

MADISON TOWNSHIP BOARD OF TRUSTEES

REGULAR MEETING

MARCH 19, 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 HEARING:

None

PUBLIC COMMENTS:

Peyton Curry – resident of the township. Ms. Curry stated that she is an 8-year-old, second-grade student at Madison Elementary. She stated that she likes to read, and she is here tonight to ask permission to build a bookstand at Madison Park. She stated that people will be able to take a book, leave a book, read a book, and return it to the box. She stated that the stand will be made of wood, and she is asking for donations of wood to help build the stand. She stated that her family will be helping her build it. She stated that she will paint the box and make it colorful. She stated that she hopes to build it before school is over so that all the kids can enjoy it over the summer. Mr. McGuire stated that he will meet with her here at the township to discuss this further.

Jason Ward – Madison Sports Club. Mr. Ward stated that several people in their organization want us to proceed with the new baseball field. He stated that he did try and get a grant through Cliffs, but did not receive it. He stated that their organization has decided to install the field anyway at this time. (A picture was shown on the screen of the empty field next to the road at the entrance to the park – left side). Mr. McGuire stated that he will speak with our attorney to see what agreements need to be in place for the installation and maintenance of the field. Mr. McGuire stated that he and the other members of the board agree that the new fire station will be in front of the administration building. Mr. Willoughby stated that we will need to figure out the septic field for the concession/restroom building. Mr. McGuire stated that he is excited about this addition to the park and has wanted to get this done since before COVID.

ITEM 2025 – 37 – APPROVE THE MINUTES

Mr. Coldiron moved, Mr. Willoughby seconded the motion to approve the minutes of the regular meeting of February 19, 2025, as presented. Vote: AYES: Mr. McGuire, Mr. Willoughby, Mr. Coldiron. NAYS: None. The motion was declared approved.

ITEM 2025 – 38 – APPROVE THE BILLS

Mr. Willoughby moved; Mr. Coldiron 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 — APPROVE THE ROAD SIGN CHECKS

No road sign checks were presented this month for approval.

ITEM 2025 – 39 – APPROVE THE FISCAL OFFICERS REPORT

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

Checking Account:	\$3,367,208.88
HRA Account:	\$11,514.64
STARR Ohio:	\$1,100,000.00 - Interest earned in February - \$4,233.82
Revenue to Date:	\$232,457.57
Expenditures to Date:	\$337,399.05
Payments February:	\$154,251.90
Fund Balances:	\$513,684.11 General Fund/\$114,707.43 Road/Bridge Fund/\$283,167.24 Road Fund/\$2,864,524.69 Fire Fund
Total All Funds:	\$4,480,288.41

Mrs. Lapensee also reported that we did receive a large amount of money this month due to back billed EMS transports from 2024. She stated that she will report that amount next month once she totals all the funds.

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 – Chief Kent Hall presented the Fire and EMS stats from February 2025 and discussed previous notable fire runs within the community. He stated that they had twenty (20) fire related incidents in February (three (3) fires, six (6) motor vehicle crashes and eleven (11) other runs) and 65 EMS calls which resulted in thirty-three (33) patients being transported (32 non-transport). Chief Hall stated that they had Extrication Training this past month and in April they plan to do FIT Testing for their SCBAs. He stated that they will have their new engine in service this weekend at Station 152. He stated that upgrading our equipment was a promise we made to the community a few years ago.

Jordan Peters, Assistant Chief stated that we applied for a grant to receive new mobile radios and received that grant and radios this month. He stated that we will have mobilcom come out to install those new radios soon.

Lieutenant Matt Green stated that he wanted to make the board aware that a church was closed due to life threatening issues. He stated that they have agreed to allow the church to hold church service on Wednesdays and Sundays if they agree to work toward fixing their issues. He stated

that the church had erected make-shift multi-family structures in their basement which is not allowed use in a church, nor does it meet the building code.

Justin Carroll, EMT Lieutenant, demonstrated the new heart monitor that was purchased at the end of last year. He stated that everything is now a touchscreen and is diagnostically significant for the hospital because the doctors can look at the monitor from the hospital and help them with treatment in the field. He stated that they can get cloud updates, and this monitor has a 15-lead capability.

Jessica Shappelle, EMS Captain, stated that they sent out all the bills from last year and are trying to collect EMS fees back. She stated that they have billed more than \$500,000.00 for the township through the new EMS billing company Medicount.

Chief Hall stated that a fourth person was approved earlier in the year, which helps the department with response times because this month they moved to a dual response from Station 153. He stated that one of the rescue trucks will be used to respond from that station. Chief Hall stated that there will be two promotions tonight for Jessica Shappelle and Justin Carroll, who are two of their star employees.

