

DARBY TOWNSHIP
January 12, 2026
MEETING MINUTES

The Darby Township Trustees met in regular session Monday, January 12, 2026 at 7:00 pm at the Darby Township Hall with the following township official's present: James Scheiderer, David Huber, David Gruenbaum, and Connie Priday. Also present was Ben Weber, Jan Plahovinsak, Sheriff Mike Justice and Andrea Weaver.

Chairman Scheiderer called the meeting to order. The Pledge of Allegiance was recited.

The minutes from the January 2, 2026 Budget and Reorganizational meetings of the Darby Township Trustees were emailed to all Trustees prior to the meeting. Mr. Huber made a motion to approve the minutes as presented. Mr. Gruenbaum seconded the motion. Minutes were approved as presented.

Sheriff's Report:

Sheriff Justice distributed and explained the stat report. A discussion ensued.

Mr. Gruenbaum asked about an alert that could be made when farmers are working in nearby fields, creating heavy dust which reduces drivers' visibility. Sheriff Justice suggested the Sheriff App, and placed it on Mr. Gruenbaum's phone.

Ms. Plahovinsak shared her concerns with drivers on State Route 161 passing school buses when they are stopped with their flashing lights on. She noted this is occurring between 7:25 am – 7:35 am. Sheriff Justice took note of the concern and will share that with the deputy that patrols that area in the early morning hours. The Trustees indicated that when the weather breaks, they will place the Township speed sign in that area.

Township residents/visitors' business/concerns:

Mrs. Weaver distributed the Auditor's Estimate Report by Political Unit, Levy and Tax District. She explained the report indicating that Darby Township has one of the fire levies that can be placed on the November 2026 ballot. The other fire levy can be placed on the November 2027 ballot. A discussion ensued.

Mr. Ben Weber was in attendance as he is running for Tracy Richardson's House of Representatives seat. Ms. Richardson has reached her term limit. He provided information on his campaign priorities. The primary election is May 5, 2026.

Zoning Inspector Report:

Ms. Ward

- Permits Issued:
 - Charles Gaul, 17150 St. Rt. 736, Plain City - signs
- Variance
 - Kendra Horn, 14684 Hidden Farm Road, Plain City – addition to and existing building and the building setback.
- The monthly report was discussed.
- Mr. Scheiderer indicated that before Mr. Smith's retirement he had compiled a notebook of with correspondence in regards to Mr. Andy Beitel's resistance to install a fence around his pool. He noted that this is now at the level for the Trustees to address. He will contact Mr. Thayne Gray and share the notebook with him. Mr. Huber made a motion to move forward with Mr. Beitel's noncompliance with the Darby Township Zoning Resolution. Mr. Gruenbaum seconded the motion. Roll call: Mr. Scheiderer, yea, Mr. Huber, yea, and Mr. Gruenbaum, yea. Motion unanimously passed.

2026 Final Budget

- The Trustees signed the 2026 Appropriation Status report, which reflected a final appropriation of \$2,919,865.03 with a total budget available of \$2,920,065.03. The budget was approved during the January 2, 2026 meeting.

Pleasant Valley Fire District:

- Mr. Scheiderer presented the monthly report.
- A meeting between the Pleasant Valley Fire Department and the Union Township Trustees has been scheduled for January 20, 2026 to discuss the Union Township Fire Department. Information will be forthcoming.

