

RECORD OF PROCEEDINGS

Minutes of the Vermilion Township Board of Trustees' Regular Meeting

Held Wednesday September 3rd, 2025

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. Kurt Johnson & Mr. Don Rowe were present.

The August 6th, 2025 Trustees' Regular Meeting Minutes were approved as written. **20250903-01**

Seventy-six bills/warrants totaling \$84,354.89 were submitted for payment. Baughman made a motion to approve the warrants and receive the treasury reports. Johnson seconded the motion. Baughman, Johnson & Rowe voted to accept the motion. **20250903-02**

Vermilion Township Fire Chief Frank Triana reported 60 runs for August & reports have been submitted to the state. Runs include: Brush fire/explosion-1, Motor vehicle crash-3, False call-1, Grass fire-1, Electrical/structure fire-1, Structure fire-1, Wires down-1, Open burning-2. Squad 813 repairs should be finished soon. Brush Truck 841 is at Liberty ford for brake calipers, pads and hoses. The sirens on Squad 812 were replaced. The crew has been cleaning the firehouse ceiling and removing bird nests. Ohio Edison needs to be notified of a faulty street light at the corner of Darrow and Thompson Roads. Triana asked for approval to have Sattelight Electric troubleshoot the back lot light tower and the firehouse ducts cleaned. The Trustees agreed these were routine maintenance items and Triana could handle them. Baughman reminded the residents that the Fire Department Spaghetti Dinner was Sunday September 7th from 3-7pm.

Vermilion Township Road Crew Foreman Steve Young reported the latest round of mowing was complete before the Labor Day holiday. Young and Roads Assistant Ryan Kohl attended ArcGIS training. Ridsen Road North overlay should be completed this month. A quote for a mini-excavator has been received. The Erie County Engineer's Office examined Daylon Court and gave several different options. Trinter and Thompson Roads are being crack-sealed in-house. The Township Fall Cleanup Day is next Saturday, September 13th from 7:30am to 3:30pm at the Barnes Road location. Young reminded the residents that tires on rims, propane tanks, gas, oil, paint, lithium or car batteries will not be accepted. Rowe thanked Firefighter Dan Yost for lending a hand to the road crew. The Trustees and Administrator said they will all be there to help out on cleanup day. Baughman asked Young to elaborate on some of the options the County gave for Daylon Court. Young responded that the county recommended a section could be done each year.

Vermilion Township Administrator & Zoning Inspector Joe Baxter reported J&J Door is still waiting on the new fire-bay doors to arrive. Mr. Ed Burdue is in attendance to ask for an extension on the South Cherry Road Project due to inclement weather putting him behind schedule for the season. Baxter is happy with the ArcGIS software with all its capabilities and is working on different mapping layers. Rowe & Johnson asked if a text alert system to residents can be set up through this program, Baxter is working on that. The last month saw nine permits, seven verbal warnings and one violation issued. Baxter expressed

concern over procedures for after a house fire. An example was given of an unfinished crawl space, where code requires only a vapor barrier. However, chemicals from the reaction of the fire and from fire suppressants absorb into the crawlspace soil, contaminating it; which can eventually leach into the house. The code should be reviewed to require the space to be filled in the concrete or the soil removed and replaced with stone, then the vapor barrier. This would help protect the residents.

Rowe asked Baxter if he could elaborate on a property issue at Mitiwanga. Baxter worked with several homeowners and the HOA to find survey pins and proper boundary lines.

Vermilion Township Fiscal Officer Stephanie Johnson reported every year the Erie County Budget Commission meets with all the fiscal officers and hopefully at least one trustee. This year the commission was pleased to see all the trustees attended and they were impressed by the input from all three. S. Johnson thanked the Trustees for accompanying her to that meeting. Rowe thanks S. Johnson for her work on the budget and for being fiscally responsible with the Township tax dollars.

Baughman introduced *Resolution 2025-20 AUTHORIZING VERMILION TOWNSHIP TO ENTER INTO A CONTRACT WITH NATIONAL PAVEMENT ANALYSIS FOR PAVEMENT ASSESSMENT WORK ON ALL TOWNSHIP ROADS* and moved for its adoption. NOW THEREFORE, BE IT RESOLVED, by the Vermilion Township Board of Trustees, Erie County, State of Ohio approves and authorizes a contract with National Pavement Analysis LLC, 7324 Buckridge Drive, Powel, Ohio at a cost not to exceed \$5,500.00 for appropriate services as outlined within the proposal from National Pavement Analysis LLC, for and upon the complete inventory of township roads. Rowe seconded the resolution. Rowe asked if any of this analysis would already be part of the ArcGIS software. Young stated no, this information will be added for another layer of cross-referencing. Baughman, Johnson & Rowe voted to approve the resolution.

