

MINUTES OF THE ROOTSTOWN TOWNSHIP TRUSTEES

July 22, 2025

The regular meeting of the Rootstown Township Trustees opened at 5:30 p.m. on July 22, 2025. Those in attendance were Trustees Joe Paulus, and David McIntyre, Fiscal Officer, Linda Hankins, Fire Chief Charles Palmer, Zoning Inspector Mark Tirpak, Zoning Administrative Assistant Jordan Michael and Trustees Administrative Assistant Julie Gonzales.

Trustee Paulus called the meeting to order at 5:30 p.m., the Pledge of Allegiance followed.

Motion was made by Dave McIntyre and seconded by Joe Paulus to approve the July 8, 2025 regular meeting minutes

Motion: Trustee McIntyre

Seconded: Trustee Paulus

All in Favor: Trustee Paulus, Yea; Trustee McIntyre, Yea; Trustee Housley, Absent;
Motion Carries

FIRE CHIEF REPORT

RESOLUTION NO. 2025-051 - RE: RESOLUTION TO PROCEED WITH A REPLACEMENT LEVY FOR THE PURPOSE OF A TAX IN EXCESS OF THE TEN MILL LIMITATION.

It was moved by Dave McIntyre and seconded by Joe Paulus that the following resolution be adopted:

WHEREAS, on the 25th day of March 2025, the Board of Trustees passed Resolution No. 2025-037 declaring the necessity, for the purpose described in RC 5705.19 (I), to levy a tax in excess of the ten-mill limitation at a rate of 2.85 mills for each one dollar of valuation; and

WHEREAS, the Portage County Auditor has certified to the Board of Trustees that the dollar amount of revenue that would be generated by the 2.85 mill replacement tax levy will be \$976,572.00, based upon the current assessed valuation of the Township of Rootstown; now therefore be it

RESOLVED, by the Board of Trustees, with at least two-thirds of all members elected thereto concurring, that the Board desires to proceed with the submission of the question of a replacement tax levy on the entire territory of the Township of Rootstown, Portage County, Ohio at the rate of 2.85 mill which amounts to \$100 for each \$100,000.00 of valuation to the electors of

Rootstown Township in its entirety and for the benefit of the Township of Rootstown under R.C. 5705.19(I) for the following purpose:

For providing and maintaining fire apparatus, mechanical resuscitators, underwater rescue and recovery equipment, or other fire equipment and appliances, buildings and sites therefore, or sources of water supply and materials therefore, for the establishment and maintenance of lines of fire-alarm communications, or the payment of firefighting companies or permanent, part -time or volunteer firefighting, emergency medical service, administrative, or communications personnel to operate the same, including the payment of any employer contributions required for such personnel under section 145.48 or 742.34 of the Revised Code, for the purchase of ambulance equipment, for the provision of ambulance, paramedic, or other emergency medical services operated by a fire department or firefighting company, or the payment of other related costs; and be it further

RESOLVED, that the tax levy will be for five (5) years and will include a levy on the tax list commencing in 2026, and also then for 2027, 2028, 2029, and 2030 first due in calendar year 2027, if approved by a majority of the electors voting thereon; and be it further

RESOLVED, the question of such replacement tax levy shall be submitted to the electors of the Township of Rootstown in its entirety, at the election to be held therein on November 4, 2025; and be it further

RESOLVED, that the Fiscal Officer is hereby directed to certify, not less than 90 days prior to the general election, to the Board of Elections, Portage County, Ohio, a copy of the resolution of necessity dated March 25th, 2025 along with a copy of this resolution to proceed, together with the certification of the Portage County Auditor, and notify the Board of Elections to cause notice of the election on the question of levying the tax to be given as required by law; and be it further

RESOLVED , that the Board of Trustees finds and determines that all formal actions of this Board concerning and related to the adoption of this Resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meetings open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll call vote as follows:

Dave McIntyre, Yea;

Joe Paulus, Yea;

Brett Housley, Absent;

**RESOLUTION NO. 2025-037 RE: RESOLUTION OF NECESSITY FOR LEVYING A
REPLACEMENT TAX EXCEEDING THE TEN-
MILL LIMITATION**

The Board of Trustees of Rootstown Township, Portage County, Ohio met at a regular session on the 25th day of March 2025, at the Rootstown Town Hall with the following members present: Brett Housley and Joseph Paulus.

It was moved by Joe Paulus seconded by Brett Housley that the following Resolution be adopted:

WHEREAS, the amount of taxes which may be raised within the ten mill limitation will be insufficient to provide an adequate amount for the necessary requirement of the Township of Rootstown, Portage County, Ohio; and

WHEREAS, a resolution declaring the necessity of levying a tax under R.C. 5705.19(I) outside the ten-mill limitation must be passed and certified to the County Auditor of Portage County in order permit the Board of Trustees to consider the levy of such a replacement tax and must request the County Auditor certify to the Board of Trustees the total current tax valuation of the Township of Rootstown, and the dollar amount of revenue that would be generated by a 2.85 mill replacement levy; and

WHEREAS, currently there is a 2.85 mill levy in excess of the ten-mill limitation for the benefit of Rootstown Township for the purpose of "Fire and EMS" services as set forth more fully in R.C. 5705.19(I), R.C. 5705.191, and R. C. 5705.25; now therefore be it

RESOLVED, by the Board of Trustees, two-thirds of all members elected thereto concurring, that it is necessary to levy a replacement of 2.85 mill, to constitute a tax in excess of the ten-mill limitation levied upon the entire territory of the Township of Rootstown and for the benefit of the Township of Rootstown under R.C. 5705.19(I) for the following purpose:

For providing and maintaining fire apparatus, mechanical resuscitators, underwater rescue and recovery equipment, or other fire equipment and appliances, buildings and sites therefore, or sources of water supply and materials therefore, for the establishment and maintenance of lines of fire-alarm communications, or the payment of firefighting companies or permanent, part-time or volunteer firefighting, emergency medical service, administrative, or communications personnel to operate the same, including the payment of any employer contributions required for such personnel under section 145.48 or 742.34 of the Revised Code, for the purchase of ambulance equipment, for the provision of ambulance, paramedic, or other emergency medical services operated by a fire department or firefighting company, or the payment of other related costs.

