



TRUSTEES MEETING

January 6, 2026

TRUSTEES

Tom Farrell, President
Steve Schramm, Vice President
Todd Minniear



FISCAL OFFICER
Pam Quinlisk
ADMINISTRATOR
Caroline McKinney

TRUSTEES MEETING AGENDA | January 6, 2026

5021 Winners Circle Drive
Liberty Township, OH 45011

WORK SESSION | 5:30 PM

1. WORK SESSION

- a) Organizational Meeting agenda review, Regular Meeting agenda review, confirm swearing in process, TIF timeline review and miscellaneous communications.

ORGANIZATIONAL MEETING | 6:00 PM

- 1. CALL TO ORDER
- 2. ROLL CALL
- 3. PLEDGE OF ALLEGIANCE

4. ELECTION OF 2026 OFFICERS – MRS. QUINLISK

- **Motion to approve** a resolution to elect _____ to the position of Board President for 2026.

Motion ____

2nd ____

Roll ____

- **Motion to approve** a resolution to elect _____ to the position of Board Vice President for 2026.

Motion ____

2nd ____

Roll ____

5. ITEM(S) TO REMOVE FROM CONSENT AGENDA



6. ORGANIZATIONAL CONSENT AGENDA

All matters under the Consent Agenda are considered by the Board of Trustees to be routine and will be enacted by one motion. Any Trustee may remove an item from the Consent Agenda by request. No second is required for removal of an item. Items removed for separate discussion will be considered after the motion to approve the Consent Agenda.

7. ORGANIZATIONAL ITEMS

- **Motion to approve** a resolution to establish the 2026 meeting schedules for the Liberty Township Board of Trustees, Zoning Commission, Board of Zoning Appeals, Finance Committee, JEDD I Board, Parks Committee, Trails Committee and the 2026 Township Holiday and Events schedules.
- **Motion to approve** a resolution to establish the 2026 Medicount Fee Schedule.
- **Motion to approve** a resolution to establish the 2026 American Heart Association Class Fee Schedule.
- **Motion to approve** a resolution to establish the 2026 Fire Fee Schedule.
- **Motion to approve** a resolution to establish the 2026 Cemetery Fee Schedule.
- **Motion to approve** a resolution to set the 2026 Employee Cell Phone Reimbursement Rates.
- **Motion to approve** a resolution to set the 2026 Employee Mileage Reimbursement Rates following posted IRS rates.
- **Motion to approve** a resolution to authorize the Township Administrator to allow reduced summer work hours for certain full-time (40-hour per week) and modified full-time (32 hour per week) non-bargaining administrative employees.

Motion to approve all items as listed on the Organizational Consent Agenda:

Motion: _____

2ND _____

Roll _____



8. ORGANIZATIONAL BUSINESS

- **Motion to approve** a resolution to establish the 2026 Zoning Fee Schedule, dispensing with the second reading, and declaring an emergency. (Home Rule)

Motion: _____

2ND _____

Roll _____

- **Motion to approve** a resolution to authorize the transfer of funds not to exceed \$2,530,000.00 from medical / hospitalization accounts into the health insurance bank account with Fifth Third Bank at intervals throughout the year to fund the partially self-funded health insurance program.

Motion: _____

2ND _____

Roll _____

- **Motion to approve** a resolution to appoint Chief Klussman, Fire Marshal Matt Owen, community member Paul Stumpf and Trustee _____ and Trustee _____, to the Volunteer Fire Fighter’s Dependents Fund for the 2026 Annual Election of Board Members.

Motion: _____

2ND _____

Roll _____

- **Motion to approve** a resolution to appoint _____ of the Liberty Township Board of Trustees to the Butler County Emergency Management Agency Advisory Council.

Motion: _____

2ND _____

Roll _____

- **Motion to approve** the appointment of Trustee _____ to the Parks Committee for 2026.

Motion: _____

2ND _____

Roll _____



- **Motion to approve** the appointment of Trustee _____ to the Finance Committee for 2026.

Motion: _____

2ND _____

Roll _____

- **Motion to approve** the appointment of Trustee _____ to the Trails Committee for 2026.

Motion: _____

2ND _____

Roll _____

REGULAR MEETING

9. PUBLIC PRESENTATIONS

- a) Oath of Office, Trustee Todd Minniear and Trustee Tom Farrell by Matthew Byrne, Judge at Ohio Court of Appeals – Twelfth District
- b) Proclamation – Gayle Webster, Live the Dream: Our Declaration of Unity Celebration

10. PUBLIC COMMENTS

11. FISCAL OFFICER’S BUSINESS

12. ITEM(S) TO REMOVE FROM CONSENT AGENDA

13. CONSENT AGENDA

All matters under the Consent Agenda are considered by the Board of Trustees to be routine and will be enacted by one motion. Any Trustee may remove an item from the Consent Agenda by request. No second is required for removal of an item. Items removed for separate discussion will be considered after the motion to approve the Consent Agenda.



a) Fiscal Officer

- Payment Listing – **Motion to approve** the Payment Listing and any Additional Payment Listing

b) Finance

- **Motion to approve** the 2026 Purchase Order Listing.

Motion to approve Consent Agenda:

Motion: _____

2ND _____

Roll _____

14. DEPARTMENT BUSINESS

a) Finance

- **Motion to approve** a resolution requesting the Auditor of Butler County, Ohio to advance to the Fiscal Officer of Liberty Township, Ohio, taxes assessed and collected for and on behalf of Liberty Township, Ohio for taxes assessed in 2025 and collected in 2026.

Motion _____

2ND _____

Roll _____

b) Fire / EMS

- **Motion to approve** the purchase of a 2025 Chevy Tahoe for a total approximate cost of \$56,053.00 from account #2191-220-790.

Motion _____

2ND _____

Roll _____

- **Motion to approve** the upfitting of a 2025 Chevy Tahoe not to exceed \$20,000.00 from account #2191-220-790.

Motion _____

2ND _____

Roll _____



c) Public Works

- **Motion to approve** the purchase of a 2027 Kenworth T480V with a snow and ice upfitting package by Hendsen Products for a total approximate cost of \$246,565.84 from account #4311-110-790-0000.

Motion _____

2ND _____

Roll _____

d) Administration

- **Motion to approve a resolution** authorizing the execution and delivery of a Revenue Sharing Agreement with Lakota Local School District.

Motion _____

2ND _____

Roll _____

- **Motion to approve** a resolution amending Intergovernmental Agreement 2021-01 (Liberty Township and Butler County TID).

Motion _____

2ND _____

Roll _____

- **Motion to approve** the Township Administrator to sign a Memorandum of Understanding (MOU) for Millikin Interchange Property.

Motion _____

2ND _____

Roll _____

- **Motion to approve** the Red Tiger Investments consulting contract for a total approximate cost of \$45,000.00 from account #1000-110-360-0000.

Motion _____

2ND _____

Roll _____



- **Motion to approve** a Kutack Rock LLP counsel agreement for legal services.

Motion _____

2ND _____

Roll _____

15. DEPARTMENT UPDATES

16. TRUSTEE COMMENTS

17. ADJOURNMENT

Motion _____

2ND _____

Roll _____



RESOLUTION NO. 2026-001

**Board of Trustees, Liberty Township
Butler County, Ohio**

RESOLUTION TO ELECT _____ TO THE POSITION OF
BOARD PRESIDENT FOR 2026

RESOLVED by the Board of Trustees of Liberty Township, Butler County, Ohio, that

WHEREAS, the Liberty Township Board of Trustees met this day for an organizational meeting; and

WHEREAS, as required by the Ohio Revised Code, the Fiscal Officer called for a motion to elect the 2026 President of the Liberty Township Board of Trustees;

THEREFORE, BE IT RESOLVED that the Liberty Township Board of Trustees, County of Butler elect _____ to the position of Board President for 2026.

Trustee _____ moved to approve the resolution. Trustee _____ seconded the motion. Upon call of the roll, the vote resulted as follows:

Trustee Schramm, _____
Trustee Minniear, _____
Trustee Farrell, _____

Adopted: Tuesday, January 6, 2026

XXXXXXX, President

XXXXXXX, Vice President

XXXXXXX, Trustee

AUTHENTICATION

This is to certify that this resolution was duly passed, and filed with the Liberty Township Fiscal Officer this 6th day of January, 2026.

Pamela Quinlisk
Fiscal Officer

APPROVED AS TO FORM:

Scott D. Phillips, Law Director



RESOLUTION NO. 2026-002

**Board of Trustees, Liberty Township
Butler County, Ohio**

RESOLUTION TO ELECT _____ TO THE POSITION OF BOARD VICE
PRESIDENT FOR 2026

RESOLVED by the Board of Trustees of Liberty Township, Butler County, Ohio, that

WHEREAS, the Liberty Township Board of Trustees met this day for an organizational meeting; and

WHEREAS, as required by the Ohio Revised Code, the Fiscal Officer called for a motion to elect the 2026 Vice President of the Liberty Township Board of Trustees;

THEREFORE, BE IT RESOLVED that the Liberty Township Board of Trustees, County of Butler elect _____ to the position of Board Vice President for 2026.

Trustee _____ moved to approve the resolution. Trustee _____ seconded the motion. Upon call of the roll, the vote resulted as follows:

Trustee Schramm, _____
Trustee Minniear, _____
Trustee Farrell, _____

Adopted: Tuesday, January 6, 2026

XXXXXXXX, President

XXXXXXXX, Vice President

XXXXXXXX, Trustee

AUTHENTICATION

This is to certify that this resolution was duly passed, and filed with the Liberty Township Fiscal Officer this 6th day of January, 2026.

Pamela Quinlisk
Fiscal Officer

APPROVED AS TO FORM:

Scott D. Phillips, Law Director



RESOLUTION NO. 2026-003

Board of Trustees, Liberty Township Butler County, Ohio

**RESOLUTION TO ESTABLISH THE 2026 MEETING SCHEDULES FOR THE
LIBERTY TOWNSHIP BOARD OF TRUSTEES, ZONING COMMISSION,
BOARD OF ZONING APPEALS, FINANCE COMMITTEE, JEDD I BOARD,
PARKS COMMITTEE, TRAILS COMMITTEE AND THE 2026 TOWNSHIP
HOLIDAY AND EVENTS SCHEDULE**

RESOLVED by the Board of Trustees of Liberty Township, Butler County, Ohio, that

WHEREAS, the Liberty Township Board of Trustees met this day for an organizational meeting;

WHEREAS, the Liberty Township Board of Trustees desires to establish the 2026 Meeting Schedules for the Board of Trustees, Zoning Commission, Board of Zoning Appeals, Finance Committee, JEDD I Board, Parks Committee, Trails Committee and the 2026 Township Holiday and Events Schedule;

THEREFORE, BE IT RESOLVED that the Liberty Township Board of Trustees hereby approves the 2026 Meeting Schedules for the Board of Trustees, Zoning Commission, Board of Zoning Appeals, Finance Committee, JEDD I Board, Parks Committee, Trails Committee and the 2026 Township Holiday and Events Schedule.

Trustee _____ moved to approve the resolution. Trustee _____ seconded the motion. Upon call of the roll, the vote resulted as follows:

Trustee Schramm, _____
Trustee Minniear, _____
Trustee Farrell, _____

Adopted: Tuesday, January 6, 2026

XXXXXXXX, President

XXXXXXXX, Vice President

XXXXXXXX, Trustee

AUTHENTICATION

This is to certify that this resolution was duly passed, and filed with the Liberty Township Fiscal Officer this 6th day of January, 2026.

Pamela Quinlisk
Fiscal Officer

APPROVED AS TO FORM:

Scott D. Phillips, Law Director



Embraced by nature. ♦ Inspired by progress.

Liberty Township Board of Trustees Meeting Schedule for 2026

*The Board of Trustees Meetings are held on the
1st and 3rd Tuesdays of each month.*

All meetings start at 6:00 pm unless otherwise noticed.

Meeting Date

January 6, 2026	January 20, 2026
February 3, 2026	February 17, 2026
March 3, 2026	March 17, 2026
April 7, 2026	April 21, 2026
May 5, 2026	May 19, 2026
June 2, 2026	June 16, 2026
July 7, 2026	July 21, 2026
August 4, 2026	August 18, 2026
September 1, 2026	September 15, 2026
October 6, 2026	October 20, 2026
November 4, 2026**	November 17, 2026
December 1, 2026	December 15, 2026

*** Change from the standard 1st Tuesday schedule.*



**ZONING COMMISSION
2026 Monthly Meeting Schedule**

*The Zoning Commission Meetings are conducted on the
3rd Monday of each month at the Township Administration Building
located at 5021 Winners Circle Drive at 6:00 p.m. **

<u>Submittal Deadline</u>	<u>Meeting Date</u>
December 19, 2025	January 26, 2026**
January 16, 2026	February 23, 2026**
February 13, 2026	March 16, 2026
March 13, 2026	April 20, 2026
April 17, 2026	May 18, 2026
May 15, 2026	June 15, 2026
June 12, 2026	July 20, 2026
July 17, 2026	August 17, 2026
August 14, 2026	September 21, 2026
September 18, 2026	October 19, 2026
October 16, 2026	November 16, 2026
November 13, 2026	December 21, 2026
December 18, 2026	January 25, 2027**

** Check the Liberty Township website for up to date meeting information*

*** Please note that the meeting date is on the fourth Monday due to a holiday*



**BOARD OF ZONING APPEALS
2026 Monthly Meeting Schedule**

*The Board of Zoning Appeals Meetings are conducted on the
2nd Tuesday of each month at the Township Administration Building
located at 5021 Winners Circle Drive at 6:00 p.m. **

<u>Submittal Deadline</u>	<u>Meeting Date</u>
December 9, 2025	January 13, 2026
January 13, 2026	February 10, 2026
February 10, 2026	March 10, 2026
March 10, 2026	April 14, 2026
April 14, 2026	May 12, 2026
May 12, 2026	June 9, 2026
June 9, 2026	July 14, 2026
July 14, 2026	August 11, 2026
August 11, 2026	September 8, 2026
September 8, 2026	October 13, 2026
October 13, 2026	November 10, 2026
November 10, 2026	December 8, 2026
December 8, 2026	January 12, 2027

** Check the Liberty Township website for up to date meeting information*



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Finance Committee Meeting Schedule for 2026

The Finance Committee will meet at the Liberty Township Administration Offices.
Please check the Liberty Township website for meeting dates.

JEDD I Board Meeting Schedule for 2026

The JEDD I Board Meeting will be held twice per year at the Liberty Township Administration Offices.
Please check the Liberty Township Website for meeting dates.

January 29, 2026 at 8:30 am

August 2026 TBD at 8:30 am



Embraced by nature. ♦ Inspired by progress.

LIBERTY TOWNSHIP PARKS COMMITTEE MEETING SCHEDULE FOR 2026

Monday, January 26, 2026**

Monday, February 23, 2026**

Monday, March 16, 2026

Monday, April 20, 2026

Monday, May 18, 2026

Monday, June 15, 2026

Monday, July 20, 2026

Monday, August 17, 2026

Monday, September 21, 2026

Monday, October 19, 2026

Monday, November 16, 2026

Monday December 21, 2026

**** Amended due to holiday conflict.*



TRAILS COMMITTEE
2026 Meeting Schedule

*The Trails Committee Meetings are conducted at
the Township Administration Building located at
5021 Winners Circle Drive at 6:00 p.m. **

Meeting Date

May 4, 2026

October 5, 2026

** Check the Liberty Township website for up to date meeting information*



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2026 HOLIDAY SCHEDULE LIBERTY TOWNSHIP, BUTLER COUNTY, OHIO

HOLIDAY

New Year's Day

Martin Luther King Day

Presidents' Day

Memorial Day

Juneteenth Day

Independence Day

Labor Day

Veteran's Day

Thanksgiving Day

Columbus Day (Observed)

Christmas Eve

Christmas Day

New Year's Eve

New Year's Day 2027

OBSERVED

Thursday, January 1, 2026

Monday, January 19, 2026

Monday, February 16, 2026

Monday, May 25, 2026

Friday, June 19, 2026

Friday, July 3, 2026

Monday, September 7, 2026

Wednesday, November 11, 2026

Thursday, November 26, 2026

Friday, November 27, 2026

Thursday, December 24, 2026

Friday, December 25, 2026

Thursday, December 31, 2026

Friday, January 1, 2027

In the event there is a conflict between the matters expressed in this resolution and any other applicable contract, law, regulation, or policy statement or directive, the applicable contract, law, regulation, or other policy statement or directive shall prevail.