Jessica Shappelle was promoted to EMS Captain and Justin Carroll was promoted to EMS Lieutenant.

ROAD/CEMETERY REPORT – Mr. Cassidy reported that they are getting ready for spring. He stated that another tree was hit by lightning and needed to come down on Michael Road. He stated that the Miltonville cemetery map was done, and they continue to work on the other maps. He stated that the roundabout will start once school is out at Elk Creek and State Route 73. He stated that they have cleaned up cemeteries and they have had eight funerals to date. He stated that they also installed new signage around the recycling bins.

OLD BUSINESS:

None

NEW BUSINESS:

ITEM 2025 – 40 MOTION TO APPROVE THE INCREASE IN APPROPRIATIONS FOR THE FIRE FUND IN THE AMOUNT OF \$490,000.00 FOR THE DESIGN FEES FOR THE FIRE STATION.

Mr. Coldiron moved, Mr. Willoughby seconded the motion to approve the increase in appropriations for the fire fund in the amount of \$490,000.00 Vote: AYES: Mr. Willoughby, Mr. McGuire, Mr. Coldiron. NAYS: None. The motion was declared approved.

ITEM 2025 – 41 MOTION TO APPROVE THE PAYMENT TO SEDGWICK IN THE AMOUNT OF \$4,875.00 FOR THE ADMINISTRATION OF THE WORKERS COMP PROGRAM.

Mr. Willoughby moved, Mr. Coldiron seconded the motion to approve the payment to Sedgwick in the amount of \$4,875.00. Vote: AYES: Mr. Willoughby, Mr. McGuire, Mr. Coldiron. NAYS: None. The motion was declared approved.

ITEM 2025 – 42 MOTION TO APPROVE THE EXPENSE OF BILLING FOR MEDICOUNT MANAGEMENT INC. IN THE AMOUNT OF \$4,936.74.

Mr. Coldiron moved, Mr. Willoughby seconded the motion to approve the expense of billing for Medicount Management Inc. in the amount of \$4,936.74. Vote: AYES: Mr. Willoughby, Mr. McGuire, Mr. Coldiron. NAYS: None. The motion was declared approved.

ITEMS 2025 – 43 MOTION TO APPROVE THE EXPENSE OF PHILIP PERKINS HEATING AND AC INC. IN THE AMOUNT OF \$2,500.00 TO MOVE A HANGING HEATER AT STATION 152.

Chief Hall stated that when they moved the new truck to Station 152, there was a heater that hangs from the ceiling that is inches away from the engine, so they are asking to have it moved so that it does not get damaged.

Mr. Coldiron moved; Mr. Willoughby seconded the motion to approve the expenditure for Philip Perkins Heating and AC Inc. in the amount of \$2,500.00. Vote: AYES: Mr. Willoughby, Mr. McGuire, Mr. Coldiron. NAYS: None. The motion was declared approved.

ITEMS 2025 – 44 MOTION TO APPROVE THE PURCHASE OF EQUIPMENT FOR THE FIRE DEPARTMENT IN THE AMOUNT OF \$3,914.65 FROM VOGELPOHL.

Mr. Coldiron moved; Mr. Willoughby seconded the motion to approve the equipment purchase for the fire department in the amount of \$3,914.65 from Vogelwohl. Vote: AYES: Mr. Willoughby, Mr. McGuire, Mr. Coldiron. NAYS: None. The motion was declared approved.

ITEM 2025 – 45 MOTION TO APPROVE THE PURCHASE OF NEW HOSE FOR THE FIRE DEPARTMENT IN THE AMOUNT OF \$2,618.00 FROM VOGELPOHL.

Chief Hall stated that the hose that he is asking to be replaced was due to damage from a house fire and they do have any spare hose (2 ½ inch supply lines).

Mr. Coldiron moved, Mr. Willoughby seconded the motion to approve the purchase of new hose for the fire department in the amount of \$2,618.00 from Vogelwohl. Vote: AYES: Mr. Willoughby, Mr. McGuire, Mr. Coldiron. NAYS: None. The motion was declared approved.

ITEM 2025 – 46 MOTION TO APPROVE THE PURCHASE OF NEW HOSE FOR THE FIRE DEPARTMENT IN THE AMOUNT OF \$5,129.30 FROM VOGELPOHL.

Chief Hall stated that the hose that he is asking to be replaced was due to damage from a house fire and they do have any spare hose.

Mr. Coldiron moved; Mr. Willoughby seconded the motion to approve the purchase of new hose for the fire department in the amount of \$5,129.30 from Vogelwohl. Vote: AYES: Mr. Willoughby, Mr. McGuire, Mr. Coldiron. NAYS: None. The motion was declared approved.

