

**Scioto Township**  
**2026 Organizational Meeting Agenda**  
**January 7, 2026**  
**7:00 p.m.**

1. Call to Order – Fiscal Officer Melvin
2. Pledge of Allegiance
3. Roll Call
4. Approval of the Minutes – December 30, 2025
5. Election of Officers – Chairperson, Vice Chairperson, Executive Committee Member
6. Public Comment
7. Establish 2025 Meeting Schedule – 2/5; 3/5; 4/2; 5/7; 6/4; 7/2; 8/6; 9/3; 10/1; 11/5; 12/3 at 7pm
8. Establish 2025 mid-month bill payment meeting schedule – 2/19; 3/19; 4/16; 5/21; 6/18; 7/16; 8/20; 9/17; 10/15; 11/19; 12/17
9. Adoption of Meeting Agenda Policy – Agenda submitted to Fiscal Officer 4 days in advance
10. Adoption of Meeting Policy – Roberts Rules of Order, Limit on public speaking to 3 minutes/topic
11. Appointment of Trustee Representatives – Health Department,
12. Appointment of Legal Counsel – Delaware County Prosecutor
13. Authorize Chairperson and Fiscal Officer to notify Prosecutor (board members, Zoning Inspector and Fire Chief) may contact with the advisement of the Fiscal Office and Chairman
14. Adoption of holiday schedule – Half-day New Year’s Eve, New Year’s Day, Martin Luther King Day, Presidents Day, Memorial Day, Juneteenth, Independence Day, Labor Day, Columbus Day, Veterans Day, Thanksgiving Day, Half-day Christmas Eve, Christmas Day
15. Adopt building rental fee schedule for 2026
16. Adopt Zoning Fee Schedule for 2026
17. Approve pay periods (currently paid monthly)

18. Authorize payments to Delaware County Regional Planning, EMA, General Health District
19. Adoption of Fiscal Officer Disaster Policy
20. Adoption of Resolution of Part Time Employee hours
21. Adoption of resolution for Salaries of elected officials
22. Authorization of Fiscal Officer to perform the following:
  1. No money will be held in escrow by the fiscal officer or other township employee for payment of any township fees.
  2. Timely processing of all township invoices and payment of bills
  3. Maintenance of Township policy handbook
  4. Maintain township records and financial records and publishing monthly account positions.
23. Maintenance Report
24. Zoning Inspector Report – Kyle McKitrick
25. Fire Chief Report – Chief McIntire
26. Fiscal Officers Report – Kathy Melvin
27. Trustee Reports
28. Old Business
29. New Business
30. Pay Bills
31. Executive session to discuss the employment, dismissal, compensation of an employee.
32. Adjourn



**SCIOTO TOWNSHIP TRUSTEES  
RECORDING OF PROCEEDINGS  
January 7, 2026**

**REGULAR MEETING PROCEEDINGS SUMMARY:**

The trustees of Scioto Township met in regular session, Wednesday, January 7, 2026 at 7:00 pm at the Township Hall, 3737 Ostrander Rd., Ostrander, OH 43061. Board members present were Ralph Moseley, Sandra Stults and Matthew Akers. Also present was Fiscal Officer, Kathy Melvin, Chief Marvin McIntire and Zoning Inspector, Kyle McKitrick along with Road/Maintenance, Pat Williams and Pete Rose. Others in attendance are included on the sign in sheet.

Fiscal Officer, Kathy Melvin called the organizational meeting to order at 7:05 pm.

**APPROVAL OF MINUTES:**

Trustee Moseley moved to accept the minutes of the December 30, 2025, as presented by the Fiscal Officer. The motion was seconded by Trustee Stults. The roll call vote: Ms. Stults-abstain, Mr. Moseley-yes, and Mr. Akers-yes. The motion passed with 2-yes and 1-abstantion votes.

Fiscal Officer Kathy Melvin asked for nominations for the 2026 officers.

