

**REILY TOWNSHIP BOARD OF TRUSTEES**

**January 7, 2026**

– **SINE DIE** Meeting called to order with Pledge of Allegiance. Trustees present; Dennis H. Conrad Jr., Larry J. Richardson Jr., C. Nicholas Schwab

**MOTIONS**

**MINUTES:** Mr. Schwab made a motion to approve the minutes of December 31, 2025, seconded by Mr. Richardson. Motion carries

**PURCHASE ORDERS:** Mr. Schwab moved, seconded by Mr. Richardson to approve the Purchase orders as presented. Motion Carried

**WARRANTS:** Mr. Richardson moved, seconded by Mr. Schwab to approve payment of Warrants (#27043 – #27057) totaling \$18,860.00.

**COMMUNITY:**

No Report

**ZONING:**

Kathy Dudley no report.

**TEMPORARY CHAIR:** Mr. Schwab moved, seconded by Mr. Richardson to appoint Fiscal Officer, Mr. Tilford as Temporary Chair for Election of Officers for 2026. Motion Carries

**CHAIR:** Mr. Schwab made a motion to nominate Mr. Conrad as Township Chair for 2026, seconded by Mr. Richardson. The vote was as follows:

Mr. Conrad, Abstain, Mr. Richardson, Yes, Mr. Schwab, Yes

Motion carries

**VICE CHAIR:** Mr. Richardson made a motion to nominate Mr. Schwab as Vice - Chairman for 2026, seconded by Mr. Conrad. The vote was as follows:

Mr. Conrad, Yes, Mr. Richardson, Yes, Mr. Schwab, Abstain

**TEMPORARY CHAIR REMOVAL:** Mr. Schwab made a motion, seconded by Mr. Richardson to remove Fiscal Officer Mr. Tilford as Temporary Chair. Motion carries

**SINE DIE:** Mr. Schwab made a motion to adjourn the Sine Die meeting at 7:04 PM and call the January 7, 2026 meeting to order, seconded by Mr. Richardson Motion Carries

## REILY TOWNSHIP BOARD OF TRUSTEES

January 7, 2025

**ROAD REPORT:** Mr. Jeremy Sears reported the following:

- 1/5/26 – Clean the Community Center, to Valley Asphalt for cold patch and filled potholes in the north end of township
- 1/6 – patched potholes, 90% of township potholes filled, shovel over 1 ton of cold patch, marked section of Decamp for base repair on berm
- 1/7 – Picked up discarded freezer at RR tracks on Stephenson Rd and disposed of at the Oxford dump, repaired storm door handle at Historical house

Mr. Sears continued his report;

- Community Center – have had community wait until first of year to make reservations, going to be another busy year of rentals
- Received police report form accident that caused damage to fence by shop. Have not heard from insurance company regarding fence replacement.
- Filed police report for \$850 of culvert pipe stolen on 12/30/25
- Police report – damage from fence – have not heard from insurance company this week.
- Pipe stolen on 12/30/25 - \$850 worth of pipe stolen.
- 20 - foot sections

### **Motion**

Mr. Richardson moved, seconded by Mr. Schwab to approve Jeremy Sears and Klayton Smith to attend the 811 – pipeline training in Hamilton, Ohio on 1/21/26 (weather permitting) Motion carries

Mr. Conrad moved, seconded by Mr. Richardson, to hire Michael Schwab Jr. and Ronald Tilford and Tony Kiefer on an emergency basis for Snow removal. Motion carries

### **Road Report**

Mr. Schwab moved, seconded by Mr. Richardson to approve the Road Report.  
Motion Carries

**FIRE REPORT:** Chief Richard Lightfield reported the following;

There were 10 runs with 2 mutual in the period from December 16 – December 31, 2025.

A total of 13 fire & ems personnel responded to the 10 runs. With a runs highlight of;

- 4 EMS Runs
- 1 Furnace fire
- Motor vehicle accident with Air Care responding to Community Center
- Large animal Rescue

**REILY TOWNSHIP BOARD OF TRUSTEES**

**January 7, 2026**

Fire Report Continued:

- Traveled to Green Township to look at Ford 550 4-wheel drive life squad
- Receiving radios from Brix and beginning to install
- The new battery-operated extraction tools are working great. At most recent accident it took under 19 minutes to extract trapped victims. Which decreased rescue time considerably compared to old rescue equipment.

**Motion:**

Mr. Richardson moved, seconded by Mr. Schwab to accept Fire Report. Motion carries

**RESOLUTION 26- 0107.1 MOVING MONIES BETWEEN LINE ITEMS**

Mr. Conrad moved, seconded Mr. Schwab, to allow the Fiscal Officer to move monies between line items with funds as needed.

Roll Call: Mr. Conrad, yes, Mr. Richardson, Yes, Mr. Schwab, Yes

Motion carries and Resolution adopted.

