

January 13, 2026

Salem Township Trustees - At the Salem Township Conference Room

Page 1 of 4

The Salem Township Board of Trustees met on January 13, 2026 in regular session at the Salem Township Fire Station Conference Room for the purpose of transacting the business of the Township. Trustee Susan Ramsey called the meeting to order at 7:00pm with Trustees Ralph Blanton and Heath Kilburn present. Mrs. Ramsey led all those present in the pledge to the flag.

Chairperson Susan Ramsey turned the meeting over to the Fiscal Officer for the following motions:

Election of officers for 2026

Fiscal Officer Vicky VonHolle opened the nominations for **2026 Chairperson of the Board...**

Mr. Blanton nominated Mrs. Ramsey for the Chairperson. Mr. Kilburn second the nomination.

Vote: Mr. Blanton – yea Mrs. Ramsey – yea Mr. Kilburn – yea

Nominations were then open for **2026 Vice-Chairperson of the Board...**

Mr. Kilburn nominated Mr. Blanton for Vice-Chairperson. Mrs. Ramsey second the nomination.

Vote: Mr. Blanton – yea Mrs. Ramsey – yea Mr. Kilburn – yea

2026 Mileage reimbursement – Mr. Blanton made a motion to increase current mileage rate of \$.70 per mile to \$.725 per mile per the IRS standard mileage rate for 2026. Mrs. Ramsey second the motion.

Vote: Mr. Blanton – yea Mrs. Ramsey – yea Mr. Kilburn – yea

2026 Meeting dates – Mrs. Ramsey made a motion to keep the current meeting date and time. 2nd Tuesday of each month at 7pm. Mr. Blanton second the motion.

Vote: Mr. Blanton – yea Mrs. Ramsey – yea Mr. Kilburn – yea

Mrs. Ramsey made a motion for **2026 to keep allowing Trustees to sign checks outside of meetings.**

Mr. Blanton second the motion.

Vote: Mr. Blanton – yea Mrs. Ramsey – yea Mr. Kilburn – yea

Fiscal Officer Vicky VonHolle turned the meeting over to Chairperson Mrs. Ramsey

Meeting Minutes:

- The trustees read the minutes from the December 9, 2025 meeting. Mrs. Ramsey made a motion to approve the minutes. Mr. Kilburn seconded the motion.

Vote: Mr. Blanton – yea Mrs. Ramsey – yea Mr. Kilburn – yea

Guest: Gary Paynter, Craig Shufelt, Ron Brinkman and Yorkie Bryant

- Mr. Yorkie Bryant attended tonight's meeting to present a check to the Salem/Morrow Fire Department from the Morrow Community Christmas Dinner Fund. This group has served the community for 32+ years and has recently dissolved. They all agreed for the balance of the funds to go to the Salem/Morrow Fire Department that serves the same community. Fire Chief Moenster accepted the donation on behalf of the Salem/Morrow Fire Department and thanked him for thinking of them.
- Mr. Craig Shufelt, Director of the Salem Township Public Library attended tonight's meeting to give an update on the library. They have a contract to purchase 3-acres of property and an easement agreement in the plaza to build a new library. Closing date scheduled for Jan 30, 2026. Looking to break round Spring 2026. New library will be single story, 14-15000 sq ft with a walkout area. Mrs. Ramsey thanked him for coming and giving us the update. Speaking for everyone – we are all happy that the library is staying in Salem Township.

Guest Comments continued:

- Mr. Paynter asked the Trustees if there was any update from the state for the 22/3 – Middleboro intersection. Mr. Kilburn said that they have not heard back from the state on the issue.

Fire Department - Chief Moenster reported:

- 1,100 Runs for 2025
- Sad to report that one of our own, Charlie Pell has passed away from Cancer.
- Continue to do our regular training as well as getting the cybersecurity completed.
- Request to offer the position of Part-time FF/EMT to Hayden Roberts pending the successful completion of his pre-employment physical and background check. Mr. Kilburn made a motion to offer the position of Part-time FF/EMT to Hayden Roberts pending the successful completion of his pre-employment physical and background check. Mr. Blanton second the motion.

Vote: Mr. Blanton – yea Mrs. Ramsey – yea Mr. Kilburn – yea

- Presented Resolution 01-2026. A resolution declaring it necessary to levy an additional tax in excess of the ten-mill limitation and to proceed with submission of the question of the tax to electors. Mr. Blanton moved for the adoption of the foregoing Resolution 01-2026, being second by Mrs. Ramsey. Upon call of the roll, the following vote resulted:

Vote: Mr. Blanton – yea Mrs. Ramsey – yea Mr. Kilburn – yea

Chief Moenster will deliver both resolution and the certification to the BOE tomorrow on 1/14/26.

