

# Middleton Township Trustees

*Wednesday, December 3, 2025*

*10:00 a.m.*

Mr. Cromley called the meeting to order at 10:00 a.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.*

## **VISITOR COMMENTS**

- Dave Johnston, Ohio Fully Integrated Technologies (OHIOFIT) reviewed quotes for an updated key system for the township buildings as well as camera packages for buildings and grounds. Discussion revolved around the need for audio recordings with the installed systems.  
**Mr. Vetter moved, Mr. Moulton seconded a motion to proceed with the key system security upgrade and camera systems per quotes as follows: Quote 000165 - \$24,200 for an upgrade to fob and flex readers; and Quote 000166 - \$15,975 for interior and exterior camera systems and approving fifty percent (50%) down payment. Motion approved.**

## **FISCAL OFFICER REPORT**

- **Mr. Moulton moved, Mr. Cromley seconded a motion to approve the November 19, 2025 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.
- Mrs. Limes provided the November 2025 bank reconciliation for review.
- Mrs. Limes shared that an updated fire payroll schedule will be provided for Trustee review.
- EMS billing is still being pursued and a meeting has been scheduled with an account representative from Medicount.
- An updated contract has been submitted from Brosius Johnson & Griggs for legal services. It will be made available to the Board and brought before the Board for action at the December 17 meeting.

## **EMS DEPARTMENT**

- Deputy Chief Ron Bogedain reviewed the run volume reports.
- Chief Bogedain noted that Paramedic Jason Kessler has resigned from the township. An email correspondence was provided.
- Chief Bogedain indicated he wants to discuss employee evaluations and process for same with Chief Carter.

## **FIRE DEPARTMENT**

- Chief Andy Carter provided month end and year-end run/incident reports for review.
- Chief Carter is continuing to add data for 2026 which will include details for vehicles utilized as well as shift coverage which will include YTD responses by personnel and percentage of runs attended.
- The software program WhenToWork is being utilized for reports on hours worked in November.
- The staff will participate in ESO training in January.
- The Middleton Township Volunteer Fire Fighter Dependency Board met for its annual meeting. Chief Carter thanked Evan Hiser and Dave Mondul for attending on behalf of the department and Steve Asmus and Nancy Perry were in attendance as the community board members. The Board is in place and dues are paid as needed in the event of a 'line of duty' death.
- Chief Carter addressed the Board with a clarification on running the tanker with a 'dry' or 'wet' pump. The decision was to keep the tanker wet to keep fluids circulating with the understanding that even in extremely cold temperatures the risk of lines freezing is minimal.
- All department staff currently in EMT school have passed and will undergo skills testing on December 7.
- New Resolutions for Fire Code Inspection are still being reviewed.
- A potential permitting process is being discussed with the zoning inspector for fire system generators that could be included in a business/factory setting. The systems could potentially be treated as an accessory structure.
- A county-wide Mutual Aid Agreement is still being reviewed by legal council for the City of Perrysburg and the City of Bowling Green respectively. One of the main points of emphasis is utilizing St. Rt. 582 as a boundary. Washington Township Fire Chief Bill Gase has indicated that their department is not involved in any Mutual Aid Agreements to date.
- FIT testing is on-going for the SCBA units. All staff will need to be tested by the end of the year as a condition of employment.
- KNOX keys have been ordered and the JE Dunn entrance on St. Rt. 582 will be double locked. The keys have been purchased in case of an accident on the data center site.

- The staff uniform store has closed.
- Chief Carter thanked Road Superintendent Chase Greulich and Zoning Inspector Kip McDowell for providing him with instruction on plowing snow.
- Assistant Chief Brian Kotula reminded all in attendance of the Breakfast with Santa event scheduled for Saturday, December 6 at the Haskins Fire Station from 9-11 am. The township fleet vehicles will be part of the parade that same evening in the Village of Haskins.
- Five (5) sets of gear will be purchased at a cost of \$3,500 / set. Three helmets are needed due to expiration.
- Recruitment and retention of emergency services personnel is being discussed among local departments as well as the need to focus efforts toward the elimination of property tax issue that could come before Ohio voters in 2026. A meeting with regard to the issue is being scheduled.
- Chief Carter noted that he is looking into a proposal from PinPoint, a mental health advisor company. The company offers yearly reviews and quarterly training for staff. Deputy EMS Chief Ron Bogedain noted his support for this program and stated that this has ‘needed to be done.’

**ROAD DEPARTMENT**

- Road Supervisor Chase Greulich provided a quote for a trade-in with Deere & Company on a road mower.  
Mr. Vetter moved, Mr. Moulton seconded a motion to approve a trade in on the road mower at a final cost of \$7,134.30. Motion approved. Mrs. Limes discussed utilizing Fund 4903 to pay for the mower.
- The barricade signs originally ordered were not of the quality expected by Mr. Greulich. The signs will be sent back. New signs are being ordered from Moriarty.
- Future road improvements projects were reviewed including the balance of King Road and Dowling Road in a shared venture with Perrysburg Township. The township has not received notification on the Issue I application for Pargillis Road improvements.

**ZONING DEPARTMENT**

- Zoning Inspector Kip McDowell noted that light readings are being planned for the electric substation at the data center site.

**VISITOR COMMENTS**

- Trustee-Elect Melissa Petrea thanked the road department for the snow removal. She requested information on a meeting with regard to the property tax/sales tax topic.

**OLD BUSINESS**

- Mr. Vetter voiced concerns over the concrete floor being poured in the Emergency Vehicle Storage Building due to the early freeze/frost.
- Mr. Moulton reviewed correspondence with regard to an independent water report obtained by Mike Jones for the Agriculture Incubator site.
- Visibility concerns for a North River Road resident have not been addressed by ODOT to date.

**Mr. Vetter moved, Mr. Moulton seconded a motion to move to Executive Session for the purpose of personnel at 11:35 a.m. Role was called: Mr. Cromley – YES; Mr. Moulton – YES; Mr. Vetter – YES.**

The Board returned to regular session at 1:01 p.m.

**NEW BUSINESS**

- **Mr. Moulton moved, Mr. Cromley seconded a motion to approve hiring Zachary Solarek as a full-time EMS staff member for the float position on a one-year probation and upon results from pre-employment drug screening and BCI check. Motion approved.** Chief Carter noted that Mr. Solarek has dual licensure in Michigan and Ohio. Mr. Solarek is not a licensed Paramedic and a school is being pursued for tuition costs and availability.
- **Mr. Vetter moved, Mr. Cromley seconded a motion to approve paying for half of the tuition for Zachary Solarek to attend a Paramedic Course based on review by Chief Carter and after review of an agreement by legal counsel. Motion approved.**

**OLD BUSINESS (cont’d)**

- Mrs. Limes indicated a review of the next pencil copy for payment to The Spieker Company for the EVSB will be held on Thursday December 4, 2025.

**Mr. Vetter moved, Mr. Cromley seconded adjournment of the meeting at 1:05 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**