

# Middleton Township Trustees

*Wednesday, December 17, 2025*

*9:00 a.m.*

Mr. Cromley called the meeting to order at 9:00 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.*

## **FISCAL OFFICER REPORT**

- **Mr. Moulton moved, Mr. Vetter seconded a motion to approve the December 3, 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.
- **Mr. Moulton moved, Mr. Vetter seconded a motion to approve Mr. Cromley and Mrs. Limes authority to approve necessary payments by December 31, 2025 as needed. Motion approved.**
- Mrs. Limes noted the February 4 meeting of the Board conflicts with the Ohio Township Association Winter Conference. A decision to move the meeting will be discussed on January 7, 2026.
- Mrs. Limes updated the Board with regard to street lighting assessments, noting that three plats will not be assessed for 2026 based on the Wood County Auditor's decision. Those three plats include Riverbend Plat 4, Village of Riverbend Plat 8 and Village of Riverbend Plat 9. The township will incur the payment of those street lighting bills until the plats can be assessed for 2027.
- Brosius, Johnson & Griggs, Ltd. Provided a 2026 contract proposal.  
**Mr. Moulton moved, Mr. Vetter seconded a motion to approve \$15,000 in fees for 2026. Motion approved.**
- Mrs. Limes, Chief Carter and Mr. McDowell reviewed the FirstNet/AT&T proposal indicated their support of switching carriers for phones, iPad and all other devices currently under the Verizon Wireless plan.  
**Mr. Moulton moved, Mr. Cromley seconded a motion to approve switching communications providers from Verizon Wireless to FirstNet/AT&T. Motion approved.**

## **FIRE DEPARTMENT**

- Chief Andy Carter stated he has been in meetings with Washington Fire Chief Bill Gase with regard to AutoAid with Washington Township. The Board questioned the status of automatically sending a fire engine when called based on staffing and it was determined that fire would respond with an ambulance. Deputy Chief Ron Bogedain questioned how far ambulance 680 would travel into Washington Township and it was noted that details are still being worked through.
- Chief Carter indicated that the agreements with the Cities of Perrysburg and Bowling Green are still being reviewed, specifically noting the new dividing line of St. Rt. 582 as a boundary.
- The Fire Code Resolution, specifically Section 3, construction plan review, is still under review.
- Chief Carter presented an exhaust system addition "Ward No Smoke" with a quote for seven (7) units. The proposal was tabled for further review.
- Assistant Fire Chief Brian Kotula notes that gear fitting has occurred. In addition, the cost of helmets has increased by \$50. All helmets and gear assigned and available are documented in PXTrex software.
- Mr. Kotula presented the Board with his letter of retirement effective immediately. Mr. Cromley thanked Mr. Kotula for his efforts specifically noting his attention to cleanliness, maintenance and truck maintenance under his command.

## **EMS DEPARTMENT**

- Deputy Chief Ron Bogedain indicated that staff felt they were smelling natural gas near the water heater. After much testing it was determined there was not a leak and minor updates were made to the water heater to ensure safety standards.
- Chief Jerry Saunders will present year-to-date run reports and more at the January 7 meeting of the Board.
- Mrs. Limes reviewed the status of the MediCount billing proposal, noting that the committee felt this company would be a good fit for the township. The draft agreement will be sent to Linda Holmes, Assistant Prosecuting Attorney, for her review. It is projected billing could begin as early as March 2026.
- Chief Carter indicated that seven candidates were interviewed for the full-time EMS position. Zachary Solarek was chosen at the new employee and based on prior standards the township will offer to pay for half of his Paramedic School. It is planned for him to begin work on January 14, 2026 on duty with Captain Marcson.

### **ROAD DEPARTMENT**

- Road Supervisor Chase Greulich noted that the new snow plow is still not completed by Henderson.
- Stop signs in the township along Hull Prairie Road have been updated to 36 inches, along with new 'stop ahead' signage installation. Some of the 30 inch stop signs have been put in storage for replacements in the subdivisions as needed.
- To date the department has used 63 ton of salt.
- The Wreaths Across America event was held on Saturday, December 13. The road department personnel will dispose of the boxes left in the storage building.
- Mr. Moulton noted his thanks for the stop ahead signage work done by the road department staff.

### **ZONING DEPARTMENT**

- Zoning Inspector Kip McDowell provided an updated permit report.
- Permitting for short-term and/or long-term generators is being discussed for Board review/approval.
- Mr. McDowell noted that modules are in place through ESO for fire department inspection and permitting.
- Mr. McDowell indicated that JE Dunn has received notice of non-payment for permits issued for various structures at the data center site. Lighting issues at the site have also been noted as 'out of compliance' and have been addressed by Mr. McDowell.
- Lighting issues in the township, specifically the data center, electric substation and the curling center will be tested by subcontractor Transtar Electric. Mr. Cromley requested the lighting on the road maintenance building be tested as well.
- Zoning enforcement letters are being drafted by Peter Griggs, Esq. for the Juan Davilla property on Dixie Highway. The letters can be hand-delivered with Mr. Moulton, Mr. McDowell and a deputy sheriff all on site.
- Mr. McDowell indicated that Jacob Barnes will be attending the January 14 meeting of the zoning commission to begin reviewing highlighted areas of the zoning resolution that are being updated and be in attendance for discussion. Mr. McDowell also noted that the zoning commission is requesting an extra meeting a month while the resolution is under review.
- A reorganizational meeting of the zoning commission and board of zoning appeals is being scheduled for January 14, 2026.
- Dustin Brown is stepping down from the zoning commission effective December 31, 2025.
- Tim Pinkleman, Dunbridge Road, has indicated willingness to complete Mr. Brown's term beginning January, 2026.