- Trustee Moseley nominated Trustee Akers as chair. No second. Trustee Akers nominated Trustee Stults as Chair, Trustee Stults. The motion was seconded by Trustee Stults. The roll call vote: Ms. Stults-yes, Mr. Moseley-yes, and Mr. Akers-yes. The motion passed with 3-yes and 0-no votes.
- Trustee Stults nominated Trustee Akers as Vice Chair. The motion was seconded by Trustee Moseley. The roll call vote: Ms. Stults-yes, Mr. Moseley-yes, and Mr. Akers-yes. The motion passed with 3-yes and 0-no votes.
- Trustee Stults nominated Trustee Moseley as Executive Member. The motion was seconded by Trustee Akers. The roll call vote: Ms. Stults-yes, Mr. Moseley-yes, and Mr. Akers-yes. The motion passed with 3-yes and 0-no votes.

Fiscal Officer Kathy Melvin turned the meeting over to Chairman, Trustee Moseley.

**PUBLIC COMMENT:**

Doug Riedel from Delaware County Engineers Office was present to obtain signatures for REA paperwork for Tyler Road and Brown Road culvert.

Fiscal Officer preformed the swearing in of Trustee Sandra Stults.

Trustee Akers moved to hold the Trustee meetings on the first Thursday of every month starting at 7 pm. The dates being February 5, March 5, April 2, May 7, June 4, July 2, August 6, September 3, October 1, November 5, and December 3. The motion was seconded by Trustee Moseley. The roll call vote: Ms. Stults-yes, Mr. Moseley-yes, and Mr. Akers-yes. The motion passed with 3-yes and 0-no votes.

Trustee Akers moved to hold the mid-month bill pay meeting the third Thursday of each month at 7:00pm. Meeting dates will be February 19, March 19, April 16, May 21, June 18, July 16, August 20, September 17, October 15, November 19 and December 17. The motion was seconded by Trustee Moseley. The roll call vote: Ms. Stults-yes, Mr. Moseley-yes, and Mr. Akers-yes. The motion passed with 3-yes and 0-no votes.

Trustee Akers made a motion to have agenda items to the office four (4) days prior to meeting. The motion was seconded by Trustee Moseley. Roll call vote: Mr. Akers-yes, Mr. Moseley-yes, and Ms. Stults-yes. The motion passed with 3-yes and 0-no votes.

Trustee Akers made a motion to follow Roberts Rules of Order and allow speakers 3 minutes for topic discussion. The motion was seconded by Trustee Moseley. Roll call vote: Mr. Akers-yes, Mr. Moseley-yes, and Ms. Stults-yes. The motion passed with 3-yes and 0-no votes.

Trustee Stults made a motion to name herself the Scioto Township Representative for the District Advisory Council for the Delaware General Health District. The motion was seconded by Trustee Akers. Roll call vote: Mr. Akers-yes, Mr. Moseley-yes, and Ms. Stults-yes. The motion passed with 3-yes and 0-no votes.

Trustee Akers made a motion to have the township legal counsel be the County Prosecutor. The motion was seconded by Trustee Moseley. Roll call vote: Mr. Akers-yes, Mr. Moseley-yes, and Ms. Stults-yes. The motion passed with 3-yes and 0-no votes.

Trustee Moseley made the motion for the Fiscal Office or Chairman to be the primary contact to the prosecutor's office. It also authorizes all board members, Fire Chief, and Zoning Inspector to contact prosecutor's office and must notify the fiscal officer and Trustees when contact has been made. The motion was seconded by Trustee Akers. Roll call vote: Mr. Akers-yes, Mr. Moseley-yes, and Ms. Stults-yes. The motion passed with 3-yes and 0-no votes.

Trustee Akers made a motion to observe the following holiday observance schedule as presented in the employee manual. The motion was seconded by Trustee Moseley. Roll call vote: Mr. Moseley-yes, Mr. Akers-yes, and Ms. Stults-yes. Motion passed with 3-yes and 0-no votes.

