

MADISON TOWNSHIP BOARD OF TRUSTEES
REGULAR MEETING

MAY 20, 2026

The Madison Township Board of Trustees met on this day in REGULAR session at the Township Administration building located at 5610 W. Alexandria Road, Middletown, Ohio at 6:30 p.m. The meeting was called to order by Board President Brian McGuire with the Pledge of Allegiance.

ROLL CALL: Mr. Willoughby – Present, Mr. McGuire – Present, Mr. Coldiron – Absent, Mrs. Lapensee – Present, Mrs. Windle – Present.

PUBLIC COMMENTS:

Brandon Keith – Cub Scout Leader. Mr. Keith stated that he just started scouts last fall and has learned many things about their values and what they should be instructing their children about service to the community. He stated that he contacted Mr. Cassidy with the township and they talked about different projects they could help the township with. He stated that they decided to help with cleaning up the trails this year and they cleaned out branches and gathered enough trash to fill up 5 bags. He stated that they enjoyed helping the community and will want to continue helping the township by spreading mulch in the new playground and building a new picnic table.

Barry Blankenship, S. First Street in Trenton. He asked if anyone heard anything more about the gravel pit on Trenton Franklin Road. Trustees Willoughby and McGuire stated that neither of them had heard anything new about that application. Michelle Maddox, 6459 Kalbfleisch Road, stated that the BZA denied their application at the last meeting and they are appealing. Mr. McGuire stated that they did file their mining permit with the State of Ohio.

ITEM 2026 – 066 – MOTION TO APPROVE THE MINUTES

Mr. McGuire moved, Mr. Willoughby seconded the motion to approve the minutes of the regular meeting of April 15, 2026, as presented. Vote: AYES: Mr. McGuire, Mr. Willoughby. NAYS: None. The motion was declared approved.

ITEM 2026 – 067 – MOTION TO APPROVE THE BILLS

Mr. McGuire moved; Mr. Willoughby seconded the motion to approve the bills for this period as presented. Vote: AYES: Mr. McGuire, Mr. Willoughby. NAYS: None. The motion was declared approved.

ITEM 2026 – 068 – MOTION TO APPROVE THE ROAD SIGN CHECKS

Mr. McGuire moved; Mr. Willoughby seconded the motion to approve the road sign checks as presented. Vote: AYES: Mr. McGuire, Mr. Willoughby. NAYS: None. The motion was declared approved.

ITEM 2026 – 069 – MOTION TO APPROVE THE FISCAL OFFICERS REPORT

Mrs. Lapensee stated that we had the following amounts in our checking account and major fund balances:

Checking Account: \$4,277,346.33
HRA Account: \$49,678.14
STARR Ohio: \$1,100,000.00 - Interest earned in April - \$3,537.88
EMS Billing to Date: \$70,313.89
Revenue to Date: \$1,494,835.08
Expenditures to Date: \$1,355,530.15
Payments April: \$362,690.35
Fund Balances: \$590,644.43 General Fund/\$219,359.47 Road/Bridge Fund/\$368,394.48
Road Fund/\$3,504,765.89 Fire Fund/\$456,711.90 Park Fund
Total All Funds: \$5,367,632.93

Mrs. Lapensee stated that she would like to note that for the fire loan we have received, we will have to provide proof that we have 3 million dollars for the down payment on the loan in the fire fund. She stated that we must write a letter and certify that we have that amount in our account. She wanted to make sure we are all aware that the fire fund only has 3.5 million dollars and we must continue to prove that when the loan closes in July, we still have 3 million dollars in that fund.

Mr. McGuire moved; Mr. Willoughby seconded the motion to approve the Fiscal Officers Report as presented. Vote: AYES: Mr. Willoughby, Mr. McGuire. NAYS: None. The motion was declared approved.

FIRE/EMS DEPARTMENT REPORT – Fire Chief Hall reported the following for the month of April:

1. Fire – 16 incidents in April (three (3) fires, eight (8) rescue & emergency medical service, and five (5) other runs).
2. EMS – 69 calls which resulted in forty-five (45) patients being transported (24 non- transports).
3. Training for the month of May was extrication.
4. All vehicles are currently being serviced (annually), and we still need to have the ladder & pump test done for the engines.

ROAD/CEMETERY REPORT – Mr. Cassidy reported that the following occurred during the month of May:

1. Roads – roadside ditch mowing round #1 was completed. Round #2 will start in the first week of June. The EMA assistance form for the January snowstorm was completed and sent. The township requested \$26,699.02.

