



Jerusalem Township Board of Trustees Regular Meeting
October 28, 2025

The Board of Trustees of Jerusalem Township met in-person in the Township Hall at 9501 Jerusalem Road at 7:00 p.m.

Alex Lytten opened the meeting at 7:00 p.m. with a moment of silence followed by the pledge of allegiance with the members as listed during roll call:

Beau Miller, present
Dave Bench, present
Alex Lytten, present

Approval of Previous Minutes:

After review by the board, Alex Lytten made a motion to accept the October 14, 2025 regular meeting minutes. Beau Miller seconded with roll call as follows:

Dave Bench, yes
Beau Miller, yes
Alex Lytten, yes

Motion carried.

Fiscal Officer: Joel Moszkowicz

The Fiscal Officer's report indicated a fund status of \$699,676.89 pooled investments and \$1,043,049.03 in our checking account. We made payments, warrants 23475 through 24160 totaling \$82,436.88. Deposits made since last meeting totals \$119,824.06

Alex Lytten made a motion to approve the report as read. Seconded by Dave Bench with roll call as follows:

Dave Bench, yes
Beau Miller, yes
Alex Lytten, yes

Motion carried.

Zoning Department: Jacob Barnes

Permits Issued:

8949 Jerusalem Road- Accessory Building & Pool

171 N. North Curtice Road- Ground Mounted Residential Solar (permit denied)

Violations:

965 S. North Curtice Road- Insecure pool. Final Notice sent.

8949 Jerusalem Road- Non-permitted construction. Matter has been resolved, and a permit has been applied for.

9702 Brown Road- Apparently inoperable combine/abandoned building. Spoke with owner and the combine will be removed.

10244 Corduroy Road- Non-permitted construction. Permit has been issued. Working with property owner to clean property up. Owner is updating the Township weekly.

11452 Henry- Non-permitted construction. Working with Building Department to resolve. Stop order has been issued. Spoke with owner on 10/15/25. They may not proceed with the new home. Expecting an answer by 10/29/25.

Zoning Department Updates

Proposed new zoning fee schedule

Proposed new zoning application form

Jacob Barnes requested the board go into executive session.

Alex Lytten moved to leave the regular meeting and go into executive session for employment matters concerning possible pending litigation. Seconded by Beau Miller with roll call as follows:

Dave Bench, yes
Beau Miller, yes
Alex Lytten, yes

Motion carried.

Alex Lytten moved to leave executive session and go back into the regular meeting. Seconded by Beau Miller with roll call as follows:

Dave Bench, yes
Beau Miller, yes
Alex Lytten, yes

Motion carried.

No decision was made.

Fire Department: Tony Parasiliti

Safety Message: None

Calls to Date: 295

Tony reported training is ongoing with new hires. The fire department association has a upcoming feather party next month. He also reported tomorrow the department is hosting the Lucas county fire chiefs for their monthly meeting and meal, all trustees are invited.

Cemetery: Kevin Chapman

No report

Maintenance Department: Kevin Chapman

No report, Kevin has lost his voice.

Recreation Department:

No report, one in attendance.

Old Business

1. 2025 Health Insurance

After receiving feedback from Sprouse Insurance Agency, the township received an updated proposal, # 2963504 with a very small increase over last year's coverages.

Beau Miller moved to accept the proposal, number 2963504 for 2026 Healthcare including vision, dental and medical. Seconded by Dave Bench with roll call as follows:

Dave Bench, yes
Beau Miller, yes
Alex Lytten, yes

Motion carried.

2. Flap Grant

David Bench reported he is still working with the Lucas County Engineers Office.

3. 2026 Appropriations

The fiscal officer shared with the board to date he has not received any input from department heads and reminded everyone the deadline is 10/31/2025, please submit your information via the ms excel sheet, not hand written to ensure accuracy for budget planning.

New Business:

1. Fraud Training Policy

Alex Lytten moved to adopt the provided policy referencing the requirements of ORC 117.103 for Fraud Training and Reporting. Seconded by David Bench with roll call as follows:

Dave Bench, yes

Beau Miller, yes

Alex Lytten, yes

Motion carried.

2. Investment Policy

The fiscal officer indicated the township will need to adopt in the future an investment policy per the state auditor guidelines, more information to come.

3. Facebook Cyber Breach

Beau Miller indicated a township meeting is missing from the government facebook page and he does not know why and how. He is looking into the issue to find out if something happened the board of trustees should be concerned about.

4. Office Phone Plan

Alex Lytten reported he has reviewed our current phone system and is looking to make some changes with possible savings and efficiency gains. Beau Miller reported that he should speak with Evan Schultz regarding this matter, Evan was able to help with the changes. Beau Miller also reported that if we changed systems, we would not owe for the equipment in our current system because it has been enough time.

