

Middleton Township Trustees

Wednesday, December 16, 2020

10:00 a.m.

Mr. Vetter called the meeting to order at 10:00 a.m. The Pledge of Allegiance was spoken. Trustees Bostdorff, Cromley and Vetter and Fiscal Officer Limes were in attendance as well as Fire Chief Steve Asmus and EMS Chief Matt Bechstein.

Noted on the sign in sheet is a statement indicating the meeting may be recorded or streamed live to the internet by a visitor - not at the authority of the township trustees.

FISCAL OFFICER REPORT

- **Mr. Cromley moved, Mr. Bostdorff seconded a motion to approve the November 18, 2020 meeting minutes as provided. Motion approved.**
- **Mr. Vetter moved, Mr. Bostdorff seconded approval of accounts and payroll as submitted. Motion approved.** A payment register is attached to the approved minutes.
- The November bank reconciliation was provided for Trustee review.
- Mrs. Limes provided an update to the audit, indicating that it is her understanding that the process is almost complete and waiting for review by the auditor's superiors.
- Mrs. Limes indicated that FirstEnergy will not refund the township for the overpayment made to the master account billing.

FIRE DEPARTMENT

- Chief Steve Asmus provided annual and monthly reports for review.
- The Plain Township fire contract was submitted for approval by the township board.
- A quote was received for new sirens at the fire departments, as well as a new tornado siren for the township. Poles and installation options were discussed and it was noted the conversation would continue at the next meeting.
- A MARCS radio tower is being installed in the township along St. Rt. 582.
- The new fire truck is scheduled to be reviewed by the truck committee at Sutphen on December 18. The truck is currently in mid-build and the loose equipment is being ordered and being delivered.
- Chief Asmus reported that five (5) sets of gear and a variety of hose have been submitted to the insurance carrier of the truck company that burned earlier in the month.
- Mrs. Limes discussed attendance at the Plain Township special meeting on December 22 at 7:00 pm to discuss the fire contracts.

EMS DEPARTMENT

- Chief Matt Bechstein provided the yearly report review for all years the EMS has been in service to the township.
- The YTD run report was provided for Trustee review including a breakdown based on run type.
- The packet of reviews provided by clients was provided to the Trustees and Mr. Bechstein reviewed a few of the concerns.
- The push pin board of run locations was submitted.
- Chief Bechstein discussed Paramedic Dave Badenhop's retirement. Based on past gifts, the Board agreed to a \$100 gift certificate to show their appreciation for his years of service.

NEW BUSINESS

- **Mr. Cromley moved, Mr. Vetter seconded a motion to approve a two (2) percent raise for full time employees Jeff Eckel and Jeff Ford effective January 3, 2021 and a 2020 bonus of \$500 for Jeff Eckel and \$400 for Jeff Ford. Motion approved.**
- **Mr. Cromley moved, Mr. Bostdorff seconded a \$250 bonus to members of the Zoning Commission and Board of Zoning Appeals for 2020. Motion approved.**
- **Mr. Cromley moved, Mr. Bostdorff seconded a \$300 bonus to township employees John Moosman and Mary Morgan for 2020. Motion approved.**
- **Mr. Vetter moved, Mr. Bostdorff seconded a motion to approve an increase to Fire Chief Steve Asmus' salary to \$50,000 effective January 3, 2021 and a \$500 bonus for 2020. Motion approved.**
- **Mr. Bostdorff moved, Mr. Vetter seconded a motion to approve a three (3) percent raise for the EMS department personnel effective January 3, 2021 as well as the following bonuses for 2020: Chief - \$500; Deputy Chief and Captains - \$400; and all other EMS employees - \$300. Motion approved.**

- Mr. Bostdorff moved, Mr. Vetter seconded a motion to approve a 2020 bonus of \$100 for all fire department personnel and the following increases for fire department personnel beginning with the January 3, 2021 pay cycle:
 - increasing fire run pay to \$20 / hour (one hour minimum, quarter hours after the initial hour) and work hours to \$17.00 / hour
 - increasing all officer pay by \$100 annually
 Motion approved
- Mr. Vetter moved, Mr. Cromley seconded a motion to approve part-time personnel hourly wage increase to \$17.00 / hour with the January 3, 2021 pay cycle. Motion approved.
- Mr. Cromley moved, Mr. Vetter seconded a motion to update Paula Miles' wage as zoning secretary to \$200 / meeting. Motion approved.

REORGANIZATION OF THE BOARD OF TRUSTEES

- Mr. Bostdorff moved, Mr. Cromley seconded a motion to approve Fred Vetter as Chairman for 2021. Motion approved.
- Mr. Vetter moved, Mr. Bostdorff seconded a motion to approve Don Cromley as Vice Chairman for 2021. Motion approved.
- Fred Vetter will represent the township on the Union Hill Cemetery Board.
- Donald Cromley will represent the township on the New Belleville Ridge Joint Cemetery Board.
- The township meetings will continue on the first and third Wednesday at 6:00 p.m.
- Mr. Vetter moved, Mr. Bostdorff seconded a motion to approve 100% covered health and dental plans for the township officials and full time employees (Eckel, Ford, Asmus). Motion approved.
- Mr. Vetter moved, Mr. Bostdorff seconded a motion to approve paying township official annual salaries from the following funds:
 - Fred Vetter – 25% split | General, Road, EMS, and Fire
 - Donald Cromley – 25% split | General, Road, EMS, and Fire
 - James Bostdorff – 100% General Fund
 - Laurie Limes - 25% split | General, Road, EMS, and Fire
 Motion approved.
- Discussion was held with regard to a township liaison to attend meetings on the Trustees' behalf in 2021. Mr. Vetter suggested Mike Moulton be considered for this and would address this need with Mr. Moulton.

Mr. Bostdorff moved, Mr. Cromley seconded adjournment of the meeting at 5:00 pm. Motion approved.

Fred E. Vetter, Chairman

Donald E. Cromley, Trustee

James F. Bostdorff, Vice Chairman

Laurie L. Limes, Fiscal Officer