rangefinder should be delivered with LED lights.
9. Bill – circled back on Townhall form challenge. Renter had concerns regarding price being lower on the township website form. Bill and Emily investigated and could not find any conflicting information on the Township Website. It was determined that the renter of the townhall may have an old form that they are using. Will follow up once

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mailed in with payment of the rental.

10. Bill stated that employee information sheets were sent out for review to ensure W-2 mailings are not returned due to address errors. He also stated new withholding forms are needed if employee withholding's needs to be changed.
11. Trunk or Treat – Park donations: 50/50 raffle raised \$130.00 with \$65.00 to township. Basket Raffle raised \$533.00. Baskets were provided by Terry Montz of Country Elegance. Bill put in cash for prizes for categories and will be reimbursed.
12. Emily reviewed information regarding NSF check for 4 graves. A letter was sent to deed grantee and no response was received. Kevin went to home of deed grantee and the home is vacant. We will send a certified letter (2 attempts), if no response deed will be rescinded and lots will be reopened for sale. No one has been buried in the lots.

VIII. Motion to pay Bill: Chris made a motion to pay the bills, eft and warrants shared; 44058-44074 motion seconded Tim.

Mr. Pfile: Yes

Mr. Diehl: Yes

Mr. Bixler: Yes

IX. Mr. Diehl made a motion to Adjourn the meeting at 8:31 pm seconded by Tim.

Mr. Pfile: Yes

Mr. Diehl: Yes

Mr. Bixler: Yes

Chris Diehl, Chairman

Tim Pfile, Vice Chairman

Jeffrey Bixler, Trustee

William McCluskey, Fiscal Officer