5. CEC Invoices

Alex Lytten moved to approve CEC invoice in the amount of \$7,766.50. Seconded by Beau Miller with roll call as follows:

Dave Bench, yes
Beau Miller, yes
Alex Lytten, yes

Motion carried.

Alex Lytten moved to approve CEC invoice in the amount of \$7,035.00. Seconded by Beau Miller with roll call as follows:

Dave Bench, yes
Beau Miller, yes
Alex Lytten, yes

Motion carried.

6. SNAP Funding Bill

Dave Bench received a communication from the office of Paula Hicks Hudson asking for support for a bill introduced at the State level that would provide monies if the Federal Government is unable to continue support of the SNAP program.

7. Raw Water Main Update

Dave Bench reported received an email update from the project coordinator for the raw water line project. He believes in the future a public meeting should be held to update citizens in the community.

8. Outstanding LCE Invoices

Dave Bench reported he has learned that outstanding invoices sent by vendors and Jerusalem Township have not been paid but that the Lucas County Engineers Office has determined what the holdup is and is working on a resolution.

9. Executive Session

Alex Lytten moved to leave the regular meeting and go into executive session for issues concerning a Township employee. Seconded by Beau Miller with roll call as follows:

Dave Bench, yes
Beau Miller, yes
Alex Lytten, yes

Motion carried.

Alex Lytten moved to leave executive session and go back into the regular meeting. Seconded by Beau Miller with roll call as follows:

Dave Bench, yes
Beau Miller, yes
Alex Lytten, yes

Motion carried.

No decision was made.

Upcoming Meetings

Trick or Treat Times, October 31st, 6:00 to 8:00 p.m.

Lucas County Economic Development Corp Event, November 12, 2025

District Integrating Committee Meeting, November 6, 2:00 p.m.

Public Participation:

Sandra Nissen

Just wanted to thank the board for allowing her to attend the meeting and provide input to the community.

Unknown Male

Wanted to share the Toledo Edison notice about smart meter changes. He received a piece of literature talking about the update. He feels that the new meter will make it easier for someone to hack the system installed on someone's home.

James Boothsby

Indicated to the board of trustees the press is still advertising no zoning meeting and he was under the impression based on the feedback from past trustee meetings the board would continue as normal. Beau Miller reassured that the information will get addressed with the press publication and there will be a December zoning meeting.

Adjournment:

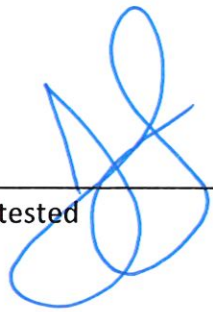
Beau Miller made a motion to adjourn tonight's meeting. Seconded by Alex Lytten with roll call as follows:

Dave Bench, yes
Beau Miller, yes
Alex Lytten, yes

Meeting Adjourned 8:43 p.m.



Approved



Attested



Fraud Training and Reporting Policy

Ohio Rev. Code § 117.103

Required Training Ohio Rev. Code § 117.103 was amended to require the AOS to create training material detailing Ohio's fraud-reporting system and the means of reporting fraud, waste, and abuse. The Department of Administrative Services shall provide the AOS's training material to each state employee, statewide elected official, and member of the general assembly. The AOS shall provide the training material to each employee and elected official of a political subdivision. Additionally, each new employee or elected official shall confirm receipt of this material within thirty (30) days after taking office or beginning employment. The training shall be required every four (4) years for each employee or elected official.

The training, created by the AOS, is an on-demand virtual training that employees can self-register for free available on the AOS's Training webpage at: <https://ohioauditor.gov/trainings/fraud.html>.

Trustee Alex Lyttan moved to adopt the above policy requiring all employees of the Township to complete the required Fraud reporting video available through the Auditor of State. Seconded by Trustee Dave Bench.