2. Cemeteries – the crews have been busy mowing and weed eating the cemeteries to keep them looking good for Memorial Day. The crew pre-poured the set of 10 foundations for new headstones.
3. Park – the area for the new play structure was excavated. Installation of the new structure began on May 11th, and we are hoping to have the structure completed by Memorial Day. Once the structure has been installed, we will need to put down the mulch around the structure. They met with Dan Stapleton who had been working to start the construction of the concession stand. He will be picking up permits and hopes to break ground this week.
4. Building and Property Maintenance – They have not heard back from the adjuster or the contractor on the gutter damage from the snowstorm. He will continue to reach out to them to get those replaced. Southwest Regional Water District finally had a contractor pave the end of the driveway for the admin building.

OLD BUSINESS:

None.

NEW BUSINESS:

A. ITEM 2026 – 070 – MOTION TO SCHEDULE A PUBLIC HEARING FOR FY2027 TAX BUDGET FOR JUNE 17, 2026, AT 6:00 P.M.

Mr. McGuire moved, Mr. Willoughby seconded the motion to set the public hearing date for the FY27 Tax Budget for June 17, 2026. Vote: AYES: Mr. Willoughby, Mr. McGuire. NAYS: None. The motion was declared approved.

B. ITEM 2026 – 071 – MOTION TO APPROVE A THEN AND NOW CERTIFICATE FOR THE PAYMENT TO THE STATE AUDITORS' OFFICE FOR THE 2024/2025 AUDIT IN THE AMOUNT OF \$10,000.00.

Mr. McGuire moved, Mr. Willoughby seconded the motion to approve a Then and Now Certificate for the payment to the State Auditor's Office for the 24/25 Audit in the amount of \$10,000.00. Vote: AYES: Mr. Willoughby, Mr. McGuire. NAYS: None. The motion was declared approved.

C. ITEM 2026 – 072 – MOTION TO APPROVE A CONTRACT WITH ANTHEM FOR HEALTH INSURANCE FOR THE FULL-TIME EMPLOYEES OF THE TOWNSHIP.

Trustee Willoughby stated that the choices for our health renewal rates ranged from 88% (Aetna), 51% (Anthem) and 19% (Medical Mutual). Mr. McGuire stated that Anthem is a 50% increase. Trustee Willoughby asked Mr. Cassidy if he checked whether everyone's doctors would take Anthem and Mr. Cassidy stated that they would.

Mr. McGuire moved, Mr. Willoughby seconded the motion to approve a Contract with Anthem for Health Insurance for the Full-Time Employees of the Township. Vote: AYES: Mr. Willoughby, Mr. McGuire. NAYS: None. The motion was declared approved.

Mrs. Lapensee stated that the budget for the rest of the year and into 2027 would not be able to accommodate that kind of increase (88% or 51%) in the gas tax fund. She stated

that the public works budget would need to be decreased in other line items to continue to afford that increase in cost. She stated that there are other options that the township could enact to cut down on the costs – employee cost sharing, reducing coverage, eliminating spousal coverage, or eliminating the HRA reimbursement for the employee deductible. Trustee Willoughby stated that we could just take the extra expense from the general fund for this year and will have to talk about this again next year and figure out a new model. Mrs. Lapensee stated that these continued increases are not sustainable and taking the additional increases from the general fund cannot last more than a few years, which will deplete the amount of money in the general fund.

D. ITEMS 2026 – 073 - MOTION TO APPROVE RESOLUTION NO. 2026-06 REQUESTING THE BUTLER COUNTY BOARD OF COMMISSIONERS ENACT A TWELVE-MONTH MORATORIUM ON DATA CENTERS.

Trustee Willoughby read the resolution aloud to the audience. He stated that we have been getting a lot of heat for not passing this resolution. He stated that he wanted to make sure we had the authority to pass one first by talking with our legal counsel about it. He stated that our township does not have the legal authority to enact a moratorium because we do not control the zoning in our township. He stated that this document asked the County Commissioners to place that moratorium on behalf of the townships. He stated that we can only do things that are allowed by statute.

Mr. McGuire moved; Mr. Willoughby seconded the motion to approve Resolution 2026-06 Requesting the Butler County Board of Commissioners Enact a Twelve-Month Moratorium on Data Centers. Vote: AYES: Mr. Willoughby, Mr. McGuire. NAYS: None. The motion was declared approved.

E. ITEMS 2026 – 074 - MOTION TO APPROVE AN AGREEMENT WITH ALTA FIBER FOR INTERNET SERVICE.

Mrs. Windle stated that Altafiber has a lower price for internet service than Spectrum. She stated that Altafiber will be 70% cheaper than Spectrum. She stated that the phone service is provided through Ring Center and we do not need TV. The current service we have bundles TV, Cable, and Internet.

Trustee Willoughby asked if this change was also for the fire stations? Mrs. Lapensee stated that we currently pay over \$600.00 a month just for one fire station. Mrs. Windle stated that she would work on that next.

Mr. McGuire moved; Mr. Willoughby seconded the motion to approve an Agreement with Altafiber for Internet Service. Vote: AYES: Mr. Willoughby, Mr. McGuire. NAYS: None. The motion was declared approved.

