

Madison Township Board of Trustees
January 18, 2023

The Madison Township Board of Trustees met 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 Jeff Willoughby with the Pledge of Allegiance.

ROLL CALL: Mr. McGuire-Present, Mr. Daniel-Present, Mr. Willoughby-Present, Mrs. Schenck- Present, Dave Runnells- Present.

Fiscal Officer Report

Mrs. Schenck presented the end of the month financial reports and the payroll withholding reports. She reported that the Workers Comp premium had increased due to a serious injury and increased payroll costs. She presented the certificate of estimated resources information and the original appropriations. A credit card has been ordered for Dave Runnells. The W2's have been mailed out.

ITEM 2023 - 001 - APPROVE FISCAL OFFICERS REPORT

Mr. McGuire moved, Mr. Daniel seconded to approve the Fiscal Officer's report as presented. Vote: Ayes: Mr. Daniel, Mr. McGuire, Mr. Willoughby. Nays: None. The motion was declared approved.

Fire Department

Chief Kent Hall provided the Fire and EMS stats for December 2022 and provided the fire and EMS run details. In December, the department trained on hazmat awareness. In January, the department will have CPR training. The new fire fighters have completed their classwork. At the December meeting Denzil Ferguson and Rife Denlinger were recognized for their 45 years of service to the Madison Fire Department. The new life squad should be delivered in April or May. He reported that new tires were needed for brush truck 151 and engine 152.

Road Department

Road Superintendent Todd Daniel reported that 100 tons of salt were used at the Christmastime snow event. He discussed the Duke Energy "trouble trees" which are any trees that are located near high transmission power lines. One was identified on Hetzler Road and one in the cemetery. They have been removed. Matt Homan from the Butler County Engineer's Office performed culvert inspections and identified 5 culverts located on Beck, Meyers and Keister. The road crew will replace them before the paving is completed this summer. He reminded the Trustees about the upcoming planning meeting with the Butler County Engineer's Office this Friday. He reported that Johnny Cassidy has been working to improve the OTARMA

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compliance issues. They have been working on the playground and mulch. He was able to get 3 timbers for the historic cabin for \$3,000. He will contact Mark Whiteman and see what the Historical Society wants to do. He discussed applying for a Nature Works grant for new playground equipment for the park.

ITEM 2023 - 002 - ADJOURN THE BOARD SINE AND DIE

Mr. McGuire moved, Mr. Daniel seconded to adjourn the Board sine and die and appoint the Fiscal Officer as Chairman. Vote: Ayes: Mr. Daniel, Mr. McGuire, Mr. Willoughby. Nays: None. The motion was declared approved.

ITEM 2023 - 003 - NOMINATE BOARD PRESIDENT

Mr. Daniel moved, Mr. Willoughby seconded to nominate Brian McGuire to serve as the President of the Board of Trustees. Vote: Ayes: Mr. Daniel, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 004 - NOMINATE BOARD VICE PRESIDENT

Mr. Daniel moved, Mr. McGuire seconded to nominate Mr. Willoughby to serve as the Vice President of the Board of Trustees. Vote: Ayes: Mr. Daniel, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 005 - SET MEETING DATES AND TIMES

Mr. Daniel moved, Mr. Willoughby seconded to set the regular Trustee meeting dates and time for the 2023 calendar year as the third Wednesday of every month at 6:30 p.m. Vote: Ayes: Mr. Daniel, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 006 - APPROVE THE BILLS

Mr. Daniel moved, Mr. Willoughby seconded to approve the bills for this period as presented. Vote: Ayes: Mr. Daniel, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 007 - APPROVE THE JANUARY ROAD AND SIGN CHECKS

Mr. Daniel moved, Mr. Willoughby seconded to approve the January road check and sign check, to be submitted to BCEO. Vote: Ayes: Mr. Daniel, Mr. McGuire, Mr. Willoughby. Nays: None. The motion

ITEM 2023 - 008 - ESTABLISH THE 2023 CERTIFICATE OF ESTIMATED RESOURCES

Mr. Daniel moved, Mr. Willoughby seconded to establish the 2022 Certificate of Estimated Resources as follows:

Fund	Carryover	Estimated Revenue	Total
General	\$158,436.54	\$401,356.00	\$559,792.54

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Motor Vehicle Tax	\$36,868.77	\$21,000.00	\$57,868.77
Gasoline Tax	\$36,930.23	\$182,000.00	\$218,930.23
Road & Bridge	\$77,272.03	\$260,125.00	\$337,397.03
Cemetery	\$138,756.81	\$35,000.00	\$173,756.81
Road District	\$43,483.81	\$250,000.00	\$293,483.81
Park	\$0	\$0	\$0
Fire/ EMS	\$1,337,860.21	\$1,654,438.00	\$2,702,401.21
Permissive Tax	\$6,364.73	\$88,000.00	\$94,364.73
ARPA	\$378,046.71	\$0	\$378,046.71
Public Works Comm.	\$11,875.00	\$0	\$11,875.00
Lighting Assessment	\$377.94	\$5,280.00	\$5,657.94
Permanent Fund	\$1,222.73	.05	\$222.78
	<u>\$2,227,495.51</u>	<u>\$2,897,199.05</u>	<u>\$4,833,797.56</u>

Vote: Ayes: Mr. Daniel, Mr. Willoughby, Mr. McGuire. Nays: None.
The motion was declared approved.

ITEM 2023 - 009 - ESTABLISH THE 2023 PERMANENT APPROPRIATIONS

Mr. Daniel moved, Mr. Hall seconded to establish the 2023 permanent appropriations as follows:

Original Appropriations
MADISON TOWNSHIP, BUTLER COUNTY
As Of 1/01/2023

Account Code	Account Name	Encumbered 12/31	Original Appropriation
1000-110-111-0000	Salaries - Trustees	\$0.00	\$44,532.00
1000-110-121-0000	Salary - Township Fiscal Officer	\$0.00	\$25,516.00
1000-110-190-0000	Other - Salaries	\$0.00	\$20,800.00
1000-110-211-0000	Ohio Public Employees Retirement System	\$0.00	\$12,719.00
1000-110-213-0000	Medicare	\$0.00	\$1,318.00
1000-110-230-0000	Workers' Compensation	\$0.00	\$1,081.00
1000-110-311-0000	Accounting and Legal Fees	\$0.00	\$5,000.00
1000-110-312-0000	Auditing Services	\$0.00	\$5,000.00
1000-110-313-0000	Uniform Accounting Network Fees	\$0.00	\$3,504.00
1000-110-314-0000	Tax Collection Fees	\$0.00	\$2,000.00
1000-110-315-0000	Election Expenses	\$0.00	\$5,000.00
1000-110-330-0000	Travel and Meeting Expense	\$0.00	\$5,000.00
1000-110-342-0000	Postage	\$0.00	\$2,500.00
1000-110-360-0000	Contracted Services	\$0.00	\$5,200.00
1000-110-370-0000	Payment to Another Political Subdivision	\$0.00	\$6,000.00
1000-110-381-0000	Property Insurance Premiums	\$0.00	\$13,000.00
1000-110-389-0000	Other - Insurance and Bonding	\$0.00	\$75,000.00
1000-110-410-0000	Office Supplies	\$0.00	\$5,000.00
1000-110-599-0000	Other - Other Expenses	\$0.00	\$25,000.00
1000-120-322-0000	Garbage and Trash Removal	\$0.00	\$2,328.00

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1000-120-323-0000	Repairs and Maintenance	\$0.00	\$20,000.00
1000-120-341-0000	Telephone	\$0.00	\$1,500.00
1000-120-344-0000	Printing	\$0.00	\$14,000.00
1000-120-351-0000	Electricity	\$0.00	\$4,100.00
1000-120-352-0000	Water and Sewage	\$0.00	\$1,000.00
1000-120-353-0000	Natural Gas	\$0.00	\$6,500.00
1000-120-359-0000	Other - Utilities	\$0.00	\$5,000.00
1000-120-360-0000	Contracted Services	\$0.00	\$3,200.00
1000-120-420-0000	Operating Supplies	\$0.00	\$7,000.00
1000-310-360-0000	Contracted Services	\$0.00	\$5,500.00
1000-610-352-0000	Water and Sewage	\$0.00	\$3,600.00
1000-610-599-0000	Other - Other Expenses	\$0.00	\$2,500.00
1000-910-910-0000	Transfers - Out	\$0.00	\$0.00
	Total		
	Appropriations		\$339,398.00
2011-330-323-0000	Repairs and Maintenance	\$0.00	\$21,000.00
	Total		
	Appropriations		\$21,000.00
2021-330-190-0000	Other - Salaries	\$0.00	\$43,500.00
2021-330-211-0000	Ohio Public Employees Retirement System	\$0.00	\$6,090.00
2021-330-213-0000	Medicare	\$0.00	\$630.75
2021-330-220-0000	Insurance Benefits	\$0.00	\$100,000.00
2021-330-360-0000	Contracted Services	\$0.00	\$0.00
2021-330-420-0000	Operating Supplies	\$0.00	\$6,000.00
2021-330-420-0002	Operating Supplies{road salt}	\$0.00	\$27,000.00
2021-330-420-0004	Operating Supplies{crack fill materials}	\$0.00	\$6,000.00
2021-330-420-0005	Operating Supplies{asphalt, gravel, pipe}	\$0.00	\$6,000.00
2021-330-420-0006	Operating Supplies{welding gas supplies}	\$0.00	\$700.00
2021-330-430-0000	Small Tools and Minor Equipment	\$0.00	\$1,000.00
2021-420-360-0000	Contracted Services	\$0.00	\$0.00
	Total		
	Appropriations		\$196,920.75
2031-110-314-0000	Tax Collection Fees	\$0.00	\$2,800.00
2031-330-190-0000	Other - Salaries	\$0.00	\$166,000.00
2031-330-211-0000	Ohio Public Employees Retirement System	\$0.00	\$23,240.00
2031-330-212-0000	Social Security	\$0.00	\$0.00
2031-330-213-0000	Medicare	\$0.00	\$2,407.00
2031-330-230-0000	Workers' Compensation	\$0.00	\$2,000.00
	Uniform, Tool and Equipment		
2031-330-251-0000	Reimbursements	\$0.00	\$6,000.00
2031-330-318-0000	Training Services	\$0.00	\$0.00
2031-330-360-0000	Contracted Services	\$0.00	\$0.00
2031-330-381-0000	Property Insurance Premiums	\$0.00	\$6,000.00

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2031-330-430-0000	Small Tools and Minor Equipment	\$0.00	\$2,500.00
2031-820-820-0000	Principal Payments - Notes	\$0.00	\$10,125.00
	Total		
	Appropriations		\$221,072.00
2041-410-190-0000	Other - Salaries	\$0.00	\$43,500.00
2041-410-211-0000	Ohio Public Employees Retirement System	\$0.00	\$6,090.00
2041-410-213-0000	Medicare	\$0.00	\$630.75
2041-410-323-0000	Repairs and Maintenance	\$0.00	\$10,000.00
2041-410-420-0000	Operating Supplies	\$0.00	\$7,000.00
2041-410-599-0000	Other - Other Expenses	\$0.00	\$7,000.00
2041-410-740-0000	Machinery, Equipment and Furniture	\$0.00	\$0.00
	Total		
	Appropriations		\$74,220.75
2141-330-314-0000	Tax Collection Fees	\$0.00	\$3,000.00
2141-330-360-0000	Contracted Services	\$0.00	\$185,000.00
2141-330-420-0000	Operating Supplies	\$0.00	\$0.00
2141-330-420-0003	Operating Supplies{fuel}	\$0.00	\$30,000.00
2141-330-750-0000	Motor Vehicles	\$0.00	\$0.00
	Total		
	Appropriations		\$218,000.00
2191-110-314-0000	Tax Collection Fees	\$0.00	\$20,000.00
2191-220-190-0000	Other - Salaries	\$0.00	\$600,000.00
2191-220-211-0000	Ohio Public Employees Retirement System	\$0.00	\$70,000.00
2191-220-212-0000	Social Security	\$0.00	\$6,000.00
2191-220-213-0000	Medicare	\$0.00	\$8,700.00
2191-220-230-0000	Workers' Compensation	\$0.00	\$6,907.00
2191-220-240-0000	Unemployment Compensation	\$0.00	\$0.00
2191-220-251-0000	Uniform, Tool and Equipment Reimbursements	\$0.00	\$10,000.00
2191-220-310-0000	Professional and Technical Services	\$0.00	\$50,000.00
2191-220-318-0000	Training Services	\$0.00	\$7,000.00
2191-220-322-0000	Garbage and Trash Removal	\$0.00	\$3,660.00
2191-220-323-0000	Repairs and Maintenance	\$0.00	\$65,100.00
2191-220-323-0001	Repairs and Maintenance{vehicle maintenance}	\$0.00	\$0.00
2191-220-330-0000	Travel and Meeting Expense	\$0.00	\$10,000.00
2191-220-341-0000	Telephone	\$0.00	\$3,600.00
2191-220-351-0000	Electricity	\$0.00	\$20,000.00
2191-220-352-0000	Water and Sewage	\$0.00	\$1,200.00
2191-220-353-0000	Natural Gas	\$0.00	\$3,300.00
2191-220-359-0000	Other - Utilities	\$0.00	\$20,000.00
2191-220-360-0000	Contracted Services	\$0.00	\$0.00
2191-220-381-0000	Property Insurance Premiums	\$0.00	\$13,000.00

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2191-220-389-0000	Other - Insurance and Bonding	\$0.00	\$30,000.00
2191-220-410-0000	Office Supplies	\$0.00	\$5,000.00
2191-220-420-0000	Operating Supplies	\$0.00	\$10,000.00
2191-220-420-0003	Operating Supplies{fuel}	\$0.00	\$20,000.00
2191-220-430-0000	Small Tools and Minor Equipment	\$0.00	\$25,000.00
2191-220-490-0000	Other - Supplies and Materials	\$0.00	\$30,000.00
2191-220-599-0000	Other - Other Expenses	\$0.00	\$10,000.00
2191-220-740-0000	Machinery, Equipment and Furniture	\$0.00	\$0.00
2191-220-750-0000	Motor Vehicles	\$289,897.00	\$0.00
2191-890-890-0000	Other - Debt Service	\$0.00	\$33,382.74
	Total		
	Appropriations		\$1,081,849.74
2231-330-360-0000	Contracted Services	\$0.00	\$90,000.00
	Total		
	Appropriations		\$90,000.00
2273-220-190-0000	Other - Salaries	\$0.00	\$0.00
2273-220-211-0000	Ohio Public Employees Retirement System	\$0.00	\$0.00
2273-220-212-0000	Social Security	\$0.00	\$0.00
2273-220-213-0000	Medicare	\$0.00	\$0.00
2273-330-360-0000	Contracted Services	\$0.00	\$200,000.00
2273-690-310-0000	Professional and Technical Services	\$0.00	\$0.00
2273-760-740-0000	Machinery, Equipment and Furniture	\$0.00	\$178,046.71
2273-760-790-0000	Other - Capital Outlay	\$0.00	\$0.00
2273-910-910-0000	Transfers - Out	\$0.00	\$0.00
	Total		
	Appropriations		\$378,046.71
4401-330-700-0000	Capital Outlay	\$0.00	\$0.00
4401-760-700-0000	Capital Outlay	\$0.00	\$0.00
4401-760-790-0000	Other - Capital Outlay	\$0.00	\$0.00
4401-820-820-0000	Principal Payments - Notes	\$0.00	\$11,875.00
	Total		
	Appropriations		\$11,875.00
4501-310-360-0000	Contracted Services	\$0.00	\$5,500.00
4501-840-840-0000	Fiscal Charges	\$0.00	\$0.00
	Total		
	Appropriations		\$5,500.00

Report Total:

\$289,897.00 \$2,637,882.95

Vote: Ayes: Mr. Daniel, Mr. Willoughby, Mr. McGuire. Nays: None.
 The motion was declared approved.

