

Record of Proceedings – December 22, 2025
Washington Township Trustees, Warren County, Ohio

The meeting was called to order at 7:00 PM by President Jason Fisher. With Trustees Dale Settlemeyre and Scott Hagemeyer, Fiscal Officer, Sharon Coffman, and Road Supervisor Allen Stanforth present.

The Pledge of Allegiance was recited.

The minutes of December 8, 2025 were mailed to the Trustees prior to the meeting for review. Warrants 12756 through 12774 totaling \$71,107.30 were presented for approval.

A motion was made by Mr. Hagemeyer to approve the minutes for the December 8, 2025 regular meeting, Mr. Settlemeyre seconded. Mr. Fisher, aye; Mr. Settlemeyre, aye; Hagemeyer, aye. Motion passed.

A motion was made by Mr. Settlemeyre and seconded by Mr. Hagemeyer to pay the bills as presented. Mr. Fisher, aye; Mr. Settlemeyre, aye; Hagemeyer, aye. Motion passed.

Guests present where: Tim Books.

Mr. Fisher wished everyone a Merry Christmas and Happy New Year.

FROM THE FLOOR: Nothing

ROADS REPORT:

- Mr. Stanforth reported that during the last snow event we used 36 ton of salt making the annual total used this year 55 ton. We are still in good shape on salt.
- Allen received a call from Warren County Dispatch on Saturday night saying there was 14-15 vehicles stuck at the bottom of the hill on SR 350. ODOT wanted to know if we could help. Allen told them that he could not help, because we had our own roads to contend with and he didn't want to put the Township equipment down over that hill. The Trustees agreed with that decision.
- Mr. Fisher thanked Allen for a good job on plowing the roads. Ms. Coffman received a compliment from a resident about the condition of the Township roads.

Mr. Hagemeyer received a complaint from Mr. Hobbs on Senior Road for lack of plowing. Mr. Hagemeyer explained to Mr. Hobbs again that the Township is not responsible for that section. The private drive makes a 90 degree turn and is private property from there on back to the bike trail and beyond. This section had been paved and maintained in the past by a former road supervisor, until Mr. Stanforth discovered the mistake. This area is a driveway easement and is not to be legally maintained by the Township. Mr. Fisher would like to table this discussion; he will gather some maps and information and the Trustees will discuss again at the next meeting. In the meantime, Allen will continue as he has in the past.

- Southeastern Equipment could not get the chipper to act up so they could not repair anything on it. Allen let it run 45-60 minutes when he got it back and could not get it to act up either. So, he doesn't know what is wrong with it. There is a place in Westchester called Bobcat Enterprises that is a Bandit dealer. The Trustees told him to check out prices on a new chipper and also check with the dealer in Westchester to see if a problem has been missed that they may be able to find.

OLD BUSINESS:

- At the last meeting Mr. Settlemyre asked if there is a public participation policy that would limit the amount of time that public can speak during a public meeting. Mr. Fisher read the response received back from Adam Nice at the Warren County Prosecutor's Office. Mr. Nice pointed out that the public has no legal right to speak but if the Township chooses to let them speak, a limit can be set. He thinks it is a great idea to give a limit of up to 5 minutes for each person to speak. The Trustees discussed and a motion was made by Mr. Fisher and seconded by Mr. Hagemeyer that the Board President establish a time limit as he sees fit and to check with Mr. Nice and see if there is a policy in force at the County Commissioners. Mr. Fisher, aye; Mr. Settlemyre, aye; Hagemeyer, aye. Motion passed.
- Ms. Coffman presented Resolution No. 2025-11 Washington Township Personnel Policy. The Trustees reviewed the updates. A motion was made by Mr. Hagemeyer and seconded by Mr. Settlemyre to approve Resolution No.2025-11 Mr. Fisher, aye; Mr. Settlemyre, aye; Hagemeyer, aye. Motion passed.

NEW BUSINESS:

- Mr. Hagemeyer reported that the CWJFD had their last meeting of the year on December 11th. As a Board Member it has been very important to him to review budget projections against actual expenses on a quarterly basis. Chief Wysong and Assistant Chief Burton have done a very good job in the past two years of taking the department from where they were, after the passing of the former Chief with no succession policy in force, to where they are now. Money has been a big challenge. They have been able to make some of the money back through the contract services provided to Adams Township. Last year the western half of the Township was charged an equal amount to the revenue stream.

Mr. Hagemeyer was extremely happy to report that this year through quarterly reviews of the budget the department came closer to even with matching actual expenses against their projections. A couple things that contributed to this are:

1. This year the department implemented EMS Recovery Services. This service bills insurance companies for services. If a resident's insurance is billed and they only pay a portion of the billing the Township eats the difference but if a non-resident is billed the recovery services is used to collect the money. This year a similar service is being used for fire recovery services. The Department anticipated receiving \$10,000 from these services and actual money received was just over \$42,000.
2. An enormous contribution was that Assistant Chief Burton went through a grant writing class and was able to generate \$66,500 in funds for the Department.

One problem that the Department has is that the salaries of the members, (fire fighters, EMS, and Paramedics) are not in line with the general market. Volunteers do not exist anymore.

This past month the Department had 35 Fire runs and 53 EMS runs. Ten (10) of those runs were within Washington Township. The Out the Door time is 90 seconds.

The Annual Christmas for Board members was held at Whispering Hearts.

- The Trustees verified that the meeting dates for 2026 are the same as usual, meeting on the second and fourth Mondays of each month at 7:00 PM. Ms. Coffman will have the newspaper run this information.
- Ms. Coffman presented Resolution No. 2025-08 Authorizing the Fiscal Officer to move Money within the Same Fund when Needed. A motion was made by Mr. Hagemeyer to approve Resolution No. 2025-08. Mr. Fisher seconded. Mr. Fisher, aye; Mr. Settlemyre, aye; Hagemeyer, aye. Motion passed.
- Ms. Coffman presented Resolution No. 2025-09 Authorizing Reimbursement of Health Insurance Premiums for 2026. A motion was made by Mr. Hagemeyer to approve Resolution No. 2025-09. Mr. Settlemyre seconded. Mr. Fisher, aye; Mr. Settlemyre, aye; Hagemeyer, aye. Motion passed.

Ms. Coffman stated she will need paperwork from Trustees and Mr. Stanforth that shows their premiums for 2026.

- Ms. Coffman presented Resolution No. 2025-10 2026 Temporary Appropriations. A motion was made by Mr. Hagemeyer to approve Resolution No. 2025-10. Mr. Settlemyre seconded. Mr. Fisher, aye; Mr. Settlemyre, aye; Hagemeyer, aye. Motion passed.
- Ms. Coffman presented Resolution No. 2025-12 Supplementing the Fire Fund by \$5,700. A motion was made by Mr. Fisher to approve Resolution No. 2025-12. Mr. Settlemyre seconded. Mr. Fisher, aye; Mr. Settlemyre, aye; Hagemeyer, aye. Motion passed.
- There being no further business, a motion was made by Mr. Hagemeyer and seconded by Mr. Settlemyre to adjourn the meeting at 8:08 PM.

Jason Fisher
Trustee President

Sharon Coffman
Fiscal Officer