As provided by the Ohio Revised Code Section 5705.19(I) at a rate not to exceed 2.85 mills for each one dollar of valuation for the tax years 2026, 2027, 2028, 2029, 2030; first due calendar year 2027 in compliance with Ohio Revised Code section 5705.3, of a majority of the electors voting thereon, vote in favor thereof; and be it further

RESOLVED, that the question of such tax levy shall be submitted to the electors of the Township of Rootstown in its entirety, at the election to be held therein on November 4, 2025; and be it further

RESOLVED, that the Fiscal Officer is hereby directed to certify a copy of the resolution to the County Auditor and that the County Auditor certify to this board of Trustees the total current tax valuation of the Township of Rootstown and the dollar amount of revenue that would be generated by a replacement of 2.85 mills if approved by the electors; and be it further

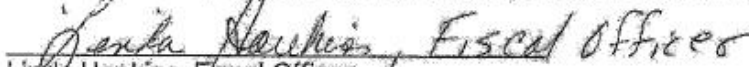
RESOLVED, that the Board of Trustees finds and determines that all formal actions of this Board concerning and related to the adoption of this Resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meetings open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Dave McIntyre, Absent;

Joe Paulus, Yea;

Brett Housley, Yea;

I, Fiscal Officer of Rootstown Township do hereby certify that the foregoing is a true and correct copy of a Resolution of the Rootstown Township Board of Trustees duly adopted March 25, 2025.


Linda Hankins, Fiscal Officer

Certificate of Estimated Property Tax Revenue


Use this form when a taxing authority certifies a millage rate
and requests the revenue produced by that rate.

DTE 140R
Rev. 11/22
R.C. 5705.01, 5705.03

The county auditor of Portage County, Ohio, does hereby certify the following:

- On March 26, 2025, the taxing authority of the Board of Trustees of Rootstown Township (political subdivision name) certified a copy of its resolution or ordinance adopted March 25, 2025, requesting the county auditor to certify the current taxable value of the subdivision and the amount of revenue that would be produced by _____ (2.850) mills, to levy a tax outside the 10-mill limitation for purposes pursuant to Revised Code § 5705.19(I) Fire/EMS, to be placed on the ballot at the November 4, 2025 election. The levy type is Replacement.
- The property tax revenue that will be produced by the stated millage, assuming the taxable value of the subdivision remains constant throughout the life of the levy, is calculated to be \$ 977,000.
- The total taxable value of the subdivision used in calculating the estimated property tax revenue is \$ 342,656,870.
- The millage for the requested levy is _____ (2.850) mills per \$1 of taxable value, which amounts to \$ 100.00 for each \$100,000 of the county auditor's appraised value.

Auditor's signature



Date

3/20/25

Instructions

- "Total taxable value" includes the taxable value of all real property in the subdivision as indicated on the tax list most recently certified for collection and estimates of the taxable value of public utility personal property for the first year the levy will be collected as set forth on the worksheets prescribed in conjunction with this form. If the subdivision is located in more than one county, the home county auditor (where the greatest taxable value of the subdivision is located) shall obtain the assistance of the other county auditors to establish the total tax valuation of the subdivision.
- For purposes of this certification, "subdivision" includes any agency, board, commission or other authority authorized to request a taxing authority to submit a tax levy on its behalf. See R.C. 5705.01(A) & (C).
- "Levy type" includes the following: (1) additional, (2) renewal, (3) renewal with an increase, (4) renewal with a decrease, (5) replacement, (6) replacement with an increase and (7) replacement with a decrease levies.
- "The county auditor's appraised value" means the true value in money of real property. R.C. 5705.01(P).
- For any levy or portion of a levy, an estimate of the levy's annual collections, rounded to the nearest one thousand dollars, which shall be calculated assuming that the amount of the tax list of the taxing authority remains throughout the life of the levy the same as the amount of the tax list for the current year, and if this is not determined, the estimated amount submitted by the auditor to the county budget commission. R.C. 5705.03(B).
- Please file this certificate with the subdivision as soon as possible, so the taxing authority can pass a resolution to proceed not later than 90 days before the election.

* * * * *

Chief Palmer reported that they will be participating along with Brimfield Fire Department to honor a fallen Marine of a retired Brimfield firefighter this Saturday at Standing Rock Cemetery.

Chief Palmer indicated that his email is activated.

Chief Palmer reported that the State Route 44 closure has been delayed for a week due to other closures in the area. He will be staying in contact with Mark Griffiths of ODOT regarding this closure and another that will be taking place as well. New Milford and Hattrick Roads will be closed due to the bridge construction on 76 this fall.

ZONING INSPECTOR REPORT

There were three (3) permits issued.

- 1 – Lot split
- 1 – Shed
- 1 – Home occupation

Jordan asked the status of combining the park and cemetery lots. Dave said it will all need to be surveyed again. Linda said it seems like a lot of money, and it will not reduce the taxes on the sewer. Dave said it will reduce the taxes on the storm water. The Trustees agreed to hold off on combining the lots until next year.

Mark updated the Trustees regarding the complaint at the last meeting of Ms. Sober regarding the rats. The rats come from Sober Landfill and not from the resident on the corner of Lakewood and Tallmadge Roads. The landfill was supposed to be capped but had not been taken care of. This issue has been going on for years with the Ohio EPA. The owner of the Lakewood and Tallmadge Roads has old equipment, grills, etc.; this would not attract rats. They are searching for something to eat and coming from the landfill. There is nothing more the township can do.

Public Hearing – Zoning Amendment

Zoning Amendment 2025-004

Zoning Amendment 2025-005

Motion was made by Joe Paulus and seconded by Dave McIntyre to open the Public Hearing at 5:43 PM for Zoning Amendment: ZC 2025-004 and ZC 2025-005 as recommended by the Rootstown Zoning Commission.

