

1. January 20, 2026 Agenda

Documents:

[20260120 FINAL.PDF](#)

1.I. January 20, 2026 Workbook

Documents:

[1.20.26 WORKBOOK.PDF](#)



MIDDLETOWN CITY COUNCIL AGENDA
Tuesday, January 20, 2026

CITY COUNCIL BUSINESS MEETING – 5:30 PM – COUNCIL CHAMBERS – LOWER LEVEL

MOMENT OF MEDITATION/PLEDGE OF ALLEGIANCE TO THE FLAG/ ROLL CALL

CITIZEN COMMENTS

COUNCIL COMMENTS

CITY MANAGER REPORTS

Middletown Connect – Middletown Youth Data Walk

Neighborhood Revitalization Program – Update on Infill Housing

CONSENT AGENDA. . . Matters listed under the Consent Agenda are considered to be routine and will be enacted by one motion and one vote of consent. There will be no separate discussion of these items. If discussion is desired, that item will be removed and considered separately.

a) Receive and file the following board and commission minutes:

City Council Minutes – October 7, October 21, November 4, December 29, 2025 and January 6, 2026

Airport Commission – May 19, August 18, September 15 and October 20, 2025

Library Board of Trustees – October 15 and November 12, 2025

Planning Commission – December 10, 2025

b) Confirm the conditional appointments of:

Keirra Thompson to the position of Patrol Officer in the Division of Police, Public Safety Department;

Jennifer Faris to the position of Senior Account Clerk in the Water & Sewer Administration Division, Finance Department;

Lucas Conley to the position of Maintenance Worker in the Water Maintenance Division, Public Works & Utilities Department;

Adin York to the position of Maintenance Worker in the Streets Maintenance Division, Public Works & Utilities Department; and

James Faulkner to the position of Mechanic in the Municipal Garage Division, Public Works & Utilities Department.

MOTION AGENDA

a) Motion to approve the purchase of a snowplow, plow hitch, dump body, sand and salt spreader and the installation thereof to upfit a 2025 International HV507 Truck from Henderson Products, Inc. in the amount of \$140,374.50 for the Storm Water Division.

b) To authorize the City Manager to enter into a professional services agreement with Crawford, Murphy, and Tilly Inc. (CMT) to develop a Safe Streets for All (SS4A) Transportation Safety Action Plan in an amount not to exceed \$250,000.00.

c) To authorize the purchase of six 2026 Dodge Durango Police Interceptor Utility vehicles from Statewide Ford of Van Wert, OH in the amount of \$369,310 for the Middletown Division of Police.



MIDDLETOWN CITY COUNCIL AGENDA

Tuesday, January 20, 2026

LEGISLATION

1. **Ordinance No. 02026-05**, approval of MOU between Butler County Commissioners, Butler County Finance Authority, Middletown Community Foundation and City of Middletown and declaring an emergency.
2. **Resolution No. R2026-01**, a resolution declaring the official intent and reasonable expectation of the City of Middletown on behalf of the State of Ohio (the borrower) to reimburse its Water Capital Reserve Fund for the CJ10AB / CJ11AB, raw water transmission main replacement with the proceeds of tax-exempt debt of the State of Ohio and declaring an emergency.

UNFINISHED BUSINESS

NEW BUSINESS

EXECUTIVE SESSION – Under the authority of O.R.C. 121.22 (G)(1) To consider the appointment of a public employee or official; and (G)(8) To consider confidential information related to the marketing plans, specific business strategy, production techniques, trade secrets, or personal financial statements of an applicant for economic development assistance, or to negotiations with other political subdivisions respecting requests for economic development assistance, provided that both of the following conditions apply:

- (a) The information is directly related to a request for economic development assistance that is to be provided or administered under any provision of Chapter 715., 725., 1724., or 1728. or sections 701.07, 3735.67 to 3735.70, 5709.40 to 5709.43, 5709.61 to 5709.69, 5709.73 to 5709.75, or 5709.77 to 5709.81 of the Revised Code, or that involves public infrastructure improvements or the extension of utility services that are directly related to an economic development project.
- (b) A unanimous quorum of the public body determines, by a roll call vote, that the executive session is necessary to protect the interests of the applicant or the possible investment or expenditure of public funds to be made in connection with the economic development project.



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CITIZEN COMMENTS

COUNCIL COMMENTS

CITY MANAGER REPORTS

CONSENT AGENDA

MIDDLETOWN, OHIO

October 7, 2025

At 5:30 p.m., Mayor Slamka called the regular City Council meeting to order in Council Chambers, Lower Level of the City Building.

**ROLL CALL
CONSENT AGENDA**

City Council Members present: J. Carter, S. West, P. Horn, E. Slamka, P. Lolli.

Approve the Civil Service Commission Minutes of August 21, 2025
Confirm the appointment of Jennifer Rednour to the position of Administrative Assistant in the Community & Economic Development Department.
Confirm the conditional appointments of Kaylee Moreland to the position of Patrol Officer in the Public Safety Department, Division of Police, Geri McNeal to the position of Senior Account Clerk, Finance Department, Division of Tax, and Jasmine Cobb to the position of Senior Account Clerk, Finance Department, Division of Water Administration.
Confirm the promotional appointments of Andrew Turner to the position of Deputy Fire Chief, John Scranton to the position of Fire Captain and Joshua Lentz to the position of Fire Lieutenant in the Public Safety Department, Division of Fire.

Mr. West moved to approve the issues and actions listed on the Consent Agenda. Mrs. Carter seconded. Motion carried. Ayes: Mr. West, Mr. Horn, Ms. Slamka, Mrs. Carter, Mr. Lolli.

PINNING CEREMONY

Fire Chief Brian Wright introduced Deputy Chief Andy Turner and his wife, Heather. He will be overseeing the first platoon. Andy began his career on April 3, 2000. He has risen throughout the ranks. He was promoted to apparatus operator in 2014, promoted to lieutenant October of 2019, and captain of May 19, 2022. Throughout his career, Deputy Chief Turner has demonstrated exceptional commitment to technical rescue, holding certifications of hazards material, confined space rescue, ice rescue, and auto extrication. His pursuit of professional growth is evident through his involvement in the strategic planning of the fire department and eight years of service on the city healthcare committee. Academically, he has earned two associates degrees in EMS management and fire leadership from Cincinnati State. He's also completed fire officer 1, two, and three, ICS 300, and 400, and attended National Fire Academy for multiple command level courses. Outside of duty, Andy continues to serve his community as a member of the Butler County IMAT team and also as a team leader for the Dayton Honor Flight, honoring veterans with dignity and care. Surrounded by family, friends, and colleagues tonight, Andy's wife, Heather, will proudly pin his new badge upon him. We congratulate Deputy Chief Turner on this well-earned achievement and wish him continued success in his leadership and beyond of the first platoon.

Fire Chief Brian Wright introduced Captain John Scranton and his wife Susan. It's an honor to present Lieutenant John Scranton for promotion to fire captain. Since joining our department on May 14, 1997, John has dedicated over 28 years to serving our

community with unwavering commitment. His journey began with earning his paramedic certification in April of 1999, followed by his promotion to lieutenant in the fall of 2015. In 2024, his exceptional bravery was recognized through the Medal of Distinguished Service. John's connection to the fire service is deeply rooted and deeply personal with cousins who have served heroically within the FDNY during the 9/11 attacks. His expertise spans multiple technical rescue disciplines showcasing his versatility and skill beyond his operational experience. John is a passionate mentor who educates and develops our younger members. His involvement in the local union further demonstrates his leadership and dedication to our collective mission. I'm thrilled for Scranton's continued growth as a leader in our division of fire. His experience, integrity, and vision will lead him to be a successful fire captain. Congrats, John, on his well-deserved promotion. I wish you the best of luck.

Unfortunately, Joshua Lance is under the weather, so he won't be able to attend tonight, but we will take care of that in-house at fire headquarters and reach out to you if you'd like to attend.

EXECUTIVE SESSION

At 5:37 p.m., Mr. West moved to adjourn to executive session under the authority of O.R.C. 121.22 (G) (3) Conferences with an attorney for the public body concerning disputes involving the public body that are the subject of pending or imminent court action. Mr. Lolli seconded. Motion carried. Ayes: Mr. Horn, Ms. Slamka, Mr. Lolli, Mrs. Carter, Mr. West.

RETURN TO OPEN SESSION

At 5:58 p.m., Mr. West moved to return to open session. Mrs. Carter seconded. Motion carried. Ayes: Ms. Slamka, Mr. Lolli, Mrs. Carter, Mr. West, Mr. Horn.

CITIZEN COMMENTS**Marva Gaston**

Marva Gaston, 913 6th Avenue, Middletown, Ohio spoke. I come continuing to ask questions in reference to the Middletown paperboard demolition and remaining debris that continues to sit on the site. I think it's safe to say that many points were missed in the planning of this project. The safety and health of the residents within the community being major factor, the upkeep and appearance of the site as it sits along a major thoroughfare through the city as another. Even though the building is no longer standing, it continues to be a major eyesore for those that travel along Verity Parkway and live in the surrounding area. Having had time to review the contract that was delivered to my home, I have some questions that I feel need to be answered. Not to point fingers, but to focus on the shortfalls on this project that we should surely never want to make in the future. Who is the consulting company for the job and what were their duties? How many bids were collected and who collected them? I request copies of those contracts as well. If missed asbestos created a change order to the original contract, where is the change order to leave this debris and reduce plans of remediation and seating as many other demolitions received? Did this create a credit to the job, or did we pay for something that did not occur? Who signed off on the completion of the job and approving leaving the material on the site? Again, not to point fingers, but to understand the thought process and the thinking that was it that

was a valid decision to make. Is there a zoning code to store this material on the site? I would think that there is one for some of the very concerns I have, which makes me wonder if you are in violation of your own zoning codes. Since all funds were not depleted in this project, where did the remaining approximately 1.5 million in funds get allocated? As recent as last night at the community forum to meet the candidates running for city council, Councilman Lolli stated that you are on track on this project. What is the timeline you have yet to share that timeline with me or the community? He also stated that the pile is being watered in an attempt to control dust. When and how many times has this been done or what is the schedule to wet the material? I request a copy of the work order and/or contract to perform this task. I monitor the area daily and I have yet to see any activity on the site since it was knocked over the week, I first approached the council. I continue to hear the community screaming for transparency not just on this project but others and other situations like the case of the death of Stevie Howard. In my opinion, in that case the first mistake was simply acknowledgment. Usually when there is a fatal accident in the city, it is at least announced within a day or two, not that we have to wait for toxicology reports. The fact that it took family and friends to come before council and media was here seeking info on the cyber-attack and stumbled on a bigger story. The fact that it wasn't even announced that my friend's life was taken in a fatal accident was just disheartening. A simple announcement of the fatality with the general statement that it occurred and an investigation was ongoing I believe would have come across a lot better than zero acknowledgement and finding that most of you didn't even know that it had occurred looked really bad on council and the police. You can't expect us to trust you when we constantly face instances where we are left feeling as though we're left in the dark and not being given vital information. Please do better. Thank you.

COUNCIL COMMENTS

Mr. Lolli

Mr. Lolli congratulated the three fire personnel who were promoted tonight. It's always good to see individuals that you train through their careers from the time they were 19, 20 years old to now and to see them progress through the ranks is very encouraging. Congratulations to Deputy Chief Turner, Captain Scranton, and Lieutenant Josh. I think it's a good thing that we do these promotions in front of council, and I encourage all departments when they promote somebody to make sure, we get recognition in front of council so citizens can see who the people are leading the area. I want to give a shout out to Clayton Castle. The last three videos you put out on city activities were really good. The MidPointe Library video was really cool, and the Grandpa Gang getting started on Light Up Middletown. So, very good job by the Communications Department, those things were excellent.

Mrs. Carter

Mrs. Carter commented that she will be looking into the pile of material on Hanover and looking into the details of the Destination Middletown document. I want to congratulate Andrew and John on their dedication to the Middletown Fire Department. I've never seen so many firemen before, and it was a great thing to see walking down the hall.