Old Business

- 1) *Speed Sign* – The speed sign will be placed along the Darby Township roads when the weather warms up.
- 2) *Township Website Traffic* – The monthly report was distributed via email. Mr. Huber shared highlights of the report.
- 3) *Richwood Bank Positive Pay* – No exceptions were reported for the month of December 2025.
- 4) *Cybersecurity for Townships* – A discussion was held on which Township Official will report any cybersecurity breach. Mr. Scheiderer, Chairman will report any breach. The Ohio Revised Code requires that cybersecurity and ransomware incidents be reported to the Ohio Department of Public Safety within seven (7) days of the incident and the Auditor of State within 30 days of the incident. The Township's reporting obligations related to cybersecurity and ransomware incidents began September 30, 2025. For auditing purposes only, the Auditor of State has given townships until July 1, 2026 to adopt and implement a cybersecurity program. Mr. Thayne Gray continues to work on the policy and indicated that it will be completed by the July 2026 date.
- 5) *Fireproof File Cabinet* – The purchase of a fireproof file cabinet was discussed, with emphasis on reviewing township documents and adhering to Darby Township's records retention policy for document disposal. A suggestion was made to possibly digitize some of the records. This item was tabled and continued discussion will occur at a future meeting.
- 6) *Other Business*
 - *LUC Meeting with BZC and BZA* – Mr. Gruenbaum reached out to Mr. Bodenmiller with LUC in regards to scheduling a meeting to discuss the steps in revising the Darby Township's Comprehensive Plan. He would like the Trustees and all the BZC and BZA members in attendance. Mr. Bodenmiller is available on March 4, 2026 at 6:00 pm. This information will be shared with the BZA and BZC.
 - *Zoning Fees* – Mr. Gruenbaum also discussed the current zoning rates and the potential for varying those rates based on resident criteria. Mr. Bodenmiller indicated that can not be done.

New Business

- 1) *Move funds from STAR Ohio account to Richwood Bank Checking Account* – Mr. Huber made a motion to transfer \$75,000 from the STAR Ohio account to the Richwood Checking Account. Mr. Gruenbaum seconded the motion. Roll call vote: Mr. Scheiderer, yea, Mr. Huber, yea, and Mr. Gruenbaum, yea. Motion unanimously passed.
- 2) *Fiscal Officer Assistant* – A discussion was held on possibly hiring an Assistant to the Fiscal Officer. Mrs. Priday indicated that she plans to retire from the Darby Township Fiscal Officer position either in March or April 2027. Mr. Thayne Gray has indicated that a Fiscal Officer Assistant would report directly to the Fiscal Officer. The Fiscal Officer Assistant is an assistant to the Fiscal Officer who carries out duties assigned by the Fiscal Officer but does not have the authority of a Fiscal Officer. Information will be forthcoming.
- 3) *Development of Darby Township Website Operation Plan* – Mr. Huber continues to work on the development of the Operation Plan.
- 4) *Township Floor/Misc.* – A brief discussion was held on the repair or replacement of the floor. A suggestion was also made to remove the accordion doors, since they are no longer used. This item will be discussed further during the February 9th meeting.

- 5) *Reimbursement of Sales Tax by Tax-Exempt Public Offices* – Mr. Gray indicated that the Trustees should determine whether sales tax paid by Township officials using personal credit/debit cards should be reimbursed. Mr. Huber made a motion to reimburse up to \$50 in sales tax without prior Trustee approval, with any amount exceeding \$50 requiring Trustee approval. Mr. Gruenbaum seconded the motion. Roll call vote: Mr. Scheiderer, yea, Mr. Huber, yea and, Mr. Gruenbaum, yea. Motion unanimously passed.
- 6) *Other Business*
 - Memorial Day – Mr. Scheiderer indicated that the Trustees need to begin to discuss the 2026 Memorial Day ceremony/luncheon. He noted that Mr. Shaun Bailey has agreed to be this year’s speaker. Mrs. Priday will email the band director and also the church in regards to the luncheon. Mr. Huber will contact Fairbanks School and inquire about the Voice of Democracy. The names of the Veteran’s will be read this year, due to comments made by the attendees of last year’s ceremony.
 - The April meeting date will be changed to April 21st at 7:00 pm.
 - Mr. Tim Underhill submitted a mowing bid for 2026 Darby Township mowing. His bid is \$19,462.08 for eight months of lawn care. Mr. Gruenbaum made a motion to approve Mr. Underhill’s bid. Mr. Huber seconded the motion. Roll call vote: Mr. Scheiderer, yea, Mr. Huber, yea and Mr. Gruenbaum, yea. Motion unanimously passed. This bid did not include any weed control spraying.

Cemeteries

- Mr. Scheiderer indicated that a cremation burial will be held later this week and the Trustees will need to meet and dig the cremation plot. A discussion ensued with all the Trustees agreeing to meet on Thursday and dig the grave.

Playground

- Mr. Huber provided the playground report to Mrs. Priday. The Trustees will consider installing a 40x60 basketball court. Information will be forthcoming.

Management Reports

The monthly Management Reports were available for the Trustees to review and provide comments.

