

RECORD OF PROCEEDINGS

Minutes of the Vermilion Township Board of Trustees' Regular Meeting

Held Wednesday April 23rd, 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. Don Rowe were present. Mr. Rodger Scott was absent.

Baughman made a motion to approve the minutes from the April 2nd, 2025 Trustees' Regular Meeting & the April 8th, 2025 Trustees' Special Meeting. Rowe seconded the motion. Baughman & Rowe voted to accept the motion. **20250423-01**

Baughman made a motion to accept the resignation of Trustee Rodger Scott. Rowe seconded the motion. Baughman thank him for his service. Baughman & Rowe voted to accept the motion. **20250423-02**

Fifty-four bills/warrants totaling \$36,400.06 were submitted for payment. Baughman made a motion to approve the warrants. Rowe seconded the motion. Baughman & Rowe voted to accept the motion. **20250423-03**

Erie County Sheriff Paul Sigsworth thanked the trustees for having the Sheriff sub-station on premise and asked if there is anything he can do for the Township. Extra patrol has been on State Route 60 due to all the traffic.

Vermilion Township Fire Chief Frank Triana reported SCBA apparatus testing is complete. Hose and ladder testing is scheduled. Bay door/panel replacement quotes are being gathered.

Vermilion Township Administrator & Zoning Inspector Joe Baxter reported issuing seven permits in April to date. The following are being looked at for the Township Hall: estimates for gutters, bay doors and painting the exterior of the building; EHOVE about repainting the Fire Department sign; McQueen Sign about updating the LED sign. This sign could also be used for advertising. West Roofing did a free inspection of the roof. Looking into accepting credit card payments for permits. The new owners of a Thompson Road property are making strides at clean up. Baxter is working with The Vermilion County Club in regards to the rehabilitation and cleanup of the property; plus, the discrepancy of the property line with the cemetery next door. No entity is claiming the dilapidated "Welcome to Vermilion" sign next to the Township Road Garage, so the Township will take care of it.

Vermilion Township Fiscal Officer Stephanie Johnson asked for approval to renew the employee health insurance through Anthem. Rowe made a motion to accept the renewal of the Anthem Blue Cross Blue Shield Health Insurance for Township employees. Baughman seconded the motion. Baughman & Rowe voted to accept the motion. **20250423-04**

Baughman introduced *Resolution 2025-10 AUTHORIZING THE BOARD OF TRSUTEES TO ENTER INTO A CONTRACT WITH ED BURDUE & CO. TO COMPLETE THE SOUTH CHERRY ROAD DRAINAGE*

REHABILITATION PROJECT and moved it forward. Now therefore, be it resolved; that the Vermilion Township Board of Trustees awards the South Cherry Road Drainage Rehabilitation Project to Ed Burdue & Co., 3025 Venice Road, Sandusky, OH 44870, as per the specifications detailed in the plans and bid documents prepared by the Erie County Engineer's Office for a total fee and amount not to exceed \$223,498.50. To be passed by emergency so work can begin in an optimal timeframe conducive to weather and traffic. Rowe seconded the resolution. Baughman & Rowe voted to adopt resolution 2025-10. **20250423-05**

Rowe made a motion for Executive Session per ORC §121.22(G)(1) to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official. Baughman seconded the motion. Baughman & Rowe voted to accept the motion. (The Trustees will adjourn to Executive Session after the business portion of the meeting.) **20250423-06**

For Correspondence:

Baughman reported there was an email from Erie County Engineer's Office Drainage Superintendent Jeremy Blakely addressing Cherry Road and Risdan Road drainage issues and this included a letter from Erie County Engineer Eric Dodrill.

Baughman read an email from a Sperry Road resident concerning water pressure issues. Then read a response from Vermilion Township's Northern Ohio Rural Water representative Larry Deem.

Baughman opened the floor to the audience.

Carolyn and John Hill from Grand Harbor on West Lake Road in Vermilion asked the Trustees to consider Tom Kruekmeyer for the open trustee position.

Updated meeting rules were presented. Rowe made a motion to approve the updated meeting rules as written. Baughman seconded the motion. Baughman & Rowe voted to accept the motion. **20250423-07**

Rowe made a motion to accept the updated Zoning Fee Schedule to be effective June 1st, 2025. Baughman seconded the motion. Residential fees will be reduced. Rowe stated with taxes going up 28% on average due to the Erie County real estate evaluations, it was important to reduce fees. Baughman & Rowe voted to accept the motion. **20250423-08**

Baughman noted one of the numerous changes in HB315 (Ohio House Bill 315) that went into effect on April 2nd, 2025 is about public notifications. With newspaper circulation dwindling, Board of Trustee meetings no longer need to be need to advertised in a local paper. Meetings can be posted on an entity's website, bulletin board and social media. Zoning Commission and Board of Zoning Appeals meetings will still be advertised in the newspaper.