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ITEM 2023 - 010 - APPOINT ALAN DANIEL TO EMA BOARD

Mr. McGuire moved, Mr. Willoughby seconded to appoint Alan Daniel as the Madison Township Board of Trustee elected official to serve on the Butler County Emergency Management Agency Executive Committee for 2023. Vote: Ayes: Mr. Daniel, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 011 - APPROVE EXPENSE POLICY FOR 2023

Mr. Willoughby moved, Mr. Daniel seconded to approve the expense policy for 2023:

Parking-maximum \$15/day without receipt or fully paid with receipt, Cab fare-fully paid with receipt, Meal fully paid with receipt, Hotels fully paid with receipt, Transportation fully paid with receipt to authorized meetings, trainings or events, Educational/training conference registrations paid in full with receipt, "Super Saver Packages" that include an extended stay with substantial discount may be utilized if financially beneficial to the township. Vote: Ayes: Mr. Daniel, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 012 - AUTHORIZE INVESTMENTS BY THE FISCAL OFFICER

Mr. Daniel moved, Mr. Willoughby seconded to authorize the Fiscal Officer to invest interim and inactive funds in investments permissible by law. Vote: Ayes: Mr. Daniel, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 013 - AUTHORIZE INTRAFUND TRANSFERS BY THE FISCAL OFFICER

Mr. Daniel moved, Mr. Willoughby seconded to authorize the Fiscal Officer to make all intrafund transfers and appropriation modifications with a listing to be presented at the next scheduled meeting for approval. Vote: Ayes: Mr. Daniel, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 014 - AUTHORIZE FISCAL OFFICER TO PAY ALL BILLS

Mr. Daniel moved, Mr. Willoughby seconded to authorize the Fiscal Officer to pay all bills as received with checks signed or stamped (with a signature stamp facsimile) by at least two trustees and report a listing of those checks for approval at the next regular meeting. Vote: Ayes: Mr. Daniel, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 015 - ELECT VFFDF BOARD MEMBERS

Mr. Daniel moved, Mr. Willoughby seconded to elect the same Volunteer Fire Fighters Dependents Fund Board members as they were for 2022. Vote: Ayes: Mr. Daniel, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

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ITEM 2023 - 016 - APPROVE 50 HOUR BOT WITH IT COMPANY

Mr. Daniel moved, Mr. Willoughby seconded to approve a 50-hour block of time with Computer Service Now at a cost of \$5,000 for 2023. Vote: Ayes: Mr. Daniel, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 017 - APPROVE 3 YEAR FIREWALL

Mr. Daniel moved, Mr. Willoughby seconded to approve a 3-year program SonicWall (Firewall) TZ370 Total Secure Essential Edition from Computer Service Now at a cost of \$4,000. Vote: Ayes: Mr. Daniel, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 018 - APPROVE PURCHASE OF LAPTOPS FOR TRUSTEES

Mr. Daniel moved, Mr. Willoughby seconded to approve the purchase of ThinkPadX1 Carbon Gen 9 Intel at a cost of \$1,231.65 each. Vote: Ayes: Mr. Daniel, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 019 - APPROVE PURCHASE OF RECLINERS FOR FIRE DEPT

Mr. Daniel moved, Mr. Willoughby seconded to approve the purchase of 12 XZIPIIT Office Chair 1000 recliners for a total cost of \$4,186.84. Vote: Ayes: Mr. Daniel, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 020 - APPROVE DEBRIS AND NUSIANCE LETTER FOR 3910 N. FIRST STREET

Mr. Daniel moved, Mr. Willoughby seconded to approve letter to 3910 N. First Street for debris and nuisance. Vote: Ayes: Mr. Daniel, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

Road Superintendent Todd Daniel requested that a speed study had been requested for the area of State Route 4 and Trenton Franklin Road and asked the Trustees to add it to the agenda.

ITEM 2023 - 021 - ADD ITEM T TO THE AGENDA

Mr. Daniel moved, Mr. Willoughby seconded to add item t to the agenda. Vote: Ayes: Mr. Daniel, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 022 - APPROVE SPEED STUDY FOR ROUTE 4 AND TRENTON FRANKLIN ROAD

Mr. Daniel moved, Mr. Willoughby seconded to approve a speed study for State Route 4 and Trenton Franklin Road. Vote: Ayes: Mr. Daniel, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was

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declared approved.

Discussion

Nature Works grant for the park.

ARPA funds- Fire Chief Hall requested that the remainder of the ARPA funds be used to pay off Rescue 151. Fiscal Officer Schenck has appropriated the remainder of the ARPA funds \$178,046.71 for machinery and equipment.

Employee Manual- The Trustees set a special meeting at 9am on February 11th to review the employee manual.

Annexation Tax Payments were discussed.

Power Aggregation- the renewal application for electric governmental aggregation has been completed and submitted.

The Trustees discussed additional hours for Office Manager Dave Runnells.

ITEM 2023 - 023 - ADD ITEM U TO THE AGENDA

Mr. Daniel moved, Mr. Willoughby seconded to add item u to the agenda. Vote: Ayes: Mr. Daniel, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 024 - APPROVE UP TO 6 HOURS PER DAY FOR OFFICE MANAGER

Mr. Willoughby moved, Mr. Daniel seconded to approve up to 6 hours per day for Office Manager Dave Runnells. Vote: Ayes: Mr. Daniel, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

There was discussion about allowing the Computer Service Now to create a centralized location for all technology equipment and wiring.

There was discussion about moving towards a local company to create the newsletter. Mr. Runnells will bring prices and information to the next meeting.

Springfest is returning in 2023. There was discussion about them being covered on the township's insurance policy for the one day event.

Announcements-

There is a benefit at the Trenton Moose Lodge this Saturday for

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Jordan Peters dad who is battling cancer.

Elk Creek Road will be closed for the bridge replacement.

ITEM 2023 - 025 - ADJOURN

Mr. Daniel moved, Mr. McGuire seconded to adjourn the meeting at 7:44 p.m. Vote: Ayes: Mr. McGuire, Mr. Willoughby, Mr. Daniel. Nays: None. The motion was declared approved.

Attest - Fiscal Officer

Signed - President

Madison Township Board of Trustees
February 11, 2023

The Madison Township Board of Trustees met this day in special session to review and discuss employee manual at the Township Administration Building located at 5610 W. Alexandria Road, Middletown, Ohio at 9:00 a.m. The meeting was called to order by Board President Brian McGuire with the Pledge of Allegiance.

ROLL CALL: Mr. McGuire-Present, Mr. Willoughby-Present, Mrs. Schenck- Present, Dave Runnells- Present.

These are the changes discussed during the work session on the Employee Manual. Once the new trustee is appointed, we will vote on the manual.

Section 3 Number 1

Old

2.1 Employees of Madison Township are paid, Road Department - Weekly and Fire Department- monthly. The Board of Trustees is required to fix the compensation rate for each employee, subject only to the minimum wage requirements of the State of Ohio and the Fair Labor Standards as well as monies available in the respective funds.

New

2.1 Employees of Madison Township are paid, Road Department - Bi-Weekly, EMS - Bi-Weekly and Fire Department- Every 6 months. The Board of Trustees is required to fix the compensation rate for each employee, subject only to the minimum wage requirements of the State of Ohio and the Fair Labor Standards as well as monies available in the respective funds.

Section 3 Number 7

Old

1.1 The administrative offices are open from 8:00 a.m. until 12:00 p.m. Monday through Friday. The standard bi-weekly pay period is eighty (80) hours. For all part-time employees the normal workday consists of four (4) hours.

New

1.1 The administrative offices are open from 8:00 a.m. until 12:00 p.m. Monday through Friday. The standard bi-weekly pay period is eighty (80) hours. Part time work week hours are set by the position when hired. These hours can change when approved by the board of trustees.

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Section 3 Number 8

Old

1.1 Anniversary Date is defined as the date of hire for calculation vacation leave and step increases in pay.

New

1.1 Anniversary Date is defined as the date of hire for calculating vacation and personal leave.

Section 4 Number 6

Old

1.1 Each full-time employee is authorized five (5) personal days per year, to be awarded on January 1st of each year. A reason for this type of leave is not required. Supervisors, in the same manner as vacation leave, will authorize personal leave. Personal leave will not accumulate from year to year. Employees may use personal leave in four (4) hour increments.

New

1.1 Each full-time employee is authorized six (6) personal days per year, to be awarded on January 1st of each year. A reason for this type of leave is not required. Supervisors, in the same manner as vacation leave, will authorize personal leave. Personal leave will not accumulate from year to year. Employees may use personal leave in four (4) hour increments.

Section 4 Number 8

Old

2.2 Full-time employees accrue sick leave credit as follows: 10 hours of sick time per month, if there are no unexcused absences that month. Sick leave accrues from the first day of the probationary period of employment but cannot be taken until the probationary period has elapsed. Sick leave is not earned during the periods of time in which the employee is in a non-pay status.

New

2.2 Full-time employees accrue sick leave credit as follows: 5 hours per pay period, if there are no unexcused absences that month. Sick leave accrues from the first day of the probationary period of employment but cannot be taken until the probationary period has elapsed. Sick leave is not earned during the periods of time in which the employee is in a non-pay status.

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Section 4 Number 8

Old

4.5 Sick leave shall be carried from year to year and can be accumulated up to a maximum of 800 hours, or 100 days. If the maximum is reached all hours over 800 must be converted to vacation days at the rate of 24 hours to 8 hours vacation time. The smallest increment of sick leave that may be used is one tenth of an hour increment.

New

Remove all

Section 4 Number 9

Old

Years of Service	Annual Vacation	Hours Per Pay	Rate Per Hour
1-5 years	80 hours	3.1	.0385
5-10 years	120 hours	4.6	.0577
10-15 years	160 hours	6.2	.0769
15+years	200 hours	7.7	.0962

New

Years of Service	Annual Vacation
1-5 years	80 hours
5-10 years	120 hours
10-15 years	160 hours
15+years	200 hours

ITEM 2023 - 026 - ADJOURN

Mr. Willoughby moved, Mr. McGuire seconded to adjourn the meeting at 10:15 a.m. Vote: Ayes: Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

Attest - Fiscal Officer

Signed - President

Madison Township Board of Trustees
February 15, 2023

The Madison Township Board of Trustees met 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. McGuire-Present, Mr. Willoughby-Present, Mrs. Schenck- Present, Dave Runnells- Present.

ITEM 2023 - 027 - APPROVE MINUTES

Mr. Willoughby moved, Mr. McGuire seconded to approve the minutes as presented. Vote: Ayes: Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

Tim Abbott of Energy Alliances provided a brief overview of the electric aggregation program and explained that their job is to bring the best price from the market.

Andy Wendt of Computer Service Now discussed creating a centralized location for all technology equipment and wiring in the mechanical room.

Fiscal Officer Report

Mrs. Schenck presented the end of the month financial reports and the payroll withholding reports. She reported that the Ohio Office of Budget and Management had reviewed the CARES Act funds and was satisfied with the reports. She had provided the Road Superintendent and the Fire Chief with the schedules of vehicles and buildings to review in anticipation of the upcoming insurance renewal.

ITEM 2023 - 028 - APPROVE FISCAL OFFICERS REPORT

Mr. Willoughby moved, Mr. McGuire seconded to approve the Fiscal Officer's report as presented. Vote: Ayes: Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

Fire Department

Chief Kent Hall was called out on a run so Dave Runnells provided the Fire and EMS stats for January 2023 and provided the fire and EMS run details.

Road Department

Road Superintendent Todd Daniel discussed the recent wind event and the snow events. He reported that the crew has replaced culverts on Beck and Myers Road. There will be more to come on Myers Road. He reported that the surface course of asphalt on Eck Road would be reduced to 1.5" He reported that all 8 OTARMA

Madison Township Board of Trustees
February 15, 2023

compliance issues had been mitigated. He reported that he would be applying to the Middletown Community Foundation for new playground equipment for the park.

Old Business

ITEM 2023 - 029 - APPOINT BRIAN MCGUIRE TO EMA BOARD

Mr. Willoughby moved, Mr. McGuire seconded to appoint Brian McGuire as the Madison Township Board of Trustee elected official to serve on the Butler County Emergency Management Agency Executive Committee for 2023. Vote: Ayes: Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 030 - ADD ITEM E TO THE AGENDA

Mr. Willoughby moved, Mr. McGuire seconded to add item E to the agenda. Vote: Ayes: Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 031 - APPROVE THE BILLS

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

ITEM 2023 - 032 - APPROVE THE ROAD/SIGN CHECK

Mr. Willoughby moved, Mr. McGuire seconded to approve the road check and sign check for February, to be submitted to BCEO. Vote: Ayes: Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 033 - PURCHASE 5 SETS OF FIRE GEAR

Mr. Willoughby moved, Mr. McGuire seconded to approve the purchase of 5 sets of fire gear from Fire Safety Services, Inc. at a cost of \$17,882.98. Vote: Ayes: Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 034 - PURCHASE PORTABLE RADIO FOR NEW LIFE SQUAD VEHICLE

Mr. Willoughby moved, Mr. McGuire seconded to approve the purchase of an APX6000XE 700/800 Model 2.5 portable radio at a cost of \$7,646.41 for the new life squad vehicle from Motorola Solutions. Vote: Ayes: Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 035 - APPROVE \$25,000 FOR PLAYGROUND EQUIPMENT

Mr. Willoughby moved, Mr. McGuire seconded to approve the transfer of \$25,000 from the General Fund to the Park Fund to be used for the purchase and or installation of new playground equipment at

Madison Township Board of Trustees
February 15, 2023

the community park. Vote: Ayes: Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

Discussion Items.

Trustee Vacancy- It was announced that Trustee Alan Daniel had resigned/retired effective February 6, 2023. Mr. Willoughby explained that the ORC 503.24 gives the Board of Trustees 30 days to appoint a qualified elector to the unexpired term ending December 31, 2023. He outlined a timeline for taking applications, meeting with applicants and appointing a new trustee.

Opioid settlement- Mrs. Schenck was not aware of any funding received so far.

Insurance Renewal- All departments have been provided schedules of buildings and vehicles to review for errors and omissions.

Coronavirus Relief Funds- OBM Review has been successfully concluded.

Playground- Road Superintendent Daniel provided proposals and recommendations of new playground equipment for the park.

Movies in the Park- a schedule of the 2nd Saturday June, July and August at dusk was established. The movies will be *Minions: The Rise of Gru; Vivo and Superpets*.

OTA Review- Mr. Willoughby discussed the sessions he attended and the lessons learned.

Lexipol- to be discussed at the March meeting.

Springfest- Plans are moving forward, the insurance application has been signed and has been forwarded to our OTARMA representative.

ITEM 2023 - 036 - ADJOURN

Mr. Willoughby moved, Mr. McGuire seconded to adjourn the meeting at 7:44 p.m. Vote: Ayes: Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

Attest - Fiscal Officer

Signed - President

Madison Township Board of Trustees
February 15, 2023

The Madison Township Board of Trustees met this day in Special session at the Township Administration Building located at 5610 W. Alexandria Road, Middletown, Ohio at 10:00AM. The meeting was called to order by Board President Brian McGuire with the Pledge of Allegiance.

ROLL CALL: Mr. McGuire-Present, Mr. Willoughby-Present, Mr. Terrill-Present, Mrs. Schenck- Absent, Dave Runnells- Absent.

ITEM 2023 - XXX - Work Session to discuss playground

Several options and proposals have been forwarded to the Trustees from the Road Superintendent. The proposals were discussed as to the cost, type of equipment and age range. One proposal was agreed on from BCI Burke NUIN 2854. This equipment is on state contract for \$36,453.510 which should leave funding for installation, mulch and rearrangement.

ITEM 2023 - XXX - Review of County Commissioner Proposal

Reviewed the proposal that was presented to the County Commissioners. Discussed negatives and positives aspects. Also discussed possible funding through USDA Community facilities grant.