The following Holidays will be observed for 2026:

January 1, 2026	New Year's Day
January 19 2026	Martin Luther Day
February 16, 2026	President's Day
May 25, 2026	Memorial Day
June 19, 2026	Juneteenth
July 4, 2026	Independence Day

September 7, 2026	Labor Day
October 12, 2026	Columbus Day
November 11, 2026	Veteran's Day
November 26, 2026	Thanksgiving Day
December 24, 2026	½ Day Christmas Eve
December 25, 2026	Christmas Day
December 31, 2025	½ Day New Year's Eve

Trustee Moseley motioned to increase the Rental Fee for the township hall from \$50 to \$65 for residents and \$400 for non-residents for 2026. The motion was seconded by Trustee Akers. Roll call vote: Mr. Moseley-yes, Mr. Akers-yes, and Ms. Stults-yes. Motion passed with 3-yes and 0-no votes.

Trustee Akers made a motion to retain the current zoning fees. The motion was seconded by Trustee Moseley. Roll call vote: Mr. Akers-yes, Mr. Moseley-yes, and Ms. Stults-yes. The motion passed with 3-yes and 0-no votes.

Trustee Stults made a motion the pay periods (monthly) remain monthly but will be on Friday for 2026 due to the meeting change. The motion was seconded by Trustee Akers. Roll call vote: Mr. Akers-yes, Mr. Moseley-yes, and Ms. Stults-yes. The motion passed with 3-yes and 0-no votes.

Trustee Moseley made a motion to authorize payments to Delaware County Regional Planning, EMA, and the General Health District. The motion was seconded by Trustee Akers. Roll call vote: Mr. Akers-yes, Mr. Moseley-yes, and Ms. Stults-yes. The motion passed with 3-yes and 0-no votes.

Trustee Akers made a motion adopt Resolution 01-07-2026-1 to adopt Fiscal Officer Disaster Policy. The motion was seconded by Trustee Moseley. Roll call vote: Mr. Akers-yes, Mr. Moseley-yes, and Ms. Stults-yes. The motion passed with 3-yes and 0-no votes.

Trustee Akers made a motion to adopt Resolution 01-07-2026-2 Establish Part Time Employee Hours. The motion was seconded by Trustee Moseley. Roll call vote: Mr. Akers-yes, Mr. Moseley-yes, and Ms. Stults-yes. The motion passed with 3-yes and 0-no votes.

Trustee Moseley made a motion to adopt Resolution 01-07-2026-3 Establishing Salaries of Elected Officials. The motion was seconded by Trustee Akers. Roll call vote: Mr. Akers-yes, Mr. Moseley-yes, and Ms. Stults-yes. The motion passed with 3-yes and 0-no votes.

Trustee Moseley made the motion to adopt Resolution 01-07-2026-4 for the Fiscal Officer or designee to perform the following acts such as no money will be held in escrow by the fiscal officer or other employee for payment of any township fees. Allow Fiscal Officer to move monies with interfund transfers. Fiscal Office will need to inform trustees of these changes. The motion was seconded by Trustee Akers. Roll call vote: Mr. Akers-yes, Mr. Moseley-yes, and Ms. Stults-yes. The motion passed with 3-yes and 0-no votes.

**Maintenance Department, Scioto Township – Pat Williams/Pete Rose  
ROAD**

- Kept roads plowed and salted as needed when snow occurred.
- Replaced 1 mailbox post and repaired another on Houseman Rd.
- Replace 3 chevron signs Klondike and Smart Road
- Removed 15 tires from side of Klondike Rd and hauled them to county engineer's disposal dumpster
- Diagnosed and Repaired Hydraulic hose leak on bobcat, may need new battery
- Repaired water tank leak for poring foundations
- Changed oil white pickup truck, red truck (S-4) is next on the list
- Fixed sewer blockage at office. Pulled and reset toilet, auger and camera sewer, blockage was the cast iron corrosion that fell off sides of pipe. Rented the equipment from Emergency Plumbing. We got a very good price. A job like that would have been priced around \$1200.

