Middlefield Township Board of Trustees
Meeting Minutes
January 13, 2025

Meeting Called to Order

Present Trustees: Paul Porter, Mervin Miller and Sophia Porter, Heidi Snyder, Tony Hylton, Rob Demko, Terry Warne, Alex Duncan, Scott Klein and Melissa Channell.

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

Pledge of Allegiance

The Pledge of Allegiance was recited.

Additions and or Deletions for the Agenda

No additions / deletions to Agenda.

Approval of Minutes

Review of meeting minutes for Year-End December 31, 2024, Meeting of the Board of Trustees. Motion by Sophia Porter to accept and approve minutes as prepared, seconded by Merv Miller. All in favor. Minutes approved.

As per custom, floor given first to guests present:

1. Rob Demko is present to thank for the past season and holiday gift card and inquire on whether the Township will be continuing his seasonal hiring for term of April 1 – October 31, 2025. Unanimous consent amongst Trustees that they look forward to another season with him.
2. Terry Warne is present to also thank for the past season and holiday gift card and inquire on whether the Township will be continuing his seasonal hiring for term of April 1 – October 31, 2025. Unanimous consent amongst Trustees that they look forward to another season with him as well.
3. Scott Klein is present from Middlefield Village Council and inquires on the progress of the "abandoned" property on 87. Paul Porter gave an update. Will need another letter from Building Department dated within 90 days. There are multiple interested parties with no response from the property owner. He appreciates the efforts there. Also present for agenda item below.
4. Alex Duncan introduced himself and indicated he is only observing the meeting and has been to other local trustee meetings.

Old Business

A. **Annexation (Lake Avenue):** Agreement presented in final form to proceed with the transfer/annexation. Also inquired of Mr. Klein what is the status of the Village water conservation restricted use – it continues at least through the winter. Progress being made and the additional 200+ homes should not be a problem as they will not all be added at once to the water infrastructure. Paul Porter presented the Agreement with letter from Attorney Weiss instructing on final process. Motion by Merv Miller to proceed with annexation and execute the Agreement, seconded by Sophia Porter. All in favor. Motion carried. Official documents executed. Mr. Klein has agreed to return the Agreement to Village Council and Lake Avenue Partners. Took signed document and departed meeting. Copy retained for Fiscal Officer.

Brief discussion on succession planning in advance of Tony Hylton's pending retirement/departure.

New Business

None.

Reports:

Roads: Nauvoo Road – no word yet from the County on the plan for the 2025 project. Mr. Hylton suggested also to move up the chipping on Peters Road and Hayes Road A (from Nauvoo to Peters) in order to keep up with the process.

This past weekend was the first Sunday off for the plow crew in 3 weeks.

Service Garage: The tanker which was sold is still here. They paid for it. Service projects are caught up. Mr. Hylton advised they will begin servicing things to get them ready for the Spring.

Tony Hylton expressed his gratitude over his crew and it was reciprocated by all. Although leaving April 1, states it is intent always to leave things better than he found them.

Fire District: Nothing new to report.

Ambulance service: Heating system in addition was discussed. According to Mr. Hylton, about every 3 weeks he has to clean it. System is under warranty. Supposed to be fixed tomorrow (1/14/25) morning. Making aware. Appears to be flame detector sensor problem. Warranty is for a year. Need to confirm the expiration – maybe March 2025.

Sheriff's report: Report distributed.

Fiscal Officer's Reports

Bank/Management Report: Management report for December available for Trustees. No bank reconciliation. Ms. Pierce was out ill. Bills, purchase orders and checks presented to pay bills in the amount of $8,364.35. Motion to pay bills in said amount by Sophia Porter, seconded by Merv Miller. All in favor. Bills paid in the amount of $8,364.35.

Brief discussion, on the comradery amongst the team of Township employees present.

Adjournment: No further business before the Board. Ms. Porter moved to adjourn the meeting at 8:00 p.m., seconded by Mr. Miller. All in favor. Meeting adjourned.

Paul Porter, Chairman

Mary Ann Pierce, Chief Fiscal Officer

Minutes by Heidi Snyder, Secretary