MADISON TOWNSHIP BOARD OF TRUSTEES

REGULAR MEETING

MAY 21, 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:

Mark Feist, Greater Cincinnati Radio Control Club, presented information concerning the youth organization now Jetsetters.

Jim Bolen – Director of the EMA, spoke to the audience and the board about the EMA and how it functions. He stated that they report to a 15-member board made up of people representing multiple government agencies across the county. He stated that he wanted to make everyone aware of the County's intention to end their contract with the EMA to provide services to the community in which all of the townships are members. He stated that the county has hired a consultant to interview all agencies affected and supported by the EMA over the next few months to get everyone's comments and opinions of the EMA about the changes proposed.

Ted Wiseman, Madison Historical Society, stated that he and the 136 Carpenters Union worked on siding on the cabin at the park. He stated that they completed the siding on the west side of the cabin and will be back later in the year to do the other side.

ITEM 2025 – 75 – APPROVE THE MINUTES

Mr. Coldiron moved, Mr. Willoughby seconded the motion to approve the minutes of the regular meeting of April 16, 2025, as presented. Vote: AYES: Mr. McGuire, Mr. Willoughby, Mr. Coldiron. NAYS: None. The motion was declared approved.

ITEM 2025 – 76 – APPROVE THE BILLS

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

ITEM 2025 – 77 – APPROVE THE ROAD SIGN CHECKS

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

ITEM 2025 – 78 – APPROVE THE FISCAL OFFICERS REPORT

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

Checking Account:	$4,365,505.85
HRA Account:	$25,808.23
STARR Ohio:	$1,100,000.00 - Interest earned in April - $4,045.70
Revenue to Date:	$1,777,590.23
Expenditures to Date:	$1,039,892.76
Payments April:	$251,192.55
Fund Balances:	$439,874.52 General Fund/$205,429.43 Road/Bridge Fund/$390,775.47 Road Fund/$3,408,517.59 Fire Fund
Total All Funds:	$4,201,742.45

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 reported the following for the month of April:

1. Fire – 25 incidents in April (four (4) fires, nine (9) motor vehicle crashes and fourteen (14) other runs)
2. EMS – 86 calls which resulted in forty-five (45) patients being transported (41 non-transports).
3. There have been 37 calls for service in the last 7 days.
4. This week is EMS appreciation week.
5. Training was postponed with Med Flight this week due to the weather, and they will reschedule it for next month. He stated that they will have fire training next week that will train their crews on how to deal with compressed natural gas fires.
6. They received their new fire engine that has a remote-control feature that could shoot water on a structure while they are driving up to the house. He stated that their new E-1 Engine will be featured in their calendar next year.
7. EMS receipts to date are $229,000 dollars.
8. He would like to have coffee with the fire chief once a month.

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

1. Sold old buckets for the backhoe $670.00.
2. Performed spring clean-up in the cemeteries and cleaned headstones and foundations.
3. They have purchased new precast foundations for the cemeteries. In the future, they will only have to dig the holes, add gravel, then call the contractor to bring in the foundation to set. Eventually they will do their own.

4. Zach started mowing this week with one quick pass along the roadways because the ditches were still too wet. They will eventually get out the arm mower and mow the remainder.
5. They have fixed the potholes on Keister Road hill, but the roadway may need to be paved next year because it constantly stays wet.
6. Crack seal will start once the rain ends.

OLD BUSINESS:

None

NEW BUSINESS:

ITEM 2025 – 79 MOTION TO SCHEDULE A PUBLIC HEARING FOR THE FY2026 TAX BUDGET FOR JUNE 18, 2025 AT 6:00 P.M.

Mr. Coldiron moved, Mr. Willoughby seconded the motion to schedule a public hearing for the FY2026 tax budget for June 18, 2025 at 6:00 p.m. Vote: AYES: Mr. Willoughby, Mr. McGuire, Mr. Coldiron. NAYS: None. The motion was declared approved.

ITEM 2025 – 80 MOTION TO APPROVE A THEN AND NOW FOR THE CITY OF TRENTON FOR VEHICLE MAINTENANCE IN THE AMOUNT OF $5,331.95.

Mr. Coldiron moved, Mr. Willoughby seconded the motion to approve a then and now for the City of Trenton for vehicle maintenance in the amount of $5,331.95. Vote: AYES: Mr. Willoughby, Mr. McGuire, Mr. Coldiron. NAYS: None. The motion was declared approved.

