

Middlefield Township

June 8, 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. Social distancing and pandemic precautions in effect.

Present were Trustees Robert Troyer and Paul Porter, Fiscal Officer Mary Ann Pierce, Secretary Heidi Snyder, and Roads Superintendent Tony Hylton.

Pledge of Allegiance

The Pledge of Allegiance was recited.

Additions and or Deletions for the Agenda

Audit and Newsletter have been added to the agenda previously prepared by Ms. Pierce.

Approval of Minutes

The Minutes of the May 11, 2020 Meeting of the Board of Trustees were reviewed. Mr. Porter made motion to approve minutes as written, seconded by Mr. Troyer. All in favor. Minutes approved as written.

Old Business

None.

New Business

Burton-Windsor Road Paving: Received notice of Burton-Windsor Road paving. Bids due June 24. Paving will be from Burton Village line to 528.

Resolution 2020-04. Resolution to accept NOPEC Grant. Mr. Porter made motion to adopt resolution accepting NOPEC Grant as written, seconded by Mr. Troyer. All in favor. Resolution adopted.

Audit: The standard audit of Township will be conducted by Perry & Associates and they will provide list of items needed on Tuesday, June 23, 2020. Ms. Pierce and Ms. Snyder, will gather the documents requested by Perry & Associates to complete the audit.

Newsletter: Draft of newsletter discussed. Items to be added to newsletter discussed. Ms. Snyder will attend to additional information and prepare revised draft.

No other new business.

Reports

Roads: Current patching Nauvoo. Bundysburg Road also discussed. Burton-Windsor (see above). All Township vehicles remain single occupant travel.

Service Garage: Mr. Hylton shared information on rental of equipment conveyor to assist with mixing product on paving

projects.

Fire District: Mr. Porter reports they are waiting on the contract to be drawn and advised that the District has been upgraded to Level Two Fire District.

Ambulance Service: Nothing from addition contractor yet to report. Will follow up.

Sheriff's Report: Report reviewed.

Fiscal Officers Report

Management Report: Management report and bank reconciliations distributed to Trustees, reviewed and signed.

Payment of Bills: Purchase orders and bills presented for review. Motion to pay bills in the amount of \$56,230.32 made by Mr. Porter, and seconded by Mr. Troyer. All in favor. Bills paid/checks signed in amount of \$56,230.32.

Adjournment: No further business before the Board. Mr. Porter moved to adjourn meeting at 8:04 p.m. Mr. Troyer seconded. All in favor. Meeting adjourned.

Robert Troyer, Chairman

Mary Ann Pierce, Chief Fiscal Officer

Minutes by Heidi Snyder, Secretary