ITEM 2023 - XXX - ADJOURN

Mr. Willoughby moved, Mr. Terrill seconded to adjourn the meeting at 11:15AM. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

Attest - Fiscal Officer

Signed - President

Madison Township Board of Trustees
February 20, 2023

The Madison Township Board of Trustees met this day in special session for the purpose of executive session at the Township Administration Building located at 5610 W. Alexandria Road, Middletown, Ohio at 6:00 p.m. The meeting was called to order by Board President Brian McGuire with the Pledge of Allegiance.

ROLL CALL: Mr. McGuire-Present, Mr. Willoughby-Present, Mrs. Schenck- Absent, Dave Runnells- Absent.

ITEM 2023 - 037 - EXECUTIVE SESSION

At 6:05 p.m., Mr. Willoughby moved, Mr. McGuire seconded to adjourn to executive session per O.R.C. 121.22 (G)(1) To consider the appointment of a public official. Vote: Ayes: Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 038 - RETURN TO OPEN SESSION

At 6:35 p.m., Mr. Willoughby moved, Mr. McGuire seconded to return to open session. Vote: Ayes: Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 039 - INTERVIEW 4 APPLICANTS FOR TRUSTEE POSITION

Mr. McGuire moved, Mr. Willoughby seconded to have interviews with 4 applicants for the vacant Trustee position - Brenda Latanza, Kimberly Lapensee, Ryan White, and John Terrill. Vote: Ayes: Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 040 - ADJOURN

Mr. Willoughby moved, Mr. McGuire seconded to adjourn the meeting at 6:40 p.m. Vote: Ayes: Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

Attest - Fiscal Officer

Signed - President

Madison Township Board of Trustees
February 27, 2023

The Madison Township Board of Trustees met this day in special session for the purpose of executive session at the Township Administration Building located at 5610 W. Alexandria Road, Middletown, Ohio at 5:00 p.m. The meeting was called to order by Board President Brian McGuire with the Pledge of Allegiance.

ROLL CALL: Mr. McGuire-Present, Mr. Willoughby-Present, Mrs. Schenck- Absent, Dave Runnells- Absent.

ITEM 2023 - 041 - EXECUTIVE SESSION

At 5:03 p.m., Mr. Willoughby moved, Mr. McGuire seconded to adjourn to executive session per O.R.C. 121.22 (G)(1) To consider the appointment of a public official. Vote: Ayes: Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 042 - RETURN TO OPEN SESSION

At 8:05 p.m., Mr. Willoughby moved, Mr. McGuire seconded to return to open session. Vote: Ayes: Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 043 - ADJOURN

Mr. McGuire moved, Mr. Willoughby seconded to adjourn the meeting at 8:06 p.m. Vote: Ayes: Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

Attest - Fiscal Officer

Signed - President

Madison Township Board of Trustees
March 3, 2023

The Madison Township Board of Trustees met this day in special session for the purpose of executive session and to appoint a new Trustee to fill the vacant position at the Township Administration Building located at 5610 W. Alexandria Road, Middletown, Ohio at 5:00 p.m. The meeting was called to order by Board President Brian McGuire with the Pledge of Allegiance.

ROLL CALL: Mr. McGuire-Present, Mr. Willoughby-Present, Mrs. Schenck- Absent, Dave Runnells- Absent.

ITEM 2023 - 044 - EXECUTIVE SESSION

At 5:02 p.m., Mr. Willoughby moved, Mr. McGuire seconded to adjourn to executive session per O.R.C. 121.22 (G)(1) To consider the appointment of a public official. Vote: Ayes: Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 045- RETURN TO OPEN SESSION

At 5:07 p.m., Mr. Willoughby moved, Mr. McGuire seconded to return to open session. Vote: Ayes: Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 046 - APPOINT JOHN TERRILL AS TRUSTEE

Mr. Willoughby moved, Mr. McGuire seconded to appoint John Terrill to fill the vacant Trustee position. Vote: Ayes: Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 047 - ADJOURN

Mr. Willoughby moved, Mr. McGuire seconded to adjourn the meeting at 5:10 p.m. Vote: Ayes: Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

Attest - Fiscal Officer

Signed - President

"New"
"Updated"

Madison Township Board of Trustees
March 15, 2023

The Madison Township Board of Trustees met 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.

Fiscal Officer Schenck swore in newly appointed trustee John Terrill.

ROLL CALL: Mr. McGuire-Present, Mr. Willoughby-Present, Mr. Terrill- Present, Mrs. Schenck- Present, Dave Runnells- Present.

ITEM 2023 - 048 - APPROVE MINUTES

Mr. Willoughby moved, Mr. Terrill seconded to approve the minutes of February 11, February 15, February 20, February 27 and March 3, 2023 as presented. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

Public Comments

Rebekah Brate representing MidPointe's Library on Wheels provided the Library's 2022 Annual report and discussed the programs available in and near Madison Township.

Jim Edwards, Lion Club member, announced that Springfest is scheduled for May 13th beginning at noon. The basket raffle will be at 5:30 p.m. This year's event will feature food trucks and a craft show.

State Representative Thomas Hall provided a brief update on hybrid vehicles and congratulated Mr. Terrill on his appointment. He discussed House Bill 1 and its detrimental impact on townships and libraries. He commented that he has introduced 5 bills so far this term.

Fiscal Officer Report

Mrs. Schenck presented the end of the month financial reports. She reported that the property tax receipts were expected to be received late this year because the County Auditor and Treasurer sent out the tax bills later than usual.

ITEM 2023 - 049 - APPROVE FISCAL OFFICERS REPORT

Mr. Willoughby moved, Mr. Terrill seconded to approve the Fiscal Officer's report as presented. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

Madison Township Board of Trustees
March 15, 2023

Fire Department

Chief Kent Hall presented fire and EMS stats for February 2023 and provided the fire and EMS run details. In March the department participated in railroad training, next month the training will be on helicopter. Chief Hall introduced Jim Bolen Deputy Director of Butler County Emergency Management Agency. Mr. Bolen reported that the safest way to transport hazardous materials is by underground pipeline; the second safest way is by rail. Rail accidents with hazardous materials have a low occurrence but a high consequence. The Butler County EMA provides training to first responders in Butler County. We are a resource rich community with high levels of training and equipment. Butler County has Type I and Type II hazardous materials teams and technical rescue teams. He reported that there are 2.1 train derailments a day. He also discussed the recent tornado event and praised the work of the road crews and the engineer's office personnel that cleared the roads to provide access to the first responders. He encouraged everyone to allow wireless emergency alerts on their phone and to have a weather radio at home. There was additional discussion about the great response by the EMA, the fire/EMS department, road department and the community to help those affected by the tornado.

Road Department

Road Superintendent Todd Daniel reported that the tennis courts are open and that he applied for a grant of \$25,000 from the Middletown Community Foundation for new playground equipment for the park. The road crew removed trees in the cemetery and repaired the fence at the Miltonville Cemetery. The crew removed the old mulch around the park entrance sign and replaced it with stones. He discussed the upcoming culvert replacements.

Old Business

ITEM 2023 - 050 - APPROVE EMPLOYEE MANUAL

Mr. Willoughby moved, Mr. Terrill seconded to approve the updated employee manual. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 051 - APPROVE LEXIPOL PROPOSAL

Mr. Willoughby moved, Mr. Terrill seconded to approve the Lexipol proposal for employee manual management for road department, administration and the fire/ems department. Vote: Ayes: Mr. Terrill Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

Madison Township Board of Trustees
March 15, 2023

New Business

ITEM 2023 - 052 - APPROVE THE BILLS

Mr. Willoughby moved, Mr. Terrill seconded to approve the bills for this period as presented. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 053 - APPROVE THE ROAD/SIGN CHECK

Mr. Willoughby moved, Mr. Terrill seconded to approve the road check and sign check for March, to be submitted to BCEO. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 054 - PURCHASE 5 SETS OF FIRE BOOTS

Mr. Willoughby moved, Mr. Terrill seconded to approve the purchase of 5 sets of Black Diamond fire boots from Fire Safety Services, Inc. at a cost of \$1,660.45. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 055 - PURCHASE 5 FIRE HELMETS

Mr. Willoughby moved, Mr. Terrill seconded to approve the purchase of 5 MSA Cairns fire helmets with leather fronts from Vogelpohl Fire Equipment at a total cost of \$2,166.00. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 056 - APPROVE WEST BEND MUTUAL INSURANCE/SIMPKINS INSURANCE AGENCY FOR SPRINGFEST AT MADISON HIGH SCHOOL

Mr. Willoughby moved, Mr. Terrill seconded to approve West Bend Mutual Insurance/Simpkins Insurance Agency for Springfest at Madison High School at a cost of \$432.00. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 057 - APPROVE STRYKER CONTRACT

Mr. Willoughby moved, Mr. Terrill seconded to approve a contract with Stryker to cover 2 cots, 2 lift units, and 2 stair chairs for 4 years at a total cost of \$26,275.20. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 058 - APPROVE FDIC CONFERENCE IN APRIL 2023

Mr. Willoughby moved, Mr. Terrill seconded to approve the necessary expenses to attend the FDIC Conference in April for Chief Hall, Chief Runnells, Chief Denlinger and Chief Peters. Vote: Ayes: Mr.

Madison Township Board of Trustees
March 15, 2023

Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 059 - APPROVE NATAT FLY IN EXPENSES

Mr. Willoughby moved, Mr. Terrill seconded to approve the necessary expenses to attend the NATaT Fly-in in Washington DC including the registration and two nights lodging. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 060 - APPROVE PURCHASE OF 12 CHAIRS FOR FIRE/EMS STATIONS

Mr. Willoughby moved, Mr. Terrill seconded to approve the purchase of 12 chairs for stations 151 & 152 from Zipt-Dreamseats. The total cost is \$7,385.13, the Fire Association will pay \$4,795 toward the purchase. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

Discussion Items.

Joe Garrett, Trebel Energy presented detailed information about rates and explained that energy is a commodity that fluctuates in price and that energy prices are expected to rise sharply. He suggested that the trustees pass a resolution that allows the office manager to sign an agreement when the rates are at 6.99 or less for a 24-month term. Mr. McGuire explained that he is not happy with the current contract terms that require that the trustees notify Trebel 6 months in advance if they want to cancel the contract. If you don't cancel the contract then it automatically renews for one year. There was additional discussion.

ITEM 2023 - 061 - AUTHORIZE OFFCIE MANAGER TO SIGN AGREEMENT WITH ENERGY HARBOR

Mr. Willoughby moved, Mr. Terrill seconded to authorize Office Manager Dave Runnells to sign an agreement with Energy Harbor when the rates are at 6.99 or less for a 24-month term. Vote: Ayes: Mr. Willoughby, Mr. Terrill. Nays: Mr. McGuire. The motion was declared approved.

Mr. Willoughby discussed sending letters requesting \$750K in ARPA funding from the Butler County Commissioners to be used to improve the community park. The funding could be used for restroom facilities, a concession area, playground equipment, event facilities, lighting and other amenities. The request will be made at the Butler Country Commissioners March 20th meeting.

Madison Township Board of Trustees
March 15, 2023

ITEM 2023 - 062 - ADJOURN

Mr. Willoughby moved, Mr. Terrill seconded to adjourn the meeting at 8:32 p.m. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

Attest - Fiscal Officer

Signed - President

DRAFT

Madison Township Board of Trustees
April 19, 2023

The Madison Township Board of Trustees met 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.

Mr. McGuire stated that there was a clerical error with Trustee Terrill's bond.

ROLL CALL: Mr. McGuire-Present, Mr. Willoughby-Present, Mrs. Schenck- Present, Dave Runnells- Present.

ITEM 2023 - 063 - APPROVE MINUTES

Mr. Willoughby moved, Mr. McGuire seconded to approve the minutes of March 15, 2023 as presented. Vote: Ayes: Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

Public Comments

Bradley Stubbins, 1824 Wayne Madison Road discussed a drainage issue that affects his property and also the properties at 1812, 1848 and 1856 Wayne Madison Road. He showed some photos and presented a bid from a contractor.

Sharon Froman asked about the new housing development on Howe Road.

Fiscal Officer Report

Mrs. Schenck presented the end of the month financial reports.

ITEM 2023 - 064 - APPROVE FISCAL OFFICERS REPORT

Mr. Willoughby moved, Mr. McGuire seconded to approve the Fiscal Officer's report as presented. Vote: Ayes: Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

Fire Department

Chief Kent Hall presented fire and EMS stats for March 2023 and provided the fire and EMS run details. He reported that the new ambulance was in service and that FDIC training was at the end of the month.

Road Department

Road Superintendent Todd Daniel reported that road crew had been working at the township park and to stabilize the roadway on Hinkle Road. Culverts have been replaced on Keister & Meyers Roads. Elk Creek Road is open. The paving retrace estimate came in under budget. The park grant interview with the Middletown Community Foundation for new playground equipment went very well. The footers for the headstones at the cemetery have been poured. He thanked

Madison Township Board of Trustees
April 19, 2023

Middletown Electric for donating the new LED lamps and Steve Jackson for installing the new lights at the township building. He discussed ideas for a new welcome to Madison Township sign.

New Business

ITEM 2023 - 065 - APPROVE THE BILLS

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

ITEM 2023 - 066 - APPROVE THE ROAD/SIGN CHECK

Mr. Willoughby moved, Mr. McGuire seconded to approve the road check and sign check for April, to be submitted to BCEO. Vote: Ayes: Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 067 - AMEND PERMANENT APPROPRIATIONS

Mr. Willoughby moved, Mr. McGuire seconded to amend the 2023 permanent appropriations.

