

**The Margaretta Township Trustees met on November 6, 2025 at 6:00 PM**

Present were Mr. Pooch, Mr. Cullen and Mr. Bias. The pledge of allegiance was recited

Mr. Bias moved, seconded by Mr. Cullen to go into Executive Session to discuss legal issues concerning zoning compliance issues. Roll Call Vote: Mr. Bias – yes; Mr. Cullen – yes; Mr. Pooch – yes.

Mr. Cullen moved, seconded by Mr. Bias to return to Regular Session at 7:00 PM. Roll Call Vote: Mr. Bias – yes; Mr. Cullen – yes; Mr. Pooch – yes.

Mr. Bias moved, seconded by Mr. Cullen to approve the minutes from the October 16, 2025 meeting as presented by the Fiscal Officer Robert Day. Vote: all ayes

Mr. Cullen moved, seconded by Mr. Bias to approve and sign the warrants and EFTs submitted for payment by the Fiscal Officer. Vote: all ayes

Mr. Bias moved, seconded by Mr. Cullen to approve the financial reports submitted by the Fiscal Officer. Vote: all ayes

**Brenda Ried & Kelly Ried, Wreaths Across America Program:**

Both individuals provided an update on the Wreaths Across America program which will be held on December 13, 2025 at the Castalia Cemetery. Sheriff Sigsworth was present to draw the winning ticket for the Wheelbarrow Raffle fundraiser. The winning ticket belonged to former Fire Chief Tom Keimer.

**Richard Cockrell, Township Resident:**

Mr. Cockrell inquired as to who was responsible for the cost of removing the trees at the Kuns Farm on Miller Road. Mr. Biglin informed him that one of the trees was in the Township's right-of-way and the Township covered the cost of that removal. The second tree was removed by the property owner.

**John Schaeffer, Township Resident:**

Mr. Schaeffer was present as an observer.

**Colby Pepon, Township Resident:**

Mr. Pepon recently moved into the Township and has a desire to become involved in helping the Township Boards. He was nominated by Chris Schaeffer, Zoning Inspector, to serve as the alternate on the Board of Zoning Appeals. Mr. Bias moved, seconded by Mr. Cullen to appoint Mr. Pepon to the Board of Zoning Appeals as an alternate effective 1/1/2026. Vote: all ayes.

**Chris Schaeffer, Zoning Inspector:**

Mr. Schaeffer reported that John Petro will begin work on the break wall for the PUD in Bay Bridge. That is part of phase one of the project.

**Katie Maloney, Zoning Compliance Officer:**

Mrs. Maloney was not in attendance.

**Kerry Jett, Fire Chief:**

Chief Jett requested to hire Lukas Henry as a part-time firefighter/Medic effective 11/8/25. Mr. Bias moved, seconded by Mr. Cullen to approve the hire of Lukas Henry pending the submission of all necessary paperwork. Vote: all ayes.

**Bob Biglin, Road & Cemetery Departments:**

Mr. Biglin reported that he has submitted the Morton Salt contract for 2026 with Erie County. He ordered 300 tons for the Township and reserved 100 tons for the Village of Castalia. The cost will be \$53.76/ton to deliver and \$53.00/ton to pick-up.

Mr. Biglin reported on the OTARMA Risk Management Audit. They will provide their findings and those issues will be addressed by the Road and Fire Departments.

Mr. Biglin and Matt Studer from the Road Department will attend the Bailey's Landscaping auction on 11/21/25 to see what the cost of the screener will be and possibly bid on that piece of equipment for the Township.

Mr. Biglin discussed the results of the Samase Road Mower on loan from Polen Equipment. He presented a quote from Polen for the SHD88 Flail Mower with a trade of the Township's current Alamo Road Mower for \$10,200. Mr. Biglin was instructed by the Board to seek a better offer from Polen before proceeding with trade/purchase.

**Board Items:**


Mr. Day reported that Sue Daugherty from Serving Our Seniors has requested to use the Township Hall in 2026 for periodic meetings for the community regarding those pre-diabetes/diabetes. The Board has no issues with Ms. Daugherty using the hall. Mr. Day will contact her.

Mr. Day discussed the offer from American Tower regarding a buyout of the remainder of the cell tower lease. Mr. Day will seek additional options from American Tower and report back to the Board.

Mr. Day presented the following Resolutions concerning the Cybersecurity requirements for the Township: Resolution 2025-09: Cybersecurity Training; Resolution 2025-10: Cybersecurity Program; Resolution 2025-11: Cybersecurity Ransomware. Mr. Bias moved, seconded by Mr. Cullen to approve Resolutions 2025-09; 2025-10; & 2025-11. Roll Call Vote: Mr. Bias—yes; Mr. Cullen—yes; Mr. Pooch—yes.

Mr. Day also presented Resolution 2025-12. A Resolution appointing Keith Kreager as the Margareta Township representative to the Norther Ohio Rural Water Association. Mr. Bias moved, seconded by Mr. Cullen to approve Resolution 2025-12. Roll Call Vote: Mr. Bias – yes; Mr. Cullen – yes; Mr. Pooch – yes.

Mr. Cullen moved, seconded by Mr. Bias to adjourn. Vote: all ayes. Meeting adjourned at 8:55 PM.

  
Chairperson

  
Fiscal Officer