Embraced by nature. ♦ Inspired by progress.

2026 EVENT SCHEDULE
LIBERTY TOWNSHIP, BUTLER COUNTY, OHIO

<u>EVENT</u>	<u>DATE</u>	<u>LOCATION</u>
Easter Egg Hunt:	Saturday, March 28, 2026	<i>Liberty Center</i>
4th of July Parade:	Friday, July 4, 2026	<i>Lakota East High School</i>
Fall Festival:	Saturday, September 26, 2026	<i>Liberty Park</i>
Saturday with Santa:	Saturday, December 5 , 2026	<i>Center Point Christian Church</i>



RESOLUTION NO. 2026-004
Board of Trustees, Liberty Township
Butler County, Ohio

RESOLUTION TO ESTABLISH THE 2026 MEDICOUNT FEE SCHEDULE

RESOLVED by the Board of Trustees of Liberty Township, Butler County, Ohio, that

WHEREAS, the Liberty Township Board of Trustees desires to set the 2026 Medicount Fee Schedule:

<u>Type of Life Support</u>	<u>Base Rate plus Mileage per Transport</u>
Basic Life Support (BLS):	\$750.00 plus \$17.00 per mile
Advanced Life Support Level 1 (ALS 1):	\$950.00 plus \$17.00 per mile
Advanced Life Support Level 2 (ALS 2):	\$1150.00 plus \$17.00 per mile

THEREFORE, BE IT RESOLVED that the Liberty Township Board of Trustees hereby approve the 2026 Medicount Fee Schedule listed above effective January 6, 2026.

Trustee _____ moved to approve the resolution. Trustee _____ seconded the motion. Upon call of the roll, the vote resulted as follows:

Trustee Schramm, _____
Trustee Minniear, _____
Trustee Farrell, _____

Adopted: Tuesday, January 6, 2026

XXXXXXXX, President

XXXXXXXX, Vice President

XXXXXXXX, Trustee

AUTHENTICATION

This is to certify that this resolution was duly passed, and filed with the Liberty Township Fiscal Officer this 6th day of January, 2026.

Pamela Quinlisk
Fiscal Officer

APPROVED AS TO FORM:

Scott D. Phillips, Law Director



RESOLUTION NO. 2026-005

Board of Trustees, Liberty Township Butler County, Ohio

RESOLUTION TO ESTABLISH THE 2026 AMERICAN HEART ASSOCIATION CLASS FEE SCHEDULE

RESOLVED by the Board of Trustees of Liberty Township, Butler County, Ohio, that

WHEREAS, the Liberty Township Board of Trustees met this day for an organizational meeting;

WHEREAS, the Liberty Township Board of Trustees desires to set the 2026 American Heart Association Class Fee Schedule:

<u>Class Description</u>	<u>Resident Fee</u>	<u>Non-Resident Fee</u>
Healthcare Provider Course	\$45.00	\$ 55.00
Heartsaver CPR/AED	\$45.00	\$ 55.00
Heartsaver First Aid – CPR/AED	\$55.00	\$ 65.00
Skills Check - BLS	\$20.00	\$30.00
Skills Check - Heartsaver CPR/AED	\$20.00	\$30.00
Skills Check - Heartsaver FA-CPR/AED	\$20.00	\$ 30.00
Skills Check - ACLS	\$20.00	\$ 30.00
Training Site Cards - BLS Provider	\$4.55 per card	
Training Site Card - First Aid-CPR-AED	\$20.50 per card	
Training Site Cards - ACLS	\$9.00 per card	
Training Site Cards - BLS Instructor	\$5.60 per card	
Training Site Cards - ACLS Instructor	\$8.00 per card	

THEREFORE, BE IT RESOLVED that the Liberty Township Board of Trustees hereby approve the 2026 American Heart Association Class Fee Schedule listed above effective January 6, 2026.

Trustee _____ moved to approve the resolution. Trustee _____ seconded the motion. Upon call of the roll, the vote resulted as follows:

Trustee Schramm, _____
Trustee Minniear, _____
Trustee Farrell, _____

Adopted: Tuesday, January 6, 2026

XXXXXXX, President

XXXXXXX, Vice President

XXXXXXX, Trustee

AUTHENTICATION

This is to certify that this resolution was duly passed, and filed with the Liberty Township Fiscal Officer this 6th day of January, 2026.

Pam Quinlisk
Fiscal Officer

APPROVED AS TO FORM:

Scott D. Phillips, Law Director



RESOLUTION NO. 2026-006

**Board of Trustees, Liberty Township
Butler County, Ohio**

RESOLUTION TO ESTABLISH THE 2026 FIRE DEPARTMENT PLANS REVIEW,
INSPECTION AND SPECIAL EVENT FEE SCHEDULE PER O.R.C. § 3737.22

RESOLVED by the Board of Trustees of Liberty Township, Butler County, Ohio, that

WHEREAS, the Liberty Township Board of Trustees met this day for an organizational meeting;

WHEREAS, Ethan Klussman, Fire Chief, requests the Liberty Township Board of Trustees establish fees for commercial fire plans review, fire inspections and special events; and

THEREFORE BE IT RESOLVED by the Board of Township Trustees of Liberty Township, Butler County, Ohio: approves the attached 2026 Fire Department Plans Review, Inspection and Special Events Fee Schedule.

Trustee _____ moved to approve the resolution. Trustee _____ seconded the motion. Upon call of the roll, the vote resulted as follows:

Trustee Schramm, _____
Trustee Minniear, _____
Trustee Farrell, _____

Adopted: Tuesday, January 6, 2026

XXXXXXXXX, President

XXXXXXXXX, Vice President

XXXXXXXXX, Trustee

AUTHENTICATION

This is to certify that this resolution was duly passed, and filed with the Liberty Township Fiscal Officer this 6th day of January, 2026.

Pamela Quinlisk
Fiscal Officer

APPROVED AS TO FORM:

Scott D. Phillips, Law Director



Liberty Township Fire Department

6682 Princeton Glendale Rd
 Liberty Township, Ohio 45011
 Phone: 513-759-7530
 Fax: 513-759-7531

PLANS REVIEW, INSPECTIONS AND SPECIAL EVENT FEE SCHEDULE

The Liberty Township Fire Department utilizes the current Ohio Fire Code and related appendices by reference during the plan review process.

Commercial / Multi-Family	Base Fee	\$100.00
<i>New Construction/Additions</i>	Additional charge add-on	\$ 0.015 sq. ft.
<i>Remodel/Change of Occupancy or Tenant Finish</i>	50% of Base Fee (Ex: Fee of 50.00 and charge of 0.0075 sq. ft.)	
Fire Alarm	New Installation	\$125.00
	Modification to existing	\$ 75.00
Fire Sprinkler	New Installation	\$125.00
	Modification to existing	\$ 75.00
	Fire Pump add-on	\$ 50.00
	Standpipe add-on	\$ 50.00
Fire Line / Private Fire Main	New	\$100.00
	Modification to existing	\$ 50.00
Kitchen Fire Suppression	New installation or modification	\$ 75.00
Fire Suppression System	New installation or modification	\$125.00
	<i>Engineered extinguishing chemical agent systems for Paint Booths, Computer Rooms, MRI, CT scan, etc.</i>	
Plan Review Revisions	First Revision	No Charge
	Second Revision or Greater	\$ 50 .00
System / Device Testing	First acceptance test	No Charge
	Acceptance test "re-test" trip charge	\$ 75.00
Tent / Canopies	0-399 sf.	No Charge
	400 sf. – and above	\$ 50.00
Fireworks	Ground Display	\$ 75.00
	Aerial Display	\$150.00

Before / After Hours Services	2 hour minimum	\$75.00/Hr
<i>*Business hours are 8:00 a.m. – 5:00 p.m.</i>		
<i>Inspection/Code Enforcement</i>		
Day Care/Foster/Adoption	Type A	\$ 25.00
	Type B	\$ 15.00
	Child Care Centers	\$ 40.00
	Foster Care	\$ 15.00
	Adoption	No Charge
Fire Inspection Trip Fee	Initial Inspection*	No Charge
	First Re-Inspection*(2 nd Trip)	No Charge
	Second Re-Inspection*(3 rd Trip)	\$ 50.00
	Third Re-Inspection* (4 th Trip)	\$ 75.00
	Fourth Inspection* (5 th Trip)	\$150.00
	Fifth Inspection* (6 th Trip)	\$300.00
<p>*Note: The aforementioned fees are representative of the fire inspection trip fee only and do not represent any proposed penalty that may accompany any citation and order with the accompanying notice of proposed penalty for violations of Ohio Fire Code.</p> <p>If our Inspector finds that there is reason to believe that you violated the Ohio Administrative Code (OAC) known as the Ohio Fire Code (OFC), pursuant to Ohio Revised Code Sections (R.C.) §§3737.42, 3737.43 and 3737.51, a civil penalty may be assessed against the responsible party for each such violation and an additional civil penalty may be applied per day beyond the identified abatement period. The minimum penalty per violation of the Ohio Fire Code in Liberty Township shall be \$150.00 and can be no more than the maximum fixed civil penalty of \$1,000.00 for each such violation.</p>		
Special Event Services	2hr minimum	EMS: \$200.00 / FIRE: \$350.00
<i>Medic Crew Standby for events</i>	Each additional hour	\$100.00 per hour (2 Personnel)
<i>Fire Crew Standby for events</i>	Each additional hour	\$175.00 per hour (3 Personnel)



RESOLUTION NO. 2026-007

**Board of Trustees, Liberty Township
Butler County, Ohio**

RESOLUTION TO ESTABLISH THE 2026 CEMETERY FEE SCHEDULE

RESOLVED by the Board of Trustees of Liberty Township, Butler County, Ohio, that

WHEREAS, the Liberty Township Board of Trustees met this day for an organizational meeting;

WHEREAS, the Liberty Township Board of Trustees desires to set the 2026 Cemetery Fee Schedule:

THEREFORE, BE IT RESOLVED that the Liberty Township Board of Trustees hereby approves the attached 2026 Cemetery Fee Schedule.

Trustee _____ moved to approve the resolution. Trustee _____ seconded the motion. Upon call of the roll, the vote resulted as follows:

Trustee Schramm, _____
Trustee Minniear, _____
Trustee Farrell, _____

Adopted: Tuesday, January 6, 2026

XXXXXXXXX, President

XXXXXXXXX, Vice President

XXXXXXXXX, Trustee

AUTHENTICATION

This is to certify that this resolution was duly passed, and filed with the Liberty Township Fiscal Officer this 6th day of January, 2026.

Pam Quinlisk
Fiscal Officer

APPROVED AS TO FORM:

Scott D. Phillips, Law Director

LIBERTY TOWNSHIP
SPRINGHILL CEMETERY AND ALL OTHER TOWNSHIP CEMETERIES

PRICE LIST
Approved 1-06-26, Resolution 2026-007

<u>SERVICE</u>	<u>APPROVED FEE</u>	
Grave lot for Township Resident (with 4 corner markers) Limit of 4 Lots (Must be 18 years of age to purchase) <i>*50% deposit required, remaining balance due within 12 months of purchase</i>	\$ 600.00	
Grave lot for non-residents (with 4 corner markers) Limit of 4 Lots <i>*50% deposit required, remaining balance due within 12 months of purchase</i>	\$3,000.00	
Open & close grave for adult (regular hours / after hours)	<u>Regular Hours</u> / <u>After Hours</u>	
Monday – Friday: Graveside services – 7:00am to 2:00pm	\$ 650.00	\$ 800.00
Saturday & Holidays: Graveside services – 7:00am to 2:00pm	\$ 1,000.00	\$1,200.00
Open & close grave for children through age 12 (regular hours / after hours)		
Monday – Friday: Graveside services – 7:00am to 2:00pm	\$ 250.00	\$ 350.00
Saturday & Holidays: Graveside services – 7:00am to 2:00pm	\$ 350.00	\$ 500.00
Open & close grave for cremains (when & where available) (pay when service is done)		
Monday – Friday: Graveside services – 7:00am to 2:00pm	\$ 200.00	\$ 325.00
Saturday & Holidays: Graveside services – 7:00am to 2:00pm	\$ 325.00	
Disinterment**	\$ 1,000.00 – Adult	
**Owner is responsible for all disinterment costs and arrangements (O.R.C. 517.23 & 517.24)	\$ 550.00 – Child	
	\$ 250.00 – Cremains	
Grave marker Foundations	\$.55 per Square Inch	
Veterans' Markers	No Charge	
Deed transfers (not for original purchase)	No Charge to Immediate Family Member	
Owner must let Township know if they transfer a deed.	Others - \$75.00 per deed plus the difference between the purchase price and the current non-residential price.	
 <i>Township will buy back unused lots at the same price originally paid.</i>		
Incidental expenses related to burial (i.e. moving headstone)	All costs incurred will be charged to lot owner.	

CONTACTS:

Jerry Sebald , Services Director	(513) 759-7587
Walter Baker , Asst. Services Director	(513) 759-7588
Connie Feters , Administration Office	(513) 759-7500
Diana Dumford , Fiscal Office Assistant	(513) 759-7513

This resolution replaces the resolution listed below:
Resolution 2025-006, Approved 1-07-2025



RESOLUTION NO. 2026-008

Board of Trustees, Liberty Township Butler County, Ohio

RESOLUTION TO SET THE 2026 EMPLOYEE CELL PHONE REIMBURSEMENT RATES

RESOLVED by the Board of Trustees of Liberty Township, Butler County, Ohio, that

WHEREAS, the Liberty Township Board of Trustees met this day for an organizational meeting;

WHEREAS, the Liberty Township Board of Trustees has an established Employee Cell Phone Reimbursement Policy; and

WHEREAS, the Liberty Township Board of Trustees desires to set the 2026 Employee Cell Phone Reimbursement Rates;

THEREFORE, BE IT RESOLVED by the Board of Township Trustees of Liberty Township, Butler County, Ohio sets the 2026 Employee Cell Phone Reimbursement Rates as follows:

SECTION 1. Sixty-five dollars (\$65.00) per month for Department Directors as approved in the 2026 Budget.

SECTION 2. Fifty dollars (\$50.00) per year for Services Department personnel as approved in the 2026 Budget.

SECTION 3. Forty dollars (\$40.00) per month for other Township employees as approved in the 2026 Budget.

All rates are determined before applicable federal, state, and local taxes are applied.

Trustee _____ moved to approve the resolution. Trustee _____ seconded the motion. Upon call of the roll, the vote resulted as follows:

Trustee Schramm, _____
Trustee Minniear, _____
Trustee Farrell, _____

Adopted: Tuesday, January 6, 2026

XXXXXXXX, President

XXXXXXXX, Vice President

XXXXXXXX, Trustee

AUTHENTICATION

This is to certify that this resolution was duly passed, and filed with the Liberty Township Fiscal Officer this 6th day of January, 2026.

Pam Quinlisk
Fiscal Officer

APPROVED AS TO FORM:

Scott D. Phillips, Law Director



RESOLUTION NO. 2026-009

Board of Trustees, Liberty Township Butler County, Ohio

RESOLUTION TO ESTABLISH THE 2026 MILEAGE REIMBURSEMENT RATE
FOR LIBERTY TOWNSHIP EMPLOYEES AND ELECTED OFFICIALS AS THE
RATE SET BY THE IRS FOR 2026

RESOLVED by the Board of Trustees of Liberty Township, Butler County, Ohio, that

WHEREAS, the Liberty Township Board of Trustees desires to establish the mileage reimbursement rate for Township employees and elected officials for the 2026 calendar year;

THEREFORE, BE IT RESOLVED the Liberty Township Board of Trustees hereby approves the mileage reimbursement rate for employees and elected officials as the rate set by the IRS for 2026.

