

RECORD OF PROCEEDINGS

Minutes of the Vermilion Township Board of Trustees' Special Meeting

Held Thursday, February 26th, 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.

Vermilion Township Administrator Kurt Johnson discussed issues with iWorq Building & Zoning Permit software and how they were resolved, annual billing for service will continue. The option of using iWorq's RayRock system for taking credit card payments was discussed.

Rowe made a motion to enter into Executive Session per ORC §121.22(G)(1) To discuss personnel, to consider the appointment, employment, promotion, demotion, or compensation of a public employee(s). Sexton seconded the motion. Baughman, Rowe & Sexton voted to accept the motion.

20260226-01

Baughman recessed the meeting at 7:03 to enter into Executive Session.

Baughman called the special meeting back to order at 8:58pm.

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

Rowe made a motion grant unpaid personal leave for Vermilion Township Building & Zoning Inspector Joe Baxter from February 26th, 2026 through March 12th, 2026. Sexton seconded the motion.

Baughman, Rowe & Sexton voted to accept the motion. **20260226-02**

Rowe made a motion to offer the Vermilion Township Boards & Commissions Secretary position to Eileen Fenton-Adams for \$20.00 per hour on an as needed basis. Sexton seconded the motion.

Baughman, Rowe & Sexton voted to accept the motion. **20260226-03**

Rowe made a motion to have Sexton investigate training opportunities for CDL licensure through Erie County for Township employees. Sexton seconded the motion. Baughman, Rowe & Sexton voted to accept the motion. **20260226-04**

Rowe made a motion to place an ad for a part time worker for the Vermilion Township Road Department. Detail to be established at the Wednesday, March 4th, 2026 meeting. Sexton seconded the motion. Baughman, Rowe & Sexton voted to accept the motion. **20260226-05**

Baughman adjourned the meeting at 9:03pm.