Motion: Trustee Paulus

Seconded: Trustee McIntyre

All in Favor: Trustee Paulus, Yea; Trustee McIntyre, Yea; Trustee Housley, Absent

Motion Carries

The proposed zoning amendments discussed in this public hearing have been reviewed and approved by the Portage County Regional Planning Commission and the Portage County Prosecutor's Office.

Resolution No. 2025-052 – Motion was made by Joe Paulus and seconded by Dave McIntyre upon the recommendation of the Rootstown Zoning Commission to amend the

following Zoning Amendment # 2025-004– ZC 2025-004 – Section 360.03 D – Minimum Project Area (Planned Commercial Developments):

Zoning Amendment # 2025-004

Section 360.03 D – Minimum Project Area (Planned Commercial Developments)

Section 360.03 D Existing:

- D. No residential land may be considered as part of a Planned Commercial Development pursuant to this section until the Zoning Commission holds a public hearing on the proposal.
1. Notice of such public hearing shall be given by first class mail to the property owners within 500 feet of the property line of the property on which the use is proposed and to adjacent property owners other than the applicant regardless of the distance when the applicant owns separate parcel(s) within the 500 feet radius. A "certificate of mailing" shall be obtained from the post office for each mailing.
 2. Further notice shall be given in one or more newspapers of general circulation in the Township at least 10 days before the date of said public hearing.

All notices shall set forth the time and place of the public hearing and the nature of the application. Failure of delivery of such notice shall not invalidate action taken on such application.

Section 360.03 D Proposed (shown in bold):

- D. No residential land may be considered as part of a Planned Commercial Development pursuant to this section until the Zoning Commission holds a public hearing on the proposal.
1. Notice of such public hearing shall be ~~given by~~ **provided via** first class mail **at least ten (10) days prior to the public hearing;** to the property owners ~~within 500 feet of the property line of who are contiguous to and directly across the street from the property on which the use is proposed and to adjacent property owners other than the applicant regardless of the distance when the applicant owns separate parcel(s) within the 500 feet radius.~~ A "certificate of mailing" shall be obtained from the post office for each mailing.
 2. Further notice shall be ~~given in one or more newspapers of general circulation in the Township~~ **provided by posting notice of the public hearing on the Township website** at least 10 days before the date of said public hearing.

All notices shall set forth the time and place of the public hearing and the nature of the application. Failure of delivery of such notice shall not invalidate action taken on such application.

There were no comments.

Motion: Trustee Paulus

Seconded: Trustee McIntyre

All in Favor: Trustee Paulus, Yea; Trustee McIntyre, Yea; Trustee Housley, Absent

Motion Carries

Resolution No. 2025-053 – Motion was made by Joe Paulus and seconded by Dave McIntyre upon the recommendation of the Rootstown Zoning Commission to amend the following Zoning Amendment # 2025-004 – Section 620.06 – Development Plan Review Procedures:

Section 620.06 – Development Plan Review Procedures

Section 620.06 C Existing:

- C. Action By Zoning Inspector. The Zoning Inspector shall take action on applications for all permitted uses requiring review of development plans, except planned residential developments, planned commercial developments, and platted subdivisions.
 - 1. The Zoning Department shall give notice of development application by first-class mail to property owners within 500 feet of the property line of the property on which the use is proposed and to adjacent property owners other than the applicant regardless of the distance when the applicant owns separate parcel(s) within the 500 feet radius. A “certificate of mailing” shall be obtained from the post office for each mailing. Failure of delivery of such notice shall not invalidate action taken on such application.

Section 620.06 C Proposed (shown in bold):

- C. Action By Zoning Inspector. The Zoning Inspector shall take action on applications for all permitted uses requiring review of development plans, except planned residential developments, planned commercial developments, and platted subdivisions.
 - 1. The Zoning Department shall give notice of development application by first-class mail to property owners **within 500 feet of the property line of who are contiguous to and directly across the street from** the property on which the use is proposed **and to adjacent property owners other than the applicant regardless of the distance when the applicant owns separate parcel(s) within the 500 feet radius.** A “certificate of mailing” shall be obtained from the post office for each mailing. Failure of delivery of such notice shall not invalidate action taken on such application.

Section 620.06 D Existing:

- D. Action By Zoning Commission. The Zoning Commission shall act on applications for planned residential developments, planned commercial developments, and platted subdivisions.
 - 1. The Zoning Commission shall hold a public hearing on the application. Notice of such public hearing shall be given by first class mail to property owners within 500 feet of

the property line of the property on which the use is proposed and to adjacent property owners other than the applicant regardless of the distance when the applicant owns separate parcel(s) within the 500 feet radius. A "certificate of mailing" shall be obtained from the post office for each mailing. Further notice shall be given in one or more newspapers of general circulation in the Township at least 10 days before the date of said public hearing. All notices shall set forth the time and place of the public hearing and the nature of the proposed development plan. Failure of delivery of such notice shall not invalidate action taken on such application.

Section 620.06 D Proposed (shown in bold):

- D. Action By Zoning Commission. The Zoning Commission shall act on applications for planned residential developments, planned commercial developments, and platted subdivisions.
1. The Zoning Commission shall hold a public hearing on the application. Notice of such public hearing shall be given by first class mail to property owners ~~within 500 feet of the property line of who are contiguous to and directly across the street from~~ the property on which the use is proposed ~~and to adjacent property owners other than the applicant regardless of the distance when the applicant owns separate parcel(s) within the 500 feet radius~~. A "certificate of mailing" shall be obtained from the post office for each mailing. Further notice shall be ~~given in one or more newspapers of general circulation in the Township~~ **provided by posting notice of the public hearing on the Township website** at least 10 days before the date of said public hearing. All notices shall set forth the time and place of the public hearing and the nature of the proposed development plan. Failure of delivery of such notice shall not invalidate action taken on such application.

There were no comments.

