

# Vermilion Township Board of Trustees

## Business Meeting Agenda: April 23<sup>rd</sup> 2025, 6:30 P.M.

This is a public meeting of the Vermilion Township Board of Trustees for the purpose of conducting the Vermilion Township's business and is not to be considered an open public forum. There is a specific time allowed for limited public participation during the meeting as indicated on the agenda. The **General Business Meeting** is conducted on the first Wednesday of each month and the **Supplemental Business Meeting** is held on the third Wednesday of each month; as needed. Both meetings are regular business meeting held at the Vermilion Township Hall, 1907 State St., beginning at 6:30 P.M.

*All Vermilion Township Trustee Organizational Rules & Adopted Meeting Rules apply.*

### **I. Pledge of Allegiance & Call to Order:**

*(Chair will lead the pledge, then declare the Meeting Title, Date, and Time the meeting was called to order.)*

### **II. Trustee Quorum Call by the Chair: Mr. Baughman, Mr. Rowe**

*(Fiscal Officer will conduct a Roll Call and the Chair will declare if a quorum is present for the purpose of doing business. The chair may declare the meeting in recess if a quorum is not present and act to compel the attendance of a quorum by an absent trustee member.)*

### **III. Adoption of the Agenda**

(Consent Decree)

The Board of Trustees approves all items on this Agenda (**III. thru IX.**) by means of a Consent Decree to be placed on this agenda unless a member of the Board of Trustees or the Fiscal Officer requests an item be added or removed from this Agenda and voted upon separately for addition or removal by a majority of the trustee members before the Chair accepts this agenda as approved and published.

*(If there is no objection the Agenda stands approved by Consent Decree by this board.)*

### **IV. Review and Approval of the Standing and Added Agenda Items:**

1. Approval of Previous Meeting Minutes as written. (Voice Vote by the Chair)
2. Motion to accept the resignation of Trustee Rodger Scott (Roll Call Vote by the Chair)
3. Presentation of the Warrants and Treasury Report. (Roll Call Vote by the Chair)
4. Erie County Sherrif's Report (**Sherrif Sigsworth**) (General Consent)
5. Fire Department: (Chief Triana) (General Consent)
6. Road Department: (Mr. Young) (General Consent)
7. Township Administrator's Report (Mr. Baxter) (General Consent)
8. Zoning Department: Inspector's Report (Mr. Baxter) (General Consent)
9. Fiscal Officer's Report (Mrs. Johnson) (General Consent)
10. **Resolutions Submitted for Formal Approval:** (Roll Call Vote by the Chair)
  - a. A Resolution to award a Contract for the South Cherry Road Drainage Rehabilitation Project to the best and lowest Bidder, by EMERGENCY.
11. **Executive Session (After New Business)** (Separate Roll Call Votes by Fiscal Officer)
  - a. To consider the appointment of a public official. ORC 121.22 (G)(1)
  - b. Quorum Roll Call to return to a Regular Business meeting is required.

12. **Old Business and New Business Items VII & VIII** (Voice or Roll Call Vote as required)
- a. Updated Meeting Rules (BAUGHMAN) (Voice Vote by Chair)
  - b. Updated Zoning Fee Schedule (ROWE) (Voice Vote by Chair)
  - c. Township Website Update & Progress, (BAUGHMAN) (Open Discussion)
  - d. Prioritizing Nuisance Properties (BAXTER) (Open Discussion)
  - e. **NEW BUSINESS:** Discussion of Zoning Commission Recommendations for the Knite Development PUD request submitted on **09 APRIL 2025**. Scheduling of the required Public Hearing at 5:30 PM on 21 May 2025 before the Regular Trustee Meeting. (ALL) (Posted on Township Web Site 4-21-25) (Voice Vote by Chair)
  - f. **NEW BUSINESS:** Discussion on having a professional consulting company come in to do a Fire Levy needs assessment. (ALL) (Voice Vote by Chair)
  - g. **NEW BUSINESS:** Review of proposal and grant opportunities for updating the entire Zoning Resolution with the assistance of a professional company at possibly no cost to the township. (BAUGHMAN) (Voice Vote by Chair)
  - h. **NEW BUSINESS:** BZA and Zoning Commission Alternates Member pay. (ROWE) (ORC 519.13(B) & ORC 519.05) (Voice Vote by Chair)
  - i. **NEW BUSINESS:** Safe Harbor Equipment Upgrade Proposal. (BAUGHMAN)
  - j. **NEW BUSINESS:** Re-establishing a Township Building Dept./ Inspector (ROWE)
  - k. **NEW BUSINESS:** Submittal of the South Cherry Road Drainage Rehabilitation Project to Erie County for additional funding consideration.

V. **Correspondence Submitted to the Board of Trustees**

The Chair shall read or make oral notes onto the audio record of all correspondence properly received in print or copied from correspondence properly received electronically that relates to the duties of the Board of Trustees and submit it (*or them*) to the Records Custodian for inclusion with, but separate from, the meeting minutes.

- a. Email from Jeremy Blakely, Drainage Superintendent, Erie County Engineer's Office addressing Cherry & Risdén roads drainage issues.
- b. Letter from the Erie County Engineer's Office addressing certain drainage issues.
- c. Email to Trustee Baughman from a Sperry Road resident concerning water pressure issues and responses from Mr. Larry Deem, our NORW representative.

- VI. **Open to the Audience / Public Commentary & Inquiry:** All Public Speakers are required to sign in with their proper legal name and address before being allowed to speak. All public speakers are allotted a maximum of five **(5)** minutes of floor time to discuss issues relevant to agenda items or other business that directly relates to the duties and responsibilities of the Board of Trustees. All public speakers are required to direct all comments to the Chair exclusively. All printed material must be handed to the Chair who will decide on the need for circulation to any other person within the room and submit it (*or them*) to the Fiscal Officer for inclusion with, but separate from, the meeting minutes. Any person disrupting the proceeding of the meeting or found in violation of the meeting rules may be removed after one warning by the Chair; or at the discretion of a majority of the board's trustees by motion. (See ORC 505.09 & ORC 2917.12(A)) Up to sixty (60) minutes may be allocated for the purpose of a limited public forum during the Open to the Audience portion of any regular or special business meeting.

- VII. **Old Business:** The Chairman will provide floor time for each trustee to discuss general topics of old business previously discussed, or to bring forward any **MOTIONS or RESOLUTIONS** for immediate consideration by the board.

- VIII. **New Business:** Chair will provide floor time for each trustee to discuss general topics of new business, not previously discussed, or to bring forward any **EMERGENCY RESOLUTIONS or MOTIONS** for either immediate consideration by the board; or referral by the Chair to the next meeting for additional research and discussion; or for Emergency Action as needed by the board.
- IX. **Incidental Business:** The Chair will ask if there is other business to come before the Board of Trustees. *(Incidental business includes but is not limited to special presentations not requiring formal action by the board and announcements of upcoming meetings and events related or relevant to the township or its residents.)*
- a. Motion to appoint a qualified elector to fill the unexpired term of office of Vermilion Township Trustee vacated by Mr. Rodger Scott, appointment effective 1 May 2025.
  - b. The next Board of Trustees meeting will be held in this building at 6:30 PM on 7 MAY 2025. This meeting will be a REGULAR MEETING.
- X. **Adjournment:** The Chair will ask if there is any other business to come before the board. If no trustee rises to the question or objects in any way, the Chair shall adjourn the meeting by Motion of Consent and declare, for the record, **"If there is no objection the Chair declares this meeting stands adjourned at (states the ending time of the meeting.)"**