

**Madison Township Board of Trustees**  
**August 17, 2022**

The Madison Township Board of Trustees met 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 Jeff Willoughby with the Pledge of Allegiance.

ROLL CALL: Mr. McGuire-Present, Mr. Daniel-Present, Mr. Willoughby-Present, Mrs. Schenck-Present, Dave Runnells - Present.

**ITEM 2022 - 109 - APPROVE MINUTES**

Mr. Daniel moved, Mr. McGuire seconded to approve the minutes as presented. Vote: Ayes: Mr. Daniel, Mr. McGuire. Mr. Willoughby. Nays: None. The motion was declared approved.

**Fiscal Officer Report**

Mrs. Schenck presented the end of the month reports and she provided a report detailing all of the payroll withholdings for the month. She reported that the first Movie in the Park Event was a success and that about 65 kids and their parents had attended. She thanked Todd Daniel, Zack Friend, Dave Runnells and many members of the life squad for all of their help setting up and putting away the movie screen. She suggested a Halloween movie and touch a truck event in October.

**ITEM 2022 - 110 - APPROVE FISCAL OFFICERS REPORT**

Mr. McGuire moved, Mr. Daniel seconded to approve the Fiscal Officer's report as presented. Vote: Ayes: Mr. Daniel, Mr. McGuire. Mr. Willoughby. Nays: None. The motion was declared approved.

**Fire Department**

Chief Hall provided the Fire and EMS stats for July 2022 and reviewed the fire and EMS run details. Upcoming trainings include extrication. We are still waiting on the chassis for the new medic. Cooper Wright and Justin Smith's Senior Project was a car wash to benefit the fire department. The department was grateful for their support. Paramedics Jessica Shappelle and Aaron Bowling received a Lifesaving Award for the excellent care they provided to a 71-year-old woman having chest pains on July 4<sup>th</sup>. The patient lost pulse on the way to the hospital, they initiated CPR and shocked her heart back into rhythm. They were able to send an EKG to the Dr. who was able to activate the cath lab. Kettering Hospital representatives came and recognized their efforts and awarded them challenge coins. Because of their excellent care the patient is doing great now.

**Old Business**

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The Fire levy will be back on the ballot on November 8, 2022.

**ITEM 2022 - 111 - APPROVE THE BILLS**

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

**ITEM 2022 - 112 - APPROVE THE AUGUST ROAD AND SIGN CHECKS**

Mr. McGuire moved, Mr. Daniel seconded to approve the road check and sign check for August, to be submitted to BCEO. Mr. Willoughby asked for additional documentation. Vote: Ayes: Mr. Daniel, Mr. McGuire. Nays: Mr. Willoughby. The motion was declared approved.

**ITEM 2022 - 113 - APPROVE INTERGOVERNMENTAL SERVICE AGREEMENT WITH THE CITY OF TRENTON**

Mr. McGuire moved, Mr. Daniel seconded to approve an intergovernmental service agreement with the City of Trenton for the maintenance and repair of fire and EMS units. Vote: Ayes: Mr. Daniel, Mr. McGuire, Mr. Willoughby. Nays: None. The motion was declared approved.

**ITEM 2022 - 114 - APPROVE FALL NEWSLETTER**

Mr. McGuire moved, Mr. Daniel seconded to approve the 8-page fall newsletter. Vote: Ayes: Mr. Daniel, Mr. McGuire, Mr. Willoughby. Nays: None. The motion was declared approved.

Discussion Items

Historical Cabin in the Park- The cabin's condition is a safety issue and that the estimate to have it repaired is \$50,000.

Vacation Policy (when vacation time is accrued, anniversary date or calendar year.)

IT Needs/Office OTARMA made the following recommendations:

- Develop and implement a disaster recovery plan, business continuity plan and an incident response plan with cyber
- Develop and implement an acceptable use policy
- Develop and implement a password policy
- Install device endpoint security that includes firewall protection
- Install and implement a network firewall

There was additional discussion about security hardware and software from Computer Service Now.

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**ITEM 2022 - 115 - APPROVE PURCHASE OF COMPUTER SECURITY EQUIPMENT**

Mr. McGuire moved, Mr. Daniel seconded to approve the purchases of security equipment from Computer Service Now at a cost of \$2,912.00. Vote: Ayes: Mr. Daniel, Mr. McGuire, Mr. Willoughby. Nays: None. The motion was declared approved.

Audit Follow Up- Health Care Review.  
UAN Calendar

Pierson Road Project- The City of Trenton is applying for an OPWC grant and they are asking for Madison to contribute \$25,000. The grant application will score higher if it is a multijurisdictional project. One property included in the project is within Madison Township.

Movie in the Park

**ITEM 2022 - 116 - MOVIE IN THE PARK IN OCTOBER**

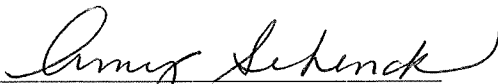
Mr. Daniel moved, Mr. McGuire seconded to approve a Movie in the Park and Touch and Truck/Trick or Treat event on October 29 at the Township Park. Vote: Ayes: Mr. Daniel, Mr. McGuire, Mr. Willoughby. Nays: None. The motion was declared approved.

Announcements:  
Poll workers are needed.

Clean Sweep of the Great Miami River Saturday, September 17 from 9 a.m. until noon.

**ITEM 2022 - 117 - ADJOURN**

Mr. McGuire moved, Mr. Daniel seconded to adjourn the meeting at 7:50 p.m. Vote: Ayes: Mr. Daniel, Mr. McGuire, Mr. Willoughby. Nays: None. The motion was declared approved.

  
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Attest - Fiscal Officer

  
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Signed - President