Motion: Trustee Paulus

Seconded: Trustee McIntyre

All in Favor: Trustee Paulus, Yea; Trustee McIntyre, Yea; Trustee Housley, Absent

Motion Carries

Resolution No. 2025-054 – Motion was made by Joe Paulus and seconded by Dave McIntyre upon the recommendation of the Rootstown Zoning Commission to amend the following Zoning Amendment # 2025-004 – Section 630.03 – Submission of Application (Conditional Zoning Certificates):

Section 630.03 – Submission of Application (Conditional Zoning Certificates)

Section 630.03 Existing:

The owner, or agent thereof, of property for which such conditional use is proposed shall file with the Zoning Inspector an application for a conditional zoning certificate accompanied by payment of the required

fee established by the Trustees. The application for a conditional zoning certificate shall disclose all uses proposed for the development, their location, extent and characteristics and shall include the following:

- A. A development plan and associated documentation as required in Section 620.05 unless specific items required in Section 620.05 are determined by the Zoning Inspector to be inapplicable or unnecessary and are waived in writing by the Zoning Inspector.
- B. The last known names and addresses of the owners of all properties lying within 500 feet of any part of the property on which the conditional use is proposed.

Section 630.03 Proposed (shown in bold):

The owner, or agent thereof, of property for which such conditional use is proposed shall file with the Zoning Inspector an application for a conditional zoning certificate accompanied by payment of the required fee established by the Trustees. The application for a conditional zoning certificate shall disclose all uses proposed for the development, their location, extent and characteristics and shall include the following:

- A. A development plan and associated documentation as required in Section 620.05 unless specific items required in Section 620.05 are determined by the Zoning Inspector to be inapplicable or unnecessary and are waived in writing by the Zoning Inspector.
- B. The last known names and addresses of the owners of all **properties lying within 500 feet of adjacent to and directly across the street from** any part of the property on which the conditional use is proposed.

There were no comments.

Motion: Trustee Paulus

Seconded: Trustee McIntyre

All in Favor: Trustee Paulus, Yea; Trustee McIntyre, Yea; Trustee Housley, Absent

Motion Carries

Resolution No. 2025-055 – Motion was made by Joe Paulus and seconded by Dave McIntyre upon the recommendation of the Rootstown Zoning Commission to amend the following Zoning Amendment # 2025-004 – Section 630.07 – Public Hearing and Notice by Board of Zoning Appeals (Conditional Zoning Certificates):

Section 630.07 – Public Hearing and Notice by Board of Zoning Appeals (Conditional Zoning Certificates)

Section 630.07 Existing:

The Board of Zoning Appeals shall hold a public hearing on the application. Notice of such public hearing shall be given by first class mail to the property owners within 500 feet of the property line of the property on which the use is proposed and to adjacent property owners other than the applicant regardless of the distance when the applicant owns separate parcel(s) within the 500 feet radius. A "certificate of mailing"

shall be obtained from the post office for each mailing. Further notice shall be given in one or more newspapers of general circulation in the Township at least 10 days before the date of said public hearing. All notices shall set forth the time and place of the public hearing and the nature of the proposed conditional use. Failure of delivery of such notice shall not invalidate action taken on such application.

Section 630.07 Proposed (shown in bold):

The Board of Zoning Appeals shall hold a public hearing on the application. Notice of such public hearing shall be given by first class mail to the property owners ~~within 500 feet of the property line of who are contiguous to and directly across the street from the property on which the use is proposed and to adjacent property owners other than the applicant regardless of the distance when the applicant owns separate parcel(s) within the 500 feet radius.~~ A "certificate of mailing" shall be obtained from the post office for each mailing. Further notice shall ~~be given in one or more newspapers of general circulation in the Township~~ **provided by posting notice of the public hearing on the Township website** at least 10 days before the date of said public hearing. All notices shall set forth the time and place of the public hearing and the nature of the proposed conditional use. Failure of delivery of such notice shall not invalidate action taken on such application.

There were no comments.

Motion: Trustee Paulus

Seconded: Trustee McIntyre

All in Favor: Trustee Paulus, Yea; Trustee McIntyre, Yea; Trustee Housley, Absent

Motion Carries

Resolution No. 2025-056 – Motion was made by Joe Paulus and seconded by Dave McIntyre upon the recommendation of the Rootstown Zoning Commission to amend the following Zoning Amendment # 2025-004 – Section 640.03 – Public Hearing by the Board (Appeals and Variances):

Section 640.03 – Public Hearing by the Board (Appeals and Variances)

Section 640.03 Existing:

Upon receipt of the material related to the proposed action, the Board of Zoning Appeals shall set a date for a public hearing to consider the appeal. Notice of such hearing stating the time, place, and object of the hearing shall be sent by first class mail, addressed to the parties making the request for appeal, at least 10 days prior to the date of the scheduled hearing. Not less than 10 days prior to the date set for such hearing or appeal, written notice of such hearing shall be sent by first class mail to any person, firm, or corporation owning premises located within 500 feet of the property line to which such appeal or application relates and to adjacent property owners other than the applicant regardless of the distance when the applicant owns separate parcel(s) within the 500 feet radius. A "certificate of mailing" shall be obtained from the post office for each mailing. Further notice shall be given in one or more newspapers of general circulation in the Township at least 10 days before the date of said public hearing. Failure of delivery of such notice shall not invalidate action taken on such application. The Board may recess such hearings from time to time, and, if the

time and place of the continued hearing is publicly announced at the time of adjournment, no further notice shall be required. Any person may appear before the Board at the public hearing on the application and state their reasons for or against the proposal.