Amended Appropriations
MADISON TOWNSHIP, BUTLER COUNTY
As Of 4/19/2023

Account Code	Account Name	Encumbered 12/31	Original Appropriation
1000-110-111-0000	Salaries - Trustees	\$0.00	\$44,532.00
1000-110-121-0000	Salary - Township Fiscal Officer	\$0.00	\$25,516.00
1000-110-190-0000	Other - Salaries	\$0.00	\$20,800.00
1000-110-211-0000	Ohio Public Employees Retirement System	\$0.00	\$12,719.00
1000-110-213-0000	Medicare	\$0.00	\$1,318.00
1000-110-230-0000	Workers' Compensation	\$0.00	\$5180.56
1000-110-311-0000	Accounting and Legal Fees	\$0.00	\$5,000.00
1000-110-312-0000	Auditing Services	\$0.00	\$10,000.00
1000-110-313-0000	Uniform Accounting Network Fees	\$0.00	\$3,504.00
1000-110-314-0000	Tax Collection Fees	\$0.00	\$2,018.86
1000-110-315-0000	Election Expenses	\$0.00	\$5,000.00
1000-110-330-0000	Travel and Meeting Expense	\$0.00	\$7,000.00
1000-110-342-0000	Postage	\$0.00	\$2,500.00
1000-110-360-0000	Contracted Services	\$0.00	\$5,200.00
1000-110-370-0000	Payment to Another Political Subdivision	\$0.00	\$6,000.00
1000-110-381-0000	Property Insurance Premiums	\$0.00	\$13,000.00
1000-110-389-0000	Other - Insurance and Bonding	\$0.00	\$75,000.00
1000-110-410-0000	Office Supplies	\$0.00	\$5,000.00
1000-110-599-0000	Other - Other Expenses	\$0.00	\$40,000.00
1000-120-322-0000	Garbage and Trash Removal	\$0.00	\$2,328.00
1000-120-323-0000	Repairs and Maintenance	\$0.00	\$20,000.00

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1000-120-341-0000	Telephone	\$0.00	\$1,500.00
1000-120-344-0000	Printing	\$0.00	\$14,000.00
1000-120-351-0000	Electricity	\$0.00	\$4,100.00
1000-120-352-0000	Water and Sewage	\$0.00	\$1,000.00
1000-120-353-0000	Natural Gas	\$0.00	\$6,500.00
1000-120-359-0000	Other - Utilities	\$0.00	\$5,000.00
1000-120-360-0000	Contracted Services	\$0.00	\$3,200.00
1000-120-420-0000	Operating Supplies	\$0.00	\$7,000.00
1000-310-360-0000	Contracted Services	\$0.00	\$5,500.00
1000-610-352-0000	Water and Sewage	\$0.00	\$3,600.00
1000-610-599-0000	Other - Other Expenses	\$0.00	\$2,500.00
1000-910-910-0000	Transfers - Out	\$0.00	\$25,000.00
	Total		
	Appropriations		\$390,552.30

**Motor Vehicle
License Tax Fund**

2011-330-323-0000	Repairs and Maintenance	\$0.00	\$21,000.00
	Total		
	Appropriations		\$21,000.00

Gas Tax Fund

2021-330-190-0000	Other - Salaries	\$0.00	\$43,500.00
2021-330-211-0000	Ohio Public Employees Retirement System	\$0.00	\$6,090.00
2021-330-213-0000	Medicare	\$0.00	\$630.75
2021-330-220-0000	Insurance Benefits	\$0.00	\$100,000.00
2021-330-360-0000	Contracted Services	\$0.00	\$0.00
2021-330-420-0000	Operating Supplies	\$0.00	\$6,000.00
2021-330-420-0002	Operating Supplies {road salt}	\$0.00	\$27,000.00
2021-330-420-0004	Operating Supplies {crack fill materials}	\$0.00	\$6,000.00
2021-330-420-0005	Operating Supplies {asphalt, gravel, pipe}	\$0.00	\$6,000.00
2021-330-420-0006	Operating Supplies {welding gas supplies}	\$0.00	\$700.00
2021-330-430-0000	Small Tools and Minor Equipment	\$0.00	\$1,000.00
2021-420-360-0000	Contracted Services	\$0.00	\$0.00
	Total		
	Appropriations		\$196,920.75

Road & Bridge Fund

2031-110-314-0000	Tax Collection Fees	\$0.00	\$2,800.00
2031-330-190-0000	Other - Salaries	\$0.00	\$166,000.00
2031-330-211-0000	Ohio Public Employees Retirement System	\$0.00	\$23,240.00
2031-330-212-0000	Social Security	\$0.00	\$0.00
2031-330-213-0000	Medicare	\$0.00	\$2,407.00
2031-330-230-0000	Workers' Compensation Uniform, Tool and Equipment	\$0.00	\$2,910.20
2031-330-251-0000	Reimbursements	\$0.00	\$6,000.00
2031-330-318-0000	Training Services	\$0.00	\$0.00
2031-330-360-0000	Contracted Services	\$0.00	\$0.00
2031-330-381-0000	Property Insurance Premiums	\$0.00	\$6,000.00

Madison Township Board of Trustees
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2031-330-430-0000	Small Tools and Minor Equipment	\$0.00	\$2,500.00
2031-820-820-0000	Principal Payments - Notes	\$0.00	\$10,125.00
	Total		
		Appropriations	\$221,982.20
Cemetery Fund			
2041-410-190-0000	Other - Salaries	\$0.00	\$43,500.00
2041-410-211-0000	Ohio Public Employees Retirement System	\$0.00	\$6,090.00
2041-410-213-0000	Medicare	\$0.00	\$630.75
2041-410-323-0000	Repairs and Maintenance	\$0.00	\$10,000.00
2041-410-420-0000	Operating Supplies	\$0.00	\$7,000.00
2041-410-599-0000	Other - Other Expenses	\$0.00	\$7,000.00
2041-410-740-0000	Machinery, Equipment and Furniture	\$0.00	\$0.00
	Total		
		Appropriations	\$74,220.75
Road District			
2141-330-314-0000	Tax Collection Fees	\$0.00	\$3,000.00
2141-330-360-0000	Contracted Services	\$0.00	\$185,000.00
2141-330-420-0000	Operating Supplies	\$0.00	\$0.00
2141-330-420-0003	Operating Supplies{fuel}	\$0.00	\$30,000.00
2141-330-750-0000	Motor Vehicles	\$0.00	\$0.00
	Total		
		Appropriations	\$218,000.00
Park Fund			
2171-760-740-000	Equipment	\$0.00	50,000.00
	Total		
		Appropriations	\$50,000.00
Fire/EMS Fund			
2191-110-314-0000	Tax Collection Fees	\$0.00	\$20,000.00
2191-220-190-0000	Other - Salaries	\$0.00	\$600,000.00
2191-220-211-0000	Ohio Public Employees Retirement System	\$0.00	\$70,000.00
2191-220-212-0000	Social Security	\$0.00	\$6,000.00
2191-220-213-0000	Medicare	\$0.00	\$8,700.00
2191-220-230-0000	Workers' Compensation	\$0.00	\$10,885.24
2191-220-240-0000	Unemployment Compensation	\$0.00	\$0.00
	Uniform, Tool and Equipment		
2191-220-251-0000	Reimbursements	\$0.00	\$43,740.18
2191-220-310-0000	Professional and Technical Services	\$0.00	\$50,000.00
2191-220-318-0000	Training Services	\$0.00	\$7,000.00
2191-220-322-0000	Garbage and Trash Removal	\$0.00	\$3,660.00
2191-220-323-0000	Repairs and Maintenance	\$0.00	\$65,100.00
	Repairs and Maintenance{vehicle		
2191-220-323-0001	maintenance}	\$0.00	\$0.00
2191-220-330-0000	Travel and Meeting Expense	\$0.00	\$10,000.00
2191-220-341-0000	Telephone	\$0.00	\$3,600.00
2191-220-351-0000	Electricity	\$0.00	\$20,000.00
2191-220-352-0000	Water and Sewage	\$0.00	\$1,200.00

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2191-220-353-0000	Natural Gas	\$0.00	\$3,300.00
2191-220-359-0000	Other - Utilities	\$0.00	\$20,000.00
2191-220-360-0000	Contracted Services	\$0.00	\$0.00
2191-220-381-0000	Property Insurance Premiums	\$0.00	\$13,000.00
2191-220-389-0000	Other - Insurance and Bonding	\$0.00	\$30,000.00
2191-220-410-0000	Office Supplies	\$0.00	\$5,000.00
2191-220-420-0000	Operating Supplies	\$0.00	\$10,000.00
2191-220-420-0003	Operating Supplies{fuel}	\$0.00	\$20,000.00
2191-220-430-0000	Small Tools and Minor Equipment	\$0.00	\$42,646.41
2191-220-490-0000	Other - Supplies and Materials	\$0.00	\$30,000.00
2191-220-599-0000	Other - Other Expenses	\$0.00	\$10,000.00
2191-220-740-0000	Machinery, Equipment and Furniture	\$0.00	\$4,186.84
2191-220-750-0000	Motor Vehicles	\$289,897.00	\$0.00
2191-890-890-0000	Other - Debt Service	\$0.00	\$33,382.74
	Total		
		Appropriations	\$1,145,588.25
Permissive Motor Vehicle Tax Fund			
2231-330-360-0000	Contracted Services	\$0.00	\$90,000.00
	Total		
		Appropriations	\$90,000.00
American Rescue Plan Act Fund			
2273-330-360-0000	Contracted Services (Road Paving)	\$0.00	\$200,000.00
2273-760-740-0000	Machinery, Equipment (Fire Truck)	\$0.00	\$178,046.71
	Total		
		Appropriations	\$378,046.71
OPWC Project Fund			
4401-820-820-0000	Principal Payments - Notes	\$0.00	\$11,875.00
	Total		
		Appropriations	\$11,875.00
Street Lighting Fund			
4501-310-360-0000	Contracted Services	\$0.00	\$5,500.00
4501-840-840-0000	Fiscal Charges	\$0.00	\$0.00
	Total		
		Appropriations	\$5,500.00

Report Total:

\$289,897.00

\$2,803,685.96

Vote: Ayes: Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

Madison Township Board of Trustees
April 19, 2023

ITEM 2023 - 068 - APPROVE NUSIANCE LETTERS

Mr. Willoughby moved, Mr. McGuire seconded to approve letters to be sent out to

5109 Eck Road

7421 Keister Road

8401 Flora Lane

6900 Middletown Germantown Road

6941 West Alexandria Road

7596 Darl Drive

Vote: Ayes: Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

Discussion Items

United Healthcare renewal- put the renewal on the May agenda

Written request for estimated tax from City of Trenton- Mr. McGuire will call the City Manager.

Park Plan- Mr. Willoughby requested \$750K in ARPA funding from the Butler County Commissioners to be used to improve the community park at their March 20th meeting. If received, the funding would be used for restroom facilities, a concession area, playground equipment, event facilities, lighting and other amenities. The park committee is made up of those who wrote letters in support of the ARPA funding request.

State of Township-

"This is the start of my third year in office and I just now feel I understand the responsibilities of a Trustee. These are defined by the Ohio Revised Code. In our township, they are mainly the care of roads, cemeteries, Life Squad, Fire Department and Park. The ORC also defines the abilities we have to regulate nuisances. The state of our township is stable. After two years of legal actions (seven at one time), audit findings (two of which pertaining to the health insurance that have been removed) and retirement of a trustee, it feels like we have come out of a long storm. Hopefully, we can now work on the items which challenge the Township.

General Fund

While the general fund is stable, it averages month to month around \$130k, there is very little room for expenditures like the park or other additional resources that would benefit the community. Several people have suggested that we take actions on different topics. The General Fund would be the source which the expenditures would be drawn. It could quickly be depleted and place the township

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in financial hardship. The Park is an area for improvement. To that ends, we have presented the Butler County Commissioners with a request for \$750,000 to construct a restroom/storage/concession along with the installation of lighting for the park and power for events. There has not been a timetable set for the possible allocation but a committee will be formed from the supporters to better define the plan and seek sources for funding.

Road and Cemetery Funds

This is also stable. However, construction cost have rising 44% since 2007 and 15% since 2021. The mileage we have been paving was extended by ARPA funding from the township and county. All of the township ARPA and CARES funds have been allocated but there is additional funding from the county expected in 2024. After that, the mileage will be greatly reduced. We will have to research alternative methods to maintaining the roads. The ARPA and CARES funds did also help us take on some culvert projects that we would not have been able to address. A total of \$350k was spent replacing or relining. This extended the life of the culverts 30-50 years.

Fire Department and Life Squad Funds

This fund had a negative trajectory of \$200k/year and was expected to go negative in 2027. The ARPA and CARES funds moved this two more years to 2029. With the passing of the 3-mil levy, the funds are positive for the foreseeable future but there are issues that need to be addressed. Several pieces of apparatus need to be replaced. These vary from turn-out gear (a fireman's last defense) to fire engines that are beyond the service life (1993 engine -30 years or 1988 pumper - 35 years). Then, there are the stations. All three stations have maintenance issues and do not meet the current needs of the departments that alone the future. We need a deep dive into this and review each property to make a sound decision based on facts."

Jeffrey V. Willoughby
Madison Township Trustee

Lindens- Mr. Runnells provided an updated and reported that the debris is piling up.

Firewall & Rack Wall- Sonic Mount- everything moved to mechanical room. \$3,042.00. Add to the May agenda.

Lawn companies to mow nuisance properties- out to bid. NutraLawn is interested. May meeting.

Consider sponsorship for Safety Town.

Madison Township Board of Trustees
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Lexipol Contact Points- Kent- Dave- Todd-

Announcement

The Madison Athletic Boosters Food Truck Rally will be August 10th
5-8 p.m.

ITEM 2023 - 069 - EXECUTIVE SESSION

At 7:34 p.m. Mr. Willoughby moved, Mr. McGuire seconded to adjourn to executive session under ORC 121.22 (G) (1) to consider the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee. Vote: Ayes: Mr. Willoughby, Mr. McGuire. The motion was declared approved.

ITEM 2023 - 070 - RETURN TO REGULAR SESSION

At 8:00 p.m. Mr. Willoughby moved, Mr. McGuire seconded to return to regular session. Vote: Ayes: Mr. Willoughby, Mr. McGuire. The motion was declared approved.

ITEM 2023 - 071 - ADJOURN

Mr. Willoughby moved, Mr. McGuire seconded to adjourn the meeting at 8:01 p.m. Vote: Ayes: Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

Attest - Fiscal Officer

Signed - President

Madison Township Board of Trustees
May 12, 2023

The Madison Township Board of Trustees met this day in special session for the purpose of swearing in Trustee John Terrill at the Township Administration Building located at 5610 W. Alexandria Road, Middletown, Ohio at 5:30 p.m. The meeting was called to order by Board President Brian McGuire with the Pledge of Allegiance.

ROLL CALL: Mr. McGuire-Present, Mr. Willoughby-Present, Mrs. Schenck- Absent, Dave Runnells- Absent.

Trustee John Terrill was sworn in.

ITEM 2023 - 072 - ADJOURN

Mr. Willoughby moved, Mr. Mr. McGuire seconded to adjourn the meeting at 5:45 p.m. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

Attest - Fiscal Officer

Signed - President

Madison Township Board of Trustees
May 17, 2023

The Madison Township Board of Trustees met 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. McGuire-Present, Mr. Willoughby-Present, Mr. Terrill- Present, Mrs. Schenck- Present, Dave Runnells- Present.

Public Comments

Pat Burgess, Southwest Ohio Computer Association explained that that SWOCA creates and maintains information technology solutions and offers support to government and education agencies in Ohio.

Fiscal Officer Report

Mrs. Schenck presented the end of the month financial reports.

ITEM 2023 - 073 - APPROVE FISCAL OFFICERS REPORT

Mr. Willoughby moved, Mr. Terrill seconded to approve the Fiscal Officer's report as presented. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

Fire Department

Chief Kent Hall presented fire and EMS stats for April 2023 and provided the fire and EMS run details. He discussed the recent departmental trainings and reported that he will be meeting with APP Architecture in June.

Road Department

Road Superintendent Todd Daniel reported that road side mowing had begun. The Ohio Department of Transportation inspection went well. He had reviewed the roundabout design and discussed the proposed timeline. The Middletown Community Foundation awarded a \$25,000 grant towards the playground equipment at the park. The crew has been very busy at the cemeteries.

Old Business

Chief Hall discussed the ARPA Funds available for the Fire Department and asked it be formalized with a resolution.

ITEM 2023 - 074 - ADD ITEM H

Mr. Willoughby moved, Mr. Terrill seconded to add item h to the agenda. Item h will be to approve the use of \$178,046.71 of American Rescue Plan Act Funds to pay towards the Rescue 151 truck. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

Madison Township Board of Trustees
May 17, 2023

New Business

ITEM 2023 - 075 - AUTHORIZE OFFICE MANAGER TO SIGN 24-MONTH AGREEMENT WITH ENERGY HARBOR

Mr. Willoughby moved, Mr. Terrill seconded to authorize Office Manager Dave Runnells to sign a 24-month agreement with Energy Harbor. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. Terrill. Nays: Mr. McGuire. The motion was declared approved.

