

# Middleton Township Trustees

Wednesday, April 6, 2022

6:00 p.m.

Mr. Cromley 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. Vetter seconded a motion to approve the March 16, 2022 meeting minutes as provided. Motion approved.**
- **Mr. Vetter moved, Mr. Moulton seconded approval of accounts and payroll as submitted. Motion approved.** A payment register is attached to the approved minutes.
- A Safety Day meeting has been scheduled for Monday April 18 at 4:30 p.m.
- **Mr. Vetter moved, Mr. Cromley seconded a motion to approve Resolution 22-0406, Permanent Appropriations for 2022. Role was called: Mr. Cromley – YES; Mr. Moulton – YES; Mr. Vetter – YES.**

## FIRE DEPARTMENT

- Chief Steve Asmus provided the run reports for review including the quarterly report for Plain Township runs.
- **Mr. Moulton moved, Mr. Vetter seconded a motion to approve Dave Mondul as an active fire fighter for the department. Motion approved.** Mr. Mondul has completed all probationary requirements.
- The headsets in truck 681 are still not working properly. They have been sent to an outside vendor for new wiring at a cost of \$175 / unit to review and repair. The department was guaranteed a 30-day turnaround for six (6) headsets.
- **Mr. Cromley moved, Mr. Moulton seconded a motion to approve a key pad lock box for the Knox Box Keys in possession of the department. Motion approved.** The cost for the key pad is \$314.
- The department has installed the tarps on truck 683.
- Debriefing was provided for an accident that occurred in the township.
- **Mr. Vetter moved Mr. Moulton seconded a motion to approve the purchase of two sets of ‘cadet’ sized fire gloves per member of the department as needed. Motion approved.**
- Assistant Chief Brian Kotula discussed the interest in expanding the ‘pinning of the brass’ ceremony to encompass more milestones for Fire and EMS personnel.
- **Mr. Cromley moved, Mr. Vetter seconded a motion to approve the purchase of a ‘Murphy Ladder’ for truck 662. Motion approved.**
- The fire department truck committee reported on its status. The committee is considering a cab and a half utility truck, 4WD, one ton that runs on diesel.

## EMS DEPARTMENT

- Chief Jerry Saunders provided the March run report for review. He provided more detail on the status of the first responder program. Two new third rider personnel are being added to the program and they include Clint Weckesser and Dave Mondul.
- The RN to Paramedic course status was reviewed noting passage by Jennifer Featzka and Clint Weckesser. Mr. Saunders noted he was waiting on status updates from Jamiee Hiser and Jesse Thornton.
- The 12-Lead course that was held at the township was a success, with eighteen Middleton members attending and 27 paramedics from area agencies.
- The Mock ATV Accident demonstration will be held May 18.
- **Mr. Vetter moved, Mr. Moulton seconded a motion to approve hiring Jennifer Featzka as a Paramedic effective May 1, 2022. Motion approved.**
- More repairs are needed on Ambulance 680.
- Chief Saunders reported on a list of items needed for the department, including flashlights and batteries for same.  
**Mr. Vetter moved, Mr. Moulton seconded a motion to approve the purchase of items outlined by Chief Saunders which include, but are not limited to batteries for the SawzAll, flashlights, unication papers and antennas. Motion approved.**
- Three additional radios are needed for the department. No quotes are available at this time.

- **Mr. Vetter moved, Mr. Moulton seconded a motion to approve a computer network setup and maintenance on all computers by Dave Johnston with Ohio Fully Integrated Technologies (OhioFIT) at a cost of \$50 per unit. Motion approved.**
- Mr. Moulton stated he discussed the current situation with Abby Howard with the Sheriff. The township would have to file a civil suit to begin the process to formally request the return of the items of which she is in possession. Mrs. Limes and Chief Saunders have made every effort to contact her, including sending certified mail requesting same. Mrs. Limes has also indicated she cannot send any documents to her (including her 2021 W-2) as the address they have on file is inactive.

**ROAD DEPARTMENT**

- A quote from Stahl Electric was received to replace the generator at the road maintenance building. It will be reviewed and an update requested after review.

**ZONING DEPARTMENT**

- A lighting assessment was held by Lake Erie Electric on the lighting at the curling center. The information will be passed to an engineer and results will be provided to the township.
- Board of zoning Appeals member Paul Bihn has resigned.  
**Mr. Vetter moved, Mr. Moulton seconded a motion to approve the appointment of Ed Forster, a Devils Hole Road resident, to replace Paul Bihn on the Board of Zoning Appeals for the remainder of his term. Motion approved.**
- It is noted that Assistant Prosecuting Attorney Linda Holmes has recommended a camera be set up on a neighboring property to the Top Notch company property on Reitz Road to identify the traffic and vehicles in and out of the property.

**OLD BUSINESS**

- Mrs. Limes indicate Northwestern Water and Sewer District is wanting to finalize the public sewer line agreement. The latest agreement was provided to the Trustees and it will be reviewed at the April 20 meeting of the Board.
- Mrs. Limes has been requested to send the township’s record retention policy to the attorney representing the Copeland Trust with regard to the accident on King Road.
- Mr. Vetter encouraged the Trustees to review the concept and/or details of a Joint Economic Development District with the City of Bowling Green.

**Mr. Moulton moved, Mr. Vetter seconded adjournment of the meeting at 8:45 pm. Motion approved.**

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Donald E. Cromley, Chairman

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Michael Moulton, Vice Chairman

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Fred E. Vetter, Trustee

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Laurie L. Limes, Fiscal Officer