

Middleton Township Trustees

Wednesday, May 6, 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, Mr. Moulton seconded a motion to approve the April 15, 2026 meeting minutes as provided. Motion approved.**
- **Mrs. Petrea moved, Mr. Vetter seconded approval of accounts and payroll as submitted. Motion approved.** A payment register is attached to the approved minutes.
- Mrs. Limes provided rates and term limits on the CD held with Waterford Bank.
Mrs. Petrea moved, Mr. Moulton seconded a motion to approve renewing the CD for six (6) months at the posted rate of 3.40%. Motion approved.
- Mrs. Limes stated the audit is still in process.
- A Safety Day meeting has been set for staff on June 22 at 4:00 p.m.
- Mrs. Limes reviewed a draft of estimated tax assessment for the Meta facility. She is requesting a meeting with the county auditor to discuss in more detail.
- The staff holiday banquet was discussed with hopes of utilizing the Riverby Golf Course and Club for the event in December.
- All final reporting has been submitted with regard to the SLFRF funding provided to the township.

FIRE DEPARTMENT

- Fire Chief Andy Carter provided the April monthly reports for Trustee review.
- Year-to-date reports are also being generated and all reports include staff hours worked, units deployed, work hours, training, and more.
- Chief Carter discussed the credible bomb threat handled on May 4 at the Meta facility. Chief Carter stated that they staged efforts at the EMS station. Wood County Sheriff's Office handled the potential bomb response. The township assisted as requested and no suspicious activity was found. It was noted that the fire department will not sweep for bombs. In addition, JE Dunn is working on strengthening their response plans for emergency situations. Mr. Moulton commended the department for 'stepping up' to assist.
- Resignation letters were received and accepted from Angel Korotnayi and Dave Mondul.
- Chief Carter reviewed applications for two individuals, one as a fire fighter and the other as a part-time paramedic.
Mr. Moulton moved, Mrs. Petrea seconded a motion to approve hiring Ryan Butler as a fire fighter on a one-year probation pending pre-employment drug screening and BCI check. Motion approved. Mr. Butler is a Perrysburg Schools graduate and lives within the township borders. He has completed EMT school.
Mr. Robert Shanteau was interviewed by Chief Carter, EMS Chief Saunders and Deputy Fire Chief Slife and recommendation to hire was provided.
Mr. Vetter moved, Mr. Moulton seconded a motion to approve hiring Robert Shanteau as a part-time paramedic on a one-year probation pending pre-employment drug screening and BCI check. Motion approved.
- Chief Carter indicated that the next Fire Fighter I class offered at Penta is not going to accommodate schedules of interested attendees. He is pursuing an in-house FF1 course, hosting it at the township. The township currently employs individuals who can serve as instructors and resources for the course are available within the department.
- The township hosted its harassment training seminars with all but five individuals attending.
- The tarp was damaged by wind on the water tender vehicle. A new tarp is being made at Tri-County Tarp.
- An application was submitted for a \$4,000 grant through POET to provide gas monitors/meters.
- No update was provided on the Firehouse Sub Grant. The grant could help offset the cost of gear lockers for the Emergency Vehicle Storage Building (EVSb).
- Chief Carter indicated that the following donations were made by JEDunn: Confined space rescue equipment and an NEO trailer to hold the confined space rescue equipment gear.
- The NEO trailer will be set up and organized for gear storage. A wheeled tote quote was provided to the Trustees for review. The totes would be utilized within the NEO trailer.

Mr. Vetter moved, Mr. Moulton seconded a motion to approve the purchase of wheeled totes for use in the NEO trailer for the confined space rescue equipment at a cost of \$95 / unit. Motion approved.

- Hose and ladder testing will be held at the water treatment facility outside the Village of Haskins.
- KnoxBox is offering new electronic key fobs. Purchase of the units for use on fleet vehicles was reviewed with no decision being made.
- The offices at Station 2 in Dunbridge are being cleared. Items will be relocated to the new EVSB.
- A keypad is still needed at Station 1 in Haskins.
- Chief Carter stated a dry hydrant will not be built at the Meta site. Chief noted that a safety representative from the Williams company has requested a dry hydrant at the natural gas power plant.
- The Everbridge system is up and running and being promoted by the Wood County Emergency Management Agency. It is noted that this system replaces the CodeRED system no longer in service.
- A new CAD system is being reviewed by EMS Chief Saunders, Captain Marcson and Chief Carter. Implementation on township tablets in use by the emergency services personnel is on-going and Dave Johnston, OhioFIT is assisting with the effort.
- GIS mapping is available through ESRI. The township has an existing account with the company. The county engineers' office currently maps through ESRI. A request to purchase the necessary software will be made formally. The software has been reviewed by Zoning Inspector Kip McDowell as well.