Mr. West

Mr. West congratulated those that received their promotions tonight. One thing that's really cool is to see how long the firefighters have been here in Middletown. The longevity speaks to the department's current leadership and former leadership. So, Chief Wright, that's a great thing when you have that long tenure of talent. In regard to the Howard family, I spoke to their family friend again last week. I'd like to thank that individual and the Howard family. I know it's difficult and it's a tragedy here in town. I ask for continued prayers for that family through their difficult time.

Mr. Horn

Mr. Horn congratulated everyone on their promotions and commented that the pinning ceremonies are one of my favorite things. Not just because the first responders are getting promoted, that's always great. It is because they are staying here, they want to work here and protect our citizens, and then their family and friends come and we get to celebrate this accomplishment with them. It takes a long time to get these promotions, and a lot of work goes into it. You may have noticed the 25 on the fireman's sleeves, that means years. They are putting the time in and that's something that should be celebrated on both sides of our first responders. Next, I want to talk about the dedication of the Bonnie Vance memorial bench. We had a nice group out there and it got posted which I appreciate the communications folks for doing that and the Journal News showing up for that. I want to thank City Manager Combs and her team for getting that together and I also want to thank city council for supporting me on this. It wasn't just building a bench, putting a concrete slab on, and telling the family to show up. They were in constant communication with the Vance family to make sure that they approved of this bench. Now, why did I actually do this? Two reasons, the first reason is that we need to celebrate people that are successful that are in our city or from our city. Whether they are successful in politics, business, or sports. This has nothing to do with the current temperature out there or the current conversation. We need to celebrate it when people are successful. Secondly, Bonnie Vance was successful because she did what a lot of our citizens have to do. As I said in my speech, when you have to raise your children's children because your child is struggling trying to get through a challenge in their lives, that is what that bench is for. When you have to do that as a grandparent, as a guardian, we need to celebrate that. That's what that bench is there for. It has nothing to do with the political atmosphere. It is there to just remind a person who is going through a challenging time raising their children's children that someone else was able to do that and this should give you some comfort. We're going to have more benches in our city at our different parks. These are things that we need to do, small things to celebrate our city and to show that we are proud of people who are here and people who are go on to other things and celebrate them for their successes. You can disagree with them. That's why we have the first amendment. It's a beautiful thing.

Ms. Slamka

Ms. Slamka commented that she has taken notes on what Ms. Gaston has requested and will check in with the city manager to see how that's going. Regarding the Howard family, it is tragic and our hearts go out to the family and the friends in the community.

The Performing Arts Academy located at 4400 Lewis Street serves more than 290 students from 13 surrounding communities offering high quality instruction in theater, dance and music and also offers year-round private lessons of music for students of all ages. It is critical for our youth to develop the foundational skills necessary to foster creativity and imagination as adults and the Performing Arts Academy provides that. This past weekend, I was fortunate to attend their showing of *Newsies Jr.* and was wowed by the talent of our youth. I am grateful that Middletown is home to such a wonderful organization and for all the delightful performances they provide for our community. For tickets from and information about upcoming shows, please visit the <https://theperformingartsacademy.com>. On October 8th, in honor of Fire Prevention Week, you're invited to come out and meet our Middletown firefighters. They are showing off our two newest firehouses and engines during firehouse tours. Get an up close look at our equipment and learn to charge into fire safety. You will also learn proper recycling with Cohen recycling. Light snacks will be available for all. Station 81 located at Henry Avenue and Charles Street will be open from 5 - 7 p.m. Station 85 located on Sophie Avenue and Stoltz Drive will be open from 6 - 8 p.m. For more information, please visit the city's Facebook page. On October 11th, from 2 - 4 p.m., all are invited to join at the Breiel Church Fall Fest located at 2000 North Breiel Boulevard. This will be an afternoon of family fun with pumpkin painting, a hayride, inflatables, an ice cream eating contest, and more. For more information, please visit the Breiel Church Facebook page. Later that night, October 11th at 8 p.m. is a special opportunity at our beautiful and historic Sorg Opera House located at 63 South Main Street. The Butler Philharmonic Orchestra makes a triumphant return after last year's blockbuster full house performance of the music from *Nosferatu*. This year they will be performing the music to the 1925 classic silent film *The Phantom of the Opera* starring the man of a thousand faces, Lon Cheney. Thanks to the generous educational grant from the Middletown Community Foundation, the SORG is proud to offer free tickets to educators and students to this performance and a masteries held by members of the Butler County or the Butler Philharmonic Orchestra. For more information and to purchase tickets, please visit <https://www.sorgoperahouse.org>. On Sunday, October 12th from 2 - 7 p.m. in downtown Middletown is the annual Hocus Pocus Halloween Family Fun Festival presented by DMI, our Main Street America organization and made possible by the generous support of the Middletown Community Foundation. You'll love the games, entertainment, vendors, food, music, dancing, face painting, rides, climbing wall, creepy car show with trunk or treat, howl-oween dog costume contest and parade, Binx the cat, and of course the Sanderson sisters. The day will be concluded with a free showing of the full-length feature film *Hocus Pocus* at 7 p.m. at the beautiful and historic Sorg Opera House. All are welcome. For more information and to learn how to become a festival volunteer, please visit <https://www.downtownmiddletown.org>. The city of Middletown is thrilled to announce a partnership with CBI, our Community Building institute, to bring you the Rise Legacy Link digital education program. Our Middletown elders and senior residents can now access free digital education right here in the community thanks to the \$20,000 Spectrum Digital Grant awarded to CBI. Classes begin Tuesday, October 14th from

12:30 - 2 p.m. at the Community Center located at 800 Lafayette Avenue. Registration is required, so have someone who is internet savvy help you to sign up to secure your spot. Space is limited to the first 50 signups. For more information and to register online, please visit our city's Facebook page. On October 18th from 9 a.m. to 3 p.m., all are welcome to join the Christ United Methodist Church annual 2025 Fall Festival located at 700 Marshall Road. You can support local vendors and enjoy delicious lunch served by their very own United Methodist women. For more information, please visit the Christ United Methodist Church Facebook page. As a reminder, the city of Middletown accepts applications for our boards and commissions throughout the year. So, if there is something that you have an interest in and you wish to give back to your city in this way, please do submit your application. To learn more, please visit the city's website at cityofmiddletown.org. Lastly, and as always, there are many ways to get involved with your community and give back. Join a board or committee, run for office, apply for a job with the city, volunteer at the hospital, pick up trash in your neighborhood or park, plant a garden in your yard, smile at a neighbor, find joy and satisfaction for a job well done in whatever work you do, or just have a positive and giving attitude. Find something that you can do regularly and give back. We are all connected and we are all in this together. The care of our city is an adventure in which we all get to share.

Mr. Lolli suggested that Ms. Gaston make an official public records request so that she can get the information she wants.

CITY MANAGER REPORTS

City Manager Combs reported that Clayton Castle and I went over to Smith Park and visited with the Grandpa Gang as they kicked off their Light Up Middletown decorating. We had a great time with them and we really appreciate everything that the Grandpa Gang does to keep that tradition alive. Light Up Middletown at Smith Park is in its 26th season and it starts on Thanksgiving Day and ends on New Year's Eve, the hours are 6 to 10 p.m. each night. Mayor Slamka and I visited the MidPointe Library and checked out the Makerspace, it was awesome. They gave us a great tour. You can make things like banners, you can do a podcast, there's a photography studio, you can make 3D models. I really encourage everybody to check out that space. I also want to give a shout out to the Community Development staff, they hosted their first community workshop at the Middletown Event Center for the development code update. It was well attended and I encourage everyone to come out for the next public workshop that'll be announced. Stay tuned to the city's website for more about that. The request for qualifications for the Downtown posted and that will be closing on November 3rd, and we would anticipate presenting what we received to council at the second meeting in November. Joshua Smith will also be present for that meeting.

MOTION AGENDA

Accept a Duke Site Readiness Grant at

To accept a Duke Site Readiness Grant in the amount of \$10,000.00 for site readiness development at Union Ren Farms on Union Road.

at Union Ren Farms	Mr. West moved to accept a Duke Site Readiness Grant in the amount of \$10,000.00 for site readiness development at Union Ren Farms on Union Road. Mr. Lolli seconded. Motion carried. Ayes: Ms. Slamka, Mr. Lolli, Mrs. Carter, Mr. West, Mr. Horn.
Approve a contract with Gresham Smith to Design Phase 2 of CSO Basin Park	To approve a contract with Gresham Smith in the amount of \$360,000.00 to design phase two of the CSO Basin Park.
LEGISLATION	
Ord. No. 02025-56 CBA with AFSCME, Local #856	Ordinance No. 02025-56 , an ordinance authorizing a collective bargaining agreement with AFSCME, Local #856 for the term July 1, 2025 through June 30, 2028 and declaring an emergency was read.
Ord. No. 02025-57 Approve Zone Change 3409 - 3413 Vannest Ave.	Mr. West moved to approve Ordinance No. 02025-56, an ordinance authorizing a collective bargaining agreement with AFSCME, Local #856 for the term July 1, 2025 through June 30, 2028 and declaring an emergency. Mr. West seconded. Motion carried. Ayes: Ms. Slamka, Mr. Lolli, Mrs. Carter, Mr. West, Mr. Horn.
Ordinance No. 02025-57 , an ordinance approving a change of the zoning classification for three parcels located at 3409 - 3413 Vannest Avenue from R-3 (Medium Density Residential District) to B-1 (Neighborhood Business District) was read for the second time.	Mr. Horn moved to approve Ordinance No. 02025-57, an ordinance approving a change of the zoning classification for three parcels located at 3409 - 3413 Vannest Avenue from R-3 (Medium Density Residential District) to B-1 (Neighborhood Business District). Mr. West seconded. Motion carried. Ayes: Mr. Lolli, Mrs. Carter, Mr. West, Mr. Horn, Ms. Slamka.
Res. No. R2025-31 Accept the Amounts & Rates	Resolution No. R2025-31 , a resolution accepting the amounts and rates as determined by the Budget Commission and authorizing the necessary tax levies and certifying them to the County Auditor and declaring an emergency was read.
	Mr. Lolli moved to approve Resolution No. R2025-31, a resolution accepting the amounts and rates as determined by the Budget Commission and authorizing the necessary tax levies and certifying them to the County Auditor and declaring an emergency. Mr. West seconded. Motion carried. Ayes: Mrs. Carter, Mr. West, Mr. Horn, Ms. Slamka, Mr. Lolli.
Res. No. R2025-32 Accept a FY2024	Resolution No. R2025-32 , a resolution authorizing the city manager to accept a fiscal year 2024 Assistance to Firefighters Grant, to enter into a grant agreement to

**Assistance to
Firefighters Grant**

obtain said grant and declaring an emergency was read.

Mr. Lolli moved to approve Resolution No. R2025-32, a resolution authorizing the city manager to accept a fiscal year 2024 Assistance to Firefighters Grant, to enter into a grant agreement to obtain said grant and declaring an emergency. Mr. West seconded. Motion carried. Ayes: Mr. West, Mr. Horn, Ms. Slamka, Mrs. Carter, Mr. Lolli.

**Res. No. R2025-33
Settlement Agreement
With Start Skydiving, LLC**

Resolution No. R2025-33, a resolution authorizing the city manager to enter into a settlement agreement with Start Skydiving, LLC and Selection Management Systems, Inc. regarding pending litigation, and declaring an emergency.

Mr. Lolli moved to approve Resolution No. R2025-33, a resolution authorizing the city manager to enter into a settlement agreement with Start Skydiving, LLC and Selection Management Systems, Inc. regarding pending litigation, and declaring an emergency. Mr. Horn seconded. Motion carried. Ayes: Mr. Horn, Ms. Slamka, Mr. Lolli, Mrs. Carter, Mr. West.

UNFINISHED BUSINESS

Mrs. Carter asked when the bench honoring Darron Brown's grandmother would be installed; the bench has been ordered and should be installed soon.

