

Record of Proceedings – December 8, 2025
Washington Township Trustees, Warren County, Ohio

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

The Pledge of Allegiance was recited.

The minutes of November 24, 2025 were mailed to the Trustees prior to the meeting for review. Warrants 12753 through 12755 totaling \$4,137.64 were presented for approval.

A motion was made by Mr. Settlemyre to approve the minutes for the November 24, 2025 regular meeting, Mr. Hagemeyer seconded. Mr. Fisher, aye; Mr. Settlemyre, aye; Hagemeyer, aye. Motion passed.

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

Guests present where: Tim Books and Trent Kotch.

FROM THE FLOOR:

- Mr. Trent Kotch asked if the Washington Township Electric Aggregation Program was for only one year this time. Mr. Hagemeyer stated that the current contract end date is June 2026. The contract will be looked at again prior to that date.

ROADS REPORT:

- Mr. Stanforth stated that he gets calls on his personal phone concerning road issues. He believes that Dispatch is giving out his number. Mr. Fisher will call Dispatch and ask them to use the Township number instead.
- He will be looking to get some straps for both trucks to use in case one of the trucks get stuck while plowing.
- Mr. Settlemyre stated that on December 1, 2025 he met with Warren County Engineer, Kurt Weber and an Engineer from ODOT to discuss the proposed roundabout at Clarksville Road and SR22-3, to make sure the design is large enough for large farm equipment to maneuver. He said it was a productive meeting but the project is in Stage 1, money has been allocated but no design firm has been hired yet. They will send Mr. Settlemyre's concerns to the design team once they have one.

OLD BUSINESS:

- Ms. Coffman reviewed some updates in the personnel policy and the Trustees and Mr. Stanforth were given a copy to review. The policy will be voted on at the December 22, 2025 meeting. Articles to be updated are, Article III (3.1) Payment of Wages, Article VI (6.1.1) Combining paid time off/Leave, and Article VI (6.2) Holiday Leave.

- 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. Ms. Coffman will ask Adam Nice at the Warren County Prosecutor's Office if a policy is needed.

NEW BUSINESS:

- Ms. Coffman stated that the 2026 Temporary Appropriations will be ready at the next meeting.
- There being no further business, a motion was made by Mr. Hagemeyer and seconded by Mr. Settlemyre to adjourn the meeting at 7:37 PM.

Jason Fisher
Trustee President

Sharon Coffman
Fiscal Officer