EMS DEPARTMENT

- EMS Department Chief Jerry Saunders reviewed the run reports, noting that the EMS department reports will no longer include information from the fire department.
- The power load cot system experienced a failure and had to be used in manual mode. The equipment on 680 needed an update to the software. The power load cot system on 685 is older and required hardware and software upgrades. All issues were resolved.
- The ambulance on order with Burgess has been moved by to an August delivery date due to a delay in the chassis delivery per the representative Matt Young.

ZONING DEPARTMENT

- Zoning Inspector Kip McDowell noted that open permits have been paid for by JEDunn and permitting is being processed for buildings 3 and 4.
- A home occupation variance has been requested and the Board of Zoning Appeals will hold a hearing on May 27 for same.
- Mr. McDowell noted that increased patrols have been requested for the park in Dunbridge.

VISITOR COMMENTS

- Andy and Stephanie Lang, residents of Troy Township and Webster Township land owners, addressed the Board with concerns over the Packard Creek Watershed and drainage of same. Mr. Lang encouraged the Board to speak with the county commissioners with regard to the urgency of the matter due to the township's location on the watershed and its impact to the creek capacity.

OLD BUSINESS

- The building locks and camera project with Ohio FIT is nearing completion. In addition, the cybersecurity project is under review.
- Mrs. Petrea reviewed the art contest options for the America250 celebration.
- The LTAP sign grant application was submitted. There is a need for a hydraulic post pounder and grant funds are being pursued for purchase of same.
- The Canadian thistle issue at the Ag Incubator facility has been addressed and Mike Jones' concerns and status with the facility turned over to the leadership of the site.
- Mrs. Petrea shared that additional pavement was added to the CSX tracks on Hull Prairie Road.
- A panel discussion was recently held with regard to the potential ballot initiative to remove property taxes. Mrs. Petrea served as a panel member.
- Cybersecurity requirements and mandates are pending. Dave Johnston, Ohio FIT provided a review of his recommendations to Mr. Moulton and were shared with the Board.

Mr. Moulton moved, Mrs. Petrea seconded a motion to approve contracting with Ohio Fully Integrated Technologies to oversee the township's compliance with mandated cyber security requirements at a cost of \$893 / month per his written recommendation. Motion approved.

Mr. Moulton moved, Mr. Vetter seconded a motion to move to executive session at 8:00 p.m. for the purpose of fire contract legal issues. Role was called: Mr. Moulton – YES; Mrs. Petrea – YES; Mr. Vetter – YES.

The Board returned to regular session at 8:15 p.m.

Mr. Vetter will contact Peter Griggs, Esq. to obtain recommendation and guidance on the drafted fire contract with Meta.

Mr. Moulton moved, Mr. Vetter seconded a motion to move to executive session at 8:16 p.m. for the purpose of former employee reinstatement. Role was called: Mr. Moulton – YES; Mrs. Petrea – YES; Mr. Vetter – YES.

The Board returned to regular session at 8:20 p.m.
Mr. Moulton will draft a letter and request a review by Assistant Prosecuting Attorney Linda Holmes with regard to a staff member’s resignation and upon approval send certified mail.

Mr. Moulton moved, Mr. Vetter seconded a motion to move to executive session at 8:21 p.m. for the purpose of client attorney privileged communication. Role was called: Mr. Moulton – YES; Mrs. Petrea – YES; Mr. Vetter – YES.

The Board returned to regular session at 8:28 p.m.

Mr. Moulton moved, Mr. Vetter seconded a motion to move to executive session at 8:29 p.m. for the purpose of a zoning compliance legal matter. Role was called: Mr. Moulton – YES; Mrs. Petrea – YES; Mr. Vetter – YES.

The Board returned to regular session at 8:37 p.m.
Mr. Moulton stated that the Board will pursue an Agreed Judgment Entry with the court based on recommendation by Brosius Johnson & Griggs. It is noted the litigants have stated they do not have the funds to litigate the issue and do not want to lose the items on the property in question.

Mr. Vetter moved, Mrs. Petrea seconded adjournment of the meeting at 8:50 pm. Motion approved.

Michael Moulton, Chairman

Melissa S. Petrea, Trustee

Fred E. Vetter, Vice Chairman

Laurie L. Limes, Fiscal Officer