

RECORD OF PROCEEDINGS
TRENTON TOWNSHIP TRUSTEES' MEETING
ORGANIZATIONAL AND ROADS AND INVENTORY
FRIDAY, JANUARY 2, 2026, at 2:30 p.m.
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HELD AT: Trenton Township Maintenance and Office Building, 15495 Hartford Road, Sunbury, Ohio, 43074

ROLL CALL: Chairman Kevin Justice called meeting to order. Roll call: Richard Fisher – here, Kevin Justice – here, and Mark Almendinger – here.

MINUTES: Fiscal Officer read minutes from Regular Meeting of Wednesday, December 3, 2025, and Year-End Meeting of Friday, December 26, 2025
Motion to approve: Almendinger
Second by: Fisher
Vote: all – yes, motion carried.

CHAIRMAN TO TURN

MEETING OVER TO

FISCAL OFFICER:

Fiscal Officer to asked for nominations for Chairman.
Motion for nomination of Richard Fisher for Chairman: Justice

Second by: Almendinger
Vote: all – yes, motion carried.

Fiscal Officer asked for nominations for Vice-Chairman.

Motion for nomination of Mark Almendinger for Vice-Chairman: Fisher
Second by: Justice
Vote: all – yes, motion carried.

Fiscal Officer turned meeting over to new Chairman.

ORGANIZATIONAL MEETING

RESOLUTION 26-01-01

FIRE BOARD

Motion for Richard Fisher to be Fire Board Member: Almendinger
Second by: Justice
Vote: all – yes, motion carried.

Motion for Almendinger to be alternate Fire Board Member to attend when Fire Board Member unable: Justice
Second by: Fisher
Vote: all - yes, motion carried.

RESOLUTION 26-01-02

WAGE SCALE

Motion for Skilled Labor @ \$19.50 and Extra Labor @ \$16.50: Almendinger
Second by: Justice
Vote: all - yes, motion carried.

RESOLUTION 26-01-03

TRAVEL REIMBURSEMENT POLICY

Motion for mileage expenses at current IRS rate and other expenses incurred in conducting township business with receipts. Convention and Seminar expenses of township officials and employees shall also be paid with receipts: Justice
Second by: Almendinger
Vote: all – yes, motion carried.

RESOLUTION 26-01-04

CREDIT CARD POLICY

Motion to allow Keith Barney to use credit card with Holmes Lumber and Richwood Bank Visa to purchase township items for no more than \$750, to allow Cynthia Walton to use credit card Richwood Visa to purchase township items for no more than \$750. and to allow Mike Dattilo to use the Richwood Visa to

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purchase township items for no more than \$750. Receipts must be submitted to
Fiscal Officer: Justice

Second by: Almendinger
Vote: all – yes, motion carried.

RESOLUTION 26-01-05

TMOB RENTAL

Motion to rent TMOB to Trenton Township Residents who complete rental agreement and
deposit \$125 with \$50. being refunded upon TMOB being cleaned may rent TMOB:
Almendinger

Second by: Justice
Vote: all – yes, motion carried.

RESOLUTION 26-01-06

CEMETERY GRAVES

Motion to charge for graves in Trenton Cemetery

\$100 Trenton Township Residents

\$500 In-County Residents

\$1,000 Out-of-County Residents: Fisher

Second by: Justice

Vote: all – yes, motion carried.

RESOLUTION 26-01-07

OPENING AND CLOSING OF GRAVES

Motion to charge the following for opening and closing of graves:

\$400 Weekdays, \$600 Saturdays, No Sundays or Holidays for burials,

\$200 Weekdays, \$400 Saturdays, No Sundays or Holidays for cremations,

\$500 Disinternment for 4 hours, \$100 each additional hour.

\$.60 per square inch, with \$250 minimum for footer/foundation

\$200 for Military Monument

Motion by: Fisher

Second by: Almendinger

Vote: all – yes, motion carried.

RESOLUTION 26-01-08

BURIAL RELIEF

Motion to accept Burial Relief at \$1000: Justice

Second by: Almendinger

Vote: all – yes, motion carried.