Trustee _____ moved to approve the resolution. Trustee _____ seconded the motion. Upon call of the roll, the vote resulted as follows:

Trustee Schramm, _____
Trustee Minniear, _____
Trustee Farrell, _____

Adopted: Tuesday, January 6, 2026

XXXXXXX, President

XXXXXXX, Vice President

XXXXXXX, Trustee

AUTHENTICATION

This is to certify that this resolution was duly passed, and filed with the Liberty Township Fiscal Officer this 6th day of January, 2026.

Pamela Quinlisk
Fiscal Officer

APPROVED AS TO FORM:

Scott D. Phillips, Law Director



RESOLUTION NO. 2026-010

Board of Trustees, Liberty Township Butler County, Ohio

RESOLUTION TO AUTHORIZE TOWNSHIP ADMINISTRATOR TO ALLOW REDUCED SUMMER WORK HOURS FOR CERTAIN FULL-TIME (40 HOUR PER WEEK) AND MODIFIED FULL TIME (32 HOUR PER WEEK) NON-BARGAINING ADMINISTRATIVE EMPLOYEES

WHEREAS, the Liberty Township Board of Trustees desires to offer employment benefits and incentives that attract and retain talented and effective employees;

WHEREAS, the Liberty Township Board of Trustees desires to offer, as such an employment benefit and incentive, to allow certain full-time (40 hour per week) and modified full-time (32 hour week) non-bargaining administrative employees to work a reduced summer work schedule without loss of pay, subject to certain conditions and upon approval of the Township Administrator; and

WHEREAS, the Liberty Township Board of Trustees desires to authorize the Township Administrator to allow certain full-time (40 hour per week) and modified full-time (32 hour week) non-bargaining administrative employees to work reduced summer hours between June 1 and August 31, 2026, in accordance with this Resolution.

THEREFORE, BE IT RESOLVED by the Liberty Township Board of Trustees:

Section 1. The Board of Township Trustees, on behalf of Liberty Township, hereby authorize the Township Administrator, at their discretion, to allow certain full-time (40 hour per week) non-bargaining administrative employees to work a reduced summer schedule, as follows:

- A. Authorized full-time (40 hour per week), non-bargaining administrative employees may be authorized to be off work without loss of pay for up to 8 hours every other Friday, between June 1 and August 31, 2026.

- B. Authorized modified full-time (32 hour per week), non-bargaining administrative employees may be authorized to be off work without loss of pay for up to 4 hours every other week on the day specified by the Township Administrator based on work schedules, between June 1 and August 31, 2026.

- C. The Township Administrator, or designee, has sole discretion to make determinations regarding whether an individual employee is authorized to be off work on any given Friday, and may require any individual employee, or all employees, to report to work on any given Friday.

- D. Every employee who is eligible for the summer reduced work schedule must complete all work duties that must be completed during the week in order to be authorized to be off work on any given Friday, as determined by the Township Administrator or designee.

- E. Employees who are authorized to be off on a given Friday must be readily available and accessible to respond to issues that arise on any Friday the employee is authorized to be off work. Employees who were initially authorized to be off work may be called in to work as needed.

Section 3. It is found and determined that all formal actions of the Board of Trustees relating to the adoption of this resolution were adopted in an open meeting of this Board of Trustees, and that all deliberations of this Board of Trustees and any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements.

Trustee _____ moved to approve the resolution. Trustee _____ seconded the motion. Upon call of the roll, the vote resulted as follows:

Trustee Schramm, _____
 Trustee Minniear, _____
 Trustee Farrell, _____

Adopted: Tuesday, January 6, 2026.

XXXXXXX, President

XXXXXXX, Vice President

XXXXXXX, Trustee

AUTHENTICATION

This is to certify that this resolution was duly passed, and filed with the Liberty Township Fiscal Officer this 6th day of January, 2026.

Pamela Quinlisk
Fiscal Officer

APPROVED AS TO FORM:

Scott D. Phillips, Law Director



RESOLUTION NO. 2026-011
Board of Trustees, Liberty Township
Butler County, Ohio

**RESOLUTION TO ESTABLISH THE 2026 ZONING FEE SCHEDULE, DISPENSING WITH
THE SECOND READING, AND DECLARING AN EMERGENCY**

RESOLVED by the Board of Trustees of Liberty Township, Butler County, Ohio, that

WHEREAS, the Liberty Township Board of Trustees met this day for an organizational meeting;

WHEREAS, the Liberty Township Board of Trustees desires to set the 2026 Zoning Fee Schedule;

THEREFORE BE IT RESOLVED by the Board of Township Trustees of Liberty Township, Butler County, Ohio:

SECTION 1. The Board hereby approves the attached 2026 Zoning Fee Schedule.

SECTION 2. The Trustees of Liberty Township upon majority vote do hereby dispense with the requirement that this resolution be read on two separate days, and hereby authorize the adoption of this resolution upon its first reading.

SECTION 3. This Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, and welfare of this Township.

Trustee _____ moved to approve the resolution. Trustee _____ seconded the motion. Upon call of the roll, the vote resulted as follows:

Trustee Schramm, _____
Trustee Minniear, _____
Trustee Farrell, _____

Adopted: Tuesday, January 6, 2026

XXXXXXXX, President

XXXXXXXX, Vice President

XXXXXXXX, Trustee

AUTHENTICATION

This is to certify that this resolution was duly passed, and filed with the Liberty Township Fiscal Officer this 6th day of January, 2026.

Pamela Quinlisk
Fiscal Officer

APPROVED AS TO FORM:

Scott D. Phillips, Law Director

*All fees shall be paid upon submittal of the required application.
No plans or requests will be reviewed without payment.*

❖ **ZONING CERTIFICATES FOR:**

- **RESIDENTIAL:**
 - Single Family \$ 550.00 per Dwelling Unit
 - Two Family \$ 800.00 per Two Family
 - Multi-Family \$ 500.00 + \$200.00 per Dwelling Unit
 - Remodeling, Basement Finish, Decks, Pergolas, Porches, Solar Panels \$ 35.00
 - Accessory Structure, Fence, Garage, Pool, Shed, Yard/Retaining Wall (3' or higher) \$ 25.00
 - Home Occupation \$ 25.00
 - Accessory Telecommunications (Small Cell Tower) \$ 150.00
- **COMMERCIAL:**
 - New Construction \$ 0.07 per Sq. Ft. (\$1,500 per Building Min.)
 - Addition, Accessory Structure (Over 200 Sq. Ft.) \$ 0.07 per Sq. Ft. (\$500 per Building Min.)
 - Accessory Structure (200 Sq. Ft. or less) \$ 150.00
 - Change of Occupancy / Tenant Finish \$ 150.00
 - Parking Lot – (Additions / Alterations) \$ 50.00
 - Signs
 - Permanent Signs \$ 100.00 + \$50.00 per sign
 - Temporary Signs \$ 25.00
 - Development Entrance Walls \$ 100.00
 - Temporary Uses (Tent, Event Stage, POD) \$ 50.00
 - Adult Cabarets and Massage Parlors \$ 250.00 New / \$ 125.00 Renewal
- **CHARGES FOR REVISIONS:** There is a ½ fee credit on completed applications where a change in the principal permitted use (structure) requires a second view. This is a credit adjustment only. The original certificate is required.
- **CHARGES FOR ADDENDUMS:** For construction that is submitted in stages (foundation, shell, interior, etc.), the fee will be 50% of the original certificate.
- **VIOLATION FEES:** All prices stated on this Fee Schedule shall be doubled for work done without a Zoning Certificate if a permit is obtained within ten (10) days of official notification. The prices shall be tripled if a permit is obtained after ten (10) days of official notification.

❖ **APPLICATIONS FOR BOARD ACTION:**

- **BOARD OF ZONING APPEALS:**
 - Variance, Conditional Use, and Administrative Appeal \$ 250.00 – residential \$ 500.00 – commercial
- **ZONING COMMISSION:**
 - Zoning Map Amendment, Major Modification to PUD, Text Amendment \$ 700.00
 - Final PUD, Minor Modification to PUD, Site Plan Approval subject to ZC Review, Overlay District Review subject to ZC Review \$ 250.00

❖ **MISCELLANEOUS:**

- Lot Splits/Consolidations, Zoning Certification Letters \$ 50.00
- Zoning Maps \$ 15.00
- Zoning Resolutions \$ 15.00
- Comprehensive Plan - 3 ring binder / usb stick \$ 25.00 / \$ 5.00

ZONING FEE SCHEDULE ESTABLISHED UNDER HOME RULE ON TUESDAY, JANUARY 6, 2026



ZONING CERTIFICATE APPLICATION REQUIRED DOCUMENTS

Effective January 6, 2026

Residential – New Construction

- 1 site plan (to scale)
- 1 set construction drawings
- If any of the above required plans are larger than 11"x17", one reduced copy is required (11"x17" max size)
- Digital copy of all plans

Residential – Accessory Structure

- 1 site plan (to scale)
- 1 set construction drawings
- If any of the above required plans are larger than 11"x17", one reduced copy is required (11"x17" max size)
- Digital copy of all plans, if available

Residential – Accessory Structure less than 200 sf and Fences

- 1 site plan (to scale)
- 1 set construction drawings
- If any of the above required plans are larger than 11"x17", one reduced copy is required (11"x17" max size)
- Digital copy of all plans, if available

Commercial

- 2 site plans (full size, to scale)
- 2 sets construction drawings (full size, to scale)
- 2 landscaping plans (full size, to scale)
- 2 photometric lighting plans (full size, to scale)
- One reduced copy of all the above required plans is required (11"x17" max size)
- Digital copy of all plans

Permanent Signs

- 1 site plan (to scale)
- 1 set construction drawings
- 1 landscaping plans (ground signs only)
- 1 photometric lighting plans (ground signs only)
- If any of the above required plans are larger than 11"x17", one reduced copy is required (11"x17" max size)
- Digital copy of all plans

Temporary Signs

- 1 site plan (to scale)
- 1 set construction drawings
- If any of the above required plans are larger than 11"x17", one reduced copy is required (11"x17" max size)
- Digital copy of all plans, if available



RESOLUTION NO. 2026-012

Board of Trustees, Liberty Township Butler County, Ohio

RESOLUTION TO AUTHORIZE THE TRANSFER OF FUNDS NOT TO EXCEED
\$2,530,000.00 FROM MEDICAL / HOSPITALIZATION ACCOUNTS INTO THE
HEALTH INSURANCE BANK ACCOUNT WITH FIFTH THIRD BANK AT
INTERVALS THROUGHOUT THE YEAR TO FUND THE PARTIALLY SELF-
FUNDED HEALTH INSURANCE PROGRAM

RESOLVED by the Board of Trustees of Liberty Township, Butler County, Ohio, that

WHEREAS, the Liberty Township Board of Trustees met this day for an organizational meeting; and

WHEREAS, Pam Quinlisk, Liberty Township Fiscal Officer, requests the Liberty Township Board of Trustees authorize the transfer of funds not to exceed \$2,530,000.00 from medical / hospitalization accounts into the Health Insurance Bank Account with Fifth Third Bank at intervals throughout the year to fund the partially self-funded health insurance program.

THEREFORE, BE IT RESOLVED that the Liberty Township Board of Trustees hereby authorizes the transfer of funds not to exceed \$2,530,000.00 from medical / hospitalization accounts into the Health Insurance Bank Account with Fifth Third Bank at intervals throughout the year to fund the partially self-funded health insurance program.

Trustee _____ moved to approve the resolution. Trustee _____ seconded the motion. Upon call of the roll, the vote resulted as follows:

Trustee Schramm, _____
Trustee Minniear, _____
Trustee Farrell, _____

Adopted: Tuesday, January 6, 2026

XXXXXXXX, President

XXXXXXXX, Vice President

XXXXXXXX, Trustee

AUTHENTICATION

This is to certify that this resolution was duly passed, and filed with the Liberty Township Fiscal Officer this 6th day of January, 2026.

Pamela Quinlisk
Fiscal Officer

APPROVED AS TO FORM:

Scott D. Phillips, Law Director



RESOLUTION NO. 2026-013

**Board of Trustees, Liberty Township
Butler County, Ohio**

RESOLUTION TO APPOINT FIRE CHIEF KLUSSMAN, FIRE MARSHAL MATT OWEN, COMMUNITY MEMBER PAUL STUMPF AND TRUSTEES _____ AND _____ TO THE VOLUNTEER FIRE FIGHTERS' DEPENDENTS FUND FOR THE 2026 ANNUAL ELECTION OF BOARD MEMBERS

RESOLVED by the Board of Trustees of Liberty Township, Butler County, Ohio, that

WHEREAS, the Liberty Township Board of Trustees met this day for an organizational meeting; and

WHEREAS, the Liberty Township Board of Trustees desires to appoint Fire Chief Klussman, Fire Marshal Matt Owen, community member Paul Stumpf and Trustees _____ and _____ to the Volunteer Fire Fighters' Dependents Fund for the 2026 Annual Election of Board Members;

THEREFORE, BE IT RESOLVED that the Liberty Township Board of Trustees hereby appoint Fire Chief Klussman, Fire Marshal Matt Owen, community member Paul Stumpf and Trustees _____ and _____ to the Volunteer Fire Fighters' Dependents Fund for the 2026 Annual Election of Board Members.

Trustee _____ moved to approve the resolution. Trustee _____ seconded the motion. Upon call of the roll, the vote resulted as follows:

Trustee Schramm, _____
Trustee Minniear, _____
Trustee Farrell, _____

Adopted: Tuesday, January 6, 2026

XXXXXXXXX, President

XXXXXXXXX, Vice President

XXXXXXXXX, Trustee

AUTHENTICATION

This is to certify that this resolution was duly passed, and filed with the Liberty Township Fiscal Officer this 6th day of January, 2026.

Pam Quinlisk
Fiscal Officer

APPROVED AS TO FORM:

Scott D. Phillips, Law Director



RESOLUTION NO. 2026-014

**Board of Trustees, Liberty Township
Butler County, Ohio**

RESOLUTION TO APPOINT TRUSTEE _____ OF THE LIBERTY
TOWNSHIP BOARD OF TRUSTEES TO THE BUTLER COUNTY EMERGENCY
MANAGEMENT AGENCY ADVISORY COUNCIL

RESOLVED by the Board of Trustees of Liberty Township, Butler County, Ohio, that

WHEREAS, the Liberty Township Board of Trustees met this day for an organizational meeting; and

WHEREAS, the Liberty Township Board of Trustees desires to appoint Trustee _____ of the Liberty Township Board of Trustees to the Butler County Emergency Management Agency Advisory Council;

THEREFORE, BE IT RESOLVED that the Liberty Township Board of Trustees appoint Trustee _____ of the Liberty Township Board of Trustees to the Butler County Emergency Management Agency Advisory Council.

Trustee _____ moved to approve the resolution. Trustee _____ seconded the motion. Upon call of the roll, the vote resulted as follows:

Trustee Schramm, _____

Trustee Minniear, _____

Trustee Farrell, _____

Adopted: Tuesday, January 6, 2026

XXXXXXXX, President

XXXXXXXX, Vice President

XXXXXXXX, Trustee

AUTHENTICATION

This is to certify that this resolution was duly passed, and filed with the Liberty Township Fiscal Officer this 6th day of January, 2026.

