

Darby Township Trustees  
Reorganization Meeting  
January 2, 2026

The Darby Township Trustees met to hold their annual reorganizational meeting on Friday, January 2, 2026 at the Darby Township Hall, Unionville Center, Ohio with the following township officials present: James Scheiderer, David Huber, David Gruenbaum and Connie Priday.

Mr. Scheiderer opened the meeting the pledge of allegiance was not recited as it had been recited at the Budget meeting held earlier.

Mr. Huber made a motion to nominate Mr. Scheiderer as Chairman of the Darby Township Trustees. Mr. Gruenbaum seconded the motion. Roll call: Mr. Huber, yea, Mr. Scheiderer abstained, and Mr. Gruenbaum yea. Motion passed.

Mr. Gruenbaum made a motion to nominate Mr. Huber as Vice Chairman. Mr. Scheiderer seconded the motion. Roll call: Mr. Scheiderer, yea, Mr. Huber, abstained, and Mr. Gruenbaum, yea. Motion passed.

Mr. Scheiderer, 2025 Chairman, then led the remainder of the meeting.

Minutes from the January 2, 2025 reorganization meeting were distributed to Trustees to follow along to adjust and make the necessary changes to this year's information.

Mr. Gruenbaum made a motion to take 30% of the Trustees and the Fiscal Officer's wages, health care premium reimbursement, the employer's portion of the OPERS deduction, and Medicare, out of the General Fund. The remainder 70% of the wages, health care premium reimbursement, and deductions to be taken from the Gas Fund. Mr. Huber seconded the motion. Roll call: Mr. Scheiderer, yea, Mr. Huber, yea, and Mr. Gruenbaum, yea. Motion passed.

Mr. Huber made a motion to continue to hold the 2026 regular meetings on the second Monday of each month, at 7:00 pm. Special meetings will be called as needed. Mr. Gruenbaum seconded the motion. Roll call: Mr. Scheiderer, yea, Mr. Huber, yea and Mr. Gruenbaum, yea. Motion unanimously passed.

Mr. Huber made a motion to use the Darby Township website and the Township Display Board to publish meeting announcements, and special meeting notices. Mr. Gruenbaum seconded the motion. Roll call: Mr. Scheiderer, yea, Mr. Huber, yea, and Mr. Gruenbaum, yea. Motion unanimously passed.

Mr. Huber made a motion to cover all convention expenses, to include mileage outside of Darby Township, and a \$35 lunch allowance, at the State Township Association Convention, to cover Trustees, Fiscal Officer, Zoning Inspector, and any member or alternate of the BZA and the BZC.

All other meeting requests will be brought to the Board of Trustees for consideration. Mr. Gruenbaum seconded the motion. Roll call: Mr. Scheiderer, yea, Mr. Huber, yea, and Mr. Gruenbaum, yea. Motion unanimously passed.

A discussion was held on the appointment of the Darby Township LUC representative. Mr. Gruenbaum made a motion to appoint Mr. Huber as the Darby Township, LUC Representative. Mr. Scheiderer seconded the motion. Roll call: Mr. Scheiderer, yea, Mr. Huber, yea and Mr. Gruenbaum, yea. Motion unanimously passed.

Mr. Huber moved to appoint Mr. Scheiderer as the representative to the Pleasant Valley Fire District, and to appoint Mr. Gruenbaum to serve as the alternate representative. Mr. Gruenbaum seconded the motion. Roll call: Mr. Scheiderer, yea, Mr. Huber, yea, and Mr. Gruenbaum, yea. Motion unanimously passed.

Mr. Gruenbaum made a motion that the rental of the Township Building should be as follows:

- Resident of Darby Township \$50.00
- Non-resident and a Business \$150.00 deposit required and a \$200.00 rental fee. The deposit will be returned if the building has been cleaned and the furniture is placed in the same way it was found.

