

MADISON TOWNSHIP BOARD OF TRUSTEES

REGULAR MEETING

FEBRUARY 19, 2025

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

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

PUBLIC HEARING:

None

PUBLIC COMMENTS:

Travis Bautz – MidPointe Library System. Mr. Bautz stated that the library systems are a separate governmental agency from the other local governments. He stated that the City of Middletown appoints the members to their board which serves over 600,000 people. He stated that they have over two million books in circulation and have over 100,000 systems/programs for their patrons. He stated that they also provide passport services, a case manager, social worker, fax services, free stream internet services, an agent for the free Dolly Parton Library, daycares, nursing homes, maker spaces for printers, recording studios, and photo labs, and have delivery services if you cannot make it into the library. He stated that they originally went after a continuous 1.25 levy that failed in the fall. He stated that they are now asking for a .75 mill levy that will last 5 years. He stated that it will cost the owner of a \$100,000 house \$26.25. He stated that their current levy will expire at the end of 2025, which costs \$14.63.

ITEM 2025 – 23 – APPROVE THE MINUTES

Mr. Coldiron moved, Mr. McGuire seconded the motion to approve the minutes of the regular meeting of January 15, 2025, and the special meeting February 4, 2025, as presented. Vote: AYES: Mr. McGuire, Mr. Willoughby, Mr. Coldiron. NAYS: None. The motion was declared approved.

ITEM 2025 – 24 – APPROVE THE BILLS

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

ITEM 2025 – 25 – APPROVE THE ROAD SIGN CHECKS

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

ITEM 2025 – 26 – APPROVE THE FISCAL OFFICERS REPORT

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

Checking Account: \$3,384,138.03
HRA Account: \$13,514.55
STARR Ohio: \$1,100,000.00 - Interest earned in January - \$4,391.70
Revenue to Date: \$65,939.84
Expenditures to Date: \$147,380.56
Payments January: \$141,319.04
Fund Balances: \$508,802.07 General Fund/\$154,866.95 Road/Bridge Fund/\$283,167.24
Road Fund/\$2,832,873.83 Fire Fund
Total All Funds: \$4,483,550.08

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

FIRE/EMS DEPARTMENT REPORT – Chief Kent Hall presented the Fire and EMS stats from January 2025 and discussed previous notable fire runs within the community. He stated that they had ten fire related incidents in January (two fires, two motor vehicle crashes and six other runs) and 83 EMS calls which resulted in forty-nine patients being transported (34 non- transports). Chief Hall stated that they had Stop the Bleed Training this past month and in March they plan to do vehicle extrication. He stated that they will be moving the department to a new response from how it is done now. He stated that all personnel will be moving to dual responses for life squad and fire, and everyone will now have to be cross trained in both disciplines. All responses for day shift will be from Station 153.

Training Officer Justin Carroll went over more fire stats with the board. Chief Hall stated that these stats continue to support moving to a middle response area.

Deputy Chief Jordan Peters stated that he wanted to give a shout out to all the duty crews for some hard calls this past month. He stated that they did have a critical stress debrief with the crews, the Sheriff's Office, and Dispatch.

ROAD/CEMETERY REPORT – Mr. Cassidy reported that they performed snow removal on multiple days during January/February, used 232 tons of salt since the beginning of the year, replaced twelve mailboxes/posts with only two being physically replaced. Mr. Cassidy stated that he worked on the paving program and he and his employees had seven funerals to date. He stated that spring cleanup will be the first week of March and anything on the ground will be discarded. He stated that the cemetery maps need to be updated, and the County Engineer's Office has agreed to help the township update the maps (they will work on them a bit each week until they are completed). He stated that the burial books also need to be updated.

OLD BUSINESS:

ITEM 2025 – 27 MOTION TO REJECT BUILDING BIDS FOR THE PARK BUILDING PER SECTION 153.12 OF THE ORC.

Mr. Willoughby stated that he talked to the Prosecutors Office about the bids and because they are all over the 20% threshold of the original bid, they must reject all bids.

Mr. Willoughby moved, Mr. Coldiron seconded the motion to reject the bids Vote: AYES: Mr. Willoughby, Mr. McGuire, Mr. Coldiron. NAYS: None. The motion was declared approved.

