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**LIBERTY TOWNSHIP BOARD OF TRUSTEES
MINUTES OF THE REGULAR MEETING**

**TUESDAY JANUARY 20, 2026
5021 Winners Circle Drive
Liberty Township, OH 45011**

On Tuesday, January 20, 2026, at 5:00 P.M. the Liberty Township Board of Trustees met this day for a special meeting. Upon call of the roll, Mr. Schramm - present, Mr. Farrell - present, Mr. Minniear – present.

EXECUTIVE SESSION

Mr. Schramm **MOVED TO GO INTO AN EXECUTIVE SESSION TO CONFER WITH AN ATTORNEY CONCERNING PENDING / IMMINENT COURT ACTION PER O.R.C. 121.22 (G)(3) AND TO DISCUSS THE SALE OF PROPERTY PER O.R.C. 121.22 (G)(2).** Mr. Farrell seconded. The motion passed unanimously.

Mr. Schramm **MOVED TO GO COME OUT OF EXECUTIVE SESSION.** Mr. Farrell seconded. The motion passed unanimously.

WORK SESSION

5:30 P.M.

- Flock Camera Discussion
- Liberty Park Event Opportunity
- Fort Liberty Playland 2.0
- Agenda review
- Miscellaneous communications

REGULAR MEETING

6:00 P.M.

On Tuesday, January 20, 2026, at 6:00 P.M., the Liberty Township Board of Trustees met this day for a Regular Meeting. Upon call of the roll, Mr. Schramm - present, Mr. Farrell - present, Mr. Minniear – present.

Mr. Minniear led the Pledge of Allegiance.

PUBLIC HEARING

- **ZC25-023:** ATJ Development, LLC requests a zoning map amendment to rezone 12.772 acres from A-1 and RA-1 to RS-E.



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Mr. McIntyre presented the staff report

Applicant, Max Raden, 8622 Jacquemin Drive, West Chester, state that the development will mimic the look and feel of the Autumn Creek Subdivision. The entrance will be through Autumn Creek with an additional entrance for emergency only vehicles on Kyles Station Road.

PROPOSERS:

No comments

Opponents:

No Comments

Neutral:

No Comments

Mr. Schramm **MADE A MOTION TO CLOSE THE PUBLIC HEARING.** Mr. Farrell seconded. The motion passed unanimously.

Mr. Schramm **MADE A MOTION TO APPROVE A RESOLUTION TO ACCEPT THE RECOMMENDATION OF THE LIBERTY TOWNSHIP ZONING COMMISSION NOTICE OF DECISION FOR CASE ZC25-023, AT J DEVELOPMENT, LLC, AND TO APPROVE A ZONING MAP AMENDMENT TO REZONE 12.772 ACRES FROM A-1 AND RA-1 TO RS-E. (2026-018)** Mr. Farrell seconded. The motion passed unanimously

PUBLIC COMMENTS

No Public Comments.

FISCAL OFFICER BUSINESS

- Appropriation Status as of December 31, 2025
- Fund Status as December 31, 2025

REGULAR MEETING 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.

CONSENT AGENDA

Fiscal Officer

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

Finance

- Motion to authorize a resolution to establish the 2026 Certificate of Estimated Resources. **(2026-019)**



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Mr. Minniear **MOVED TO APPROVE THE CONSENT AGENDA.** Mr. Farrell seconded. The motion passed unanimously.

Department Business

Public Works

Mr. Sebald made a motion to approve a two-year contract, in substantially the same format, with gWorks to provide the software Hiperweb for a total approximate cost of \$16,232.00 from account #2031-330-360-0000 and account #2041-410-360-0000. This total represents a cost of \$8,865.00 year one and \$7,367.00 year two.

Mr. Schramm **MOVED TO APPROVE A MOTION TO APPROVE A TWO-YEAR CONTRACT, IN SUBSTANTIALLY THE SAME FORMAT, WITH GWORKS TO PROVIDE THE SOFTWARE HIPERWEB FOR A TOTAL APPROXIMATE COST OF \$16,232.00 FROM ACCOUNT #2031-330-360-0000 AND ACCOUNT #2041-410-360-0000. THIS TOTAL REPRESENTS A COST OF \$8,865.00 YEAR ONE AND \$7,367.00 YEAR TWO.** Mr. Farrell seconded. The motion passed unanimously.

Mr. Sebald made a motion to approve a resolution to request ODOT to declare a speed reduction to 45 mph on Bethany Road between 0.45 miles east of Cincinnati-Dayton Road and Butler Warren Road per the results of a recent speed study.

Mr. Schramm **MOVED TO APPROVE A RESOLUTION TO REQUEST ODOT TO DECLARE A SPEED REDUCTION TO 45 MPH ON BETHANY ROAD BETWEEN 0.45 MILES EAST OF CINCINNATI-DAYTON ROAD AND BUTLER WARREN ROAD PER THE RESULTS OF A RECENT SPEED STUDY. (2026-020)** Mr. Farrell seconded. The motion passed unanimously.

Mr. Sebald made a motion to approve a motion to approve entering into a contract for design services with MSP Design to provide engineered construction drawings for a total approximate cost of \$8,400.00 from account #1000-610-730-0000.

Mr. Schramm **MOVED TO APPROVE A MOTION TO APPROVE A MOTION TO APPROVE ENTERING INTO A CONTRACT FOR DESIGN SERVICES WITH MSP DESIGN TO PROVIDE ENGINEERED CONSTRUCTION DRAWINGS FOR A TOTAL APPROXIMATE COST OF \$8,400.00 FROM ACCOUNT #1000-610-730-0000.** Mr. Farrell seconded. The motion passed unanimously.

Planning and Zoning

Mr. Behrmann made a motion to approve the reappointment of Brienne Fey as an alternate member of the Board of Zoning Appeals to a new five-year term that will expire on January 1, 2031.

Mr. Schramm **MOVED TO APPROVE THE REAPPOINTMENT OF BRIENNE FEY AS AN ALTERNATE MEMBER OF THE BOARD OF ZONING APPEALS TO A NEW FIVE-YEAR TERM THAT WILL EXPIRE ON JANUARY 1, 2031.** Mr. Farrell seconded. The motion passed unanimously.

Administration

Mr. Lewis made a motion to approve a resolution to amend pay bands and wage increases for 2026.

Mr. Schramm **MOVED TO APPROVE A RESOLUTION TO AMEND PAY BANDS AND WAGE INCREASES FOR 2026. (2026-021)** Mr. Farrell seconded. The motion passed unanimously.



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Department Updates

- Economic Development/Marketing – Activity Report
- Fire / EMS – Activity Report
- Planning & Zoning – Permit Reports
- Public Works – Activity Report
- Sheriff – Call Data Report
- Administration

TRUSTEE COMMENTS

No Comments

ADJOURNMENT

Mr. Schramm **MOVED TO ADJOURN**. Mr. Farrell seconded. The motion passed unanimously.

Todd Minniear, President

Pamela Quinlisk, Fiscal Officer