

**Middlefield Township  
May 13, 2024  
Meeting of the Board of Trustees**

**Meeting Called to Order**

The Meeting was called to order at 7:00 p.m. by Paul Porter.

Present were Trustees Paul Porter, Mervin Miller, Sophia Porter, Secretary Heidi Snyder, Tony Hylton, Architect Sean Thompson, Geauga County Public Health representatives: Kristi Pinkley and Adam Litke, and newspaper reporter Melissa Channell, and later Fiscal Officer Mary Ann Pierce.

**Pledge of Allegiance**

The Pledge of Allegiance was recited.

**Additions and or Deletions for the Agenda**

None.

**Approval of Minutes**

Motion by Merv Miller to accept the drafted minutes of the April 8, 2024 meeting, after review. Motion seconded by Sophia Porter. All in favor, minutes approved.

Floor was given to guests.

From Geauga Public Health, Kristi Pinkley and Adam Litke are present, concerning Operations and Maintenance Program regarding septic systems, mandated by State of Ohio per O.A.C. Ch.3701-29. This has been around since 2015 and affects 30,000 systems in Geauga County, involving any systems with mechanical components requiring annual services – some involving twice a year service. Samples of annual letters to residents provided, including costs to residents, provided for information. Within Middlefield Township, there are 11 set to receive letter now at the \$30 cost and 53 getting the notice letter at the \$150 cost (pertaining to testing of samples). Mr. Litke advised that the repercussions of not enforcing the State mandate could include the enforcement by another county and potentially higher fees. Water tables are one of the concerns. Brief discussion relative to the sample letters provided. Contact information provided 440.279.1914, Ext. 1. Further questions may be raised by attending a Board of Health meeting.

Architect, Sean Thompson, is present to wrap up on the addition and celebratory cupcakes. Project is done. Final bills submitted for payment from Architect and Declan.

**Old Business**

- A. Abandoned Property update (16216 Kinsman Road):** Certified mail was delivered. Mr. Porter spoke with Scott Ness and they are leaning toward selling. Will wait to determine if further action necessary at June meeting.
- B. Trash Day update:** Mr. Hylton provided update. Two and a half dumpsters of trash. Honest Scales picked up scrap metal. Full dumpster of tires.

## **New Business**

- A. **Resolution 2024-08 – Jake Brake Sign:** Sign on 528 will be moved further up the hill to give trucks more time to slow down without jake brake. Motion by Sophia Porter to adopt the resolution as written to move ‘no jake brake’ sign, seconded by Merv Miller. All in favor, Motion carries. **Resolution 2024-08** adopted.
- B. **County Zoning Meeting – May 14:** The County meeting regarding zoning matters will be May 14 at 6:30 p.m. to address the State approach to zoning by sending letter on behalf of the township trustees and fiscal officers. Further information provided for review in Trustees’ folders.
- C. **Resolution 2024-09 – New Address Recommendation:** Geauga County would like a resolution the Middlefield Township will seek recommendations from County Tax Map regarding new address assignments. Motion by Merv Miller, seconded by Sophia Porter affirming same. All in favor. Motion carries pertaining to said Resolution. **Resolution 2024-09.**
- D. **FYI – Appraisers:** County appraisers will be in the area checking for property additions as it pertains to tax values. In case anyone calls about it, more information provided to Trustees in meeting folders.

## **Reports:**

**Roads Superintendent:** 18 ton of patch work on Nauvoo has been done. Also worked on Swine Creek and Hayes Roads. Trimming trees on Peters Road. Some ditching with new Trax machine.

**Garage:** The Case Trax Machine arrived and is in use. Mr. Miller and Mr. Hylton discussed extra help that could be beneficial for Summer help, in all aspects, and they have talked to someone specifically about it who is seasonal. It will keep them from getting spread thin.

Motion by Merv Miller to offer the prospective a job, seconded by Sophia Porter. All in favor. Will ask to have job application completed and will consider wages, if necessary, in executive session.

**Fire District:** Mr. Porter advised there is nothing new to report.

**Ambulance Service:** Grand Opening of new building is set for May 21, 2024 at 11:00 a.m.

**Sheriff’s Department Report:** Report in Trustees’ folders for review.

## **Fiscal Officer Reports:**

Management report distributed, reviewed and signed. Bank reconciliation distributed.

**Payment of Bills:** Bills were presented for payment in amount of \$152,247.10. Motion to pay bills, in the amount of \$152,247.10, made by Sophia Porter and seconded by Merv Miller. All in favor. Motion carried. Purchase orders and checks signed. Bills paid.

**Adjournment:** No further business before the Board. Merv Miller made motion to adjourn at 8:05 p.m., seconded by Sophia Porter. All in favor. Meeting adjourned.

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Paul Porter, Chairman

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Mary Ann Pierce, Fiscal Officer

*Minutes by Heidi Snyder, Secretary*