ITEM 2025 – 81 MOTION TO APPROVE AN INCREASE IN APPROPRIATIONS FOR FUND 2191 IN THE AMOUNT OF $38,800.00 FOR LINE ITEM 2191-220-360-000 TO PAY FOR SOIL BORING/TESTING AND CIVIL ENGINEERING COSTS FOR THE FIRE STATION.

Mr. Coldiron moved, Mr. Willoughby seconded the motion to approve an increase in appropriations for fund 2191 in the amount of $38,800 for line item 2191-220-360-0000 to pay for soil boring/testing and civil engineering costs for the fire station. Vote: AYES: Mr. Willoughby, Mr. McGuire, Mr. Coldiron. NAYS: None. The motion was declared approved.

ITEMS 2025 – 82 MOTION NOT TO REQUEST A HEARING FOR THE RENEWAL OF A LIQUOR PERMIT FOR SONOCO ON MIDDLETOWN EATON ROAD.

Mr. Coldiron moved; Mr. Willoughby seconded the motion not to request a hearing for the renewal of a liquor permit for Sunoco. Vote: AYES: Mr. Willoughby, Mr. McGuire, Mr. Coldiron. NAYS: None. The motion was declared approved.

ITEMS 2025 – 83 MOTION TO CORRECT THE MARCH MINUTES ITEM #2025-43.

Mr. Coldiron moved; Mr. Willoughby seconded the motion to correct the minutes from March Item #2025-43 from Station 152 to Station 153. Vote: AYES: Mr. Willoughby, Mr. McGuire, Mr. Coldiron. NAYS: None. The motion was declared approved.

ITEM 2025 – 84 MOTION TO APPROVE HEALTH INSURANCE RENEWAL WITH AETNA.

Mr. Coldiron moved, Mr. Willoughby seconded the motion to approve health insurance renewal with Aetna. Vote: AYES: Mr. Willoughby, Mr. McGuire, Mr. Coldiron. NAYS: None. The motion was declared approved.

ITEM 2025 – 85 MOTION TO APPROVE A REIMBURSEMENT TO LINSAY WINDLE IN THE AMOUNT OF $199.06 FOR NOTARY EXPENSES.

Mr. Coldiron moved; Mr. Willougby seconded the motion to approve a reimbursement to Linsday Windle in the amount of $199.06 for Notary Expenses. Vote: AYES: Mr. Willoughby, Mr. McGuire, Mr. Coldiron. NAYS: None. The motion was declared approved.

ITEM 2025 – 86 MOTION TO APPROVE THE PURCHASE OF INSURANCE FOR THE SPRINGFEST EVENT IN THE AMOUNT OF $415.05.

Mr. Coldiron moved; Mr. Willougby seconded the motion to approve the purchase of insurance for the Springfest Event in the amount of $415.05. Vote: AYES: Mr. Willoughby, Mr. McGuire, Mr. Coldiron. NAYS: None. The motion was declared approved.

ITEM 2025 – 87 MOTION TO SEND A NUISANCE LETTER TO 7049 DALEWOOD DRIVE.

Mr. Coldiron moved; Mr. Willoughby seconded the motion to send a nuisance letter to 7049 Dalewood Drive. Vote: AYES: Mr. Willoughby, Mr. McGuire, Mr. Coldiron. NAYS: None. The motion was declared approved.

ITEM 2025 – 88 MOTION TO SEND A NUISANCE LETTER TO 2148 RENEE DRIVE.

Mr. Coldiron moved; Mr. Willoughby seconded the motion to send a nuisance letter to 2148 Renee Drive. Vote: AYES: Mr. Willoughby, Mr. McGuire, Mr. Coldiron. NAYS: None. The motion was declared approved.

ITEM 2025 – 89 MOTION TO APPROVE EXPENSES FOR THE OTA DINNER IN NOVEMBER IN THE AMOUNT OF $1,611.00 FOR BROCK CATERING, AND $1,461.60 TO RENT BROWNS RUN COUNTRY CLUB .

Mr. Coldiron moved; Mr. Willoughby seconded the motion to expenses for the OTA Dinner in November in the amount of $1,611.00 for Brock Catering and $1,461.60 to rent Browns Run Country Club. Vote: AYES: Mr. Willoughby, Mr. McGuire, Mr. Coldiron. NAYS: None. The motion was declared approved.

