

RECORD OF PROCEEDINGS

Minutes of the Vermilion Township Board of Trustees' Regular Meeting

Held Wednesday, January 21st, 2026

The Pledge of Allegiance was given.

The meeting was called to order by Chairman Kenneth Baughman at 6:30pm.

The roll call resulted as follows: Mr. Kenn Baughman, Mr. Don Rowe & Mr. Keith Sexton were present.

Rowe made a motion to enter into Executive Session per ORC §121.22(G)(3) To confer with an attorney on matters of pending litigation; to discuss an email from ECAPA Jason Hinners. Sexton seconded the motion. Baughman, Rowe & Sexton voted to accept the motion. **20260121-01**

Rowe made a motion to enter into Executive Session per ORC §121.22(G)(1) To discuss personnel, to consider dismissal, discipline of a public employee or official, or the investigation of charges or complaints against a public employee. Sexton seconded the motion. Baughman, Rowe & Sexton voted to accept the motion. **20260121-02**

Rowe made a motion to enter into Executive Session per ORC §121.22(G)(1) To discuss personnel, to consider dismissal, discipline of a public employee or official, or the investigation of charges or complaints against a public employee; to discuss part-time snow plow driver wages. Sexton seconded the motion. Baughman, Rowe & Sexton voted to accept the motion. **20260121-03**

In Correspondence: a letter was received from Ken Burkins regarding the Township Building Department.

Baughman opened the floor to the audience.

Reenie Rak of Ridsen Road asked Baughman to withdraw his lawsuit against the Township.

Ken Burkins of West Lake Road was impressed with Township snow plowing. Burkins read his letter stating transferring the Building Department back to the Township will not make a profit, but a loss. The letter was submitted by Burkins, Mr. Bill Via, Mr. Tom Kreukmeyer, Mr. Ed Yandek, Mr. Eric Kircher, Mr. Larry Deem, Ms. Reenie Rak, Mr. David Strittmather and Mrs. Randi Strittmather.

Larry Deem of Cherry Road asked what the cost is to the Township for the current legal cases. Baughman replied legal services are provided by the Erie County Prosecutors Office through taxes already paid.

Bob Joslyn of State Road asked now that the Zoning Boards and Commissions Secretary has resigned who is going to be in the office so he can get zoning records and materials, as he doesn't see anyone in the office. Baughman replied that anyone can get records by contacting the Fiscal Officer and the trustees will discuss filling the position. Rowe said the trustees, fiscal officer, administrator, and building inspector have regularly been in the office for many hours.

Dan Ladrach of State Road said he used to be an OSHA inspector and with the building activity happening in the Township, a Township building inspector is needed. The City of Vermilion is supposed to be inspecting, but they are not. Erie Regional Planning spent time on a flood study, but didn't give the residents any answers.

Chris Ksenich of Darrow Road asked which trustees voted to move Triana's pay to the general fund and why are they considering reinstating Triana's run pay, Fire and EMS should be separate. Baughman responded unlike the City of Vermilion, the Fire and EMS are one department with one budget. All Township fire department personnel go out on fire calls and EMS calls.

Joe Baxter of Coen Road said a Township Building Department would bring in plenty of revenue. If all the building fees from the township that went to the city are considered plus add in contractor registration fees. Baxter noted having all contractors registering with the Township will help protect the residents from shoddy work or scams, which he has already seen plenty of. Baxter stated the type of excavator the Township is considering is not available to rent. This heavy-duty type of machine can complete many more projects, keep project in house for a great savings and will be much safer for the workers.

Michelle Davis from Medicount Management gave a presentation on insurance billing for the ambulance/EMS service. The Township has a 98% collection rate, the highest in Erie County.

A resume was received from Rosemary Kovacs for a Zoning Board open alternate position. Rowe made a motion to appoint Rosemary Kovacs to the Vermilion Township Board of Zoning Appeals as an alternate with a term ending December 31st, 2030. Sexton seconded the motion. Baughman, Rowe & Sexton voted to accept the motion. **20260121-04**

A resume was received from Joseph Trinter for a Zoning Board open alternate position. Rowe made a motion to appoint Joseph Trinter to the Vermilion Township Zoning Commission as an alternate with a term ending July 31st, 2030. Sexton seconded the motion. Baughman, Rowe & Sexton voted to accept the motion. **20260121-05**

Rowe made a motion to clarify and establish the effective date for the Fire Department/EMS personnel increased hourly pay rates for pay period starting December 28th, 2025. Sexton seconded the motion. Baughman, Rowe & Sexton voted to accept the motion. **20260121-06**

Sexton made a motion to update office hours now that the Building Department is full time. Baughman seconded the motion. The motion was tabled for further review.