Mr. Horn stated that the Ohio Facilities Construction Commission has approved a grant for \$375,000 for the repairs necessary repairs at the Sorg Opera House. I have provided the documents to the Law Director and I'm asking him to proceed with the contract once everything is verified. The OFCC grant is \$375,000 on projects that the SORG has given them a list of everything, it's not a blank check. The City would only be a backstop for contractors that require a deposit to help the SORG get these necessary repairs so they can continue to serve our citizens, serve the arts, and be an active historical structure. Also, I've had a few developers call me on this. They did not see the RFP for the development of the Middletown Event Center, and that was supposed to be done in September. Ms. Combs responded that it has not gone out yet but should go out soon. Mr. Horn asked if we are going to have a town hall to discuss the fate of the Manchester Inn and the Sunshine Building; yes, there will be a town hall.

ADJOURN

At 6:39 p.m., the meeting was declared adjourned until the regular meeting on October 21, 2025, at 5:30 p.m. in Council Chambers.

At 5:30 p.m., Mayor Slamka called the regular City Council meeting to order in Council Chambers, Lower Level of the City Building.

ROLL CALL	City Council Members present: J. Carter, S. West, P. Horn, E. Slamka, P. Lolli.
EXECUTIVE SESSION	At 5:32 p.m., Mr. Lolli moved to executive session under the authority of ORC 121.22 (G) (6) Details relative to the security arrangements and emergency response protocols for a public body or a public office if disclosure of the matters discussed could reasonably be expected to jeopardize the security of the public body or public office. Mrs. Carter seconded. Motion carried. Ayes: Mr. West, Mr. Horn, Ms. Slamka, Mrs. Carter, Mr. Lolli.
RETURN TO OPEN SESSION	At 6:32 p.m. Mrs. Carter moved to return to open session. Mr. West seconded. Motion carried. Ayes: Mr. Horn, Ms. Slamka, Mr. Lolli, Mrs. Carter, Mr. West.
CITIZEN COMMENTS Larri Silas	Larri Silas spoke: I live at 1211 Elm Street. This is probably a little unorthodox, but it's 2025 and a lot of things are out of the ordinary. I'm here today because the next meeting will be occurring on election day and my name will be on the ballot. I've been attending council meetings since I filed my petitions in May to try and get a feel for how meetings operate, and I have witnessed a lot. If I find myself sitting where you all are in January, I've learned some things and I know some ways I would behave differently if the people of Middletown elect me. I attended a vigil for Steven Howard on Sunday, and I was present at the meeting when his family and friends came and spoke with you all. Not everyone presented themselves in a manner that I thought reflected well on the council. What I've learned these past few months is that the council is responsible for many things that happen within the city, from park development to allocations of funds to local businesses like Abilities First and so much more. I also believe that the health and growth of the city has a lot to do with the people that live and work here. The citizens deserve a council that will not only improve the city and make it safer, but also a council that shows it actually cares about the people that live here. Care about the people who take the time to come and speak with council to be heard, not just overlooked and ignored. And if I'm elected, I will fight to make Middletown a better place. And I will make sure that people know they aren't being ignored. Thank you.
Jennifer Chen	Jennifer Chen, 23 Santa Fe Road spoke. Good leadership is essential for the success of any organization, and it starts at the very top. Here we're talking about city the council and city manager. Over the past three years, I have watched as this city has brazenly violated federal law and regulations, state law, the constitution, and the laws of this city. Leadership isn't just about being friends and getting along. It's about having the moral backbone to stand up against what's wrong publicly. It's taken me a long time to find the courage to speak. I have a justifiable fear of retaliation. With only four minutes, I'm going to stick to my own experiences and one other item. However, everything I'm going to relate is backed up by hard evidence and multiple witnesses. These experiences illustrate the state of leadership in this city. I have freely volunteered my time and my knowledge of city government to help this city thrive. But never in my wildest imagination did I think doing so would result in physical violence being directed at me, that my family's income and health insurance would be put in jeopardy, that I would be the subject of a slanderous public tirade, and that my position on the city commission would be taken away. The first of these occurred when I was invited to an Amanda task force meeting. Mr. Lolli, as city manager, was sitting catacorner to me right about here. I made a polite fact-based remark that he didn't like. He became enraged, reared up out of his seat, raised his hand at me, and then roaring slammed his hand on the table this close to me. A dozen people, including two council members, were present. Yet, I have never received an apology from anyone for that terrifying incident. Next, realizing the city was misspending CDBG funds, my husband contacted HUD, who suggested we submit citizens' complaints, which we did. HUD agreed with us, and the city had to take corrective action. In response, Mr. Lolli, as city manager called the mayor of the village where my husband is administrator and left a message, a recorded message, accusing him of misusing his authority to submit a complaint on behalf of the village against another jurisdiction, Middletown. If he wasn't such a valuable and professional employee, or if his boss had a grudge against him, he could have lost his job. This council had a copy of that phone call when they were deciding who to appoint to council. Did anybody ask if we were okay? Nope. They appointed him to council. Earlier this year, in response to my comments during a public hearing, Mr. Lolli, as council member from the dais, unleashed a tirade impugning my credibility live streamed and recorded for posterity. Finally, I applied to be reappointed to the historic commission. There were four applicants for four

seats. This council decided to leave the seat vacant rather than reappoint a resident who, as a planner, is highly qualified for the position. Why? I don't know. I do know that I was speaking out against and investigating inappropriate actions of this city such as deliberately circumventing regulations and gaslighting and undermining the legal authority of the commission in order to demolish structurally sound historically contributing buildings in the nationally recognized Oakland Historic District. Mr. Mr. Lolli, as city manager, was a senior staff member of the committee, making those decisions and supervising those staff. The most egregious action by Mr. Lolli as city manager violated the constitutional and human rights of some of the most vulnerable and traumatized people in this community, the homeless. Having no confidence in this council, I have been in contact with outside authorities about this with my evidence and witnesses. I would love to help my community, but the door has been repeatedly slammed in my face. I don't dare to even try. That's enough. Thank you.

COUNCIL COMMENTS

Mr. Lolli

Mr. Lolli stated I absolutely, categorically, 100% deny every accusation that Ms. Chen that you made against me. And I'm going to leave it at that. If you, if you want to accuse me of breaking laws, then you better have the evidence of such because I have broken no laws and I did not do any of the things that you said I did. So, I will leave it at that and that's all I have this evening.

Mrs. Carter

Mrs. Carter gave a shout out to Public Works and Utilities Director Scott Tadych, I see that they're down there at Douglas Park digging up the ground to put in pipes for the new splash pad and I am really pleased with what I see. I also wanted to talk a little bit about a group of children and adults that I've been experiencing because they play down at Barnitz Field, and it's called the Little Middies of Middletown. A bunch of wonderful adults and children. No fighting, everyone's happy and everyone's supporting them. On the 11th, they had a football game and the dads cheered with the cheerleaders. A couple of the dads even had on tutus, but it was so wonderful. It is a diverse group of children and parents and it's beautiful. And if you don't have anything to do this Sunday, they're playing again, run down there and watch because they're doing a great job.

Mr. West

Mr. West thanked the Howard family for their patience and understanding during the course of the investigation. I also want to thank Middletown Police; I know it's difficult to handle these types of investigations. People watch things on TV and they expect things to happen quickly, but often times it's much slower. Another thing is people in this town have got to learn what a red light is. It's getting absolutely ridiculous. I had this conversation with several people this week. It's not even passenger vehicles; it's school buses and semi-trucks. A red light is just a figment of imagination in this town, and it's getting ridiculous. When you have a green light and you're approaching that intersection, look both ways. It's almost a daily occurrence when I'm driving around town that there is somebody that not only blows a red light but blows a red light by three to four seconds after it's turned green for the other the other traffic pattern.

Mr. Horn

Mr. Horn thanked Councilwoman Carter for sharing the story about the kids playing football and such. This is a fun time of year, the days are getting shorter, but there's so many activities to do outside. We also have things that I call the fabric of Middletown, the Middletown Arts. Beauverre has stained glass classes, and we have entertainment at the Sorg. I encourage our citizens to take advantage of these events. In the future, I truly believe that we will become more of an event destination because people will want to come to our city to participate in events and we have a lot of opportunities to do that. I appreciate uh Larry Silas being here and others who are looking toward helping the city, doing your civic duty. That's one reason I did what I did here. It's hard sometimes because people have different opinions, and we have that wonderful first amendment right. So sometimes you can say things and maybe it's not true or maybe it's distorted, but it's what makes the fabric of Middletown. I've always said when we've had this room filled all the way to the rafters, it's good when we can see you and hear your pitch pace and power. It's been kind of refreshing not getting all the emails where you actually have to talk to me. That's what I prefer because then I can know what's real. Other folks who are considering not running in this voting cycle, they ask what advice I'd give them. And the advice is to join boards, even though you're paid the low, low price of free. I mean, as a member of City Council, I'm making 350 bucks a month. When you participate with the boards you gain the experience of dealing with citizens, and with the company, being the city of Middletown. You're dealing with people who are coming into our city for the good and sometimes for the bad. You have a voice and that will help you so much to be able to sit here and listen and be able to make a decision that is best for as I've always said the company, being the city of Middletown, the citizens, local business leaders and then lastly developers,

innovators and investors. So, if you are thinking about this on the next voting cycle, I would suggest that you get involved, so that you know how this all works because there is a lot of work. There's a lot of meetings on top of the meetings this you also will be on other boards so you can participate in a non-voting way. I do greatly appreciate citizens who do step up and serve and try to help all of those entities.

Ms. Slamka

Ms. Slamka announced that the city of Middletown has posted the Middletown Development Code Update online survey, and it is live. This survey will allow the city to collect feedback on how the current development code works, any issues or concerns you may have, and your ideas for improvements. Your responses will be used to provide potential revisions to the development code standards, regulations, and administrative procedures and processes. The survey should take about 10 to 15 minutes to complete. Please read each question carefully. There are no right or wrong answers, your perspective is what matters most. This survey closes in a few weeks, so please share with your Middletown friends and family and take the survey soon. Please visit <https://cityofmiddletown.org> to find the survey. On October 22nd, from 6 - 9 p.m. the South Main Haunted Walking Tour delves into the rich tapestry of the city's past, exploring 28 iconic homes that have witnessed the rise and fall of generations. Some rumored to be haunted, while all steeped in the captivating history of Middletown's most influential figures. For more information and tickets, please visit the special events calendar at the <https://www.thewindamere.com>. Join DMI, our Main Street America organization, this Friday, October 24th for a free family movie night showing of The Nightmare Before Christmas at Governor Square, located at 1045 Central Avenue from 6 - 8 p.m. For more information, please visit the calendar at <https://www.downtownmiddletown.org>. There are so many fun shows and events at Middletown's beautiful and historic Sorg Opera House in the next couple of weeks. Please visit <https://www.sorgoperahouse.org> to find out more information about upcoming events like the Cincinnati Transit Authority playing this Friday, October 24th, a double feature of both Beetlejuice movies this Saturday, October 25th, a guided tour of the historic Sorg Opera House this Sunday, October 26th, and Crafting with the Classics and multiple showings of The Big Labowski on Saturday, November 1st. Please join us at the MAC, our Middletown Arts Center, located at 1:30 North Varsity Parkway this Friday, October 24th, from 6 - 8 p.m. for the area art exhibition opening reception. This competition is open to adult artists working in 2D and 3D media. See the best work from artists within a 50-mile radius of Middletown. The exhibition will run from opening night this Friday through Thursday, December 11th at the MAC. For more information, please visit <https://www.middletownartscenter.com>. Saturday, October 25th, the Kiwanis Club of Middletown is hosting its 60th Annual Pancake Day from 8 a.m. until noon at the Fraternal Order of Eagles 528 at 1300 1st Avenue. Bring family and friends for all the delicious pancakes you can eat, plus sausage, orange juice, and coffee. You can also enter raffles for all kinds of great gift baskets. Breakfast tickets are just \$10 at the door and it's a perfect way to start your day and raise much needed money to serve the children of Middletown and surrounding communities. For more information, please visit the Kiwanis Facebook page. On Saturday, October 25th, the beloved spooky car show and trunk or treat is back for another thrilling year made possible through a special partnership between Middletown Cruise and the city of Middletown. This family-friendly event promises candy, costumes, cars, food vendors, and community spirit all in one unforgettable night at the Towne Mall. The festivities begin at 2 p.m. with the trunk or treat from 6:00 to 8:00 p.m. For more information, please visit the city's website at <https://cityofmiddletown.org>. Adults can continue the fun on October 25th at the Ghosts and Ghouls Halloween Party from 7 p.m. to 1 a.m. located at the Windamere at 2 South Main Street. For more information and to purchase tickets, please visit <https://www.thewindamere.com>. The city of Middletown is excited to bring back its annual city building trick-or- treat and touch a truck event happening in Middletown at the Middletown City Building located at one Donham Plaza next Thursday, October 30th from 3 - 4:45 p.m. Come dressed in your spooky best. Stop by the different city departments for candy and then go out onto beautiful Donham Plaza to see some of your favorite city vehicles. For more information, please visit our city Instagram account. The entire city of Middletown's 2025 trick-or-treat will take place next Friday, October 31st, from 6 - 8 p.m. Please stay tuned online for safety tips for the Halloween and trick-or-treating from the city, Middletown Health Department, and the Middletown Police Department. Our local elections are happening on Tuesday, November 4th. Please be sure to get out and vote. Polls are open from 7 a.m. to 7 p.m. To find out where your polling location is and to see your sample ballot, please visit the Butler County Board of Elections website at elections.bc.gov. As a reminder, the city of Middletown accepts applications for our boards and commissions throughout the year. So, if there is something that you have an interest in and you wish to give back to your city in this way, please do submit your application. To learn more, please visit the city's website at cityofmiddletown.org. Lastly, and as always, there are many ways to get involved with your community and give back. Join a board or committee, run for office, apply for a job with the city, volunteer at the hospital, pick up trash in your neighborhood or park, plant a garden in your yard, smile at a neighbor, find joy and satisfaction for a job well done in whatever work you do, or just have a positive and giving attitude. Find something that you can do regularly and give back. We are all connected and we are all in this together. The care of our city is an adventure in which we all get to share.

