

Edinburg Township Trustees Meeting

Town Hall

December 11th

2025

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

Roll Call

Chair: Chris Diehl, present, Vice chair: Tim Pfile, present Trustee: Jeffrey Bixler present, Fiscal Officer: Bill McCluskey, present, Fire Chief: Jesse Baughman, absent.

Zoning: Rhonda Lippy, late arrival, Zoning Admin: Emily Duma, present

I. MOTION TO APPROVE AGENDA FOR 12/11/25

Moved By: Pfile Second: Bixler

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

II. MOTION TO APPROVE MINUTES DATED:

11/13/2025

Moved By: Pfile Second: Bixler

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

11/25/2025

Moved By: Bixler Second: Diehl

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

III. Correspondence:

1. Chris Diehl presented coupon from Stadium for \$10.00 off oil lube and filter. Oil change already completed. Emily will include coupon with invoice when received. Chris Diehl will also call and follow up to ensure the coupon is honored.
2. Chris also presented Christmas Card received from Marlboro Supply.

IV. Old Business.

1. Tim asked for discussion regarding property for farm lease. Conclusion it will be a sealed bid and will be due by the last Trustee meeting in January. Bill will put information on Edinburg Website. Bill asked how it should be worded on the website. Discussion. The following will be wording: *“Accepting sealed bids to farm approximately 5 acres with limited access off Rock Spring Rd. Contact Edinburg Trustees for additional information/specifications.* Chris Diehl will be the contact to explain the limited access. Tim will call George. Chris will call Bob to follow up with them since they were original inquirers. This will be a 3-year contract that runs by the year. Conclusion to add to above working *“sealed bids for 3 years with a per year term.”* Any additional information will be reviewed with potential lessees as it is outlined in the contract. Final website wording will be published as outlined below:

**“Accepting sealed bids, for 3 years with a per year term, to farm approximately 5 acres with limited access off Rock Spring Rd. Contact Edinburg Trustees for additional information/specifications.” **

V. Trustee Reports

Chris Diehl – None

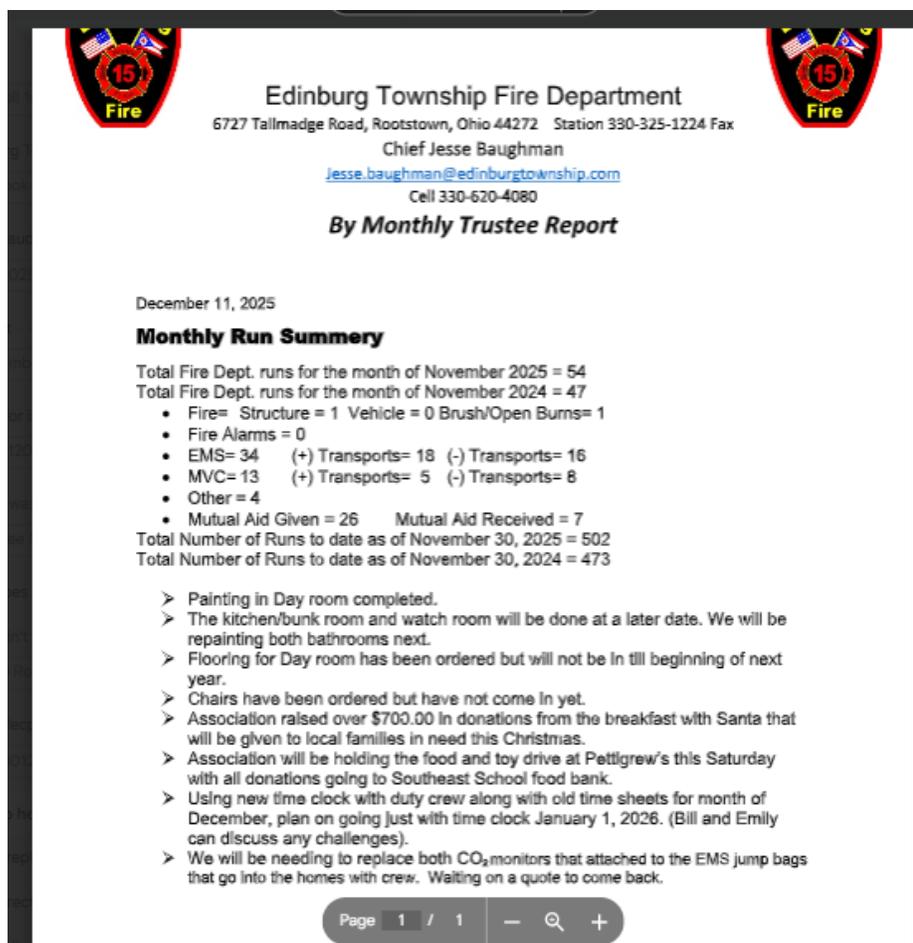
Tim Pfile –

1. Kevin is retiring in July – looking for clarification on sick time. Discussion regarding sick time. Group decided that they will need to review policy book.
2. Tim asked for review of Sick time policy, if you leave do you loose it? Bill said it is in the policy book, but he is not sure of the wording.
2. Clarification requested regarding comp time. Bill stated policy is: Conclusion: can earn 80 hours per calendar year, no more, even if some used. Cannot lose comp time if not used. Can lose vacation time if not