The renter must pay the fee and deposit (if applicable) in advance of the scheduled meeting. A \$40.00 key deposit for each key will be required from parties renting the township hall on an on-going basis. If snow removal by the township is necessary, the individual or business shall pay \$60.00 per hour for removal. Community meetings such as, 4-H, and/or Scout meetings will be free, with no charge for snow removal. For those organizations, using the township building on an on-going basis they will be required to return the building key no more than one month after their last meeting or by the date designated on the Rental Agreement. If the key is not returned by the designated date the key deposit will be forfeited. Mr. Huber seconded the motion. Roll call: Mr. Scheiderer, yea, Mr. Huber, yea, and Mr. Gruenbaum, yea. Motion unanimously passed.

## **CEMETERY FEES**

A motion was made by Mr. Gruenbaum to approve the following fees and regulations for the Township cemeteries:

- \$300.00 - A double cemetery lot to residents of Darby Township
- \$250.00 - A single lot to a resident of Darby Township
- \$3,000.00 -A double plot for non-residents of Darby Township
- \$1,500.00 – A single plot for non-residents of Darby Township
- Non-residents may purchase only one plot (single or double) per family.
- No individual resident of Darby Township may purchase or own more than one single or double lot.
- Non-residents having lots transferred to them by residents must pay a non-resident fee of \$3000.00 for a double plot and \$1500.00 for a single plot.
- Non-residents and Darby Township residents transferring cemetery lots will pay a transfer fee of \$80.00.
- Non-residents buried on lots already owned by, or inherited from, Township residents will pay a non-resident fee of \$3,000.00. The \$3,000.00 fee shall be waived if the deceased is an immediate family member of the owner, (father, mother, daughter, son, brother, or sister).
- Opening and closing of graves will be \$675.00 for an adult or child. The person digging the grave will be paid \$525.00.
- Opening and closing of a cremation burial will be \$200.00.

Mr. Huber seconded the motion. Roll call vote: Mr. Scheiderer, yea; Mr. Huber, yea, and Mr. Gruenbaum, yea. Motion unanimously passed.

Mr. Gruenbaum made the following motion pertaining to the Unionville Center Cemetery, Mitchell Cemetery, cemetery lots, cremations and placement of headstone footers.

### *Unionville Center Cemetery*

The lots in the Unionville Center Cemetery will be sold starting from the back, alternating right to left across the center walkway. Names on tombstones are to face drives on either side.

### *Mitchell Cemetery*

- The lots in the Mitchell Cemetery will be sold by section.
- The first section beginning with lot 1, and ending with lot 116
- The second section beginning with lot 134, and ending with lot number 248

- The third section beginning with lot 9, and ending with lot 125
- The fourth section beginning with lot 144 and ending with lot 257

Each of the above-mentioned sections is one quarter of the Mitchell Cemetery.

*Cemetery lot(s)*

- A single cemetery lot can have a maximum of one casket and one cremation.
- A double cemetery lot can have a maximum of two caskets and two cremations.

Effective January 2, 2025

- A designated single cemetery cremation lot can have a maximum of three cremations.
- A designated cemetery double cremation lot can have a maximum of six cremations.

*Cremations*

Cremation and cremation vaults shall be excavated no less than two feet deep.

*Placement of Headstone Footer and Headstone*

The placement of the headstone footer shall extend no less than 30" below the soil level. The headstone footer shall be in place no more than six months after the burial date, and the headstone shall be in place no more than one year after the burial date.

Mr. Huber seconded the motion. Roll call: Mr. Scheiderer, yea, Mr. Huber, yea, and Mr. Gruenbaum, yea. Motion unanimously passed.

**ZONING FEES**

The Trustees reviewed the zoning fees. Mr. Gruenbaum indicated that he would research the fees and present his findings during a future meeting. Mr. Gruenbaum made a motion to accept the following zoning fees, noting that the fees may be adjusted in 2026. Mr. Huber seconded the motion. Roll call: Mr. Scheiderer yea, Mr. Huber, yea, and Mr. Gruenbaum, yea. Motion carried.