**MAINTENANCE**

- Had lights and pulley fixed on dump trucks
- Had garage door repaired at shop
- Kept up with trash at offices, shop, and park. Called Rumpke to halt trash pickups at park until there is more use of dumpster to save money.
- We cleaned and organized our shop. Made room for more equipment to be stored inside. Moved and fixed leaks on air compressor, made a PPE shelf, organized vehicle inventory, we even organized nuts and bolts shelf

**PARK**

**CEMETERY**

- 1 foundation didn't form up well and will need replaced because it was too cold out when we poured it. Contacted funeral home and let them know spring time it will be done
- Funeral at Newhouse cemetery dug and backfill grave

**ZONING REPORT:**

- The month of December there were 10 permits: 1 driveway, 1 accessory, 2 home alterations, 3 ag exemptions, and 3 single family residences. Total fees for the month of December were \$1,485.00.

Maintenance/Road employees asked about getting comp time instead of being paid overtime. Fiscal Officer Melvin stated the handbook states that is possible.

**FIRE CHIEF'S REPORT: See attached report**

- Purchase Orders:
  - 1-7-2026-1 - Heritage Fire Equipment – Rescue 371 Recondition Apparatus, Paint Repairs, Light Upgrades, and Organization, \$70,000.00.
  - 1-7-2026-2 - Breathing Air Systems – Rescue 371 – 6 Year Air Cascade Bottles Hydrostats, \$3,000.00.
  - 1-7-2026-3 - Atlantic Emergency Solutions – 2026 Apparatus and Equipment Maintenance Activity, \$22,000.00.

- 1-7-2026-4 - Patriot Truck and Alignment – 2026 Apparatus Maintenance and Repair Activity, \$12,000.00.
- 1-7-2026-5 - First Due – 2026 Annual Fire Reporting and Records Subscription Fee, \$15,000.00.
- Station – Apparatus Repair and Maintenance – Utility 371 – Sent out to have 2nd battery installed for better performance. Community Center – Station Generator – WW Williams completed repairs to the Fuel Level Gauge.
- 2025 Run Incidents – Total runs for 2025 was 222.
- State Fire Marshal Office – Complete the 2026 Annual Volunteer Firefighter’s Dependent Fund Certification. Complete the 2026 Equipment Grant for 2 – Sets of Turnout Gear.
- OTA Conference – Complete registration to attend the 2026 Trade Show.
- Personnel – Approved and accepted the resignation of Firefighter Hieronimus with the department.
- Good to The Order:
  - Chief McIntire – Firefighter and Fire Association Family Dinner with Service Awards will be on January 16<sup>th</sup> at 6:00 pm. Please let me know if you would like to attend.

**FISCAL OFFICERS REPORT:**

- Receivables: \$25,019.71
- Payables: \$35,929.82
- Time for yearend closing to start and must be completed by February 28, 2026

**TRUSTEE REPORTS:**

**Trustee Akers:**

- No report at this time

**Trustee Moseley**

- No report at this time

**Trustee Stults**

- Doing what she can from hospital bed
- No report at this time

**OLD BUSINESS: NONE**

**NEW BUSINESS: NONE**

Trustee Moseley made a motion to pay bills. The motion was seconded by Trustee Akers. Roll call vote: Mr. Akers-yes, Mr. Moseley-yes, and Ms. Stults-yes. The motion passed with 3-yes and 0-no votes.

Trustee Stults made a motion to go into executive session to discuss the employment, dismissal, compensation of an employee at 7:43pm. The motion was seconded by Trustee Moseley. Roll call vote: Mr. Akers-yes, Mr. Moseley-yes, and Ms. Stults-yes. The motion passed with 3-yes and 0-no votes.

Trustee Moseley made a motion to return to regular session at 8:00pm. The motion was seconded by Trustee Akers. Roll call vote: Mr. Akers-yes, Mr. Moseley-yes, and Ms. Stults-yes. The motion passed with 3-yes and 0-no votes.

Trustee Moseley made a motion to increase Pat Williams to \$22/per hour and Pete Rose to \$20/hour starting January 1, 2026 pay. The motion was seconded by Trustee Akers. Roll call vote: Mr. Akers-yes, Mr. Moseley-yes, and Ms. Stults-yes. The motion passed with 3-yes and 0-no votes.

