

Middleton Township Trustees

Wednesday, June 18, 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.

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.

Mr. Cromley stated that the Board of Trustees' intent to officially announce the appointment of Andrew Carter as the new Middleton Township Fire Chief.

Mr. Moulton moved, Mr. Cromley seconded a motion to acknowledge and ratify the hiring of Andrew Carter on June 18, 2025 as Middleton Township Fire Chief, pursuant to an offer of employment that was accepted, with an effective start date of June 30, 2025, with a six-month probationary period, pending passage of drug screening and BCI check. Motion approved.

The official swearing-in ceremony of Chief Carter will be Wednesday, July 2 at 5:30 p.m.

Mr. Moulton noted Chief Carter's experience which includes (but is not limited to): Chief, Southeast Ambulance District; Acting Captain, Perrysburg Township Fire Department; Member, Wayne Volunteer Fire Department; and he holds a Bachelor of Applied Science from Bowling Green State University in Fire Service Administrator.

WELCOME TO ANDREW CARTER!

FISCAL OFFICER REPORT

- **Mr. Cromley moved, Mr. Moulton seconded a motion to approve the June 4, 2025 meeting minutes as provided. Motion approved.**
- **Mr. Moulton moved, Mr. Vetter seconded a motion to approve the June 10, 2025 special meeting minutes as provided. Motion approved.**
- **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 the following updates

FIRE DEPARTMENT

- The siren at Station 2 in Dunbridge failed to activate during testing.
- Department officers requested use of the Chief vehicle until the new Chief takes office on June 30. The Trustees stated they did not have any issues with department personnel using the vehicle to respond to scenes.
- Timing to return fleet vehicles to Station 2 was discussed, with Mr. Cromley noting that construction is still on-going for the projects and paving will be handled at the end.

EMS DEPARTMENT

- Chief Jerry Saunders reviewed the run volume report

ROAD DEPARTMENT

- Road Supervisor Chase Greulich indicated that the traffic count markers have been installed on Pargillis Road. This is part of the township's efforts to apply for Issue I funding to improve Pargillis Road.
- Mowing of the county road ways was discussed. It was determined the township would charge \$120 / hour and Mrs. Limes will submit an invoice to the County Engineer at the end of the mowing season. Mr. Greulich will assess how long it takes to handle one pass of mowing on the county roads and then invoicing will occur based on how many times the township mows.
- Mr. Greulich questioned cutting trees on a ditch bank that appear to be on the resident's property on Ft. Meigs Road. Mr. Vetter will speak to the owner.
- Tree branches need trimmed on Saddlehorn Drive. Mr. Greulich was asked to contact an outside contractor to handle the trimming.
- Estimates for road improvement projects were reviewed.

Mr. Vetter moved, Mr. Cromley seconded a motion to approve the following road improvement projects and cost estimates as provided and recommended by the County Engineers Office:

- **Devils Hole Road from St. Rt. 25 to Mercer Road - intermediate levelling course and top finish coat \$270,000***
- **Devils Hole Road from Mercer to Dunbridge - grinding 1" of top and finished top coat \$125,800**

- **Cross Creek Road from Hull Prairie to Asmus Road - grinding 1” of top and finished top coat - \$99,000**
- **Cross Creek Road from Asmus Road to St. Rt. 64 - grinding 1” of top and finished top coat - \$58,800**
Motion approved.
Road improvement projects should go out to bid in July.
- *It is noted that Mr. Vetter is working with the Port Authority for \$100,000 toward the payment of this portion of the road work to recover expenses due to use of the roadway during construction of the round-a-bout.
- A representative from the Village of Riverbend contacted the township with regard to trees on the subdivision side of the Roachton Road ditch bank questioning the status of the trees and how to handle removal/maintenance of same. Mr. Vetter will discuss this with the resident and stated that this ditch is not under maintenance with the subdivision.

ZONING DEPARTMENT

- Zoning Inspector Kip McDowell indicated that temporary building permits will be issued for the data center project estimated at \$20,000 in fees.
- Mr. McDowell is in conversation with JEDunn with regard to the lighting at the data center project at night.
- Mercer Road is needing clean up due to construction on properties that have been purchased for the data center site.
- A letter to Juan Davilla requesting property clean-up has been sent to Linda Holmes, Assistant Prosecuting Attorney.
- Mr. McDowell is continuing to discuss yard maintenance issues/concerns with regard to properties purchased by JEDunn.