**RESOLUTION 26- 0107.2 SET LIMITS FOR BLANKET CERTIFICATES**

Mr. Schwab moved, seconded by Mr. Richardson to set an expiration date of 12/31/2025, and a maximum amount of \$20,000 at \$1,000 each for 2025 Blanket Certificates as permitted by HB 95 under Ohio Revised Code Section 5705.41 (D)

Roll Call: Mr. Conrad, Yes, Mr. Richardson, Yes, Mr. Schwab, Yes

Motion carries and Resolution adopted

**MOTIONS**

**BOARD SALARY:** Mr. Schwab moved that, seconded by Mr. Richardson the Board be paid on a salary basis for the year 2026. Motion passed.

**Executive Session:**

Mr. Richardson moved, seconded by Mr. Schwab to go into Executive Session at 7:13 pm to discuss personnel matters

Mr. Richardson moved, seconded by Mr. Schwab to come out of Executive Session at 8:04 pm

Mr. Schwab moved, seconded by Mr. Conrad to amend 12/31/25 motion approving Fire Chief Job description and amend title from Reily Township Volunteer Fire Department to Reily Township Volunteer Fire & EMS Department  
Motion carries

**FIRE CHIEF:** Mr. Conrad moved, seconded by Mr. Richardson to appoint Richard (Klayton) Lightfield as Fire Chief for the year 2026. The vote was as follows:

Mr. Conrad, Yes, Mr. Richardson, Yes; Mr. Schwab, Yes;

Motion carries

# REILY TOWNSHIP BOARD OF TRUSTEES

January 7, 2026

**FIRE DEPENDENCY BOARD:** Mr. Conrad moved, seconded by Mr. Schwab that the following be re-appointed to the Fire Dependency Board for the year 2026: Dennis Conrad, Trustee; Nick Schwab, Trustee; Richard Lighfield Fire Dept; Stephanie Johnson, Citizen; and Dennis Scherzinger, Fire Dept. Motion passed.

**EMPLOYEES:** Mr. Schwab moved, seconded by Mr. Richardson, to rehire Jeremy Sears, Klayton Smith as full-time employees, and David Thompson, Dennis Scherzinger as a part-time employee and others, as needed, for the year 2026, with Jeremy Sears serving as working Township Road Superintendent. Motion passed.

**MEETING DATES:** Mr. Richardson moved, seconded by Mr. Schwab to set meeting dates for the year 2026 as the first and third Wednesdays of each month starting at 7:00 p.m. Motion passed.

**VOLUNTEER REIMBURSEMENT:** Mr. Conrad moved, seconded by Mr. Schwab to approve reimbursement for 2026 expenses for the Reily Township Volunteer Fire Department fire/squad officers and members as follows: Chief, \$500; Asst. Chief, \$300; Captain, \$150; Lieutenant, \$75; members \$40 per year; plus \$20.00 for each training, run, work detail and monthly meeting attended, with the person holding two positions to receive whichever reimbursement is highest. Mr. Conrad abstained. Motion passed.

Roll Call: Mr. Conrad, Yes, Mr. Richardson Yes, Mr. Schwab Yes

**EMPLOYEE PURCHASES:** Mr. Schwab moved, seconded by Mr. Richardson to authorize employees to purchase up to \$1,000 per purchase without the Fiscal Officer's certification for the year 2026 as per Section 5705.41 of the ORC. Motion passed.

**MILEAGE RATES:** Mr. Richardson moved, seconded by Mr. Schwab to set mileage rates for the year 2026 (Per State Rate) and /or at the IRS approved rate of 72.5 cents per mile. Motion passed.

**BOARD REIMBURSEMENT:** Mr. Conrad moved, seconded by Mr. Schwab, to reimburse for registration, mileage, lodging, and up to \$60 per day for normal and reasonable food expenses associated with the Winter Conference, the Butler County Township Association Educational Seminar and Training for the Board and Fiscal Officer for the year 2026, with expenses over \$60/day requiring receipts and justification of the Board. Motion passed.

**CEMETERY RATES:** Mr. Conrad moved, seconded by Mr. Richardson, to set cemetery rates for the year 2026 at \$1,000 per grave space for non-residents and \$300 per grave space for residents, with open and close at \$400 for both residents and non-residents, and \$600 if on a holiday or weekend. Installation of monument foundations will be billed at 35 cents per square inch. Exhuming a body will be \$3,000. Burial of ashes will be \$200 for both residents and non-residents on weekdays, and \$300 if on a holiday or weekend. Motion passed.