20250903-03

Baughman introduced *Resolution 2025-21 AUTHORIZING VERMILION TOWNSHIP TO ENTER INTO A CONTRACT WITH ADT CONSTRUCTION, INC. FOR SIDEWALK INSTALLATION AT 1907 STATE ROAD, PROPOSAL 2025-0979*. NOW THEREFORE, BE IT RESOLVED, by the Vermilion Township Board of Trustees, Erie County, State of Ohio approves and authorizes a contract with ADT Construction, Inc., 3420 Liberty Avenue, Vermilion, Ohio at a cost not to exceed \$25,000.00 for appropriate services as outlined within the proposal from ADT Construction for and upon the Vermilion Township Hall property located at 1907 State Road to install a five-foot-wide sidewalk along the entire east and entire south sides of the property, but excluding the three driveway aprons and including a four-foot-wide sidewalk walkway up to the southside entranceway door from the new sidewalk to the sidewalk already in existence. AND FURTHER, BE IT RESOLVED THAT; No portion of the sidewalk shall be constructed within any portion of the public rights-of-way along either State Route 60 or Kneisel Road; with a quarter turn arching walk from the east side to the west side of the property at a twenty-five-foot 90-degree radial turn; and that the funds for this contract shall be paid out of fund #4901: Miscellaneous Capital Projects. Rowe seconded the resolution. Baughman stated sidewalks are a public safety issue and would like to have them installed so the Redwood Development has to meet the existing standards with their sidewalks. Rowe remarked the drawings in all the estimates do not show the sidewalks going the full length of the property on the south side (Kneisel Road). Johnson questioned exactly where the sidewalks would go as the drawings did not indicate existing trees, fence, ditch and a manhole. Johnson also inquired what the Township's liability would be and about clearing the sidewalks of snow. Johnson made a motion to table the resolution for new estimates with complete sidewalks. Rowe seconded the motion. Johnson & Rowe voted to accept the motion. Baughman voted against. **20250903-04**

Baughman opened the floor to the audience.

Malcolm Williams of Darrow Road said the Orchard Beach sewer plant is not working properly; some of the Cuddeback/Orchard Beach cemetery graves are outside of boundary lines and is concerned about digging there. Baughman explained the Erie County Health Department has been contacted about the sewer plant and there will only be clearing of overgrown brush and trees to properly see where all the graves are located.

John Brandt of Cherry Road had some questions about his accessory building and permit.

Ed Burdue of Ed Burdue & Company, LLC Excavating & Demolition, Sandusky stated his construction projects are all behind schedule due to Spring weather conditions and asked for an extension on the South Cherry Road Storm Sewer Replacement project.

John Wisnieski of Darrow Road asked if the Trustees supported the Fire Levy on the November Ballot. Baughman responded that it is up to the voters to decide if they want it or not.

Bill Via of West Lake Road announced the Friends of Vermilion Township was holding a Meet the Candidates Night on Wednesday, September 24th, 2025 from 6:30 to 9:00pm at the Vermilion AmVets Post 22 at 1517 State Road, Vermilion. Via invited all the candidates and residents to attend.

Larry Deem of Cherry Road asked the status of Baughman's lawsuit.

Terry Pena of West Lake Road asked about the boundary lines between his property and the Cuddeback-Orchard Beach Cemetery and about graves on property.

Baughman asked about estimates for concrete driveways, aprons and parking areas on Township property to facilitate public and Fire Department needs and what material it should be. Young noted asphalt is less expensive and easier to repair. Baxter commented heavy fire trucks sitting on asphalt on a hot day is not recommended. Young agreed. Baxter will price out a concrete apron for in front of all eight fire-bay doors. Johnson said the apron should be at least five feet longer than the trucks.

The Erie County Board of Elections sent a draft copy of the fire levy ballot to proofread. Baughman read the ballot language. Johnson made a motion to approve the ballot. Rowe seconded the motion. Baughman, Johnson & Rowe voted to approve the motion. **20250903-05**

Johnson made a motion to amend *Resolution 2025-10 Authorizing the Board of Trustees to Enter Into a Contract with Ed Burdue & Company, LLC to Complete the South Cherry Road Storm Sewer Replacement Project* to extend the completion date to April 17th, 2026. Rowe seconded the motion. S. Johnson noted a certificate from the Erie County Engineer's Office was received, also approving the extension to April, 17th, 2026. Baughman, Johnson & Rowe voted to approve the amendment. **20250903-06**

Baxter stated a discussion is needed for changes to the Township Zoning Code as it relates to rebuilding structures over fire incident sites. This would greatly help and protect the residents. Baughman said a resolution is needed to submit to the Vermilion Township Zoning Commission. The Commission then reviews and makes their recommendation. Then another resolution would be done to approve the change in the zoning code. Baughman remarked it has to be permissive on statutes and he would help with the research and language.

Baughman commented the Ohio Auditor of State is requiring all entities to have a cybersecurity policy in place and tasked Baxter to begin working on it.

Johnson said the heavy construction vehicles for the WaterWood Resort Development have created much damage to West Lake Road plus it's ditches and North Joppa Road. He has spoken with Erie County Engineer Eric Dodrill and the contractor will be required to make repairs. The Engineer's Office has a form letter for the Township to send to the Ohio Department of Transportation (ODOT). Baxter said there is language in the PUD that the developer would resurface North Joppa Road.

Main Street Vermilion Marketing & Outreach Director Amy Hoffman spoke about the Lake Erie Shores & Islands Travel Guide. The Township has contributed to the advertising for 11 years. Hoffman asked the Township for continued support as the advertising helps the township businesses. Johnson made a motion to advertise in the Lake Erie Shores and Islands (LESI) Travel guide through Main Street Vermilion for \$2,500.00. The funds come from bed tax; it covers the cost to advertise in the magazine. Rowe seconded the motion. Johnson & Rowe voted to accept the motion. Baughman voted against.

20250903-07

Baughman, Baxter & resident John Brandt discussed his property/building/zoning issue in more detail.

The next meeting would be Wednesday September 17th, 2025 at 6:30pm

Baughman adjourned the meeting at 8:25pm.

Trustee Kenneth M. Baughman – Chairman

Trustee Don R. Rowe

Trustee Kurt W. Johnson

Fiscal Officer Stephanie M. Johnson

Smj 9/7/2025