Pamela Quinlisk
Fiscal Officer

APPROVED AS TO FORM:

Scott D. Phillips, Law Director

Payment Listing

12/17/2025 to 12/30/2025

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
75514	12/19/2025	12/19/2025	AW	CINCINNATI BELL TELEPHONE	\$360.18	O
75515	12/19/2025	12/19/2025	AW	CINCINNATI BELL TELEPHONE	\$22.82	O
75516	12/19/2025	12/19/2025	AW	DUKE ENERGY	\$1,575.93	O
75517	12/19/2025	12/19/2025	AW	DUKE ENERGY	\$2,389.56	O
75518	12/29/2025	12/29/2025	AW	DUKE ENERGY	\$56,769.42	O
75519	12/29/2025	12/29/2025	AW	BCWS	\$230.48	O
75520	12/29/2025	12/29/2025	AW	CINCINNATI BELL TELEPHONE	\$242.62	O
75521	12/30/2025	12/30/2025	AW	ACE HARDWARE, WEST CHESTER	\$55.97	O
75522	12/30/2025	12/30/2025	AW	AE DOOR SALES & SERVICE INC	\$285.00	O
75523	12/30/2025	12/30/2025	AW	AIRGAS USA, LLC	\$516.66	O
75524	12/30/2025	12/30/2025	AW	Atlantic Emergency Solutions, Inc	\$912.64	O
75525	12/30/2025	12/30/2025	AW	BEN WANAMAKER	\$211.00	O
75526	12/30/2025	12/30/2025	AW	CHRIS OAKES	\$5,472.85	O
75527	12/30/2025	12/30/2025	AW	CINTAS	\$59.87	O
75528	12/30/2025	12/30/2025	AW	CONNIE FETTERS	\$28.49	O
75529	12/30/2025	12/30/2025	AW	D&S AUTO PARTS, INC	\$142.96	O
75530	12/30/2025	12/30/2025	AW	DC COMMERCIAL CLEANING SERVICES LI	\$2,200.00	O
75531	12/30/2025	12/30/2025	AW	FREEDOM FOREVER, LLC.	\$550.00	O
75532	12/30/2025	12/30/2025	AW	HERITAGE FIRE EQUIPMENT, LLC	\$428.59	O
75533	12/30/2025	12/30/2025	AW	INTERSTATE BILLING SERVICE, INC.	\$247.44	O
75534	12/30/2025	12/30/2025	AW	JFDB LTD	\$1,755.00	O
75535	12/30/2025	12/30/2025	AW	JOHNNY'S A-1 SANITATION	\$205.00	O
75536	12/30/2025	12/30/2025	AW	KLEEM, INC.	\$2,711.75	O
75537	12/30/2025	12/30/2025	AW	KOENIG	\$16.99	O
75538	12/30/2025	12/30/2025	AW	LAKOTA LOCAL SCHOOL DISTRICT	\$1,206,216.50	O
75539	12/30/2025	12/30/2025	AW	LINEHAUL HEAVY DUTY LLC	\$293.50	O
75540	12/30/2025	12/30/2025	AW	LYKINS QUEEN CITY PROPANE	\$1,527.40	O
75541	12/30/2025	12/30/2025	AW	OHIO HYDRAULICS, INC	\$236.12	O
75542	12/30/2025	12/30/2025	AW	ONE STOP TOOL RENTAL	\$519.90	O
75543	12/30/2025	12/30/2025	AW	P&R COMMUNICATIONS SERVICES, INC.	\$32,610.00	O
75544	12/30/2025	12/30/2025	AW	PENGWYN	\$4,602.86	O
75545	12/30/2025	12/30/2025	AW	PERRY & ASSOCIATES CPA, A.C.	\$2,000.00	O
75546	12/30/2025	12/30/2025	AW	PERRY FISHER	\$164.00	O
75547	12/30/2025	12/30/2025	AW	POMP'S TIRE SERVICE INC	\$3,070.50	O
75548	12/30/2025	12/30/2025	AW	RED TIGER INVESTMENTS	\$7,500.00	O
75549	12/30/2025	12/30/2025	AW	RUMPKE CONSOLIDATED COMPANIES	\$29.00	O
75550	12/30/2025	12/30/2025	AW	STIGLER SUPPLY CO.	\$61.08	O
75551	12/30/2025	12/30/2025	AW	SUPERIOR UNIFORM SALES, INC	\$188.85	O
75552	12/30/2025	12/30/2025	AW	TRIHEALTH CORPORATE HEALTH	\$987.14	O
75553	12/30/2025	12/30/2025	AW	VERIZON	\$571.90	O
75554	12/30/2025	12/30/2025	AW	VOGELPOHL FIRE EQUIPMENT, INC.	\$357.80	O
75555	12/30/2025	12/30/2025	AW	VONAGE	\$8.19	O
75556	12/30/2025	12/30/2025	AW	Room of Knowledge Consulting	\$1,687.50	O
75557	12/30/2025	12/30/2025	AW	LOWE'S	\$55.54	O
75558	12/30/2025	12/30/2025	AW	LOWE'S	\$30.36	O
75559	12/30/2025	12/30/2025	AW	DUKE ENERGY	\$7,386.26	O

Payment Listing

12/17/2025 to 12/30/2025

Total Payments:	<u>\$1,347,495.62</u>
Total Conversion Vouchers:	<u>\$0.00</u>
Total Less Conversion Vouchers:	<u><u>\$1,347,495.62</u></u>

Type: AM - Accounting Manual Warrant, AW - Accounting Warrant, IM - Investment Manual Warrant, IW - Investment Warrant, PM - Payroll Manual Warrant, PR - Payroll Warrant, RW - Reduction of Receipt Warrant, SW - Skipped Warrant, WH - Withholding Warrant, WM - Withholding Manual, WS - Special Warrant, CH - Electronic Payment Advice, IL - Investment Loss, EP - Payroll EFT Voucher, CV - Payroll Conversion Voucher, SV - Payroll Special Voucher, EW - Withholding Voucher, POS ADJ - Positive Adjustment, NEG ADJ - Negative Adjustment, POS REAL - Positive Reallocation, NEG REAL - Negative Reallocation

Status: O - Outstanding, C - Cleared, V - Voided, B - Batch

* Asterisked amounts are not included in report totals. These transactions occurred outside the reported date range but are listed for reference.

Requisition Listing

Year 2026

Requisition #	Request Date	Approval Date	Item Description	Requested By	Amount	Status
11-26	01/01/2026		Managed IT Service Contract	Lewis	\$45,999.96	Submitted
14-26	01/01/2026		2026 Police Contract	sbolser	\$4,130,000.00	Submitted
16-26	01/01/2026		Telephon Services	Lewis	\$17,500.00	Submitted
17-26	01/01/2026		Annual Financial Report	CM	\$13,200.00	Submitted
25-26	01/01/2026		operating supplies-cylinders-refills	MS	\$10,000.00	Submitted
27-26	01/01/2026		repairs & maintenance	MS	\$10,000.00	Submitted
28-26	01/01/2026		training site - e-cards & supplies	MS	\$10,000.00	Submitted
29-26	01/01/2026		repairs & maint - pump testing	MS	\$10,000.00	Submitted
30-26	01/01/2026		tires	MS	\$10,000.00	Submitted
31-26	01/01/2026		repairs & maintenance	MS	\$10,000.00	Submitted
32-26	01/01/2026		ems supplies	MS	\$60,000.00	Submitted
48-26	01/01/2026		repairs & maintenance & parts	MS	\$10,000.00	Submitted
52-26	01/01/2026		BRICS-annual mdt maintenance fee	MS	\$12,000.00	Submitted
57-26	01/01/2026		Turnout gear- new	MS	\$60,000.00	Submitted
58-26	01/01/2026		Turnout gear - boots, gloves, lights	MS	\$10,000.00	Submitted
65-26	01/01/2026		yoga	MS	\$15,000.00	Submitted
66-26	01/01/2026		repairs & maintenance	MS	\$25,000.00	Submitted
67-26	01/01/2026		cleaning supplies	MS	\$10,000.00	Submitted
69-26	01/01/2026		Command, FT and PT uniforms	MS	\$10,000.00	Submitted
72-26	01/01/2026		Career annual physicals, wellness-autore	MS	\$55,000.00	Submitted
73-26	01/01/2026		new hire physicals and drug screening	MS	\$13,500.00	Submitted
79-26	01/01/2026		2025 Chevrolet Tahoe - replace 2014 vehi	MS	\$56,053.00	Submitted
80-26	01/01/2026		Financial Services	sbolser	\$150,000.00	Submitted
81-26	01/01/2026		Payroll Service Fees	sbolser	\$20,000.00	Submitted
82-26	01/01/2026		9300-0002-4277 Master Account	sbolser	\$70,000.00	Submitted
83-26	01/01/2026		Multiple	sbolser	\$57,800.00	Submitted
84-26	01/01/2026		Lighting District-Master List St Lights	sbolser	\$720,000.00	Submitted
85-26	01/01/2026		Multiple	sbolser	\$63,685.00	Submitted
86-26	01/01/2026		Multiple	sbolser	\$11,550.00	Submitted
87-26	01/01/2026		Fuel	sbolser	\$90,000.00	Submitted
88-26	01/01/2026		EMA Fees	sbolser	\$24,604.80	Submitted
89-26	01/01/2026		Trash Collection Services	sbolser	\$10,000.00	Submitted
92-26	01/02/2026		Millikin ED/real estate consultant	CM	\$45,000.00	Submitted
93-26	01/01/2026		PW Road Salt	JS	\$100,000.00	Submitted
101-26	01/01/2026		PW R/R Repair and Operating S.	JS	\$15,000.00	Submitted
113-26	01/01/2026		PW BCEO Annual Sign Maintenance	JS	\$10,000.00	Submitted
114-26	01/01/2026		PW Concrete	JS	\$25,000.00	Submitted
115-26	01/01/2026		PW Asphalt	JS	\$10,000.00	Submitted
139-26	01/01/2026		PW Loader/Backhoe Rental	JS	\$15,000.00	Submitted
147-26	01/01/2026		PW Cemetery Mowing Contract	JS	\$16,000.00	Submitted
158-26	01/01/2026		PW Lakota Fuel Contract	JS	\$50,000.00	Submitted
163-26	01/01/2026		PW HVAC PM	JS	\$10,600.00	Submitted
164-26	01/01/2026		PW Salt Truck Chassis	JS	\$124,533.00	Submitted
165-26	01/01/2026		PW 2026 Salt Truck Upfit	JS	\$122,032.84	Submitted



RESOLUTION NO. 2026-015
Board of Trustees, Liberty Township
Butler County, Ohio

**RESOLUTION REQUESTING THE AUDITOR OF BUTLER COUNTY, OHIO TO
ADVANCE TO THE FISCAL OFFICER OF LIBERTY TOWNSHIP, OHIO, TAXES
ASSESSED AND COLLECTED FOR AND ON BEHALF OF LIBERTY TOWNSHIP, OHIO
FOR TAXES ASSESSED IN 2025 AND COLLECTED IN 2026.**

RESOLVED by the Board of Trustees of Liberty Township, Butler County, Ohio, that

WHEREAS, Ohio Revised Code Section 321.34 provides that the Board of Trustees of an Ohio political subdivision may request from the Butler County Auditor advance payment of tax funds assessed and collected for and on behalf of such political subdivision; and

WHEREAS, the aforesaid statute requires that such request be made by a formal resolution and that such advance payment of tax funds be paid to the Fiscal Officer of the political subdivision;

THEREFORE, BE IT RESOLVED, by the Board of Trustees of Liberty Township, Butler County, Ohio that In accordance with Ohio Revised Code Section 321.34, the Board of Trustees of Liberty Township, Ohio hereby requests that the Auditor of Butler County, Ohio advance to the Fiscal Officer of Liberty Township, Ohio taxes assessed in 2025 for and on behalf of Liberty Township and collected in 2026.

Trustee _____ moved to approve the resolution. Trustee _____ seconded the motion. Upon call of the roll, the vote resulted as follows:

Trustee Schramm, _____
Trustee Minniear, _____
Trustee Farrell, _____

Adopted: Tuesday, January 6, 2026

XXXXXXXX, President

XXXXXXXX, Vice President

XXXXXXXX, Trustee

AUTHENTICATION

This is to certify that this resolution was duly passed, and filed with the Liberty Township Fiscal Officer this 6th day of January, 2026.

Pamela Quinlisk
Fiscal Officer

APPROVED AS TO FORM:

Scott D. Phillips, Law Director



Liberty Township Fire Department

6682 Princeton Glendale Rd
Liberty Township, Ohio 45011
Phone: 513-759-7530
Fax: 513-759-7531

Memo

To: Caroline McKinney
From: Chief Klussman
Date: 12/23/2025
Re: 2026 Vehicle Replacement Purchase

Purpose

The purpose of this memorandum is to request approval to purchase a 2025 Chevrolet Tahoe Police Pursuit Vehicle (PPV) and to obtain approval to proceed with the upfitting of this vehicle once the purchase is finalized. The total 2026 budget amount is \$84,250 and the combined request below will not exceed \$76,000.

Vehicle Replacement Overview

The proposed 2025 Chevrolet Tahoe PPV will replace a 2014 frontline Chevrolet Tahoe currently in service. Upon delivery and deployment of the new vehicle, the 2014 Tahoe will be reassigned to reserve status and utilized as a station vehicle, extending its service life while reducing wear on frontline apparatus.

This replacement is consistent with the department's fleet management strategy and supports operational reliability, safety, and continuity of service.

The attached reference quote reflects a state contract purchase and outlines standard police pursuit package features appropriate for emergency response operations.

Vehicle Upfitting Request

In addition to the vehicle purchase, approval is requested to proceed with the upfitting of the 2025 Tahoe PPV to meet Fire Department operational requirements. This includes emergency warning lights, siren systems, electrical components, mounting hardware, and associated installation labor.

Approval is requested for the vehicle upfitting on a not-to-exceed basis of \$20,000. This approach provides flexibility to finalize specifications, maintain consistency with existing fleet equipment, and manage costs within an established cap.

Requested Action

A motion approving the purchase of a 2025 Chevy Tahoe for a total approximate cost of \$56,053.00 from account 2191-220-790.

A motion approving the upfitting of a 2025 Chevy Tahoe not to exceed \$20,000.00 from account 2191-220-790.

Tim Lally Chevrolet S.A.V.E				24999 Miles Rd Suite 1			
Speciality. A dvanced. V ehicle. E quipment				Warrensville Heights OH 44128			
				www.timlallySAVE.com			
Customer Information				Date	12/26/2025		
Department	Liberty Township Fire			Sales Rep	Joe Fink		
Contact Name	Chief Ethan Klussman			Phone	440-343-3168		
Address	6682 Princeton-Glendale Road			Email	jfink@timlally.com		
City, State, Zip	Liberty Township, Ohio 45011			Deal #			
Phone	513-445-2425	Alt Phone	513-759-7532	Cust #			
Email	eklussman@liberty-township.com						
Notes: 2025 State Contract RSI024953 (vehicle only)							
Description				Price	Items Ordered	Item Total	
CC10706 - Tahoe 2X4				\$48,536.00	1	\$48,536.00	
9C1 - Police Pursuit Package 4X4				\$2,850.00	1	\$2,850.00	
6C7 - Red and White Large Dome Light				\$170.00	1	\$170.00	
6E2 - Key Common - MUST HAVE AMF				\$25.00	1	\$25.00	
6J3 - Grille Lamps and Siren Speaker Wiring				\$92.00	1	\$92.00	
6J4 - Horn Siren Circuit Wiring				\$55.00	1	\$55.00	
9G8 - Delete Daytime Driving-Auto Lights				\$50.00	1	\$50.00	
AMF - 4 Additional Key Fob enabling/programing				\$75.00	1	\$75.00	
7 Year Unlimited Mileage Warranty				\$4,200.00	1	\$4,200.00	
				Subtotal		\$56,053.00	
				Tax			
				Total		\$56,053.00	



MEMORANDUM

TO: Tom Farrell, Trustee
Steve Schramm, Trustee
Todd Minniear, Trustee
Pam Quinlisk, Fiscal Officer

CC: Caroline McKinney, Township Administrator

FROM: Jerry Sebald, Public Works Director

DATE: December 30, 2025

RE: 2026 Kenworth/Henderson Snow and Ice Truck Purchase

As part of the 2026 capital budget, we have allocated \$270,000 for the replacement of a 2001 IH 4900 Snow and Ice Truck (Truck 3). Truck 3 will stay in the current fleet. and Truck 2 (2000 IH 4900) has been moved to parts status. Truck 2 is no longer legal for roadway use because it does not pass a DOT inspection due to frame issues. We plan to keep this truck for parts since we have four other identical trucks, and it holds more value in parts than it does to sell it with the frame issues.

