

# Middleton Township Trustees

Wednesday, June 5, 2024

6:00 p.m.

Mr. Vetter called the meeting to order at 6:00 p.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. Moulton moved, Mr. Cromley seconded a motion to approve the special May 15, 2024 meeting minutes as provided. Motion approved.**
- **Mr. Moulton moved, Mr. Cromley seconded a motion to approve the May 15, 2024 meeting minutes as provided. Motion approved.**
- **Mr. Moulton moved, Mr. Cromley seconded approval of accounts and payroll as submitted. Motion approved.** A payment register is attached to the approved minutes.
- The April bank reconciliation was provided for Trustee review.
- **Mr. Moulton moved, Mr. Vetter seconded a motion to approve a special meeting on Tuesday, June 18, 2024 at 8:00 a.m. for the purpose of reviewing the recommendations of the Wood County Planning Commission and the Middleton Township Zoning Commission for a rezoning request from the Northwestern Water & Sewer District for approximately 20 acres in Section 19 of Middleton Township from A-1 Agricultural zoning classification to M-1 Light Industrial zoning classification. Motion approved.** Mrs. Limes will submit the notice to the newspaper and website.
- **Mr. Moulton moved, Mr. Vetter seconded a motion to reschedule the June 19 meeting of the Board to Tuesday, June 18, 2024 at 8:30 a.m. Motion approved.** It is noted the meeting was rescheduled due to the Juneteenth Federal Holiday. Mrs. Limes will submit the change to the newspaper and website.
- Mrs. Limes indicated that the Wood County Sheriff would consider sending the department's task force vehicles to Safety Day with some assistance to help offset payroll costs. The Board agreed to provide funding for Sheriff Department personnel attendance.
- Mrs. Limes provided the 2024 Road Improvement contract for Gerken Paving, Inc. for Trustee signature. It will be sent to Gerken Paving for their signature.

## FIRE DEPARTMENT

- Chief Steve Asmus provided the monthly run reports for Trustee review.
- **Mr. Cromley moved, Mr. Moulton seconded a motion to approve Kyle O'Connell and Evan Hiser as active fire fighters as their probation period has been met and with Chief Asmus recommendation. Motion approved.**
- Fire department personnel will attend the Otsego School District Safety Town on June 11.
- No issues were found with the SCBA units that were recently tested.
- The current SCBA bottles will be hydrotested by Summit in August at a cost of \$25 / bottle.
- The internet at Station 2 has been installed. The printer is still pending installation.
- Newly hired fire fighter Josh Auxier will be attending the Fire Academy in August. This is a free 36-hour course. Penta Career Center is offering a Fire Fighter 1 transition course.
- Honor Flight will be passing through on June 11. The department will plan to greet the transport on the overpass.
- Repair was needed to truck 683 and Chase Greulich assisted Chief Asmus with troubleshooting the situation. Mr. Asmus indicated that it was a Friday and Jeff Eckel was off that day. Mr. Eckel stated he wished to be contacted when these issues arise and Chief Asmus questioned the Board as to how he was to proceed in the future. The Board indicated he was to work with the road maintenance personnel who was available.
- Assistant Chief Brian Kotula updated the Board on gear needs for 2025, noting that eleven pair of boots will be needed.
- The Truck Committee reviewed an updated price sheet for new 683. Lieutenant Matt Ziegler and Fire Fighter Eric Featzka provided information on pricing and decisions made with regard to the final list of loose equipment.  
**Mr. Moulton moved, Mr. Vetter seconded a motion to approve \$29,121 for loose equipment purchases for new Fire Truck 683. Motion approved.** Mrs. Limes discussed the use of Fund 4904 for a portion of the purchases and the Board provided support for use of those funds.
- The updated Standard Operating Guidelines (SOG) for the department were reviewed. Trustee Moulton provided comments and edits to Chief Asmus for his review.

- Mr. Vetter noted that discussion with Webster Township has occurred with regard to updating the township's coverage of Anderson Road in its totality, versus the east/west sides of the road. This update is intended to eliminate dispatch confusion.
- The well at Station 2 is needing repair and may need dug up.

**EMS DEPARTMENT**

- Chief Jerry Saunders reviewed the run volume reports.
- Paramedic James Medlen has submitted his resignation effective June 15, 2024.
- Morgan Pier will be on maternity leave beginning June 30 for thirty days. Tyler Pier will be off the schedule beginning July 5 due to FMLA with his full-time position.
- Staffing was discussed. Chief Saunders indicated he is only hiring Basic EMTs.
- The Board continued the discussion with regard to additional full-time personnel for the EMS department. Mrs. Limes will price out three additional paramedics with benefits for review by the Board and Chief Saunders.
- Two additional fire fighters are being added to the third rider program: Kyle O'Connell and Evan Hiser.
- Chief Saunders indicated they are having problems with unication chargers.  
**Mr. Cromley moved, Mr. Moulton seconded a motion to approve the purchase of three charging stations for the unication pagers at a cost of \$141.75 per unit. Motion approved.**
- The department would like to purchase lift assist equipment strapping.  
**Mr. Cromley moved, Mr. Moulton seconded a motion to approve the purchase of two (2) sets of lift assist strapping equipment for each ambulance at a cost of \$650 per set. Motion approved.**

**ROAD DEPARTMENT**

- Chip/Seal projects with the county engineers' office were reviewed.  
**Mr. Vetter moved, Mr. Moulton seconded a motion to approve the following Chip/Seal projects in the township, based on final approval by the respective township boards of Trustees: Cross Creek Road from St. Rt. 25 to Mercer Road – partnering with Center township; and Self Road from Hull Prairie Road to the Plain Township line – partnering with Plain Township. Motion approved.**
- The Five Point Road tile project was discussed, indicating that the jetting had occurred with two (2) different point of blockage discovered and removed.
- The contract for the 2024 Road Improvement Project with Gerken Paving, Inc was being finalized and will be sent to Gerken. The Trustees provided their signatures on the contract document.

**ZONING DEPARTMENT**

- The potential resolution with regard to Cannabis was tabled.

**VISITOR COMMENTS**

- Resident Ross Fought thanked the Board for turning off the driveway light. Mr. Vetter indicated a dimmer light would be installed.
- Questions arose with regard to a barn that is being rented on Dunbridge Road.

**OLD BUSINESS**

- Trustee Cromley noted the brush pile in the Village of Dunbridge needs removed and a 'no dumping' sign placed on site. In addition, a similar sign is needed in the Village of Sugar Ridge.
- Mr. Cromley noted the cemetery is running well and the grounds are well maintained.

**NEW BUSINESS**

- Mrs. Limes indicated the Verizon Wireless account representative will be meeting with staff to review and update the account as needed.
- Mr. Vetter provided a document from Strawser allowing the company use of the township administration complex to park vehicles during St. Rt. 582 road maintenance. The company is providing the township with \$2,000.

**Mr. Cromley moved, Mr. Vetter seconded adjournment of the meeting at 7:45 pm. Motion approved.**

---

Michael Moulton, Trustee

---

Donald E. Cromley, Vice Chairman

---

Fred E. Vetter, Chairman

---

Laurie L. Limes, Fiscal Officer