

Middleton Township Trustees

Wednesday, March 4, 2026

6:00 p.m.

Mr. Moulton called the meeting to order at 6:00 p.m. The Pledge of Allegiance was spoken. In attendance were Trustees Moulton, Petrea, 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. Vetter moved, Mrs. Petrea seconded a motion to approve the February 18, 2026 meeting minutes as provided. Motion approved.**
- **Mr. Vetter moved, Mr. Moulton seconded approval of accounts and payroll as submitted. Motion approved.** A payment register is attached to the approved minutes.
- Mrs. Limes provided a revenue detail report for Trustee review. It was noted that the advance of property taxes requested is reflected in the report.
- The December 2025 and January 2026 bank reconciliations were provided for review.
- An unofficial Certificate of Estimated Resources was provided for Trustee review. Mrs. Limes stated she was told a signed official version would be forthcoming from the Budget Commission.

FIRE DEPARTMENT

- Fire Chief Andy Carter discussed a recent department officer meeting and discussion about potential grant opportunities.
- A recordable video laryngoscopy is needed. More information will be gathered on cost for same.
- The run report was provided with more integration of data from the ESO module. The Meta and Williams sites have been added as districts in the system for documentation. Numerous reports are included which include response, personnel, types of incidents, apparatus, and more.
- Chief Carter indicated he was prepared to recommend two (2) new fire fighter applicants for the township.
Mr. Moulton moved, Mrs. Petrea seconded a motion to approve hiring Paul Lautzenheisen as a fire fighter on a one-year probation based on passage of pre-employment drug screening and BCI check. Motion approved.
Mr. Vetter moved, Mr. Moulton seconded a motion to approve hiring Ben Coppes as a fire fighter on a one-year probation based on passage of pre-employment drug screening and BCI check. Motion approved.
- The specifications for a mini pumper are still in process.
- Damage to 681 was sustained at the intersection of Five Point and Hull Prairie Roads. The engine repairs are able to be handled by township staff and necessary parts have been ordered.
- Chief Carter confirmed that five (5) sets of fire gear were purchased, as well as a pair of boots at a cost of approximately \$23,000. No helmets were needed.
- The need for a hydrotester was discussed, noting two companies carry the equipment.
- All fire houses have cameras installed. The need to change exterior codes/keys was noted.
- Chief Carter, Chief Saunders and Mrs. Limes provided an update on recommendations to billing fees for Medicount EMS billing. Confirmation was provided that non-residents would be billed and residents would only incur soft billing, which only charges what the insurance will pay.
Mr. Vetter moved, Mr. Moulton seconded a motion to approve an agreement with Medicount for EMS billing, per rate recommendations provided and approval of agreement with legal counsel. Motion approved.
- Chief Carter updated the status of the dry hydrant project at Meta, noting total draft capabilities are still under review.
- It was noted that the township switched to the Wood County Emergency Management Agency recommendation to move to Everbridge for an alert system. This switch cancels the CodeRED system that is no longer functioning properly and was recently hacked.
- The Webster Township fire contract was reviewed by Chief Carter, with the need for a map to be updated showing service coverage areas by Middleton and Troy Townships.
Mr. Vetter moved, Mr. Moulton seconded a motion to approve the 2026 fire contract with Webster Township for \$15,000. Motion approved. The map will be reviewed with township officials and Mrs. Limes will return the agreement to Webster Township Fiscal Officer.