- Regular zoning permits for new home buildings: \$550.00
- Exterior home additions excluding porches and decks: \$400.00
- Zoning permit fees for decks and porches exceeding 200 sq. ft. in area is \$250.00
- Zoning permit fees for accessory buildings as follows:
  - 0 to 100 sq. ft. No charge
  - 101 to 580 sq. ft. \$250.00
  - 581 to 1200 sq. ft. \$300.00
  - 1201 to 1600 sq. ft. \$350.00
  - 1601 sq. ft. and over \$400.00

The zoning permits construction must begin within 180 days of the date of the permit, and be completed within 18 months of the permit day, except that pond permits must comply with Section 1041 of the Zoning Resolution.

Mr. Gruenbaum made a motion to approve that the members of the Zoning Board of Appeals (BZA) and the Board of Zoning Commission (BZC) and to compensate them \$40.00 for each meeting. The Chairman of the Board of Appeals, and the Chairman of the Zoning Commission will receive \$50.00 for each meeting. The BZA/BZC secretary will receive \$100.00 for each meeting.

The following zoning fees were presented:

- Zoning Amendment fee \$3000.00
- Appeals, Variance and Conditional Use Permits \$ 550.00
- Signs from 10 – 32 square feet (one time cost) \$ 200.00
- Signs from 33 - 100 square feet (one time cost) \$ 300.00
- Anything over 100 square feet (one time cost) \$1000.00
- Planned Unit Development \$4000.00
- Commercial Building Permit minimum \$500.00 (and \$15.00/100 sq. ft.)

- Inground swimming pool fee \$ 450.00
- Above ground pools \$ 250.00  
(applicable to pools that exceed 10x10 or 12' diameter or water depth greater than 2')
- Pond permits \$ 450.00
- If a scheduled Variance, Conditional Use, or other type of special meeting is called, and the applicant(s) do not attend in person, the applicant will be charged the original price and must reapply for a new permit at full price.

BZA members are: Margaret (Peggy) Beck, Nathan Cunningham, Dennis Graham, Mark Marsh, Mike Priday. Alternates: Kris Vollrath and Tyler Clemans. BZC members are: Don Bailey, Dan Blumenschein, Adam Boerger, Steve Francis, and Jen Plahovinsak. Alternates: Nick Scheiderer and Lisa Bambini. Mr. Huber seconded the motion. Roll call vote: Mr. Scheiderer, yea, Mr. Huber, yea and Mr. Gruenbaum, yea. Motion unanimously passed.

The 2026 salaries for Trustees, Mr. Scheiderer, and Mr. Gruenbaum will receive a daily rate of \$73.96 not to exceed 200 days per year for an annual salary of \$14,792.00. Mr. Huber will receive a daily rate of \$71.67 not to exceed 200 days per year for an annual salary of \$14,334.00. The 2026 annual salary for the Fiscal Officer, Mrs. Priday will be \$25,088.00. Ms. Ward's annual salary will increase to \$13,715.76.

The letter from the Union County Engineer's Office was distributed. Mr. Gruenbaum made a motion to approve the Resolution for participating funds for various improvements to county roads and bridges in Darby Township in the amount of \$75,000. Mr. Huber seconded the motion. Roll call vote: Mr. Scheiderer, yea, Mr. Huber, yea and Mr. Gruenbaum, yea. Motion unanimously passed.

Mr. Huber made a motion to provide the Resolution to Union County Soil and Water for \$1500.00. Mr. Gruenbaum seconded the motion. Roll call vote: Mr. Scheiderer, yea, Mr. Huber, yea and Mr. Gruenbaum, yea. Motion unanimously passed.

With no further business to come before the board, Mr. Huber moved to adjourn the meeting and Mr. Gruenbaum seconded the motion. Roll call: Mr. Scheiderer, yea, Mr. Huber, and Mr. Gruenbaum, yea. Motion carried and meeting adjourned.

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Trustee, James Scheiderer

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Trustee, David Huber

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Trustee, David Gruenbaum

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Fiscal Officer, Connie Priday