It was agreed upon by Trustees the Fiscal Officer will purchase a time clock for the maintenance department to use along with their written paper time sheets. If in the event of missing a time in and time out the maintenance workers will email or text all 3 trustees and fiscal officer to let them know a change will need to be made and clarification will be made and double checked with written time sheets.

Trustee Moseley will talk with Zoning Inspector, Kyle McKitrick to make sure things are going well and all expectations are being met.

Trustee Moseley made a motion to adjourn. The motion was seconded by Trustee Akers. Roll call vote: Mr. Akers-yes, Mr. Moseley-yes, and Ms. Stults-yes. Motion passed with 3-yes and 0-no vote.

Meeting adjourned at 8:04pm.

Ralph Moseley

Matthew B. Akers

Certified by: Kathy Meloni  
Fiscal Officer

December Report

<b>Project</b>	<b>Date</b>	<b>Address</b>	<b>Type of Action</b>	<b>Name of Applicant</b>	<b>BZA Act</b>	<b>FEE</b>	<b>Notes</b>
25-055	12/10/2025	20408 Delaware County line rd.	Single Family Res.	Brian Schmaedeke	N/A	\$ 325.00	Approved
25-056	12/20/2025	22520 Delaware County line rd.	Home alteration	Allie Branham	N/A	\$ 150.00	Approved
25-057	12/31/2025	9136 Dean Rd.	Single Family Res.	Gary & Jennifer Sadler	N/A	\$ 325.00	Approved
25-058	12/31/2025	9136 Dean Rd.	Driveway	Gary & Jennifer Sadler	N/A	\$ 60.00	Approved
25-059	12/31/2025	196 Brindle Rd.	Home alteration	Eric Fisher	N/A	\$ 150.00	Approved
25-060	12/31/2025	320 Brindle Rd.	Ag Exemption	Daniel Conniff	N/A	N/A	Approved
25-061	12/31/2025	4280 Marysville Rd.	Ag Exemption	Brittany Miller	N/A	N/A	Approved
25-062	12/31/2025	20338 Delaware County Line Rd.	Ag Exemption	Jeff Milanovich	N/A	N/A	Approved
25-063	12/31/2025	2984 Russell Rd.	Accessory Building	Janet McKinney	N/A	\$ 150.00	Approved
25-064	12/31/2025	1072 State Route 257 N.	Single Family Res.	Sean Haggard	N/A	\$ 325.00	Approved

- 3 Single Family Res.
- 2 Home alteration
- 1 Driveway
- 3 Ag Exemption
- 1 Accessory Building

# SCIOTO TOWNSHIP FIRE DEPARTMENT



3737 OSTRANDER RD  
OSTRANDER, OHIO 43061



MARVIN MCINTIRE, CHIEF

## January 7, 2026 Board Meeting

### Purchase Orders:

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- 1-7-2026-2 - Breathing Air Systems – Rescue 371 – 6 Year Air Cascade Bottles Hydrostats, \$3,000.00.
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- 1-7-2026-5 - First Due – 2026 Annual Fire Reporting and Records Subscription Fee, \$15,000.00.

Station – Apparatus Repair and Maintenance – Utility 371 – Sent out to have 2<sup>nd</sup> battery installed for better performance. Community Center – Station Generator – WW Williams completed repairs to the Fuel Level Gauge.

2025 Run Incidents – Total runs for 2025 was 222.

State Fire Marshal Office – Complete the 2026 Annual Volunteer Firefighter's Dependent Fund Certification. Complete the 2026 Equipment Grant for 2 – Sets of Turnout Gear.

OTA Conference – Complete registration to attend the 2026 Trade Show.

Personnel – Approved and accepted the resignation of Firefighter Hieronimus with the department.

### Good to The Order:

Chief McIntire – Firefighter and Fire Association Family Dinner with Service Awards will be on January 16<sup>th</sup> at 6:00 pm. Please let me know if you would like to attend.