F. ITEMS 2026 – 075 - MOTION TO AUTHORIZE THE ISSUANCE OF NUISANCE VIOLATION NOTICES TO THE FOLLOWING PROPERTIES – 7596 DARL DRIVE, 7414 KEISTER ROAD, 7421 KEISTER ROAD, AND 7128 TRENTON FRANKLIN ROAD.

Mrs. Windle stated that she has been collaborating with these owners to clean up their properties.

Rick Demele, 7790 Hetzler, stated that he has particular interest in the Keister Road property and his neighbors have junk everywhere from the yard and inside his pole barn. He stated that you all have mowed this property many times in the past and it never resolves itself. Mr. McGuire stated that he can call Butler County zoning to report them and they will make them clean up the yard. He said he would also like us to look at 7805 Hetzler for illegal dumping. He stated that he did call the State of Ohio (EPA) and they do not seem to be too concerned about anything.

Gerald Sexton stated that he lives around the corner and is wondering about pollutants in the creek from the dumping. He suggested that the residents call as well as Linsay and it is helpful.

Mrs. Lapensee stated that junk and debris are also covered under our authority to clean up in the revised code Section 505.87.

Steve Johnston, 4409 Wayne Madison Road, stated that his neighbor at 4375 Wayne Madison has blocked the flow of water of any kind to his property and now it is backing up to his property (to the north). He has dumped about six truck loads full of dirt which has built up the property and blocked all the drainage. They are both located in Wayne Township. He stated that he did meet with Mr. Cassidy and the Butler County Engineer's Office to discuss solutions, but the BCEO told him it was a civil matter between property owners and there was nothing they could do about it. Mr. Cassidy stated that he would look at the ditch to see if it can be cleaned up to help the situation because that portion of the roadway is under maintenance control of Madison.

Mr. McGuire moved; Mr. Willoughby seconded the motion to authorize the issuance of nuisance violation notices to the following properties – 7596 Darl Drive, 7414 Keister Road, 7421 Keister Road and 7128 Trenton Franklin Road. Vote: AYES: Mr. Willoughby, Mr. McGuire. NAYS: None. The motion was declared approved.

G. ITEMS 2026 – 076 - MOTION TO ACCEPT THE BIDS FOR PAVING AND AWARD THE BID TO NORMAC FOR THE 2026 PAVING PROJECT IN THE AMOUNT OF \$222,898.55.

Mr. Cassidy stated that we only received two bids – Normac \$222,898.55 and Jergenson. He recommends that we award the bid to Normac. He stated that we replaced all the pipes on NoMans and Dickie last year.

Mrs. Lapensee stated that we only have \$200,000.00 budgeted for paving for 2026. She stated that we will have to move money from another line item in the amount of \$22,898.55 which will decrease that amount from other items that need to be purchased.

Trustee Willoughby asked if they anticipate any additional costs for this project? Mr. Cassidy stated that they have a 10% contingency figured in.

Mr. McGuire moved; Mr. Willoughby seconded the motion to accept the bids for paving and award the bid to NORMAC for the 2026 Paving Project in the amount of

\$222,898.55. Vote: AYES: Mr. Willoughby, Mr. McGuire. NAYS: None. The motion was declared approved.

H. ITEMS 2026 – 077 - MOTION TO AUTHORIZE THE PUBLIC WORKS DIRECTOR TO SEND A LETTER TO 6767 KALBFLEISCH ROAD FOR REMOVAL OF SHRUBS IN THE ROW CAUSING A TRAFFIC HAZARD FOR NEIGHBORS PULLING OUT OF THEIR DRIVEWAY PER ORC SECTION 5543.14.

Mr. Cassidy stated that we have received this complaint from a neighbor and we do have the authority to make them remove the barrier.

Mr. McGuire moved; Mr. Willoughby seconded the motion to authorize the public works director to send a letter to 6767 Kalbfleisch Road for removal of shrubs in the ROW causing a traffic hazard for neighbors pulling out of their driveway per ORC Section 5543.14. Vote: AYES: Mr. Willoughby, Mr. McGuire. NAYS: None. The motion was declared approved.

DISCUSSION:

FIRE STATION - Trustee Willoughby stated that we have submitted our application to the county to go before the BZA in June.

CHECK DEPOSITING AND PROCESSING – Trustee Willoughby stated that we recently received our audit from 22/23 and there were comments from the State Auditor about separating duties where finances are concerned to eliminate fraud. They suggested that we have another person making deposits that is separate from the person who does the reconciliation. Mrs. Lapensee stated that she would make up a list of what needs to occur when making the deposits. Trustee Willoughby asked what types of deposits we receive monthly. Mrs. Windle stated that she receives advertising for the newsletter twice a year. Mr. Cassidy stated that he receives money for cemeteries (burials, foundations, and lot sales).