ITEM 2023 - 076 - APPROVE THE BILLS

Mr. Willoughby moved, Mr. Terrill seconded to approve the bills for this period as presented. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 077 - APPROVE THE ROAD/SIGN CHECK

Mr. Willoughby moved, Mr. Terrill seconded to approve the road check and sign check for May, to be submitted to BCEO. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 078 - APPROVE NUTRALAWN

Mr. Willoughby moved, Mr. Terrill seconded to approve NutraLawn for nuisance ordinances. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 079 - APPROVE NETWORK CABINET

Mr. Willoughby moved, Mr. Terrill seconded to approve a network cabinet to be installed in the DMARC room along with the sonic firewall at a cost of \$3,042.00 by Computer Services Now. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 080 - APPROVE NUTRALAWN TO REMOVE VEGATATION AT 7596 DARL DRIVE

Mr. Willoughby moved, Mr. Terrill seconded to approve NutraLawn to remove vegetation at 7596 Darl Drive. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 081 - APPROVE NUSIANCE LETTERS

Mr. Willoughby moved, Mr. Terrill seconded to approve letters to be sent out to 5109 Eck Road and 7421 Keister Road. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

Madison Township Board of Trustees
May 17, 2023

ITEM 2023 - 082 - APPROVE WELCOME SIGN

Mr. Willoughby moved, Mr. Terrill seconded to approve welcome to Madison Township sign for St. Rt. 122. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 083 - APPROVE ARPA FUNDS FOR FIRE TRUCK

Mr. Willoughby moved, Mr. Terrill seconded to approve the use of \$178,046.71 of American Rescue Plan Act Funds to pay towards the Rescue 151 truck. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 084 - APPROVE EMS PERSONNEL

Mr. Willoughby moved, Mr. Terrill seconded to approve the hiring of Elizabeth Korb- EMT-B; Austin Fivecoate-EMT-B/FF2; Savanna Rutherford-EMT-B/FF2 pending paperwork approval. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

Discussion Items

Mr. Willoughby discussed the proposed property tax increase.

Department of Taxation | Ohio.gov Ohio Tax Commissioner

Current Plan 42% increase in property evaluation.

<https://www.wcpo.com/news/local-news/i-team/whats-that-going-to-do-to-my-taxes-historic-property-value-hikes-coming-to-butler-clermont-counties>

Mr. Willoughby recently attended the National Association of Towns and Townships in Washington DC and provided a recap of what he learned.

Day 1

Department of Transportation

- Building.gov/rural
- Watershed Infrastructure: The Bipartisan Infrastructure Law provided \$918 million to invest in both new dam and flood prevention projects as well as repairs on existing watershed infrastructure. This includes dams, water storage structures, flood management systems, bank stabilization projects, and other efforts.
- <https://www.rd.usda.gov/programs-services/community-facilities/community-facilities-direct-loan-grant-program/oh>

CSIA Cyber Security

- 50% of local governments will be attacked.
- What is our Cyber Attack Response Plan?
- XXX.gov address easiest defense.

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Day 2

Met with
Senator Brown
Senator Vance
Congressman Landsman
Congressman Davidson
Congressman Turner
Congressman Balderson
Congressman Wenstrup

Fire Station Act (H.R. 1814/S. 977)

Reforming Broadband Connectivity Act (H.R. 1812/S. 975

SHIP IT Act (H.R. 471) and Rebuilding Rural Roads Act (H.R. 3002)

Trenton road taxes
Records and Resolution long term storage

Township Park Meeting

May 10th at 10:00AM at the township building

Review of the Park Plan, Discuss funding & Next Steps

Park Plan- Mr. Willoughby requested \$750K in ARPA funding from the Butler County Commissioners to be used to improve the community park at their March 20th meeting. If received, the funding would be used for restroom facilities, a concession area, playground equipment, event facilities, lighting and other amenities. The park committee is made up of those who wrote letters in support of the ARPA funding request.

State of Township-

"This is the start of my third year in office and I just now feel I understand the responsibilities of a Trustee. These are defined by the Ohio Revised Code. In our township, they are mainly the care of roads, cemeteries, Life Squad, Fire Department and Park. The ORC also defines the abilities we have to regulate nuisances. The state of our township is stable. After two years of legal actions (seven at one time), audit findings (two of which pertaining to the health insurance that have been removed) and retirement of a trustee, it feels like we have come out of a long storm. Hopefully, we can now work on the items which challenge the Township.

General Fund

While the general fund is stable, it averages month to month around \$130k, there is very little room for expenditures like the park or other additional resources that would benefit the community. Several people have suggested that we take actions on different topics. The General Fund would be the source which the expenditures

Madison Township Board of Trustees
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would be drawn. It could quickly be depleted and place the township in financial hardship. The Park is an area for improvement. To that ends, we have presented the Butler County Commissioners with a request for \$750,000 to construct a restroom/storage/concession along with the installation of lighting for the park and power for events. There has not been a timetable set for the possible allocation but a committee will be formed from the supporters to better define the plan and seek sources for funding.

Road and Cemetery Funds

This is also stable. However, construction cost have rising 44% since 2007 and 15% since 2021. The mileage we have been paving was extended by ARPA funding from the township and county. All of the township ARPA and CARES funds have been allocated but there is additional funding from the county expected in 2024. After that, the mileage will be greatly reduced. We will have to research alternative methods to maintaining the roads. The ARPA and CARES funds did also help us take on some culvert projects that we would not have been able to address. A total of \$350k was spent replacing or relining. This extended the life of the culverts 30-50 years.

Fire Department and Life Squad Funds

This fund had a negative trajectory of \$200k/year and was expected to go negative in 2027. The ARPA and CARES funds moved this two more years to 2029. With the passing of the 3-mil levy, the funds are positive for the foreseeable future but there are issues that need to be addressed. Several pieces of apparatus need to be replaced. These vary from turn-out gear (a fireman's last defense) to fire engines that are beyond the service life (1993 engine -30 years or 1988 pumper - 35 years). Then, there are the stations. All three stations have maintenance issues and do not meet the current needs of the departments that alone the future. We need a deep dive into this and review each property to make a sound decision based on facts."

Jeffrey V. Willoughby
Madison Township Trustee

ITEM 2023 - 085 - EXECUTIVE SESSION

At 7:57 p.m. Mr. Willoughby moved, Mr. McGuire seconded to adjourn to executive session under ORC 121.22 (G) (1) to consider the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. The motion was declared approved.

Madison Township Board of Trustees
May 17, 2023

ITEM 2023 - 086 - RETURN TO REGULAR SESSION

At 8:30 p.m. Mr. Willoughby moved, Mr. McGuire seconded to return to regular session. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. The motion was declared approved.

ITEM 2023 - 087 - ADJOURN

Mr. Willoughby moved, Mr. McGuire seconded to adjourn the meeting at 8:31 p.m. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

Attest - Fiscal Officer

Signed - President

Madison Township Board of Trustees
May 20, 2023

The Madison Township Board of Trustees met this day in special session to discuss the playground equipment at the township park at the Township Administration Building located at 5610 W. Alexandria Road, Middletown, Ohio at 10:00 a.m. The meeting was called to order by Board President Brian McGuire with the Pledge of Allegiance.

ROLL CALL: Mr. McGuire-Present, Mr. Willoughby-Present, Mr. Terrill-Present, Mrs. Schenck- Absent, Dave Runnells- Absent.

Several options and proposals have been forwarded to the Trustees from the Road Superintendent. The proposals were discussed as to the cost, type of equipment and age range. One proposal was agreed on from BCI Burke NUIN 2854. This equipment is on state contract for \$36,453.51 which should leave funding for installation, mulch and rearrangement.

The Trustees reviewed and discussed the positive and negative aspects of the proposal that was presented to the County Commissioners. They also discussed possible funding through USDA Community facilities grant.

ITEM 2023 - 088 - ADJOURN

Mr. Willoughby moved, Mr. Terrill seconded to adjourn the meeting at 11:15 a.m. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

Attest - Fiscal Officer

Signed - President

Madison Township Board of Trustees
June 21, 2023

The Madison Township Board of Trustees met 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. McGuire-Present, Mr. Willoughby-Present, Mr. Terrill- Present, Mrs. Schenck- Present, Dave Runnells- Present.

ITEM 2023 - 089 - APPROVE MINUTES

Mr. Willoughby moved, Mr. Terrill seconded to approve the minutes of April 19, May 12, May 17 and May 20, 2023 as presented. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

Public Comments

Greg Houser complained about the property at the corner of Mosiman and Eck Road. The Trustees stated that they are aware of it and that the Butler County Zoning, Butler County Prosecutor and the Humane Society is involved.

Fiscal Officer Report

Mrs. Schenck presented the end of the month financial reports.

ITEM 2023 - 090 - APPROVE FISCAL OFFICERS REPORT

Mr. Willoughby moved, Mr. Terrill seconded to approve the Fiscal Officer's report as presented. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

Fire Department

Jordan Peters presented fire and EMS stats for May 2023 and provided the fire and EMS run details. He discussed the recent departmental trainings and thanked Todd Daniel for assisting on selling the old life squad vehicle on Govdeals.

Road Department

Road Superintendent Todd Daniel reported that the road crew has replaced culverts on Eck and Keister Roads. The paving should be completed later this summer. The 2024 paving will include \$279,000 paid by the Butler County Commissioners. The guardrails have been sprayed and the township has completed the second round of roadside mowing. The movie night in the park was a success. The cemeteries looked terrific for Memorial Day and he thanked the boy scouts for putting flags on the veteran's graves again this year. He stated that a couple of homeowners in a subdivision had a fence dispute and the County could not enforce the subdivision covenants.

Madison Township Board of Trustees
June 21, 2023

New Business

ITEM 2023 - 091 - APPROVE THE BILLS

Mr. Willoughby moved, Mr. Terrill seconded to approve the bills for this period as presented. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 092 - APPROVE THE ROAD/SIGN CHECK

Mr. Willoughby moved, Mr. Terrill seconded to approve the road check and sign check for May, to be submitted to BCEO. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 093 - PURCHASE PLAYGROUND EQUIPMENT

Mr. Willoughby moved, Mr. Terrill seconded to purchase playground equipment from the state contract from BCI Burke NUIN 2854 for \$36,453.51 in the color spruce. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 094 - APPROVE WELCOME SIGN

Mr. Willoughby moved, Mr. Terrill seconded to approve a new welcome to Madison Township sign. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 095 - APPROVE SPEED STUDY ON TRENTON FRANKLIN ROAD

Mr. Willoughby moved, Mr. Terrill seconded to approve a speed study on Trenton Franklin Road between Howe Road and .795 miles north of Howe Road. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 096 - CHANGE FIRE CHIEF'S WORK HOURS/PAY

Mr. Willoughby moved, Mr. Terrill seconded to make a change in the position of Fire Chief from undesignated to six hours a day, Monday through Friday, 30 hours per week at a rate of \$30 per hour, effective July 1, 2023. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 097 - APPROVE NUSIANCE LETTERS

Mr. Willoughby moved, Mr. Terrill seconded to approve letters to be sent to: 6190 JoAnn, 7916 Middletown Germantown, 7596 Darl Drive, 4555 Eck Road for noxious weeds and a certified letter to 6941 to W. Alexandria Road for debris. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

Madison Township Board of Trustees
June 21, 2023

ITEM 2023 - 098 - APPROVE EMS PERSONNEL

Mr. Willoughby moved, Mr. Terrill seconded to approve the hiring of Kenneth Rust - FFEMTP pending paperwork approval. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

Discussion Items

Property Taxes- The trustees discussed the property tax information from the Butler County Auditor's office and the impact it will have on residents.

Park- Mr. Willoughby is planning to go back and request \$400K in ARPA funding from the Butler County Commissioners to be used to improve the community park at their June 26th meeting. If received, the funding would be used for restroom facilities, a concession area, playground equipment, event facilities, lighting and other amenities.

Marketing Company- Mr. Runnells reached out to three companies for quotes to do the newsletters and the calendar. The trustees discussed the different options.

Nancy Nix- Butler County Auditor- will be at the July 19th meeting to answer property tax questions and concerns.

ITEM 2023 - 099 - EXECUTIVE SESSION

At 7:28 p.m. Mr. Willoughby moved, Mr. Terrill seconded to adjourn to executive session under ORC 121.22 (G) (1) to consider the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. The motion was declared approved.

ITEM 2023 - 100 - RETURN TO REGULAR SESSION

At 8:15 p.m. Mr. Willoughby moved, Mr. McGuire seconded to return to regular session. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. The motion was declared approved.

ITEM 2023 - 101 - ADJOURN

Mr. Willoughby moved, Mr. Mr. McGuire seconded to adjourn the meeting at 8:15 p.m. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

Attest - Fiscal Officer

Signed - President

Madison Township Board of Trustees
July 19, 2023

The Madison Township Board of Trustees met 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. McGuire-Present, Mr. Willoughby-Present, Mr. Terrill- Present, Mrs. Schenck- Present, Dave Runnells- Present.

Butler County Auditor Nancy Nix reviewed the roles and responsibilities of the Auditor's office and explained the triennial update and the impact it will have on property owners in Butler County. She explained that she had worked with State Representative Thomas Hall to amend the State's budget bill to force the tax commissioner to use a 3- year average of sales but it was pulled from the bill at the last minute. She reported that CAUV will see an increase of 110%. There was additional discussion.

State Representative Thomas Hall provided an update. He discussed progress made on fair school funding and universal school choice. There is \$500M available for brownfield remediation and \$350M available for capital requests. The state of Ohio has \$4B in its rainy-day fund and progress has been made to reduce the number of tax brackets from 9 to 2. Representative Hall is hopeful that Ohio can become a 0% income tax state. He discussed the property tax increase and explained everything he did to try and get relief for property owners.

Public Comments

Utawna Leap, Elk Creek Road, stated that she lives next door to a puppy mill and that the noise is unbearable. The trustees encouraged her to call the Butler County Zoning Department and the dog warden. They discussed the noise ordinance and stated that the noise ordinance is enforced by the Butler County Sheriff's Office and that they have a decibel reader.

Fiscal Officer Report

Mrs. Schenck presented the end of the month financial reports and reviewed the 2024 tax budget information.

ITEM 2023 - 102 - APPROVE FISCAL OFFICERS REPORT

Mr. Willoughby moved, Mr. Terrill seconded to approve the Fiscal Officer's report as presented. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

Madison Township Board of Trustees
July 19, 2023

Fire/EMS Department

Fire Chief Kent Hall presented fire and EMS stats for June 2023 and provided the fire and EMS run details. He discussed the recent departmental trainings and reported that the department would be doing a walk through at Duke Energy on October 10th. He congratulated Jim Bolen on being named the Director of the Butler County Emergency Management Agency.

Road Department

Road Superintendent Todd Daniel provided an update on the culvert replacements. He reported that Sloebig Road is being repaved and the road department has been busy at the cemetery. The playground equipment is scheduled to be delivered on October 18th, 2023. The sealcoat machine is having carburetor issues. He expressed his appreciation to Officer Dresky for his help during the storm.

Old Business

Mr. Willoughby requested \$400K in ARPA funding from the Butler County Commissioners to be used to improve the community park at their June 26th meeting. He does believe that the township will receive funding, just not sure of how much. If received, the funding would be used for restroom facilities, a concession area, playground equipment, event facilities, lighting and other amenities.

New Business

ITEM 2023 - 103 - APPROVE THE BILLS

Mr. Willoughby moved, Mr. Terrill seconded to approve the bills for this period as presented. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 104 - APPROVE THE ROAD/SIGN CHECK

Mr. Willoughby moved, Mr. Terrill seconded to approve the road check and sign check for May, to be submitted to BCEO. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 105 - APPROVE 2024 TAX BUDGET

Mr. Willoughby moved, Mr. Terrill seconded to approve the 2024 tax budget as presented. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 106 - APPROVE NUSIANCE LETTER

Mr. Willoughby moved, Mr. Terrill seconded to approve letters to be sent to the bank and to 6605 Aljen Road for abandoned property/noxious weeds. Vote: Ayes: Mr. Terrill, Mr. Willoughby,

Madison Township Board of Trustees
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Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 107 - APPROVE PRE BUY PROPANE CONTRACT

Mr. Willoughby moved, Mr. Terrill seconded to approve a pre-buy propane contract with Wood Propane for 2024. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 108 - APPROVE DAUBENMIRE PRINTING

Mr. Willoughby moved, Mr. Terrill seconded to approve Daubenmire Printing to create the township newsletter and calendar starting in 2024. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 109 - APPROVE REPAIRS TO COMMAND UNIT

Mr. Willoughby moved, Mr. Terrill seconded to approve mechanical services to the fire command unit at a cost of \$3,146.45. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

Discussion Items

Special Meeting with App Architecture to discuss a study for a new firehouse on July 26, 2023 at 3:30 p.m.

