

The 2026 Organizational meeting of St. Albans Township was called to order by Fiscal Officer, Bridgett Reeves.

#1/6/26A Randal Almendinger made a resolution to elect Mike Washington as Chairman of the board for 2026.

2nd by Tad Vanness. Roll call: Mike Washington -yes, Randal Almendinger -yes, Tad Vanness -yes. Resolution passed.

#1/6/26B Mike Washington made a resolution to elect Tad Vanness as vice-chairman for 2026.

2nd by Randal Almendinger. Roll call: Mike Washington -yes, Randal Almendinger -yes, Tad Vanness. Resolution passed.

#1/6/26 C Mike Washington made a resolution to hold regular meetings on the 2nd Tuesday of each month at 7:00 P.M. at the fire station Community room.

2nd by Tad Vanness. Roll call: Mike Washington -yes, Randal Almendinger -yes, Tad Vanness -yes. Resolution passed.

#1/6/26 D Mike Washington made a resolution to make notice of special meetings on the township website and the township facebook page with 24 hour notice in accordance with ORC 121.22 (B).

2nd by Randal Almendinger. Roll call: Mike Washington -yes, Randal Almendinger -yes, Tad Vanness -yes. Resolution passed.

#1/6/26 E Mike Washington made a resolution to make notice of emergency meetings on the township website and the township facebook page as soon as practicable in accordance with ORC 121.22(F).

2nd by Tad Vanness. Roll call: Mike Washington -yes, Randal Almendinger -yes, Tad Vanness -yes. Resolution passed.

#1/6/26 F Mike Washington made a resolution authorizing the fiscal officer to buy office supplies, postage and equipment as necessary.

2nd by Randal Almendinger. Roll call: Mike Washington -yes, Randal Almendinger -yes, Tad Vanness -yes. Resolution passed.

#1/6/26 G Mike Washington made a resolution authorizing the fiscal officer to transfer funds from one account to another within a fund.

2nd by Tad Vanness. Roll call: Mike Washington -yes, Randal Almendinger -yes, Tad Vanness -yes. Resolution passed.

#1/6/26 H Mike Washington made a resolution to carryover funds to pay bills until the 2026 budget is approved.

2nd by Randal Almendinger. Roll call: Mike Washington -yes, Randal Almendinger -yes, Tad Vanness -yes. Resolution passed.

1/6/26 I Mike Washington made a resolution that the trustees be paid by the salary method for the year 2026.

2nd by Tad Vanness. Roll call: Mike Washington -yes, Randal Almendinger -yes, Tad Vanness -yes. Resolution passed.

#1/6/26 J Mike Washington made a resolution that the compensation of the township trustees and fiscal officer shall be set at the maximum amounts permitted under ORC sections 504.24 and 507.09

2nd by Randal Almendinger. Roll call: Mike Washington -yes, Randal Almendinger -yes, Tad Vanness -yes. Resolution passed.

#1/6/26 K Mike Washington made a resolution that the fiscal officer and trustees shall be paid once per month and the road dept and fire dept employees shall be paid twice per month.

2nd by Tad Vanness. Roll call: Mike Washington -yes, Randal Almendinger -yes. Tad Vanness -yes. Resolution passed.

#1/6/26 L Mike Washington made a resolution that necessary expenses incurred by the township trustees and the township fiscal officer in the performance of their official duties shall be paid by St. Albans Township.

2nd by Randal Almendinger. Roll call: Mike Washington -yes, Randal Almendinger -yes, Tad Vanness -yes. Resolution passed.

#1/6/26 M Mike Washington made a resolution that it will be the discretion of the trustees as to what gets paid for from township funds for township events, morale or whatever else the trustees deem necessary.

2nd by Tad Vanness. Roll call: Mike Washington -yes, Randal Almendinger -yes, Tad Vanness -yes. Resolution passed.

#1/6/26 N Mike Washington made a resolution to pay mileage re-imbursement for township business at the rate established by the IRS for business use of a personal vehicle outside of the township.

2nd by Randal Almendinger. Roll call: Mike Washington -yes, Randal Almendinger -yes, Tad Vanness -yes. Resolution passed.