ITEM 2025 – 90 MOTION TO APPROVE THE HIRING OF MYRISSA COMBS AS PART-TIME FIREFIGHTER/PARAMEDIC PENDING PAPERWORK.

Mr. Coldiron moved; Mr. Willoughby seconded the hiring of Myrissa Combs as Part-Time Firefighter/Paramedic pending paperwork. Vote: AYES: Mr. Willoughby, Mr. McGuire, Mr. Coldiron. NAYS: None. The motion was declared approved.

ITEM 2025 – 91 MOTION TO APPROVE THE HIRING OF SYDNEY HELMES AS PART-TIME FIREFIGHTER/PARAMEDIC PENDING PAPERWORK.

Mr. Coldiron moved; Mr. Willoughby seconded the motion to hire Sydney Helmes as Part-Time Firefighter/Paramedic pending paperwork. Vote: AYES: Mr. Willoughby, Mr. McGuire, Mr. Coldiron. NAYS: None. The motion was declared approved.

ITEM 2025 – 92 MOTION TO APPROVE THE PURCHASE OF FIRE EQUIPMENT FROM VOGELPOHL IN THE AMOUNT OF $1,413.18.

Chief Hall stated that this will be to purchase a fire nozzle.

Mr. Coldiron moved; Mr. Willoughby seconded the motion to approve the purchase of fire equipment from Vogelpohl in the amount of $1,413.18. Vote: AYES: Mr. Willoughby, Mr. McGuire, Mr. Coldiron. NAYS: None. The motion was declared approved.

ITEM 2025 – 93 MOTION TO APPROVE THE PURCHASE OF FUEL TANKS IN THE AMOUNT OF $11,545.00 FROM KEYSTONE COOPERATIVE.

Mr. Cassidy stated that he would like to purchase three new fuel tanks for the township from Keystone. He stated that these will replace the tanks that have rusted and need to be replaced.

Mr. Coldiron moved; Mr. Willoughby seconded to motion to approve the purchase of new fuel tanks in the amount of $11,545.00 paid from the Fire and Road Funds. Vote: AYES: Mr. Willoughby, Mr. McGuire, Mr. Coldiron. NAYS: None. The motion was declared approved.

ITEM 2025 – 94 MOTION TO APPROVE AN AGREEMENT WITH REDLEG ELECTRIC TO PROVIDE ELECTRIC UNDERGROUND SERVICE FOR THE FUEL TANKS IN THE AMOUNT OF $6,800.00.

Mr. Coldiron moved; Mr. Willoughby seconded to motion to approve an agreement with Redleg Electric to Provide Electric Underground Service for the fuel tanks in the amount of $6,800.00. Vote: AYES: Mr. Willoughby, Mr. McGuire, Mr. Coldiron. NAYS: None. The motion was declared approved.

ITEM 2025 – 95 MOTION TO APPROVE EMERGENCY TREE REMOVAL ON SYCAMORE ROAD DUE TO STORM DAMAGE IN THE AMOUNT OF $1,700.00 FROM ASH TREE SERVICE.

Mr. Coldiron moved; Mr. Willoughby seconded the motion to approve emergency tree removal on Sycamore Road due to storm damage in the amount of $1,700.00 from Ash Tree Service. Vote: AYES: Mr. Willoughby, Mr. McGuire, Mr. Coldiron. NAYS: None. The motion was declared approved.

ITEM 2025 – 96 MOTION TO ENTER INTO AN AGREEMENT WITH NORMAC PAVING COMPANY TO REPAIR KALBFLEISCH ROAD IN THE AMOUNT OF $6,000.00.

Mr. Coldiron moved; Mr. Willoughby seconded the motion to approve an agreement with Normac Paving Company to repair Kalbfleisch Road in the amount of $6,000.00. Vote: AYES: Mr. Willoughby, Mr. McGuire, Mr. Coldiron. NAYS: None. The motion was declared approved.

ITEM 2025 – 97 MOTION TO ENTER INTO AN AGREEMENT WITH SIMPSON FENCE TO INSTALL FENCING AROUND THE ROAD DEPARTMENT GARAGE IN THE AMOUNT OF $10,506.00.

Mr. Coldiron moved; Mr. Willoughby seconded the motion to approve an agreement with Simpson Fence to install fencing around the road department garage in the amount of $10,506.00. Vote: AYES: Mr. Willoughby, Mr. McGuire, Mr. Coldiron. NAYS: None. The motion was declared approved.

