



Brimfield Township Trustee Meeting Agenda

Meeting Details

Meeting Type: Regular Meeting
Date & Time: January 5, 2026, 6:00pm

Items

1. **Call to Order/Roll Call/Pledge of Allegiance**
2. **Announcements/Correspondence:** If you are planning on speaking during the public comment portion of the meeting, please take a moment now if you haven't done so already to sign the sign-in sheet on the back counter.
3. **Meeting Guests (15-minute limit):**
4. **Minutes:** Review, Sign **12/22/25 Regular Meeting**
5. **Agenda:** Additions, Act to Accept
6. **Purchase Orders:** Acknowledgement
7. **Warrants:** Review, Sign
8. **Public Comment:** **There** is a 3-minute limit per person. We thank you in advance for being here today and for your comments.
9. **Safety Concerns**

Section Updates

Police Department

Calls for service year-to-date.

2025: 18821

2024: 19229

1. Old Business
 - a. Updates:
 1. None
 - b. Board Approval:
 1. None
2. New Business
 - a. Updates:
 1. Completion of 2025 BPD Annual Report this month.
 - b. Board Approval:
 1. Acceptance of \$100 donation from Ms. Peggy Lemmons for BPD K-9 Program.
 2. Acceptance of \$100 donation from Ms. Shirley Grund and Darlene Guillard for BPD K-9 Program.

3. Approval of 2026 BPD Records Contract with Kent State University Department of Public Safety in the amount of \$30,872, with the first half payment of \$15,736 due by 2/1/2026.

Fire Department

Calls for service year-to-date.

2026: 29

2025: 2078

1. New Business-

- A- Call volume increased from 1937 to 2078= 141 increase in 2025.

- B- Preparing documentation for hiring process to start ASAP.

- C- Preparing PO's to get us through the first quarter of 2026.

Administration

1. Old Business

- a. Updates:

- 1.

- b. Board Approval:

- 1.

2. New Business

- a. Updates:

1. Brimfield Township Personnel Policy Manual is undergoing revision. Draft information will be provided to Department Heads, Board and legal as part of the review process.

- b. Board Approval:

Zoning/Economic Development

Permit fees year-to-date.

As of 12/31/25: Zoning – \$79,287.85

1. Old Business

- a. Updates:

1. None

2. New Business

- a. Updates

1. Working with City of Tallmadge to obtain a portion of lake at McGuire Park that Tallmadge owns. Getting quotes from Campbell & Associates for replat of lake to allow for Brimfield to own it at no cost to Brimfield.

b. Board Approval:

- 1.

Road Department

1. Old Business

- a. Order 200 tons of salt
- b. Plowed and salted roads
- c. Working on trucks

d. Board Approval:

2. New Business

- a. Pickup truck # 30 new brakes

b. Board Approval: need board approval to move forward with ABC Landscaping to mow the cemetery for \$48,000 for 2026 to 2027

Parks & Recreation

1. Old Business

- a. Updates:
 - b.
- c. Board Approval:
 - 1.

2. New Business

- a. Updates:
 - 1.
- b. Board Approval:
 - 1.

Information Technology

1. Old Business

- a. None

2. New Business

- a.

Cemetery

1. Old Business

2. New Business

Fiscal Office

1. Old Business

2. New Business
 - a. Updates and Notices:
 1. Updating Fiscal Policies and procedures
 2. Amended 2026 Temp Appropriations

 - b. Board Approval:
 1. Utilize ACH payments and move towards paperless billing – created new email

Executive Session

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.