CITY MANAGER REPORTS

City Manager Combs welcomed Sean Cowan and Nan Cahall to the podium to provide the annual report for the Butler County Elderly Services Program and to encourage people to support the upcoming levy. They explained that the Butler County Elderly Services Program

(ESP) helps older adults remain independent in their homes by providing basic in-home and supportive services. In 2024, ESP served over 4,000 clients countywide, including 900 in Middletown.

They discussed the program's impact.

- Provides services such as home-delivered meals, personal care, housekeeping, and transportation.
- Average cost: \$425/month per client versus \$8,000/month for Medicaid-funded nursing home care.
- Eligibility begins at age 60.
- Managed by the Council on Aging under contract with the Butler County Commissioners. They discussed the program's funding.
- Over 80% of ESP funding comes from the Butler County Senior Services Tax Levy, first approved in 1996.
- Levy renewed in 2020 with 77% voter approval.
- The county's older adult population has grown 79% in 20 years, while care costs rose only 18%.
- ESP serves 50% more clients today than two decades ago. They discussed the program's challenges.
- Demand for ESP services now exceeds available resources, with hundreds of eligible seniors turned away in the past year.
- Without new funding, the program cannot meet growing needs. They discussed the upcoming Issue 1 Levy.
 - ❖ Current levy expires end of this year.
 - ❖ Voters will decide on Issue 1 this November:
 - Renews existing 1.3-mill levy
 - Adds a 0.7-mill increase
 - ❖ Cost: \$50 per \$100,000 property value (~\$4/month).
 - ❖ Accounts for less than 2% of the average property tax bill.
- If the levy does not pass, ESP will cease to operate. Residents are encouraged to vote YES on Issue 1 to sustain critical services for older adults.

CONSENT AGENDA

Approve the following board and commission minutes:

Planning Commission – July 9 & August 21, 2025

Architectural Review Board – July 28, 2025

Confirm the conditional appointment of Jackson Beal to the position of Patrol Officer in the Public Safety Department, Division of Police.

Confirm the termination of Camryn Latimore, Corrections Officer, Division of Police.

Approve and accept the final plat for Renaissance Section 12.

Mr. West moved to approve the issues and actions listed on the Consent Agenda. Mr. Lolli seconded. Motion carried. Ayes: Ms. Slamka, Mr. Lolli, Mrs. Carter, Mr. West, Mr. Horn.

MOTION AGENDA
Accept a Grant
From ODOT

To authorize the city manager to accept a grant from ODOT to fund the City's required 5% match for the previously approved FAA grant for the "Jets Roof Replacement" project.

Mr. Horn moved to authorize the city manager to accept a grant from ODOT to fund the City's required 5% match for the previously approved FAA grant for the "Jets Roof Replacement" project. Mr. West seconded. Motion carried. Ayes: Mr. West, Mr. Horn, Ms. Slamka, Mrs. Carter, Mr. Lolli.

Purchase Upfit Package
2026 International
HV507 Truck
\$150,471.16

To approve the purchase of an upfit package which includes a front plow, plow hitch, dump body, and salt and sand spreader and the installation thereof on a 2026 International HV507 Truck from Henderson Products, Inc. in the amount of \$150,471.16 for the Streets Department.

Mr. West moved to approve the purchase of an upfit package which includes a front plow, plow hitch, dump body, and salt and sand spreader and the installation thereof on a 2026 International HV507 Truck from Henderson Products, Inc. in the amount of \$150,471.16 for the Streets Department. Mrs. Carter seconded. Motion carried. Ayes: Mr. Horn, Ms. Slamka, Mr. Lolli, Mrs. Carter, Mr. West.

Grant a temporary
Easement to Woodard
Development, LLC to
City Owned Parcel
0833302014

To authorize the City Manager to grant a temporary easement to Woodard Development, LLC and/or its assignee over the western portion of a city owned parcel identified as Warren County parcel number 0833302014.

Mr. Lolli moved to authorize the City Manager to grant a temporary easement to Woodard Development, LLC and/or its assignee over the western portion of a city owned parcel identified as Warren County parcel number 0833302014. Mr. West seconded. Motion carried. Ayes: Ms. Slamka, Mr. Lolli, Mrs. Carter, Mr. West, Mr. Horn.

Purchase Calcium Quicklime To approve the purchase of Calcium Quicklime for the Water Treatment Plant from Carmeuse Lime & Stone, Inc. in the amount of \$305.98/Ton for truck delivery.

Mr. West moved to approve the purchase of Calcium Quicklime for the Water Treatment Plant from Carmeuse Lime & Stone, Inc. in the amount of \$305.98/Ton for truck delivery. Mr. Lolli seconded. Motion carried. Ayes: Mr. Lolli, Mrs. Carter, Mr. West, Mr. Horn, Ms. Slamka.

LEGISLATION

**Ord No. 02025-58
\$80,000 Loan to SORG, Inc.** **Ordinance No. 02025-58**, an ordinance authorizing a loan from the City of Middletown to Sorg Opera Revitalization Group, Inc. in the amount of \$80,000.00 and declaring an emergency was read.

Mr. Horn moved to approve Ordinance No. 02025-58, an ordinance authorizing a loan from the City of Middletown to Sorg Opera Revitalization Group, Inc. in the amount of \$80,000.00 and declaring an emergency. Mr. West seconded. Motion carried. Ayes: Mrs. Carter, Mr. West, Mr. Horn, Ms. Slamka, Mr. Lolli.

**Ord. No. 02025-59
Amend Contract with Bryx, Inc. For Fire Station Alerting Systems** **Ordinance No. 02025-59**, an ordinance establishing a procedure for and authorizing an amendment to a contract with Bryx, Inc. for fire station alerting systems at the new fire stations and declaring an emergency was read.

Mr. Lolli moved to approve Ordinance No. 02025-59, an ordinance establishing a procedure for and authorizing an amendment to a contract with Bryx, Inc. for fire station alerting systems at the new fire stations and declaring an emergency. Mr. West seconded. Motion carried. Ayes: Mr. West, Mr. Horn, Ms. Slamka, Mrs. Carter, Mr. Lolli.

**Ord. No. 02025-60
Greentree Health Sciences Academy Bonds Defeasance/Redemption** **Ordinance No. 02025-60**, an ordinance authorizing the application of funds from the Warren County Career Center in order to defease and/or redeem bonds previously issued by the City of Middletown, Ohio for the acquisition and construction of the community learning center, as well as authorizing the termination, or modification, of certain transaction documents executed in conjunction with the issuance of such bonds, and authorizing actions related thereto and declaring an emergency was read with no action requested until November 4, 2025.

**Ord. No. 02025-61
Authorize Purchase Of Asphalt** **Ordinance No. 02025-61**, an ordinance establishing a procedure for and authorizing purchases of asphalt by the City Purchasing Agent in 2026 was read for the first time.

NEW BUSINESS Mr. Horn asked what Duke's schedule is on Renaissance where the wood poles are. The steel poles are up, do we have a schedule on when they're going to move the power over and remove the wood poles? Public Works & Utilities Director Tadych responded that he would have an answer by the next meeting.

ADJOURN At 7:16 p.m., the meeting was declared adjourned until the regular meeting on November 4, 2025, at 5:30 p.m. in Council Chambers.

Elizabeth Slamka, Mayor

Attest: _____

At 5:30 p.m., Mayor Slamka called the regular City Council meeting to order in Council Chambers, Lower Level of the City Building.

ROLL CALL

City Council Members present: J. Carter, S. West, P. Horn, E. Slamka, P. Lolli.

CITIZEN COMMENTS
Jennifer Chen

Jennifer Chen stated, I'm here to defend myself against Mr. Lolli's public accusation against me at the last council meeting. I have shared my observations and experiences with the city over the last few years, including this that the city during and after Mr. Lolli's administration violated federal and state regulations, the constitution and city ordinances. I also shared that Mr. Lolli had personally attacked me and my family. For example, he has directed physical violence at me. He also called my husband's employer and falsely accused him of misusing his position to file a citizen's complaint with HUD about the city's misspending of CDBG funds. Immediately after my comments, Mr. Lolli claimed, quote, I absolutely categorically 100% deny every accusation that I had made. And quote, "If you want to accuse me of breaking the law, then you better have evidence of such because I have broken no laws and did not do any of the things that I said he did." Of course, I have evidence. This is a list of some of the evidence that I have proving everything I said. I have extra copies of that if anybody is interested. And I also emailed it. Mrs. Schenck has it also. So, it's a public record. I have witnesses, I have documents, and I have recordings, including Mr. Lolli's call to my husband's employer, which he absolutely categorically 100% denies making. Ms. Chen played the following recording, "Hi, Mayor. My name is Paul Lolli and I am the City Manager of the city of Middletown, Ohio, and it is Friday at 11:39 a.m. And if you could call me back, I'm going to give you my cell phone number. I'm calling in regards to your Village Administrator, Jung-Han Chen, who has evidently using his position as the village administrator there filed a complaint against us with the US Department of Housing and Urban Development on our use of CDBG funds. And I'm just curious as to why he would do this under the auspices of the Village of Hebron. Now his wife is a resident of Middletown and she has filed it also. But I just find it a little concerning that a village administrator would file this to the US Department of Housing and Urban Development as the village administrator for the village of Hebron. So that's what I'm calling about. If you can call me back, I would appreciate it. Thank you very much. Have a great day." Ms. Chen stated, that recording is proof that you not only lied here, but you had the nerve to sit up there and lie and claim that I was the liar. For the record, HUD's correspondence makes it clear.

Mr. Horn interjected, "Sounds like a personal attack. Point of order."

Mayor Slamka asked that the time be paused and asked Law Director Ewing to speak to this. Mr. Ewing suggested that Ms. Chen could just finish up and move forward with the time remaining.