RESOLUTION 26-01-09

ROADS, CEMETERY, DELAWARE COUNTY HEALTH BOARD

Motion for

In-Charge of Cemetery Operations – Fisher

In-Charge of Road Operations – Justice

Representative to Delaware County Health Board – Almendinger: Justice

Second by: Fisher

Vote: all – yes, motion carried.

RESOLUTION 26-01-10

ZONING INSPECTOR SALARY

Motion for Zoning Inspector Salary \$1700 month plus expenses and \$30 per
meeting attended (Trustee's meeting excluded): Justice

Second by: Almendinger

Vote: all – yes, motion carried.

RESOLUTION 26-01-11

ZONING MEMBERS AND ZONING SECRETARY

Motion for Zoning Board Members to be paid \$75 for meetings attended

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Following members of Zoning Commission:

Larry Walton	2026
Nancy Fay	2027
Kevin Kline	2028
Greg Leaf	2029
Bill Gorsuch	2030
Ron VanWinkle	Alternate
Heather Day	Alternate

Following members of Board of Zoning Appeals:

George Burger	2026
Kurt Ide	2027
Mike Mucci	2028
George Justice	2029
Keith Barney	2030
Richard Day	Alternate

Guidelines for alternates to Zoning Boards:

- Alternates are asked to attend all meetings of the Board to which they are appointed
- Alternates are paid for each meeting that they attend
- Alternates are allowed to vote when there are any appointed Board Members absent. If there are more than one alternate present, and only one absent appointed Board Member, then the alternate with the most seniority may vote.

Secretary of BZA and BZC is C. Walton.

Secretary of BZA and BZC is to be paid \$100 per meeting.

Secretary to be paid \$20 for extra clerical work.

Meetings for each Board are scheduled for quarterly or when business makes it necessary. Representative for DRPC is Mike Dattilo and alternate is Kevin Kline: Justice

Second by: Almendinger

Vote: all - yes, motion carried.

RESOLUTION 26-01-12

ZONING FEES SET

Motion to charge the following for Zoning Fees:

Construction:

Residential	\$200 + \$10/100 sq. ft.
Room Addition	\$100 + \$10/100 sq. ft.
Remodeling	\$50
Garage/Accessory*1	\$100 + \$10/100 sq. ft.
Porch/Deck	\$50
Commercial	\$400 + \$6/100 sq. ft.
Commercial Addition	\$250 + \$6/100 sq. ft.
Light Industrial	\$500 + \$6/100 sq. ft.
Heavy Industrial	\$600 + \$6/100 sq. ft.
Remodeling – Comm/Indus.	\$150 + .10/100 sq. ft.
Non-Residential	

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(Church, Day-care, School) \$250 + .10/100 sq. ft.

Trailers:

Construction	\$150
Temporary House	\$150 (6 month limit)
- 6 mo. Renewal	\$300
Annual Trailer Park Fee	\$5000

Rezoning:^{*2}

Rezoning Application:	
Residential	\$300/lot + \$100/acre
Comm/Industrial	\$500/lot + \$100/acre
Trustee/Admin Re-review	
after hearing	\$500
Rescheduling of Hearing	\$750

Conditional Uses, Appeals, and Variances:

Conditional Uses:

Home Occupation	
w/o Hearing	\$300
with Hearing	\$750
Conservation Subdiv.	\$5,000/Minimum 2 Hearings
Others	Add'l Hearing \$2500/each
Appeals, Variances	\$750
Additional Hearings	\$750

Signs:

Permanent	\$150
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Miscellaneous:

Zoning Book	\$40
Master Plan	\$40
Zoning Certificate Extension	\$15 (1 X only)
Late Application ^{*3}	Fee + 50% of Fee
Re-inspection fee	\$35
Returned Checks	\$30
Fence in Residential areas	\$100
Solar – free standing	\$100

^{*1}In order for construction to be considered for agricultural exemption, applicant must appear before Trustees at a regular meeting to give reason for wanting exemption. If approved, applicant must complete paperwork and applicant's name and reason will be recorded in Trustees' minutes.

^{*2}Hearing transcripts available to applicant for an additional fee.

^{*3}Late application fee refers to construction being started before zoning application made: Justice Second: Almendinger
Vote: all – yes, motion carried.

