Middlefield Township
Minutes
February 10, 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, Tony Hylton and Melissa Channell.

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

After review of minutes for prior meeting, Merv Miller made motion to accept the minutes for January 13, 2025 meeting, seconded by Sophia Porter. All in favor. Minutes approved.

Old Business

A. Ness Property Update: Paul Porter got call from Middlefield Village Mayor, Ben Garlich, who advised him that there is an agreement for the property. As of this date, there is no county report of sale or transfer. Trustees in consensus this would be positive development and alleviate burden for Township to act with regard to otherwise abandoned property.

New Business

A. New Hire: Paul Porter received resume and job application for candidate. Next step is to set up interview. Mr. Hylton reached out to candidate regarding interview. Brief discussion on same. Will set up interview ASAP.

Tony Hylton advised that there have been some issues with the new building, including:

- Dysfunctional plumbing issue,
- Need for an electrician to address the hard-wired smoke detector (calls made to builder),
- Heat issue (at least 2 months – new computer boards coming for the heat) and
- Ambulance employees' inquiry into either sidewalk to front entrance or an additional door into the building. Discussion on how to install door vs. putting in sidewalk.

Reports

Roads: Per Merv Miller and Tony Hylton, no updates yet on the Nauvoo Road project. If we do not hear by end of April, Paul Porter will reach out to County Engineer.

Snow plowing and combatting the ice has been priority. Suggesting Peters A and Hayes A start the chip process again. Also need to start raising the issue of Shedd Road with the County as it is sitting at thirteen years and road life is about 15-18 years. Nauvoo is 20-21 which is why it is critical at this point. Paul Porter will get the conversation started.

Tony Hylton received calls about striping Newcomb Road. Will reach out to County to get in on its bid process.

Per Mary Ann Pierce, we received bill for signs at Shedd & Newcomb. $928 is our portion of the bill (there were 12 signs).

Service Garage: Everything is in pretty good shape. We are straight salt right now. Sitting at about 180 tons that have been used so far. We have about 50 ton on hand. If there is a thaw, can mix more cinders/ 1/8's.

Working on getting lighting done on the tractor and air conditioning is in the works.

Fire District: Nothing new. Meeting in March.

Ambulance service: Still working out kinks (see above). Plus the door/sidewalk request will be further investigated as to best path forward.

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

Fiscal Officer's Reports

Bank/Management Report: No bank reconciliation due to year-end close. Management report distributed and reviewed. Bills, purchase orders and checks presented to pay bills in the amount of $58,790.16. Motion to pay bills in said amount by Sophia Porter, second by Merv Miller. All in favor. Bills paid in the amount of $58,790.16.

[Executive Session on new employee/employment considerations]

Adjournment: No further business before the Board. Sophia Porter moved to adjourn the meeting at 8:05 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