Baxter remarked the Township is prioritizing nuisance properties and stated again that he was working with the new owners of a Thompson Road property. Rowe thanked Baxter as improvement could be seen on that property. Rowe continued that he & Baxter were working with the Vermilion Country Club and owner Terry Pena. A 2025 survey confirmed a 2015 survey as to boundaries between the county club and Orchard Beach/Cuddeback Cemetery. Pena disagrees on the boundary lines and his documentation was lost in the fire that destroyed the club.

The Vermilion Township Zoning Commission submitted their recommendations to the Board of Trustees to approve to amend the lapsed PUD for Knite Development to finish Chardonnay Circle. Rowe Made a

motion for the Board of Trustees to hold a public hearing on the request by Knite Development LLC who is seeking to amend a lapsed PUD and finish Chardonnay Circle subdivision located in the Vineyards of Vermilion, Vermilion, OH 44089 (Parcel #12-00801.400 & #12-00018.001). Maps for the proposed plan will be available at the Township offices for examination prior to the public hearing. This hearing will be on Wednesday, May 21st, 2025, at 5:30 p.m. at the Vermilion Township Office Building. Baughman seconded the motion. Baughman & Rowe voted to accept the motion. **20250423-09**

Baughman suggested having a professional consulting company evaluate Fire Levy needs. Chief would like to keep things in-house; have open houses and fundraisers. There are nine steps to putting a levy on the ballot and they need to be completed by July 1st, 2025 to be on the November 4th, 2025 ballot.

Baughman noted there are zoning grant opportunities through the Ohio Department of Development's Housing Technical Assistance Program. A grant could be used to pay for a professional company to update the zoning book. Rowe made a motion to apply for the Ohio Department of Development Zoning Grant and have Zoning Solutions create a new zoning resolution book; provided the grant could be secured. Baughman seconded the motion. Baughman & Rowe voted to accept the motion. **20250423-10**

Baughman made a motion to pay Vermilion Township Zoning Commission and Board of Zoning Appeals alternates for attending a meeting to keep acquainted with the details, even though they don't actively participate in the meeting per ORC §519.13(B) and §519.05. Alternate pay to be the same as board member pay. Rowe seconded the motion. Baughman & Rowe voted to accept the motion. **20250423-11**

The Township Hall alarm system is very outdated. Rowe made a motion for Safe Harbor Security & Fire, LLC to upgrade the equipment for \$240.00. Baughman seconded the motion. Baughman & Rowe voted to accept the motion. **20250423-12**

Rowe made a motion to discuss returning the Building Department to the Township (from the City of Vermilion), funding permitting. Baughman seconded the motion. Rowe stated the City of Vermilion should only be involved on matters that overlap. The Trustees that transferred the building department to the city in 2022 said it would only be temporary and could be brought back at any time. Township officials should know what is going on in the Township. Baughman said currently there is no cost to the Township as the City collects the fees for permits and inspections. The City is having trouble finding Certified Building Inspectors. Baxter commented he has an Interim Inspector License and is working on the State license. The motion was tabled so the trustees could explore the options.

The Erie County Commissioners have Infrastructure Funding Grants for 2025. Baughman made a motion to submit the South Cherry Road Drainage Rehabilitation project and the Daylon Court concrete project for consideration. Rowe seconded the motion. Baughman & Rowe voted to accept the motion. **20250423-13**

Baughman recessed the meeting at 7:12pm. The Trustees adjourned to Executive Session.

The Trustees adjourned from Executive session and Baughman called the meeting back to order at 7:40pm. The roll call resulted as follows: Mr. Kenn Baughman & Mr. Don Rowe were present.

Baughman stated a qualified elector was needed to replace the seat vacated by Rodger Scott. Rowe made a motion to appoint Kurt Johnson to the vacated seat, effective May 1st 2025 through the end of

Scott's term, December 31st, 2025. Baughman seconded the motion. Rowe stated there were seven candidates and it was great to see so many that wanted to serve. Since it is not an election, it is a rare opportunity to choose a replacement. The Erie County Board of Elections, Erie County Prosecutors Office and Ohio Ethics Commission were all consulted by Johnson before submitting his resume. Baughman & Rowe voted to accept the motion. **20250423-14**

Baughman announced the next meeting would be Wednesday May 7th, 2025 at 6:30pm

Baughman adjourned the meeting at 7:45pm.