



Jerusalem Township Board of Trustees 2026 Organizational Meeting  
Held on December 15, 2025.

The Board of Trustees of Jerusalem Township met in non-regular session to hold the annual organizational meeting on the above date at 3:00 p.m. in the Office of the Trustees, 9501 Jerusalem Road, Curtice, Ohio 43412

Trustee Alex Lytten opened the meeting with a moment of silence followed by the pledge of allegiance. The members as listed during roll call:

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

1. Nomination for Chairman: Nominations are now open on the floor for the position of chairman for the Jerusalem Township Trustees for 2026. Dave Bench nominated Beau Miller to serve as chairman of the Jerusalem Township Trustees.

Alex Lytten seconded the motion with roll call as follows:

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

Motion carried.

2. Nomination for Vice-Chairman: The nominations are now open for vice-chairman for the board of trustees for 2026. Beau Miller nominated Dave Bench.

Alex Lytten seconded the motion, with roll call as follows:

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

Motion carried.

3. Meeting schedule: Beau Miller took over the meeting and said that a motion was needed to keep the regular scheduled meetings of the board of trustees on the 2<sup>nd</sup> and 4<sup>th</sup> Tuesdays of the month and a start time of 7:00 p.m. Alex Lytten made the motion to approve the proposed meeting schedule. Seconded by Dave Bench with roll call as follows:

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

Motion carried.

4. Meeting procedures. Dave Bench made a motion that in 2026, we take roll call and the meetings should be done by Roberts Rules of Order. Therefore, the fiscal officer, when present, will take roll call. When motions are made, the chairman will say (for benefit of the audio recording of the minutes) who made the motion and who seconded it. Also, we will rotate the roll call alphabetically allowing everyone a chance to vote first and to vote last. Seconded by Alex Lytten with roll call as follows:

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

Motion carried.

5. Permanent appropriations: Dave Bench made a motion to approve the permanent appropriations for 2026 in the following funds in order to begin the 2026 year.

Fund Amount

<u>Fund Name</u>	<u>Fund Number</u>	<u>Amount</u>
General	1000	\$782,450.00
Motor Vehicle	2011	\$20,000.00
Gasoline Tax	2021	\$287,000.00
Road and Bridge	2031	\$358,000.00
Cemetery	2041	\$34,750.00
Fire	2191	\$895,000.00
Recreation	2192	\$40,000.00
Permissive Motor Vehicle	2231	\$40,000.00
Curtice Lighting	2401	\$1,500.00
Bono Lighting	2402	\$1,100.00
Garbage Assessment	2901	\$150,000.00

Seconded by Beau Miller with roll call as follows:

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

Motion carried.

6. Duties and responsibilities: Beau Miller made a motion that Alex Lytten will be responsible for hall rentals, Beau Miller will head up the cemetery, Dave Bench will head roads and bridges, Alex Lytten and Beau Miller will head up digital sign operation, and trustee board members will serve as committee members on these boards. In addition, Rob Gearhart will review our Township website periodically to ensure it is current. Seconded by Dave Bench with roll call as follows:

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

Motion carried.

7. Oversight of Township Personnel: Dave Bench made a motion that all three Trustees, Beau Miller, Dave Bench and Alex Lytten share oversight of the township personnel. Alex Lytten seconded the motion with roll call.

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

Motion carried.

8. Oversight of Township Solid Waste Program: Alex Lytten made a motion that all three Trustees, Alex Lytten, Dave Bench and Beau Miller share oversight of the township solid waste program. Seconded by Dave Bench with roll call as follows:

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

Motion carried.

9. Audit Committee: Beau Miller made a motion to retain David Bench, Joel Moszkowicz, and Katie Larson on the Audit Committee. Seconded by Alex Lytten with roll call as follows:

Dave Bench, yes  
Beau Miller, yes

Alex Lytten, yes

Motion carried.

10. Allocation of compensation method for Trustees and Fiscal Officer: Dave Bench made a motion to adopt the resolution determining that the Trustees and the Fiscal Officers allocation of compensation for 2026 will be made by the percentage method. Seconded by Alex Lytten with roll call as follows:

Dave Bench, yes

Beau Miller, yes

Alex Lytten, yes

Motion carried.

