

MADISON TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING
JULY 16, 2025

The Madison Township Board of Trustees met on this day in REGULAR session at the Township Administration building located at 5610 W. Alexandria Road, Middletown, Ohio at 6:30 p.m. The meeting was called to order by Board President Brian McGuire with the Pledge of Allegiance.

ROLL CALL: Mr. Willoughby – Present, Mr. McGuire – Present, Mr. Coldiron – Present, Mrs. Lapensee – Present, Mrs. Windle – Present.

PUBLIC COMMENTS:

None.

ITEM 2025 – 118 – MOTION TO APPROVE THE MINUTES

Mr. Coldiron moved, Mr. Willoughby seconded the motion to approve the minutes of the regular meeting of June 18, 2025, as presented. Vote: AYES: Mr. McGuire, Mr. Willoughby, Mr. Coldiron. NAYS: None. The motion was declared approved.

ITEM 2025 – 119 – MOTION TO APPROVE THE BILLS

Mr. Coldiron moved; Mr. Willoughby seconded the motion to approve the bills for this period as presented. Vote: AYES: Mr. McGuire, Mr. Willoughby, Mr. Coldiron. NAYS: None. The motion was declared approved.

ITEM 2025 – 120 – MOTION TO APPROVE THE ROAD SIGN CHECKS

Mr. Coldiron moved; Mr. Willoughby seconded the motion to approve the road sign checks as presented. Vote: AYES: Mr. McGuire, Mr. Willoughby, Mr. Coldiron. NAYS: None. The motion was declared approved.

ITEM 2025 – 121 – MOTION TO APPROVE THE FISCAL OFFICERS REPORT

Mrs. Lapensee stated that we had the following amounts in our checking account and major fund balances:

Checking Account:	\$4,101,270.68
HRA Account:	\$16,929.07
STARR Ohio:	\$1,100,000.00 - Interest earned in June - \$4,164.68
Revenue to Date:	\$2,040,800.90
Expenditures to Date:	\$1,436,822.21
Payments June:	\$231,320.56

Fund Balances: \$474,361.87 General Fund/\$154,539.41 Road/Bridge Fund/\$387,731.89
Road Fund/\$3,278,125.11 Fire Fund/\$647,900.00 Park Fund

Total All Funds: \$4,068,023.67

Mr. Coldiron moved; Mr. Willoughby seconded the motion to approve the Fiscal Officers Report as presented. Vote: AYES: Mr. Willoughby, Mr. McGuire, Mr. Coldiron. NAYS: None. The motion was declared approved.

FIRE/EMS DEPARTMENT REPORT – Lieutenant Justin Carroll reported the following for the month of June:

1. Fire – 24 incidents in June (six (6) fires, six (6) motor vehicle crashes and twelve (12) other runs).
2. EMS – 72 calls which resulted in forty-five (45) patients being transported (27 non-transports).
3. The percentage of ALS runs in Madison is unusually high at 38.6% when the national average is 10%. We have 476 total calls to date with 265 of them being transports.
4. June is PTSD awareness month and for first responders, the average is 33% vs 5% for everyone else. Suicide rates are also higher for first responders.
5. Mr. McGuire asked why our rates are so much higher than the national average. Chief Peters stated that most people who live in Madison like to stay in their homes vs going to a nursing home, will wait until they are very ill to call 911, and there are a higher number of 4-wheeler accidents.
6. Mr. Willoughby asked if there was anything else that the board could do to support first responders. Chief Peters stated no, the board gives us plenty of support.

ROAD/CEMETERY REPORT – Mr. Cassidy reported that the following occurred during the month of May:

1. The second round of mowing is almost complete. ODOT has finished round 2 as well. Butler County will be here next week to complete their second phase of mowing along the county roadways.
2. The brush cutting is complete on Michael Road. They will have to do restoration on a bank on Michael another time due to the weather.
3. They have had 18 burials to date.
4. Trenton Franklin Road bridge is now open to traffic.
5. The round a bout is progressing, and they will begin to pave in the next couple of weeks.
6. They have a culvert to replace in August.

OLD BUSINESS:

- A. Vote on Whether to Request a Hearing from the Ohio Division of Liquor Control regarding Dolgen Midwest LLC, DBA Dollar General Store 22993 at 8381 Keister Road (2022). After a short discussion, the board made the decision to not request a hearing because if they already have a liquor license, then there is no sense in the township requesting a hearing.

NEW BUSINESS:

A. ITEM 2025 – 122 – MOTION TO APPROVE SENDING NUISANCE LETTERS TO 7421 KEISTER ROAD FOR JUNK AND DEBRIS AND FOR NOXIOUS WEEDS.

Mr. Coldiron moved, Mr. Willoughby seconded the motion to approve sending nuisance letters to 7421 Keister Road for Junk and Debris and Noxious Weeds. Vote: AYES: Mr. Willoughby, Mr. McGuire, Mr. Coldiron. NAYS: None. The motion was declared approved.

B. ITEM 2025 – 123 – MOTION TO APPROVE SENDING NUISANCE LETTERS TO 5480 MIDDLETOWN OXFORD ROAD FOR NOXIOUS WEEDS.

Mr. Coldiron moved, Mr. Willoughby seconded the motion to approve sending nuisance letters to 5480 Middletown Oxford Road for noxious weeds. Vote: AYES: Mr. Willoughby, Mr. McGuire, Mr. Coldiron. NAYS: None. The motion was declared approved.

C. ITEM 2025 – 124 – MOTION TO APPROVE SENDING NUISANCE LETTERS TO 7596 DARL DRIVE FOR ABATEMENT AND DEMOLITION OF A HOUSE.

