

# Middleton Township Trustees

*Wednesday, September 3, 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.*

## **FISCAL OFFICER REPORT**

- The August 20 meeting minutes were reviewed for content. Clarification is needed on a couple of items. The updated minutes will be provided to the Trustees at the September 17 meeting.
- **Mr. Moulton moved, Mr. Cromley seconded approval of accounts and payroll as submitted. Motion approved.** A payment register is attached to the approved minutes.
- Mrs. Limes indicated that second half taxes were received mid-August and have been posted to the system and are reflected in the Fund Status.
- Mr. Vetter moved, Mr. Moulton seconded a motion to approve the Pay Application #4 presented by The Spieker Company after a review of same with Mr. Cromley, Jeff Buehrer and Mrs. Limes. Motion approved.

## **VISITOR COMMENTS**

- Plain Township Trustee Jim Rossow reviewed the one-year renewal request of the Fire Contract with Plain Township.  
**Mr. Vetter moved, Mr. Moulton seconded a motion to approve the one-year contract for fire coverage with Plain Township at a cost of \$30,000 for calendar year 2026. Motion approved.**

## **FIRE DEPARTMENT**

- Chief Andy Carter provided a run report dating back to July 1, 2025. Chief Carter indicated he plans to provide more detailed run data dating back to January 1, 2025 and stated his plan for same.
- Mr. Moulton requested contact information for the departmental staff.
- Chief Carter reviewed a policies and procedures module that is available through Lexipol which would include a fire manual for the balance of 2025 and a Fire & EMS manual for 2026. Templates are available a la carte as well. The module is designed around Ohio Revised Code standards and legal review at the state level. A pro-rated fee for 2025 of \$1,249.50 was offered as well as a fee for the 2026 subscription which totals \$3,748.50.  
Mr. Moulton moved, Mr. Cromley seconded a motion to approve the purchase of the Policies and Procedures module through Lexipol at a total cost of \$4,998.00. Motion approved.
- The Chevrolet grass rig has been reconfigured for use as a service fleet truck and is needing a variety of accessories and a cap that fits properly. The cost for those items totals \$4,195.  
Mr. Vetter moved, Mr. Moulton seconded a motion to approve the cost of upgrades totaling \$4,195 at The Truck Shop for the Chevrolet. Motion approved.
- The Ford 683 will now be utilized as the grass rig. The slide/skid unit has been removed to reduce weight.
- Chief Carter requested approval to research a mini pumper which could hold 300 gallons of water and could replace the International single cab fleet vehicle. The Board encouraged Chief Carter to move forward on gathering estimates.
- Dry hydrant access is being pursued for a location on the township complex site.
- MVA billing was discussed and tabled until more discussion can occur between Chief Carter, Chief Saunders and Mrs. Limes.
- Chief Carter stated the following individuals tendered resignation from the Fire/EMS departments: Sarah Frederick, Fire Fighter, effective August 19, 2025 and Brad Lowe, Paramedic, effective August 25, 2025.
- Mr. Moulton complimented staff who were in attendance at the Saddlebrook Subdivision Safety event.
- Jennifer Featzka stated she was in attendance to provide items for Safety Day.

## **EMS DEPARTMENT**

- Chief Jerry Saunders reviewed the run volume reports.
- Surveys were provided to the Board for review.
- An arm rest of broken in Medic 685 and is being repaired.
- A screen door on the west side of the building is damaged and will be removed.

- Mr. Cromley moved, Mr. Moulton seconded a motion to approve hiring Brandon Abke as a part-time paramedic effective October 1, 2025 for a one-year probationary period pending results from the pre-employment drug screening and BCI check. Motion approved.

**ROAD DEPARTMENT**

- The Devils Hole and Cross Creek Road resurfacing project is slated to begin October 1, but could possibly begin in two weeks.
- Mr. Cromley noted the paving was handled in Dunbridge north of St. Rt. 582. He will continue to pursue paving at the park.
- Mr. Moulton indicated that the Center Township Trustees did not have interest in road improvements to Cross Creek Road from St. Rt. 25 to Mercer Road in 2026.

**VISITOR COMMENTS**

- Mr. Moulton indicated to visitor Melissa Petrea that he provided Amanda Moore with Mrs. Petrea’s contact information.

**OLD BUSINESS**

- Safety Day was reviewed and Mrs. Limes noted the staff would be meeting as needed to handle all necessary details.
- An update on the Emergency Services Storage Building was held, noting progress is on-going.

**NEW BUSINESS**

- Mr. Vetter indicated that the Reitz Road ditch is still under review by the County Engineers’ office for a variety of concerns. Surveys are being planned and continued research into the best option for repair.

**Mr. Moulton moved, Mr. Cromley seconded a motion to move into executive session for the purpose of legal discussion on a pending matter at 7:50 p.m. Role was called: Mr. Cromley – YES: Mr. Moulton – YES; Mr. Vetter – YES.**

The Board returned to regular session at 8:01 p.m.

**Mr. Moulton moved, Mr. Vetter seconded a motion to approve the township appeal the court’s decision to deny our motion for summary judgment in the Copeland Estate case. Motion approved.**

**Mr. Vetter moved, Mr. Cromley seconded adjournment of the meeting at 8:00 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**