Ms. Chen continued. I think I have a right to defend myself against his accusations. For the record, HUD's correspondence makes it clear that they knew it was a citizen's complaint and that we were correct and this is his permanent address. He just has to look far and wide to find some place that will hire an Asian man for a place of authority." And he has his application here for the city assistant city manager. A seat on council is a position of trust. How can this community trust their future to someone who lies to them so casually? What else have you lied about? All of this for starters and this. So go ahead and attack me again if you dare because I will come back and defend myself. It is astonishing how afraid several of you are of people knowing the truth.

COUNCIL COMMENTS
Mr. Lolli

Mr. Lolli commented I guess this means you didn't vote for me. It's leaving me hanging by my petard. That's all I have this evening.

Mr. West

Mr. West commented that I hope everybody got a chance to go out and vote today. It's a great right that we have in this country to be able to do that. I'd also like to thank City Manager Combs, the city of Middletown donated 200 wreaths for Wreath Across America for here in town. That's a great thing, thank you very much.

Mr. Horn

Mr. Horn asked to go back to the slide about the citizen comments, please? Okay. So, I have a problem because this has happened to me and Mayor, you're the chairman of this meeting. I had Todd Moore come here and attacked me, which you know, sticks and stones still apply to me and it seems like rules don't apply here. I had the same person lie under oath at a meeting. I know I'm leaving, so I'm going to say what I want. I would hope in the future when they start mentioning names and start attacking, as it says right here, personal attacks on staff, council members, and other individuals will not be tolerated. That you actually do something, Mayor, that you stop someone. Yeah, I know she contributed three times to your campaign. Yay, you're mayor. But it is to the point where rules don't apply and it's getting absolutely ridiculous. We're adults here. And when people come here to speak their four minutes as citizens, speak your four minutes. If you have a problem with any of us, especially things that sound like crimes, that sounds like someone should be talking to the chief or one of his detectives. Assault is a crime. She accused him of assault. Nothing's been had here. But she comes here and regurgitates for the third or fourth time and nothing is done. I can't do anything because I'm not Mayor. You're the chairman of this meeting. It's written right there, personal attacks. You know, I'm Gen X, so

you can say whatever you want. But the other generation, they get their feelings hurt really easy. They feel that you're attacking their space. So, when you say their name and say something negative, they get all upset. Why is that? Well, because they shouldn't tolerate personal attacks. Why should we? And we are continually receiving personal attacks here. And I don't understand that. I don't understand why we have this rule. If that's the case, they can come say what they want. Like Mr. Moore came and said what he wanted about me. You did nothing. She just said what she wants about Paul Lolli, you did nothing. Why do we have the rule? Just to take it out and let them come say what they want for four minutes and then as long as they don't break what the Supreme Court has said meaning that it is racial or it's causing a threat they can say whatever they want up there for four minutes and just take that rule out because it is absolutely ridiculous that we have this rule here and citizens continue to attack individuals. They can say what they want about city council. I don't like what you voted here, I don't like what you did there council thing. But when they say your name, that is an attack, an absolute attack on that person who is volunteering their time and being paid 350 bucks a month to serve this city to do their civic duty. And mayor, you should say something or have them take this out. And if they want to personally attack us, go for it. But until then, that rule is here for a reason. You read it every time and people keep coming up and name calling one of us. It's different if they say city council. That's a totally different subject. But when they say your name specifically, that is a personal attack. That's all I have.

Ms. Slamka commented thank you, Mr. Horn, I've had an interest in this particular conversation. Mr. Ewing, are you able to speak to this please?

Mr. Ewing suggested that this is something that would be best for an attorney client privilege discussion.

Ms. Slamka suggested that it could be brought up under new business at some point.

Mr. West added, I'll just say this, and I think most residents would feel this way, but if there's another village administrator, another city manager, another city council member filing things at the state, or accusing the city of Middletown of doing something illegal, I would expect our city manager to make a call to that other entity and ask why. The Village of Hebron's Administrator has no business here. I don't see any issue with Councilman Lolli contacting the Village of Hebron and asking what's going on here. Why would your village administrator file something or accuse the city of something? It's ridiculous. You can come up here and play that voicemail 100 times. I don't see a problem with it because maybe the city, under Councilman Lolli, that would earn my respect because when he was city manager, he had a damn backbone to call a spade a spade. But I agree with Councilman Horn. The personal attacks are just ridiculous. When they come up to the dais, there's a rule there for a reason. If you want a circus, run a circus. But this isn't a circus, this is business. And that's all it is. When you come in here, it's business. Kind, respectful, understanding what the facts are. But I will say this, I'll always support city leadership making a call to another to another district, to another village, to another city to say, "Hey, what's going on here? What interest do you have in our CDBG funding?" It makes sense to me, that's all I have to say.

Ms. Slamka

Ms. Slamka commented that the local elections are today and the polls are open until 7 p.m., please be sure to get out and vote. Polls are open until 7 p.m. The city of Middletown has posted the Middletown Development Code update online survey, and it is live. This survey will allow the city to collect feedback on how the current development code works, any issues or concerns you may have, and your ideas for improvements. The survey should take about 10 to 15 minutes to complete. There are no right or wrong answers. Your perspective is what matters most. This survey closes on November 10th. Please share with your Middletown friends and family and take the survey soon. Please visit <https://www.cityofmiddletown.org> to find the survey. Downtown Middletown, Inc. is hosting the first Friday event, Harvest Hop, this Friday, November 7th, from 5 – 8 p.m. in beautiful downtown Middletown at Governor Square. It's the perfect evening to bundle up in your favorite sweater, admire the autumn leaves, judge a chili cookoff, and make some warm memories with friends and family while exploring unique local boutiques and enjoying seasonal treats. For more information and to learn about the local business specials that evening, please visit <https://www.downtownmiddletown.org>. The Performing Arts Academy located at 4400 Lewis Street in Kittyhawk Plaza presents *Giants in the Sky*, a new children's musical. This magical story explores the world of giants who live above the clouds with performances on November 7th, 8th, and 9th. Please find out more by visiting their website at <https://theperformingartsacademy.com>. On Saturday, November 8th, is the 4th annual Turkey Trot in 5K in Middletown, hosted by CBI, our Community Building Institute. Gates open at 8:30 a.m. with the race beginning at 10 a.m. Proceeds go to benefit the Cradle to Career Programs at CBI. To find out more and to register, please visit <https://cbimiddletown.org>. Right after the Turkey Trot on Saturday, November 8th, from noon until 6 pm, join DMI in beautiful and historic downtown for the Middletown Bourbon and Beer Festival. Turkey Trot participants will get 10% off their ticket. There are 12 different beverage stops and an additional six stops for hot and cold snacks like brats and beef jerky. Bring out your inner athlete with six competitive events to show off your skills like axe throwing and barrel rolling. There are raffles, prizes, vendors and cigar stations. For more information and to purchase tickets, please visit <https://www.downtownmiddletown.org>. Later that night, on Saturday, November 8th, head over to the beautiful and historic Sorg Opera House located at 63 South Main Street downtown for

the Rush Experience. The show starts at 8 p.m. Parking is free and concessions are available. Take advantage of this chance to relive the magic of Rush. Rock's most celebrated Canadian band in a performance that's as authentic as it is awe inspiring. For more information and to purchase tickets, please visit <https://www.sorgoperahouse.org>. Sunday, November 9th, enjoy painting memories at New Ales Brewing located at 1030 Manchester Avenue. Join for a cozy afternoon of painting, creativity, and craft beer. You will paint a beautiful winter barn, and all supplies are included. These seats will go fast, so to find out more and buy tickets, please visit <https://www.downtownmiddletown.org>. Thursday, November 13th, join in at Gravel Road Brewing Company located at 916 First Avenue for Pints and Paint, a Bob Ross paint along. Tickets include one free beer. Please visit the Gravel Road Brewing Company Facebook page for information. Saturday, November 15th from 1 - 5 p.m. is the very popular Holiday Mini Moos and Brews at New Ales Brewing Company located at 1030 Manchester Avenue. Adorable mini cows dressed up in reindeer antlers and Christmas attire will be ready for you to pet, brush, and snuggle. Tater Top Madness food truck will be there from 12 - 5 p.m. For more information, please visit <https://www.downtownmiddletown.org>. Later that evening on Saturday, November 15th, continue your kickoff to the holiday season with a Celtic Christmas with On the Lash at our beautiful Sorg Opera House. Built in 1891, the Sorg offers a grand and intimate setting for this one-of-a-kind November performance that blends the warmth of the holidays with the vibrant energy of traditional Celtic music at one of Ohio's most beloved historic venues. For more information, please visit <https://www.sorgoperahouse.org>. Save the date for Beyond the Field, a free public event and visit from our very own Middletown native and Major League Baseball slugger, Kyle Schwarber. The date is Wednesday, November 18th. Doors open at 5:30 p.m. and the location is Middletown High School. For more information, please visit <https://www.cityofmiddletown.org>. As a reminder, the city of Middletown accepts applications for our boards and commissions throughout the year. So, if there is something that you have an interest in and you wish to give back to your city in this way, please do submit your application. To learn more please visit the city's website at [cityofmiddletown.org](https://www.cityofmiddletown.org). Lastly and as always, there are many ways to get involved with your community and give back. Join a board or committee, run for office, apply for a job with the city, volunteer at the hospital, pick up trash in your neighborhood or park, plant a garden in your yard, smile at a neighbor, find joy and satisfaction for a job well done in whatever work you do or just have a positive and giving attitude. Find something that you can do regularly and give back. We are all connected and we are all in this together. The care of our city is an adventure in which we all get to share.

CITY MANAGER REPORTS

City Manager Combs welcomed Jeanita Cummings of the Community Building Institute Rise Leadership Academy Program to the podium. On behalf of the students, families, and all of the mentors who are involved in these programs Ms. Cummings expressed gratitude to the mayor, Lisha Morlan, Jacob Schulte and all of the Middletown City building employees who were involved this summer. "You didn't just give our students internships, you offered them access, mentorship, and more direction and understanding about careers and interests. You not only invested in our students financially, but you gave our young people the chance to step into professional spaces, learning more skills, and seeing themselves as future leaders in this community. For many of them, this experience was eye opening. They discovered the confidence they needed, purpose, and they understood that they belong in rooms like this and that they can have careers right here in the city of Middletown. Your partnership does not just support the students, it strengthens our city. When we invest in our youth, we invest in the future workforce, future homeowners, and the future leaders of this community. Our tomorrow as the city of Middletown and tomorrow when the city of Middletown begins to build and welcome more students in various careers to job shadow and complete two more weeks of interns with you again this semester for our students. We are so excited about this because you are continuing a legacy of opening doors, creating opportunities, and showing what it means to truly pour into the next generation. Thank you for believing in our students, for believing in our mission, and for helping us build a better and brighter future for Middletown, one young person at a time. We continue to look forward to your continued support. Our students would like to thank you. One student is not here tonight, her name is Milan Thompson, she was with your marketing department and she wanted for me to personally say, "Thank you." Students Isis Wilshire, Allison Mandrean Morales and Jessica Cruz Alon all thanked the Community & Economic Development for offering them the ability to complete their internships over the summer.

City Manager Combs announced that the downtown RFQ closed yesterday and we did receive one response from CMC Properties. They will be presenting along with staff at the next city council meeting under City Manager reports. I would like to propose having a town hall starting at 4 p.m. before the December 2nd city council. That gives everyone enough time to look at the RFQ, hear the presentation at the next council meeting and be able to be prepared with thoughts and feedback at that town hall.