ITEM 2025 – 47 MOTION TO APPROVE THE PROPOSED SENIORITY PAY INCREASES.

Chief Hall asked that the board approve seniority increases in the amount of \$.25 cents for every year up to 5 years and .50 cents for every 5 years thereafter. He stated that this will apply to every part-time Fire and EMS member of the department.

Mr. Coldiron moved; Mr. Willoughby seconded the motion to approve seniority increases for the part-time Fire and EMS employees in the amount of \$2.5 cents from 1 to 4 years and .50 cents for 5 years plus. Vote: AYES: Mr. Willoughby, Mr. McGuire, Mr. Coldiron. NAYS: None. The motion was declared approved.

Vote: AYES: Mr. McGuire, Mr. Willoughby, Mr. Coldiron. NAYS: None. The motion was declared approved.

ITEM 2025 – 48 MOTION TO APPROVE THE PROMOTION OF EMS LIEUTENANT SHAPPELLE TO EMS CAPTAIN.

Mr. Willoughby moved; Mr. Coldiron seconded the motion to approve the promotion of Lieutenant Shappelle to EMS Captain. Vote: AYES: Mr. Willoughby, Mr. McGuire, Mr. Coldiron. NAYS: None. The motion was declared approved.

Vote: AYES: Mr. McGuire, Mr. Willoughby, Mr. Coldiron. NAYS: None. The motion was declared approved.

ITEM 2025 – 49 MOTION TO APPROVE THE PROMOTION OF TRAINING OFFICER JUSTIN CARROLL TO EMS LIEUTENANT.

Mr. Willoughby moved; Mr. Coldiron seconded the motion to approve the promotion of Training Officer Carroll to EMS Lieutenant. Vote: AYES: Mr. Willoughby, Mr. McGuire, Mr. Coldiron. NAYS: None. The motion was declared approved.

Vote: AYES: Mr. McGuire, Mr. Willoughby, Mr. Coldiron. NAYS: None. The motion was declared approved.

ITEM 2025 – 50 MOTION TO APPROVE THE HIRING OF PART-TIME FIREFIGHTER/EMT NATE PIERANI AND FIREFIGHTER/MEDIC CALEB JAMES LUSBY.

Mr. Coldiron moved; Mr. Willoughby seconded the motion to approve the hiring of Part-time Firefighter/EMT Nate Pierani and Firefighter/Medic Caleb James Lusby pending the proper paperwork. Vote: AYES: Mr. Willoughby, Mr. McGuire, Mr. Coldiron. NAYS: None. The motion was declared approved.

Vote: AYES: Mr. McGuire, Mr. Willoughby, Mr. Coldiron. NAYS: None. The motion was declared approved.

ITEM 2025 – MOTION TO APPROVE THE ADDITIONAL AMOUNT OF \$5,077.06 FOR RADIOS FOR THE FIRE DEPARTMENT FROM MOTOROLA.

Chief Hall stated that he did not know what this expense was for. Mrs. Lapensee stated that when she was trying to pay the two recent bills for Motorola for the radios, she was short this amount due to an overage.

Mr. Coldiron moved to table this pending further investigation; Mr. Willoughby seconded the motion to table. Vote: AYES: Mr. Willoughby, Mr. McGuire, Mr. Coldiron. NAYS: None. The motion was declared approved.

ITEM 2025 – 51 MOTION TO APPROVE THE PURCHASE OF EQUIPMENT FOR THE PUBLIC WORKS DEPARTMENT IN THE AMOUNT OF \$3,258.99 FROM NORTHERN TOOL.

Mr. Cassidy stated that he would like to purchase this new Husqvarna 20-inch walk behind concrete/blacktop saw. He stated that they will sell the other smaller saws they have.

Mr. Coldiron moved; Mr. Willoughby seconded the motion to accept the bids for the Rolling Meadows Paving Project and award the contract to Normac in the amount of \$156,150.00. Vote: AYES: Mr. Willoughby, Mr. McGuire, Mr. Coldiron. NAYS: None. The motion was declared approved.

ITEM 2025 – 52 MOTION TO APPROVE THE EXPENSE OF OHIO CONCRETE SAWING TO REMOVE A CONCRETE WALL IN THE AMOUNT OF \$1,700.00.

Mr. Cassidy stated that he would like to hire them to remove a concrete wall in the dirt bin which will give them more room. He stated that right now the area is useless and has become a catch all for junk.

Mr. Coldiron moved; Mr. Willoughby seconded the motion to approve the expense to hire Ohio Concrete Sawing to remove a concrete wall in the amount of \$1,700.00. Vote: AYES: Mr. Willoughby, Mr. McGuire, Mr. Coldiron. NAYS: None. The motion was declared approved.