Mr. Coldiron moved, Mr. Willoughby seconded the motion to approve sending violation/nuisance letters to 7596 Darl Drive for the abatement and demolition of a house that burnt down in the spring. Vote: AYES: Mr. Willoughby, Mr. McGuire, Mr. Coldiron. NAYS: None. The motion was declared approved.

D. ITEMS 2025 – 125 – MOTION TO APPROVE SENDING NUISANCE LETTERS TO 6250 GERMANTOWN ROAD FOR NOXIOUS WEEDS.

Mr. Coldiron moved; Mr. Willoughby seconded the motion to approve sending violation/nuisance letters to 6250 Germantown Road for noxious weeds. Vote: AYES: Mr. Willoughby, Mr. McGuire, Mr. Coldiron. NAYS: None. The motion was declared approved.

E. ITEMS 2025 – 126 - MOTION TO APPROVE THE PAYMENT TO OTARMA IN THE AMOUNT OF \$5,145.00 FOR AN ENDORSEMENT TO ADD THE NEW FIRE TRUCK/PUMPER TO OUR POLICY.

Mr. Coldiron moved; Mr. Willoughby seconded the motion to approve the payment to OTARMA in the amount of \$5,145.00 for an endorsement to add the new fire truck/pumper to our policy. Vote: AYES: Mr. Willoughby, Mr. McGuire, Mr. Coldiron. NAYS: None. The motion was declared approved.

F. ITEM 2025 – 127 - MOTION TO APPROVE THE PURCHASE OF A BRACKET FOR THE LIFEPAK FOR THE NEW HEART MONITOR FROM PENN CARE INC. IN THE AMOUNT OF \$2,925.00.

Mr. Coldiron moved, Mr. Willoughby seconded the motion to approve the purchase of a bracket for the LifePak for the new heart monitor from Penn Care Inc. in the amount of \$2,925.00. Vote: AYES: Mr. Willoughby, Mr. McGuire, Mr. Coldiron. NAYS: None. The motion was declared approved.

G. ITEM 2025 – 128 – MOTION TO APPROVE THE LISTING OF THE FOLLOWING EQUIPMENT ON GOVDEALS – 2 STIHL BG 86 LEAF BLOWERS, 1 STIHL TS 460 CONCRETE/BLACKTOP SAW, AND 1 STIHL BACKPACK BLOWER.

Mr. Coldiron moved; Mr. Willoughby seconded the motion to approve the listing of the equipment on GovDeals. Vote: AYES: Mr. Willoughby, Mr. McGuire, Mr. Coldiron. NAYS: None. The motion was declared approved.

DISCUSSION:

OUTSOURCING PAYROLL – Mrs. Lapensee stated that she had asked the board previously if they would okay with outsourcing payroll to free up time to do other things. She stated that Mrs. Windle was kind enough to get three price quotes for payroll – ADP, Paycor and Payroll Partners. She stated that they range in price from \$8,000 per year to \$10,500.00 per year. Mr. McGuire asked if the quotes could be sent to them to look over before they decided.

POTENTIAL DEVELOPMENT 881 MIDDLETOWN EATON ROAD – Mr. McGuire stated that a member of the board attended a meeting with the owner, the City of Middletown and Butler County to discuss potential commercial development of this property.

PARK SEPTIC SYSTEM DISCUSSION – Mr. Willoughby stated that he will send comments to the septic designer from the road department, and they will change the location of the building near the shelter. Mr. Willoughby showed the design to everyone and the only place that a septic field can be placed would be the very end of the parking area next to the other shelter. Mrs. Lapensee asked if the building could be moved next to the septic field so shorter the run of the pipe (cut the cost of the installation). Mr. Willoughby stated that they wanted the park restroom/concession stand to be in the middle of the park.

PARK BUILDING DESIGN – Mr. Willoughby went over the design of the new building.

CEMETERY GRANT – Mr. Willoughby stated that he and Mrs. Windle are planning on applying for cemetery grant money through the State of Ohio in the amount of \$10,000 to repair graves, perform surveys, etc.

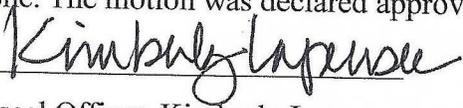
OPIOID SETTLEMENT – Mr. Willoughby asked the Board if they wanted to participate in the new Opioid Settlement through the State of Ohio and everyone agreed. Mrs. Lapensee stated that she will find the documents that we need to approve and sign and bring them back to the next meeting.

NEWSLETTER – Ms. Nichols stated that Mrs. Windle is ready to take over the newsletter and minor updates to the website. She stated that she will be lowering her monthly fee from \$850 to \$350 per month and will focus on the maintenance of the website.

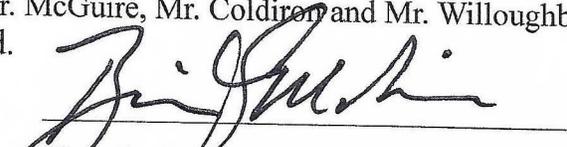
UNCLAIMED FUNDS – Mr. McGuire stated that he would encourage all residents and the townships to visit the state's website – www.unclaimedfunds.com – to see if they have any unclaimed funds. He stated that this is the same fund the state is using to give money to the Browns for their new stadium.

ITEM 2025 – 129 – MOTION TO ADJOURN

Mr. Coldiron made a motion to adjourn the meeting at 7:18 p.m. Mr. Willoughby seconded the motion. A roll call of the vote resulted: AYES: Mr. McGuire, Mr. Coldiron and Mr. Willoughby; NAYS: None. The motion was declared approved.



Attest – Fiscal Officer, Kimberly Lapensee



Signed – President, Brian McGuire