Section 640.03 Proposed (shown in bold):

Upon receipt of the material related to the proposed action, the Board of Zoning Appeals shall set a date for a public hearing to consider the appeal. Notice of such hearing stating the time, place, and object of the hearing shall be sent by first class mail, addressed to the parties making the request for appeal, at least 10 days prior to the date of the scheduled hearing. Not less than 10 days prior to the date set for such hearing or appeal, written notice of such hearing shall be sent by first class mail to ~~any person, firm, or corporation owning premises located within 500 feet of the property owners who are contiguous to and directly across the street from~~ the property line to which such appeal or application relates ~~and to adjacent property owners other than the applicant regardless of the distance when the applicant owns separate parcel(s) within the 500-foot radius.~~ A "certificate of mailing" shall be obtained from the post office for each mailing. Further notice shall be ~~given in one or more newspapers of general circulation in the Township~~ **provided by posting notice of the public hearing on the Township website** at least 10 days before the date of said public hearing. Failure of delivery of such notice shall not invalidate action taken on such application. The Board may recess such hearings from time to time, and, if the time and place of the continued hearing is publicly announced at the time of adjournment, no further notice shall be required. Any person may appear before the Board at the public hearing on the application and state their reasons for or against the proposal.

There were no comments.

Motion: Trustee Paulus

Seconded: Trustee McIntyre

All in Favor: Trustee Paulus, Yea; Trustee McIntyre, Yea; Trustee Housley, Absent

Motion Carries

Resolution No. 2025-057 – Motion was made by Joe Paulus and seconded by Dave McIntyre upon the recommendation of the Rootstown Zoning Commission to amend the following Zoning Amendment # 2025-004 – Section 660.03 B – Application Requirements for Map Amendments:

Section 660.03 B – Application Requirements for Map Amendments

Section 660.03 B Existing:

B. Application Requirements for Map Amendments. Applications for amendments to the Zoning Map adopted as part of this Resolution shall be submitted to the Zoning Commission at a regularly scheduled meeting and shall contain at least the following information, unless otherwise instructed by the Zoning Commission during the preliminary discussion in Subsection 660.03A.

1. The name, address and phone number of the applicant and the property owner if other than the applicant;

2. An accurate legal description of the parcel(s) to be rezoned, drawn by a registered surveyor;
3. A statement of the reason(s) for the proposed amendment;
4. Present use and zoning district, and the proposed use and zoning district;
5. A vicinity map at a scale approved by the Zoning Inspector showing property lines, thoroughfares, existing and proposed zoning, and such other items as the Zoning Inspector may require;
6. Existing topography at two-foot contour intervals of the property to be rezoned and extending at least 500 feet outside the proposed site, and including property lines, easements, street rights-of-ways, existing structures, trees and landscaping features existing thereon;
7. The last known names and addresses of the owners of: all properties lying within 500 feet of any part of the property on which the zoning map amendment is requested, as shown upon the County auditor's current tax list; and adjacent properties other than the applicant regardless of the distance when the applicant owns separate parcel(s) within the 500 feet radius.
8. A statement on the ways in which the proposed amendment relates to the Comprehensive Plan;
9. The payment of the application fee as established by Trustees.

Section 660.03 B Proposed (shown in bold):

- B. Application Requirements for Map Amendments. Applications for amendments to the Zoning Map adopted as part of this Resolution shall be submitted to the Zoning Commission at a regularly scheduled meeting and shall contain at least the following information, unless otherwise instructed by the Zoning Commission during the preliminary discussion in Subsection 660.03A.
1. The name, address and phone number of the applicant and the property owner if other than the applicant;
 2. An accurate legal description of the parcel(s) to be rezoned, drawn by a registered surveyor;
 3. A statement of the reason(s) for the proposed amendment;
 4. Present use and zoning district, and the proposed use and zoning district;
 5. A vicinity map at a scale approved by the Zoning Inspector showing property lines, thoroughfares, existing and proposed zoning, and such other items as the Zoning Inspector may require;

6. Existing topography at two-foot contour intervals of the property to be rezoned and extending at least 500 feet outside the proposed site, and including property lines, easements, street rights-of-ways, existing structures, trees and landscaping features existing thereon;
7. The last known names and addresses of the owners of: all properties ~~lying within 500 feet of contiguous to and directly across the street from~~ any part of the property on which the zoning map amendment is requested, as shown upon the County auditor's current tax list; ~~and adjacent properties other than the applicant regardless of the distance when the applicant owns separate parcel(s) within the 500 foot radius.~~
8. A statement on the ways in which the proposed amendment relates to the Comprehensive Plan;
9. The payment of the application fee as established by Trustees.

There were no comments.

Motion: Trustee Paulus

Seconded: Trustee McIntyre

All in Favor: Trustee Paulus, Yea; Trustee McIntyre, Yea; Trustee Housley, Absent

Motion Carries

Resolution No. 2025-058 – Motion was made by Joe Paulus and seconded by Dave McIntyre upon the recommendation of the Rootstown Zoning Commission to amend the following Zoning Amendment # 2025-004 – Section 660.03 F – Public Hearing and Notice by Zoning Commission:

Section 660.03 F – Public Hearing and Notice by Zoning Commission

Section 660.03 F Existing:

- F. Public Hearing and Notice by Zoning Commission. The Zoning Commission shall set a date for a public hearing thereon, which date shall not be less than 20 nor more than 40 days from the date of the filing of the application. Notice of such hearing shall be given by the Zoning Commission by publication in one or more newspapers of general circulation in the Township at least 10 days prior to the date of the hearing. The published notice shall include the time and place of the public hearing, a summary of the proposed amendment and a statement that opportunity to be heard will be afforded to any person interested.

Section 660.03 F Proposed (shown in bold):

- F. Public Hearing and Notice by Zoning Commission. The Zoning Commission shall set a date for a public hearing thereon, which date shall not be less than 20 nor more than 40 days from the date of the filing of the application. Notice of such hearing shall be **given by the Zoning**

~~Commission by publication in one or more newspapers of general circulation in the Township~~ provided by posting notice of the public hearing on the Township website at least 10 days prior to the date of the hearing. The published notice shall include the time and place of the public hearing, a summary of the proposed amendment and a statement that opportunity to be heard will be afforded to any person interested.

There were no comments.

