

**SCIOTO TOWNSHIP TRUSTEE MEETING
AGENDA
DECEMBER 3, 2025
7:00 PM**

- 1. Call Trustee Meeting to Order**
- 2. Pledge of Allegiance**
- 3. Roll Call**
- 4. Approval of the Minutes**
 - November 19, 2025
- 5. Public Comment**
- 6. Delaware County Health District**
- 7. Maintenance Department Report**
- 8. Fiscal Officers Report – Kathy Melvin**
- 9. Zoning Inspector Report – Kyle McKitrick**
- 10. Fire Chief Report – Chief McIntire**
- 11. Trustee Reports**
 - Trustee Stults
 - Trustee Moseley
 - Trustee Loudenslager
- 12. Old Business**
 - Scheduled Meetings
 - December 10 – Budget and Bill Pay
 - January 7, 2026 – Organizational Meeting
- 13. New Business**
- 14. Pay Bills**
- 15. Adjourn**

SCIOTO TOWNSHIP BOARD OF TRUSTEES
SIGN IN
December 3, 2025

Jan Phillips Pat Williams 10655 Hinton m, 11
Sign Print Address

M B Akers Matt Akers 849 Brindle Rd
Sign Print Address

J. J. H. B. Joseph Proamm 270 Bluegrass way
Sign Print Address

Kyle Kyle McKittrick 10012 Zirve Rd. Ostrander
Sign Print Address

Sign Print Address

**SCIOTO TOWNSHIP TRUSTEES
RECORDING OF PROCEEDINGS
December 3, 2025**

REGULAR MEETING PROCEEDINGS SUMMARY:

The trustees of Scioto Township met in regular session, Wednesday, December 3, 2025, at 7:00pm at the Township Hall, 3737 Ostrander Rd., Ostrander, OH 43061. Board members present were Doug Loudenslager and Sandra Stults. Fiscal Officer, Kathy Melvin, Fire Chief Marvin McIntire, and Zoning Inspector, Kyle McKitrick were present. Ralph Moseley was absent. Others in attendance are included on the sign in sheet.

APPROVAL OF MINUTES:

Trustee Loudenslager moved to accept the minutes of the November 19, 2025, as presented by the Fiscal Officer. The motion was seconded by Trustee Stults. The roll call vote: Ms. Stults-yes, Mr. Moseley-absent, and Mr. Loudenslager-yes. The motion passed with 2-yes and 0-no votes.

PUBLIC COMMENT: NONE

DELAWARE COUNTY HEALTH DISTRICT – N/A

MAINTENANCE DEPARTMENT REPORT – PAT WILLIAMS

- Maintenance
 - Last mowing of the year
 - Fixed welder and generator
 - Fixed heat at the shop
 - Putting new jack on trailer
 - Keeping trash cleaned up
- Road
 - Worked on getting trucks ready for snow
 - Removed a dead deer
- Park
 - Took pickle ball nets down
- Cemetery
 - 12 foundations
 - 1 funeral this month
- Public parking in front of bay doors

FISCAL OFFICERS REPORT – KATHY MELVIN

Receipts: \$20,116.49

Payables: \$219,007.30

ZONING INSPECTOR REPORT: KYLE MCKITRICK – See attached emailed report

- November permits were as follows: 1 deck, 1 accessory building 1 driveway and 1 single family for a total of \$635.00.

