Harpersfield Township Board of Trustees

Regular Meeting Minutes | October 19, 2026

Location: Harpersfield Township Administration Building, 1481 Harpersfield Road, Geneva, Ohio

Present: Lisa Linehan, Chair; Ed Pristov, Trustee; Mickey Mihalick, Fiscal Officer. Frank Henry, Fire Chief, and Jared Petro, Road Supervisor, attended to give reports.

Absent: Ed Spoor, Trustee. Larry Lister, Zoning Inspector

Agenda and Prior Minutes

No additions or corrections were offered to the agenda. The fiscal officer presented a correction to the prior minutes to record the payment of bills and the related motion. The trustees reviewed the correction later in the meeting.

Department Reports

Fire Department. Chief Henry reported that annual ladder testing was expected later in the month at an estimated cost of $600 to $700. The department conducted fire prevention activities at the elementary school and planned to participate in the upcoming trunk or treat. An air dryer was replaced on the engine at Station 2. The clambake served approximately 400 dinners. The department also anticipated buying additional hazardous materials supplies and receiving annual invoices for its fire reporting and Active911 services.

Road Department. Jared Petro reported that Harper Valley Lane paving was expected the week of October 26. Work on Brant Road had begun, and the department planned to complete its cemetery grant work that week. The county had provided an estimate for work on LaFever South. Ed Spoor was to follow up with the property owner regarding materials and the proposed work. The County Engineer's office was preparing an estimate for Vandevere Road for possible inclusion in the next year's budget. No construction was authorized for either of those roads.

Petro agreed to research camera options and costs for the township garage. The trustees agreed to look into disposal assistance for roughly 300 discarded tires collected by the department. Petro thanked Geneva City employees for helping clear storm debris on Chestnut Road and acknowledged help with roadside mowing. He reported that the children-at-play sign had been installed on Fortier Rd.

Fiscal Officer Report

Mickey Mihalick reported that the township earned $325.75 in September interest on a $100,000 STAR Ohio deposit. The trustees signed the second 2026 PACE loan payments, completing those payments for the year. Mihalick also reported upcoming fiscal officer training that she will be attending in Akron.

Mihalick shared correspondence from the county commissioners concerning the township's solar and wind resolution and conditional use requirements for utility-scale projects. The trustees agreed to review the correspondence and revisit the resolution.

Payment of bills. A motion was made and seconded to pay the bills. [Vote and payment details to confirm.]

Trustee Reports

Ed Pristov. Pristov reported on the Safe Streets for All planning effort. The committee, which includes residents, is identifying hazards for drivers, pedestrians and cyclists. The resulting plan could support future

grant applications. Pristov also reported that Retail Strategies presented a proposed three-year retail recruitment contract to the Joint Economic Development District (JEDD). The JEDD had not made a decision.

Lisa Linehan. Linehan reported that the township withdrew its offer to continue negotiations with SPIRE over a security gate and cul-de-sac after the parties did not reach agreement on a separate proposal to plow part of the trail. She also announced an upcoming columbarium committee meeting to consider locations, cost and funding options, including sponsorships and advance reservations.

Old Business

Sheetz traffic signal. The trustees discussed a possible township contribution to the proposed signal. No funding was committed. The trustees expressed concern about contributing township funds without participation from SPIRE. The item remained open.

Employee handbook and winter staffing. Linehan and Mihalick planned to meet October 29 to review the vacation policy. The township continued to explore seasonal snowplow staffing. Spoor was seeking clarification from OTARMA about insurance and CDL requirements for a potential hire.

SPIRE event impacts. Following a work session about the HOKA race, Linehan reported that SPIRE agreed to notify the township in advance of events; stop charging for event parking; direct lights and speakers away from the adjacent residential street when possible; mark the property boundary and post signs; provide nearby residents a number to report trespassing; and purchase a no-event-parking sign for the residential area near Clay Street. The township will follow up on implementation.

Zoning training. The trustees discussed refresher training for zoning officials and sharing the cost with other townships. Linehan agreed to raise the idea with the county township association.

New Business

Zoning vacancies. Linehan announced that the trustees had selected Delinda Kemp as zoning clerk, with a December start planned. The trustees discussed continuing the prior compensation of $500 plus $50 per meeting. Linehan will connect Kemp with the fiscal officer and introduce her to the zoning board. Two candidates remained under consideration for zoning inspector.

Resolution 2026-11: Clyde Hill Road slide repair. Ed Pristov moved to adopt the resolution as read. Lisa Linehan seconded. On roll call, Linehan and Pristov voted aye; Spoor was absent. The resolution passed 2–0. It authorizes the Ashtabula County Engineer's Office representative to apply to the Ohio Public Works Commission for assistance and Trustee Ed Spoor to execute agreements needed to obtain the assistance. Mihalick will follow up on signatures and prepare a letter certifying the proposed $40,000 township match from the next year's Road and Bridge Fund budget. The trustees discussed possible OPWC loan financing for the match.

Fall newsletter. Linehan will ask Joanie Keehn about helping prepare another digital newsletter and will coordinate contributions if it moves forward.

Covered bridge flags. The township thanked Widd and Kay Raymond for their $200 donation for bridge flags. Petro reported that the existing flags had been taken down. The trustees discussed donating the faded flags and replacing them for next year.

Public Comment

Dave Snyder asked about SPIRE's appeal of the Board of Zoning Appeals' denial of a permit for short-term rentals. Linehan reported that SPIRE had decided to drop the appeal and that formal dismissal paperwork was pending. She said the denial remained in place for the properties involved in the appeal.

A resident asked whether a second route out of the Clyde Hill Road area could be required and whether that might open up additional funding. The trustees discussed access and the county boundary. No action was taken.

Adjournment

Ed Pristov moved to adjourn, and Lisa Linehan seconded. The meeting adjourned at 7:58 p.m. The next regular meeting was announced for November 9, 2026.

Lisa Linehan

Lisa Linehan, Trustee

Mickey Mihalick

Mickey Mihalick, Fiscal Officer