used, (maybe paid out) but can only carry over 40 hours. Bill offered to run a scenario at Reorganization meeting for further clarification. More Discussion, Bill added this is the first year comp time has been greater than 80 attempted to be earned. The cap limits the amount of accumulation possible leading to high time off. Bill stated that he and Emily are working the Policy and Procedural Manual. Bill also stated that the manual says that vacation must be taken in increments of no less than 4 hours and can only carry over 40 hours.

VI. Department Reports.

1. **Roads:** None
2. **Fire Report** (see screen shot below)



Jeffrey thinks quotes will be in the vicinity of \$12,000 a piece for the LifePac monitors. Jeffrey stated a receipt will be received from Jesse that will be over \$500.00 for oxygen tanks.

Bill let trustees know the recliners will not be in until end of January.

3. Zoning:

1. Hearing for Keener January 8th at 1:00 p.m.
2. 7247 Tallmadge Rd. (auction barn). Building inspector determined that it is just a barn and workshop and everything runs on batteries. Rhonda isn't sure how to proceed. Tim said we will wait and see what happens. Other trustees agreed.
3. Letter sent to Boathouse Marine regarding current violation. Rhonda has copies of the letter.
4. Discussion regarding park model camper -no address -. 2 residences on 1 property. Rhonda will send letter to owner.
5. Rhonda gave heads up regarding woman from Certified demanding permits

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within 24hours of receipt of payment. Due to processing times Rhonda will not be able to send permit within a rushed timeline. Trustees agreed.

6. Schills – in process.
7. Chris asked about building on 14 where there is some kind of structure being built. Rhonda said it is on her list and she will ask Heaven to add it to her list.

Other: Chris – Said Debbie asked him to bring up a question from a mini horse club. They would like to know if they can use the Town Hall to meet. They meet 5x's per year and on Sundays for no charge. Some of their members are from Edinburg. Chris said he doesn't see a problem with it. He said they meet on Sundays in the summertime and that is when the Town hall isn't generally in use. Tim said he had no problem with it. Jeff agreed.

VII. Fiscal Officer:

1. Bill clarified date and time of Re-Organization meeting December 26th at 6:30p.m.
2. Emily is working on waste control contracts. She spoke to other vendors. Ohio Valley Waste will charge us \$250 per container for pick up when we end service. There are some other differences. Tim wanted to make sure that we are not locked into auto renew. Bill gave contract to Trustees to look at. Tim stated that he does not want us to do an auto renew contract. Emily and Bill agreed. Chris said we will sign for a year and revisit next year. Discussion regarding residential pick-up schedules from Ohio Valley Waste.

MOTION: resolution 2025-033 TO ACCEPT OHIO VALLEY WASTE FOR 1 YEAR AT CURRENT RATE.

Moved by: Bixler Second by: Diehl

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

3. Bill circled back on timesheets process for Fire. It took time but was to be expected for process change. There were some discrepancies but they evened out when we compared against new process.
4. Bill received a call from Shannon Paulus regarding complaints from Fire Dept. regarding payroll. Bill asked her why she didn't present this information to Jesse or whomever was working in his stead. She stated that this needed to be handled immediately. Bill said he would review and present at Trustee Meeting. He asked her to send him the names of the individuals with the grievances. He did not get those names. He and Emily did review the roster and also worked with Jesse. Discussion regarding ranks. (Ie Emt basic vs. firefighter.) There were two individuals that needed their pay adjusted and retro paid. Bill and Emily made those adjustments and paid the employees the adjust rate, as were not listed on new year fire dept. report. There was a third employee who needed adjusted and we made that adjustment and retro paid him as well, as his new certification was not listed on the roster correctly. We also sent an email with the itemized information for each employee to Jesse so he could review independently with each of his team members that were affected.

VIII. Motion to pay Bills: Chris made a motion to pay the bills, eft and warrants shared; 44117-44132

Moved by Jeffrey Second by Diehl

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

Jeffrey referring to agenda format; asked if we can eliminate Trustee Reports.

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Tim asked to eliminate old business. Bill stated that it is a place holder for meeting minutes and follow ups.

All agreed to keep format the way it is.

IX. Mr. Diehl made a **motion** to Adjourn the meeting at 8:20 pm.

Moved by Jeffrey. Second by Chris.

Mr. Pfile: Yes

Mr. Diehl: Yes

Mr. Bixler: Yes

Chris Diehl, Chairman

Tim Pfile, Vice Chairman

Jeffrey Bixler, Trustee

William McCluskey, Fiscal Officer