## Maintenance Monthly Report

### ROAD

- Kept roads plowed and salted as needed when snow occurred.
- Replaced 1 mailbox post and repaired another on Houseman Rd.
- Replace 3 chevron signs Klondike and Smart Road
- Removed 15 tires from side of Klondike Rd and hauled them to county engineer's disposal dumpster
- Diagnosed and Repaired Hydraulic hose leak on bobcat, may need new battery
- Repaired water tank leak for poring foundations
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- Fixed sewer blockage at office. Pulled and reset toilet, auger and camera sewer, blockage was the cast iron corrosion that fell off sides of pipe. Rented the equipment from Emergency Plumbing. We got a very good price. A job like that would have been priced around \$1200.

### MAINTENANCE

- Had lights and pulley fixed on dump trucks
- Had garage door repaired at shop
- Kept up with trash at offices, shop, and park. Called Rumpke to halt trash pickups at park until there is more use of dumpster to save money.
- We cleaned and organized our shop. Made room for more equipment to be stored inside. Moved and fixed leaks on air compressor, made a PPE shelf, organized vehicle inventory, we even organized nuts and bolts shelf

### PARK

### CEMETERY

- 1 foundation didn't form up well and will need replaced because it was too cold out when we poured it. Contacted funeral home and let them know spring time it will be done
- Funeral at Newhouse cemetery dug and backfill grave

Governing Board Signature Page

01/07/2026

Item	Reviewed By	
Payment Listing	Math B. Dyer	Matthew Akers
	Ralph Maseley	Ralph Maseley
	Sandra Stults	Sandra Stults
	Kathy Melvin	Kathy Melvin

**Payment Listing**

1/1/2026 to 1/8/2026

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
1-2026	01/08/2026	01/06/2026	EP	CLINTON ARCHANGEL	\$177.15	O
2-2026	01/08/2026	01/06/2026	EP	Kathan T Costello	\$27.40	O
3-2026	01/08/2026	01/06/2026	EP	Adam M DeMarco	\$177.15	O
4-2026	01/08/2026	01/06/2026	EP	JACOB DIETZ	\$2,594.19	O
5-2026	01/08/2026	01/06/2026	EP	BRIAN GOODALL	\$558.02	O
6-2026	01/08/2026	01/06/2026	EP	Joshua Guy	\$710.10	O
7-2026	01/08/2026	01/06/2026	EP	David H Hausfeld	\$1,377.52	O
8-2026	01/08/2026	01/06/2026	EP	Mackenzie Langdon	\$740.56	O
9-2026	01/08/2026	01/06/2026	EP	Michael D Long	\$564.06	O
10-2026	01/08/2026	01/06/2026	EP	Douglas D. Loudenslager	\$789.87	O
11-2026	01/08/2026	01/06/2026	EP	Kyle A McIntire	\$252.69	O
12-2026	01/08/2026	01/06/2026	EP	Marvin E McIntire	\$2,018.53	O
13-2026	01/08/2026	01/06/2026	EP	Kyle McKitrick	\$645.64	O
14-2026	01/08/2026	01/06/2026	EP	Jonathan S Melvin	\$264.65	O
15-2026	01/08/2026	01/06/2026	EP	Kathy Melvin	\$1,404.91	O
16-2026	01/08/2026	01/06/2026	EP	Ralph K Moseley	\$1,013.14	O
17-2026	01/08/2026	01/06/2026	EP	CORBIN PELTIER M	\$438.45	O
18-2026	01/08/2026	01/06/2026	EP	Courtney Pheifer	\$669.47	O
19-2026	01/08/2026	01/06/2026	EP	Sig Pugerud	\$107.85	O
20-2026	01/08/2026	01/06/2026	EP	Bradley M Reese	\$26.87	O
21-2026	01/08/2026	01/06/2026	EP	Alexander Rose	\$3,360.99	O
22-2026	01/08/2026	01/06/2026	EP	John Sanieł-Banrey	\$1,338.46	O
23-2026	01/08/2026	01/06/2026	EP	Aidan Seibers	\$1,952.53	O
24-2026	01/08/2026	01/06/2026	EP	Matthew E. Stayner	\$27.40	O
25-2026	01/08/2026	01/06/2026	EP	Sandra Stults	\$995.26	O
26-2026	01/08/2026	01/06/2026	EP	Casey J Swendrick	\$937.27	O
27-2026	01/08/2026	01/06/2026	EP	James P Williams	\$3,519.91	O
29-2026	01/07/2026	01/06/2026	CH	Charter Communications	\$332.00	O
30-2026	01/07/2026	01/06/2026	CH	Del-Co Water Co, Inc.	\$87.34	O
31-2026	01/07/2026	01/06/2026	CH	ANTHEM BC BS	\$4,102.44	O
20783	01/07/2026	01/06/2026	AW	James P Williams	\$35.00	O
20784	01/07/2026	01/06/2026	AW	Pete Rose	\$35.00	O
20785	01/07/2026	01/06/2026	AW	Gary Beckley	\$35.00	O
20786	01/07/2026	01/06/2026	AW	Kyle McKitrick	\$35.00	O
20787	01/07/2026	01/06/2026	AW	Marvin McIntire	\$35.00	O
20788	01/07/2026	01/06/2026	AW	Kyle McIntire	\$35.00	O
20789	01/07/2026	01/06/2026	AW	Dave Hausfeld	\$151.02	O
20790	01/07/2026	01/06/2026	AW	John Sanieł Banrey	\$35.00	O
20791	01/07/2026	01/06/2026	AW	Mike Long	\$35.00	O
20792	01/07/2026	01/06/2026	AW	Casey Swendrick	\$35.00	O
20793	01/07/2026	01/06/2026	AW	Ralph Moseley	\$370.00	O
20794	01/07/2026	01/06/2026	AW	Sandra Stults	\$632.92	O
20795	01/07/2026	01/06/2026	AW	Verizon Wireless	\$40.11	O
20796	01/07/2026	01/06/2026	AW	Wells Septic & Drain LLC	\$120.00	O
20797	01/07/2026	01/06/2026	AW	Village of Ostrander	\$103.29	O
20798	01/07/2026	01/06/2026	AW	AES Ohio	\$32.26	O