- Presented Resolution 02-2026. A resolution to enter into agreement with WC BOC for OhioMeansJobs program for paid cadet internships. Chief Moenster is requesting permission to sign as the worksite administrator on behalf of the Township Trustees. Mr. Kilburn moved for adoption of the foregoing resolution, being second by Mrs. Ramsey. Upon call of the roll, the following vote resulted:

Vote: Mr. Blanton – yea Mrs. Ramsey – yea Mr. Kilburn – yea

Administrator/Public Safety Director – Mr. Harrison:

- New Building Updates:
 - Received quote for Collett Propane for New Building. Also requesting Administrator to sign contract on behalf of the Township Trustees. Mr. Blanton made a motion to accept quote for Collett Propane for New Building and allow the administrator to sign contract on behalf of the Township Trustees. Mr. Kilburn second the motion.

Vote: Mr. Blanton – yea Mrs. Ramsey – yea Mr. Kilburn – yea

- Received quote for Bischoff Garage Doors, Inc. to install door openers in the amount of \$3,687.00. Mr. Kilburn made a motion to accept the quote from Bischoff Garage Doors, Inc. in the amount of \$3,687.00. Mr. Blanton second the motion.

Vote: Mr. Blanton – yea Mrs. Ramsey – abstain Mr. Kilburn – yea

- Electric being installed
- HVAC being installed

- Presented Road Paving data. Suggest for 2026 we pave Ireland and Moore Saur Rd. Mr. Blanton made a motion to pave Ireland Rd and Moore Saur Rd. for 2026. Mrs. Ramsey second the motion.

Vote: Mr. Blanton – yea Mrs. Ramsey – yea Mr. Kilburn – yea

Mr. Blanton mentioned that we need to work on a formal agreement with Union Township to split the paving for Phillips Rd - when it comes time to it.

Administrator/Public Safety Director, Mr. Harrison - Continued:

- Update on 4414 Mason Morrow Milgrove Rd. – Owner is requesting more time to work on the property. It was explained to him that this has been going on for years and residence want this to be resolved. Mr. Blanton made a motion to move forward with the process to have the property removed Mr. Kilburn second the motion.

Vote: Mr. Blanton – yea Mrs. Ramsey – abstain Mr. Kilburn – yea

- Presented updated Cemetery Rules and Regulations along with updated Fees and Charges based on surrounding Township Fees and Charges. Mr. Kilburn requested to table this to have more time to look it over. They all agreed.

Zoning – Mike Yetter, Zoning Inspector reported:

- Presented the Following Board Appointments needed:
 - BZA 5-year renewal for Bobbie Grice – 2030. Mr. Blanton made a motion for 5-year renewal for Bobbie Grice for BZA. Mrs. Ramsey second the motion.

Vote: Mr. Blanton – yea Mrs. Ramsey – yea Mr. Kilburn – yea

Mr. Yetter also reminded the board that Greg Gatman’s appointed needs to be filled.

- Zoning Commission 5-year renewal for Kathleen Applegate – 2031. Mr. Blanton made a motion for 5-year renewal for Kathleen Applegate for Zoning Commission. Mr. Kilburn second the motion.

Vote: Mr. Blanton – yea Mrs. Ramsey – yea Mr. Kilburn – yea

- New updated Zoning Books are being recorded Effective January 9. WC Planning will be printing the new books for us.
- Total of 52 permits issued for 2025

Trustee Heath Kilburn reported:

- Asked Administrator Harrison if Christmas Ranch signs have been taken down. He replied – Yes, they have.
- Follow up with Food pantry - regarding trash blowing all over – Administrator Harrison said he talked with the Food Pantry and they will do a better job of cleaning it up.
- Asked Administrator Harrison to pick up tires that have been dumped along Halls Creek, He said he will add it to the road crews list of to do.
- Will not be at the February 10, 2026 meeting.

Trustee Ralph Blanton reported:

- Made a motion that all elected officials will be attending the OTA Conference in Columbus February 4-6. Mr. Kilburn second the motion. As well as other members of the OTA

Vote: Mr. Blanton – yea Mrs. Ramsey – yea Mr. Kilburn – yea

Trustee Susan Ramsey reported:

- Received e-mail from WC Drug Task Force to attend one of the next two meetings. Everyone agreed March 10 would be better. Fiscal Officer will let them know.

January 13, 2026

Salem Township Trustees - At the Salem Township Conference Room

Page 4 of 4

Cemetery updates:

December 2025 Cemetery

12/26/25 Thomas McIntyer Sec 5 Lot 13 NW Corner Vales

Fiscal Business Vicky VonHolle, Fiscal Officer reported:

- Presented Financials - Reviewed and approval. Mrs. Ramsey made a motion to approve the financials as presented. Mr. Blanton seconded the motion.

Vote: Mr. Blanton – yea Mrs. Ramsey - yea Mr. Kilburn – yea

Adjournment:

- With no further business to come before the board, Mrs. Ramsey made a motion to adjourn the meeting at 8:15pm. Mr. Blanton seconded the motion.

Vote: Mr. Blanton – yea Mrs. Ramsey - yea Mr. Kilburn – yea