Mark Whiteman discussed the historic log cabin at the park and replacing the damaged logs.

ITEM 2023 - 110 - ADJOURN

Mr. Willoughby moved, Mr. McGuire seconded to adjourn the meeting at 8:14 p.m. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

Attest - Fiscal Officer

Signed - President

Madison Township Board of Trustees
July 26, 2023

The Madison Township Board of Trustees met this day in special session to accept the records retention schedule of the Fire Department and Road Department and also to discuss the recent tour of Madison Township Fire Stations and how to proceed. The special meeting took place at the Township Administration Building located at 5610 W. Alexandria Road, Middletown, Ohio at 3:30 p.m. The meeting was called to order by Board President Brian McGuire with the Pledge of Allegiance.

ROLL CALL: Mr. McGuire-Present, Mr. Willoughby-Present, Mr. Terrill- Present, Mrs. Schenck- Absent, Dave Runnells- Present.

Also present were Fire Chief Hall, and Timothy Bement and Curt Sparks of App Architecture.

ITEM 2023 - 111 - APPROVE THE RECORD RETENTION SCHEDULES FOR THE FIRE AND THE ROAD DEPARTMENTS

Mr. Willoughby moved, Mr. Terrill seconded to accept the records retention schedule of the Fire Department and Road Department. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

The tours of Madison stations 151, 152, and 153 were discussed. The tours were attended by Board President McGuire, Fire Chief Hall, Deputy Fire Chief Dave Runnells and Timothy Bement and Curt Sparks of APP Architecture. The tours included stops at Wayne Township, St. Clair Township, and City of Trenton to view their recently built fire stations.

After brief discussion it was decided to have APP Architecture present a proposal to evaluate Madison Township's existing fire stations, to make a comparison of cost to upgrade the existing buildings versus building a new replacement facility at a central location.

ITEM 2023 - 112 - ADJOURN

Mr. Terrill moved, Mr. Mr. Willoughby seconded to adjourn the meeting at 4:05 p.m. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

Attest - Fiscal Officer

Signed - President

Madison Township Board of Trustees
August 16, 2023

The Madison Township Board of Trustees met 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. McGuire-Present, Mr. Willoughby-Present, Mr. Terrill- Present, Mrs. Schenck- Present, Dave Runnells- Present.

ITEM 2023 - 113 - APPROVE MINUTES

Mr. Willoughby moved, Mr. Terrill seconded to approve the minutes of June 21 and July 19, 2023 as presented. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 114 - APPROVE THE BILLS

Mr. Willoughby moved, Mr. Terrill seconded to approve the bills for this period as presented. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 115 - APPROVE THE ROAD/SIGN CHECK

Mr. Willoughby moved, Mr. Terrill seconded to approve the road check and sign check for August to be submitted to BCEO. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

Public Comments

Greg Houser asked about the state of the house on the corner of Mosiman and Eck Road. There was some discussion and the Trustees explained that the entire situation was in Butler County's hands now.

There was additional discussion and residents requested that the electric aggregation information be posted on the township website.

Fiscal Officer Report

Mrs. Schenck presented the end of the month financial reports.

ITEM 2023 - 116 - APPROVE FISCAL OFFICERS REPORT

Mr. Willoughby moved, Mr. Terrill seconded to approve the Fiscal Officer's report as presented. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

Madison Township Board of Trustees
August 16, 2023

Fire/EMS Department

Fire Chief Kent Hall presented fire and EMS stats for July 2023 and provided the fire and EMS run details. He discussed the recent departmental trainings and reported that the annual pump testing was complete. He announced that Congressman Warren Davidson would be riding to the first Mohawk home football game in a firetruck.

Road Department

Road Superintendent Todd Daniel reported that the third round of roadside mowing with the boom mower was complete. The paving will be completed over the next few weeks. The new Madison Township signs have been put up. Eagle Scout Chakotay York asked if he could install bat boxes at the township park. He reported that the Mohawk Masters golf tournament and the athletic boosters food truck rally were both very successful.

New Business

ITEM 2023 - 117 - APPROVE CONTRACT WITH APP ARCHITECTURE

Mr. Willoughby moved, Mr. Terrill seconded to approve the contract through APP Architecture cost analysis of the existing fire stations, total cost \$29,975. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

Discussion Items

Chief Hall discussed Lexipol and explained that it wasn't what he thought it was. It was way more time consuming and involved that what he previously thought. You have to keep purchasing more and more levels of their services.

Office Manager Runnells discussed the potential website companies and the work he has done getting the advertising and the information for the calendar and the upcoming newsletter ready. Daubenmire's is getting everything in place. The Butler County Township Association dinner will be at Brown's Run Country Club on September 14th from 5:30-9:30 p.m. Mr. Runnells explained the nuisance complaint process and documentation.

Mr. Willoughby asked that any individual or business donors for park funding please provide an email or phone number.

The Trustees discussed a Movie in the park on October 28th starting at dusk.

ITEM 2023 - 118 - EXECUTIVE SESSION

At 7:36 p.m. Mr. Willoughby moved, Mr. Terrill seconded to adjourn to executive session under ORC 121.22 (G) (1) to consider the

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August 16, 2023

appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. The motion was declared approved.

ITEM 2023 - 119 - RETURN TO REGULAR SESSION

At 8:15 p.m. Mr. Willoughby moved, Mr. McGuire seconded to return to regular session. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. The motion was declared approved.

ITEM 2023 - 120 - ADJOURN

Mr. Willoughby moved, Mr. Mr. McGuire seconded to adjourn the meeting at 8:15 p.m. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

Attest - Fiscal Officer

Signed - President

Madison Township Board of Trustees
September 20, 2023

The Madison Township Board of Trustees met 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. McGuire-Present, Mr. Willoughby-Absent, Mr. Terrill- Present, Mrs. Schenck- Present, Dave Runnells- Present.

ITEM 2023 - 121 - APPROVE THE BILLS

Mr. Terrill moved, Mr. McGuire seconded to approve the bills for this period as presented. Vote: Ayes: Mr. Terrill, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 122 - APPROVE THE ROAD/SIGN CHECK

Mr. Terrill moved, Mr. McGuire seconded to approve the road check and sign check for September to be submitted to BCEO. Vote: Ayes: Mr. Terrill, Mr. McGuire. Nays: None. The motion was declared approved.

Fiscal Officer Report

Mrs. Schenck presented the end of the month financial reports. She reported that the costs of the street lighting had increased about 25% and that the annual assessments had gone up to cover the costs of those services to the street light districts. The 2019 E-One mini pumper has been paid off early using ARPA funds and fire funds, saving several thousand dollars in interest.

ITEM 2023 - 123 - APPROVE FISCAL OFFICERS REPORT

Mr. Terrill moved, Mr. McGuire seconded to approve the Fiscal Officer's report as presented. Vote: Ayes: Mr. Terrill, Mr. McGuire. Nays: None. The motion was declared approved.

Fire/EMS Department

The fire and EMS stats for August 2023 were presented. The air packs passed their required testing. Chief Hall will be meeting with App Architecture to discuss their assessment of the current buildings and a new facility. New fire trucks are running between \$1.2-1.5M. There was some discussion about the ARPA first responder recruitment and retention grants.

Road Department

Road Superintendent Todd Daniel reported that the paving is complete. The crew is working on sealcoating the park. He is getting bids to have the parking lot striped. The log cabin restoration will begin on Saturday. The Butler County Engineer's office will have a road closure on Trenton Franklin Road. Ten

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people participated in the Great Miami River Cleanup. He reported that the county keeps records of all of the culverts across the county and is switching to electronic records.

New Business

ITEM 2023 - 124 - APPROVE THE PURCHASE OF READY RACK MOBILE HOSE CART FOR FIRE

Mr. Terrill moved, Mr. McGuire seconded to approve the purchase of a red Ready Rack mobile hose cart, HC-64-T3, 3 tier unit, 72" x 34" x 87" at a cost not to exceed \$2,500 for Station 152. Vote: Ayes: Mr. Terrill, Mr. McGuire. Nays: None. The motion was declared approved.

The resolution requesting a speed study on Wayne Madison Road between .5 miles north of State Route 73 and the end of the road was read and discussed.

ITEM 2023 - 125 - TABLE WAYNE MADISON ROAD SPEED STUDY RESOLUTION

Mr. Terrill moved, Mr. McGuire seconded to table the speed study resolution listed as item b on the agenda. Vote: Ayes: Mr. Terrill, Mr. McGuire. Nays: None. The motion to table was declared approved.

ITEM 2023 - 126 - APPROVE REBASE WORK ON HOWE ROAD AT WAYNE MADISON AND W. ALEXANDRIA ROAD AT ELK CREEK ROAD

Mr. Terrill moved, Mr. McGuire seconded to approve rebase work on Howe Road at Wayne Madison Road and W. Alexandria Road at Elk Creek Road. Two bids were received. Normac \$27,381.00 and Jurgenson \$20,601.00. Jurgenson was selected to perform the work. Vote: Ayes: Mr. Terrill, Mr. McGuire. Nays: None. The motion was declared approved.

The marketing company for the newsletter ads, township website was read but the Trustees wanted to wait until Trustee Willoughby was back to discuss and decide.

ITEM 2023 - 127 - TABLE DECISION ON MARKETING COMPANY

Mr. Terrill moved, Mr. McGuire seconded to table the decision on the marketing company listed as item d on the agenda. Vote: Ayes: Mr. Terrill, Mr. McGuire. Nays: None. The motion to table was declared approved.

ITEM 2023 - 128 - APPROVE LETTER FOR 5351 N. VINE STREET NOXIOUS WEEDS

Mr. Terrill moved, Mr. McGuire seconded to approve sending a certified letter to 5351 N. Vine Street for noxious weeds. Vote:

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Ayes: Mr. Terrill, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 129 - APPROVE LETTER FOR 6635 FRANKLIN MADISON ROAD NOXIOUS WEEDS AND DEBRIS

Mr. Terrill moved, Mr. McGuire seconded to approve sending a certified letter to 6635 Franklin Madison Road for noxious weeds and debris. Vote: Ayes: Mr. Terrill, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 130 - APPROVE ANDY SCHAEFER/FIREFIGHTER STATION 151

Mr. Terrill moved, Mr. McGuire seconded to approve Andy Schaefer/Firefighter for Station 151 pending paperwork. Vote: Ayes: Mr. Terrill, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 131 - APPROVE RADIOS/HEADSETS FOR FIRE ENGINE 152

Mr. Terrill moved, Mr. McGuire seconded to approve radios/headsets for Engine 152 at a cost of \$1,440.00. Vote: Ayes: Mr. Terrill, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 132 - APPROVE BATTERIES FOR AIR PACKS/SCBA

Mr. Terrill moved, Mr. McGuire seconded to approve 5 batteries for the air packs/SCBA (Self Contained Breathing Apparatus) at a cost not to exceed \$2,500.00. The department received a \$1,000 grant from Butler Rural towards the cost so the net cost of the batteries will not exceed \$1,500. Vote: Ayes: Mr. Terrill, Mr. McGuire. Nays: None. The motion was declared approved.

Discussion Items

Office Manager Runnells discussed some of the nuisance properties such as 6190 JoAnn Lane, 5109 Eck Road and 5021 Mosiman Road. He stated that the Butler County Prosecutors Office is not pursuing them any further. He discussed creating 1 style of letter to cover junk and nuisance issues and sending it certified, while still following office procedures. He discussed the old Lindens property and stated that the Butler County Land Bank is preparing the 2024-2025 guidelines to obtain funds.

Mr. McGuire stated that the Butler County Commissioners gave all of the townships \$150K of their ARPA funds. He wanted to wait until Trustee Willoughby was back to discuss possibly spending those funds at the township park.

ITEM 2023 - 133 - EXECUTIVE SESSION

At 7:33 p.m. Mr. Terrill moved, Mr. McGuire seconded to adjourn to executive session under ORC 121.22 (G) (1) to consider the

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September 20, 2023

appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee. Vote: Ayes: Mr. Terrill, Mr. McGuire. The motion was declared approved.

ITEM 2023 - 134 - RETURN TO REGULAR SESSION

At 8:20 p.m. Mr. Terrill moved, Mr. McGuire seconded to return to regular session. Vote: Ayes: Mr. Terrill, Mr. McGuire. The motion was declared approved.

ITEM 2023 - 135 - ADJOURN

Mr. Terrill moved, Mr. Mr. McGuire seconded to adjourn the meeting at 8:20 p.m. Vote: Ayes: Mr. Terrill, Mr. McGuire. Nays: None. The motion was declared approved.

Attest - Fiscal Officer

Signed - President

Madison Township Board of Trustees
November 8th, 2023

The Madison Township Board of Trustees met this day in special 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 Vice-President Jeff Willoughby with the Pledge of Allegiance.

ROLL CALL: Mr. McGuire-Absent, Mr. Willoughby-Present, Mr. Terrill- Present, Mrs. Schenck- absent, Dave Runnells- Present.

Curt Sparks and Time Bement of App Architecture presented their findings in the Madison Township Fire Stations Facilities Assessment. There was a discussion of the limitations, existing conditions and problems of Stations 151(Miltonville), 152(Poasttown) and 153 (Life Squad Building). Stations 151 and 152 are not candidates for upgrades or changes because age, condition and space on the sites would not allow for changes. Upgrades to Station 153 are possible but not allow for future changes and would increase maintenance cost because of the requirement for an elevator. Estimated cost were \$7.2M while estimated cost for a new facility on township property with future expansion was \$7.6M. Pre-Covid cost were \$250/sq ft verse \$450/sq ft now.

ITEM 2023 - XXX - ADJOURN

Mr. Terrill moved, Mr. Willoughby seconded to adjourn the meeting at 8:28 p.m. Vote: Ayes: Mr. Terrill, Mr. Willoughby. Nays: None. The motion was declared approved.

Attest - Fiscal Officer

Signed - President

Madison Township Board of Trustees
November 15, 2023

The Madison Township Board of Trustees met 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. McGuire-Present, Mr. Willoughby-Present, Mr. Terrill- Present, Mrs. Schenck- Present, Dave Runnells- Present.

Public Comments

Zack Potter, 4228-4232 Elk Creek Road asked the Trustees for a pre-approval to split up his 20-acre lot into four 4-acre parcels with the remainder to stay with the original farmhouse. All lots would be accessed by a gravel driveway easement and all of the lots would still be agricultural so no zoning change would be needed.

ITEM 2023 - 149 - APPROVE THE MINUTES

Mr. Willoughby moved, Mr. Terrill seconded to approve the minutes of October 18 and November 8, 2023 as presented. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 150 - APPROVE THE BILLS

Mr. Willoughby moved, Mr. Terrill seconded to approve the bills for this period as presented. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 151 - APPROVE THE ROAD/SIGN CHECK

Mr. Willoughby moved, Mr. Terrill seconded to approve the road check and sign check for October to be submitted to BCEO. Vote: Ayes: Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

Fiscal Officer Report

Mrs. Schenck presented the end of the month financial reports and reported that the ARPA first responder recruitment and retention grant money had been received and the bonuses paid to the eligible employees.

ITEM 2023 - 152 - APPROVE FISCAL OFFICERS REPORT

Mr. Willoughby moved, Mr. Terrill seconded to approve the Fiscal Officer's report as presented. Vote: Ayes: Mr. Terrill, Mr.

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Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

Fire/EMS Department

Chief Hall presented the October fire and EMS stats. He reported that the department recently completed a training walk through at the Duke Energy facility. He reminded everyone that there is a state-wide burn ban in effect during the months of March, April, May, October and November. Next months training will be on policy and procedure. The Butler County Fire Chief's dinner will be held at Station 152 on November 16th. The annual Christmas dinner for the fire and EMS personnel will be on December 7th at Browns Run.

Road Department

Road Superintendent Todd Daniel reported that Jurgenson has finished the mill and fill and the speed study for Wayne Madison Road is ready to be approved. He discussed the ribbon cutting for the new playground at the park and reported that all of the grant reporting requirements had been met. All of the cemetery footers have been poured for the year. The culvert on Astoria Road is complete and the road is open.