The replacement truck is a 2027 Kenworth T480V with the snow and ice upfitting package provided by Henderson Products. The Kenworth is included in the 2026 Sourcewell cooperative purchasing contract at a cost of \$124,533 and the Henderson Products Upfitting is included in the NPP Government Contract at a cost of \$122,032.84. By purchasing early in the year, it locks in our upfit spot at Henderson and gives us the opportunity to move into an earlier spot if a cancellation occurs. The Kenworth chassis will be available first



quarter of 2026. If the purchase is approved, the goal is to have the truck in service by December of 2026.

I am requesting a motion approving the purchase of a 2027 Kenworth T480V with a snow and ice upfitting package by Henderson Products for a total approximate cost of \$246,565.84 from account 4311-110-790-0000. We are utilizing the Aspen Trails RID account for this purchase.

1. **NO VERBAL PROMISES** - All terms and conditions of this sale are written and appear on this Buyer's Order and no verbal understanding or promises whatsoever are a part of this agreement.
2. **BINDING AGREEMENT** - This Buyer's Order, pending approval of financing constitutes a firm and binding purchase of the equipment as described on this annexed Buyer's Order. All expenses incurred by seller for Manufacturer price increases and sur-charges, excise, sales, consumption, and occupational taxes not included in the price on the Buyer's Order and at any time determined to be due and payable in respect of said goods will be paid to the seller in addition to the price on the reverse side.
3. **BREACH OF CONTRACT** - Upon the failure of purchaser to complete said purchase for any reason other than that mutually agreed upon and specified in writing on this Buyer's Order, the cash deposit may be retained and liquidated as damages for breach of contract.
4. **RE-APPRAISAL OF TRADE-IN** - The vehicle traded in is to be delivered by the customer to the dealer in substantially the same condition as when it was appraised. If any substantial change in condition has occurred, or more than 30 days has elapsed since the original appraisal, the truck will be reappraised and the agreement changed to the extent of the amount of the difference in appraisal. With trade-in, the purchaser shall deliver to the dealer an assigned certificate of title or other legal and sufficient evidence of ownership.
5. **CHANGES BY MANUFACTURER** - The Manufacturer reserves the right to make changes in the price, model, design or specifications of any ordered truck as may be made necessary for the manufacture of said truck.
6. **DELAYS, ACCIDENTS, STRIKES** - Dealer shall not be liable for delays caused by Manufacturer, accidents, strikes or other cause beyond the control of Dealer.
7. **BINDING ARBITRATION** - Any and all disputes, claims or controversies between the Buyer and Seller pertaining to the motor vehicle sold by this Buyer's Order shall be resolved by binding arbitration. The arbitration shall be conducted by a single arbitrator selected pursuant to the agreement of the Buyer and Seller. If the Buyer and Seller cannot agree on a single arbitrator, the arbitration shall be conducted according to the Commercial Arbitration Rules of the American Arbitration Association and the Indiana Uniform Arbitration Act. THE ARBITRATION SHALL BE CONDUCTED IN MARION COUNTY, INDIANA.

NOTICE: THIS ARBITRATION AGREEMENT REQUIRES THE SELLER AND BUYER(S) TO GIVE UP ANY RIGHTS THEY MAY OTHERWISE POSSESS BY LAW TO HAVE THE MATTERS DESCRIBED IN THE ARBITRATION CLAUSE DECIDED IN A LAWSUIT IN A COURT. ANY PARTY TO THIS CONTRACT WHO REFUSES TO SUBMIT TO ARBITRATION OF THE MATTERS SET OUT IN THE ARBITRATION CLAUSE MAY BE COMPELLED TO ARBITRATE BY A COURT ORDER OBTAINED BY ANY OTHER PARTY TO THE CONTRACT.

8. **INDIANA LAW WILL APPLY** - The buyer(s) and seller expressly agree that the law of the State of Indiana will apply to the Buyer's Order negotiated and concluded in Indianapolis, Marion County, Indiana. Any action involving any dispute between Buyer(s) and Seller arising out of this Buyer's Order, and which may be brought in a court, shall be brought only in the Circuit or Superior Court of Marion County, Indiana. Buyer(s) waive any right they may have under any state or federal statute or rule of court procedure to have the action to which this clause refers transferred, heard or decided in any other forum.

TRUCK SALES - REQUIRED ADDITIONAL INFORMATION

PURCHASER _____ **DATE** _____

SELLING LOCATION _____ **PAYMENT TYPE** _____

SALESPERSON _____ **STOCK NUMBER** _____

ESTIMATED CLOSING DATE _____ **FED-ID#** _____

CUSTOMER NAME RECEIVING CLOSING DOCS	
EMAIL ADDRESS ADDRESS	PHONE #

CUSTOMER NAME RECEIVING WARRANTY DOCS	SAME AS ABOVE
EMAIL ADDRESS ADDRESS	PHONE #

CUSTOMER ADMIN FOR TRUCK TECH+	SAME AS ABOVE
EMAIL ADDRESS ADDRESS	PHONE #

ADDITIONAL TRUCK TECH+ USER NAME		
EMAIL ADDRESS ADDRESS	PHONE #	USER TYPE

ADDITIONAL TRUCK TECH+ USER NAME		
EMAIL ADDRESS ADDRESS	PHONE #	USER TYPE

ADDITIONAL TRUCK TECH+ USER NAME		
EMAIL ADDRESS ADDRESS	PHONE #	USER TYPE

ADDITIONAL NOTES



A proposal for
LIBERTY TWP, BUTLER CO, OH
7162 LIBERTY CENTRE DRIVE
LIBERTY TOWNSHI, OH 45069

Quote # SF-2025-01505 Revision # 1

Dec 18, 2025

Quotation valid until: Mar 18, 2026

This document outlines a comprehensive truck package, comprising the following equipment. The listed equipment is designed to be installed and operated as an integrated system, ensuring full compatibility and optimal performance.

Front Plow

Plow Hitch

Mark E Dump Body

Tailgate Spreader

Chassis

Installation

NPPGov Contract Number: PS22170

Quote prepared by: Brad Peters

Package Model - PACKAGE

PLOW

Plow Style	Reversible RSP/OWP
Plow Profile	Integral Shield Moldboard W/RH Mailbox Cut
Plow Trip Type	Full Trip-Compression,Hd,Adjustable
Plow Trip Spring Option	Heavy Duty 5 Position Adjustable Trip Spring
Plow Length	10' Moldboard Length
Plow Height	42" Moldboard Height
Plow Moldboard Material Type	10Ga 201SS Moldboard
Plow Moldboard Paint	Front No Paint,Back Black 59369
Plow Cutting Edge	Standard 5/8 X 8 Cutting Edge
Plow Pushframe Type	Standard Semi Circle,Full Width
Plow Reversing Cylinders	Nitrided 4" X 2" Cylinders
Cushion Valve	Cushion Valve (Standard)
Hose Kit	Cylinder Hose Kit (Standard)
Plow Running Gear	Mushroom Shoes
Plow Hitch Type	Hitch,Oscillating Loop,Installed
Plow Deflector	Logo Rubber Deflector,Installd
Plow Sight Marker	Plastic Sight Markers, Loose
Moldboard Shoes	Moldboard Shoes,Pair,8" Fab,Installed

HITCH

Hitch Family	Basic Hitch
Truck Side Hitch Type	Pin & Loop Hitch, Ohio
Hitch Plow Connection	Plow Portion Picked Under Plow
Lift Cylinder	Lift Cylinder, 4"X 2",Nitrided
Hitch Mounting Hardware	No Mounting Hardware

HPI

Family	Mark E, Classic
Floor Length	10' Floor Length
Side Height	30" Side Height
Body Material	10Ga 201SS Sides/Headsheet
Side Braces	1 10Ga 201SS Weld On Side Brace
Top Rail/Rub Rail Material	10Ga 201SS Top & Rub Rails
Rear Bolster Height	8" Bolster,2 1/8" Pockets
Rear Bolster Material	7Ga 201SS Rear Bolsters
Front Bolster	Front Bolsters, 10Ga
Floor Material	1/4" Ar400 Floor
Hoist Type	Trn Mt Hoist,Internal,Da,W/Sf
Cylinder Model	CS/G4,Dbl Act, 2yr Salt Warranty
Hydraulic Lines	1/2" Stainless Hydraulic Lines Driverside Longsill
Hoist Mount Type	Standard Subframe
Install Hoist & Cradle	Upfitter Installed Hoist and Cradle
Longsills	5" I-Beam Longsill,Full Weld Longsills and Apron
Body Hinge Maintenance	Greaseable Pins, No Bushings
Tailgate Style	Configured Tailgate
Tailgate Sheet Material	10Ga 201SS Tailgate Sheet

Tailgate Liner	No Tailgate Liner
Extended Coal Chute Handle	No Extended Coalchute Handle
Tailgate Brace	(1) Horizontal Tailgate Brace
Tailgate Lift Style/Location	Formed Lift Loop, Top Brace
Tailgate Lift Style/Location	Double Acting Air Cylinder with SS Bushings
Tailgate Chains	Zinc Plated Tailgate Chains
Bolster Chain Hooks	Banjo Chain Hooks Installed
Horizontal J-Hooks	No Horizontal J-Hooks
Tailgate Pin Lanyards	No Tailgate Pin Lanyards
Tailgate Air Valve	Upfitter Supplied Tailgate Air Valve
Tailgate Maintenance	Greaseable Pins, Jaws, & Shaft
Cabshield Style	Cs, Weld-On, No Tarp Shroud
Cabshield Install/Ship Loose	Ship Loose Cabshield
Cabshield Overhang	22" Cs Overhang
Cabshield Width	86" Wide Cabshield
Cabshield Material	10 GA 201SS 22" X 86" No Shroud
Cabshield Installation Height	Upfitter Installed Standard Leg Height
Cabshield Offset	Upfitter Inst Cabshield Offset
Cabshield Light Holes	Cabshield Lights, 2 Forward, 1 Each Side, 2 Rear
Cabshield Paint/Finish	Cabshield No Finish Prep (Raw)
Cabshield Paint/Finish	Cabshield No Finish (Raw)
Asphalt Lip	No Asphalt Lip
Side Boards	Upfitter Supplied Sideboards
Side Ladder Location	Ladder/Grabhandle, Driverside Front, Ship Loose
Side Ladder Type	Ladder, Fold Down 201SS
Body Steps	No Interior Steps
Rub Rail Lighting	No Rub Rail Lighting
Rear Bolster Marker Lighting	2.5" Red Marker Light
Rear Facing Rear Bolster Lighting	3 Obround Light
Lighting Add-Ons	No Weld-On Light Box
Lighting Package	Upfitter Supplied Light Pack
Backup Light	Backup Light: None
Prewet Tanks	No Prewet Tanks On Body
Walk Rails	2" Sure Step Walk Rail
Tarp Rails	No Tarp Rails
Vibrator Location	No Vibrator Bracket
Finish Prep	Wash & Prime Mild Parts Only
Paint/Finish	No Finish
TGS Installation	No Factory Installed TGS
TGS Integration	TGS Spill Shields, Ship Loose
TGS/Asphalt Lip Mount Holes	Mount Holes In Bolsters
TGS	
Drive Type Detail	Direct Drive, Hyd Motor
Material	201 Stainless Steel
Paint	No Paint (M.S. Parts Painted)
Hardware Type	Stainless Hardware
Spinner Disc	18" Spinner Disc, Polyurethane
Spinner Motor Detail	Motor, Hyd, Single Spinner (Std)

TGS Spinner Strut Kit	No Spinner Support Strut
Spinner Height Adjustment Kit	No Spinner Height Adjustment Kit
TGS Adjustable Baffle Kit	No Adjustable Spinner Baffle
Auger Pitch	Standard Pitch Auger
TGS Berm Chute	No Berm Chute
TGS Hose Kit	No Hose W/ Quick Couplers Kit
Shipping Kit	No Shipping Kit
TGS Slurry Tube	No Slurry Tube
TGS Dump Install	No Tgs Install On Dump @ Factory
CHASSIS	
Chassis Supplier	Chassis Info To Be Determined
Chassis Make	Kenworth
Chassis Model	T480
Model Year	Model Year 2026
Cab Type	Regular Cab
Grille Style	Stationary Grille
Hood Type	Vocational Hood Style
Hood Snow Door	No Snow Door On Hood
Front Frame Extensions	No Front Frame Extensions
Front Bumper	Oem Front Bumper Included
Axle Quantity	Single Axle
Set Back/Set Forward Axle	Set Back Axle
Front Suspension Load Rating	Under 15K Front Suspension
Transmission Model	Dt12 Transmission
Chassis Transmission Type	Manual Transmission
Transmission Cooler	Standard Transmission Cooler
PTO/Pump Provisions	Pto Provisions Driver Side
Pump Location	Transmission Mount Pump
Backup Alarm	Chassis Back Up Alarm Not Incl
Battery Box Placement	Battery Box Under Cab
Momentary Dash Switch Quantity	No Momentary Dash Switches
Rocker Switch Quantity	No Latching Dash Switches
Plow Light Prep	Chassis Plow Light Ready
Beacon/Strobe Prep	Oem Strobe/Beacon Switch/Wirng
Trailer Plug	7 Pin Round Plug Oem Installed
Body Builder Plug	Bodybuilder Plug Inst
Tow Hooks	Chassis Supplied Front Tow Hook
Winch Mount	Winch Mount At Front Of Frame
Glad Hands	Glad Hands Included
Air Line Provisions for Glad Hands	Air Line Provisions Included
Air Tank Placement	Under Frame Air Tank
Fuel Tank Location	Under Driver Door Fuel Tank
Fuel Tank Shape	Round Fuel Tank
Fuel Tank Size	50-59 Gal Fuel Tank Size
Def Tank Location	Def Direct In Frnt Of Fuel Tnk
Passenger Seat Style	Air Ride Passenger Seat
Chassis Supplied Camera	No Chassis Supplied Camera

