

Middlefield Township

February 10, 2020 – Meeting of the Board of Trustees

Meeting Called to Order

The meeting was called to order at 7:00 p.m. by Robert Troyer.

Present were Trustees, Robert Troyer, Mervin Miller and Paul Porter, and Secretary Heidi Snyder.

Pledge of Allegiance

The Pledge of Allegiance was recited.

Additions and or Deletions for the Agenda

There is no written agenda. Normal course of Township business will be conducted, reports reviewed, purchase orders and checks will be processed. There is one additional item. Retirement notice of Tom Shipman.

Approval of Minutes

January 13, 2020 meeting minutes were reviewed. P. Porter made motion to adopt minutes as written, seconded by M. Miller. All in favor. Minutes adopted as written.

New Business

Letter of Intent to Retire: Tom Shipman has given letter of intent to retire, with his last day to be March 31, 2020. Motion by M. Miller to accept T. Shipman's notice and proceed with succession planning, seconded by P. Porter. All in favor.

Executive Session concerning employment matters.

Reports

Road Superintendent: M. Miller advised that the whole culvert was replaced Hayes Road (Tucker Hill). A little patch work has also been done.

Service Garage: Plowing being done. Both Rob and Terry are in Florida. Brief discussion on plan for coverage should it be necessary for plowing. Plow extension fabricated. Electric coupler came in.

Fire District: Nothing to report.

Ambulance Service: Nothing to report.

Sheriff's Report: Reviewed.

Fiscal Officers Report

Management Report: Ms. Pierce is out this evening, and prepared purchase orders and checks for payment of expenses in advance.

Payment of Bills: Bills/checks were presented for payment. Motion to pay bills presented was made by P. Porter and

seconded by M. Miller. All in favor. Motion carried. Checks signed. Bills paid.

Adjournment: No further business before the Board. P. Porter moved to adjourn meeting. M. Miller seconded. All in favor. Meeting adjourned.

Robert Troyer, Chairman

Mary Ann Pierce, Chief Fiscal Officer

Minutes by Heidi Snyder, Secretary