Old Business

OTA Conference and FDIC - there was no update.

New Business- Park Funding

ITEM 2023 - 153 - APPLY FOR ODNR LAND & WATER CONSERVATION FUND GRANT FOR PARK

Mr. Willoughby moved, Mr. Terrill seconded to approve the following resolution:

WHEREAS, the State of Ohio through the Ohio Department of Natural Resources, administers financial assistance for public recreation purposes, through the federal Land and Water Conservation Fund

NOW, THEREFORE, be it resolved by the Madison Township Board of Trustees that the Madison Township Board of Trustees approves the filing of this application for financial assistance. That Trustee Jeff Willoughby is hereby authorized and directed to execute and file an application with the Ohio Department of Natural Resources and to provide all information and documentation required to become eligible for possible funding assistance. That the Madison Township Board of Trustees does agree to obligate the funds required to satisfactorily complete the proposed project and become eligible for reimbursement under the terms of the Land and

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Water Conservation Fund. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

There was discussion about the benches that were at the old playground that had been built by Eagle Scouts. The benches were in need of repair. One resident in the audience suggested contacting the local scouting groups to see if they were interested in building new benches or repairing the old ones for the new playground.

There was discussion about the Fire Department applying for State Capital Funds. State Representative Thomas Hall provided a update on the State Capital Project Funds and presented a State Commendation on the ribbon cutting of the new playground.

ITEM 2023 - 154 - APPROVE SPEED STUDY

Mr. Willoughby moved, Mr. Terrill seconded to approve a vehicular speed study by Section 4511.21 of the Ohio Revised Code considered reasonable and safe on Wayne Madison Road between 1.0 mile north of State Route 73 at City of Trenton Corporation Line and the terminus. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion to table was declared approved.

ITEM 2023 - 155 - APPROVE BC COMMISSIONER'S ARPA RESOLUTION

Mr. Willoughby moved, Mr. Terrill seconded to approve the following resolution.

WHEREAS, the board of trustees of Madison Township is responsible for maintaining all roads within its township pursuant to Ohio Revised Code Section 5535.01; and

WHEREAS, the Board of Commissioners of Butler County, Ohio received federal funds pursuant to the American Rescue Plan Act of 2021 ("ARPA") and has allocated part of those funds for the repair and resurfacing of roads within each Butler County township to offset part of the cost of maintaining township roads (see attached Exhibit "A"); and

WHEREAS, the board of trustees of Madison Township is a "political subdivision having authority to construct, reconstruct, resurface, improve, repair, and maintain roads or streets..." (R.C. 5535.08(C)); and

WHEREAS, the board of trustees of Madison Township, has identified and provided to the Butler County Engineer, the specific streets and approximate mileage that Madison Township is requesting to be included in the invitation to bid for construction,

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reconstruction, resurfacing, or repair contract which is attached as Exhibit "E"; and

WHEREAS, the board of trustees of Madison Township and the Board of Commissioners of Butler County, Ohio may "...enter into an agreement with ...township... whereby the board undertakes, and is authorized by the contracting subdivision, to exercise any power, perform any function, or render any services, on behalf of the contracting subdivision or its legislative authority, that such subdivision or legislative authority may exercise, perform, or render..." (R.C. 307.15); and

WHEREAS, the board of trustees of Madison Township desires to approve reciprocal resolutions with the Board of Commissioners of Butler County, Ohio and on behalf of the Butler County Engineer to construct, reconstruct, resurface, improve, and repair roads or streets; and

WHEREAS, the board of trustees of Madison Township delegates its authority pursuant to R.C. 5535.01 and R.C. 5535.08 to, and specifically authorizes, the Board of Commissioners of Butler County, Ohio and the Butler County Engineer, in accordance with R.C. 307.15, to: exercise any power, perform any function, or render any services; to prepare all plans, specifications, details, and estimates of cost for the construction, reconstruction, resurfacing, improvement or repair of roads; to take all actions necessary for the construction, reconstruction, resurfacing, improvement, or repair of roads; to prepare invitations to bid and award all contracts in the manner provided by law; and to ensure that all actions necessary and proper to complete the project are in compliance with the Federal requirements pursuant to 2 C.F.R. 200 which includes internal controls (2 CFR 200.303), a procurement policy (2 CFR 200.318(a)), affirmative steps to assure that minority business, women's business enterprises, and labor surplus area firms are used when possible (2 CFR 200.321) and standards of conduct (2 CFR 200.318(b)); and

WHEREAS, the board of trustees of Madison Township, pursuant to R.C. 5535.08(C)(1), delegates its authority to, and specifically authorizes, the Butler County Engineer to pay contractors who have been awarded contracts through the Butler County Engineer's Office, with the ARPA funds that have been allocated to Madison Township by the Board of Commissioners of Butler County, Ohio (see attached Exhibit "A"), until the allocated ARPA funds are exhausted; and

WHEREAS, the Board of Commissioners of Butler County, Ohio shall be responsible for any and all reporting requirements for the ARPA

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funds received and subsequently allocated by the Board of Commissioners of Butler County, Ohio to offset the cost of maintaining township; and

WHEREAS, the board of trustees of Madison Township, upon receipt of an invoice, shall pay directly to the contractors who have been awarded contracts through the Butler County Engineer's Office, any and all additional funds for work required to complete Madison Township's road repair project, once the county ARPA funds allocated to the Township in the attached Exhibit "A" are expended; and

WHEREAS, the board of trustees of Madison Township shall be responsible for any and all reporting requirements for any ARPA funds for which Township was a direct recipient and which will be paid by the board of trustees; and

WHEREAS, the board of trustees of Madison Township are required, prior to expenditure of funds, to adopt internal controls (2 CFR 200.303), a procurement policy (2 CFR 200.318(a)), and standards of conduct (2 CFR 200.318(b)); and

WHEREAS, the Board of Commissioners of Butler County Ohio have adopted the Butler County Uniform Guidance Policies which is in compliance with the Federal requirements pursuant to 2 C.F.R. 200 which includes internal controls (2 CFR 200.303), a procurement policy (2 CFR 200.318(a)), and standards of conduct (2 CFR 200.318(b)); and

WHEREAS, the board of trustees of Madison Township, in order to be in compliance with the Federal requirements pursuant to 2 C.F.R. 200, including internal controls (2 CFR 200.303), a procurement policy (2 CFR 200.318(a)), and standards of conduct (2 CFR 200.318(b)), will adopt the Butler County Uniform Guidance Policies in its entirety which is attached as Exhibit "B"; and

WHEREAS, the board of trustees of Madison Township has attached as Exhibit "C" the proposed reciprocal resolution from the Board of County Commissioners of Butler County Ohio.

NOW THEREFORE BE IT:

RESOLVED, that the board of trustees of Madison Township, has identified and provided to the Butler County Engineer, the specific streets and approximate mileage that Madison Township is requesting to be included in the invitation to bid for construction, reconstruction, resurfacing, or repair contract which will be attached as Exhibit "E"; and

RESOLVED, that the board of trustees of Madison Township, pursuant to Ohio Revised Code Sections 5535.01 and 5535.08, and in accordance with Ohio Revised Code Section 307.15, approve reciprocal resolutions with the Board of County Commissioners of

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Butler County Ohio and the Butler County Engineer for the construction, reconstruction, resurfacing, improvement, or repair of roads to be located in Madison Township, but only to the extent of the current projects identified herein; and

RESOLVED, that the board of trustees of Madison Township, upon receiving the executed reciprocal resolution from the Board of County Commissioners of Butler County Ohio, delegates its authority pursuant to R.C. 5535.01 and R.C. 5535.08 to, and specifically authorizes, the Board of Commissioners of Butler County, Ohio and the Butler County Engineer, in accordance with R.C. 307.15, to: exercise any power, perform any function, or render any services; to prepare all plans, specifications, details, and estimates of cost for the construction, reconstruction, resurfacing, improvement or repair of roads; to take all actions necessary for the construction, reconstruction, resurfacing, improvement, or repair of roads; to prepare invitations to bid and award all contracts in the manner provided by law; and to ensure that all actions necessary and proper to complete the project are in compliance with the Federal requirements pursuant to 2 C.F.R. 200 which includes internal controls (2 CFR 200.303), a procurement policy (2 CFR 200.318(a)), affirmative steps to assure that minority business, women's business enterprises, and labor surplus area firms are used when possible (2 CFR 200.321) and standards of conduct (2 CFR 200.318(b)) (the county adopted reciprocal resolution to be attached as Exhibit "D").

RESOLVED, that the board of trustees of Madison Township, upon receiving the executed reciprocal resolution from the Board of County Commissioners of Butler County Ohio, delegates its authority pursuant to R.C. 5535.01 and R.C. 5535.08 to, and specifically authorizes, the Board of Commissioners of Butler County, Ohio and the Butler County Engineer, to pay contractors who have been awarded contracts through the Butler County Engineer's Office, with the ARPA funds that have been allocated to Madison Township by the Board of Commissioners of Butler County, Ohio (see attached Exhibit "A"), until the County allocated ARPA funds are exhausted.

RESOLVED, the board of trustees of Madison Township, shall pay directly to contractors who have been awarded contracts through the Butler County Engineer's Office, invoices received for work required to complete the Township's road repair project, after the county allocated ARPA funds for Madison Township have been exhausted.

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RESOLVED, the board of trustees of Madison Township, will complete the reporting requirement for the use of any ARPA funds received directly by Madison Township, and paid by Madison Township to contractors who have been awarded contracts through the Butler County Engineer's Office, for any and all additional amount of funds required to complete the Township's road repair project, as required by the American Rescue Plan Act of 2021.

RESOLVED, the board of trustees of Madison Township, after reviewing the Butler County Uniform Guidance Policies in their entirety, hereby accepts, approves and adopts the Butler County Uniform Guidance Policies in its entirety which is attached as Exhibit "B".

RESOLVED, the board of trustees of Madison Township hereby finds and determines that all formal actions relative to the adoption of this Resolution were taken in an open meeting of this Board, and that all deliberations of this Board, which resulted in those formal actions, were in meetings open to the public in compliance with the law. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 156 - APPROVE the 2024 ROAD PAVING AND RETRACE

Mr. Willoughby moved, Mr. Terrill seconded to approve the 2024 road paving schedule not to exceed \$554,776.24 as follows:

Preble County Line Road (Streebee to County Line)
West Alexandria Road (Streebee to County Line)
North First Street (E. Aberdeen Drive to dead end)
Gerry (Perry Avenue to Lorraine Drive)
Perry (Madison Road to dead end)
Bobby (Gerry to Franklin Madison)
Evelyn (Lorraine to Perry)
Lorraine (Evelyn to dead end)
Wilma (Lorraine to Trenton Franklin)
Knoll Lane (State Route 122 to end)
Twin Oaks (Keister Road to cul-de-sac)

And to approve the 2024 retrace as follows:

Michael Road from State Route 122 to Hetzler Road in an amount not to exceed \$2,507.93.

Vote: Ayes: Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 157 - PURCHASE 2024 E-ONE CUSTOM PUMPER

Mr. Willoughby moved, Mr. Terrill seconded to purchase a 2024 E-One Custom Pumper total price \$855,003 for station 152. Vote: Ayes:

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Mr. Terrill Mr. Willoughby, Mr. McGuire. The motion was declared approved.

ITEM 2023 - 158 - PURCHASE ID MAKER

Mr. Willoughby moved, Mr. Terrill seconded to purchase an ID Maker ARC System/IDVILLE Company at a cost of \$1,749.00. Vote: Ayes: Mr. Terrill Mr. Willoughby, Mr. McGuire. The motion was declared approved.

ITEM 2023 - 159 - APPROVE MASON GREEN FIRE DEPARTMENT

Mr. Willoughby moved, Mr. Terrill seconded to hire Mason Green for the Fire Department at Station 15 pending paperwork. Vote: Ayes: Mr. Terrill Mr. Willoughby, Mr. McGuire. The motion was declared approved.

ITEM 2023 - 160 - PURCHASE TABLET FOR USE AT CEMETERY

Mr. Willoughby moved, Mr. Terrill seconded to purchase a tablet, heavy duty case and screen protector at a cost of \$460 for use at the cemetery. Vote: Ayes: Mr. Terrill Mr. Willoughby, Mr. McGuire. The motion was declared approved.

Discussion Items

The EMS division will be getting a new medical director, Dr. Kahn. Staff is working with our insurance agent on the details, yearly payment will be involved for the doctor's protocol classes.

There was discussion about working with the Butler County Land Bank on the old Lindens property.

ITEM 2023 - 161 - ADJOURN

Mr. Willoughby moved, Mr. Terrill seconded to adjourn the meeting at 7:30 p.m. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

Attest - Fiscal Officer

Signed - President

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The Madison Township Board of Trustees met 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. McGuire-Present, Mr. Willoughby-Present, Mr. Terrill- Present, Mrs. Schenck- Present, Dave Runnells- Present.

Public Comments

ITEM 2023 - 162 - APPROVE THE MINUTES

Mr. Willoughby moved, Mr. Terrill seconded to approve the minutes of November 15, 2023 as presented. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 163 - APPROVE THE BILLS

Mr. Willoughby moved, Mr. Terrill seconded to approve the bills for this period as presented. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 164 - APPROVE THE ROAD/SIGN CHECK

Mr. Willoughby moved, Mr. Terrill seconded to approve the road check and sign check for October to be submitted to BCEO. Vote: Ayes: Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

Fiscal Officer Report

Mrs. Schenck presented the end of the month financial reports and reviewed the advance to the Street Lighting Fund that is on the agenda. She also reviewed the amended Certificate of Estimated Resources and amended appropriation information.

ITEM 2023 - 165 - APPROVE FISCAL OFFICERS REPORT

Mr. Willoughby moved, Mr. Terrill seconded to approve the Fiscal Officer's report as presented. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

Fire/EMS Department

Chief Hall presented the November fire and EMS stats. Ryan Grubb was promoted to Captain.

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Road Department

Road Superintendent Johnny Cassidy provided the following end of year overview:

Cemetery

- 18 funerals
- 24 graves sold
- 18 deeds recorded
- 1 deed transfer
- Poured 16 headstone footer foundations
- Maintained all 5 cemeteries plus 52 lane miles of roads without the help of part-time employees (approximate savings of \$42,000 since 2020)

Park

- Seal coated all walking paths, driveway and parking lot
- Parking spots retraced
- Replaced 1 tennis net
- Applied for and received the Middletown Community Foundation Grant for the Playground
- Prepped the site for the new playground
- New playground and mulch installed
- New speed bumps installed
- Continued maintenance of grounds

Roads

- 178 tons of salt ordered at a cost of \$15,293.76
- Replaced 7 road culverts
- Replaced 3 residential driveway pipes
- Multiple after hours call out for trees down on roadways
- Crack filled concrete driveway aprons for road resurfacing on Keister, Myers, short Sloebig, Connie & Eck Roads
- Resurfaced 5.33 miles of roadway
- Completed 5 laps of roadside mowing
- Seal coated the Administration Building parking lot
- Completed rebase work on Howe Road at the intersections of West Alexandria and also at Elk Creek Roads

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Requirements

- Completed and submitted the 2022 Stormwater Report
- Attended the fall Butler County Storm Water meeting

Public Relations

- Helped facilitate the Food Truck bash coordinating with the Madison Athletic Booster Club
- Helped organize and manage the Great Miami River Cleanup
- Helped facilitate the Movie in the Park nights along with the Touch a Truck event and the playground ribbon cutting

Purchases

- No major purchases for the Road and Cemeteries since 2021.

Old Business

Mr. Willoughby brought up the road congestion on Thomas Road due to the traffic from the Lan of Illusion. It is a nuisance and a safety hazard for the residents of that area. There was additional discussion.