INSTALLATION

USC Build Facility	Usc-Oh
Installation Order Type	Turnkey Install
Chassis Delivery To Henderson	Henderson Picks Up (100 Miles Or Less)
Completed Truck Delivery	Henderson Delivers (100 Miles Or Less)
Hitch Type	Low Pro Hitch
Front Plow Type	Henderson Rsp Plow
Dump Body Type	Mark E Classic
Spreader Type	Tgs Spreader
Liquid Type	Frame Mount Prewet System
USC Paint Location	Paint Through Usc-Oh
Non-Henderson Equipment	No Non-Henderson Equipment
Plow Portion Hitch	Plow Attachment:Osc Loop
Plow Markers	Factory Supplied, Installed At Usc
Plow Rubber Deflector	Rubber Deflector Installed At Manufacturing
Dump Body Floor Length	10' Floor Length
Dump Body Rear Profile	Straight Tailgate And Apron
Dump Body Hoist Type	Telscopic With Subframe And Internal Doghouse
Dump Body Cylinder Type	Double Acting Hoist Cylinder
Dump Body Material	Stainless Steel Dump Body
Tailgate Style	Standard Tailgate
Tailgate Release Type	Henderson Upfit Supplied Manual Air Over Air Release
Pressure Protection Valve	In Line Air Valve (All Chassis)
Cabshield Install	Cabshield Supplied By Factory, Weld To Body At Henderson Upfit
Asphalt Lip	No Asphalt Lip Required On Job
Grab Handles	1 Grab Handle Usc Supplied
Grab Handle 1 Type	Grab Handle 1:SS 17" Grab Handle
Ladder(s)	Ladder Supplied By Factory And Installed At Henderson Upfit
Ladder Quantity	(1) Ladder Installed At Henderson Upfit
Ladder 1 Location	Ladder 1 Driver Side Front
Ladder 1 Style	Ladder 1:Fold Down Side Ladder
Shovel Holder Quantity	1 Usc Supplied Shovel Holder
Shovel Holder Style	SS Sprng Load Shvl Hldr W Brkt
Shovel Holder Location 1	Shovel Hldr 1: Dvr Side Body
Sideboards	Wood Side Boards Supplied @ Henderson Upfit, No Paint
Body Liner	No Body Liner Required
TGS Spill Shield	Tgs Shild Supplied At Factory, Installed At Henderson Upfit
TGS/RTS Drive Type	Hydraulic Drive Tgs/Rts
TGS/RTS Spinner Configuration	Single Spinner
QD Mount Location Field	Stainless Steel Quick Disconnect Mount, Front Of Bolster
Liquid Drive Configuration	Hydraulic Drive, Henderson Upfit Installed
Liquid Controls	Prewet Controls Supplied By Henderson Upfit- Included With Hydraulic Package
Flush Kit	Flush Kit Supplied By Factory, Henderson Upfit Installed
Prewet Discharge Location	Prewet Discharge Front Or Rear
Rear Mudflap Mounting	Rear Mudflap Swinging Stainless Steel Mount

Rear Mudflap Material	Rubber Rear Mudflap W/ Logo
Poly Fenders	Poly Fenders,Full Pair,Single Axle,Stainless Steel Mount
Pintle Plate	Blank Pintle Plate
Pintle Plate Thickness	3/4" Pintle Plate Thickness
Pintle Plate ICC Lights	(3) 3/4" Icc Lights
Pintle Hook Selection	Pintle Hook 20 Ton
Pintle Plate D-Rings	(2) 1" D-Rings, 50°
Trailer Plug 1	Remount Oem Trailer Plug (Qty 1)
Reflective Tape	Henderson Logo Reflective Tape,60' Linear
Misc Electrical Supplies	Misc Electrical Supplies Required
PDP Mount Location	Pdp Mounted On Back Wall
Plow Lights	Abl, Heated
Plow Lights Brackets	Stainless Steel,Kenworth, Pair
Worklight Quantity	(Qty 3) Work Lights
Worklight 1 type	W11:Led,Wrklit,5In Rnd,Optilux
Worklight 1 Location	Wrk Lit1 Loc:Rear Spinner
Worklight 2 Location	Wrk Lit2 Loc:On Rear Of Body
Worklight 3 type	W13:Led,Wrklit,5In Rnd,Optilux
Worklight 3 Location	Wrk Lit3 Loc:Rear Of Body
Back Up Alarm	97Db Back Up Alarm
Body Up Switch/Light	Supplied With Hydraulic Package, Installed By Henderson Upfit
License Plate Lights	Henderson Upfit Supplied License Plate Light Grey Housing
Pavement Temp Sensor	Pavement Temp Sensor Roadwatch,Stand Alone Display
Dump Body Side Bolster Lighting	Dump Body Side Bolster Light 2.5" Round
Dump Body Rear Lighting	Dump Body Rear Bolster Lighting 3 Each Side
Rear Bolster Light Position 1 from Bottom	Position 1 From Bottom Backup
Rear Bolster Light Position 2 from Bottom	Rear Bolster Light Position 2 From Bottom Stop/Turn/Tail
Rear Bolster Light Position 3 from Bottom	Rear Bolster Light Position 3 From Bottom Strobe
Position 3 from Bottom Strobe Color	Rear Bolster Light Position 3 From Bottom Green/Amber Combo Strobe
Cabshield Front Light Quantity	2 Forward Facing Light Holes
Cabshield Front Strobe Light Color/Qty	Cs Fwd Lighting Green/Amber Combo Strobe Qty 2
Cabshield Side Facing Strobe QTY	Side Facing Strobe Pair
Cabshield Side Facing Strobe Color	Cs Side Facing Green/Amber Combo Strobe
Cabshield Rear Facing Light Quantity	Cs 2 Rear Facing Light Holes
Cabshield Rear Facing Light Type	Rear Facing Cs Qty 2 Strobe
Cabshield Rear Facing Strobe Color	Rear Facing Cabshield Green/Amber Combo Strobe Qty 2

Hydraulic System Supplier	Henderson Supplied Hydraulic System
Hydraulic Package Type	Full Hydraulic Package
Control Mount Location	Hydraulic Supplied Control Mount
Hydraulic Control Type	Hydraulic Control Type: Electric Controls
PTO Type	Included In Hyd
Reservoir Type	Reservoir Supplied With Hydraulics
Valve Enclosure Size	Supplied With Hydraulic Package
Valve Enclosure Mount Location	Driver Side Valve Enc Frm Mnt
Low Oil Indicator	Low Oil Indicator Supplied With Hydraulic Package
Return Filter	Return Filter Supplied With Hydraulic Package
Quick Coupler Upgrade	Supplied By Hydraulics
Body Paint Type	No Henderson Upfit Paint Req
Clear Coat Finish	No Clear Coat Finish Required
Undercoat	Undercoat (Body & Chassis)
Valve Enclosure Supplier	Valve Enclosure Suppl W/ Hyd
Wood Sideboard Size	2" X 6" Sideboards Standard Cut
Stainless Hydraulic Lines	SS Lines To Front And Rear

Original Package Price: \$143,420.00

Total Package with applicable NPPGov Discount: \$122,175.92

Freight: \$1,344.00

Package (s): 1

Total: \$122,032.84

Due to the volatility in material costs and chassis delays, pricing is subject to change at time of manufacturing and/or upfit.

Henderson offers a deposit program with additional discounts. Please contact your Henderson sales representative for more details.

All terms and conditions apply. Terms of Sale Document available at https://www.hendersonproducts.com/s/Terms_of_sale.pdf

Signed: _____ **Date:** _____

Quote notes:



RESOLUTION NO. 2026-016

Board of Trustees, Liberty Township Butler
County, Ohio

RESOLUTION AUTHORIZING THE EXECUTION AND DELIVERY OF A REVENUE SHARING AGREEMENT WITH LAKOTA LOCAL SCHOOL DISTRICT

RESOLVED by the Board of Trustees of Liberty Township, Butler County,
Ohio, that

WHEREAS, the Township intends to grant, pursuant to Ohio Revised Code Section 5709.73, a 100%, 30 year real property tax exemption for certain parcels in the Township generally known as the Vogelsang Farm (the "TIF Area") in connection with a tax increment financing exemption for the TIF Area by adopting one or more resolutions granting those exemptions (collectively, the "Tax Increment Financing Resolution"); and

WHEREAS, the Township has forwarded to the Board of Education of the Lakota Local School District (the "School District") a proposed Revenue Sharing Agreement between the Township and the School District under Ohio Revised Code Section 5709.82, a copy of which is on file with this Board (the "Revenue Sharing Agreement"); and

WHEREAS, the Township has proposed, as a condition of the proposed exemption, that the School District will receive one-hundred percent (100.0%) of the real property taxes that would have been distributed to the School District by the Butler County Treasurer but for the exemptions granted pursuant to the Tax Increment Financing Resolution, for the years during which the TIF exemption is in effect, all as set forth in the Revenue Sharing Agreement; and

WHEREAS, the Board of Education of the School District has approved the Revenue Sharing Agreement;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Township Trustees of Liberty Township, Butler County, Ohio:

Section 1. Approval. The Revenue Sharing Agreement currently on file with this Board is hereby approved and the Trustees, the Township Administrator and the Fiscal Officer, or any of them, are authorized to execute the Revenue Sharing Agreement on behalf of the Township, with such changes therein and amendments thereto as are not inconsistent with this Resolution and not substantially adverse to the Township . The

approval of such changes or amendments, and that such changes or amendments are not inconsistent with this Resolution and not substantially adverse to the Township shall be conclusively evidenced by the execution of the Revenue Sharing Agreement and any amendments thereto by the Township.

Section 2. Further Authorizations. This Board authorizes the members of this Board, the Township Administrator, the Fiscal Officer or other appropriate officers of the Township to perform all acts and execute all documents they consider necessary to implement this Resolution.

Section 3. Open Meetings. This Board finds and determines that all formal actions of this Board and any of its committees concerning and relating to the passage of this Resolution were taken in an open meeting of this Board or any of its committees, and that all deliberations of this Board and any of its committees that resulted in those formal actions were in meetings open to the public, all in compliance with the law including ORC Section 121.22.

Section 4. Effective Date. This Resolution shall be in force and effect on the earliest date permitted by law.

Trustee _____ moved to approve the Resolution. Trustee _____ seconded the motion. Upon call of the roll, the vote resulted as follows:

Trustee Schramm, _____
Trustee Minniear, _____
Trustee Farrell, _____

Adopted: Tuesday, January 6, 2026

XXXXXXXX, President

XXXXXXXX, Vice President

XXXXXXXX, Trustee

AUTHENTICATION

This is to certify that this resolution was duly passed, and filed with the Liberty Township Fiscal Officer this 6th day of January, 2026.

Pamela Quinlisk
Fiscal Officer

APPROVED AS TO FORM:

Scott D. Phillips, Law Director



MEMORANDUM

TO: Tom Farrell, Trustee
Steve Schramm, Trustee
Todd Minniear, Trustee
Pam Quinlisk, Fiscal Officer

CC:

FROM: Caroline McKinney, Township Administrator

DATE: December 29, 2025

RE: Amendment to IGA between Liberty Township and Butler County TID

The fifth Amendment to the IGA between Liberty Township and the Butler County TID is ready for your consideration. This agreement pertains to additional design services required to advance the Millikin project to construction. The Butler County TID Board will take action on January 12, 2026.

Our law director has reviewed the IGA.

Please let me know if you have any questions.

Caroline



RESOLUTION NO. 2026-017

Board of Trustees, Liberty Township
Butler County, Ohio

RESOLUTION TO AUTHORIZE THE TOWNSHIP ADMINISTRATOR TO EXECUTE THE FIFTH AMENDMENT TO INTERGOVERNMENTAL AGREEMENT 2021-01 ON BEHALF OF THE LIBERTY TOWNSHIP TRUSTEES WITH THE BUTLER COUNTY TRANSPORTATION IMPROVEMENT DISTRICT (TID) FOR THE MILLIKIN ROAD/ I-75 INTERCHANGE IMPROVEMENT PROJECT FINAL DESIGN WORK

RESOLVED by the Board of Trustees of Liberty Township, Butler County, Ohio, that

WHEREAS, the Liberty Township Board of Trustees desires to authorize the Administrator to execute the Fifth Amendment to Intergovernmental Agreement 2021-01 on behalf of the Liberty Township Trustees with the Butler County TID for the Millikin Road/I-75 Interchange Improvement Project Final Design Work

THEREFORE, BE IT RESOLVED that the Liberty Township Board of Trustees hereby authorizes the Administrator to execute the Fifth Amendment to Intergovernmental Agreement 2021-01 on behalf of the Liberty Township Trustees with the Butler County TID for the Millikin Road/I-75 Interchange Improvement Project Final Design Work. (attached)

Trustee _____ moved to approve the resolution. Trustee _____ seconded the motion. Upon call of the roll, the vote resulted as follows:

Trustee Farrell, _____
Trustee Schramm, _____
Trustee Minniear, _____

Adopted: Tuesday, January 6, 2026

XXXXXXXX, President

XXXXXXXX, Vice President

XXXXXXXX, Trustee

AUTHENTICATION

This is to certify that this resolution was duly passed, and filed with the Liberty Township Fiscal Officer this 6th day of January, 2026.

Pamela Quinlisk
Fiscal Officer

APPROVED AS TO FORM:

Scott D. Phillips, Law Director



MEMORANDUM

TO: Tom Farrell, Trustee
Steve Schramm, Trustee
Todd Minniear, Trustee
Pam Quinlisk, Fiscal Officer

CC:

FROM: Caroline McKinney, Township Administrator

DATE: December 29, 2025

RE: MOU Millikin Interchange Rao Property

As part of our work with Red Tiger Investments, we've been engaging with the larger landowners around Millikin Interchange to identify development opportunities. Attached is a non-binding memorandum of understanding (MOU) to confirm the Township and Rao property have a shared vision for development and desire to work together to support the Millikin Interchange project. A similar document is being reviewed by the Atrium Medical team too.

If you have any questions, please let me know.

Caroline

**MEMORANDUM OF UNDERSTANDING
FOR
MILLIKIN INTERCHANGE PROPERTY**

THIS MEMORANDUM OF UNDERSTANDING (the “**MOU**”) is hereby dated as of the Effective Date, defined below, by and among the following parties:

Liberty Township, OH, a political subdivision of Butler County, Ohio (“Liberty Township”), with its principal place of business located at 5021 Winners Circle Drive, Liberty Township, OH 45011; and

Madala Investments, LLC, an Ohio limited liability company (“Madala”), with its principal place of business located at 7887 Washington Village Dr, Ste 150, Dayton, Ohio 45459; and

Mayhew Village, LLC, an Ohio limited liability company (“Mayhew”), with its principal place of business located at 7887 Washington Village Dr, Ste 150, Dayton, Ohio 45459

Madala and Mayhew are each a “Property Owner”.

Liberty Township and the Property Owners shall collectively be referred to as the “Parties” and individually as “Party”.

RECITALS

- A. Liberty Township: Prime Location, Robust Economy.** With a median household income over \$73,000 and a 60% homeownership rate, Liberty Township boasts a robust and stable economy. Its central location between Cincinnati and Dayton, serving a population of nearly two million within 25 miles, further positions it for significant future growth.
- B. Millikin Road Interchange: Funding, Timeline & Progress.** The Millikin Interchange project, a \$50-\$60 million undertaking, which includes encompassing a five-lane widening of Millikin Road and the construction of roundabouts at Cincinnati-Dayton Road and Butler-Warren Road, is a multi-year initiative. Begun ten years after its initial proposal (two decades prior), the project is funded by Butler County, ODOT, the State of Ohio, and anticipated federal and township grants. Construction (2028-2029) will follow right-of-way acquisition (2025-2026) and utility relocation (2027).
- C. Millikin Innovation District (MID) Zoning.** Over 700 acres have been designated as the Millikin Innovation District (MID), a zoning initiative designed to attract high-quality office, medical, research, technology, advanced manufacturing, and light industrial development. An additional approximate 155 acres has been designated a Commercial Overlay District.

This strategic zoning aims to stimulate job creation and economic growth within the township.

