

Middleton Township Trustees

Wednesday, April 1, 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. Fiscal Officer Limes was not in attendance. Stephanie Morris served as Clerk.

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.

A Moment of Silence was held in honor of Retired Fire Fighter Captain Ronald Asmus who passed March 28, 2026. Mr. Asmus' burial will be held locally on Friday, April 3, 2026 with Engine 662 on site (dedicated in his honor at its push-in ceremony). Members of the township staff and fire department plan to be in attendance. Rest in Peace "Uncle Ronnie."

OLD BUSINESS

- Dave Johnston, Ohio Fully Integrated Technologies (OhioFIT), discussed current and proposed practices regarding HB96 cybersecurity mandates. Mr. Johnston highlighted current procedures implemented as well as recommendations for the township:

- Increased security on all email addresses
- Encryption of computers 'at rest'
- Cybersecurity training for all employees to include a phishing campaign and follow-up reporting
- HIPAA training with OSHAA approved methods including a password manager
- Fees for all were discussed

Mr. Moulton requested an updated proposal outlining costs involved and protection on all unsecure emails

In addition, a physical security hardware installation update was provided, noting the south parking lot camera on the township building and camera install on the road building are still in progress.

FISCAL OFFICER REPORT

- **Mrs. Petrea moved, Mr. Vetter seconded a motion to approve the March 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 had provided the Board with Resolution 26-0401, Permanent Appropriations for their review/approval.
**Mr. Vetter moved, Mr. Moulton seconded a motion to approve Resolution 26-0401, Permanent Appropriations for Middleton Township. Role was called:
Mr. Moulton – YES; Mrs. Petrea – YES; Mr. Vetter – YES.**
- Dues for Wood County Economic Development Commission were questioned, noting Mrs. Limes would be able to answer whether the dues were paid for 2026.
- The Meta site will be reappraised by the Wood County Auditor in 2026.

FIRE DEPARTMENT

- Fire Chief Andy Carter provided the March monthly reports to the Board for their review.
- A personnel training report was providing noting 16 sessions were held in the first quarter. Captain Ellis is focusing on the training calendar for the department.
- A summary report of inspections was provided for the first quarter.
- The status of new hires was questioned with Chief Carter noting all efforts are working out, including gear distribution, IAR, and handbook review. More applications are being reviewed and contact is being made with existing department staff who are not meeting participation expectations.
- Engine 681 is back in service.
- Chief Carter reviewed the cost of new power load cot from Stryker at a cost of \$69,772.62. A grant through Ohio Bureau of Workers' Compensation is available and Chief Carter is planning to submit an application for same.
Mr. Moulton moved, Mr. Vetter seconded a motion to approve the purchase of the power load cot through Stryker at a cost of \$69,772.62 per the quote due to the urgency of need. Motion approved.

- Firehouse Subs offers a grant and Chief Carter is submitting an application for new lockers for the Emergency Vehicle Storage Building.
- Gas meters have been ordered for a re-calibration system at an approximate cost of \$600.
- New mobile data terminals are needed for each medic unit, including iPads for each.
- Numbers for department identification/communication were discussed with input requested from Chief Carter. It was determined that numbers 66-69 would be utilized moving forward and the township stations would be named/identified accordingly.
- Chief Carter noted that he and Fiscal Officer Limes met with Assistant Prosecuting Attorney Linda Holmes with regard to the Medicount agreement. Mrs. Holmes provided her modification requests and Mrs. Limes will submit to Medicount.
- 'THANK YOU' was given by Chief Carter and the department staff for supporting the Recognition Banquet held on March 21, 2026.
- The Mutual Aid Agreement is still in process with Washington Township. Center Township has reached out with regard to development of same.
- Chief Carter provided information from a local supplier for consideration on security/messaging screening for windows and glass-paneled doors of township facilities.
- A 14-year-old township resident will be awarded a Smoke Dog Award by the State Fire Marshal's Office on Wednesday, April 15 at 5:30 p.m. This individual was responsible for efficient reaction to a fire alarm in her family's home and safe evacuation of her siblings and family pets.
- It was noted that smoke alarm installation is being provided and Mr. Moulton requested establishment of policy regarding a property damage waiver. Deputy Chief Slife is pursuing grants to go toward the program.

VISITOR COMMENTS

- Common Pleas Court Judge Joel Kuhlman addressed the Board, staff and visitors. He discussed initiatives with regard to a partnership between the court and Wood County Sheriff's Department with Penta and Owens Community College for the IGNITE (Inmate Growth Naturally and Intentionally Through Education) Program, which aims at reducing recidivism through education and placement of inmates back into the work world. In addition, Judge Kuhlman has been involved in implementing a law student internship.
- Resident Ross Fought stated concerns with regard to #1- and #2-sized stones falling out of dump trucks accessing the Meta site. In addition, traffic management and turn lanes were discussed. Chief Carter stated he would bring these concerns to Meta at a meeting on April 2.

ROAD DEPARTMENT

- Mr. Vetter stated he needs to move forward with a petition process to remedy the Reitz Road ditch drainage issues.
Mr. Vetter moved, Mr. Moulton seconded a motion to approve the township begin the petition process for ditch maintenance with the Wood County Commissioners Office. Motion approved. It is noted this process could take a few years to complete. Mr. Vetter will serve as the township liaison on this matter.

OLD BUSINESS

- The lift pump projects in Dunbridge and Mercer Road were reviewed, noting the pump station in Dunbridge is completed.
- Mr. Vetter indicated he reached out to Victor Coleman, Toledo Edison Regional Representative with regard to the style of light fixtures as the company transitions its users to LED lighting.
- Mrs. Petrea noted the availability of grant money to fund Wood County Rural Health Transportation.
- Mrs. Petrea will move forward with application for the LTAP sign grant.

NEW BUSINESS

- Mrs. Petrea stated she attended the State of the County meeting and noted that the Commissioners were willing to hold 'visiting' meetings and Middleton could host again.

Mr. Moulton moved, Mr. Vetter seconded a motion to move to executive session at 7:51 p.m. for the purpose of personnel discussions. Role was called: Mr. Moulton – YES; Mrs. Petrea – YES; Mr. Vetter – YES.

The Board returned to regular session at 7:56 p.m.

Mr. Moulton moved, Mr. Vetter seconded a motion to approve hiring Garrett Geiser as a part-time road maintenance employee at a rate of \$24 / hour with a tentative start date in May, 2026, pending pre-employment drug screen and BCI check. Motion approved.

Mr. Moulton moved, Mr. Vetter seconded a motion to move to executive session at 7:57 p.m. for the purpose of legal discussion. Role was called: Mr. Moulton – YES; Mrs. Petrea – YES; Mr. Vetter – YES.

The Board returned to regular session at 8:05 p.m.

NEW BUSINESS (cont'd)

- **Mr. Vetter moved, Mr. Moulton seconded a motion to approve a special meeting of the Board for Tuesday, April 7 at 8:30 a.m. The purpose of the meeting will be to have discussion with representatives from the City of Bowling Green regarding establishment of a Joint Economic Development District. Motion approved.** Mrs. Limes will be notified and asked to publicize the special meeting.

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

Michael Moulton, Chairman

Melissa S. Petrea, Trustee

Fred E. Vetter, Vice Chairman

Laurie L. Limes, Fiscal Officer