11. Salaries for Trustees and Fiscal Officer: Dave Bench made a motion to match the State of Ohio mandate of wages for the Trustees and the Fiscal Officer. The salaries are set by the Ohio General Assembly of the State of Ohio. Seconded by Alex Lytten with roll call as follows:

Dave Bench, yes

Beau Miller, yes

Alex Lytten, yes

Motion carried.

12. Health benefits: The Chairman stated that the next motion will authorize the payment of medical, dental, vision and life insurance. Beau Miller made a motion that we continue providing medical, life, dental, and vision insurance for officers, eligible employees, spouses and immediate dependents. The insurance will be Medical Mutual through Sprouse Insurance with HSA 5,000/10,000. The township will, through an HSA debit card, pay the first \$2,500.00 in deductible for individual coverage and \$5,000 for family coverage. Seconded by Alex Lytten with roll call as follows:

Dave Bench, yes

Beau Miller, yes

Alex Lytten, yes

Motion carried.

13. Purchasing Policy: Dave Bench made a motion that we continue the Jerusalem Township purchasing policy. Seconded by Alex Lytten with roll call as follows:

Dave Bench, yes

Beau Miller, yes

Alex Lytten, yes

Motion carried.

14. Travel Policy: Alex Lytten made a motion that we keep the Jerusalem Township travel policy currently in place (including section 9.5 of the Personnel Policies and Procedures manual). Township Officials and employees using their personal vehicles for Township business (outside the Township) will be reimbursed at the 2025 Federal Mileage rate of \$0.70 a mile and be able to provide proof of insurance. This will be paid as a payment not as wage. The federal mileage rate is set to increase in 2026, but the rate has not yet been released. The Seconded by Dave Bench with roll call as follows:

Dave Bench, yes

Beau Miller, yes

Alex Lytten, yes

Motion carried.

15. Township Credit Cards: We have three separate credit cards, one for the Road and Bridge director with a line of credit of \$3000.00, one for the Fire Chief with a line of credit of \$3000.00 and one shared between the Trustees with a line of credit of \$3000.00. Beau Miller made a motion to keep the Jerusalem Township credit card policy in place along with the above lines of credit for the Chief, Road and Bridge Director and Trustees. Seconded by Alex Lytten with roll call as follows:

Dave Bench, yes

Beau Miller, yes

Alex Lytten, yes

Motion carried.

16. Vehicle policy: Alex Lytten made a motion that we continue the Jerusalem Township vehicle policy (including section 15.10 of the Personnel Policies and Procedures manual pertaining to the use of Township equipment and section 2.9 regarding driving records and safe vehicle operation). Seconded by Beau Miller with roll call as follows:

Dave Bench, yes

Beau Miller, yes

Alex Lytten, yes

Motion carried.

17. Compensation for Roads and Bridges Employees: Beau Miller made a motion to increase the wages of Road Superintendent Kevin Chapman and employee Eric Schuffenecker wages for 2026. Mr. Chapman's 2026 wage per hour will be \$31.34 (*30.43 in 2025*) and Mr. Schuffenecker's wage per hour will be \$23.36 (*\$22.68 in 2025*), for the first full pay period for 2026. Seconded by Dave Bench with roll call as follows:

Dave Bench, yes

Beau Miller, yes

Alex Lytten, yes

Motion carried.

18. Wage rate for Temporary Help (General Labor): Dave Bench made a motion that general labor rate of pay for temporary help is to be set at \$17.00 (*16.50 an hour in 2025*) and temporary help with a valid CDL license is set at \$20.00 with no change in 2026. Seconded by Alex Lytten with roll call as follows:

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

Motion carried.

19. Pay cycle: Beau Miller made a motion to pay Mr. Chapman and Mr. Schuffenecker in a 14 day pay cycle for the 2026 year. Seconded by Alex Lytten with roll call as follows:

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

Motion carried.

