

RECORD OF PROCEEDINGS

Minutes of the Vermilion Township Board of Trustees' Regular Meeting

Held Wednesday, February 18th, 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.

Sexton made a motion to amend the agenda to add a discussion on feasibility study for the Fire & EMS Department. Rowe seconded the motion. Baughman, Rowe & Sexton voted to accept the motion.

20260218-01

Rowe made a motion to go into executive session per ORC § 121.22(G)(3) to confer with an attorney on matters of pending litigation. Erie County Assistant Prosecutor Charles Bennett will be attending via phone. Baughman seconded the motion. Baughman, Rowe & Sexton voted to accept the motion.

20260218-02 Baughman noted executive session would take place at the end of the meeting after all other business had been taken care of.

A letter was received from Erie County Engineer's Drainage Superintendent Jeremy Blakely recommending awarding the Stanley Road Drainage Improvement Project to Herk Excavating of Vermilion, who was the lowest bidder. Also received was a Notice of Award to be signed by the chair and given to Herk.

A renewal contract was received from iWorq for the Building and Zoning permit software. The trustees asked Vermilion Township Administrator Kurt Johnson to review it with Erie County Assistant Prosecutor Jason Hinners.

Rowe made a motion to approve the February 3rd, 2026 Trustees' Regular Meeting Minutes. Sexton seconded the motion. Baughman, Rowe & Sexton voted to accept the motion. **20260218-03**

Baughman opened the floor to the audience.

Bill Via of West Lake Road said so far, the compensation for Building & Zoning Inspector Joe Baxter has exceeded the permits taken in.

Ken Burkins of West Lake Road asked Baughman to drop his lawsuit.

Ron Dickel of Barnes Road would like the Building Department back in the Township, but if not, residents could hire their own inspectors.

Martha Dickel of Barnes Road gave some history of the Township and said she is passionate about it as her family goes back many generations. She asks why the group called TEAM wants to do away with the Fire Department and the Building Department. When those departments were with the City of Vermilion, the Township did not get their money's worth. This group should try to help the Township, not hinder. They should run for the Trustee position.

Dan Ladrach of State Road said the City of Vermilion does not have its own building inspector, things are not being inspected. Therefore, the Township needs its own Building Department. The Fire Department does not have the equipment to handle a fire on the 5-story buildings that were permitted to be built.

Baughman is troubled by an article in a local paper stating an attorney-client-privileged document was sent to the Ohio Board of Building Standards in December of 2025, however, that document was not released to the public until January of 2026.

Rowe made a motion to establish Township office hours as Monday through Thursday from 9:00am to 1:00pm, excluding holidays. Sexton seconded the motion. Sexton said with a full time Building Department now, office hours should be 8:00am to 4:30pm. Baughman & Rowe voted to accept the motion. Sexton voted against. **20260218-04**

In regards to proposed security camera upgrades and relocating the server, Johnson said he has not received any updated estimates that were requested. Johnson recommended to go with Accurate Business Machines, who had the lowest price and all the equipment requested. Rowe made a motion to purchase the specified camera equipment and move the server from Accurate Business Machines, estimate #4765, not to exceed \$2230.00. Sexton seconded the motion. Baughman, Rowe & Sexton voted to accept the motion. **20260218-05**

Baughman asked if Rowe and Sexton were ready to discuss updates to Chapter Seven of the Employee Handbook. Sexton said bereavement and jury duty needed to be clarified. They agreed to continue to review.

The Country Breeze Store at 4303 State Route 60, Vermilion; through the Ohio Division of Liquor Control, requested to transfer a liquor permit from Country Breeze, Inc. to Country Breeze on 60/Country Breeze Carry Out. The documentation asked if the Township requests a hearing on the matter. The Board was not approving the license, just deciding about a hearing. Rowe made a motion that the Township DOES NOT request a hearing. Sexton seconded the motion. Baughman, Rowe & Sexton voted to accept the motion. **20260218-06**

Baughman announced the next meeting would be Wednesday March 4th, 2026 at 6:30pm

Sexton reported he attended the Erie County Township Association EMS Sub-committee meeting. *Townships are struggling on how they can provide services and stay within their current budget. Oxford, Groton and Berlin Townships are in negotiations with their private EMS provider. The City of Vermillion is in conversations with Erie County to conduct feasibility studies on water and sewer management. Vermillion Township is not the only local government agency struggling with the rising costs and providing government services to its residents.* I've reviewed the Township's 2025 Medi-Count yearly report with a representative and now I have a better understanding of the EMS billing system and what we actually receive from Medicare and Medicaid. Currently we are receiving about 62% of our billable rate on an EMS call with Medicare and Medicaid. We're not able to collect the remainder of the adjustable amount. 66% of runs are Medicare or Medicaid. Reviewing our Fire Department EMS yearly report, 92% of our calls are EMS related. Also in the fire report, the fire chief made a note of our aging equipment and our growing community. Our departments do an excellent job providing the Township with EMS and Fire protection and they're to be commended as they continue to serve the community. At the end of the report, the fire chief also suggested as a board we do a better job. I agree, as a board

we need to get out in front of this and create a plan. Erie County Commissioners have offered to provide a feasibility study and analysis to our Fire and EMS Department to make recommendations on strategy and present multiple plans to incorporate the most effective way to provide fire and EMS services to Vermilion Township. What do we do with the study is entirely up to us. Sexton made a motion to submit a letter of request to Erie County Commissioners to provide a study at no cost to the township.

Baughman seconded the motion. Baughman & Sexton voted to accept the motion. Rowe abstained.

20260218-07

Rowe acknowledged an act of kindness by Vermilion Township Building & Zoning Inspector Joe Baxter. On a recent day with single digit temperatures, a woman ran out of gas on Kneisel Road with her infant in the car. Baxter got her some gas then followed her to the gas station to be sure she would be alright.

Rowe noted that he, Baxter and Vermilion Township Zoning Commission Chair Bob Joslyn recently attended the Ohio Township Association (OTA) Winter Conference in Columbus. They took part in many classes and workshops and are excited to bring that knowledge back to the Township.

Baughman recessed the meeting at 7:25pm to go into Executive Session.

Baughman called the regular meeting back to order at 7:57pm.

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

Baughman made a motion to NOT waive attorney-client-privilege in the current litigation Case #204-CV-0128 and direct the chair to draft a letter to the Erie County Prosecutor's Office to that effect. Rowe seconded the motion. Baughman, Rowe & Sexton voted to accept the motion. **20260218-08**

Rowe stated Brightspeed workers were in the Township again, putting lines in without permits and needed to be made aware of the moratorium because of the damages they have caused. Johnson said he spoke with a representative at length about getting this problem resolved. He also asked for a map of intended work so that could be cross reference with Baxter to be sure all permits were pulled, if and when work can resume in the future.

Baughman commented he talked with a spokesperson at US Congresswoman Marcy Kaptur's office about the postal issue for some residents on State Route 60. The Cleveland Post Office and the District Post Office are working on the issue. This is a common problem and there is a person assigned to just this task.

Baughman adjourned the meeting at 8:01pm.