- D. Liberty Township's Economic Hub.** The goal is to establish the area surrounding the planned Millikin Interchange as Liberty Township's economic hub, fostering responsible development and keeping residential property taxes low through a strategic increase in commercial tax revenue. This involves positioning the area as a central point within the Cincinnati-Dayton I-75 Innovation Corridor, attracting advanced manufacturing, technology, bioscience, and innovation-based businesses. A proactive approach to site readiness and infrastructure development, coupled with a cohesive plan that actively engages property owners and stakeholders, will ensure the township is prepared to build its future.
- E. Establishing the Millikin Interchange as the Heart of the Cin-Day Innovation Corridor:** The 950+ acre Millikin Interchange area, ideally positioned midway between Cincinnati (26 miles) and Dayton (32 miles) on the I-75 corridor, presents an exceptional development opportunity within the Cin-Day Innovation Corridor. Anchored by Wright-Patterson AFB and GE Aerospace, and surrounded by leading technology firms, this location boasts exceptional access to talent, industry, and multiple airports. It's primed for advanced manufacturing and innovative technologies.
- F. Leveraging Regional Strengths for Millikin Area Growth.** To maximize the Millikin area's potential, Liberty Township will leverage strategic key regional assets, including the Cincinnati Children's Liberty campus, Liberty Center, Butler Tech, Miami University, GE Aerospace, and Wright-Patterson Air Force Base.
- G. Aligning Millikin Development with Ohio's Economic Priorities.** To ensure the Millikin area's success, development efforts must align with JobsOhio's strategic focus on high-growth industries for Southwest Ohio, namely advanced manufacturing, aerospace, defense, cybersecurity, bioscience, and medical technology. These emerging sectors, characterized by innovation, rapid expansion, and high salaries, are prioritized by the State of Ohio with targeted incentives. The MID zoning designation and Commercial Overlay District were specifically created to attract these industries, mirroring the township's objective of establishing the Millikin area as a center for advanced manufacturing, medical technology, and innovation.
- H. Property.** Property Owners respective properties constitute +/-102.349 undeveloped acres comprised of three parcels located at the southeast corner of I-75 and Millikin Road, further described on **Exhibit A** (the property owned by Mayhew, the "Mayhew Property," the property owned by Madala, the "Madala Property," and the Mayhew Property and the Madala Property are, together, the "Property").

Therefore, by collaborating effectively, the Parties can catalyze development at the Millikin Interchange, creating a successful model for future projects and attracting substantial investment from additional businesses and developers. This collaborative approach will establish a positive precedent, demonstrating the potential for strategic partnerships to drive economic growth and community revitalization.

**ARTICLE 1
PURPOSE**

- 1.01 Fundamental Understandings.** The purpose of this MOU is to memorialize and set forth the Parties' fundamental understandings for the collective collaboration, exploration, advancement, and development of the Millikin Innovation District and the Property into an economic hub for the industries along the Greater Cincinnati and Dayton I-75 corridor (**the "Project"**).
- 1.02 Nonbinding Agreement:** The MOU memorializes a mutual intention, but not obligation, to collaborate, rather than a formal commitment that would encumber the Project and the Property. The MOU is structured to serve the collective interest with both the Property and Liberty Township, without compromising Property Owner's respective property rights or development flexibility.
- 1.03 Flexible Collaboration:** As a nonbinding document, the MOU allows for flexible collaboration without imposing any obligations on either Property Owner's decision-making regarding its property. The collaborative efforts focused on site readiness and infrastructure enhancements are conducted in good faith and will not bind any Property Owner to any specific outcomes until definitive written agreements are negotiated and executed.

**ARTICLE 2
FORMATION**

- 2.01 Good Faith.** The Parties agree to act in good faith to negotiate a mutually acceptable agreement to bring a Project to fruition that benefits each Party and accomplishes the objectives set forth.
- 2.02 Subsequent Definitive Agreements.** The Parties have contemplated the formation of a formal relationship to bring the Project to fruition. The Parties contemplate entering into an agreement(s) regarding the Parties' aspirations, goals, and commitments to the Project (the "Agreement"); however, any terms and conditions contemplated herein are non-binding and subject to subsequent negotiation, approval, and execution of the Agreement by and among the Parties.

2.03 Termination of MOU. This MOU shall be and remain in full force and effect until December 31, 2026 (the “Term”), unless sooner terminated pursuant to the terms hereunder. Either Party may terminate this MOU at any time upon written notice to the other. If the Parties have not entered into a formally executed extension of said MOU or the Agreement by the expiration of the Term, defined below, then all of the rights and obligations under this MOU shall terminate.

**ARTICLE 3
PARTY REPRESENTATIVES**

3.01 Representative Names & Contact Information. The following are the names, addresses, and listed representatives of the Parties:

a. Liberty Township

Caroline McKinney
Township Administrator
Liberty Township, Butler County, Ohio
5021 Winners Circle Drive
Liberty Township, Ohio, 45011
Phone: (513) 759-7510
Email: cmckinney@liberty-township.com

b. Property Owners

Harry Rao
7887 Washington Village Dr, Ste 150
Dayton, Ohio 45459
Phone: (203) 627-5234
hrao@evoketechnologies.com

**ARTICLE 4
FINANCIAL & ECONOMIC DEVELOPMENT**

The collaboration will aim to enhance the financial and economic development outcomes for both the Project and the Property.

4.01 Access to Funding and Grant Opportunities: The collaborative effort will maximize opportunities for securing funding and grants for site readiness and infrastructure enhancements, resulting in benefits for both Parties with respect to the Project and the Property.

- 4.02 Sourcing End-Users:** Jointly leveraging Liberty Township’s network (REDI Cincinnati, JobsOhio, etc.) will expedite the identification and attraction of suitable businesses to the Property, stimulating economic growth.
- 4.03 Catalyst for Investment and Development:** The collaboration will position the Property as a catalyst for the Project, attracting further investment and development, generating mutual economic benefits.
- 4.04 Economic Development Boost:** Job creation and increased property tax revenue will benefit both Liberty Township and the surrounding region.

**ARTICLE 5
INFRASTRUCTURE & PLANNING**

The collaboration will focus on improving the planning and infrastructure results for both the Project and the Property.

- 5.01 Infrastructure Coordination & Direct Access to Millikin:** Collaborative planning for infrastructure, which includes direct access to Millikin Road for the Property, guarantees efficient and timely development, to the advantage of both parties.
- 5.02 Enhanced Community Infrastructure:** Joint planning ensures infrastructure improvements align with the community's long-term needs.
- 5.03 Responsible Real Estate Development:** A collaborative approach ensures high-quality, well-planned development that serves as a model for future projects in the area, benefiting both the Project, the Property, and the township's image.

**ARTICLE 6
COMMUNITY ENGAGEMENT & RISK MITIGATION**

The collaboration will concentrate on enhancing community engagement and reducing risks for both the Project and the Property.

- 6.01 Community Support and Integration:** Joint engagement with stakeholders will foster community support and ensure the project aligns with local needs and values.
- 6.02 Enhanced Community Engagement:** Collaboration enhances community involvement, fostering public support and aligning the project with community needs and values.

- 6.03 Risk Mitigation:** Collaborative risk assessment and mitigation strategies will protect the Property Owner’s respective investments and ensure a smoother development process for both Parties. This includes navigating regulatory processes and local government requirements.

**ARTICLE 7
STRATEGIC PARTNERSHIP & MARKETING**

The collaboration will aim to strengthen strategic partnerships and implement a unified marketing strategy for the Project and the Property.

- 7.01 Strategic Planning and Development:** Joint strategic planning ensures the Property's development aligns with Liberty Township's long-term vision.
- 7.02 Long-Term Strategic Planning:** Collaborative planning allows for alignment of Liberty Township’s and each Property Owner’s development goals, promoting sustainable growth.
- 7.03 Marketing & Predevelopment Program:** Joint creation and execution of a comprehensive marketing and predevelopment program will ensure a streamlined approach.
- 7.04 Building Positive Relationships:** This MOU lays the foundation for an ongoing relationship, facilitating collaboration on future projects and quicker responses to market changes for the Parties.
- 7.05 Long-Term Strategic Partnership:** This MOU establishes a foundation for a lasting partnership, extending beyond the current project.
- 7.06 Stakeholder Engagement and Support:** The Collaboration will strengthen relationships with regional agencies, businesses, and local governments, fostering a collaborative environment.

**ARTICLE 8
COMMUNICATION, MEETINGS,
& PROJECT TIMING**

- 8.01 Meetings & Conference Calls.** In order to advance the Project and the Property, the Parties will conduct communication consisting of conference calls and meetings. At a minimum the Parties will conduct a bi-weekly video conference.

8.02 Public Communication. The Parties shall cooperate on press releases and other public announcements related to the Project and the Property.

ARTICLE 9

PUBLIC PRIVATE PARTNERSHIP

9.01 Strategic Relationships. The Parties will work together to create strategic partnerships that will enhance the ability to attract partners for the Project and the Property. The Parties will build upon existing relationships and create new ones. For the success of both the Project and the Property, these partners ideally will be a combination of public and private stakeholders.

9.02 Public and Political Support. The Parties will work together to obtain public and political support for the Project and the Property.

9.03 Sourcing & Securing Public Incentives. The Parties will work together to source financial incentives, involving multiple meetings with public entities, and time building and accessing relationships with elected and appointed officials.

ARTICLE 10

GENERAL PROVISIONS

10.01 Successors and Assigns. No Party shall assign any rights or obligations under this MOU or any of the agreements contemplated herein without the prior written consent of the other Party.

10.02 No Formal Relationship. Nothing in this MOU shall be construed to constitute an agency, partnership, joint venture, or other similar relationship between the Parties.

10.03 Entire Agreement. Subject to the foregoing, this MOU sets out the understanding as of this date, and there are no other written or oral agreements or understandings among the Parties. No modification or amendment to this MOU may be made except by an instrument in writing signed by duly authorized officers or agents of all of the Parties executing this MOU.

NONBINDING MEMORANDUM

THIS MOU IS NON-BINDING AND CONTAINS ONLY THE UNDERSTANDING UPON WHICH THE PARTIES MAY PROCEED TO NEGOTIATE A MUTUALLY ACCEPTABLE AGREEMENT. THIS MOU IS NOT INTENDED TO BE AN OFFER, COMMITMENT, OR AGREEMENT OF ANY KIND ON THE PART OF EITHER PARTY. THIS MOU DOES NOT CONSTITUTE A BINDING OR ENFORCEABLE AGREEMENT OR COMMITMENT BY EITHER PARTY. NOTHING EXPRESS OR IMPLIED HEREIN, WHETHER BY

OPERATION OF LAW OR OTHERWISE, SHALL OBLIGE OR COMMIT ANY PARTY TO PROCEED WITH THE TERMS OF THIS MOU, ANY SUCH OBLIGATIONS OR COMMITMENTS SHALL ONLY BE SET FORTH IN THE TERMS OF THE MUTUALLY ACCEPTABLE DEFINITIVE, WRITTEN AGREEMENT.

[signature page follows]

AUTHORIZATION

The signing of this MOU implies that this MOU reflects the Parties' mutual understanding with respect to the foregoing.

Please acknowledge your consent and agreement to the terms and conditions of this MOU by executing the counterpart hereof within fourteen (14) days of receipt of this MOU. The effective date of this agreement shall be the latter date on which the Parties execute this MOU below (the "Effective Date").

Agreed and accepted:

Liberty Township, Ohio
Name _____
Its _____
Date _____

Agreed and accepted:

DocuSigned by:
Ramesh Madala
AB47A8D218094BF...

Madala Investments, LLC
Name : Ramesh Madala
Its: Owner
Date 12/8/2025

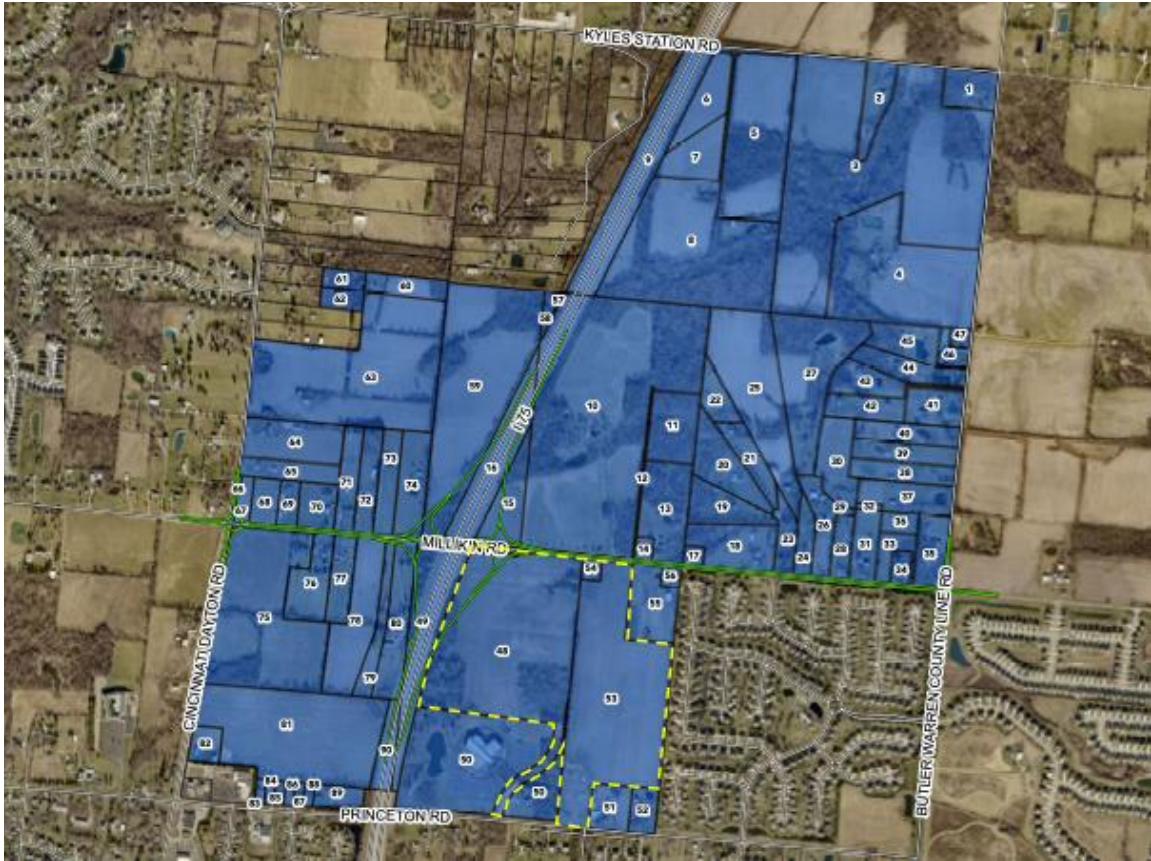
Agreed and accepted:

Signed by:
Harihara Rao
EF4A4591E390402...

Mayhew Village, LLC
Name : Harihara Rao
Its :Owner
Date 12/12/2025

EXHIBIT A Property

Map No.	Parcel	Owner	Acres
54	D2010010000012	Madala Investments, LLC	1.090
53	D2010010000050	Madala Investments, LLC	45.573
48	D2010010000053	Mayhew Village, LLC	55.686
		Total	102.349





MEMORANDUM

TO: Tom Farrell, Trustee
Steve Schramm, Trustee
Todd Minniear, Trustee
Pam Quinlisk, Fiscal Officer

CC:

FROM: Caroline McKinney, Township Administrator

DATE: December 29, 2025

RE: Red Tiger Investments Contract

In 2025, Liberty Township engaged with Red Tiger Investments to provide economic development/real estate support for the Millikin Interchange project. With the Phase 1 Activation Plan complete, staff recommend further engagement with Red Tiger Investments in 2026 per the consulting agreement. The primary focus will be on fostering collaborative relationships and strategic planning pertaining to significant land development initiatives in the Millikin Interchange area. The attached agreement will be presented to the Board for consideration on January 6th.

A motion approving the Red Tiger Investments consulting contract for a total approximate cost of \$45,000.00 from account #1000-110-360-0000.

If you have any questions, please let me know.

Caroline



ECONOMIC DEVELOPMENT & REAL ESTATE CONSULTING SERVICES AGREEMENT III

THIS ECONOMIC DEVELOPMENT & REAL ESTATE SERVICES AGREEMENT III (the “Third Agreement”) is hereby dated as of the Effective Date, defined below, by and between Red Tiger Investments, LLC, an Ohio limited liability company (the “Consultant”) and Liberty Township, Ohio, a statutory government operating under State of Ohio law (the “Client”), (collectively, the “Parties”).

A. RECITALS

Parties. On March 19, 2025, the Parties entered into an Economic Development & Real Estate Consulting Services Agreement (the “Consulting Agreement”), in relation to the 700+ acres surrounding the planned Millikin Interchange (the “Project”), which expired September 31, 2025.

Second Agreement. On October 22, 2025, the Parties entered into an Economic Development & Real Estate Consulting Services Agreement II (the “Second Agreement”), for additional services related to the Project, which expires on December 31, 2025.

