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ONEIDA CHARTER TOWNSHIP

REGULAR BOARD MEETING

December 9, 2025- DRAFT

MEMBERS PRESENT: Supervisor Rick Jones, Clerk Michaela Mosher, Treasurer Melissa Goschka, Trustee Jeri Haddix, Trustee Thomas Campbell, Trustee Janet Schultz, Trustee Madelyne Lawry

MEMBERS ABSENT: None

OTHERS PRESENT: Assessor Justin Kilgore, Cemetery Coordinator Jackie Kilgore, Keith Weaver, Zoning Enforcement Officer Eric Hafner, Sue Deer Dembowski, and several members of the public.

1. The meeting at Oneida Township Hall, 11041 Oneida Road was called to Order by Supervisor Jones at 7:00pm.
2. Pledge of Allegiance.
3. No additions to the agenda.
4. Motion to accept November 12, 2025 meeting minutes as presented was offered by Melissa Goschka and supported by Rick Jones. Upon roll call vote:
Yeas: Jeri Haddix, Melissa Goschka, Rick Jones, Michaela Mosher, Janet Schultz
Nays: Madelyne Lawry, Thomas Campbell
Motion carried.
5. Correspondence from Comcast, Jim Green, and ITC was shared.
6. Public comment was held. A member of the public recommended the board consider adding recurring "Maintenance" to the budget for the Deer Park project.
7. Township Office Reports
 - a. Treasurer's Report was provided by Melissa Goschka and will be placed on file.
 - b. Motion to approve the bills as presented was offered by Janet Schultz and supported by Thomas Campbell. Motion carried.
 - c. Sheriff's report: no report was given.
 - d. GLAESA report: no report was given.
 - e. Planning commission report was given by Melissa Goschka. Melissa and Sue Deer Dembowski are working on the Planning Commission annual report. The planning commission and subcommittee are making progress on the zoning ordinance update. Melissa informed the board of a need for a fee schedule for Zoning Ordinance Amendments.
Rick Jones offered a resolution to adopt the fee schedule as presented, supported by Madelyne Lawry. Upon roll call vote:

Yeas: Thomas Campbell, Janet Shultz, Michaela Mosher, Rick Jones, Melissa Goschka, Jeri Haddix, Madelyne Lawry

Nays: none

The supervisor declared the resolution passed (7-0).

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- f. Clerk report was provided by Michaela Mosher. This month's activity was focused primarily on completing required Clerk training and continuing professional development, along with regular operational duties. The Clerk's office is hiring for the Deputy Clerk position. Job description flyers available at the entrance.
 - g. Cemetery Coordinator Jackie Kilgore provided cemeteries report. This month Jackie has received a few inquiries regarding cemetery lot purchases, as well as two deed transfer requests.
 - h. Assessor's report provided by Justin Kilgore. Justin reported that the Board of Review had a meeting today. The BOR has received a few complaints regarding tax bill increases. Justin strongly encourages residents to review the change notice letter that is circulated in February and bring complaints to his attention prior to tax time. There were several disabled veteran exemptions that needed to have value reestablished in the township roll, which was accomplished at the December BOR meeting.
 - i. Zoning Report provided by Code Enforcement Officer Eric Hafner. Eric reported that it was a slow month, which provided him with time to work with the attorney to send a notice to the Benton Rd. resident. Eric also spoke with a few hearing officers to get an idea of cost for their services.
- 8. Motion to approve the Application for Land Division- Parcel #030-003-300-047-00, Lawson Rd. was offered by Melissa Goschka and supported by Janet Schultz. Carried unanimously.
 - 9. Motion to approve the Application for Land Division- Parcel #030-009-200-076-00, Oneida Rd. was offered by Melissa Goschka and supported by Rick Jones. Carried unanimously.
 - 10. Motion to approve the Application for Lot Line Adjustment- Parcel #030-005-300-082-01 & 030-005-300-082-00 was offered by Melissa Goschka and supported by Thomas Campbell. Carried unanimously.
 - 11. Oneida Township website email notification is now live. Melissa Goschka provided instructions for signing up. On the Oneida Township website, navigate to the email notification sign-up page under the "Community" dropdown and follow the prompts.
 - 12. Discussion was held regarding temporarily reducing the administrative fee on resident taxes. Melissa explained that tax seasons do not align with the township's budget year. It was suggested that the Board evaluate one tax season at a time to ensure the budget remains sound. Resolution to approve lowering the administrative fee on 2026 summer tax bills from 1% to 0.5% was offered by Rick Jones and supported by Janet Schultz. Upon roll call vote:

Yeas: Jeri Haddix, Melissa Goschka, Rick Jones, Michaela Mosher, Janet Schultz, Thomas Campbell.

Nays: Madelyne Lawry

The supervisor declared the resolution passed (6-1).

- 13. Sheriff Contract discussion was held. Rick and Melissa met with the county last month to discuss options for police coverage. The Township is awaiting an update from Lt. Dahlgren pending Windsor Township's decision on contract sharing.
- 14. The township reviewed the 2025 budget for 'MISC' Building Department. The township contracted Joe Hardin with Municipal Inspection Services to assist Building Inspector Tim Ide

with site inspections for the UMH/Sparrow project. The budget contains separate line items for building permit income and expenditures and has sufficient income to cover the contracted inspections. Resolution to amend the 2025 budget for Building Inspector MISC line item to \$15,000 was offered by Melissa Goschka and supported by Rick Jones. Upon roll call vote:

Yeas: Thomas Campbell, Janet Shultz, Michaela Mosher, Rick Jones, Melissa Goschka, Jeri Haddix, Madelyne Lawry

Nays: none

The supervisor declared the resolution passed (7-0).

15. Resolution to amend the 2026 Budget for the following line items:

\$20,000	101-445-700.445 Drain at Large
\$69,500	101-000-447.000 Taxes- Administration Fee

Was offered by Melissa Goschka and supported by Rick Jones. Upon roll call vote:

Yeas: Thomas Campbell, Janet Schultz, Michaela Mosher, Rick Jones, Melissa Goschka, Jeri Haddix, Madelyne Lawry

Nays: none

The supervisor declared the resolution passed (7-0).

16. Public Comment was held.

17. Board comment was held. Motion to have the Planning Commission begin work on a Data Center Ordinance was offered by Melissa Goschka and supported by Janet Schultz. Motion carried.

18. Meeting adjourned at 8:14 pm.

APPROVED: _____

Supervisor

Clerk