RESOLUTION 26-01-13

HOLIDAY DAYS

The following are paid Holidays for the Maintenance Supervisor:

New Year's Day	Martin Luther King Day
Columbus Day	Presidents' Day

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Independence Day	Thanksgiving Day
Veterans' Day	Memorial Day
Labor Day	Christmas Day
Christmas Eve	
One floating holiday to be taken after Thanksgiving or Christmas (Choice of Employee): Almendinger	
Second by: Fisher	
Vote: all – yes, motion carried.	

RESOLUTION 26-01-14

VACATION GUIDELINE

After one year of service	5 days
2-5 years of service	10 days
6-19 years of service	15 days
20 or more years of service	20 days
Some vacation may be taken ½ day at a time: Justice	
Second by: Almendinger	
Vote: all – yes, motion carried.	

RESOLUTION 26-01-15

MAINTENANCE WAGE

Motion to increase Keith Barney, Maintenance Supervisor's, wage to \$31.60 per hour and pay overtime at time and one-half for road emergencies and Saturday funerals with prior Trustee approval and to reimburse him for his cellular telephone of \$40/month: Almendinger

 Second by: Justice

 Vote: all - motion carried.

RESOLUTION 26-01-16

SICK DAYS

Motion for employee with:

- less than 20 years will receive ½ day per month with 21 days maximum carryover from year to year (as of 12/31/25 Keith Barney has 240 hours accumulated in 2025)
- more than 20 years will receive ½ day per month with 30 days maximum carryover
- after three days absence a doctor's excuse will be needed to be presented to be paid for sick days
- If an employee has 75% of his sick days accumulated for that specific year, he may qualify for a year-end bonus.
- Upon retirement, an employee will be paid for accumulated sick days up to 21 days for less than 20 years and 30 days for more than 20 years.

Motion by: Justice

Second by: Almendinger

Vote: all – yes, motion carried.

RESOLUTION 26-01-17

LEGAL COUNSEL

The Delaware County Prosecutor's Office is legal counsel for Trenton Township.

Motion by: Almendinger

 Second by: Fisher

 Vote: all – yes, motion carried.

RESOLUTION 26-01-18

MEETING DAY

Regular meetings of Trenton Township Trustees will be the first Wednesday of each month at 7 p.m: Fisher

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Second by: Almendinger
Vote: all – yes, motion carried.

ROAD AND INVENTORY REPORT

RESOLUTION 26-01-19

ROADS AND INVENTORY

Name of Road	Condition Work Needed
Trenton	trees removed
Perfect	trees removed
Piper Road	added in 2025

Inventory report:

Name of Property	Qty	Value
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Shop Inventory:

2016 Western Star Truck 4700SB		
With snow plow	1	126000.
2020 Ford Super Duty F-550	1	47377.
Hughes Bed/snowplow	1	29870.
Generac Generator - Propane	1	20000.
Kubota UTV	1	12000.
2024 EX-Mark Rear Discharge Mower	1	13300
2026 52" EX-Mark Mower	1	7500.
2012 7230 JD Tractor	1	75000.
2012 Tiger Mower	1	30000.
Yanmar Vio 35 mini excavator	1	50000.
Power Washer	1	3000.
Small tools/grease gun	1	650.
Grease and Oil		125.
Gasoline/Diesel		600.
JD JA60 Pushmower	1	75.
Shop Vacuum	1	100.
Air Compressor	1	150.
Wheelbarrow	1	30.
Welder Kit	1	100.
2 Wheel Trailer	1	100.
Telephones	2	100.
Extension Ladder	1	150.
Portable Gas Pump	1	250.
Gas Tank	1	250.
Diesel Tank	1	600.
Stihl Chain Saw MS261	1	250.
Stihl Chainsaw 026 (old)	1	50.
Microwave	1	100.
Containment Tank	1	1500.
Ladder 5'	1	50.
Honda Weedeater GCALT 1992667	1	325.
Two-Drawer Letter File	1	40.
Two-Drawer Firesafe File	1	500.
Gray Office Chairs	5	20.
Battery Charger	1	220.