#1/6/26 O Mike Washington made a resolution to approve the use of township funds for the purchase of insurance coverage for elected officials of St. Albans Township during their terms of office as provided by law.

2nd by Tad Vanness. Roll call: Mike Washington -yes, Randal Almendinger -yes, Tad Vanness -yes. Resolution passed.

#1/6/26 P Mike Washington made a resolution to set zoning fees.

2nd by Tad Vanness. Roll call: Mike Washington -yes, Randal Almendinger -yes,

#1/6/26 Q Mike Washington made a resolution that members of the BZA shall receive compensation of \$50.00 for each application considered by the board, and that members of the Zoning Commission shall receive \$40.00 for each zoning meeting attended, subject to applicable appropriations and pursuant to ORC 519.13 and 519.14.

2nd by Randal Almendinger. Roll call: Mike Washington -yes, Randal Almendinger -yes, Tad Vanness -yes. Resolution passed.

1/6/26 R Mike Washington made a resolution that the secretary of the BZA and Zoning Commission shall receive \$750.00 per month subject to available appropriations and pursuant to ORC 519.13 and 519.14

2nd by Tad Vanness. Roll call: Mike Washington, Randal Almendinger -yes, Mike Washington -yes. Resolution passed.

1/6/26 S Mike Washington made a resolution that St. Albans Township Fire Department is authorized during calendar year 2026 to dispose of surplus, unneeded, unsuitable or obsolete property including motor vehicles, machinery, equipment, tools and supplies through internet auction using GovDeals.com (entire resolution is on file).

2nd by Randal Almendinger. Roll call: Mike Washington -yes, Randal Almendinger -yes, Tad Vanness -yes. Resolution passed.

1/6/26 T Mike Washington made a resolution that the township fiscal officers payroll certification for the year 2026 will be: 30% General fund, 20% R&B and 50% Fire fund.

2nd by Tad Vanness. Roll call: Mike Washington -yes, Randal Almendinger -yes, Tad Vanness -yes. Resolution passed.

1/6/26 U Mike Washington made a resolution to hire Woody Fox as zoning inspector for St. Albans Township at \$1000.00 per month, subject to available appropriations and pursuant to ORC 519.16.

2nd by Tad Vanness. Roll call: Mike Washington -yes, Randal Almendinger -yes, Tad Vanness -yes. Resolution passed.

1/6/26 V Mike Washington made a resolution to hire Larry Smith at an hourly rate of \$24.75 per hour, anything over 40 hours per week, paid time and a half. He will receive 48 hours of paid personal time and 80 hours of paid vacation time, 11 paid holidays and health and dental insurance, subject to available appropriations and provided by law.

2nd by Randal Almendinger. Roll call: Mike Washington -yes, Randal Almendinger -yes, Tad Vanness -yes. Resolution passed.

#1/6/26 W Mike Washington made a resolution to hire David Sapp at an hourly rate of \$26.75 anything over 40 hours per week paid time and a half. He will receive 48 hours of paid personal time, 80 hours of paid vacation time, 11 paid holidays and health and dental insurance, subject to available appropriations and provided by law.

2nd by Randal Almendinger. Roll call: Mike Washington -yes, Randal Almendinger -yes, Tad Vanness -yes. Resolution passed.

#1/6/26 X Mike Washington made a resolution to hire Peter Griggs from Brosius, Johnson and Griggs LLC for representation of the township, its officers, boards and commissions in their official capacities and to advise them on legal matters, should they opt not to use the County Prosecutor.

2nd by Tad Vanness. Roll call: Mike Washington -yes, Randal Almendinger -yes, Tad Vanness -yes. Resolution passed.

#1/6/26 Y Mike Washington made a resolution to set approved spending limits as follows: Trustees = \$2000.00, Fire Chief = \$2200.00 with a 10k emergency limit, Road supervisor = \$2000.00 and Administrator = \$1000.00

2nd by Randal Almendinger. Roll call: Mike Washington -yes, Randal Almendinger -yes, Tad Vanness -yes. Resolution passed.

Randal Almendinger made a motion to adjourn the Organizational meeting.