20. Roads listing – County, Township: Dave Bench made a motion that the updated listing of Township roads and County roads (Attachment 1) be approved, posted and distributed to Township employees and officers for reference during the 2026 year. Jerusalem Township is responsible for maintenance and repair of those roads designated “Township.” Seconded by Alex Lytten with roll call as follows:

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

Motion carried.

21. Roads and Bridges representation at Township meetings: Alex Lytten made a motion that Mr. Chapman or Mr. Schuffenecker attend one Township Trustee meeting a month, to provide information regarding the maintenance of the township. The individual attending will be compensated 2 hours of pay at time and a half for the meeting attendance. Seconded by Dave Bench with roll call as follows:

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

Motion carried.

22. Zoning Inspector compensation: Beau Miller made a motion that for the 2026 year, the zoning

inspector, be paid \$1600 (\$1000.00 in 2025) per month. Seconded by Alex Lytten with roll call as follows:

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

Motion carried.

23. Zoning Inspector listing and attendance at Township Trustee meetings: Alex Lytten made a motion stating that the Zoning Inspector is to provide the Trustees with a written listing of all properties for which action is planned or in process. The listing will include two categories: properties identified due to violations of Zoning Regulations (including blight issues) and those properties recommended for acquisition and demolition. Each category is to be ranked in priority order (as assessed by the Zoning Inspector). The listing does not necessarily need to be read during the meeting. The intent of the listing is for the Trustees to be aware of the Zoning actions planned or underway so that the Trustees have the opportunity to discuss upcoming actions with the Zoning Inspector as well as support the Zoning Inspector when such actions are implemented. This listing is to be provided to the Trustees at least monthly no later than the Friday before the first Board of Trustees meeting of the month (2<sup>nd</sup> Tuesday). The Zoning Inspector and/or an appointed board representative shall attend at least one Board of Trustees meeting per month to provide current information regarding Zoning issues to supplement the listing of issues. Seconded by Beau Miller with roll call as follows:

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

Motion carried.

24. Administrative Assistant Compensation: Alex Lytten made a motion that the administrative assistant rate of pay increase to 2025, at \$21.00 (\$20.40 in 2025) not to exceed 8 hours per week. Seconded by Dave Bench with roll call as follows:

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

Motion carried.

25. Recreation coordinator compensation: Beau Miller made a motion to pay the recreational coordinator \$250 per month for the 2026 year. The Recreation Appointee and/or an appointed board representative, shall handle correspondence and meeting organization on behalf of the Recreation department. Seconded by Alex Lytten with roll call as follows:

Dave Bench, yes

Beau Miller, yes  
Alex Lytten, yes

Motion carried.

26. Recreation board members

Tabled for a future meeting.

27. Fire Department compensation: Beau Miller made a motion to up the pay of the fire department members to the 2026 rate of \$18.00 (*\$17.01 per credit in 2025*) and to also up the rate of pay for fire inspectors performing inspections to \$20.00 (*19.16 in 2025*) an hour. The Fire Chief's pay will be \$2210.19 (*2,145.82 per month in 2025*) a month, Assistant Chiefs pay will be \$21.00 (*\$20.44 in 2025*) per hour and per credit, Captains pay will be \$20.00 (*\$19.16 in 2025*) per hour and per credit, Lieutenant and Engineer pay will be \$18.50 (*\$17.90 in 2025*) per hour and per credit, Fire Fighters and EMT's pay will be \$18.00 (*\$17.00 in 2025*) per hour, Probationary pay will be \$16.00 (*\$15.45 in 2025*). General part-time labor pay will be \$17.00 (*\$16.50 in 2025*) per hour. Amended motion to add position of Deputy Chief at the rate of \$21.00 for 2026.

Seconded by Alex Lytten with roll call as follows:

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

Motion carried.

28. Responsibility for Human Resource actions for Fire Department: Dave Bench made a motion to clarify and confirm authority for human resource actions affecting the Fire Department in 2026. Township Trustees retain authority to hire, promote, discipline with written reprimand, discipline with suspension, demote, and terminate Fire Department personnel. These actions are taken only upon recommendation from the Fire Chief and approval by a majority of the Trustees. The Fire Chief has authority to discipline with a verbal reprimand but all other actions require approval of the Township Trustees. Seconded by Alex Lytten with roll call as follows:

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

Motion carried.