New Business

ITEM 2023 - 166 - APPROVE A CONTRACT WITH DR. JOSEPH KAHN TO BE THE MEDICAL DIRECTOR FOR EMS DIVISION

Mr. Willoughby moved, Mr. Terrill seconded to approve a contract with Dr. Joseph Kahn M.D. to be the Medical Director for the EMS Division. He has been approved by the Fire and EMS Chiefs, the Butler County Prosecutors Office and OTARMA. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 167 - APPROVE EMPLOYEES FOR EMS DIVISION

Mr. Willoughby moved, Mr. Terrill seconded to approve hiring Edward Goschinski EMT/FF; Kilar Hughes EMT/FF; Steffinie Brewer EMT-P; Maddie Snyder EMT-P; Ashley Sparks EMT-P pending paperwork. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion to table was declared approved.

ITEM 2023 - 168 - APPROVE PURCHASE OF 5 UNICATION G4 PAGERS AND CHARGERS

Mr. Willoughby moved, Mr. Terrill seconded to approve the purchase of 5 Unication G4 Receivers and 5 Unication single chargers at a cost of \$3,352.50 for the Fire Department. Vote: Ayes: Mr.

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Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 169 - APPROVE PAY INCREASES FOR ROAD DEPARTMENT

Mr. Willoughby moved, Mr. Terrill seconded to approve the following hourly wages beginning December 25, 2023:

Johnny Cassidy- \$32.50 plus cell phone allowance \$22.50 per pay

Zach Friend- \$24.00

Chris Saylor- \$31.00

Roy Slade- \$25.50

Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 170 - PURCHASE TWO ELECTRIC VEHICLE FIRE BLANKETS

Mr. Willoughby moved, Mr. Terrill seconded to purchase two Bridgehill standard single use electric vehicle fire blankets at a cost of \$2,580.00. Vote: Ayes: Mr. Terrill Mr. Willoughby, Mr. McGuire. The motion was declared approved.

ITEM 2023 - 171 - PURCHASE HOSE BED DIVIDER FOR RESCUE 151

Mr. Willoughby moved, Mr. Terrill seconded to purchase a hose bed divider for Rescue 15 to create more space for hose and equipment, at a cost of \$1,907.04. Vote: Ayes: Mr. Terrill Mr. Willoughby, Mr. McGuire. The motion was declared approved.

ITEM 2023 - 172 - APPROVE ADVANCE TO STREET LIGHTING FUND

Mr. Willoughby moved, Mr. Terrill seconded to approve an advance of \$1,000 from the General Fund to the Street Lighting Fund to be repaid in 2024. Vote: Ayes: Mr. Terrill Mr. Willoughby, Mr. McGuire. The motion was declared approved.

ITEM 2023 - 173 - AMEND THE 2023 CERTIFICATE OF ESTIMATED RESOURCES

Mr. Willoughby moved, Mr. Terrill seconded to amend the 2023 Certificate of Estimated Resources.

Fund	Carryover	Estimated Revenue	Total
General	\$158,588.84	\$457,838.21	\$616,427.05
Motor Vehicle Tax	\$36,868.77	\$23,608.29	\$60,477.06
Gasoline Tax	\$36,930.23	\$197,631.77	\$234,562.00
Road & Bridge	\$77,272.03	\$256,275.31	\$333,547.34
Cemetery	\$138,756.81	\$44,210.00	\$182,966.81
Road District	\$43,483.81	\$246,777.79	\$290,261.60
Park	\$0	\$50,000.00	\$50,000.00
Fire/ EMS	\$1,337,860.21	\$1,743,162.81	\$2,791,126.02
Permissive Tax	\$6,364.73	\$92,623.16	\$98,987.89

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ARPA	\$378,046.71	\$0	\$378,046.71
Public Works Comm.	\$11,875.00	\$0	\$11,875.00
Lighting Assessment	\$377.94	\$5,004.56	\$5,382.50
Permanent Fund	\$1,222.73	30.48	\$253.21
	\$2,227,647.81	\$3,117,162.38	\$5,053,913.19

Vote: Ayes: Mr. Terrill Mr. Willoughby, Mr. McGuire. The motion was declared approved.

ITEM 2023 - 174 - AMEND THE 2023 PERMANENT APPROPRIATIONS

Mr. Willoughby moved, Mr. Terrill seconded to amend the 2023 Permanent Appropriations.

Account Code	Account Name	Amended Appropriation
1000-110-111-0000	Salaries - Trustees	\$42,058.00
1000-110-121-0000	Salary - Township Fiscal Officer	\$25,516.00
1000-110-190-0000	Other - Salaries	\$29,920.00
1000-110-211-0000	Ohio Public Employees Retirement System	\$9,386.01
1000-110-213-0000	Medicare	\$972.23
1000-110-230-0000	Workers' Compensation	\$5,180.56
1000-110-240-0000	Unemployment Compensation	\$4.76
1000-110-311-0000	Accounting and Legal Fees	\$262.50
1000-110-312-0000	Auditing Services	\$7,543.70
1000-110-313-0000	Uniform Accounting Network Fees	\$3,504.00
1000-110-314-0000	Tax Collection Fees	\$2,395.41
1000-110-315-0000	Election Expenses	\$864.25
1000-110-330-0000	Travel and Meeting Expense	\$9,416.33
1000-110-342-0000	Postage	\$2,963.45
1000-110-360-0000	Contracted Services	\$0.00
1000-110-370-0000	Payment to Another Political Subdivision	\$7,989.56
1000-110-381-0000	Property Insurance Premiums	\$7,754.00
1000-110-389-0000	Other - Insurance and Bonding	\$59,496.56
1000-110-410-0000	Office Supplies	\$4,985.35
1000-110-599-0000	Other - Other Expenses	\$43,557.09
1000-120-322-0000	Garbage and Trash Removal	\$3,460.48
1000-120-323-0000	Repairs and Maintenance	\$25,146.79
1000-120-341-0000	Telephone	\$1,406.67
1000-120-344-0000	Printing	\$21,161.32
1000-120-351-0000	Electricity	\$3,026.47
1000-120-352-0000	Water and Sewage	\$1,118.37
1000-120-353-0000	Natural Gas	\$3,884.87

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1000-120-359-0000	Other - Utilities	\$2,624.83
1000-120-360-0000	Contracted Services	\$0.00
1000-120-420-0000	Operating Supplies	\$3,135.07
1000-310-360-0000	Contracted Services	\$4,623.61
1000-610-352-0000	Water and Sewage	\$3,600.00
1000-610-599-0000	Other - Other Expenses	\$8,206.81
1000-910-910-0000	Transfers - Out	\$25,000.00
		\$370,125.05
2011-330-323-0000	Repairs and Maintenance	\$18,884.66
		\$18,884.66
2021-330-190-0000	Other - Salaries	\$58,852.28
2021-330-211-0000	Ohio Public Employees Retirement System	\$7,164.55
2021-330-212-0000	Social Security	\$474.18
2021-330-213-0000	Medicare	\$852.95
2021-330-220-0000	Insurance Benefits	\$115,920.53
2021-330-360-0000	Contracted Services	\$0.00
2021-330-420-0000	Operating Supplies	\$6,490.55
2021-330-420-0002	Operating Supplies{road salt}	\$15,378.83
2021-330-420-0004	Operating Supplies{crack fill materials}	\$0.00
2021-330-420-0005	Operating Supplies{asphalt, gravel, pipe}	\$9,841.53
2021-330-420-0006	Operating Supplies{welding gas supplies}	\$929.76
2021-330-430-0000	Small Tools and Minor Equipment	\$0.00
2021-420-360-0000	Contracted Services	\$0.00
		\$215,905.16
2031-110-314-0000	Tax Collection Fees	\$2,900.96
2031-330-190-0000	Other - Salaries	\$172,767.71
2031-330-211-0000	Ohio Public Employees Retirement System	\$24,187.57
2031-330-212-0000	Social Security	\$0.00
2031-330-213-0000	Medicare	\$2,505.17
2031-330-230-0000	Workers' Compensation	\$2,910.20
2031-330-240-0000	Unemployment Compensation	\$26.17
2031-330-251-0000	Uniform, Tool and Equipment Reimbursements	\$1,044.22
2031-330-318-0000	Training Services	\$0.00
2031-330-360-0000	Contracted Services	\$0.00
2031-330-381-0000	Property Insurance Premiums	\$0.00
2031-330-430-0000	Small Tools and Minor Equipment	\$0.00
2031-820-820-0000	Principal Payments - Notes	\$8,375.98
	Total Appropriations	\$214,717.98

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2041-410-190-0000	Other - Salaries	\$58,794.92
2041-410-211-0000	Ohio Public Employees Retirement System	\$7,164.53
2041-410-212-0000	Social Security	\$474.18
2041-410-213-0000	Medicare	\$852.90
2041-410-323-0000	Repairs and Maintenance	\$3,823.67
2041-410-420-0000	Operating Supplies	\$5,544.53
2041-410-599-0000	Other - Other Expenses	\$2,610.00
2041-410-740-0000	Machinery, Equipment and Furniture	\$0.00
	Total Appropriations	\$79,264.73
2141-330-314-0000	Tax Collection Fees	\$2,884.66
2141-330-360-0000	Contracted Services	\$148,170.61
2141-330-420-0000	Operating Supplies	\$0.00
2141-330-420-0003	Operating Supplies{fuel}	\$17,910.12
2141-330-750-0000	Motor Vehicles	\$0.00
	Total Appropriations	\$168,965.39
2171-760-740-0000	Machinery Equipment and Furniture	\$50,000.00
	Total Appropriations	\$50,000.00
2191-110-314-0000	Tax Collection Fees	\$16,597.71
2191-220-190-0000	Other - Salaries	\$696,466.36
2191-220-211-0000	Ohio Public Employees Retirement System	\$86,746.61
2191-220-212-0000	Social Security	\$6,278.05
2191-220-213-0000	Medicare	\$10,536.68
2191-220-230-0000	Workers' Compensation	\$14,037.92
2191-220-240-0000	Unemployment Compensation	\$88.04
2191-220-251-0000	Uniform, Tool and Equipment Reimbursements	\$25,857.20
2191-220-310-0000	Professional and Technical Services	\$56,849.00
2191-220-318-0000	Training Services	\$4,404.90
2191-220-322-0000	Garbage and Trash Removal	\$3,660.00
2191-220-323-0000	Repairs and Maintenance	\$55,610.90
2191-220-330-0000	Travel and Meeting Expense	\$12,164.09
2191-220-341-0000	Telephone	\$2,885.78
2191-220-351-0000	Electricity	\$12,712.22
2191-220-352-0000	Water and Sewage	\$977.95
2191-220-353-0000	Natural Gas	\$4,051.07
2191-220-359-0000	Other - Utilities	\$9,479.18
2191-220-360-0000	Contracted Services	\$0.00
2191-220-381-0000	Property Insurance Premiums	\$16,111.00

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2191-220-389-0000	Other - Insurance and Bonding	\$39,079.09
2191-220-410-0000	Office Supplies	\$2,363.35
2191-220-420-0000	Operating Supplies	\$11,613.12
2191-220-420-0003	Operating Supplies{fuel}	\$14,287.92
2191-220-430-0000	Small Tools and Minor Equipment	\$41,794.83
2191-220-490-0000	Other - Supplies and Materials	\$26,320.48
2191-220-599-0000	Other - Other Expenses	\$5,990.19
2191-220-740-0000	Machinery, Equipment and Furniture	\$4,186.84
2191-220-750-0000	Motor Vehicles	\$855,003.00
2191-740-760-0000	Machinery, Equipment and Furniture	\$2,551.13
2191-890-890-0000	Other - Debt Service	\$38,577.05
	Total Appropriations	\$2,077,281.66
2231-330-360-0000	Contracted Services	\$90,000.00
	Total Appropriations	\$90,000.00
2273-220-190-0000	Other - Salaries	\$0.00
2273-220-211-0000	Ohio Public Employees Retirement System	\$0.00
2273-220-212-0000	Social Security	\$0.00
2273-220-213-0000	Medicare	\$0.00
2273-330-360-0000	Contracted Services	\$200,000.00
2273-690-310-0000	Professional and Technical Services	\$0.00
2273-760-740-0000	Machinery, Equipment and Furniture	\$178,046.71
2273-760-790-0000	Other - Capital Outlay	\$0.00
2273-910-910-0000	Transfers - Out	\$0.00
	Total Appropriations	\$378,046.71
4401-330-700-0000	Capital Outlay	\$0.00
4401-760-700-0000	Capital Outlay	\$0.00
4401-760-790-0000	Other - Capital Outlay	\$0.00
4401-820-820-0000	Principal Payments - Notes	\$11,875.00
	Total Appropriations	\$11,875.00
4501-310-360-0000	Contracted Services	\$5,965.23
4501-840-840-0000	Fiscal Charges	\$0.00
	Total Appropriations	\$5,965.23

Report Total:

\$3,681,031.57

Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None.
The motion was declared approved.

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ITEM 2023 - 175 - APPROVE HEALTH BENEFITS PACKAGE FOR 2024

Mr. Willoughby moved, Mr. Terrill seconded to approve the existing health benefits package for Trustees, Fiscal Officer, Fire Chief and all full-time employees, including life insurance up to \$25,000.00 for 2024. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 176 - APPROVE OTA CONFERENCE EXPENSES

Mr. Willoughby moved, Mr. Terrill seconded to approve all necessary expenses for township employees to attend the 2024 Ohio Township Association Educational Conference. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 177 - APPROVE SALARY METHOD OF COMPENSATION

Mr. Willoughby moved, Mr. Terrill seconded to approve Trustees and Fiscal Officer to be paid on the salary method of compensation for 2024 at the maximum allowable by law, to be paid from the General fund in twelve equal monthly installments with any adjustments to be made in the month of December 2024. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 178 - APPROVE INTRA FUND TRANSFERS

Mr. Willoughby moved, Mr. Terrill seconded to approve intra fund transfers necessary for year-end, with a list to be approved in the January 2024 meeting. Vote: Ayes: Mr. Terrill Mr. Willoughby, Mr. McGuire. The motion was declared approved.

Discussion Items

There was discussion about Issue 2, the legalization of adult use of marijuana. Currently it is legal for adults to use marijuana but there is no legal way to purchase it. There was discussion about dispensaries. The Ohio Township Association has issued some guidelines for townships. Discussion ensued.

Mr. Runnells reported that we carried over 25 hours with out IT company, everything is caught up.

The organizational meeting will be the regular meeting on January 17, 2024 at 6:30 p.m.

Mr. Willoughby reviewed the park funding and schedule.

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The request is \$150,000 appropriation from the Butler County ARPA funding. The ARPA funding for the township will be used in the construction of the new Restroom/Concessions/Storage Building. The budget for the building is \$400,000.

ITEM 2023 - 179 - EXECUTIVE SESSION

At 7:25 p.m. Mr. Willoughby moved, Mr. Terrill seconded to adjourn to executive session under ORC 121.22 (G) (1) to consider the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. The motion was declared approved.

ITEM 2023 - 180 - RETURN TO REGULAR SESSION

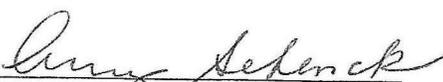
At 7:34 p.m. Mr. Willoughby moved, Mr. Terrill seconded to return to regular session. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. The motion was declared approved.

ITEM 2023 - 181 - APPROVE PAY INCREASES FOR OFFICE MANAGER

Mr. Willoughby moved, Mr. Terrill seconded to approve an hourly wage of \$23.00 for Office Manager, Dave Runnells beginning December 25, 2023. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.

ITEM 2023 - 182 - ADJOURN

Mr. Willoughby moved, Mr. Terrill seconded to adjourn the meeting at 7:38 p.m. Vote: Ayes: Mr. Terrill, Mr. Willoughby, Mr. McGuire. Nays: None. The motion was declared approved.



Attest - Fiscal Officer



Signed - President