Trustee Beau Miller yes

Trustee Alex Lyttan yes

Trustee David Bench yes

Adopted October 28, 2025

Fiscal Officer Acknowledgement 

9501 Jerusalem Road Curtice, Ohio 43412

419.836.8921

www.twp.jerusalem.oh.us

Payment Listing

10/15/2025 to 11/30/2025

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
23475	02/24/2025	02/24/2025	AW	Envirosafety	\$662.64 *	V
23475	10/21/2025	10/21/2025	AW	Envirosafety	-\$662.64	V
23635	04/12/2025	04/12/2025	PR	Zachary Kraus	\$354.76 *	V
23635	10/21/2025	10/21/2025	PR	Zachary Kraus	-\$354.76	V
23640	04/12/2025	04/12/2025	PR	Joseph Purtee	\$362.17 *	V
23640	10/21/2025	10/21/2025	PR	Joseph Purtee	-\$362.17	V
23784	06/23/2025	06/23/2025	PR	Gary Allen	\$762.84 *	V
23784	10/21/2025	10/21/2025	PR	Gary Allen	-\$762.84	V
23818	07/07/2025	07/07/2025	PR	Zachary Kraus	\$765.10 *	V
23818	10/21/2025	10/21/2025	PR	Zachary Kraus	-\$765.10	V
23825	07/07/2025	07/07/2025	PR	Joseph Purtee	\$150.98 *	V
23825	10/21/2025	10/21/2025	PR	Joseph Purtee	-\$150.98	V
24127	10/16/2025	10/14/2025	PR	Kevin Chapman	\$1,698.50	O
24128	10/16/2025	10/14/2025	PR	Eric Schuffenecker	\$1,267.55	O
24129	10/16/2025	10/14/2025	PR	Ray St. John	\$172.27	O
24131	10/21/2025	10/21/2025	PR	Joseph Purtee	\$150.98	O
24132	10/21/2025	10/21/2025	PR	Zachary Kraus	\$765.10	O
24133	10/21/2025	10/21/2025	PR	Gary Allen	\$762.84	O
24134	10/21/2025	10/21/2025	PR	Joseph Purtee	\$362.17	O
24135	10/21/2025	10/21/2025	PR	Zachary Kraus	\$354.76	O
24136	10/21/2025	10/21/2025	AW	Promedica Employee Assistance Program	\$76.00	O
24137	10/21/2025	10/21/2025	AW	Burnham and Flower	\$75.00	O
24138	10/21/2025	10/21/2025	AW	Lucas County 911 Regional Council of Govt	\$51,956.77	O
24139	10/21/2025	10/21/2025	AW	Neon Goldfish	\$200.00	O
24140	10/21/2025	10/21/2025	AW	U.S. BANK EQUIPMENT FINANCE	\$271.72	O
24141	10/21/2025	10/21/2025	AW	MEDICAL MUTUAL OF OHIO	\$5,941.37	O
24142	10/21/2025	10/21/2025	AW	CROGHAN COLONIAL BANK	\$1,197.19	O
24143	10/21/2025	10/21/2025	AW	GARY SCHUMAKER, LLC	\$1,645.75	O
24144	10/21/2025	10/21/2025	AW	AUTO VALUE PARTS STORES- TAT	\$223.60	O
24145	10/30/2025	10/27/2025	PR	Kevin Chapman	\$1,698.50	O
24146	10/30/2025	10/27/2025	PR	Eric Schuffenecker	\$1,267.55	O
24147	11/01/2025	10/27/2025	PR	Joel Moszkowicz	\$1,465.34	O
24148	10/27/2025	10/27/2025	AW	VSP Insurance Co.	\$86.96	V
24148	10/27/2025	10/27/2025	AW	VSP Insurance Co.	-\$86.96	V
24149	10/27/2025	10/27/2025	AW	DELTA DENTAL	\$356.84	V
24149	10/27/2025	10/27/2025	AW	DELTA DENTAL	-\$356.84	V
24150	10/27/2025	10/27/2025	AW	Charter Communications	\$183.97	V
24150	10/27/2025	10/27/2025	AW	Charter Communications	-\$183.97	V
24151	10/27/2025	10/27/2025	AW	FOUR COUNTY CAREER CENTER	\$9,200.00	V
24151	10/27/2025	10/27/2025	AW	FOUR COUNTY CAREER CENTER	-\$9,200.00	V
24152	10/27/2025	10/27/2025	AW	ComputerXTREME	\$1,031.25	V
24152	10/27/2025	10/27/2025	AW	ComputerXTREME	-\$1,031.25	V
24153	10/27/2025	10/27/2025	AW	Municipal Emergency Services Inc.	\$2,933.39	V
24153	10/27/2025	10/27/2025	AW	Municipal Emergency Services Inc.	-\$2,933.39	V
24154	10/27/2025	10/27/2025	AW	VSP Insurance Co.	\$86.96	O
24155	10/27/2025	10/27/2025	AW	DELTA DENTAL	\$356.84	O

Payment Listing

10/15/2025 to 11/30/2025

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
24156	10/27/2025	10/27/2025	AW	Charter Communications	\$183.97	O
24157	10/27/2025	10/27/2025	AW	FOUR COUNTY CAREER CENTER	\$9,200.00	O
24158	10/27/2025	10/27/2025	AW	ComputerXTREME	\$1,031.25	O
24159	10/27/2025	10/27/2025	AW	Municipal Emergency Services Inc.	\$2,933.39	O
24160	10/27/2025	10/27/2025	RW	cheryl berger	\$150.00	O
Total Payments:					\$82,436.88	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$82,436.88	