FIRE CHIEF'S REPORT: See attached report

- Purchase Orders –
 - 2026 MES Warren Fire Equipment – PO 12-3-2025-1 - 2 – Sets of Turnout Gear, 2 – Pair of Boots, and 2 – Fire Helmets, \$14,000.00.
 - Miata Embroidery – PO 12-3-2025-2 - 2026 Uniform Allowance for Fire Personnel, \$8,000.00.
 - 2026 Breathing Air Systems – PO 12-3-2025-3 – Yearly Breathing Air Compressor Preventive Maintenance and Quarterly Air Quality Checks., \$4,000.00.
 - 2026 Delaware County Fire Chief's Association – PO 12-3-2025-4 - Annual Fire Chief and DART Membership, \$3,000.00.
- Station Repair and Maintenance – 2025 Ladder testing is complete. Community Center/Station Generator – Preventive Maintenance and Service has been completed by WW Williams. REFEUL Environmental – Completed pumping of the 500-gallon Fuel/Water Separator Tank. Community Center Kitchen Exhaust Fire Suppression Hood System – Silco Fire and Security completed the Annual Inspection.
- Vendor Change – Paperwork has been completed to switch from Ohio Health to Memorial Hospital.
- Daytime Fire Coverage – Plan to move forward with 12 Hour Shift Coverage on January 1, 2026. 12% of the Run Volume occurs between 6:00pm and 8:00pm. New hours will be 08:00am to 8:00pm.
- GovDeals Surplus – Two Positive Pressure Electric Box Fans, Two Firestone Tires off of Grass 371.
- 2026 Fire Budget – Planning, apparatus upgrades, facility, and equipment replacements for the 2026 budget year is in progress.
- Good to The Order:
 - Pancake Breakfast and PIN Toy/Food Drive 2025 – December 6th from 7:00a to 11:00a. Annual Firefighter Dinner and Service Awards – January 16 at 6:00pm.

Trustee Loudenslager made a motion to approve the fire chief's report. The motion was seconded by Trustee Stults. Roll call vote: Ms. Stults-yes, Mr. Moseley-absent, and Mr. Loudenslager-yes. The motion passed with 2-yes and 0-no votes.

TRUSTEE REPORTS:**Trustee Stults –**

- Nothing to report

Trustee Moseley - absent**Trustee Loudenslager**

- Nothing to report

OLD BUSINESS:

- December 10 – Bill pay and budget meeting at 4pm
- January 7, 2026 – Organizational Meeting 7pm

NEW BUSINESS:

Trustee Loudenslager made a motion to pay bills. The motion was seconded by Trustee Stults. The roll call vote: Ms. Stults-yes, Mr. Moseley-absent, and Mr. Loudenslager-yes. The motion passed with 2-yes and 0-no votes.

Trustee Loudenslager made a motion to adjourn. The motion was seconded by Trustee Stults. The roll call vote: Ms. Stults-yes, Mr. Moseley-absent, and Mr. Loudenslager-yes. The motion passed with 2-yes and 0-no votes.

Meeting adjourned at 7:07 pm.

Abby W. Lin
R. Loudenslager

Certified by: Kathy Melvin
Fiscal Officer

Governing Board Signature Page

12/03/2025

Item	Reviewed By
Payment Listing	
	<u>Doug Loundenslager</u>
	<u>Ralph Moseley</u>
	<u>Sandra Stults</u>
	<u>Kathy Melvin</u>

