



Brimfield Township Trustee Meeting Agenda

Meeting Details

Meeting Type: Organizational Meeting

Date & Time: January 2, 2026 – 8:00am

Items

1. Call to Order/Roll Call/Pledge of Allegiance
2. Announcements/Correspondence:
3. Meeting Guests
4. Minutes: Review, Sign **Regular Meeting 12/22/25**
5. Agenda: Additions, Act to Accept
6. Purchase Orders: Acknowledgement
7. Warrants: Review, Sign
8. Public: Comments, Questions - Please state your name and address before addressing the Board
9. Safety Concerns

Section Updates

1. MOTION #2026-001 – Nomination from the floor for Board Chairman made by Fiscal Officer. Meeting turned over to Board Chairman following motion selection.
2. MOTION #2026-002 – Nomination for the Board Vice Chairman
3. MOTION #2026-003 – Nomination for the Police Department Liaison
4. MOTION #2026-004 – Nomination for the Fire Department Liaison
5. MOTION #2026-005 – Nomination for the Road Department Liaison
6. MOTION #2026-006 – Nomination for the Cemetery Liaison
7. MOTION #2026-007 – Nomination for the Administration Liaison
8. MOTION #2026-008 – Approval of the meeting schedule with the Cemetery Board.
9. MOTION #2026-009 – Approval for the Township to utilize the following Legal Counsel as needed – Greg Beck, Chad Murdock, Diemert & Associates, and Zashin & Rich.
10. MOTION #2026-010 – Approval to retain Chase as the 2026 Township financial institution.
11. MOTION #2026-011 – Approval of Administrative office hours Monday-Friday from 8 a.m. to 4 p.m., excluding Holidays. Office is located at 1333 Tallmadge Rd.
- ~~12.~~ MOTION #2026-012 – Approval utilize the official Brimfield Township, Ohio website and social media account for statutory notice requirements.

13. MOTION #2026-013 – Approval of the temporary budget for 2026 as submitted by the Fiscal Officer.
14. MOTION #2026-014 – Approval to pay the Township Trustees and Fiscal Officer monthly as determined by the 2026 annual budget, per the Ohio Revised Code.
15. MOTION #2026-015 – Approval to appoint _____ as primary representative and _____ as alternate representatives to the Portage Development Board.
16. MOTION #2026-016 – Approval to appoint _____ as Soil & Water Task Force representative, and _____ as Alternate.
17. MOTION #2026-017 – Approval to appoint _____ and _____ as OBWC Safety Council Members for 2026 and appoint _____ as an alternate.
18. MOTION #2026-018 – Approval to appoint _____ as representative to the Regional Planning Board and appoint _____ as Alternate.
19. MOTION #2026-019 – Approval to appoint _____ as the Township representative to the Kent JEDD for 2026.
20. MOTION #2026-020 – Approval to appoint _____ as the Township representative to the Tallmadge JEDD for 2026.
21. MOTION #2026-021 – Approval to appoint _____ as the representative and _____ as alternate for the Portage County Comprehensive Plan Committee for 2026.
22. MOTION #2026-022 – Approval to appoint _____ to the Portage County Landbank Revitalization committee and _____ as backup.
23. MOTION #2026-023 – Approval to appoint _____ as the representative for the Portage County Subdivision Regulation Board for 2026.
24. MOTION #2026-024 – Approval to appoint _____ to the Portage County Substance Abuse Community Coalition.
25. MOTION #2026-025 – Approval to appoint _____ to the Central Visitors Bureau Board.
26. MOTION #2026-026 – Approval to appoint _____ and _____ as Brimfield TIFF Board representatives.
27. MOTION #2026-027 – Approve the IRS standard for mileage reimbursement for 2026 which is \$72.5 cents per mile driven for business use.
28. MOTION #2026-028 – Approve the Federal Standards for the year 2026 for holiday closings and adding the Day after Thanksgiving.

Date	Day of Week	Holiday Name
January 1	Thursday	New Year's Day
January 19	Monday	Martin Luther King, Jr. Day
February 16	Monday	Presidents Day
May 25	Monday	Memorial Day
June 19	Friday	Juneteenth
July 4	Friday	Independence Day
September 7	Monday	Labor Day
October 12	Monday	Columbus Day
November 11	Wednesday	Veterans Day
November 26	Thursday	Thanksgiving Day
November 27	Friday	Day After Thanksgiving
December 25	Friday	Christmas Day

29. MOTION #2029-030 – Approve the 2026 Trustee meeting schedule. 1st and 3rd Mondays of each month:

2026 Township Trustee Meetings

Monday, January 5, 2026	6:00PM
*Tuesday, January 20, 2026	6:00PM
Monday, February 2, 2026	6:00PM
*Tuesday, February 17, 2026	6:00PM
Monday, March 2, 2026	6:00PM
Monday, March 16, 2026	6:00PM
Monday, April 6, 2026	6:00PM
Monday, April 20, 2026	6:00PM
Monday, May 4, 2026	6:00PM

Monday, May 18, 2026	6:00PM
Monday, June 1, 2026	6:00PM
Monday, June 15, 2026	6:00PM
Monday, July 6, 2026	6:00PM
Monday, July 20, 2026	6:00PM
Monday, August 3, 2026	6:00PM
Monday, August 17, 2026	6:00PM
*Tuesday, September 8, 2026	6:00PM
Monday, September 21, 2026	6:00PM
Monday, October 5, 2026	6:00PM
Monday, October 19, 2026	6:00PM
Monday November 2, 2026	6:00PM
Monday, November 16, 2026	6:00PM
Monday, December 7, 2026	6:00PM
Monday, December 21, 2026	6:00PM

Administration:

Old Business:

Discuss status of Validation of Securities Proceedings for Brimfield Addition & Renovation Project.

New Business:

Discuss Auditor's Office update and Brimfield-Tallmadge JEDD Board/Agreement

For the Good of Brimfield Township

Warning: Please be advised that the Board of Trustees could be using an audio tape recorder and/or video recorder to record this meeting/hearing and that the quality of the tape might not permit verbatim transcript. Therefore, anyone desiring a verbatim transcript of this meeting/hearing is instructed to make

his/her own arrangements. If you wish to address the Board of Trustees, the Board reserves the right to limit your remarks to a period of three (3) minutes for the subject before the Board.