

Middleton Township Trustees

Wednesday, December 20, 2023

9:00 a.m.

Mr. Moulton called the meeting to order at 9:00 a.m. The Pledge of Allegiance was spoken. In attendance were Trustees Cromley, Moulton, and Vetter as well as Fiscal Officer Limes.

The sign-in sheet for employees and visitors is attached with the approved minutes.

Noted on the sign in sheet is a statement indicating the meeting may be recorded or streamed live to the internet by a visitor - not at the authority of the township trustees.

FISCAL OFFICER REPORT

- **Mr. Cromley moved, Mr. Moulton seconded a motion to approve the December 12, 2023 special meeting minutes with regard to electric aggregation as provided. Motion approved.**
- **Mr. Vetter moved, Mr. Cromley seconded a motion to approve the December 6, 2023 meeting minutes as provided. Motion approved.**
- **Mr. Cromley moved, Mr. Moulton seconded approval of accounts and payroll as submitted. Motion approved.** A payment register is attached to the approved minutes.

FIRE DEPARTMENT

- Chief Steve Asmus provided the December and 2023 year-to-date run reports.
- An Auto-Aid Agreement is being developed between Center and Middleton Townships.
- Mr. Asmus noted that the township made 22 fire department calls into Plain Township in 2023.
- The 2024 training dates for all entities provided service to Plain Township have been scheduled. One drill is being planned at Otsego Local Schools complex.
- The pike pole and vests arrived.
- Assistant Chief Brian Kotula noted that the boots ordered for the gear purchases have arrived.
- The transmission is needing repaired on the Grass Rig.
Mr. Vetter moved, Mr. Cromley seconded a motion to contract for services with Andy Swartz to repair the transmission on the fire department fleet vehicle 683 (grass rig). Motion approved.
- The Webster Township Fire Contract was provided for review. The Board stated their interest in a one-year contract as well as discussion with the Webster Township Trustees for a potential change in coverage along Anderson Road.
Mr. Vetter moved, Mr. Cromley seconded a motion to approve a one-year contract with Webster Township for \$5,000 effective January 1, 2024, based on approval by the Webster Township Trustees. Motion approved. Mrs. Limes will contact the Webster Township officials with the request.

EMS DEPARTMENT

- Chief Jerry Saunders reviewed the run volume report for December and year-to-date data.
- The ambulance is still out for an August 2026 completion.
- The new radios still need programmed for the Lucas County network.
- Paramedic Michael Richardson received a fit for duty physical, allowing him to return to active duty in the EMS Department.

Mr. Vetter moved, Mr. Cromley seconded a motion to approve a brief recess at 10:15 a.m. Motion approved. The Board resumed in regular session at 10:20 a.m.

ZONING DEPARTMENT

- Zoning Inspector Kip McDowell had provided a permit report for review.
- On behalf of Mr. McDowell, Mrs. Limes indicated that a text amendment is needing to be reviewed by the Trustees, as it has been reviewed by both the Wood County Planning Commission and the Zoning Commission.
Mr. Vetter moved, Mr. Moulton seconded a motion to approve a special meeting on Wednesday, January 3, 2024 at 5:30 p.m. for the purpose of reviewing the recommendations by the Wood County Planning Commission and the Middleton Township Zoning Commission for a text amendment to the township zoning resolution in Section 33, Article IX, Supplemental Requirements. Motion approved.
- A concern was shared by a local resident that a family may be living in a barn on their property. Mr. McDowell will be asked to look into the matter upon his return to work.
- The Trustees were made aware that a Dixie Highway resident has been giving a timeline of January 31, 2024 to clean up his property before legal action is taken.
- The manager at the Curling Center is aware of the township's concerns about the amount of light from the parking lot lighting. Discussion is on-going for a remedy.

ROAD DEPARTMENT

- Jeff Eckel, Road Supervisor noted that the new leaf vacuum works well.
- **Mr. Cromley moved, Mr. Moulton seconded a motion to have the road department staff return the leaf collection vacuum back to the Village of Haskins by January 15, 2024. Motion approved.**
It is noted the township owned half of the vacuum, but is not interested in recouping any funds due to the age and use of the equipment.
- Mr. Eckel indicated he intends to purchase fork extensions for the existing forks on the tractor/loader.
- Leaf pick up has been completed.
- Information has been reviewed about the option for a grant to build a salt shed.
- Mr. Eckel was questioned by a resident in the subdivisions about any time limit on working times by contractors. It was noted there is a noise ordinance, but nothing specific is in the resolution with regard to restricted times for contractors to begin or end their work day.
- It is time for the tractor and disk mower to be traded in and discussion revolved around a grapple attachment purchase.
- Mr. Vetter indicated that a bid should be received from the county to repair Tontogany Road, with a quote with or without a special seal coat.
- Mr. Eckel indicated he would like to investigate the purchase of a four-wheel vehicle for handling road and/or grounds maintenance.