2nd by Tad Vanness. Roll call: Mike Washington -yes, Randal Almendinger -yes, Tad Vanness -yes. Meeting adjourned.

The January 6, 2026 meeting of St. Albans Township was called to order by Chairman, Mike Washington.

All trustees and fiscal officer were present.

The minutes of the 2025 end of year meeting were read and approved.

The fiscal officer read fund balances to date.

#1/6/26 Z Mike Washington made a resolution appointing Mary Fitch to the Zoning Commission as a regular member effective immediately with a term expiration of 12/31/27.

2nd by Tad Vanness. Roll call: Mike Washington -yes, Randal Almendinger -yes, Tad Vanness -yes. Resolution passed.

#1/6/26 AA Mike Washington made a resolution appointing Rob Amiet to the Zoning Commission as an alternate member effective immediately with a term to expire 5 years from today.

2nd by Tad Vanness. Roll call: Mike Washington -yes, Randal Almendinger -yes, Tad Vanness -yes. Resolution passed.

#1/6/26 BB Mike Washington made a resolution appointing Pam Hills to the Zoning Commission as a regular member with term expiring 12/31/2030.

2nd by Randal Almendinger. Roll call: Mike Washington -yes, Randal Almendinger -yes, Tad Vanness -yes. Resolution passed.

#1/6/26 CC Mike Washington made a resolution appointing the following people to the Volunteer FF Dependents board for 2026: Mike Theisen, Randal Almendinger, Mike Washington, Tad Vanness and Bridgett Reeves.

2nd by Tad Vanness. Roll call: Mike Washington -yes, Randal Almendinger -yes, Tad Vanness -yes. Resolution passed.

Mike Washington made a motion to table a resolution adopting a right of way permit policy and establishing standards for work within township road right of ways.

2nd by Tad Vanness. Roll call: Mike Washington- yes, Randal Almendinger -yes, Tad Vanness- yes. Motion carried.

Todd explained the Right of way policy and would like the trustees to review it before approving. He is looking for recommendations on fees. This will need to go through legal review of the prosecutor, but in the mean time Todd and Tad will do more research before it is brought to the board again.

Todd talked about a streaming camera, so all meetings can be live streamed and used as the official record, eliminating the need for recordings and minutes eventually and eliminating the records request for such.

Randy Almendinger said he is not in favor of it, as he has talked to 4 other townships and they advise against it.

Mike Washington said he is in favor of it because of transparency and Tad Vanness agreed.

Todd Poole said it uses infrastructure we already pay for, it's a long term permanent solution and there are no costs beyond the initial cost.

Rae Ann Crawford commented that the LCPC used to do it until a few months ago and it was very nice not to have to attend the meeting to be able to see it.

Mike Washington made a motion to approve an expense not to exceed \$5,839.04 for the purchase of a Yealink MVC-S80 video system from CDW-G, Inc.

2nd by Tad Vanness. Roll call: Mike Washington -yes, Randal Almendinger -yes, Tad Vanness -yes. Motion carried.

Mike Washington made a motion to enter into executive session pursuant to ORC 121.22(G)(2) to consider the purchase or acquisition of property for public purposes, with the following people attending: Trustees, administrator and fiscal officer.

2nd by Tad Vanness. Roll call: Mike Washington -yes, Randal Almendinger -yes Tad Vanness- yes. Motion carried.

Mike Washington made a motion to leave executive session and return to open session. The executive session was conducted pursuant to ORC 121.22(G)(2) to consider the acquisition of property for public purposes.

2nd by Tad Vanness. Roll call: Mike Washington -yes, Randal Almendinger -yes, Tad Vanness -yes. Motion carried.

Meeting was adjourned 8:49 P.M.

SPECIAL MEETING

The January 27th special meeting was called to order by Chairman, Mike Washington. All trustees were present. Fiscal Officer, Bridgett Reeves was absent. The purpose of this meeting is to meet with Legal Counsel Peter Griggs to get questions answered and enhance their base knowledge on several different issues/situations/subjects.

Mike Washington said he would like to look at Cloud Overlays but asked who drives that initiation, is it the Zoning Commission or can it be by the board of trustees and how to get the message to the Zoning Commission that trustees would like them to work on this since trustees are hands off with the Zoning Commission. Peter explained different ways to do this.

