Middlefield Township
Minutes
April 14, 2025 – Meeting of the Board of Trustees

Meeting Called to Order

Present Trustees: Paul Porter, Mervin Miller and Sophia Porter, Fiscal Officer, Mary Ann Pierce, Heidi Snyder, John Omerza, Shane Hajjar of Geauga County Engineer's Office and Tony Hylton.

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

Pledge of Allegiance

The Pledge of Allegiance was recited.

Additions and or Deletions for the Agenda

None.

Approval of Minutes

The minutes for the March 10, 2025 meeting, having been reviewed by Trustees present, motion was made by Sophia Porter to accept the minutes as prepared, seconded by Merv Miller. All in favor. Minutes approved.

Old Business

A. **Nauvoo Road Project: Resolution 2025-02.** Mary Ann Pierce presented the Resolution to approve the improvement paving project for which motion to approve was made by Merv Miller and seconded by Sophia Porter. All Trustees having been in favor, the Motion carried and the Resolution was adopted. Further questions and discussion with Shane Hajjar of the County Engineer's Office. Bids due by May 2 and advertised week of April 17. Estimated start for end of June beginning of July.

   Potential next project suggestion was discussed – Shedd Road – with the other three townships being involved, likely 2 years out (2027). Options on mill and overlay hypotheticals discussed. Funding also discussed and current costs of paving projects. Paul Porter will begin discussions with the other townships involved.

   Merv Miller advised he has received some calls about Nauvoo Road condition. So will need to fill some holes before the project begins.

B. **Window Replacement:** Got a quote and discount through Home & Garden Show – all windows (12 total) installed for $7,600. Likely done in May. Will apply $5,000 from NOPEC Grant.

C. **2025 NOPEC Grant: Resolution 2025-03.** Resolution to Accept the 2025 Grant and appointing Paul Porter as the representative authorized to execute the agreement. Motion by Sophia Porter to adopt the Resolution as written, seconded by Merv Miller. All in favor – Motion carried and Resolution adopted.

New Business

A. **Middlefield Swiss Cheese Festival:** Jason Roskelly inquired if any of the Township would be

interested in being on Committee for return of the Middlefield Swiss Cheese Festival. Perhaps revisit, but currently no volunteers.

B. **GAR Proposal - Cloverdale:** Approximately 55,000 sq. feet. GAR proposal includes our leasing of their equipment. Propose 2" of grinding. Work/labor $57,300; material $63,720 that Township would need to purchase. John Omerza advised they will do a test grind to see how much road is actually there – is it even 2 inches? Fiscally, Township could probably do this year.

C. **Phil Miller Proposal - Nauvoo:** Proposal to remove some old tanks that had been buried in ditching. It is preventing water from flowing through the ditch and cannot do road birm with it there either.

D. **Community Care – Vehicle Update from John Omerza:** Community Care unit was found on the hill and not in the driveway. It was stuck. Someone missed the driveway – but no one at Community Care knows who did it. There are large ruts. They will have it fixed (fill the ruts).

Reports

Roads: Per Merv Miller and John Omerza, have started filling holes on Hayes Road. Brief discussion on Bundysburg project County has in Huntsburg and the overlap into the Hayes Road intersection. We need to birm the entirety of Nauvoo Road and will need to remove materials and check guard rail heights. We may need to raise up the guard rail height to the legal height using an outside company. There is also a driveway pipe that needs to be removed. Otherwise, team will be filling holes with hot mix.

Service Garage: Just finishing air conditioner on roadside mower. Bad drain was fixed out by lean-to and salt shed.

Fire District: Nothing new to report.

Ambulance service: *See above.*

Sheriff's report: Report received, printed and in folders for review.

Fiscal Officer's Reports

Bank/Management Report: Bank reconciliation for February reviewed. Management report distributed and reviewed. Bills, purchase orders and checks presented to pay bills in the amount of $55,140.65. Motion to pay bills in said amount by Sophia Porter, second by Merv Miller. All in favor. Bills paid in the amount of $55,140.65.

Brief discussion on staffing/personnel matters, including a medical leave and need to consider hiring additional person as we do not have a part-time person and are falling behind. John advised there is a retired gentleman from Chardon who may be available on part-time basis.

Adjournment: No further business before the Board. Sophia Porter moved to adjourn the meeting at 8:15 p.m., seconded by Merv Miller. All in favor. Meeting adjourned.

Paul Porter, Chairman

Mary Ann Pierce, Chief Fiscal Officer

Minutes by Heidi Snyder, Secretary