- A contract agreement is still in process with Washington township. Fire Code inspections are still reviewed with Fire Chief Bill Gase.
- All extraction equipment will be moved to the Emergency Vehicle Storage Building (EVS) from the Dunbridge station. An additional chemical pump dispenser system is being requested which will enhance the wash cycle of the extractor based on the type of dirt/soil/blood that was left on the gear.
Mr. Vetter moved, Mrs. Petrea seconded a motion to approve the purchase of a chemical pump dispenser system from Advantage Equipment at a cost of \$3,092.78. Motion approved.
- A replacement boom microphone and six (6) radio batteries are needed
Mr. Moulton moved, Mrs. Petrea seconded a motion to approve the purchase of a blue tooth boom mic and radio batteries from P&R Communications at a cost of \$2,126.48. Motion approved.
- Application has been made for a community grant with Meta for seven new radios at a cost of \$49,000.
- An air compressor is needed at the EVS.
- Epoxy flooring was reviewed in details with regard to the EVS. Numerous options were provided by Spieker for consideration.
Mr. Moulton moved, Mr. Vetter seconded a motion to approve the proposal for all floors, mezzanine and steps, which include Spieker estimate Item #3 \$61,000 and Item #5 \$19,515 for a total cost of \$80,515. Motion approved. Weight rating, abrasion, gloss, warranty were all noted as details that need further confirmation.
- Chief Carter shared that a "Smoke Dog Award" is anticipated to be awarded to a 14-year old township resident who was able to move her family to safety during a house fire. The award is provided through the State Fire Marshall's office. Chief Carter plans to invite the residents and her family to an award ceremony in the future.

EMS DEPARTMENT

- EMS Department Chief Jerry Saunders reviewed the run volume reports. Chief Saunders noted that non-patient runs will no longer be included in the EMS reports, but will be reflected in the fire department data.
- Chief Saunders reviewed how questionnaires are distributed to patients and provided returned surveys to the Board for their information.
- A lock was repaired by Chase Greulich on the back doors of Ambulance 680.
- An oil leak on Ambulance 685 was repaired.
- The current LifePak 35 has a bad blood pressure module. In addition the CO₂ meter is not working as it should. All items are under warranty. A full bladder blood pressure cuff is priced at \$210 for the unit.
- The paint change order was delivered to Burgess Ambulance on February 26. The delivery date is still scheduled for April or May.
- The Powerload unit from 685 will not be transferred to the new ambulance as it is an older model. Burgess will not transfer the system and Stryker does not stand behind the transfer. A bid for a unit for the new ambulance will be pursued with anticipated grant funding to help offset the cost.

ROAD DEPARTMENT

- Road improvement specifications were provided by the county engineer's office to the Board for Dowling Road.
- Mr. Vetter shared an overview of issues with the Reitz Road ditch.

ZONING DEPARTMENT

- Zoning Commission member Ross Fought discussed the architectural standards of large-scale buildings as well as the need for Planned Unit Development (PUD) language that is developed for the updated zoning resolution language.

OLD BUSINESS

- Power has been established to the Dunbridge water and sewer pump station.
- Mrs. Petrea shared an update from the Union Hill Cemetery Board meeting, confirming that brush pick up, soil delivery and disposal of cement can be handled by township maintenance departments from Middleton and Plain.
- A sign grant is being pursued through LTAP.

NEW BUSINESS

- Mr. Moulton shared an update on the tour of the Davis Besse facility, noting Meta has petitioned the state to provide more power from Davis Besse as needed. Mr. Moulton, Mr. Vetter and Chief Carter were in attendance along with other community leaders and dignitaries from the area.
- Municipal Separate Storm Sewer System (MS4) program co-permitting (MS4) was reviewed regarding the township taking over responsibilities previously handled and as mandated by the county engineer..

Mrs. Petrea moved, Mr. Moulton seconded a motion to approve the township’s involvement in the MS4 program co-permitting at a cost of \$6,500 which covers only what is required regarding current outfalls. Motion approved.

Mr. Moulton moved, Mrs. Petrea seconded a motion to move into Executive Session at 7:54 p.m. for the purpose of a human resources issue. Role was called: Mr. Moulton – YES: Mrs. Petrea – YES; Mr. Vetter – YES

The Board returned to regular session at 8:16 p.m.

Mr. Moulton moved, Mrs. Petrea seconded a motion to move into Executive Session at 8:17 p.m. for the purpose of a legal matter. Role was called: Mr. Moulton – YES: Mrs. Petrea – YES; Mr. Vetter – YES

The Board returned to regular session at 8:26 p.m.

Mr. Vetter moved, Mrs. Petrea seconded adjournment of the meeting at 8:35 pm. Motion approved.

Michael Moulton, Chairman

Melissa S. Petrea, Trustee

Fred E. Vetter, Vice Chairman

Laurie L. Limes, Fiscal Officer