Peter also said he prefers trustees to stay away from Zoning and BZA public hearings. They don't want to be seen as trying to strong arm a decision.

Mike stated that he doesn't want to be perceived as not being engaged and knowing what's going on however with the video system they will be able to watch to be involved and at least know what's going on.

Mike feels the BZA has not grasped that the zoning resolution has changed and the outlook of what they are looking for in this community, and he knows as a trustee now that he can't push that narrative.

Peter asked for an example, and Mike said: saying yes to variances and they don't understand that the codes have been tightened up, setbacks, all the different things they are doing they need to hold the line for good reason/purpose.

Peter responded that the BZA is the body that will get the township sued the quickest because of the way the system is set up, since they are the last line of defense. BZA's typically don't understand the standards and what they should be looking at and since most times there isn't anyone at their hearings complaining they typically grant a request. Peter talked about the 7 Dunkin Factors and then balancing the factors saying this is what our BZA should be using. Forces BZA members to think about what they are doing.

Having the prosecutors office attend BZA hearings was discussed and Peter said his office has sample meeting guidelines that they can provide and have the BZA understand that a decision does not have to be made right then and the hearing can be continued until they have a better understanding.

Mike Washington asked about emails with "reply all" referring to the fiscal officer sending an email to all the trustees asking how they wanted to split the payment between funds for the invoice for the video system. Peter responded do not reply all and if there are questions like that it should be discussed in a meeting, as sending an email such as that and everyone responding could be taken as making a decision outside of a meeting.

Tad Vanness said he has been contacted by several people re: Maple Grove Cemetery, wanting the township to take it over. It is currently run by an association, and a lot of them are older and don't want to do it anymore. Tad has gotten a copy of the deed and the entire property is deeded to the township and the entire thing is located in the township.

Peter Griggs stated that if the association ceases to exist it does become the responsibility of the township and he discussed what the association needs to do to dissolve.

Trustees and Peter discussed further.

Tad Vanness asked about creating committees, like a green space committee. Peter responded that they will be subject to the open meetings act.

Tad Vanness asked about TIF's, it appears a resolution was passed but not completed. There is no record and nothing in the minutes where it was completed. Peter Griggs said if was never acted upon and we have no signed resolution that it is not completed.

Tad asked about putting a TIF on the entire township and who files the DTE24, the township or the developer. Peter gave examples of ways it could be done and recommends putting a TIF on areas where there is a threat of annexation or if there is an area they want to promote.

Trustees and Peter discussed further.

Tad Vanness discussed right of way permits with Peter and got some questions answered.

Mike Washington made a motion to enter into executive session under ORC 121.22 (G)(8)(A) to negotiate with other political subdivisions respecting requests for economic development assistance under ORC 715 and that the executive session is necessary to protect the interest of the applicant. To include, all 3 trustees, Peter Griggs and Todd Poole.

2nd by Tad Vanness. Roll call: Mike Washington -yes, Randal Almendinger -yes, Tad Vanness -yes. Motion carried.

Mike Washington made a motion to adjourn executive session and return to open session. 2nd by Tad Vanness.

Roll call: Mike Washington -yes, Randal Almendinger -yes, Tad Vanness -yes. Motion carried.

Mike Washington said Todd Poole has been working with the Village of Alexandria on selling the old township building and received a proposal from them. There's been some communication in the township that the board has not talked about this and that Todd doesn't have the ability to negotiate on his own. Peter Griggs responded that when property is being sold to another political subdivision, there is no formal bidding process that needs to be followed. However if people are talking, discuss it in a public meeting, provide an update and take

public comment. State that the board has 2 options: flush out details with the village or open it up to bid.

Tad Vanness said the village minutes present that we have given them an offer and they voted on it. So they have done something wrong on their side, not the township, because we have never presented them an offer.

Peter states to clean up the perception. Discuss it in a public meeting and state that there has not been a formal offer to the village and there is no contract.

Todd Poole states that the how the village is framing it is inaccurate.

Mike Washington made a motion to adjourn the special meeting.

2nd by Tad Vanness.

Meeting adjourned 12:22 P.M.