29. Fire Department probation, issuing of turn-out equipment: Dave Bench made a motion that, for personal safety and expense management reasons, the following guidelines be implemented for the Fire Department:

- Each new Fire Department recruit is to complete their EMT training and obtain their card before beginning their Fire training.



- New recruits will attend classes required for their EMT and Fire training on their own time. However, upon completing their EMT training and receiving their EMT card, they will be paid a lump sum stipend of \$400.00. Upon completing their Fire training and receiving their fire card, they will be paid a lump sum stipend of \$400.00 for Fire One certification and \$100.00 for 36 Hour Fire Certification.
- Each new Fire Department recruit is to complete their EMT training and Fire training within 18 months of joining the Fire Department. Until they have completed both EMT and Fire training, the recruit shall remain in probationary status.
- The JTFD will not purchase and issue fitted turn-out gear and class A uniforms to recruits in probationary status. Probationary recruits will be issued loaned or leased turn-out gear and probationary uniforms.
- Probationary recruits will not respond independently to any fire or EMT runs. If they are asked to respond, they will accompany an experienced preceptor.

Seconded by Beau Miller with roll call as follows:

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

Motion carried.

30. Fire Department reporting and attendance at Trustee meetings: Beau Miller made a motion that the Fire Chief provide the Trustees with a written report of key statistics each month. The report is to include key statistics for the calendar month and year-to-date. The report is due no later than the Friday before the first Trustee meeting of the month (second Tuesday). The report is not intended to be burdensome but will contain key statistics including, but not limited to:

- The number of EMT calls for the month and YTD
- The number of Fire calls for the month and YTD
- The number of injuries to fire-fighters / EMTs while on-duty
- Information on extraordinary or otherwise noteworthy incidents or occurrences
- Any other information the Fire Chief believes is important to bring to the attention of the Trustees

The Fire Chief or Trustees may identify other relevant information to be added to the report during the year. The Fire Chief, or appointed representative is to attend at least one Trustee meeting to provide current information regarding fire department business. Seconded by Dave Bench with roll call as follows:

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

Motion carried.

31. Fire Department pay frequency: Dave Bench made a motion to pay the fire department on a

quarterly basis for calls and meeting attendance. The fire department will be paid monthly for hourly work. Seconded by Alex Lytten with roll call as follows:

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

Motion carried.

32. Board of Dependents Fund: Dave Bench made a motion to appoint Firefighter Kevin Chapman, and Trustee Beau Miller along with Chief Parasiliti and resident Anna Buschmann to the board of dependents fund for the fire department in 2026. Seconded by Alex Lytten with roll call as follows.

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

Motion carried.

33. Retirement plans: Beau Miller made a motion that new Township employees may select OPERS or Social Security/Medicare for their retirement package. Seconded by Dave Bench with roll call as follows:

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

Motion carried.

34. Transient Lodging Taxes: Alex Lytten made a motion to ratify and enforce the 3% Transient Lodging Tax permitted by the 1967 Ohio law and amended by House Bill 94 in 2001. This 3% tax applies to all lodging establishments with guests staying less than 30 days. This includes hotels, motels, lodges, bed & breakfasts and tourist homes. Consistent with ORC 5739.091 this also includes establishments in which fewer than five (5) rooms are used for the accommodation of guests. The necessary documents will be provided to all such establishments in our Township and will be available on the Township web site. Seconded by Beau Miller with roll call as follows:

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

Motion carried.

35. Township monies collected: Alex Lytten made a motion that all monies received by the township employee board members will need to be given to the fiscal officer immediately upon receipt. Bank deposits are to be made in a timely manner. Furthermore, the fiscal officer will make available a

deposit slip book so that checks can be deposited into the financial institution in a timely fashion in the absence of the fiscal officer. Seconded by Dave Bench with roll call as follows:

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

Motion carried.