Park Going Forward – Mr. Willoughby stated that he will continue to work on getting new drawings for the General Contractor to bid from or get an estimate for design build.

ITEM 2025 – 28 MOTION TO APPROVE THE DESIGN CONTRACT FROM WDC GROUP IN THE AMOUNT OF 8.34% FOR THE ARCHITECTURAL FEE AND 3.5% FOR CONTRACT MANAGEMENT

Mrs. Lapensee asked how much money this will equate to? Mr. Willoughby stated that if we build a 4-million-dollar fire station, then the architectural fee will be \$350,000.00 and the contract management fee will be \$140,000.00 to be paid from the fire fund.

Mr. Coldiron moved, Mr. Willoughby seconded the motion to approve the design contract from WDC Group in the amount of 8.34% for the architectural fee and 3.5% for the contract management fee. Vote: AYES: Mr. Willoughby, Mr. McGuire, Mr. Coldiron. NAYS: None. The motion was declared approved.

NEW BUSINESS:

ITEM 2025 – 29 MOTION TO APPROVE A REIMBURSEMENT FOR TWO EMS MEMBERS, MARK BITTNER, AND EMMA RAMSEY FOR EMS REFRESHER TRAINING IN THE AMOUNT OF \$150.00 PER PERSON OR \$300.00 TOTAL

Mr. Willoughby moved, Mr. Coldiron seconded the motion to reimburse Mark Bittner and Emma Ramsey for EMS training in the amount of \$150.00 per person. Vote: AYES: Mr. Willoughby, Mr. McGuire, Mr. Coldiron. NAYS: None. The motion was declared approved.

ITEMS 2025 – 30 MOTION TO APPROVE THE THEN/NOW EXPENDITURE FOR ASH TREE SERVICES IN THE AMOUNT OF \$3,100.00 FOR THE REMOVAL OF A LARGE TREE ON MICHAEL ROAD

Mr. McGuire stated that we had an emergency tree removal on Michael Road and told Mr. Cassidy to go ahead and remove it before the meeting.

Mr. Coldiron moved; Mr. Willoughby seconded the motion to approve the then/now expenditure for emergency tree removal for Ash Tree Services in the amount of \$3,100.00. Vote: AYES: Mr. Willoughby, Mr. McGuire, Mr. Coldiron. NAYS: None. The motion was declared approved.

ITEMS 2025 – 31 MOTION TO APPROVE THE EQUIPMENT PURCHASE FOR THE PUBLIC WORKS DEPARTMENT IN THE AMOUNT OF \$5,025.00 FROM SOUTHEASTERN EQUIPMENT

Mr. Cassidy stated that they would like to purchase one eighteen” trenching bucket that costs \$2,325.00 and one forty-eight” ditching bucket that costs \$2,700.00 for a total of \$5,025.00. He stated both buckets will be used on the backhoe. He stated that when we purchased the new backhoe in 2019, the backhoe has different pins than the buckets they have, and pins always must be switched out.

Mr. Willoughby moved; Mr. McGuire seconded the motion to approve the equipment purchase for the public works department in the amount of \$5,025.00 from Southeastern Equipment. Vote: AYES: Mr. Willoughby, Mr. McGuire, Mr. Coldiron. NAYS: None. The motion was declared approved.

ITEM 2025 – 32 MOTION TO APPROVE LISTING THE OLD BUCKETS ON GOVDEALS

Mr. Coldiron moved, Mr. Willoughby seconded the motion to approve the listing of the old buckets (18” and thirty-six” buckets) on Gov.Deals for auction. Vote: AYES: Mr. Willoughby, Mr. McGuire, Mr. Coldiron. NAYS: None. The motion was declared approved.

ITEM 2025 – 33 APPROVAL TO ACCEPT THE BIDS FOR THE ROLLING MEADOWS PAVING PROJECT AND TO AWARD THE CONTRACT TO NORMAC IN THE AMOUNT OF \$156,150.00

Mr. Cassidy stated that we received six bids for paving:

1. Barrett Paving - \$127,842.00
2. Fillmore Construction - \$138,248.00
3. Neyra Paving - \$142,914.00
4. Normac - \$156,150.00
5. John R. Jurgensen - \$157,975.00
6. Westside Paving - \$188,912.00

Mr. Cassidy stated that the BCEO bid for the paving is \$206,544.00. He asked that the board award the bid to Normac because they use virgin materials in the mix. He stated that all the other companies use 25% recycled materials in the mixes, and he does not prefer to use that.