Type: AM - Accounting Manual Warrant, AW - Accounting Warrant, IM - Investment Manual Warrant, IW - Investment Warrant, PM - Payroll Manual Warrant, PR - Payroll Warrant, RW - Reduction of Receipt Warrant, SW - Skipped Warrant, WH - Withholding Warrant, WM - Withholding Manual, WS - Special Warrant, CH - Electronic Payment Advice, IL - Investment Loss, EP - Payroll EFT Voucher, CV - Payroll Conversion Voucher, SV - Payroll Special Voucher, EW - Withholding Voucher, POS ADJ - Positive Adjustment, NEG ADJ - Negative Adjustment, POS REAL - Positive Reallocation, NEG REAL - Negative Reallocation

Status: O - Outstanding, C - Cleared, V - Voided, B - Batch

* Asterisked amounts are not included in report totals. These transactions occurred outside the reported date range but are listed for reference.

Receipt Listing

10/15/2025 to 10/31/2025

Receipt Number	Post Date	Transaction Date	Type	Deposit Ticket	Source	Amount	Status
46-2025	03/11/2025	03/11/2025	STD	03112025	cheryl berger	\$300.00 *	C
46-2025	10/27/2025	10/27/2025	NEG. ADJ.	03112025	cheryl berger	-\$150.00	O
247-2025	10/22/2025	10/21/2025	STD	10222025	LAKE ERIE LODGE	\$163.04	O
248-2025	10/22/2025	10/21/2025	STD	10222025	EMS Management and Consultants Inc	\$759.80	O
249-2025	10/22/2025	10/21/2025	STD	10222025	Maumee Bay Lodge	\$21,820.81	O
250-2025	10/22/2025	10/21/2025	STD	10222025	cheryl rajner	\$300.00	O
251-2025	10/22/2025	10/21/2025	STD	10222025	anthem	\$30.30	O
252-2025	10/22/2025	10/21/2025	STD	10222025	bayview	\$81.75	O
253-2025	10/22/2025	10/21/2025	STD	10222025	linda gray	\$300.00	O
254-2025	10/22/2025	10/21/2025	STD	10222025	stacy brittlan	\$80.00	O
255-2025	10/22/2025	10/21/2025	STD	10222025	joshua payne	\$50.00	O
256-2025	10/22/2025	10/21/2025	STD	10222025	LUCAS COUNTY AUDITOR	\$95,983.34	O
257-2025	10/22/2025	10/21/2025	STD	10222025	anthem	\$405.02	O
Report Total:						\$119,824.06	

Type: STD - Standard Receipt, INT - Interest Receipt, MEMO - Memo Receipt, GAIN - Capital Gain, POS ADJ - Positive Adjustment, NEG ADJ - Negative Adjustment, POS REAL - Positive Reallocation, NEG REAL - Negative Reallocation

Status: O - Outstanding, C - Cleared, V - Voided, B - Batch

* Asterisked amounts are not included in report totals. These transactions occurred outside the reported date range but are listed for reference.

Fund Status

UAN v2025.2

As Of 11/1/2025

Fund Number	Fund Name	% of Total Pooled	Fund Balance	Investments (Non-Pooled)	Checking & Pooled Investments (Pooled)
1000	General	30.826%	\$537,238.47	\$0.00	\$537,238.47
2011	Motor Vehicle License Tax	1.346%	\$23,450.76	\$0.00	\$23,450.76
2021	Gasoline Tax	14.547%	\$253,512.01	\$0.00	\$253,512.01
2031	Road and Bridge	13.300%	\$231,779.66	\$0.00	\$231,779.66
2041	Cemetery	3.541%	\$61,702.24	\$0.00	\$61,702.24
2191	Fire Levy	25.709%	\$448,040.03	\$0.00	\$448,040.03
2192	Recreation Levy	2.329%	\$40,581.57	\$0.00	\$40,581.57
2231	Permissive Motor Vehicle License Tax	2.282%	\$39,768.65	\$0.00	\$39,768.65
2401	Curtice Lighting Assessment	0.209%	\$3,641.53	\$0.00	\$3,641.53
2402	Bono Lighting Assessment	0.049%	\$850.45	\$0.00	\$850.45
2901	Garbage Assessment	5.862%	\$102,160.55	\$0.00	\$102,160.55
All Funds Total			\$1,742,725.92	\$0.00	\$1,742,725.92
Pooled Investments					\$699,676.89
Secondary Checking Accounts					\$0.00
Available Primary Checking Balance					\$1,043,049.03

Last reconciled to bank: 09/30/2025 – Total other adjusting factors: \$0.36