ITEM 2025 – 98 MOTION TO APPROVE A THEN AND NOW PURCHASE OF A TOOLBOX AND TOOL SET FROM HARBOR FREIGHT IN THE AMOUNT OF $1,140.94.

Mr. Coldiron moved; Mr. Willoughby seconded the motion to approve the then and now purchase of a toolbox and tool set from Harbor Freight in the amount of $1,140.94. Vote: AYES: Mr. Willoughby, Mr. McGuire, Mr. Coldiron. NAYS: None. The motion was declared approved.

ITEMS 2025 – 99 MOTION TO APPROVE THE PURCHASE OF SIX (6) NEW PORTABLE RADIOS FROM MOTOROLA IN THE AMOUNT OF $22,476.33.

Mr. Cassidy stated that the current radios are 16 years old and will no longer be serviced/or operational through the MARCS system after July 1st, 2025. He stated that these radios are used throughout the year during road projects, snow removal, and other natural disasters. He stated that this purchase will include radios, external microphones, mobile chargers, and a base bank charger.

Mr. Coldiron moved; Mr. Willoughby seconded the motion to approve the purchase of six (6) new portable radios from Motorola in the amount of $22,476.33. Vote: AYES: Mr. Willoughby, Mr. McGuire, Mr. Coldiron. NAYS: None. The motion was declared approved.

DISCUSSION:

ELECTRIC AGGREGATION – Mr. McGuire stated that Rich Surace sent out letters notifying people to opt-out of the aggregation program by 6/13/25. The new rate for our aggregation program will be 8.27 cents and Duke's new rate in June will be 10.445 cents.

RUMPKE UPDATE – Mr. Cassidy stated that all the bins have been removed, and the signs have been placed outside to let the community know they have been permanently removed.

MOVIE EQUIPMENT – Mr. McGuire stated that we no longer have a need for the movie equipment and will list it for sale.

RETRACE ESTIMATE – Mr. Cassidy stated that the county bids for retracing were opened and the cost for the retrace on Mossiman, Circle Parkway, Martz and Cloister Cliffs will be $4,443.86.

SALVATION ARMY – Ms. Windle reported that the Salvation Army will have a summer food program from 5/27/25 to 8/4/25 every Wednesday from 5:30 to 6:00 PM. She stated that they want to use the park to distribute the food. Mr. McGuire suggested that they use the church next door.

PARKS – Mr. Willougby stated that the architect has been working on the design for the shelter.

LEACH FIELD FOR THE NEW FIRE STATION – Mr. Willoughby stated that they will be looking at the property next door in front of the park as the location for the septic field for the new fire station.

BASEBALL FIELDS – Jason with Madison Sports Club, went over locations in the park for the new baseball field given that the front lot may be the location for the new septic field. There was a discussion with the board about looking at the area between the road salt barn and the log cabin.

FIRE LEVY – Mr. McGuire stated that he had a conversation with the Prosecutors Office about converting the 5-year fire levy into a continuous levy. He stated that they would need to proceed quickly to start the process by the next meeting to put that question on the ballot.

OPERS – Mr. McGuire stated that he had a meeting with the Fire Chief about the conversion from OPERS to social security for the members of the fire department and that some members were requesting refunds of their OPERS contributions. He asked if there was an update on the process. Mrs. Lapensee stated that all final certifications have been processed for all those asking for refunds. She stated that OPERS is still trying to decide if some of the employees were supposed to be members of OPERS or social security due to their dual roles of EMS and volunteer firefighter.

ITEM 2025 – 100 MOTION TO ENTER INTO EXECUTIVE SESSION PER ORC SECTION 121.22 (G) (1).

Mr. Willoughby made a motion to enter into Executive Session at 8:12 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.

The board came out of Executive Session at 8:41 PM.

ITEM 2025 – 101 MOTION TO APPROVE AN INCREASE IN PAY FOR LINSAY WINDLE FROM $22.50 PER HOUR TO $25.00 PER HOUR

Mr. Coldiron moved; Mr. Willoughby seconded the motion to approve the increase in pay from $22.50 per hour to $25.00 per hour. Vote: AYES: Mr. Willoughby, Mr. McGuire, Mr. Coldiron. NAYS: None. The motion was declared approved.

ITEM 2025 – 102 ADJOURNMENT

Mr. Willoughby made a motion to adjourn the meeting at 8:42 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.

Kimberly Lapensee

Attest – Fiscal Officer, Kimberly Lapensee

Signed – President, Brian McGuire