Motion: Trustee Paulus

Seconded: Trustee McIntyre

All in Favor: Trustee Paulus, Yea; Trustee McIntyre, Yea; Trustee Housley, Absent

Motion Carries

Resolution No. 2025-059 – Motion was made by Joe Paulus and seconded by Dave McIntyre upon the recommendation of the Rootstown Zoning Commission to amend the following Zoning Amendment # 2025-004 – Section 660.03 G – Notice to Property Owners:

Section 660.03 G – Notice to Property Owners

Section 660.03 G Existing:

- G. Notice to Property Owners. If the proposed amendment intends to rezone or redistrict ten or fewer parcels of land, as listed on the County Auditor's current tax list, written notice of the hearing shall be mailed by the Zoning Commission, by first class mail, at least 10 days before the day of the public hearing to all owners of property within 500 feet of such area proposed to be rezoned or redistricted to the names and addresses of owners as shown upon the records of Portage County, or the list of property owners furnished by the applicant. The notice shall contain the same information as required of notices published in newspapers as specified in Subsection (e), above. Failure of delivery of such notice shall not invalidate any such amendment. A "certificate of mailing" shall be obtained from the post office for each mailing.

Section 660.03 G Proposed (shown in bold):

- G. Notice to Property Owners. If the proposed amendment intends to rezone or redistrict ten or fewer parcels of land, as listed on the County Auditor's current tax list, written notice of the hearing shall be mailed by the Zoning Commission, by first class mail, at least 10 days before the day of the public hearing to all owners of property **within 500 feet of contiguous to and directly across the street from** such area proposed to be rezoned or redistricted to the names and addresses of owners as shown upon the records of Portage County, or the list of property owners furnished by the applicant. The notice shall contain the same information as required of notices ~~published in newspapers as specified in Subsection (e), above~~ **placed on the Township website**. Failure of delivery of such notice shall not invalidate any such amendment. A "certificate of mailing" shall be obtained from the post office for each mailing.

There were no comments.

Motion: Trustee Paulus

Seconded: Trustee McIntyre

All in Favor: Trustee Paulus, Yea; Trustee McIntyre, Yea; Trustee Housley, Absent

Motion Carries

Resolution No. 2025-060 – Motion was made by Joe Paulus and seconded by Dave McIntyre upon the recommendation of the Rootstown Zoning Commission to amend the following Zoning Amendment # 2025-004 – Section 660.03 I – Public Hearing and Notice by Trustees:

Section 660.03 I – Public Hearing and Notice by Trustees

Section 660.03 I Existing:

- I. Public Hearing and Notice by Trustees. Upon receipt of the recommendation from the Zoning Commission, the Trustees shall set a time for a public hearing on the proposed amendment, which date shall not be more than 30 days from the date of the receipt of such recommendation from the Zoning Commission. Notice of the public hearing shall be given by the Trustees by at least one publication in one or more newspapers of general circulation in the Township at least 10 days before the date of the required hearing. The published notice shall include the time and place of the public hearing, a summary of the proposed amendment and a statement that opportunity to be heard will be afforded to any person interested. During such 10 days, the text of the proposed amendment, the maps or plans, if applicable, and the recommendations of the Zoning Commission shall be on file for public examination in the office of the Township Fiscal Officer or in such other office as is designated by Trustees.

Section 660.03 I Proposed (shown in bold):

- I. Public Hearing and Notice by Trustees. Upon receipt of the recommendation from the Zoning Commission, the Trustees shall set a time for a public hearing on the proposed amendment, which date shall not be more than 30 days from the date of the receipt of such recommendation from the Zoning Commission. Notice of the public hearing shall be given by the Trustees by ~~at least one publication in one or more newspapers of general circulation in the Township~~ **publishing it on the Township website** at least 10 days before the date of the required hearing. The published notice shall include the time and place of the public hearing, a summary of the proposed amendment and a statement that opportunity to be heard will be afforded to any person interested. During such 10 days, the text of the proposed amendment, the maps or plans, if applicable, and the recommendations of the Zoning Commission shall be on file for public examination in the office of the Township Fiscal Officer or in such other office as is designated by Trustees.

There were no comments.

Motion: Trustee Paulus

Seconded: Trustee McIntyre

All in Favor: Trustee Paulus, Yea; Trustee McIntyre, Yea; Trustee Housley, Absent
Motion Carries

Resolution No. 2025-061 – Motion was made by Joe Paulus and seconded by Dave McIntyre upon the recommendation of the Rootstown Zoning Commission to amend the following Zoning Amendment # 2025-004 – Section 660.07 – Zoning Amendment Tracking Form:

Section 660.07 – Zoning Amendment Tracking Form

Section 660.07 Existing:

Zoning amendments shall be tracked from initiation throughout the entire due process by utilizing an Amendment Tracking Form. The Zoning Commission secretary will be responsible for the maintenance of Section I of Form 660.07A and the township Fiscal Officer will be responsible for the maintenance of Section II of Form 660.07A.

ZONING AMENDMENT TRACKING FORM

Section I – Zoning Commission

Amendment Number _____ Date Application Filed _____
Trustee _____ Zoning Commission _____ Property Owner _____ Other _____
Date of Legal Notice in Newspaper (§660.03F) _____
Date of Notice of Property Owner(s) (§660.03G) _____
Date Sent to Regional Planning Commission (§660.03D) _____
Date Regional Planning Commission Recommendation Received (§660.03D) _____
RECOMMENDATION OF REGIONAL PLANNING COMMISSION:
Approved _____ Disapproved _____ Modified _____
Date Sent to Prosecutor's Office (§660.03E) _____
Date Prosecutor's Office Input Received (§660.03E) _____
Date of Public Hearing of Zoning Commission (§660.03F) _____
DATE OF PUBLIC HEARINGS, IF CONTINUED _____
Date Recommendation by Zoning Commission (§660.03H) _____
RECOMMENDATION OF ZONING COMMISSION:
Approved _____ Disapproved _____ Modified _____
Date Forwarded to Township Trustees (§660.03H) _____
_____, Secretary of Zoning Commission

