

Geneva Township
Regular Meeting
December 10, 2025

Chairman Mills called the meeting to order at 7:02 PM.

The pledge of Alliance was recited.

Roll Call: Mr. Mills, Mrs. Miller and Mr. McGrath were present.

Others present were Fiscal Officer Caya, Fire Chief Shook, Tony Vaccariello, and Bill Douglass.

Mrs. Miller made the motion and seconded by Mr. McGrath to approve minutes from the November 12, 2025 meeting. Roll Call, all trustees voted yes. Motion passed.

Mrs. Miller made the motion and a second by Mr. McGrath to approve bills for \$91,396.01 covered by E□payments E 316-2025 through 347-2025 and Warrants 23494 through 23520. Roll Call, all trustees voted yes. Motion passed.

Public Comment: None.

Fire:

Chief Shook reported there were 10 calls in the month of November in the Township. There were three lockouts, three open burns, one accident alarm, smell of gas. Also, someone threw a cigarette into a dumpster and Dale drove by and noticed the dumpster was on fire. There haven't been any accidents at 534 and Maple but there was an accident at Maple and Padanarum. Someone thought it was a four way stop and rolled through the stop sign, No one was hurt. Chief Shook reported the official unofficial end of the season for West Main Street is in the meeting today. Next Wednesday, the road will be opened up to two-way traffic. It will be closed for a couple weeks in the spring to finish it off.

Zoning Report:

Ron Cerjan reported there were 3 permits issued for November. There were three requests for zoning classifications, a lot split over on County Line Road was done. A fence permit on the corner of West Maple and Wheeler Creek was issued. Checked up on Slyvan Lane on that request from one of the neighbors on the building too close to the road. It was 60 some feet from the edge of the road. The road right away was 50ft from the utility line, so it was within reason. Donnie called in reference to the old Springwood property. It was a conditional use before, and then it went dormant and after a year it goes back to R1. Ron Cerjan stated the new owners would have to apply for a conditional use. The zoning board would then have a hearing. The surrounding area neighbors would be notified to see if there are any objections. They then vote on the conditional permit, and then they submit it to the trustees for the final vote. There is a \$350 fee for a conditional use application. Then it will go to Valerie and she'll get everything in motion. It has to be put in the paper and there has to be a public hearing. The goal would be to have it ready for the Zoning Board in January.

The Trustees commented that they would like to see something happen there because sitting there empty was not doing any good. A plan needs to be submitted. There might be some stipulations or conditions.

They were still working on the roof.

Old Business

Tiffany Miller reported she ordered big pictures of the boards for the maps and comp plans are in the garage and will be brought in for the meetings. They are on hardboards and need to be framed.

Still receiving calls about Airbnb's. There is a resolution tonight. A copy of the resolution will be provided.

Road Department:

Savannah Workman was unable to attend the meeting so Tim Mills gave the report. The road department is working on several projects. They fabricated the canopy out front. They will redo the flooring. They are sanding down and redoing an old loader. Inquiring about picking up the flooring. Waiting to see if they take a check since the exact amount is known and it's tax exempt. Unsure if they are picking it up tomorrow.

Salt order has been received. The lake bought some salt from the Township.

Fiscal Officer: Mrs. Caya went over the November month end financials. Mrs. Caya reported Revenues are around 103-105% of what was budgeted and expense accounts are between 65-80% of what was budgeted. She also reported the final budget numbers are prepared for consideration. The 2025 Purchase Orders be closed on December 26th. The last check run for the year will be on December 22nd. 2026 should be open the first week of January.

New business:

Resolution 2025-15 – **2026 GENEVA TOWNSHIP ANNUAL APPROPRIATIONS RESOLUTION.** Mrs. Miller made the motion and a second by Mr. McGrath to approve Resolution 2025-15. Roll Call, all trustees voted yes. Motion passed.

Resolution 2025-16– **A RESOLUTION AUTHORIZING GENEVA TOWNSHIP TO LEVY AN EXCISE TAX.** Mr. McGrath made the motion and a second by Mrs. Miller to approve Resolution 2025-16. Roll Call, all trustees voted yes. Motion passed.

Tiffany Miller reported a 3% tax will be charged on Airbnb's or summer rentals. The Township will be looking into contracting with Ashtabula County to do the collection. The county will take 1% of the 3%. The county will handle the tax collection and reimbursement.

