Middlefield Township
Minutes
August 10, 2026 – Meeting of the Board of Trustees

Meeting Called to Order

Present Trustees: Paul Porter, Dave Hauser, and Erik Wright, Fiscal Officer Mary Ann Pierce, Road Superintendent John Omerza, Secretary Heidi Snyder.

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

Minutes from the **July 13, 2026** regular meeting of the Board having been reviewed, motion by Dave Hauser, seconded by Paul Porter. (Erik Wright abstaining from vote – was not present at that meeting). Minutes approved as written.

Minutes of the **June 20, 2026** special meeting of the Board having been reviewed, motion by Erik Wright, seconded by Dave Hauser. (Paul Porter abstaining from vote – was not present at that meeting). Minutes were approved.

Minutes of the **June 8, 2026** regular meeting of the Board, having been reviewed, motion by Erik Wright, seconded by Dave Hauser. (Paul Porter abstaining from vote – was not present at that meeting). Minutes were approved.

[Minutes of special meetings of the Board held July 31, 2026 and August 1, 2026 will be presented at next regular meeting. Secretary not being present/aware of those meetings, Fiscal Officer Mary Ann Pierce took minutes to be transcribed.]

Old Business

A. **2024-2025 Audit:** Perry & Associates audit of Township went well. Printed and reviewed. Some payments re-classified and mis-statements corrected. Letter signed for sending back to Perry & Associates.

B. **Levy:** 5-Year 2.5 mil levy to BOE. Date of the fixed certificate and date of resolution are currently under further examination.

New Business

A. **Certified Public Records Training:** All Trustees are required to take the training. It is available online. Have to be public records certified once each term. Copy of certificate needs to be on file in Township Office.

B. Fraud Reporting: New hires and newly elected have to complete training on fraud reporting on the Auditor's website. Request to complete in near future and give proof of completion to Mary Ann.

C. Snow & Ice Control: Engineer requires approximation of tonnage for the upcoming season. Required to pre-order ($53.89 / ton) and pay in March or April. Township pays for what is picked up. Discussion on the adjustments as no cinders to use this year. Grits hard to use because they can re-freeze Trying to only purchase what we need. Liquid application option is to help with the bounce-off. 1000 gallon tank for brine. Last year was the first year we had to use straight salt. John Omerza created a spreadsheet last yead to track the salt usage.

D. Cyber Security: Erik Wright provides and update in the status of the upgrades. According to ADP, not currently in compliance. Township also needs a storage system for records, like Cloud. All have to sign user agreements.

Road Superintendent:

John Omerza provides update on Service Garage. Kenworth controllers out, to be updated. Still have concrete work to do for tank area and sidewalk. Waiting for finishing quote. F250 at Preston – transmission was leaking. Under warranty. To be picked up tomorrow. Tractor power steering pump needs re-done and it is warrantied by the company. Kenworth O-rings needed re-done (they were the wrong ones). Ray's truck also has an electrical issue. Have put down about 55 tons of asphalt on Hayes, Nauvoo B, Peters B and Bridge. A little more to do before chip sealing. Adams Rd / Swine Creek Project looking good. Waiting on guard rails and chip seal.

Fire District: N/A.

Ambulance service: N/A.

Sheriff's report: Sheriff Reports for May, June and July received and available for review.

Fiscal Officer's Reports

Bank/Management Report: July bank statement not yet received. Management report and fund summaries, expenses, available funds and revenue summaries reviewed. Report signed.

Bills, purchase orders and checks presented to pay bills in the amount of $147,554.60. Motion to pay bills in amount of $147,554.60 made by Erik Wright, seconded by Dave Hauser. All in favor. Checks and purchase orders signed. Bills paid in the amount of $147,554.60.

During signing of checks some discussion on various topics, including news coverage of possible hotel and mayor's comments. Township was not, but should be, included in Middlefield Safety Day. Safety topic of current concern around Amish electric bikes and motorized scooters which are more prevalent on the roads. May be helpful to speak with someone from the Amish Safety Commissions as this is a concern of our employees and Trustees.

Adjournment: No further business being before the Board, motion by Dave Hauser to adjourn the meeting, seconded by Paul Porter at approximately 8:06 p.m. All in favor. Meeting adjourned.

Paul Porter, Chairman

Mary Ann Pierce, Chief Fiscal Officer

Minutes by Heidi Snyder, Secretary