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

ITEM 2025 – 34 APPROVAL TO ACCEPT THE BIDS FOR THE CRACK SEALING PROJECT ON MOSSIMAN ROAD FROM STATE ROUTE 122 TO HOWE ROAD AND AWARD THE BID TO RIEGLER BLACKTOP IN THE AMOUNT OF \$21,500.00.

Mr. Cassidy stated that we received three bids for the Mossiman Road project:

1. Riegler Blacktop - \$21,500.00
2. RHI - \$38,981.00
3. SCI Construction - \$79,528.00 (Chip Seal)

Mr. Coldiron moved; Mr. Willoughby seconded the motion to accept the bids for the crack sealing project on Mossiman Road from State Route 122 to Howe Road and award the bid to Riegler

Blacktop in the amount of \$21,500.00. Vote: AYES: Mr. Willoughby, Mr. McGuire, Mr. Coldiron. NAYS: None. The motion was declared approved.

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

DISCUSSION:

Springfest – Mr. McGuire stated that there is a new group running Springfest this year. He stated that it will be held on May 10th. Mrs. Lapensee stated that she was contacted by the Lions Club who had asked the township to hold the insurance for this event. She questioned how the township could even get insurance to cover an event that is not sponsored by the township. Mr. McGuire stated that the township has always covered it in the past.

Review OTA Report – Mr. Willoughby stated that he would like us to review lessons learned from OTA that was held in January. He stated that he attended UAN classes, creative funding sources, campaigns, support for activities, fire districts, resolutions and motions, ROW responsibility, caring for cemeteries, etc.

MATCH Program – Mr. Willoughby stated that there is a program out there that is about caring for cemeteries which includes cleaning old headstones, history of the cemeteries, looking for companies to clean the headstones, ground penetrating radar and how to work with the historical society.

Rumpke Recycling Bins – Mr. McGuire stated that he talked to Rumpke while he was at OTA about getting new lids for the recycling bins and some extra signage.

Fueling Station – Mr. Cassidy stated that we will need a new tank for the fueling station because the leg rusted off the existing tank. He stated that he will have to get a permit through the Ohio Fire Marshall's Office to replace it. He stated that the existing tanks do not meet the new standards which include an emergency shut off. He stated that he would also like to get a fuel code system so that we can keep track of who is using the fuel (public works vs fire). He stated that he did talk to Keystone and World Connect about how much fuel they have purchased over the last year, and they did not buy enough fuel to get the tanks for free. He stated that he would also like to move the tanks to a new location because they are too close to the garage.

GOGov App Citizen Notifications and Alerts Package – Mrs. Windle stated that while she was in Columbus for OTA, she investigated the cost for a notification system for the township. She stated that it will cost \$4,260.00 a year.

ITEM 2025 – 35 MOTION TO ENTER INTO EXECUTIVE SESSION

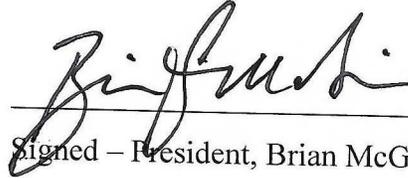
Mr. Willoughby made a motion to enter into executive session per ORC 121.22 (G) (1) to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee at 7:44 p.m. Mr. Coldiron seconded the motion. A roll call of the vote resulted: AYES: Mr. McGuire, Mr. Coldiron and Mr. Willoughby; NAYS: None. The motion was declared approved.

ITEM 2025 – 36 ADJOURNMENT

Mr. Willoughby made a motion to adjourn the meeting at 8:40 p.m. Mr. Coldiron seconded the motion. A roll call of the vote resulted: AYES: Mr. McGuire, Mr. Coldiron and Mr. Willoughby; NAYS: None. The motion was declared approved.



Attest – Fiscal Officer, Kimberly Lapensee



Signed – President, Brian McGuire