36. Annual clothing allowance: Beau Miller made a motion that we allow an annual clothing allowance for Superintendent Kevin Chapman and Eric Schuffenecker in the amount of \$350.00 (\$350.00 in 2025) per person per year. No clothing allowance is necessary for part-time workers. Seconded by Alex Lytten with roll call as follows:

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

Motion carried.

37. Hall rental fees: Beau Miller made a motion regarding the hall rental fees for 2026:

The following fees are unchanged from 2025. \$150.00 for residents (\$150.00 in 2025) plus a \$150.00 refundable damage deposit. A fee of 350.00 for non-resident plus a \$350.00 refundable damage deposit. There is a clean-up charge if necessary (\$100 in 2025). Seconded by Dave Bench with roll call as follows:

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

Motion carried.

38. Hall usage, waived rental fee: Beau Miller made a motion permitting the hall usage rental fee to be waived for fire department members, retired fire department members, trustees, fiscal officer, recreation director and all township employees and personnel, limited to one time each, per year. However, the clean-up charge (if necessary) is not waived. Seconded by Alex Lytten with roll call as follows:

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

Motion carried.

39. Cemetery fees: Dave Bench made a motion to maintain the same cemetery fees in 2026 as 2025. Sunday and Holiday Burials are no longer available:

Township Resident (per grave)	\$200.00
Non-Resident (per grave)	\$1,400.00
Burial (8am to 3 pm) *	\$700.00
Burial (Scheduled prior to 3 pm but extending past 3 pm)	\$100.00 per hour
Burial (Saturday) +	\$1200.00
Burial (Sunday, Holiday / Holiday Weekend)	Not Available
Burial of stillborn or infant (less than one year old)	\$200.00
Cremation Burial	\$250.00
Cremation Burial (Saturday) +	\$500.00
Cremation Burial (Sunday, Holiday / Holiday Weekend)	Not Available
Disinterment	\$1,200.00
Disinterment and Reburial	\$1,500.00
Foundation	\$50.00 per square foot

\* No burials can be scheduled after 3 pm

+ No burials can be scheduled after Noon

Holidays include: New Years Eve, New Years Day, MLK Jr. Day, Presidents Day, Memorial Day Independence Day, Labor Day, Columbus Day, Veterans Day, Juneteenth, Thanksgiving, Christmas Eve and Christmas Day

Seconded by Beau Miller with roll call as follows:

Dave Bench, yes

Beau Miller, yes

Alex Lytten, yes

Motion carried.

40. Zoning fees: Alex Lytten made a motion to adopt the following Zoning fees for the 2026 year.

#### DRAFT ZONING FEE SCHEDULE

##### RESIDENTIAL

Single Family Dwelling.....	\$100.00
Two Family Dwelling.....	\$200.00
Multi-Family Dwelling .....	\$50.00 per unit
Addition.....	\$50.00
Remodel/Renovation .....	\$50.00
All Accessory Buildings and Structures .....	\$50.00
Pools – Above or In-ground .....	\$50.00
Pond .....	\$100.00
Fencing .....	\$50.00

#### COMMERCIAL-INDUSTRIAL

New Construction .....	\$200.00
Addition/ Remodel/Renovations .....	\$100.00
Change in Use .....	\$100.00
Temporary Buildings/Events .....	\$50.00
Paving Only.....	\$100.00
Telecommunications Tower .....	\$1,000.00
Co-locations (including antenna replacement) .....	\$100.00 per antenna
Fencing .....	\$70.00
Signs .....	\$50.00

#### APPLICATIONS

Variance/Appeal .....	\$400.00
Zoning Change .....	\$400.00
Conditional Use .....	\$400.00
Planned Unit Development .....	\$500.00
Site Plan Review.....	\$500.00

#### MISCELLANEOUS

Zoning Resolution .....	\$15.00
Land Use Plan .....	\$25.00
Zoning Compliance Letter .....	\$50.00
Copies 8.5"x11" Black & White (per page) .....	\$0.10
Copies 8.5"x11" Color (per page).....	\$0.25

#### NUISANCE ABATEMENT

\$200.00 per hour (Charged as a special assessment on the property tax duplicate)

Seconded by Dave Bench with roll call as follows:

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

Motion carried.