Payment Listing

12/1/2025 to 12/4/2025

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
478-2025	12/04/2025	12/02/2025	EP	Robert Barcus	\$1,180.39	O
479-2025	12/04/2025	12/02/2025	EP	Andrew T Blevins	\$36.46	O
480-2025	12/04/2025	12/02/2025	EP	Kathan T Costello	\$36.54	O
481-2025	12/04/2025	12/02/2025	EP	Adam M DeMarco	\$233.61	O
482-2025	12/04/2025	12/02/2025	EP	JACOB DIETZ	\$2,667.46	O
483-2025	12/04/2025	12/02/2025	EP	Enzo DiRocco	\$359.40	O
484-2025	12/04/2025	12/02/2025	EP	BRIAN GOODALL	\$1,105.93	O
485-2025	12/04/2025	12/02/2025	EP	Joshua Guy	\$539.26	O
486-2025	12/04/2025	12/02/2025	EP	David H Hausfeld	\$1,558.79	O
487-2025	12/04/2025	12/02/2025	EP	LANDON HECKEL	\$154.71	O
488-2025	12/04/2025	12/02/2025	EP	Mackenzie Langdon	\$327.87	O
489-2025	12/04/2025	12/02/2025	EP	Michael D Long	\$215.64	O
490-2025	12/04/2025	12/02/2025	EP	Douglas D. Loudenslager	\$831.63	O
491-2025	12/04/2025	12/02/2025	EP	Kyle A McIntire	\$293.43	O
492-2025	12/04/2025	12/02/2025	EP	Marvin E McIntire	\$2,076.75	O
493-2025	12/04/2025	12/02/2025	EP	Kyle McKitrick	\$652.69	O
494-2025	12/04/2025	12/02/2025	EP	Jonathan S Melvin	\$268.52	O
495-2025	12/04/2025	12/02/2025	EP	Kathy Melvin	\$1,461.10	O
496-2025	12/04/2025	12/02/2025	EP	Ralph K Moseley	\$1,051.19	O
497-2025	12/04/2025	12/02/2025	EP	CORBIN PELTIER M	\$609.61	O
498-2025	12/04/2025	12/02/2025	EP	Courtney Phelfer	\$685.28	O
499-2025	12/04/2025	12/02/2025	EP	Alexander Rose	\$2,707.64	O
500-2025	12/04/2025	12/02/2025	EP	Steven Roush Jr.	\$148.68	O
501-2025	12/04/2025	12/02/2025	EP	John Saniel-Banrey	\$1,280.86	O
502-2025	12/04/2025	12/02/2025	EP	Aidan Seibers	\$1,481.90	O
503-2025	12/04/2025	12/02/2025	EP	Matthew E. Stayner	\$317.72	O
504-2025	12/04/2025	12/02/2025	EP	Sandra Stults	\$1,035.56	O
505-2025	12/04/2025	12/02/2025	EP	Casey J Swendrick	\$754.27	O
506-2025	12/04/2025	12/02/2025	EP	Daniel Weirick	\$45.67	O
507-2025	12/04/2025	12/02/2025	EP	James P Williams	\$2,883.06	O
509-2025	12/03/2025	12/02/2025	CH	ANTHEM BC BS	\$3,549.90	O
510-2025	12/03/2025	12/02/2025	CH	Anthem Life	\$92.50	O
511-2025	12/02/2025	12/02/2025	CH	Bureau of Workers Compensation	\$3,498.76	O
512-2025	12/03/2025	12/02/2025	CH	First Commonwealth Bank	\$30.00	O
20724	12/03/2025	12/02/2025	AW	AES Ohio	\$1,104.27	O
20725	12/03/2025	12/02/2025	AW	AT&T Mobility	\$205.44	O
20726	12/03/2025	12/02/2025	AW	Bob VanHoose	\$120.00	O
20727	12/03/2025	12/02/2025	AW	CDW Government	\$569.97	O
20728	12/03/2025	12/02/2025	AW	Delaware County Engineer	\$1,039.57	O
20729	12/03/2025	12/02/2025	AW	Shelly Company	\$172,993.51	O
20730	12/03/2025	12/02/2025	AW	Delta Dental	\$291.07	O
20731	12/03/2025	12/02/2025	AW	First Arriving IO, Inc.	\$826.44	O
20732	12/03/2025	12/02/2025	AW	Miali Embroidery	\$196.00	O
20733	12/03/2025	12/02/2025	AW	Montage Enterprises, Inc.	\$66.56	O
20734	12/03/2025	12/02/2025	AW	Pony Lawncare & Landscaping	\$1,124.28	O
20735	12/03/2025	12/02/2025	AW	Tractor Supply	\$154.05	O