TIME KEEPING AND PAYROLL – Trustee Willoughby stated that based on the audit this should also have multiple eyes to eliminate fraud per the audit. Mrs. Lapensee stated that she will get an updated estimate from Paycor. Mrs. Lapensee stated that the cost was about \$6,500.00 a year.

ELECTRIC AGGREGATION – Mrs. Windle stated that we did get the new rate of 9.392 cents per kwhr and Duke will be at 9.77 cents per kwhr and the opt out materials will be going out in the mail. Rates will begin in July and go through December of 2027. Mrs. Lapensee asked what our current rate is. Trustee Willoughby stated that our current rate is 8.7 cents.

METROPARKS OF BUTLER COUNTY COMMUNITY GRANT – Mrs. Windle stated that there is a \$5,000.00 grant from MetroParks that she is going to apply for to hopefully purchase benches for the walking trails. The grant is due in June.

PARK PLAYGROUND - Mr. Cassidy stated that he will need money to purchase mulch for the playground to finish it. Mr. Cassidy stated that they will need 50% up front to purchase the mulch.

Mrs. Lapensee stated that the park line item for improvements will need to be increased by that same amount because it was not budgeted.

I. ITEMS 2026 – 078 - MOTION TO APPROVE THE PURCHASE OF MULCH FROM PLAYCARE IN THE AMOUNT OF \$14,688.00.

Mr. McGuire moved and added to increase the appropriation for the park fund to increase by \$14,688.00 in the site improvements line item (2171-610-730-0000); Mr. Willoughby seconded the motion to approve the purchase of mulch from Playcare in the amount of \$14,688.00 and to increase the site improvements line item in the park fund in the amount of \$14,688.00. Vote: AYES: Mr. Willoughby, Mr. McGuire. NAYS: None. The motion was declared approved.

PLAYGROUND OPENING AND PARK BUILDING GROUNDBREAKING – Trustee Willoughby stated that he would like to have the park playground grand opening by mid to late June. (June 12th) Trustee Willoughby asked if we needed to add any drainage to this area? Mr. Cassidy stated that it is the old playground area and should be fine.

PARK BUILDING – Mrs. Windle stated that she has been purchasing the equipment not provided by the contractor for the park concession stand. She stated that she believes it will all cost just under \$10,000.00. She stated that she did not know when she would go ahead and order these items.

Mrs. Lapensee stated that the park line items for improvements will need to be increased by the same amount because they were not budgeted.

J. ITEMS 2026 – 079 - MOTION TO APPROVE THE PURCHASE OF EQUIPMENT FOR THE CONCESSION STAND IN THE AMOUNT NOT TO EXCEED \$10,000.00.

Mr. McGuire moved and added to increase the appropriation for the park fund to increase by \$10,000.00 in the site improvements line item (2171-610-730-0000); Mr. Willoughby seconded the motion to approve the purchase of equipment for the concession stand in the amount of \$10,000.00 and to increase the site improvements line item in the park fund in the amount of \$10,000.00. Vote: AYES: Mr. Willoughby, Mr. McGuire. NAYS: None. The motion was declared approved.

FIRE HOUSE DESIGN – Trustee Willoughby stated that we are approved for the Fire Station loan through the USDA. stated that we are almost wrapped up with the design. He stated that the architect is gathering last thoughts and remarks about the building and has one final review left.

PUBLIC COMMENTS:

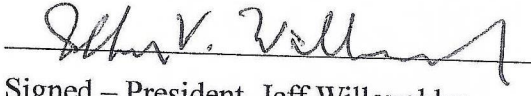
Barry Blankenship, South First Street, Trenton, asked if other townships passed a moratorium on data centers. Trustee Willoughby stated that he only knows that Lemon and St. Clair Township have passed a resolution asking the county to pass a moratorium. He stated that he does not know about the other townships. Mr. Blankenship mentioned that the City also wants the township to pass a resolution to allow them to abate the taxes for the property. Mrs. Lapensee stated that the Ohio Revised Code dictates what we get. Mr. Blankenship asked about the proposed annexation

and if they are allowed to box properties in. Mrs. Lapensee stated that the revised code does say that when a city does an annexation, they are not supposed to create islands, but they do all the time, and no one ever enforces it. Trustee Willoughby stated that the annexation laws are written heavily in favor of the cities.

ITEM 2026 – 080 – MOTION TO ADJOURN

Mr. McGuire made a motion to adjourn the meeting at 7:45 PM. Mr. Willoughby seconded the motion. A roll call of the vote resulted: AYES: Mr. McGuire, and Mr. Willoughby; NAYS: None. The motion was declared approved.


Attest – Fiscal Officer, Kimberly Lapensee


Signed – President, Jeff Willoughby