41. Zoning Commission and Board of Zoning Appeals confirmation of appointments: Alex Lytten made a motion to confirm the appointment of the following members of the Zoning Commission and Board of Zoning Appeals for 2026:

#### **Zoning Commission members:**

Scott Henegar, term expires 2029  
Terry Bourdo, term expires 2029  
Troy Soncrant, term expires 2031  
James Boothby, term expires 2027

Jennifer Shepherd, term expires 2028  
Dan Fehn, Alternate, term expires 2029  
Vacant, Alternate, term expires \_\_\_\_\_

All terms expire January 1

**Board of Zoning Appeals members:**

Mike Lis, term expires 2029  
Butch Berger, term expires 2026  
Jason Box, term expires 2027  
Frank Ulrich, term expires 2028  
Terry Reiff, term expires 2029  
Joe Verb, Alternate, term expires 2029  
Gary Deal, Alternate, term expires 2029

All Terms expire January 1st

Seconded by Beau Miler with roll call as follows:

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

Motion carried.

42. Compensation for members of boards: Beau Miller made a motion to compensate annually, members of the recreation board, audit committee, board of zoning appeals and zoning commission at a rate of \$30.00 per each meeting attended in the 2026 year. Seconded by Alex Lytten with roll call as follows

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

Motion carried.

43. Submission of bills and invoices for payment: Dave Bench made a motion stating that in order for payments to be made on time, all invoices need to be provided to the fiscal officer by the Sunday prior to the regular scheduled meeting. Checks will be reviewed, approved, and signed by the Trustees at each regular scheduled meeting and at any other time to be determined by the Fiscal Officer. Seconded by Beau Miller with roll call as follows:

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

Motion carried.

44. Purchase order limits: Dave Bench made a motion to set a \$10,000.00 limit on regular blanket purchase orders for the 2026 year. Super blanket purchase orders limit will be \$40,000.00. Seconded by Alex Lytten with roll call as follows:

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

Motion carried.

45. Public Records Requests: Beau Miller made a motion to set the following reasonable fees to cover township costs for public records requests:

Paper copy costs: \$ 0.10 per page b/w - Note: if the copy fees for a request total less than \$1.00, copy fees are waived.  
Paper copy costs: \$.25 per page color - Note: if the copy fees for a request total less than \$1.00, copy fees are waived  
Audio CD recording: \$10.00 per audio CD

Seconded by Alex Lytten with roll call as follows:

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

Motion carried.

46. GETS System: The Trustees would like to appoint Alex Lytten to serve as the Point of Contact with the Department of Homeland Security for the Government Emergency telecommunications System for the subsequent year. The point of contact will be responsible for submitting any updates (changes in designated individuals, cell phone numbers or carriers) to the Department of Homeland Security. Beau Miller made a motion to approve, seconded by Alex Lytten with roll call as follows:

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

Motion carried.

47. Comprehensive Plan Review: Trustees agree that the Comprehensive Plan should be reviewed in its entirety on a yearly basis. Trustees will review and update the Action Plan Goals with priority, resource assignments, due dates and items accomplished.

Alex Lytten made a motion to approve, seconded by Dave Bench with roll call as follows:

Dave Bench, yes

Beau Miller, yes  
Alex Lytten, yes

Motion carried.

48. Attorney Retainer: Beau Miller made a motion to approve retaining a Township Attorney for specialized issues for 2026 and not to exceed \$4000.00 in legal fees, annually. Use of the Township Attorney by anyone other than the Trustees, will need the approval of one of the Trustees, prior to contact. Seconded by Dave Bench with roll call as follows:

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

Adjournment: With no further business before the Board, Dave Bench made a motion to adjourn today's Organizational meeting. Seconded by Alex Lytten with roll call as follows:

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

Motion carried at carried, 4:47 p.m.

Attested

Approved