**RENTAL RATES:** Mr. Schwab moved, seconded by Mr. Richardson to set building rental rates for the year 2026 as follows: Non-residents year-round, \$450 for the big room and kitchen, \$300 for the small room and kitchen; Residents, \$150 for the big room, plus \$25 for stove use; small room \$75. A \$100 clean-up deposit will be required for the small room and a \$200 clean-up deposit will be required for the big room. If deposit is not refunded due to unsatisfactory clean-up, the party will not be considered for future rental. For service organizations and wakes using the Center at no cost, they must sign a Hold Harmless Agreement, give the appropriate deposit as mentioned above, and can be refused future use if clean-up is not satisfactory. Motion passed.

**FIRE DEPARTMENT ROSTER:** Mr. Schwab moved, seconded by Mr. Richardson to approve the current list of Volunteer Fire and Squad members for the year 2026. Anyone removed for any reason except illness will not receive the base pay. Motion passed.

**EMA:** Mr. Conrad moved, seconded by Mr. Schwab, to appoint Mr. Richardson as representative to the Emergency Management Agency for the year 2026. The vote was as follows:

Mr. Conrad, Yes; Mr. Richardson, Abstain; Mr. Schwab, Yes . Motion passed.

## REILY TOWNSHIP BOARD OF TRUSTEES

January 7, 2026

**HEALTH CARE REIMBURSEMENT** - Mr. Conrad moved, seconded by Mr. Schwab to provide a monthly health care reimbursement up to \$500.00 for Township Trustees, Fiscal Officer and Full Time Employees. If the Health Care Cost is under \$500, the Health Care Reimbursement, will only reimburse to the Dollar amount documented and provided to Fiscal Officer by 1/31/2026.

**Trainings on behalf of Township** – Mr. Conrad moved, seconded by Mr. Richardson, to allow Trustees and Fiscal officer to attend trainings that are beneficial to the Township. With the same reimbursement as state above.

### **OLD BUSINESS**

N/A

### **NEW BUSINESS**

VFDF Annual Certification – due 1/31/2026

#### **Coalition for a Healthy Community**

Amy Macechko and Tami Adams presented to the Board of Trustees and community members in attendance about the Safety Supply Box.

Concept. – install community safety supply box. Mimics blessing box or little library, symbol as Community Safety supplies.

Such as;

- Medication lock
- Pill organizer
- Drug take back
- Narcan
- Drug destruction bag
- Gun safety lock
- First aid kits
- hypothermia, hand warmers,
- Cold and flu medicine, sanitize,
- Feminine supplies and hygiene
- Additional information such as;
- Butler County Resource card and key resources
- 211 line
- Tri-Health Crisis
- University of Cincinnati – trauma prevention programs, stop the bleed, fall prevention
  
- The Coalition propose a 1 - year pilot program, will monitor, refill the Safety Supply Box and provide the Board of Trustees a with a quarterly usage report.
  
- Looking for feedback, from Board of Trustees and Community.

Mr. Conrad asked about any liability with the Narcan in the box.

- Company that backed the Safety Supply Grant has a legal opinion there is no liability for Communities that install Safety Supply Box and Narcan is safe. Additionally, Narcan is currently available at all State of Ohio rest areas.

Mr. Randy Eaton asked if the box is the size that should be mounted outside or inside.

**REILY TOWNSHIP BOARD OF TRUSTEES**

**January 7, 2026**

Coalition for Healthy Community continued:

- Safety Supply Box is a thick metal box and is installed similar to a mailbox on a post.

Marcia Schlichter – inquired about will install

- The Coalition will install the Safety Supply Box and Post

General discussion on the location of where it would benefit community most. Kathy Dudley suggested placing near ball fields and including instant ice packs.

Mr. Schwab noted the yearly meeting with the Board of Health and their needle exchange program and if Narcan saves one life it is worth it.

Amy Macechko noted; this is a Pilot Program and Reily Township was selected as the first community.

**RESOLUTION 26- 0107.3 – COMPASS MINERALS**

Mr. Conrad moved, seconded by Mr. Schwab to pay Compass Minerals \$10,899.95 for the delivery of 113.07 tons of salt at the BCEO contract price of \$96.40. Pursuant to R.C. 5705.41(D)(1), obligations in the amount of \$3,000 or more.

Roll Call: Mr. Conrad, Yes, Mr. Richardson, Yes, Mr. Schwab, Yes.

Motion carries and Resolution adopted.

BCTA Meeting - 1/8/2026 – Milford Township, Fiscal Officer Tilford RSVP'd 3 Trustees to Milford Township Fiscal Officer Amy Butterfield.

Employee's Annual Evaluation and Review – January 14, 2026

9:08 PM – With no further business to come before the Board, Mr. Conrad moved to adjourn, seconded by Mr. Schwab

Correspondence – DAR – Thank you Card for Wreaths Across America

\_\_\_\_\_  
**Ronald Tilford, Fiscal Officer**

\_\_\_\_\_  
**Dennis H. Conrad Jr., Chair**

\_\_\_\_\_  
**C. Nicholas Schwab, V. Chair**

\_\_\_\_\_  
**Larry J. Richardson Jr., Trustee**