Lovells Township Board Meeting Minutes - Approved

Date: September 8, 2026
Location: Lovells Township Hall
Meeting Type: Regular Township Board Meeting

1. Call to Order and Pledge of Allegiance

The meeting was called to order by Richard Wright. The Pledge of Allegiance was recited.

2. Roll Call

A roll call was taken. Present: Richard Wright, Janet Dunning, Tamara Kengel, Cheryl Hopp, Gary Neumann. A quorum was present.

3. Approval of Agenda

The Board approved adding two items to the agenda: Township correspondence and a budget alignment resolution. It was noted that acronyms should be defined in future reports. **Motion** made by Gary Neuman and 2nd by Cheryl Hopp to accept the agenda with two additions; Resolution and Correspondence documents being added. **Vote:** All in favor; None opposed. **Result:** Motion carried.

4. Resolution Regarding Budget Alignment

The Board considered a resolution to align the Fire/EMS and Landfill budgets with the Township fiscal year ending March 31, noting that the prior fall budget timing caused confusion.

Motion: Motion made by Richard Wright and 2nd by Gary Neumann to adopt **Resolution 2026-0908-A** to accept a six-month transitional budget for the Fire/EMS and Landfill funds to align those budgets with the Township fiscal year. **Vote:** All in favor; None opposed. **Result:** Motion carried.

5. Correspondence

The Board discussed correspondence concerning a resignation from Nancy Simmonelli on the Planning Commission. The Township will seek a new Planning Commission member, and notice of the available appointment will be published.

6. Approval of Prior Meeting Minutes

Motion: Motion made by Richard Wright and 2nd by Gary Neumann to accept the July 14, 2026, meeting minutes as presented. **Vote:** All in favor; None opposed. **Result:** Motion carried.

7. Financial Reports

The Board reviewed the register of prepaid bills, general fund monthly bills, direct deposits, and financial reports. It was noted that the direct deposit list included election payroll and that most employees are now using direct deposit. Accepted as presented.

The Treasurer reported that the CPA made audit-related journal adjustments, and the Clerk will meet with the CPA to review causes and any needed bookkeeping changes. The audit report is on file. Accepted as presented.

Questions were raised about ~~Fire~~ Land Fill Fund budget-versus-actual reports, including wage and contractor service line items. Officials will review the line items further. Profit and Loss vs Actuals were accepted as presented.

8. Committee and Department Reports

Board of Review: The next anticipated Board of Review matter is the December Board of Review.

Fire Department: The Fire Department reported seven runs in August, including one fire call and six EMS calls.

Liquor Inspections: Three liquor inspections were performed in August.

Zoning: Seven zoning permits were issued, including permits for a 7-foot by 7-foot portico, a new home and garage, a 24-foot by 24-foot garage, a 10-foot by 18-foot deck, a 48-foot by 32-foot pole barn, a 36-foot by 36-foot garage addition, and a new home/deck.

Zoning Enforcement: A new complaint has been referred to the zoning enforcement officer and has not yet been investigated.

Planning Commission: The Board noted the Planning Commission resignation of Nancy Simmonelli and continued work with Crawford County on a recreation plan, which may save the Township approximately $3,000 to $4,000 compared with preparing a separate plan.

Zoning Board of Appeals: No applications were received.

Library and Media: Book use in the library boxes has slowed following a busy summer.

Parks and Recreation: Parks and Recreation met on August 17 at 5:00 p.m. The committee discussed moving to spring opening and fall closing meetings for scheduling and maintenance. The next meeting is on September 21 at 5:00 p.m.

Historical Society: The Historical Society met on September 7 at 3:00 p.m. Preparations continue for the October 17 upland event. Raffle tickets are available, and dog calendar submissions should be provided to Richard Perry or Lyle Kearns. The next meeting is on October 5 at 3:00 p.m.

Technology: The Township website now includes an explanation of restricted and unrestricted funds. The Board also discussed the data center moratorium expiring around March and the need to review possible Township regulations.

Fire and EMS Grants: The Township received confirmation that a submitted grant application was received and will be evaluated at the end of September. The grant request is approximately $47,000. Another grant opportunity of up to $50,000 is being reviewed, with possible inclusion of AEDs and other Fire/EMS needs.

Election News: Ballots are expected before September 24, and approximately 188 absentee ballots will be mailed. Election inspector training is scheduled for September 16. The Clerk reported Lovells Township has zero duplicate registrations identified and 644 current voters. Electronic poll book file retention guidance remains under review, and copies will be secured with election records.

9. Supervisor Update

The Supervisor reported cemetery burrow concerns, upcoming Township Hall roof work, community fundraising updates, and expected Fire/EMS purchases including a new Auto Pulse unit and hoses at an estimated cost of approximately $30,000.

10. Public Hearing: Fire/EMS and Landfill Budgets

The public hearing opened at 10:52 a.m. for the six-month Fire/EMS and Landfill budgets. Discussion focused on Fire/EMS actuals, radio equipment, grants and donations, retained earnings, and consistent tracking of donated or grant-funded equipment.

The Board discussed a typo in the Fire Department/EMS special assessment district millage figure and agreed it should be corrected. The Board also discussed whether to adopt the six-month Fire/EMS budget or postpone action. A motion was made by Tamara Kengel and 2nd by Gary Neumann to adopt the six-month Fire/EMS budget with the typo correction. **Vote:** All in favor; None opposed. **Result:** Motion carried.

The Landfill budget was reviewed, including the $100 per parcel charge, special assessment, revenue timing, and transfer station maintenance expenses. The public hearing closed at approximately 11:35 a.m. The Landfill budget was deferred.

11. Board of Review Appointment

The Board discussed the appointment of Cara Roux as an alternate member of the Board of Review. It was noted that an application had been received, the position had previously been advertised, and training would be needed.

Motion: Motion made by Tamara Kengel, 2nd by Gary Neumann to appoint Cara Roux as an alternate member of the Board of Review. **Vote:** All in favor; none opposed. **Result:** Motion carried.

12. Informational Items

Library Air Conditioning: The Board discussed repairing or replacing the library air conditioning unit, humidity control needs, the east library window, and obtaining another quote for the library or full hall.

CPR Training: A CPR class will be offered on September 24 from 1:00 p.m. to 5:00 p.m. at the Township Hall in conjunction with the Township. Seventeen people are currently signed up, with a capacity for up to 30. The class is American Heart Association CPR certified, and the Township is covering $15 of the $25 cost of the class with the participant responsible for the remaining $10.

Tax Collection: The hall will be open on September 14 from 9-3pm for last-day tax collection as a convenience to taxpayers. The only transaction conducted that day will be acceptance of tax payments.

13. Public Comment

Public comment opened at approximately 11:58 a.m. Comments addressed library climate control, possible whole-hall HVAC quotes, grant funding for an off-road rescue vehicle and trailer, vandalism concerns, and possible mitigation options. Public comment closed at 11:35 a.m.

14. Adjournment

Motion: Motion made Gary Neumann and 2nd by Richard Wright to adjourn at 12:04 p.m. **Vote:** All in favor; none opposed. **Result:** Motion carried. The meeting was adjourned.

I hereby certify that the foregoing is a true and complete copy of the minutes of the regular meeting of the Lovells Township Board held on September 8, 2026, as approved by the Board at its meeting on October 13, 2026.

Janet L Dunning

Janet L. Dunning, Lovells Township Clerk