

Middleton Township Trustees

Wednesday, June 4, 2025

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. Liz Bostdorff served as Clerk for the meeting.

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.

OLD BUSINESS

- Jeff Buehrer reviewed the status of the Emergency Vehicle Storage Building (EVS) project, noting that the building framework was on site. Three corrections need to be made to the building permit, specifically with regard to ADA compliance. He noted that he stressed that the building is not a public use building. The preliminary contract is under review by Assistant Prosecuting Attorney Linda Holmes. Details with regard to ORC standards are being reviewed. In addition, general contractors on the project are being charged with costs for potential cost savings.
Mr. Cromley moved, Mr. Vetter seconded a motion to approve a special meeting the week of June 9 for the purpose of facilities based on availability of the general contractors. The special meeting date will be set by the Chairman and will be posted on the website and township administration doors. Motion approved.

FISCAL OFFICER REPORT

- **Mr. Moulton moved, Mr. Vetter seconded a motion to approve the May 21, 2025 meeting minutes as provided. Motion approved.**
- Mrs. Limes addressed the options to proceed for the 2-mill fire levy. The estimates of certified revenue were reviewed as provided by the Wood County Auditor with regard to the resolutions of necessity for the renewal or replacement of the 2-mill fire levy. The levy renewal estimate totals \$510,000 and the replacement dollars were estimated at \$625,000.
Mr. Moulton moved, Mr. Vetter seconded a motion to approve Resolution 25-0604, Resolution to Proceed with a Replacement Levy for three (3) years for the 2-mill Fire Levy that will appear on the November ballot. Role was called: Mr. Cromley – YES; Mr. Moulton – YES; Mr. Vetter – YES
Mrs. Limes will submit the Resolution to Proceed, the Certificate of Estimates and the Resolution of Necessity to Mrs. Holmes for review prior to submission to the Board of Elections.
- **Mr. Moulton moved, Mr. Vetter seconded approval of accounts and payroll as submitted. Motion approved.** A payment register is attached to the approved minutes.
- Mrs. Limes provided an updated invoice from P&R Communications, which was not included in the original payment register.
Mr. Vetter moved, Mr. Moulton seconded a motion to pay P&R Communications as invoiced. Motion approved.
- The April bank reconciliation was provided for Trustee review.
- An update on Safety Day planning was presented by Mrs. Limes. She indicated all food vendors are in place, promotional materials have been reviewed and all committee members are on board with plans to move forward. An update meeting will be held in July.
- Mrs. Limes discussed the upcoming harassment Prevention Training and noted that the Fire and EMS Chiefs have requested a change to one of the dates. Mrs. Limes was able to contact the representative from KLA Consulting and the dates for the sessions will now be Tuesday, June 24 and Thursday, June 26.
- The CARFit event is still a 'go' for Wednesday, June 25. It was noted that township employee Matt Ziegler offered donation to the event for the lunch meal. Other donations were being sought by Sandy Weichman, Safe Communities of Wood County.

FIRE DEPARTMENT

- Chief Steve Asmus provided run reports and personnel data for same to the Trustees.
- All SCBA testing was completed with all equipment passing inspection.
- A mobile unit from National Fire is going to be available for a training session on sprinkler systems. This initiative was opened up to all entities who provide coverage to Plain Township.
- The Wood County Historical Museum Safety Day is scheduled for August 9.
- Mr. Cromley thanked Assistant Fire Chief Brian Kotula for 'stepping up' into the Acting Fire Chief role due to Chief Asmus' sick leave.
- Truck 663 is being updated as planned. It is anticipated the old 683 will go on govdeals.com once it has been taken out of service.

- Captain Tyler Ellis indicated that all loose equipment needs have been ordered.
- Captain Ellis is requesting executive session with regard to a personnel concern.

EMS DEPARTMENT

- Chief Jerry Saunders reviewed the run volume reports with the Trustees.
- Two of the newly hired part-time Paramedics are working shifts. No overtime is scheduled for June.
- Billing was discussed and Chief Saunders and Mrs. Limes stated that they felt this discussion could wait until the new Fire Chief was on board.

VISITOR COMMENTS

- Township resident Ross Fought discussed a security light at the META facility that is shining at his residence. He also questioned trucks running into the META facility with exhaust at 6:00 a.m. He has a request for a “no engine brake zone” adjacent to the SR25 entry into the new data center facility.
- Questions arose about lights and if they were required to be downward facing.

OLD BUSINESS

- Mr. Cromley noted that progress in ongoing with the sewer/water project on Dunbridge Road and in the Village of Dunbridge.
- Mr. Cromley stated that the Board of Trustees interviewed five (5) candidates for Fire Chief. A decision will be handled in Executive Session and no announcement will be made until the individual accepts the position. Mr. Moulton followed up with an outline of the hiring process.
- It was noted that JEDunn is renting the old Calphalon facility and the grounds are being maintained as requested by the township.

Mr. Cromley moved, Mr. Moulton seconded a motion to enter into executive session at 7:02 pm for the purpose of personnel counseling. Role was called: Mr. Cromley – YES; Mr. Moulton – YES; Mr. Vetter – YES.

The Board returned to regular session at 7:25 pm.

Mr. Moulton moved, Mr. Vetter seconded a motion to enter into executive session at 7:30 pm for the purpose of personnel counseling. Role was called: Mr. Cromley – YES; Mr. Moulton – YES; Mr. Vetter – YES.

The Board returned to regular session at 7:50 p.m.

Mr. Vetter moved, Mr. Moulton seconded a motion to enter into executive session at 7:55 pm for the purpose of personnel counseling. Role was called: Mr. Cromley – YES; Mr. Moulton – YES; Mr. Vetter – YES.

The Board returned to regular session at 8:15 p.m.

Mr. Vetter moved, Mr. Moulton seconded a motion to enter into executive session at 8:15 pm for the purpose of job applicant review. Role was called: Mr. Cromley – YES; Mr. Moulton – YES; Mr. Vetter – YES.

The Board returned to regular session at 8:40 p.m.

Mr. Moulton moved, Mr. Vetter seconded a motion to approve providing an offer of employment to the Board’s first choice for the fire chief vacancy as discussed in Executive Session by notifying the individual on June 5 with a response expected by June 6, 2025. If the top candidate declines the offer, the second-ranked individual will be contacted with the offer of employment. Motion approved.

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

Donald E. Cromley, Chairman

Michael Moulton, Vice Chairman

Fred E. Vetter, Trustee

Laurie L. Limes, Fiscal Officer