**Payment Listing**

1/1/2026 to 1/8/2026

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
20799	01/07/2026	01/06/2026	AW	Delaware County Sheriff's Office	\$70.00	O
20800	01/07/2026	01/06/2026	AW	AT&T Mobility	\$205.44	O
20801	01/07/2026	01/06/2026	AW	Grainger	\$42.83	O
20802	01/07/2026	01/06/2026	AW	Patriot Truck & Alignment	\$715.34	O
20803	01/07/2026	01/06/2026	AW	JE Diagnostics LLC	\$356.25	O
20804	01/07/2026	01/06/2026	AW	First Commonwealth Bank	\$969.54	O
20805	01/07/2026	01/06/2026	AW	Home Depot Credit Services	\$594.00	O
Total Payments:					\$35,929.82	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$35,929.82	

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.

**SCIOTO TOWNSHIP DELAWARE COUNTY, OHIO**

**DATE: 1/7/2026**

**RESOLUTION: 01-07-2026-1**

In the event that I, Kathy Melvin, should become incapacitated or unable in any way to complete my duties as fiscal officer, the following information will help Scioto Township meet its financial responsibilities without interruption.

1. With every regular Board of Trustees meeting, a backup of the computer and UAN is performed on an external hard drive located in the laptop bag.
2. A password log and procedures are kept in a binder located in the locked bottom drawer of the credenza behind the desk.
3. Nearby or familiar fiscal officers that would be helpful in completing financial responsibilities for Scioto Township until a crisis is resolved include: traveling fiscal officer Diann Jamerson, Village of Plymouth Ohio, 567-224-0192. Jill Davis, Concord Township, 740-272-0981.
4. The Ohio Auditor of State is responsible for the program known as the Uniform Accounting Network (UAN) and may be able to assist the township – UAN (800) 833-8261 or UAN\_support@ohio auditor.gov.
5. Recent payroll sheets, bank reconciliations, receipt and warrants are located in the file cabinets in the fiscal officer's office or in boxes at the home of the fiscal officer and can be arranged by fiscal officer's spouse, Jon Melvin, 740-272-1408, to retrieve such files.
6. Contact numbers are in the binder located in the locked bottom drawer of the credenza behind the desk.