Payment Listing

12/1/2025 to 12/4/2025

UAN v2025.2

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
20736	12/03/2025	12/02/2025	AW	W. W. Williams	\$827.00	O
20737	12/03/2025	12/02/2025	AW	Gary Beckley	\$35.00	O
20738	12/03/2025	12/02/2025	AW	James P Williams	\$35.00	O
20739	12/03/2025	12/02/2025	AW	Pete Rose	\$35.00	O
20740	12/03/2025	12/02/2025	AW	Marvin McIntire	\$35.00	O
20741	12/03/2025	12/02/2025	AW	Kyle McIntire	\$35.00	O
20742	12/03/2025	12/02/2025	AW	John Saniel Banrey	\$35.00	O
20743	12/03/2025	12/02/2025	AW	Mike Long	\$35.00	O
20744	12/03/2025	12/02/2025	AW	Dave Hausfeld	\$35.00	O
20745	12/03/2025	12/02/2025	AW	Casey Swendrick	\$35.00	O
20746	12/03/2025	12/02/2025	AW	Kyle McKitrick	\$35.00	O
20747	12/03/2025	12/02/2025	AW	Dave Straka	\$60.00	O
20748	12/03/2025	12/02/2025	AW	Vison Service Plan - (OH)	\$214.46	O
20749	12/03/2025	12/03/2025	AW	Home Depot Credit Services	\$2,510.14	O
20750	12/03/2025	12/03/2025	AW	Douglas D Loudenslager	\$755.43	O
20751	12/03/2025	12/03/2025	AW	Ralph Moseley	\$370.00	O
20752	12/03/2025	12/03/2025	AW	Sandra Stults	\$597.12	O
20753	12/03/2025	12/03/2025	AW	Tayla Ewing	\$176.93	O
20754	12/03/2025	12/03/2025	AW	First Commonwealth Bank	\$178.99	O
20755	12/03/2025	12/03/2025	AW	Village of Ostrander	\$103.29	O
					Total Payments:	\$219,007.30
					Total Conversion Vouchers:	\$0.00
					Total Less Conversion Vouchers:	\$219,007.30

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.

<u>Project</u>	<u>Date</u>	<u>Address</u>	<u>Type of Action</u>	<u>Name of Applicant</u>	<u>BZA Action Y/N</u>	<u>FEE</u>
25-0051	11/6/2025	2864 St. Rt. 257	Deck	Craig Campbell	N/A	\$ 100.00 Approved
25-0052	11/6/2025	2784 Smart Road	Accessory Building	Brian Barton	N/A	\$ 150.00 Approved
25-0053	11/6/2025	2784 Smart Road	Driveway	Brian Barton	N/A	\$ 60.00 Sent to Ralf
25-0054	11/6/2025	5125 Marysville Road	Single Family Res.	Sam Teitt	N/A	\$ 325.00 Approved

DECK- 1

Accessory building - 1

Driveway-1

Single family- 1

Maintenance Department

From: Maintenance Department <maintenance@sciototownshipohio.com>
Sent: Wed Dec 03 2025 09:25:02 GMT-0500 (Eastern Standard Time)
To: Doug Loudenslager <dloudenslager@sciototownshipohio.com>; Sandra Stults <sstults@sciototownshipohio.com>; Ralph Moseley <rmoseley@sciototownshipohio.com>; Maintenance Department <maintenance@sciototownshipohio.com>; Monthly Report

HELLO ALL.

C This month we poured 12 foundations which took up over half of the month.
M We mowed our last time for the year.
P We got the truck's somewhat ready for the weather to come.
C We had one funeral this month.
P We fixed the welder, generator, heat at the shop, and we are currently putting a new jack on the trailer.
P We had one deer removal.
P We took the pickle ball nets down.
M And we have been keeping up with the trash to.

Thanks for all you do.
Pete and Pat

December 3, 2025 Board Meeting

Purchase Orders – 2026 MES Warren Fire Equipment – 2 – Sets of Turnout Gear, 2 – Pair of Boots, and 2 – Fire Helmets, \$14,000.00. Miata Embroidery – 2026 Uniform Allowance for Fire Personnel, \$8,000.00. 2026 Breathing Air Systems – Yearly Breathing Air Compressor Preventive Maintenance and Quarterly Air Quality Checks., \$4,000.00. 2026 Delaware County Fire Chief's Association – Annual Fire Chief and DART Membership, \$3,000.00.

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