City Manager Combs welcomed Communications Manager, Clayton Castle to the podium to announce Beyond the Field. Mr. Castle stated, it doesn't seem that long ago that I was here before you all to announce the awesome rally that we had with Kayla Harrison, Olympic gold medalist, and newly minted UFC champion. The rally was a huge success and exactly the type of celebration that I think Middletown wanted and deserved. Now, thanks to Vice President JD Vance, the city of Middletown is in a period of celebrating our success stories, not just as a local government, but as a people and as a community. We started a podcast that is solely focused

on this. I've had the honor of telling stories for a variety of different media about where Middletown has been and where we are going in our success. From Paul J. Sorg to Jerry Lucas to Kayla Harrison to the vice president, there is no shortage of stories to tell. That's why I'm standing here before you tonight. We are once again welcoming a Middletown legend for a celebration rally and conversation. As the mayor mentioned, Beyond the Field with Kyle Schwarber will be a night of celebration, community, and surprises. We will have appearances by a few people in this room as well as by Middie's Hall of Famer Kyle Schwarber. For those who don't know who Kyle is, he is a three-time Major League Baseball All-Star, a World Series champion, a Silver Slugger award winner, two-time National League home run leader, including this year with 56 home runs, the 2025 Major League Baseball game all Major League Baseball All-Star game most valuable player, and the recent star of the hit ABC show Abbott Elementary. And as of two days ago, he is perhaps the most sought-after free agent this off season after playing four seasons with the Philadelphia Phillies. He has also played for the Boston Red Sox, Washington Nationals and Chicago Cubs throughout his 10-year career. Now, we have a lot to talk about with Kyle when he sits down with me on the stage at Wade Miller Arena on the campus of Middletown High School at 6 PM on Wednesday, November 19th. Doors will open at 5:30 p.m. I want to thank the other members of our planning team at the city that are helping make this happen. Community Projects Coordinator Callie Fischer, Event Center Manager Angie Smith, and Grants and Special Projects Coordinator Tracy Jenkins. I also want to personally thank City Manager Ashley Combs. I approached Ashley about this about a month ago, and she not only supported the idea but offered to help with the resources needed to pull it off. This couldn't have truly happened without her support. And finally, I want to thank Middletown City Schools for, once again, being gracious partners on another celebration. Specific thanks to Athletic Director Joe Campalongo, Assistant Athletic director Megan Dambo, Cheer Coach Kayla Wansider, and Pep Band Director David Leon. So, that kind of gives you a little bit of insight as to who else we are going to have at the rally. I thank them for their work and dedication to this event.

CONSENT AGENDA Confirm the conditional appointments of Christopher Lucas, Lacee Fuller and Evan Snelling to the position of Corrections Officer in the Public Safety Department, Division of Police.

Accept the resignation of Anthony Rossi from the Historic Commission.

Mr. West moved to approve the issues and actions listed on the Consent Agenda. Mrs. Carter seconded. Motion carried. Ayes: Mr. West, Mr. Horn, Ms. Slamka, Mrs. Carter, Mr. Lolli.

MOTION AGENDA
Purchase 2026 Ford To authorize the purchase of a 2026 Ford F-550 Truck from Rush Truck Centers of Cincinnati, OH in the amount of \$118,392.92 for the Storm Water Division.

Mr. Horn moved to authorize the purchase of a 2026 Ford F-550 Truck from Rush Truck Centers of Cincinnati, OH in the amount of \$118,392.92 for the Storm Water Division. Mr. West seconded. Motion carried. Ayes: Mr. Horn, Ms. Slamka, Mr. Lolli, Mrs. Carter, Mr. West.

Contract with Crawford, Murphy and Tilly, Inc. For design of Road Improvements PY40 To authorize the City Manager to enter into a contract with Crawford, Murphy and Tilly, Inc. For design of the Middletown Road Improvements PY40 project in an amount not to exceed \$123,650.00.

Mr. West moved to authorize the City Manager to enter into a contract with Crawford, Murphy and Tilly, Inc. for design of the Middletown Road Improvements PY40 project in an amount not to exceed \$123,650.00. Mr. Lolli seconded. Motion carried. Ayes: Ms. Slamka, Mr. Lolli, Mrs. Carter, Mr. West, Mr. Horn.

LEGISLATION
Ord. No. 02025-60 **Greentree Health Sciences Academy Bonds Defeasance/Redemption** **Ordinance No. 02025-60**, an ordinance authorizing the application of funds from the Warren County Career Center in order to defease and/or redeem bonds previously issued by the City of Middletown, Ohio for the acquisition and construction of the community learning center, as well as authorizing the termination, or modification, of certain transaction documents executed in conjunction with the issuance of such bonds, and authorizing actions related thereto and declaring an emergency was read.

Mr. West moved to approve Ordinance No. 02025-60, an ordinance authorizing the application of funds from the Warren County Career Center in order to defease and/or redeem bonds previously issued by the City of Middletown, Ohio for the acquisition and construction and of the community learning center, as well as authorizing the termination, or modification, of certain transaction documents executed in conjunction with the issuance of such bonds, and authorizing actions related thereto and declaring an emergency. Mr. Lolli seconded. Motion carried. Ayes: Mr. West, Mr. Horn, Ms. Slamka, Mrs. Carter, Mr. Lolli.

Ord. No. 02025-61 **Authorize Purchase Of Asphalt** **Ordinance No. 02025-61**, an ordinance establishing a procedure for and authorizing purchases of asphalt by the City Purchasing Agent in 2026 was read for the second time.

Mr. West moved to approve Ordinance No. 02025-61, an ordinance establishing a procedure for and authorizing purchases of asphalt by the City Purchasing Agent in 2026. Mr.

Lolli

seconded. Motion carried. Ayes: Mr. West, Mr. Horn, Ms. Slamka, Mr. Lolli, Mrs. Carter, Mr. West.

Ord. No. 02025-62 **Ordinance No. 02025-62**, an ordinance establishing a procedure for and authorizing a two-year extension of a lease of certain real property to Mark Kakaris dba Mark's Towing was read for the first time.

Ord. No. 02025-63 **Ordinance No. 02025-63**, an ordinance establishing a procedure for and authorizing an amendment of the contract with Tri-Health Corporate Health now known as Bethesda Inc. Healthcare, Inc. for jail health care services was read for the first time.

UNFINISHED BUSINESS Mr. Horn asked for an update on the removal of the wood poles. Public Works and Utilities Director Scott Tadych responded that they are waiting on AT & T and Spectrum to move their wires. We are pushing them as hard as we can.

NEW BUSINESS Mrs. Carter asked about box trucks blocking streets in her neighborhood. Police Chief Nelson responded that the new traffic officer would be checking into it.

ADJOURN At 6:13 p.m., the meeting was declared adjourned until the regular meeting on November 18, 2025 at 5:30 p.m. in Council Chambers.

Elizabeth Slamka, Mayor

Attest: _____

MIDDLETOWN, OHIO

December 29, 2025

At 2 p.m., Mayor Slamka called the special City Council meeting to order in Council Chambers, Lower Level of the City Building.

ROLL CALL	City Council Members present: S. West, P. Horn, E. Slamka, P. Lolli.
EXCUSE ABSENCE	Mr. West moved to excuse Mrs. Carter's absence. Mr. Lolli seconded. Motion carried. Ayes: Mr. West, Mr. Horn, Ms. Slamka, Mr. Lolli.
RECEIVE & FILE SPECIAL MEETING DOCUMENTS	Mr. West moved to receive and file the special meeting documents. Mr. Lolli seconded. Motion carried. Ayes: Mr. Horn, Ms. Slamka, Mr. Lolli, Mr. West.
LEGISLATION	
R2025-45 Amend Appropriations Year End-Various Funds	Resolution No. R2025-45, a resolution to make adjustments to appropriations for Butler and Warren, State of Ohio, for the period ending December 31, 2025 and declaring an emergency was read. (Year End – Various Funds) Mr. West moved to approve Resolution No. R2025-45, a resolution to make adjustments to appropriations for current expenses and other expenditures of the City of Middletown, Counties of Butler and Warren, State of Ohio, for the period ending December 31, 2025 and declaring an emergency. (Year End – Various Funds) Mr. Lolli seconded. Motion carried. Ayes: Ms. Slamka, Mr. Lolli, Mr. West, Mr. Horn.
R2025-46 Transfer to Storm Water Fund	Resolution No. R2025-46, a resolution authorizing a transfer of funds subject to repayment from the General Fund to the Storm Water Fund and declaring an emergency was read. Mr. West moved to approve Resolution No. R2025-46, a resolution authorizing a transfer of funds subject to repayment from the General Fund to the Storm Water Fund and declaring an emergency. Mr. Lolli seconded. Motion carried. Ayes: Mr. West, Mr. Horn, Ms. Slamka, Mr. Lolli.
ADJOURN	At 2:05 p.m., the meeting was declared adjourned until the regular meeting on January 6, 2026 at 5:30 p.m. in Council Chambers.

Elizabeth Slamka, Mayor

Attest: _____

At 5:30 p.m., Mayor Slamka called the regular City Council meeting to order in Council Chambers, Lower Level of the City Building.

ROLL CALL

City Council Members present: J. Carter, S. West, J. Mulligan, E. Slamka, P. Lolli.

CITIZEN COMMENTS

Adriane Scherrer, office address 3270 Roosevelt Boulevard, Middletown, Ohio spoke. There are two things that people really, really, really fear. And I can tell you that anybody who is addicted to an opiate or dependent upon an opiate is very, very fearful of any kind of treatment that they might get where they have to give up their drug because trying to recover from being addicted to an opiate is horrible. I know this because I've been a substance abuse professional for decades. The other thing that people are really afraid of is public speaking. So, while I'm an introvert by nature, I've taught myself to be able to do public speaking where other people who are on this committee I'm going to be talking about don't like to publicly speak. They like face-to-face conversations. I have or somebody else from the committee has called or tried to contact the city about this on five occasions, and we did not get any kind of response from anybody. A lot of that time was during the whole cyber thing. So, I kind of give you a wash on that one. But in the meantime, we decided to ask people at the Secretary of State's office, the Attorney General's office, the Board of Elections office what we needed to do to get this taken care of. We are a small committee that try to call ourselves Middletown Tomorrow because we would like to propose that Middletown become a six-ward community with a seventh person elected who would be elected to be the mayor. This would have to be done as a special election or at election time. The first thing we must do is get 2,370 people in the city of Middletown to sign a petition that says they're interested in considering that subject. With six wards, every portion of Middletown would be represented here by professionals that run for that position from their community. What we have learned from our phone calls that we've made and our contacts with the Secretary of State's office is that that petition must be written by the Law Department of the City of Middletown because it is technically a charter amendment that is required or requested to be able to go out and get people to sign a petition to say if they're interested in becoming a warded community. That is what we are proposing to do. We are happy to answer any questions, details, how and why this all came about, anytime anybody wants to have a one-on-one conversation about it. We are also holding an open meeting, and you and the public are all invited to the Meadows on January 16th at noon. And anybody who wants to contact anybody on the committee can call 513-633-0021 and we'll make sure and get any information that they would be interested in.

Mr. Lolli asked how many members of your Middletown Tomorrow committee are citizens of Middletown?

Mrs. Scherrer responded; I'm not.

Mr. Lolli asked; are you a resident of Middletown?

Mayor Slamka reminded everyone that this is not time for back-and-forth conversation.

Mr. Lolli stated I've got the floor, Mayor. Are you a resident of Middletown?

Mrs. Scherrer responded; No, I am not.

Mr. Lolli stated; I find it difficult when residents outside of the city of Middletown want to dictate to the city of Middletownians how we run our city.

Mayor Slamka stated this is really not the time for back-and-forth conversation.

Mr. Lolli stated; I had the floor, Mayor. I took it.

COUNCIL COMMENTS**Mr. Lolli**

Mr. Lolli wished everybody in Middletown a happy, healthy, and safe 2026. It's easy to say we have a lot of exciting things going on in Middletown, and I think we're going to take great strides in 2026 on many levels in economic development, public safety and in other areas. I'm excited for the strategic planning session that we're going to do in 2026 to guide us over the next several years. So, a lot of great, bright things are going on for the city of Middletown. So, I wish your staff good luck, and I know they work hard, and I know the council's going to work hard to make things a lot better for Middletown in 2026.