Trustee Akers moved to adopt this resolution and Trustee moseley seconded this motion.

Vote: Sandra Stults	<u>✓</u> <u>yes</u>
Ralph Moseley	<u>✓</u> <u>yes</u>
Matthew Akers	<u>✓</u> <u>yes</u>

Ralph Moseley

Matthew B. Akers

Certified by: Kathy Melvin  
Fiscal Officer

**SCIOTO TOWNSHIP DELAWARE COUNTY, OHIO**

**RESOLUTION 01-07-2026-2**

**RESOLUTION TO ESTABLISH PART-TIME EMPLOYEE HOURS FOR 2024**

The Board of Trustees of Scioto Township, Delaware County, Ohio ("Board") met at a regular meeting on the 7th day of January 2026.

Akers Moved the adoption of the following Resolution.

Be it resolved that the Board sets employees classified as part-time may only work up to a maximum of 1,500 hours in any calendar year.

Moseley Seconded the motion.

APPROVED AND ADOPTED THIS 7th DAY OF January 2026 BY:

**BOARD OF TRUSTEES  
SCIOTO TOWNSHIP  
DELAWARE COUNTY, OHIO**

Matthew B. Akers  
Matthew Akers  
Trustee

1-7-26  
Date

Sandra Stults  
Sandra Stults  
Trustee

1-7-26  
Date

Ralph Moseley  
Ralph Moseley  
Trustee

1-7-26  
Date

ATTEST:

Kathy Melvin  
Kathy Melvin  
Scioto Township Fiscal Officer

1-7-26  
Date

**SCIOTO TOWNSHIP DELAWARE COUNTY, OHIO**

**RESOLUTION 01-07-2026-3**

**RESOLUTION TO ESTABLISH SALARIES OF ELECTED OFFICIALS**

The Board of Trustees of Scioto Township, Delaware County, Ohio ("Board") met at a regular meeting on the 7th day of January 2026.

Moseley Moved the adoption of the following Resolution.

Be it resolved that the Board SETS THE Trustees and Fiscal Officer annual salaries not to exceed the maximum amount set forth in R.S.505.24 and R.C. 507.09, respectively.

Akers Seconded the motion.

APPROVED AND ADOPTED THIS 7th DAY OF January 2026 BY:

**BOARD OF TRUSTEES  
SCIOTO TOWNSHIP  
DELAWARE COUNTY, OHIO**

Matthew Akers  
Matthew Akers  
Trustee

1-7-26  
Date

Sandra Stults  
Sandra Stults  
Trustee

1-7-26  
Date

Ralph Moseley  
Ralph Moseley  
Trustee

1-7-26  
Date

ATTEST:

Kathy Melvin  
Kathy Melvin  
Scioto Township Fiscal Officer

1-7-26  
Date

SCIOTO TOWNSHIP DELAWARE COUNTY, OHIO

DATE: 1/7/2026

RESOLUTION: 01-07-2026-4

Trustee Moseley moved for the adoption of the following Resolution:

Be It Resolved by the Board of Trustees of Scioto Township, the Fiscal Officer or designee perform the following acts such as no money will be held in escrow by the fiscal officer or other employee for payment of any township fees.

Be It Resolved by the Board of Trustees of Scioto Township, that in the event there is an inadequate amount in the line item or appropriation to pay incoming bills, to allow the Fiscal Officer to make the necessary inter-fund transfers as needed to meet financial obligations. Trustees will be immediately notified of the inter-fund transfers made.

Trustee Akers seconded this motion.

Vote: yes Trustee Stults yes Trustee Moseley yes Trustee Akers

Roger Mandy

Matthew B. Dew

\_\_\_\_\_

Certified by: Kathy Meloni  
Fiscal Officer