VISITOR COMMENTS

- Ross Fought, Dixie Highway resident, voiced concerns over the lighting at the data center site and the annoyance of same.
- Mr. Fought was questioned by Mr. Vetter with regard to his request for “No Engine Brake” warnings for St. Rt. 25. Mr. Fought indicated that the issue has been tempered and it would not be necessary to pursue.

OLD BUSINESS

- Mr. Cromley stated that the Harassment Prevention Training scheduled for June 24 and 26 is required for staff personnel unless a certificate of attendance is provided by another employer.
- Easements are under review for the township property / EMS station on St. Rt. 582.
- The contract for the Emergency Vehicle Storage Building is under review and anticipated to be formalized at the July 2, 2025 meeting of the Board of Trustees.

NEW BUSINESS

- Mr. Moulton noted he would be in attendance at the Ohio Conference on Freight on July 29-31. Discussion will include traffic on I-75 and rail.
- **Mr. Moulton moved, Mr. Vetter seconded a motion to adopt the following language with regard to use of drones in the township. The township drafted language was provided and approved by the township insurance carrier, UIS Insurance who oversees the OTARMA liability insurance plan.**
Middleton Township prohibits the use of township property to launch and/or land commercial or privately owned unmanned aerial vehicles (UAVs), commonly referred to as drones, at any time, and overflight of township property by commercial or privately owned drones unless conducted in compliance with federal or State of Ohio laws or regulations. This policy does not apply to drones owned and operated by law enforcement, first response or Middleton Township personnel during the course of official business, or any properly insured commercial or private entity conducting official township business, to include but limited to: training, photography, or building inspection.
Motion approved.
- Mr. Vetter and Mr. Greulich will be meeting with the EPA with regard to drainage at the township administration complex site.

Mr. Moulton moved, Mr. Cromley seconded a motion to move to executive session for the purpose of personnel counseling which involves Chief Asmus, Captain Tyler Ellis and Assistant Chief Brian Kotula at 6:57 p.m. Role was called: Mr. Cromley – YES; Mr. Moulton – YES; Mr. Vetter – YES.

The Board returned to regular session at 7:06 p.m.

Mr. Vetter moved, Mr. Moulton seconded a motion to move to executive session for the purpose of Fire and EMS personnel at 7:10 p.m. Role was called: Mr. Cromley – YES; Mr. Moulton – YES; Mr. Vetter – YES.

The Board returned to regular session at 7:16 p.m.

Mr. Moulton moved, Mr. Cromley seconded a motion to move to executive session at 7:20 p.m. for the purpose of contract review with regard to the Emergency Vehicle Storage Building. Role was called: Mr. Cromley – YES; Mr. Moulton – YES; Mr. Vetter – YES.

The Board returned to regular session at 7:44 p.m.

Mr. Moulton moved, Mr. Cromley seconded a motion to approve Mrs. Limes and Mr. Vetter to pursue debt funding of \$600,000 through the Wood County Treasurer utilizing the township’s inside millage of for payment on the Emergency Vehicle Storage Building, with Mr. Moulton as secondary from the Board as needed. Motion approved.

Mr. Cromley moved, Mr. Moulton seconded a motion to approve Mr. Vetter to handle contracted work for the sewer line and manhole for the Emergency Vehicle Storage Building project. Motion approved – *Mr. Vetter abstain.*

Mr. Moulton moved, Mr. Cromley seconded a motion to approve \$2.8M for the Emergency Vehicle Storage Building project, based on final contract negotiations and approval at the July 2, 2025 meeting. Motion approved.

The formal estimate from Spieker Construction totaled \$2,806,682.92 with Nick Spieker providing verbal agreement for the \$2.8M total.

Mr. Vetter moved, Mr. Moulton seconded a motion to approve hiring Andrew Carter as the Fire Chief of Middleton Township at an annual salary of \$93,000, four (4) weeks’ vacation, sick time as accumulated from his previous employer and family dental coverage. Motion approved. Mr. Carter has waived the health insurance benefit package.

Mr. Vetter moved, Mr. Cromley seconded adjournment of the meeting at 8:10 pm. Motion approved.

Donald E. Cromley, Chairman

Michael Moulton, Vice Chairman

Fred E. Vetter, Trustee

Laurie L. Limes, Fiscal Officer