Roads

The Trustees completed the monthly road report.

Communications/Correspondence

- A thank you note from the Union County Engineer was received in gratitude for the \$75,000 in participating funds that Darby Township provided to their office.

Receipts

The receipts received December 9, 2025 – January 12, 2026

Date	Source	Amount
December 9, 2025	Douglas Sharp	\$300.00
December 10, 2025	Doris Ball	\$50.00
December 10, 2025	Bryan Roby-Ray Schubert	\$300.00
December 10, 2025	Lisa Bambini	\$300.00
December 15, 2025	Kay Whitt	\$50.00
December 19, 2025	Union County Auditor	\$16,951.42
December 22, 2025	Marysville Municipal Court	\$1,003.00
January 6, 2026	Jeff Jones	\$150.00
January 10, 2026	NCO	\$675.00

January 10, 2026	Charles Gaul	\$300.00
January 10, 2026	Kendra Horn	\$550.00

The Trustees and Fiscal Officer signed and dated the monthly Payroll Certification form.

Mr. Gruenbuam made a motion to pay bills. Mr. Huber seconded the motion. A unanimous vote followed.

Electronic transfer/Check#	Pay To	Purpose	Amount
2-2026	AES	Electric	\$354.60
3-2026	Rumpke	Dumpsters	\$53.50
4-2026	Richwood Marketing	Website	\$29.99
5-2026	URE	Electric	\$11.00
6-2026	BWC	Yearly premium – VOIDED	\$113.00
7-2026	Spectrum Business	Internet/phone	\$130.00
8-2026	Google	Email accounts	\$62.92
11-2026	Ohio Deferred Comp	Monthly contributions	\$230.00
12-2026	BWC	Yearly premium	\$89.78
7143	Union Cty Soil and Water	Participating Funds	\$1,500.00
7144	Union Cty Engineer	Participating Funds	\$75,000.00
7145	Jacquelyn Ward	Monthly mileage	\$75.00
7146	Don Bailey	BZC mtg.	\$40.00
7147	Dan Blumenschein	BZC mtg.	\$40.00
7148	Adam Boerger	BZC mtg.	\$40.00
7149	Jen Plahovinsak	BZC mtg.	\$40.00
7150	Dennis Graham	BZA mtg. Chair	\$50.00
7151	Mike Priday	BZA mtg.	\$40.00
7152	Kris Vollrath	BZA mtg.	\$40.00
7153	Tyler Clemans	BZA mtg.	\$40.00
7154	Nick Scheiderer	BZC mtg.	\$40.00
7155	Lisa Bambini	BZC mtg.	\$40.00
7156	Don Bailey	BZC mtg. Chair	\$10.00
7157	Mike Rausch	BZC/BZA Mtgs. Secretary	\$200.00
7158	Karen S Alger	2025 Financial Notes	\$375.00
7159	Marysville JT	Veterans Day Ad	\$277.50
7160	McAuliffe's Ace	Bldg. supplies	\$54.52
7161	Karen Huber	Twp. Bldg.. cleaning	\$100.00
7162	David Huber	Name plates	\$24.99
7163	Connie Priday	Postage	\$78.00
7164	LUC	Annual dues	\$2,404.95
7165	David Gruenbaum	January 2026 health ins. Premium	\$230.00
7166	Jacquelyn Ward	January 2026 health ins. Premium	\$538.04

7167	James Scheiderer	January 2026 health ins. Premium	\$298.60
7168	David Huber	January 2026 health ins. Premium	\$1,077.00
7169	Connie Priday	January 2026 health ins. Premium	\$435.90
7170	David Gruenbaum	January Salary	\$878.33
7171	David Huber	January Salary	\$974.58
7172	Connie Priday	January Salary	\$1,404.72
7173	James Scheiderer	January Salary	\$1,024.72
7174	Jacquelyn Ward	January Salary	\$801.86

I hereby certify that there is sufficient money appropriated and, in the Treasury, to pay the above bills.

The Trustees reviewed the monthly financial reports including the bank reconciliation, and signed the Governing Board Signature Form. Checks were noted to be in correct sequence.

Mr. Gruenbaum then moved to adjourn the meeting and Mr. Huber seconded the motion. Roll call was unanimous. Motion passed and the meeting was adjourn.