Section II - Trustees

DATE RECEIVED FROM ZONING COMMISSION (660.03H) _____
Date of Legal Notice In Newspaper by Trustees (§660.03I) _____
Date of Public Hearing of Trustees (§660.03I) _____
DATE OF PUBLIC HEARINGS, IF CONTINUED _____
Date Action of Township Trustees (§660.03J) _____
Approved _____ Disapproved _____ Modified _____
If approved or modified unanimously (§660.03K), Effective Date _____
If not unanimously over-ruled, (§660.03J), Effective Date _____

TRUSTEE RESOLUTION NUMBER _____
Date Petition for Referendum Filed (§660.03K) _____
Election Result (§660.03K) _____
Effective Date _____
Date Notice of results sent to Zoning Commission Secretary _____
Official Map Revised _____
Date Amendment with text and maps filed with County Recorder _____
Date Amendment with text and maps filed with the Reg. Plan. Comm. _____

FORM 660.07A _____, Fiscal Officer of Rootstown Township

Section 660.07 Proposed (shown in bold):

Zoning amendments shall be tracked from initiation throughout the entire due process by utilizing an Amendment Tracking Form. The Zoning Commission secretary will be responsible for the maintenance of Section I of Form 660.07A and the township Fiscal Officer will be responsible for the maintenance of Section II of Form 660.07A.

ZONING AMENDMENT TRACKING FORM

Section I – Zoning Commission

Amendment Number _____ Date Application Filed _____
Trustee _____ Zoning Commission _____ Property Owner _____ Other _____
Date of Legal Notice ~~in Newspaper~~ **on Township Website** (§660.03F) _____
Date of Notice of Property Owner(s) (§660.03G) _____
Date Sent to Regional Planning Commission (§660.03D) _____
Date Regional Planning Commission Recommendation Received (§660.03D) _____
RECOMMENDATION OF REGIONAL PLANNING COMMISSION:
Approved _____ Disapproved _____ Modified _____
Date Sent to Prosecutor's Office (§660.03E) _____
Date Prosecutor's Office Input Received (§660.03E) _____
Date of Public Hearing of Zoning Commission (§660.03F) _____
DATE OF PUBLIC HEARINGS, IF CONTINUED _____
Date Recommendation by Zoning Commission (§660.03H) _____
RECOMMENDATION OF ZONING COMMISSION:
Approved _____ Disapproved _____ Modified _____
Date Forwarded to Township Trustees (§660.03H) _____

_____, Secretary of Zoning Commission

Section II - Trustees

DATE RECEIVED FROM ZONING COMMISSION (660.03H) _____
Date of Legal Notice ~~in Newspaper by Trustees~~ **on Township Website** (§660.03I) _____
Date of Public Hearing of Trustees (§660.03I) _____
DATE OF PUBLIC HEARINGS, IF CONTINUED _____
Date Action of Township Trustees (§660.03J) _____

Approved _____ Disapproved _____ Modified _____
If approved or modified unanimously (\$660.03K), Effective Date _____
If not unanimously over-ruled, (\$660.03J), Effective Date _____
TRUSTEE RESOLUTION NUMBER _____
Date Petition for Referendum Filed (\$660.03K) _____
Election Result (\$660.03K) _____
Effective Date _____
Date Notice of results sent to Zoning Commission Secretary _____
Official Map Revised _____
Date Amendment with text and maps filed with County Recorder _____
Date Amendment with text and maps filed with the Reg. Plan. Comm. _____

FORM 660.07A _____, Fiscal Officer of Rootstown Township

There were no comments.

Motion: Trustee Paulus
Seconded: Trustee McIntyre
All in Favor: Trustee Paulus, Yea; Trustee McIntyre, Yea; Trustee Housley, Absent
Motion Carries

Resolution No. 2025-062 – Motion was made by Joe Paulus and seconded by Dave McIntyre upon the recommendation of the Rootstown Zoning Commission to amend the following Zoning Amendment # 2025-005 – Section 150.02 B – Definitions:

Zoning Amendment # 2025-005

Section 150.02 B – Definitions

Proposed New Definition:

(175) SOLID WASTE FACILITY: Any site, location, tract of land, installation, or building used for incineration, composting, sanitary landfilling, or other methods of disposal of solid wastes or, if the solid wastes consist of scrap tires, for the collection, storage, or processing of the solid wastes; or for the transfer of solid wastes.

There were no comments.

Motion: Trustee Paulus
Seconded: Trustee McIntyre
All in Favor: Trustee Paulus, Yea; Trustee McIntyre, Yea; Trustee Housley, Absent
Motion Carries

Resolution No. 2025-063 – Motion was made by Joe Paulus and seconded by Dave McIntyre upon the recommendation of the Rootstown Zoning Commission to amend the following Zoning Amendment # 2025-005 – Section 370.03 D – Schedule of Permitted Uses, Industrial Districts:

Section 370.03 D – Schedule of Permitted Uses, Industrial Districts

Section 370.03 D Existing:

	L-I Limited Industrial/ Business Park District	G-I General Industrial District
D. Storage/Distribution		
1. Contractor's yard and storage area	P	P
2. Mini/ self storage	C	P
3. Outdoor storage		
(a) Fleet vehicles	C	P
(b) Materials, equipment, supplies	C	P
4. Printing and Publishing	P	P
5. Scrap yards, junk yards, towing	C	C
6. Storage and sale of fireworks	C	C
7. Truck terminal	C	P
8. Warehousing	P	P
9. Wholesale establishment	P	P
10. Wholesale storage of gas and petroleum	C	P

Section 370.03 D Proposed (shown in bold):

	L-I Limited Industrial/ Business Park District	G-I General Industrial District
D. Storage/Distribution		
1. Contractor's yard and storage area	P	P
2. Mini/ self storage	C	P
3. Outdoor storage		
(c) Fleet vehicles	C	P
(d) Materials, equipment, supplies	C	P
4. Printing and Publishing	P	P
5. Scrap yards, junk yards, towing	C	C
6. Solid waste facility		C

	L-I Limited Industrial/ Business Park District	G-I General Industrial District
6-7 7. Storage and sale of fireworks	C	C
7-8 8. Truck terminal	C	P
8-9 9. Warehousing	P	P
9-10 10. Wholesale establishment	P	P
10-11 11. Wholesale storage of gas and petroleum	C	P

There were no comments.