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Truck Sprayer	1	500.
Stihl FS94R Trimmer 507070268	2	1200.
John Deere 113 Hedge Trimmer	1	50.
Dell Lap Top – Cemetery	1	200.
Discover Metal Detector	1	80.
Ladder 24' Fiberglass	1	220.
Stihl leafblower	1	130.
Stihl BR600 Backpack blower	1	550.
Fire Extinguishers	4	125.
Topcon Laser w/Tripod	1	200.
Portable Solo Sprayers	3	330.
40 gal cemetery sprayer	1	250.
Werner Step Ladder	1	140.
Powerwisher	1	18000.

Office Inventory:

Sharp Calculator	1	20.
Printer Stand	1	100.
Christmas Tree-Decorations	1	25.
4-Drawer Letter File	2	100.
4-Drawer Fire safe Letter File	1	1200.
4-Drawer Fire safe Legal File	2	2400.
Swintec Elec. Typewriter	1	25.
Wall Clock	1	20.
Bound Carpet	2	1000.
Typing Table and Swivel Chair	2	25.
Small Sweeper	1	85.
Antique Wooden Tables	2	1000.
Telephones	6	300.
Antique (Delaware Factory)		
Wooden Chairs	6	5000.
Brother Fax	1	300.
V270 Monitor	1	300.
Zoning Brother Fax, Copier, etc.	1	400.
Desks (Zoning/Clerk)	2	1000.
5 Tables/34 Chairs		500.
Measure Master for Zoning	1	90.
Sandusky Storage Cabinet	1	150.
Storage Shelves	1	75.
Folding Wooden Chairs	39	200.
Golden Leather Chairs	3	120.
Misc. Office Supplies		500.
Paper Shredder	1	100.
Storage Cabinets	2	400.
Covered Bulletin Boards	3	800.
HP1200 Printer	1	300.
Padded Chairs	72	620.
White Tables	13	910
Keurig Coffee Pot	1	100.
Amish Oak Table	1	4000.
Six Oak Swivel Chairs/Leather	6	3600
Bulletin Boards	3	1200.

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Scanner	1	400.
Brother Copier 87100	1	200.
Dell printer 2375	1	200.
Casio Calculator	1	40.
Dell Latitude 3570 Laptop (UAN)	1	300.
Hoover Sweeper	1	80.
Microwave	1	80.
HP LaserJet Pro M404dw (UAN)	1	500.
Dell 2335 Printer	1	100.
Bissell Carpet Cleaner	1	180.
Audio Visual Equipment	1	1200.
Shark Sweeper	1	150.

Motion to accept the Roads and Inventory Report: Fisher

Second by: Almendinger

Vote: all – yes, motion carried

RESOLUTION 26-01-20 Motion to award Keith Barney \$800. for maintaining a balance of more than 75% of his sick days at the end of 2025: Fisher
Second: Almendinger
Vote: all – yes, motion carried.

WARRANTS AND BILLS: Clerk presented warrants and bills and certified there were sufficient funds to pay bills.
Motion to pay bills: Almendinger
Second: Justice
Vote: all – yes, motion carried.

RECORDS COMMISSION: Chairman and Clerk met. Clerk informed Chairman that she will has begun filing 2025, and she is in the process of organizing files for 2026.

TRASH DAYS: Saturday June 27, 2026

CEMETERY DEED: Trustees signed deed for Jo Ann Boggs

ZONING INSPECTOR REPORT: Dattilo reported that he had attended the DRPC and Trustees meetings and written no Zoning Certificates in December. He issued 32 Zoning Certificates in 2025 comprising of 6 new homes, 3 room additions, 5 pools and 14 accessory buildings totaling \$9781.
Motion to receive Zoning Inspector Report: Justice
Second: Almendinger
Vote: all – yes, motion carried.

ROADS: Any equipment issues? No Barney reported only scraping and salting the roads.

CEMETERY: Barney presented two quotes for tires for the backhoe: Millersburg Tire Service, Inc. for \$2,138.80 and Wilson Tires for Tital \$2,242 and Firestone \$2045.04. Motion to purchase tires from Millersburg Tire Service, Inc. for \$2,138.80 for the backhoe: Justice
Second: Fisher
Vote: all – yes, motion carried.

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RECYCLING: Barney reported that they are on schedule sometimes.

ADJOURN: Being no further business, a motion to adjourn: Justice
Second: Almendinger
Vote: all – yes, motion carried.