

Jarvis Township Meeting Minutes for December 16, 2025

Opening of the Town and Road & Bridge Meeting.

The meeting was called to order by Supervisor Allen Adomite.

The meeting started with the Pledge of Allegiance.

Roll call was taken, Trustees Scott Wiesehan, Monica Hartlein, Nathan Hovatter and Jason Helldoerfer were in attendance. Also in attendance were Supervisor Allen Adomite, Assessor Pam Mumper, Road Commissioner Dale Grapperhaus and Township Clerk Alan Dunstan.

Motion made by Monica Hartlein and seconded by Jason Helldoerfer to accept the minutes of the November Board Meeting. All voted yes on voice vote.

Motion made by Nathan Hovatter and seconded by Scott Wiesehan to approve the claims for both the Town and Road Funds. Roll call taken, all voting yes.

Under Action Items:

Declaration of Vacancy of Township Assessor – Term 2026-2030. Motion made by Monica Hartlein and seconded by Scott Wiesehan. Roll call taken, all voting yes.

Appointment of Pam Mumper as Township Assessor – Term 2026-2030. Motion made by Jason Helldoerfer and seconded by Nathan Hovatter. Roll call taken, all voting yes.

Approval of Bids and Award of Contract for the Township Office ADA Ramp to RCS Construction, Inc. for 498,663. Motion made by Jason Helldoerfer and seconded by Monica Hartlein. Roll call taken: Wiesehan, Hartlein, Helldoerfer and Adomite voted yes. Hovatter voted no.

Resolution 2025-07 – Easement and Maintenance Agreement with JTB Holdings & with David Reid for an ADA ramp. Motion made by Scott Wiesehan and seconded by Monica Hartlein. Roll call taken, all voting yes.

Under New Business:

The Audit Presentation from Scheffel Boyle took place. The Township is financially sound.

Old Business:

Assessor Pam Mumper said that the County held the first meeting of the year with Township Assessors. The Township may receive a tentative multiplier of 1.0724.

Road Commissioner Dale Grapperhaus reported that the Township used about 500 tons of salt.

OSHA inspected the Highway Shed. Need to put cover over fuel tank.

Motion was made by Scott Wiesehan and seconded by Jason Helldoerfer to adjourn the meeting. Voice vote taken, all voting yes.

The next meeting will be held on January 21, 2026.

Alan J. Dunstan, Township Clerk