Mrs. Carter

Mrs. Carter commented Happy New Year Middletown. I'm looking forward to 2026 myself. I want to shout out to Scott. I rode down by Douglas Park today and I am so excited about how it's

looking right now, and I know it's going to look even better. I'm hoping that we will learn from last year, make better decisions, and open up more opportunities for people in this city, and learn from our mistakes.

Mr. West

Mr. West commented Happy New Year, I hope everybody had a great holiday season. I'd like to welcome Mr. Mulligan back. It's good to have you up here with your experience and institutional knowledge.

Mr. Mulligan

Mr. Mulligan also wished everyone in Middletown a very happy 2026. Although this is my third go-round at the council desk, I'm just as excited as the first time. This is a much different city than when I was first sworn in, in 2012. I recognize so many more opportunities and I can't tell you how gratifying it is for me to see plans that were developed in 2012, 2013, and 2014 on paper and on PowerPoints actually coming to fruition. Seeing the Robert Sonny Hill revitalization completed, having attended their open house in December, seeing what we're doing with the downtown residential developments, and the park across the street. All of these things are coming to fruition because of the hard work of our predecessors, members of council, and of course, the women and men who are on the front lines every day making this the great city that it is. So, please know that I stand with you and beside you. I'm grateful to the voters and the stakeholders, the businesses and the residents that made my election possible. You have my commitment that I will deliver a council and city government that you can be proud of a city that we are proud to call home.

Ms. Slamka

Ms. Slamka welcomed Mr. Paul Lolli and Mr. Joe Mulligan to their first meeting in their newly elected City Council seats and congratulated both of them. I look forward to the years ahead with them. For those of you interested in viewing the CMC properties proposal for the Manchester site downtown, please do visit our website at cityofmiddletown.org. Scroll down to the latest news on the homepage and click on city projects. The first link should be downtown refresh, click on that. Scroll down to just before the section for questions and or additional comments, you will see a link for Downtown Refresh Documents. Once you click on that, scroll all the way down and click on the link for the Manchester CMC Properties RFQ. I recommend reading the entire proposal. I know a lot of people are interested in this subject, that's where you can find the actual proposal itself. Our Reimagine Ice Rink is open daily through Sunday, January 11th. It's end of the season. You can enjoy ice skating right in the center of downtown Middletown and create memories with friends and family that will last forever. For more information, please visit <https://reimagine-middletown.com>. Friday, January 9th, is DMI's first Friday event called Winter Warmup. You stroll down downtown Middletown and the Pendleton Art Center and enjoy special deals, winter themed drinks, and our very own hot cocoa crawl featuring delicious twists on everyone's favorite cold weather classic. You won't want to miss this, tasting your way through the participating shops, cafes, and restaurants. For more information, please visit <https://www.downtownmiddletown.org>. Name Brandt Distilling located at 4563 Roosevelt Boulevard is celebrating its second anniversary this Saturday, January 10th. The event is from 6 p.m. to midnight with live music from Grey Days and guest guitarist Brian Dolwick from 7 - 10 p.m. The event will also feature the return of six fan favorite cocktails back on special for the evening. For more information, please visit <https://www.namebrandtdistilling.com>. As a reminder, the city of Middletown accepts applications for our boards and commissions throughout the year. So, if there is something that you have an interest in and you wish to give back to your city in this way, please do submit your application. To learn more please visit the city's website at cityofmiddletown.org. Lastly and as always, there are many ways to get involved with your community and give back. Join a board or committee, run for office, apply for a job with the city, volunteer at the hospital, pick up trash in your neighborhood or park, plant a garden in your yard, smile at a neighbor, find joy and satisfaction for a job well done in whatever work you do or just have a positive and giving attitude. Find something that you can do regularly and give back. We are all connected and we are all in this together. The care of our city is an adventure in which we all get to share.

**CITY MANAGER
REPORTS**

City Manager Combs welcomed Adam Snoddy, Principal of the Butler Tech Aviation Center to the podium. Mr. Snoddy provided an update. Thank you for the opportunity to provide another update on the Butler Tech Aviation Center. The last time I was here, construction was well underway, and tonight I'm pleased to share that we are approximately two weeks from opening the facility to students. Beginning Tuesday, January 20, all aviation classes will relocate to the new center at the Middletown Regional Airport. This project is driven by program growth and industry demand. We've expanded aviation from a two-year to a three-year program, allowing students to begin as sophomores. Enrollment has already increased from 50 to 80 students, and we anticipate exceeding 150 students in the next few years. Students start with an

introductory year exploring flight, maintenance, engineering, and drones before selecting a pathway. Our goal is to move more certifications and credentials into high school experience so students can progress further—tuition-free—before graduation. The economic impact has already been significant. Construction alone has generated roughly 160 jobs and more than \$500,000 in local economic activity, meeting or exceeding the city's initial investment. Long term, the center will support permanent jobs, increased daily traffic, and a skilled workforce more likely to remain in the region. We're also seeing tremendous interest from aviation organizations, public agencies, and elected officials across Ohio and beyond. That momentum continues with a ribbon cutting on March 16, a community open house on March 18, and our first Aviation Future Fair on March 26. This facility represents Butler Tech's first permanent presence in Middletown, and we believe it positions the city as a key player in aviation workforce development for years to come. Thank you for your continued partnership and support.

City Manager Combs introduced and welcomed Communication Manager Ken Brown.

CONSENT AGENDA

Receive and file the following board and commission minutes:

Airport Commission – November 17, 2025

Confirm the conditional appointments of Braden Morris, Tristan Gesler and Wyatt Duff to the position of Patrol Officer in the Division of Police, Public Safety Department

Receive and file the oaths of office for Joe Mulligan and Paul Lolli

Mr. West moved to approve the issues and actions listed on the Consent Agenda. Mrs. Carter seconded. Motion carried. Ayes: Mr. West, Mr. Mulligan, Ms. Slamka, Mr. Lolli, Mrs. Carter.

LEGISLATION

02025-75 Adopt S-17 2025 Supplement

Ordinance No. 02025-75, an ordinance enacting and adopting the 2025 supplement (S-17) to the codified ordinances of the City of Middletown, Ohio was read for the second time.

Mr. West moved to approve Ordinance No. 02025-75, an ordinance enacting and adopting the 2025 supplement (S-17) to the codified ordinances of the City of Middletown, Ohio. Mr. Lolli seconded. Motion carried. Ayes: Mr. Mulligan, Ms. Slamka, Mr. Lolli, Mrs. Carter, Mr. West.

02026-01 Extend Contract with SmartBill, Ltd.

Ordinance No. 02026-01, an ordinance establishing a procedure for and authorizing an extension of the current contract with SmartBill, Ltd. for the printing and mailing of water bills and declaring an emergency was read.

Mr. Lolli moved to approve Ordinance No. 02026-01, an ordinance establishing a procedure for and authorizing an extension of the current contract with SmartBill, Ltd. for the printing and mailing of water bills and declaring an emergency. Mr. West seconded. Motion carried. Ayes: Ms. Slamka, Mr. Lolli, Mrs. Carter, Mr. West, Mr. Mulligan.

02026-02 CBA Police Civilian Employees

Ordinance No. 02026-02, an ordinance authorizing a collective bargaining agreement with Fraternal Order of Police, Ohio Labor Council (Police Civilian Employees) for the term January 1, 2026 through December 31, 2028 and declaring an emergency was read.

Mr. West moved to approve Ordinance No. 02026-02, an ordinance authorizing a collective bargaining agreement with Fraternal Order of Police, Ohio Labor Council (Police Civilian Employees) for the term January 1, 2026 through December 31, 2028 and declaring an emergency. Mr. Lolli seconded. Motion carried. Ayes: Mr. Lolli, Mrs. Carter, Mr. West, Mr. Mulligan, Ms. Slamka.

02026-03 CBA Corrections Officers

Ordinance No. 02026-03, an ordinance authorizing a collective bargaining agreement with Fraternal Order of Police, Ohio Labor Council (Corrections Officers) for the term January 1, 2026 through December 31, 2028 and declaring an emergency was read.

Mr. West moved to approve Ordinance No. 02026-03, an ordinance authorizing a collective bargaining agreement with Fraternal Order of Police, Ohio Labor Council (Corrections Officers) for the term January 1, 2026 through December 31, 2028 and declaring an emergency. Mr. Lolli seconded. Motion carried. Ayes: Mrs. Carter, Mr. West, Mr. Mulligan, Ms. Slamka, Mr. Lolli.

02026-04 CBA Dispatchers

Ordinance No. 02026-04, an ordinance authorizing a collective bargaining agreement with Fraternal Order of Police, Ohio Labor Council (Dispatchers) for the term January 1, 2026 through December 31, 2028 and declaring an emergency was read.

Mr. West moved to approve Ordinance No. 02026-04, an ordinance authorizing a collective bargaining agreement with Fraternal Order of Police, Ohio Labor Council (Dispatchers) for the term January 1, 2026 through December 31, 2028 and declaring an emergency. Mr. Lolli seconded. Motion carried. Ayes: Mr. West, Mr. Mulligan, Ms. Slamka, Mr. Lolli, Mrs. Carter.

EXECUTIVE SESSION

At 6:20 p.m., Mr. West moved to adjourn to executive session under the authority of O.R.C. 121.22 (G) (1) To consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official; and (G) (8) To consider confidential information related to the marketing plans, specific business strategy, production techniques,

trade secrets, or personal financial statements of an applicant for economic development assistance, or to negotiations with other political subdivisions respecting requests for economic development assistance, provided that both of the following conditions apply:

(a) The information is directly related to a request for economic development assistance that is to be provided or administered under any provision of Chapter 715., 725., 1724., or 1728. or sections 701.07, 3735.67 to 3735.70, 5709.40 to 5709.43, 5709.61 to 5709.69, 5709.73 to 5709.75, or 5709.77 to 5709.81 of the Revised Code, or that involves public infrastructure improvements or the extension of utility services that are directly related to an economic development project.

(b) A unanimous quorum of the public body determines, by a roll call vote, that the executive session is necessary to protect the interests of the applicant or the possible investment or expenditure of public funds to be made in connection with the economic development project.

Mr. Lolli seconded. Motion carried. Ayes: Mr. Mulligan, Ms. Slamka, Mr. Lolli, Mrs. Carter, Mr. West.

**RETURN TO OPEN
SESSION**

At 8:33 p.m., Mr. West moved to return to open session. Mr. Lolli seconded. Motion carried. Ayes: Ms. Slamka, Mr. Lolli, Mrs. Carter, Mr. West, Mr. Mulligan.

**Board and Commission
Appointments**

AIRPORT Ms. Slamka moved to appoint Michael Sullivan, Steven Stockmeier and Thomas Rudolf to the Airport Commission. Mr. West seconded. Motion carried. Ayes: Mr. Lolli, Mrs. Carter, Mr. West, Mr. Mulligan, Ms. Slamka.

HEALTH Ms. Slamka moved to appoint Ruth Lolli to the Health Board. Mr. Lolli seconded. Motion carried. Ayes: Mrs. Carter, Mr. West, Mr. Mulligan, Ms. Slamka, Mr. Lolli.

CEMETERY Ms. Slamka moved to appoint Lisa George and Stephanie Freeman to the Cemetery Board. Mr. West seconded. Motion carried. Ayes: Mr. West, Mr. Mulligan, Ms. Slamka, Mr. Lolli, Mrs. Carter.

LIBRARY Ms. Slamka moved to appoint Deborah Houser, Marie Edwards and John James to the Library Board of Trustees. Mr. West seconded. Motion carried. Ayes: Mr. Mulligan, Ms. Slamka, Mr. Lolli, Mrs. Carter, Mr. West.

PARK Ms. Slamka moved to appoint Matthew Armbruster to the Park Board. Mr. West seconded. Motion carried. Ayes: Ms. Slamka, Mr. Lolli, Mrs. Carter, Mr. West, Mr. Mulligan.

**BUILDING & HOUSING
APPEALS** Ms. Slamka moved to appoint Michael Taylor, Kevin Puckett, and Stephanie Freeman to the Building and Housing Board of Appeals. Mr. West seconded. Motion carried. Ayes: Mr. Lolli, Mrs. Carter, Mr. West, Mr. Mulligan, Ms. Slamka.