Motion: Trustee Paulus

Seconded: Trustee McIntyre

All in Favor: Trustee Paulus, Yea; Trustee McIntyre, Yea; Trustee Housley, Absent

Motion Carries

Motion was made by Joe Paulus and seconded by Dave McIntyre to close the public hearing at 5:51 PM.

Motion: Trustee Paulus

Seconded: Trustee McIntyre

All in Favor: Trustee Paulus, Yea; Trustee McIntyre, Yea; Trustee Housley, Absent

Motion Carries

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Jordan presented the Facilities Usage Agreement and asked for clarification that the travel teams does not apply to “non-profit groups”. Dave indicated that any group that is locally based non-profit groups are exempt; travel teams would not apply. Joe suggested put “**Rootstown Non-Profit Groups**” in the agreement. Dave agreed.

SERVICE DIRECTOR: ROAD/CEMETERY/PARK

Dave reported the following:

Dave presented the OPWC Rootstown Road Resurfacing Project contract with Martuccio Asphalt & Paving for Linda’s signature on the certification. Dave said the \$6,000 for inspector fees will be payable to the County Engineer and would be reimbursed back to us if it is not used.

Dave asked Linda to see if there is money available to remove a couple of trees on Judy Drive one in the cemetery. Bill received the following quotes:

Judy Drive		Homeland Cemetery	
Drennen Tree Service -	\$3,500.00	Drennen Tree Service -	\$1,500.00
Sorboro Tree & Stump Service -	\$3,000.00	Sorboro Tree & Stump Service -	\$1,500.00

Linda will review the budget and report back to the Trustees regarding the removal of the trees.

The crew has been training on the new mowermax.

The crew has been hauling blocks from the salt shed.

There was one (1) funeral since the last meeting.

Joe asked Dave to let Bill know the flags can be removed from the poles when time allows.

Motion was made by Dave McIntyre and seconded by Joe Paulus to amend the motion dated May 13th, 2025, to increase the amount for crushed stone from a vendor with the best rate to a total not to exceed \$20,000.00 for the base of the pickleball court at the Rootstown Community Park.

Motion: Trustee McIntyre

Seconded: Trustee Paulus

All in Favor: Trustee Housley, Absent; Trustee Paulus, Yea; Trustee McIntyre, Yea;

Motion Carries

Dave indicated that Brimfield Aggregate is now producing crushed stone at \$17.50 per ton. This seems to be the cheapest around when it is available.

FISCAL OFFICER

Linda spoke to the Homeowners Association of Marsh Creek (Pine Drive) regarding the streetlights. Linda indicated that the representative thought they were not paying for the electricity but were being assessed. Linda verified that they are not being assessed and is going to contact Ohio Edison for clarification. She said the representative of the Homeowners Association indicated that most of the streetlights were not working.

Motion was made by Dave McIntyre and seconded by Joe Paulus to renew the current employee health insurance benefit plan with Medical Mutual which has a 9% decrease from the 2024 plan, as presented by Fiscal Officer Linda Hankins.

Motion: Trustee McIntyre

Seconded: Trustee Paulus

All in Favor: Trustee Housley, Absent; Trustee Paulus, Yea; Trustee McIntyre, Yea;

Motion Carries

Motion was made by Dave McIntyre and seconded by Joe Paulus to revise the HSA Plan FLEX Card time period from January 1st through December 31st to September 1st through

August 31st to match the term of Medical Mutual's health insurance plan, as recommended by Fiscal Officer Linda Hankins.

Motion: Trustee McIntyre

Seconded: Trustee Paulus

All in Favor: Trustee Housley, Absent; Trustee Paulus, Yea; Trustee McIntyre, Yea;

Motion Carries

Linda asked to give her notice when the mowermax invoice should arrive; she needs to get the appropriation approved by the Budget Commission. The Trustees will have to sign the check outside of a meeting when the time comes.

Linda recommended that when the Trustees make a motion to approve something that involves money to check with her to make sure funding is available. It could take a couple days to get the money appropriated.

CITIZEN'S COMMENTS

Perry of NEOMED invited the Trustees to a Ribbon Cutting for the Bitonte College of Dentistry on August 22nd at 12:30.

UNFINISHED BUSINESS

Dave asked Linda for the status of the Deferred Compensation investigation. Linda said she is in 2014 now. It takes her approximately an hour and a half to review each year.

NEW BUSINESS

Joe said the Rootstown Historical Society will be having their annual meeting on August 5th at 6:00 PM at the park. They will be discussing America250 event that will be held next year.

Motion was made by Joe Paulus and seconded by Dave McIntyre to appoint John Drago as full member to the Park Commission term ending December 31, 2025.

Motion: Trustee Paulus

Seconded: Trustee McIntyre

All in Favor: Trustee Housley, Absent; Trustee Paulus, Yea; Trustee McIntyre, Yea;

Motion Carries

Jordan indicated that the Portage Park District has a Community Parks & Trails Grant available. Ken Christensen of the Park Commission proposed to purchase 12 shade trees for the dog park for \$6,000 as quoted by Davey Nursery and additional dog waste bag stations and trash cans throughout the park. Dave suggested purchasing more trash cans and less trees for the dog park. Joe agreed that it seems like a lot of trees for the dog park. The Trustees agreed to purchase 2 trees for the big dog section and one tree for the small dog section and to choose trees that will get bigger. The Trustees also recommended obtaining a

quote from Bob Kline for the trees. The Trustees would like more trash cans throughout the park. Jordan said the deadline for this grant is September 1st.

Dave said there are updated maps on the GIS.

There being no further business before the Board of Trustees, Trustee Paulus adjourns the Meeting of **July 22nd, 2025 at 6:30 PM.**

We do hereby certify that the foregoing is a true and correct record of the Rootstown Township Board of Trustees meeting of **July 22nd, 2025.**

Joe Paulus, Vice Chairman

Julie Gonzales, Trustees Administrative Assistant