**Mr. Vetter moved, Mr. Moulton seconded a motion to approve Tim Pinkleman to the Middleton Township Zoning Commission for the balance of Dustin Brown's term beginning January 1, 2026 through December 31, 2026. Motion approved.**

### **VISITOR COMMENTS**

- Trustee-elect Melissa Petrea thanked the road department for their efforts in snow removal.

### **OLD BUSINESS**

- The building locks and camera projects with OhioFIT are ongoing. Mrs. Limes discussed Mr. Johnston's efforts to clean up wiring in the ceiling at no cost to the township.
- The Emergency Vehicle Storage Building project was reviewed, noting the need for heat in the building to warm the floors for concrete. Once the overhead doors are installed the floors can begin to be heated.
- Mr. Cromley noted that the two new lift stations in relation to the Dunbridge water and sewer project are still needing power connected.
- Mr. Moulton reviewed correspondence from Chris Waterfield, District 2 representative for ODOT, regarding an ongoing right-of-way issue reported by West River Rd. resident, Dr. Tayyab Cheema. Mr. Waterfield shared on December 16 that ODOT's Wood County Transportation Administrator, Mr. Beaverson, has asked their survey team to stake the ROW line along 24473 W River Road and go another 250' in each direction. Mr. Beaverson told Mr. Waterfield that he will contact the customer directly once this is staked.
- Mr. Vetter stated that he has requested information on the Dowling Road bridge from ODOT so that formal plans for resurfacing the road can begin.

### **NEW BUSINESS**

- Discussion revolved around Union Hill Cemetery and changes in personnel and equipment needs. Mr. Vetter indicated that the Foos family is retiring from their role digging graves and foundations. Plain Township owns a mini excavator for this work and it is being discussed that Middleton Township could assist with grave location for burials as well as foundation installation. The township does not have a vehicle to fit between graves on Union Hill cemetery grounds. A

concrete buggy was discussed for its effectiveness and use at Union Hill. Mr. Greulich and Mr. Cromley discussed costs and volume of the hopper while estimating an expense of \$13,500-\$15,000. **Mr. Cromley moved, Mr. Vetter seconded a motion to approve Mr. Greulich the purchase authority for a concrete buggy at a cost not to exceed \$20,000. Motion approved.**

- Mr. Moulton noted that correspondence has been provided by Perrysburg Schools with regard to a Superintendent search. A meeting has been scheduled and area organizations and government agencies have been asked to assist. Mrs. Limes provided the information to Trustee-Elect Petrea as well, and Mr. Moulton recommended that Ms. Petrea connect with Perrysburg Schools as the township’s representative

The Board went into recess at 11:15 a.m. The Board returned to regular session at 1:30 p.m.

**FIRE DEPARTMENT (cont’d)**

- Chief Andy Carter reviewed items that could be placed for sale on govdeals.com. Mr. Moulton moved, Mr. Vetter seconded a motion to place the following items for sale on govdeals.com: 2002 Ford F550 brush truck; aluminum boxes; and small toolboxes of old 662. Motion approved. It was noted that more items may be added and that list will be made available at the January 7 meeting.

**ROAD DEPARTMENT (cont’d)**

- Road Supervisor Chase Greulich indicated that the Acadia is been under maintenance for a variety of issues including random blinking lights and warning lights. The Board encouraged Mr. Greulich to gather pricing on a new SUV type vehicle.

**Mr. Moulton moved, Mr. Vetter seconded a motion to move into executive session for the purpose of personnel reviews at 2:00 p.m. Role was called: Mr. Cromley – YES; Mr. Moulton – YES; Mr. Vetter – YES**

The Board returned to regular session at 4:40 p.m.

**Mr. Cromley moved, Mr. Moulton seconded a motion to approve the pay raises effective December 28, 2025 as provided on attachment to minutes.**

**Mr. Cromley moved, Mr. Moulton seconded a motion to approve the 2025 bonuses as provided on attachment to minutes.**

**Mr. Vetter moved, Mr. Moulton seconded a motion to approve individual and/or family health and dental benefits for township officials and full-time employees at no cost to the staff member for 2026. Motion approved.**

**ZONING DEPARTMENT (cont’d)**

- Mrs. Limes and Mr. McDowell noted that terms for the zoning boards needed to be reviewed for accuracy. Mrs. Limes will work with Mr. McDowell to update the information.

**OATH OF OFFICE**

**Mr. Cromley administered the Oath of Office for Trustee Michael D. Moulton for his term as Township Trustee commencing January 1, 2026 through December 31, 2029.**

**REORGANIZATION OF BOARD OF TRUSTEES**

**Mr. Vetter moved, Mr. Moulton seconded a motion to approve Michael Moulton as Chairman of the Board of Township Trustees for 2026. Motion approved.**

**Mr. Moulton moved, Mr. Vetter seconded a motion to approve Fred Vetter as Vice Chairman of the Board of Township Trustees for 2026. Motion approved.**

**Mr. Moulton moved, Mr. Cromley seconded adjournment of the meeting at 4:50 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