A resident commented that the county does not track them down, that the Township can use Airbnb to track rentals. There was a comment made by a resident that not everyone uses Airbnb.

There are other options like VRBO. The landowner pockets the money and doesn't pay the required fees.

There was a question from a resident about Airbnb Enforcement. Previously, fire and ambulance calls were used to identify illegal Airbnb rentals by asking occupants if they owned/rented the property and cross-referencing with inspection data. This method allowed them to catch many illegal rentals.

Committee Reports:

Dave McGrath reported Sheriff Niemi offered the Sheriff services for \$50/hour, including vehicle, insurance, and no minimum hours. He is flexible with scheduling (e.g., specific days or 4 hours/day). The sheriff can handle noise complaints and disturbances but not zoning issues like RV placement. Good speeding spots have been volunteered by residents. Hiring the sheriff, especially on summer weekends, could be beneficial.

Airbnb Update - The red-lined document and zoning group review are needed to determine the status of Airbnb's (allowed or not allowed).

The Trustees stated an organizational zoning meeting is necessary to proceed through the required steps for the zoning update and Tim and Dave commented that the Zoning board and BZA have not been very active.

There will be a redo of the Zoning board and BZA. Suggestions for board members are welcome. The goal is to "clean house" and have active members on the board. The zoning board usually meets in January or February. There are only two or three regular attendees, with others being no-shows. The secretary gets an extra \$5 for taking notes.

There was a discussion on advertising for interested Township residents to join the board. The Township could do a Facebook post with a deadline could attract candidates.

Bill Douglas asked a question about the current Township budget and it is available for public access. Tammy Caya commented that the budget is a public record and can be obtained by request. It was available at the last meeting and was included in the packets. The entire 84-page budget can be provided, or a summary can be posted on Facebook. The budget includes a line item for the new bed tax, currently at \$500 due to uncertainty about zoning and the timeline of collection.

There was a discussion on collection enforcement for the bed tax. A resident commented that the county is supposed to collect the tax, but they don't.

The township will enforce it by sending letters, similar to other townships. A new county-wide list shows 13 registered short-term rentals in Geneva Township, but it's believed there are more. There was a comment that the county doesn't solicit, but according to Dan Claypool, they don't collect.

After a brief discussion, the trustees agreed to contract with the county for collections, so the county would pursue unregistered rentals. If the township catches unregistered rentals and sends the information to the county, they will pursue them.

The county may have software that scrubs the internet for short-term rental listings on sites like Airbnb and VRBO. The software costs around \$15,000. Geneva Lake is considering purchasing the software jointly.

The resolution passed today includes penalties and fines for non-compliance, including interest on delinquent accounts. The fire department will inspect rentals for safety, similar to Geneva on the Lake. Tiffany Miller commented the goal is to implement a comprehensive policy, but it will be rolled out in stages.

The hope is to require conditional use permits for short-term rentals, but zoning officials need to approve. Existing rentals may be grandfathered in, but they will still need safety inspections. There was a comment that neighbors may report unregistered rentals.

Money has been allocated for the zoning rewrite. Questions can be sent to the newly appointed legal liaison. There was a further discussion on Conditional Use. Short-term rentals are approved in every township, so the need for conditional use is questioned. Geneva Lake only requires conditional use if the rental is in the wrong zone. A person wants to build a new house for short-term rentals, but the zoning board of appeals denied the conditional use.

There was a discussion on Licensing and Inspections - An Airbnb license with yearly inspections could be an alternative to conditional use permits. A \$50 inspection fee is suggested, with \$25 going to the fire department. If criteria within the zoning book are met, the license is given. Inspections will pass and then charge them again the \$25 to do another inspection. If the inspection doesn't pass, they can correct it. If it doesn't pass, you don't get the license. There was a suggestion to make the renewal the same for everybody.

Public Comment:

None.

Next Meetings read by Tim Mills.

- January 14th at 7:00 PM

Mrs. Miller made the motion and a second by Mr. McGrath, there being no further business, the meeting adjourned at 7:42 PM. All trustees voted yes. Motion passed.

Recorded and documented by Tammy Caya, Fiscal Officer