OLD BUSINESS

- Quotes were reviewed by two contractors for the demolition of the Mansour property in Dunbridge. They were as follows: Klumm Brothers Landscaping - \$20,500 and Jim Palmer Excavating - \$10,619.64.
Mr. Vetter moved, Mr. Moulton seconded a motion to approve contracting with Palmer Construction for the demolition and removal of the Mansour property in Dunbridge, Ohio. Motion approved.
- Photos of the lighting at the USF Holland facility were sent to Assistant Prosecuting Attorney Linda Holmes.
- Staffing for the solar eclipse in April was discussed, along with portable restrooms to be rented at various locations in the township. Other concerns voiced include when to begin standby of personnel, what locations in the township, how to utilize the township complex safely and more.
- The Wreaths Across America event was a success at New Belleville Ridge Cemetery. The cemetery had two burials in the morning and the event was moved out to 1:00 p.m.

Mr. Vetter moved, Mr. Cromley seconded a motion to approve a lunch recess at 11:15 a.m. Motion approved. The board resumed regular session at 1:05 p.m.

TRUSTEE REPORTS

- Mr. Vetter indicated that a petition has been circulated and approved for cleaning of the Pargillis Road ditch. It should be handled in 2025.
- Mr. Moulton reviewed information from a webinar with regard to Issue 2, legalization of marijuana. More information will be gathered at the Ohio Township Association conference. Information on licensing, employees, distribution, number of plants, and more will be identified before Board action can be taken.

NEW BUSINESS

- Chief Saunders updated the Board on an accredited sexual harassment training that could be offered to the township personnel and would be provided as an on-line session. The EMS and Fire department personnel are all being signed up for it. The Board indicated their interest in the township staff and officials being included in the session.

TOWNSHIP TRUSTEE FRED E. VETTER WAS SWORN IN AND ACCEPTED HIS OATH OF OFFICE BY FISCAL OFFICER LAURIE LIMES. Mr. Vetter is assuming his role as Trustee for a four-year term commencing January 1, 2024 through December 31, 2027. All in attendance were witness and congratulations were given.

- The Trustees reviewed the year-end bonus structure for 2023.
Mr. Vetter moved, Mr. Moulton seconded a motion to approve a year-end bonus for the EMS department of \$5,000, to be distributed among the active personnel by the EMS Chief Jerry Saunders; and a year-end bonus for the Fire department of \$11,000 to be distributed among the active personnel by the Fire Chief Steve Asmus. Motion approved.
- Mr. Moulton moved, Mr. Cromley seconded a motion to approve \$250 additional be split evenly among the four township staff members, Chase Greulich, Kip McDowell, Susan Cordonnier, and Jeff Eckel, as an addition to the bonus received in 2022. Motion approved.
- Mr. Cromley moved, Mr. Moulton seconded a motion to approve a three (3) percent raise for the township Full-Time staff (Jeff Eckel, Chase Greulich, Kip McDowell) and Susan Cordonnier, Township Clerk. Motion approved. The pay raise will be effective with the December 23 pay cycle.

REORGANIZATION OF THE BOARD OF TRUSTEES

- Mr. Cromley moved, Mr. Moulton seconded a motion to approve Fred Vetter as Chairman of the Board for 2024. Motion approved.
- Mr. Vetter moved, Mr. Moulton seconded a motion to approve Don Cromley as Vice Chairman of the Board for 2024. Motion approved.
- Mr. Vetter moved, Mr. Moulton seconded a motion to approve the Board Meetings be held the first and third Wednesday of every month at 6:00 p.m. Motion approved.
- Mr. Vetter moved, Mr. Moulton seconded a motion to approve health and dental insurance coverage with Medical Mutual and Delta Dental, as well as any Medicare and Medicare prescription plan reimbursements for the elected officials and full-time employees and their spouse/family as needed. Motion approved.
- Mr. Vetter moved, Mr. Moulton seconded a motion to approve cemetery board representation as follows: New Belleville Ridge Cemetery – Don Cromley; Union Hill Cemetery – Fred Vetter. Motion approved.
- Mr. Moulton will serve as the TMACOG liaison.
- It was noted that the township zoning boards will hold their reorganizational meetings on Wednesday, January 10.

Mr. Cromley moved, Mr. Vetter seconded a motion to adjourn at 1:45 p.m. Motion approved.

Michael Moulton, Chairman

Donald E. Cromley, Vice Chairman

Fred E. Vetter, Trustee

Laurie L. Limes, Fiscal Officer