Third Agreement. Upon termination of the Second Agreement, the Parties desire to enter this Third Agreement for additional services related to the Project.

B. SERVICES PROVIDED

The Consultant will assist the Client in implementing the Economic Development Strategic Plan for the Project through 2026, focusing on fostering collaborative relationships and strategic planning for major land development initiatives. The Consultant will also provide insights on local real estate transactions, market conditions, and potential development opportunities.

Specifically, the Client agrees to engage the Consultant to provide the following consulting services (the “Services”):

1. Collaboration with Butler County Transportation Improvement District (TID)

An initial priority of Consultant will be collaborating with the TID on property acquisition:

1.1 Strategic Property Acquisition Strategy

Collaborate with the Client and TID to develop an acquisition strategy for key properties around the planned Millikin Interchange, focusing on identifying and evaluating essential properties for the successful implementation of the Project.

1.2 Strategic Property Acquisition Implementation

Work with the Client and the TID to implement the strategy.

2. Concept & Illustrative Planning Collaboration

Collaborate with the Client and MKSK to create concept plans and character illustrations for the Project that align with the Millikin Interchange Economic Development Strategy and Activation Plan.

2.1 Millikin Innovation District Illustrative Site Plan



Red Tiger Investments, LLC

Assist on the generation of an illustrative concept plan for the Millikin Innovation District.

2.2 Detailed Atrium Medical Center Detailed Concept Plan

Assist on the generation of a detailed concept plan for the Atrium Medical Center property.

2.3 Detailed Rao Detailed Concept Plan

Assist on the generation of a detailed concept plan for the Rao property.

3. Collaboration with Atrium Medical Center

Advanced Client's objectives with Atrium Medical Center:

3.1 Relationship Advancement

Engage in regular collaboration with representatives from Atrium Medical Center to strengthen the partnership. This will involve facilitating communication and project alignment regarding the Atrium's +/- 96 undeveloped acres located at the northwest corner of I-75 and Millikin Road (the "Atrium Property").

3.2 Atrium Memorandum of Understanding (the "Atrium MOU")

Assist in finalizing an MOU between Liberty Township and Atrium. This MOU will outline the fundamental understandings for collaboration, exploration, and development of the Atrium Property and the Project.

3.3 MOU Objectives Advancement

Advance the Atrium MOU objectives.

4. Collaboration with Harry Rao and Partners

Further Client's objectives with Harry Rao and his partners.

4.1 Relationship Advancement

Foster a working relationship with Harry Rao and his partners concerning their 102+/- undeveloped acres at the southeast corner of I-75 and Millikin Road (the "Rao Property"). Synchronize efforts between the Client and Rao to ensure alignment on Project objectives.

4.2 Rao Memorandum of Understanding (the "Rao MOU") Objectives Advancement

Advance the Rao MOU objectives.

5. Coordination with Property Owners

Connect property owners with essential resources like utility providers, real estate brokers, engineers, and other technical experts.

5.1 Property Owner Engagement

Initiate outreach initiatives to engage with local property owners by socializing the Project and exploring potential collaboration opportunities with them.

5.2 Memorandum of Understandings and Concept Plans

Promote and implement MOUs between the Client and the relevant property owners to officially establish their intent to work together toward common goals. Collaborate to develop concept plans and character illustrations that align with the Millikin Interchange Economic Development Strategy and Activation Plan.

5.3 Site Readiness Support



Red Tiger Investments, LLC

Collaborate with property owners to prepare their properties for development by educating them on what site readiness means and why it is important. Identify potential incentives and partnership opportunities between Liberty Township and property owners to explore possible grants and funding for site readiness initiatives.

5.4 Promote Properties with Key Stakeholders

Assist property owners in promoting their properties to key stakeholders and potential end-users.

5.5 Involving the Right Professionals (e.g., Brokers, Civil Engineers, Developers, REDI, JobsOhio, etc.)

Recommend and foster connections with experienced real estate professionals who specialize in site selection and development.

5.6 Navigating Local Approvals

Assist property owners in navigating the complicated process of securing the necessary permits and approvals, making the approval process easier.

6. Coordination with Commercial Real Estate Developers

Work closely with the Client to build and maintain strategic relationships with both regional and national commercial real estate developers.

6.1 Developer Qualification and Evaluation

Assist in the qualification and evaluation of developers for the opportunities associated with the Project.

6.2 Developer Presentation

Prepare and deliver developer presentations, which may be conducted via video conference or in person.

7. Coordination with Commercial Real Estate Brokers

Build effective communication and relationships with commercial real estate brokers.

7.1 Broker Qualification and Evaluation

Assist in the qualification and evaluation of real estate brokers for the opportunities associated with the Project.

7.2 Broker Presentations

Promote the Project's development opportunities by preparing and delivering broker presentations, either via video conference or in person, to effectively communicate the potential benefits of development in the area.

8. Economic Development Director Support

Identify, recommend and vet candidates for Liberty Township's future economic development director position.

8.1 Needs Assessment and Job Description Development

Collaborate with Liberty Township leaders to evaluate their economic development needs, conducting surveys or interviews with stakeholders to identify desired qualifications for the ideal candidate. Assist in creating a comprehensive job description that clearly outlines the role's responsibilities and expectations.

8.2 Candidate Sourcing

Leverage network and resources to identify and source potential candidates.



Red Tiger Investments, LLC

8.3 Application and Resume Screening

Assist in reviewing resumes and applications to filter candidates based on their experience, skills, and qualifications.

8.4 Preliminary Interviews

Conduct preliminary interviews with shortlisted candidates to assess their fit for the position. These interviews can focus on evaluating candidates' knowledge of economic development principles, their experience with similar roles, their vision for Liberty Township's economic growth, and understanding of the Project.

8.5 Final Recommendations

Present a shortlist of top candidates from the vetting process, including an analysis of their strengths and potential contributions to Liberty Township's economic development.

8.6 Onboarding Support

Once a candidate is selected, provide onboarding support to help integrate the new economic development director into the Project, ensuring they have the resources and information needed to succeed in their new role.

9. Stakeholder Engagement

Facilitate the socialization of the Millikin Interchange Economic Development Strategy and Activation Plan with key stakeholders to garner feedback and support.

9.1 Advisory Committee

Maintain ongoing engagement with the Advisory Committee to ensure alignment on objectives and progress.

9.2 Industry Committee

At the appropriate time, assist in establishing a committee of industry representatives to monitor trends, identify potential end-users and catalytic projects, and provide guidance on other industry-related issues.

9.3 Economic Development Partnerships

Enhance existing partnerships with REDI Cincinnati and JobsOhio while forging new ones.

9.4 Workforce Development Partnerships

Strengthen existing workforce development partnerships with Miami University and Butler Tech while creating new ones.

10. Custom Presentations

10.1 Activation Plan Pitch Books

Using the Activation Plan as the foundation, develop custom pitch book presentations tailored to various stakeholders and audiences to effectively communicate the Project's opportunities.

11. Development Opportunities & Catalytic Project Analysis

11.1 Opportunity Identification

Research and recommend potential development opportunities related to the Project.

11.2 Catalytic Project



Red Tiger Investments, LLC

Research and recommend potential catalytic projects.

12. Grant Identification & Writing

12.1 Incentive Identification and Grant Writing Support

Assist in identifying available incentives and grants while providing grant writing support for application submissions.

12.2 RFP, RFQ, and RFI Support

The Consultant will assist in conducting and responding to RFPs, RFQs, and Requests for Information.

C. TERM & FEE

Term. The Third Agreement shall commence on January 01, 2026 and terminate on June 30, 2026. Upon termination, all responsibilities and obligations of the Consultant under this Third Agreement shall cease, except for any provisions that expressly survive termination as outlined in this Third Agreement.

Base Fee & Payment. As compensation for its services, the Consultant shall be paid an agreed upon fee of Forty Five Thousand Dollars (\$45,000) in monthly installments of Seven Thousand Five Hundred (\$7,500).

D. MISCELLANEOUS PROVISIONS

Sole Agreement. This Third Agreement constitutes the sole and entire Third Agreement of the Parties hereto and supersedes any prior understandings or written or oral agreements between the Parties respecting the subject matter hereof.

Project Branding and Communications. Additional Consultant services not included in this Third Agreement encompass project branding and communications. These services include communications strategy and content development, creative design, video production, narrative creation, communications planning, and website refresh.

Independent Contractor. Consultant shall perform the services outlined in this Third Agreement as an independent contractor and shall not be deemed an employee of the Client. Nothing in this is intended to establish a partnership, joint venture, or agency relationship between the Parties.

No Binding Authority. It is understood and agreed that the Consultant is not a licensed securities or real estate broker or dealer and shall have no authority to enter into any commitments or agreements on the Client's behalf, or to perform any act which would require the Consultant to become licensed as a securities or real estate broker or dealer.

Legal Representation. The Consultant is not acting in the capacity of an attorney. Discussions can border legal issues and should be interpreted as things to consider. If legal advice is desired, the Client should consult a third-party licensed attorney.

Tax & Financial Representation. The Consultant is not a certified public accountant or financial professional. If discussions involve accounting or presentation of financial results and projections, the Client should consult a third-party tax or financial professional.



Red Tiger Investments, LLC

Lobbyist. The Consultant is not a registered lobbyist. The Consultant is acting as a strategic advisor and is not being engaged to do lobbying on behalf of the Client.

Severability. If any provision of this Third Agreement shall be held invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If a court finds that any provision of this Third Agreement is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision shall be deemed to be written, construed, and enforced as so limited.

Third-Party Vendors. Not included in this Third Agreement are costs for review or work product by any other third-party legal, accounting, environmental consultants, engineering, or other consultants.

WARRANTY AND LIABILITY LIMITATIONS. THE CLIENT MAINTAINS CONTROL OF ALL DECISIONS AND SHOULD REJECT ADVICE THAT IT DOES NOT AGREE WITH. NO WARRANTIES, WHETHER EXPRESS OR IMPLIED, INCLUDING WITHOUT LIMITATION, THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, ARE MADE BY THE CONSULTANT. IN NO EVENT WILL THE CONSULTANT BE LIABLE TO THE CLIENT OR ANY OTHER PARTY FOR ANY LOSS, INCLUDING, WITHOUT LIMITATION, TIME, MONEY, GOODWILL, LOST PROFITS, AND CONSEQUENTIAL DAMAGES BASED ON CONTRACT, TORT, OR OTHER LEGAL THEORY, WHICH MAY ARISE HEREUNDER. THE MAXIMUM LIABILITY OF THE CONSULTANT HEREUNDER SHALL NOT EXCEED THE AMOUNT ACTUALLY PAID BY THE CLIENT TO THE CONSULTANT.

E. ACCEPTANCE & APPROVAL

In that this Third Agreement has been deemed acceptable, please execute below. The Effective Date of this Third Agreement shall be the latter date on which this Third Agreement is executed below by the Consultant and the Client.

Accepted and Approved: By: _____
Liberty Township, Ohio
Caroline McKinney, Township Administrator

Date: _____

Accepted and Approved: By: _____
Red Tiger Investments, LLC
Sean C. Balnes, Principal

Date: _____

December 30, 2025

Caroline McKinney
Township Administrator
Liberty Township (Butler County, Ohio)
5021 Winners Circle Drive
Liberty Township, Ohio 45011

**Subject: Liberty Township (Butler County, Ohio) Engagement of Kutak Rock LLP
for Legal Services related to Millikin Interchange Project**

Dear Caroline:

Kutak Rock LLP (“we” or “KR”) is pleased to present this agreement to serve as counsel to the Liberty Township, Butler County, Ohio (the “Township”). A written engagement agreement is recommended by professional ethics laws in Ohio. This letter serves as our engagement agreement and addresses our responsibilities to each other and outlines important matters for our attorney-client relationship.

Based on our discussions, we understand that our scope of services for the Township will include the scope of services described below, together with any mutually agreed additional matters. Ultimately all work will be assigned by Township representatives, and we will act in accordance with instructions from Township representatives. From time to time it may be necessary to enter into supplemental engagement agreements for matters not anticipated by this agreement. We will, of course, discuss those with the Township as the need arises.

Scope of Services

We understand that our engagement may include advising the Township as to tax increment financing matters (including drafting of state legislation) or other development incentives, financing and construction of infrastructure, and attendance on conference calls and at meetings as requested by the Township for its Millikin Interchange project.

Fees and Expenses

Our fees for our services will be based on the hourly rates of the attorneys providing services. For calendar year 2026, my rate is \$525 per hour. The rate for other KR professionals working on matters for the Township will generally be at or below that rate, except if specialty services like tax advice are required. Hourly rates are subject to adjustment annually, usually as

December 30, 2025

Page 2

of January 1. Our invoices are payable within 30 days of receipt by the Township unless otherwise agreed. We will generally invoice such fees on a monthly basis. In addition to our fees, we will include expense reimbursements for any out-of-pocket expenses for delivery or messenger fees, filing fees, taxes, or other expenses that we incur with the Township's advance approval.

Conflicts of Interest

We have or expect to have relationships with a number of public bodies, commercial banks, bond underwriters, bond purchasers, financial market participants and real estate developers, with many of those relationships involving development lending, public financing, development incentives and public/private partnership transactions that are the subject matter of our discussions and representations with the Township. We believe, and trust you concur, that these discussions and representations do not create a conflict of interest where the Township is not involved in the transaction. In addition, from time to time, we may represent one or more clients in transactions for projects where we are directly adverse to the Township if the Township, in its discretion, provides a conflict waiver. The Township hereby waives any conflict of interest created by representation by KR of any new community authority formed at the Township's request and consents to such representation; provided, however, that such waiver and consent does not include waiver or consent to any litigation matters and provided further that the Township may revoke such waiver and consent at any time by written notice to KR.

Disclosure of Township Name and Projects

We are proud to serve as the Township's legal counsel and would like to share that information, together with descriptions of representative work and projects, with other clients and prospective clients. The Township agrees to these uses under this agreement. We may also prepare marketing materials that include the Township's name and our role in projects. We will obtain the Township's consent prior to any such use.

Termination

The Township may terminate this agreement at any time by written notice setting forth the desired termination date. Upon such termination, we will cease to render services to the Township as soon as allowed by applicable law and ethical and/or court rules. We will cooperate with the Township and any new counsel retained by the Township to transition matters to such new counsel. We will be paid for fees and expenses accrued or incurred through the effective date of the termination, plus fees and expenses related to the transition to new counsel. If the Township terminates this agreement, it agrees that it will not use KR's prior engagement of the Township to disqualify KR from work on other matters or projects where KR did not previously represent the Township.

We may terminate this engagement upon thirty days written notice to the Township. Upon such termination, we will cooperate with the Township and any new counsel retained by the

December 30, 2025

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Township to transition matters to such new counsel. We will be paid for fees and expenses accrued or incurred through the effective date of termination.

Transition Matters

The Township has previously engaged Daniels & Rhodes LLC to provide many of the same legal services that KR will provide to the Township. In order to facilitate the efficient provision of these legal services, the Township authorizes both KR and Daniels & Rhodes LLC to share with each other or transfer to each other documents, files and confidential information as necessary to provide these services.

Severability

In the event that any provision or part of this agreement should be unenforceable, the remainder of this agreement shall remain in force and shall be enforced in accordance with its terms.

Acceptance of Engagement

If these matters are acceptable, please have this letter signed on behalf of the Township and return it to me. If you have any questions or concerns, please call me. You should also feel free to consult with independent counsel before signing this engagement agreement. We thank you for and truly appreciate the opportunity to represent the Township.

Very Truly Yours,

Kutak Rock LLP

A handwritten signature in black ink, appearing to read 'GD', with a stylized flourish extending from the bottom left.

Greg Daniels, Transition Partner

Accepted and Agreed:

Liberty Township, Butler County, Ohio

Caroline McKinney, Township Administrator