ITEM 2025 – 53 MOTION TO APPROVE THE REPAIRS TO TRUCK #7 IN THE AMOUNT OF \$2,064.63 AT FYDA FREIGHTLINER.

Mr. Cassidy stated that the heater went out in truck #7 and needed to get it fixed.

Mr. Coldiron moved; Mr. Willoughby seconded the motion to approve the repairs to truck #7 in the amount of \$2,064.63 at FYDA Freightliner. Vote: AYES: Mr. Willoughby, Mr. McGuire, Mr. Coldiron. NAYS: None. The motion was declared approved.

ITEM 2025 – 54 MOTION TO APPROVE THE EXPENSE OF REMOVING A TREE AT 7575 MICHAEL ROAD IN THE AMOUNT OF \$3,800.00 BY ASH TREE SERVICES.

Mr. Cassidy stated that they have an additional tree at 7575 Michael Road just east of Trenton Franklin Road that needs to be removed that was hit by lightning.

Mr. Coldiron moved; Mr. Willoughby seconded the motion to approve the expense of removing a tree at 7575 Michael Road in the amount of \$3,800.00 by Ash Tree Services. Vote: AYES: Mr. Willoughby, Mr. McGuire, Mr. Coldiron. NAYS: None. The motion was declared approved.

DISCUSSION:

OTARMA RENEWAL QUESTIONNAIRE – Chief Hall stated that when Ms. Windle passed out their building values with the risk insurance renewal, he noticed that the fire station buildings are not enough to cover the cost of replacement if there ever was to be a need to replace them after a weather event. He stated that he called our insurance agent, and they increased the value, but he does not think it will be enough.

CAR SHOW FUNDRAISER – Ms. Windle stated that the school MASK program is going to have a fund raiser on 4/13/25 from 10 to 4 at the school and would like the township to have a fire vehicle there for a touch a truck.

BRUSH TRUCK 151 – Chief Hall state that this truck continues to have issues, and the heads are now warped and will cost approximately \$15K to repair. He stated that the turbo could potentially be affected, and it is not worth keeping. He asked that the board place the truck on gov deals to sell.

Mr. Coldiron moved; Mr. Willoughby seconded the motion to approve the placement of the brush truck 151 on gov deals. Vote: AYES: Mr. Willoughby, Mr. McGuire, Mr. Coldiron. NAYS: None. The motion was declared approved.

PARK BUILDING UPDATE – Mr. Willoughby stated that they went to look at a building in Camden and will contact the architect who designed that building to see if they can contract with that person to design our building. Mr. Willoughby stated that he hopes to bring back the cost at the next meeting. He stated that we will need to have a meeting with the groups who plan to use the bldg. with the expectation that there will be no cooking within the building.

MATCH UPDATE – Mr. Willoughby stated that he plans to meet with the Historical Society and Schools. Mr. Cassidy stated that his department spent this past month fixing vandalized head stones in the cemetery.

FIRE DEPARTMENT BUILDING UPDATE – Mr. Willoughby stated that we held an initial meeting with the designer and will begin with soil samples out front.

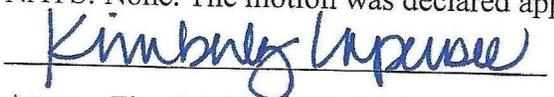
FIRE LEVY – Mr. Willoughby stated that he would like for us to start the process to change the fire levy from a 5-year collection to continual. Mr. McGuire stated that he will talk to the Prosecutors' office about drafting the necessary language to place on the ballot.

ARPA FUNDING REPORT – Mr. Willoughby stated that he received an email from the Butler County OTA stating that Madison Township had not filled out the necessary reports from the Federal Government that document how much money was spent by the township for 2023. He stated that it was due in April of 2024. Mrs. Lapensee stated that she received the forwarded email from the previous Fiscal Officer and had asked for her help to enter the report because she does not have access to the report because it is not in her name/email/phone #. She stated that she had not heard anything back. She asked the board if anyone knew what they spent it on? Mr. Willoughby stated that he will work with Mrs. Lapensee to file that report.

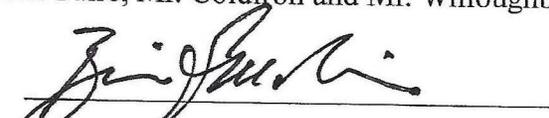
ANNOUCEMENTS - Mr. McGuire stated that Safe Haven Farms will have Farm Days from 11 to 3 on June 28th.

ITEM 2025 – 55 ADJOURNMENT

Mr. Willoughby made a motion to adjourn the meeting at 8:00 p.m. Mr. Coldiron 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