Rowe made a motion to establish the Building Department fees on a 90-day basis until they can be reviewed in full based on the City of Vermilion fees, which are under their ordinances, *1440.02 Residential Building Permits and Zoning Permit Fees*. Sexton seconded the motion. Baughman, Rowe & Sexton voted to accept the motion. **20260121-07**

Rowe made a motion to approve the 2026 Erie County Auditor Geographic Information System (GIS) cost share participation fee of \$5,036.26. Sexton seconded the motion. Baughman, Rowe & Sexton voted to accept the motion. **20260121-08**

A letter was received from Erie County Recorder Nicholas Smith regarding filing and fees for any zoning amendments passed in 2025. Rowe made a motion to approve the filing fee of \$20.00 for the new

Zoning Code amendment passed in 2025, under Resolution 2025-15 Political signs. Sexton seconded the motion. Baughman, Rowe & Sexton voted to accept the motion. **20260121-09**

Zoning Boards and Commissions Secretary Laraine Bailey submitted a letter of resignation. Rowe made a motion to accept the resignation. Sexton seconded the motion. Baughman, Rowe & Sexton voted to accept the motion. **20260121-10**

Rowe noted that Road Foreman Steve Young has been on vacation. He thanked Administrator Kurt Johnson for driving a snow plow for several days to help out Roads Assistant Ryan Kohl. He also thanked Building and Zoning Inspector Joe Baxter for helping out in a previous storm when he was Administrator.

Baughman announced the Erie County Commissioners Public Hearing on the Waterwood Tax Increment Financing (TIF) on January 22nd, 2026 at 9:30am at 2900 Columbus Avenue, Sandusky. The DiGeronimo Development Company is seeking a \$7 million dollar tax incentive.

Baughman announced the next meeting would be Tuesday February 3rd, 2026 at 6:30pm. The meeting was moved to Tuesday as the Ohio township Association Winter Conference starts on Wednesday, February 4th, 2026.

Johnson noted a letter was received from Erie County Engineer's Office Drainage Superintendent Jeremy Blakely that they were working with Northern Ohio Rural Water (NORW) and the Ed Burdue Company about water lines not properly marked in regards to the South Cherry Road Storm Sewer Replacement Project.

Baughman recessed the meeting at 7:33 to enter into Executive Session.

The regular the meeting was called back to order at 9:37pm The returning roll call resulted as follows: Baughman, Rowe & Sexton were present.

Baughman introduced *Resolution 2026-04 Authorizing The Expenditure Of Funds For Roads Maintenance Project To Pay Hart Asphalt Incorporated An Amount Of \$3,900.00 For Additional Work To The North Ridsen Road Maintenance Project As Outlined In Change Order Number One* and moved forward for its adoption. WHEREAS the Vermilion Township Board of Trustees adopted resolution 2025-08 at its regular meeting on April 2nd, 2025 to enter into an agreement with Hart Asphalt Incorporated for the application of an asphalt overlay of 7,300 square feet of North Ridsen Road, the Township Road within Vermilion Township as outlined in Hart proposal number 2025-0031 and for an amount not to exceed \$16,500.00. WHEREAS the Board of Trustees approved motion #20251001-06 at its regular meeting on October 1st, 2025 to amend resolution 2025-08 to an amount not to exceed \$28,000.00 for the following additional work to the project. 1) Additional milling on a portion of North Ridsen Road in the amount of \$3,900.00, known as Change Order #1 and 2) additional paving of 900 square feet on North Ridsen Road in the amount of \$7,800.00 known as Change Order #2. WHEREAS Hart Asphalt Incorporated performed the work outlined in proposal 2025-031, Change Order #1 and Change Order #2. WHEREAS the Board of trustees approved motion 20251119-05 at its regular meeting on November 19th, 2025 to expend the necessary funds to pay Hart Asphalt Incorporated in the amount of \$16,500.00 for the work outlined in proposal 2025-0031 and \$7,800.00 for the work outlined in Change Order #2. WHEREAS the Board of trustees seeks to expend the necessary funds to pay Hart Asphalt Incorporated in the amount of \$3,900.00 for work outlined in Change Order #1.

NOW, THEREFORE, BE IT RESOLVED that the Vermilion Township Board of Trustees, Erie County, State of Ohio amends Resolution 2025-08 in an amount not to exceed \$28,200.00 and FURTHER, BE IT RESOLVED

that the Vermillion Township Trustees, Erie County, State of Ohio authorize the expenditure of necessary funds from the Road and Bridge Fund 2031 to pay Hart Asphalt Incorporated 3420 Liberty Avenue, Vermillion, Ohio, the amount of \$3,900.00 for the performance of the work outlined in Change Order #1. Rowe seconded the resolution. Baughman, Rowe & Sexton voted to adopt the resolution.

20260121-11

Rowe made a motion to amend the motion to set the salary for Vermilion Township Building & Zoning Inspector Joe Baxter; establishing a salary of \$5834.00 per month with insurance benefits. Salary is based on a 40-hour work week with vacation and holidays as outlined in the Vermilion Township Employee Manual. To be effective January 1st, 2026. To build and organize the Building Department to be further reviewed in 90 days. Sexton seconded the motion. Baughman & Rowe voted to accept the motion.

Sexton voted against. **20260121-12**

Baughman adjourned the meeting at 9:44pm.

Trustee Kenneth M. Baughman – Chairman

Trustee Don R. Rowe

Trustee Keith M. Sexton

Fiscal Officer Stephanie M. Johnson

Smj 1/23/2026