HISTORIC Ms. Slamka moved to appoint Greg Hull to the Historic Commission. Mr. West seconded. Motion carried. Ayes: Mrs. Carter, Mr. West, Mr. Mulligan, Ms. Slamka, Mr. Lolli.

ZONING APPEALS Ms. Slamka moved to appoint Corey Carter and Gerald Heidenreich to the Board of Zoning Appeals. Mr. West seconded. Motion carried. Ayes: Mr. West, Mr. Mulligan, Ms. Slamka, Mr. Lolli, Mrs. Carter.

City Council Liaisons

Ms. Slamka moved to appoint Mr. West to serve as the Council liaison to the Airport Commission. Mr. Lolli seconded. Motion carried. Ayes: Mr. Mulligan, Ms. Slamka, Mr. Lolli, Mrs. Carter, Mr. West.

Ms. Slamka moved to appoint Mr. Lolli to serve as the Council liaison to the Architectural Review Board. Mr. West seconded. Motion carried. Ayes: Ms. Slamka, Mr. Lolli, Mrs. Carter, Mr. West, Mr. Mulligan.

Ms. Slamka moved to appoint Mr. West to serve as the Alternate Council liaison to the Architectural Review Board. Mr. Lolli seconded. Motion carried. Ayes: Mr. Lolli, Mrs. Carter, Mr. West, Mr. Mulligan, Ms. Slamka.

Ms. Slamka moved to appoint Mrs. Carter to serve as the Council liaison to the Library Board of Trustees. Mr. West seconded. Motion carried. Ayes: Mrs. Carter, Mr. West, Mr. Mulligan, Ms. Slamka, Mr. Lolli.

Ms. Slamka moved to appoint Mr. West to serve as the Council liaison to the Citizens Advisory Board to the Police. Mr. Lolli seconded. Motion carried. Ayes: Mr. West, Mr. Mulligan, Ms. Slamka, Mr. Lolli, Mrs. Carter.

Ms. Slamka moved to appoint Mr. Mulligan to serve as the Council liaison to the Planning Commission. Mr. West seconded. Motion carried. Ayes: Mr. Mulligan, Ms. Slamka, Mr. Lolli, Mrs. Carter, Mr. West.

Ms. Slamka moved to appoint Ms. Slamka to serve as the Alternate Council liaison to the Planning Commission. Mr. West seconded. Motion carried. Ayes: Ms. Slamka, Mr. Lolli, Mrs. Carter, Mr. West, Mr. Mulligan.

Ms. Slamka moved to appoint Mr. Lolli to serve as the Council liaison to the Butler County Land Bank. Mr. West seconded. Motion carried. Ayes: Mr. Lolli, Mrs. Carter, Mr. West, Mr. Mulligan, Ms. Slamka.

Ms. Slamka moved to appoint Mr. Mulligan to serve as the Council liaison to Keep Middletown Beautiful. Mr. West seconded. Motion carried. Ayes: Mrs. Carter, Mr. West, Mr. Mulligan, Ms. Slamka, Mr. Lolli.

Ms. Slamka moved to appoint Mrs. Carter to serve as the Council liaison to the Butler County Emergency Management Agency. Mr. West seconded. Motion carried. Ayes: Mr. West, Mr. Mulligan, Ms. Slamka, Mr. Lolli, Mrs. Carter.

Ms. Slamka moved to appoint Mrs. Carter to serve as the Council liaison to the Cemetery Board. Mr. West seconded. Motion carried. Ayes: Mr. Mulligan, Ms. Slamka, Mr. Lolli, Mrs. Carter, Mr. West.

Ms. Slamka moved to appoint Mr. Mulligan to serve as the Council liaison to the Historic Commission. Mr. Lolli seconded. Motion carried. Ayes: Ms. Slamka, Mr. Lolli, Mrs. Carter, Mr. West, Mr. Mulligan.

Ms. Slamka moved to appoint Mr. Mulligan to serve as the Alternate Council liaison to OKI. Mr. Lolli seconded. Motion carried. Ayes: Mr. Lolli, Mrs. Carter, Mr. West, Mr. Mulligan, Ms. Slamka.

Ms. Slamka moved to appoint Mr. West to serve as the Council liaison to the Park Board. Mr. Lolli seconded. Motion carried. Ayes: Mrs. Carter, Mr. West, Mr. Mulligan, Ms. Slamka, Mr. Lolli.

Ms. Slamka moved to appoint Mrs. Carter to serve as the Council liaison to the SELF Board. Mr. West seconded. Motion carried. Ayes: Mr. West, Mr. Mulligan, Ms. Slamka, Mr. Lolli, Mrs. Carter.

Ms. Slamka moved to appoint Mr. Lolli to serve as the Council liaison to the Tax Incentive Review Committee. Mr. West seconded. Motion carried. Ayes: Mr. Mulligan, Ms. Slamka, Mr. Lolli, Mrs. Carter, Mr. West.

Ms. Slamka moved to appoint Mr. Mulligan to serve as the Council liaison to the Warren County Municipal League. Mr. West seconded. Motion carried. Ayes: Ms. Slamka, Mr. Lolli, Mrs. Carter, Mr. West, Mr. Mulligan.

Ms. Slamka moved to appoint Mrs. Carter to serve as Vice Mayor. Mr. Lolli seconded. Motion carried. Ayes: Mr. Lolli, Mrs. Carter, Mr. West, Mr. Mulligan, Ms. Slamka.

ADJOURN
At 8:44 p.m., the meeting was declared adjourned until the regular meeting on January 20, 2026 at 5:30 p.m. in Council Chambers.

Elizabeth Slamka, Mayor

Attest: _____

Middletown Regional Airport/Hook Field

Airport Commission

Meeting Minutes – 19 MAY 2025

Location

Middletown City Building Conference Room 2C.

Commission Members

MEMBER	PRESENT	ABSENT	MEMBER	PRESENT	ABSENT
Tim Epperhart (TE)	<input checked="" type="checkbox"/>		Thomas Rudolf (TR)	<input checked="" type="checkbox"/>	
Jeff Hensley (JH)		<input checked="" type="checkbox"/>	Mark Sams (MS)	<input checked="" type="checkbox"/>	
Harvey Poff (HP)		<input checked="" type="checkbox"/>	James Watson (JW)		<input checked="" type="checkbox"/>
Vacancy (XX)		<input checked="" type="checkbox"/>			

Other Attendees

1. Nikolas Brumback (NB) – City of Middletown - MWO Airport Manager
2. Courtney Riley (CR) – FBO Manager for AMS
3. Paul Horn (PH) – City Council
4. Bruce Brandstetter(BB) – Brandstetter-Carroll Inc,
5. Lisha Morlan – City of Middletown, Director of Community and Economic Development

Call to Order

Meeting Called to Order by TR 19 MAY at 18:03.

Excuse Absences

MS moved to excuse the absences of JW, JH and HP. Motion was 2nd by TR. Motion carried unanimously.

Approval of Minutes

Minutes were presented for the previous meetings with status as:

APR 2025: Motion to approve MS, 2nd TR, Unanimously Approved

Reports

- Engineering report.
Reviewed by BB. See Attached
- FBO Report (CR)
 - Fuel Sales & Operations, detailed report reviewed.
 - See attached.
 - Continued discussion over fuel prices being too high compared to surrounding airports.
- Airport Manager Report (NB)
 - o Leasing
 - 28 on wait-list
 - o Events Update
 - 6/12 – 6/15 Aeronca Fly in.
 - 4th of July - Fireworks
 - Ohio Balloon Challenge – JULY 18 and 19 2025
 - Warriors Weekend – AUG 6 to 10th. Airplane Rides on AUG 8
 - Hops in the Hangar – BCW 8/25/2025
 - OCT 26 – Candy Bomber – BCW

- OCT 26 – Candy Bomber – BCW
- DEC 7 – Cookies with Santa - BCW
- Butler Tech project
 - Progressing

Old Business

- Lawsuit update – No movement
- Lime Pond update – Pumps in place

New Business

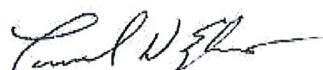
- None

Open Discussion

- None

Meeting Adjournment

- Motion to adjourn meeting by MS, 2nd by TE, meeting adjourned by unanimous consent at 18:56
- Next meeting 16 JUN 2025 in Conference Room 2C.



Minutes Submitted by Timothy D Epperhart



Minutes Approved by Tom Rudolf

PROJECT STATUS
MIDDLETOWN REGIONAL/HOOK FIELD AIRPORT
MIDDLETOWN, OHIO
25009



May 19, 2025

1. Shift/Reconstruct Taxilane B - Design (23104)

- BCI submitted to the FAA closeout out documents 1/31/25.
- BCI requested update on 4/11/25.

2. Shift/Reconstruct Taxilane B – Construction (23104)

- BCI requested a follow up meeting to closeout quantities the week of 5/26/25.
- Record drawing and ALP update submitted to the city 1/31/25. Will submit to the FAA with closeout.
- Skanska is pricing and scheduling the work.

3. Apron Expansion – Between Jets Hangar and Safe Skies (22010)

- FAA Closeout was submitted on 3/14/24.
- BCI requested update on 4/11/25.

4. Jets Hangar Roof Replacement (25011)

- Final grant application submitted on 4/28/25 for the Voluntary Base Bid Alternate (main hangar area only) and associated engineering fees.
- Summary as follows:

FAA (95%)	\$2 39,659.00
Loca (5%)	12,614.00
	<hr/>
	\$ 252,273.00
- Grant agreement is expected by the end of June.

5. Miscellaneous

- BCI attended the Ohio Aviation Conference on May 7 & 8th. Interesting presentation on hangar development. Contact shared with the city.
- BCI recommends planning and discussions concerning the 10-year ACIP and 2026 Pre-application be started in July 2025.

Bruce Brandstetter, P.E.

May 19, 2025

BGB/smt

C: Nathan Cahall, City of Middletown
Nik Brumback, City of Middletown
Ed Roth, Brandstetter Carroll Inc.
Phillip Davison, Brandstetter Carroll Inc.

MIDDLETOWN AIRPORT COMMISSION FBO REPORT

Month: April 2025

GALLONS SOLD:

This Year	Last Year
AvGas: 2,762.65	AvGas: 3,573
Jet: 7,377	Jet: 7,306
TOTAL: 10,139.65	TOTAL: 10,879.00
LY Verse TY Difference: -739.35	

Current fuel prices :	JET:	\$5.82
	AVGAS FS:	\$6.51
	AVGAS SS:	\$6.40

News Updates:



Middletown Regional Airport | Runway Operations Report

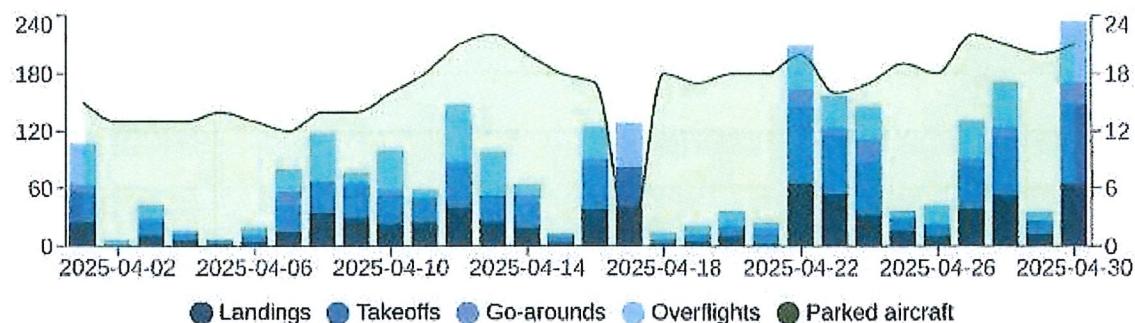
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Report Creation Date: 05/19/2025 11:05

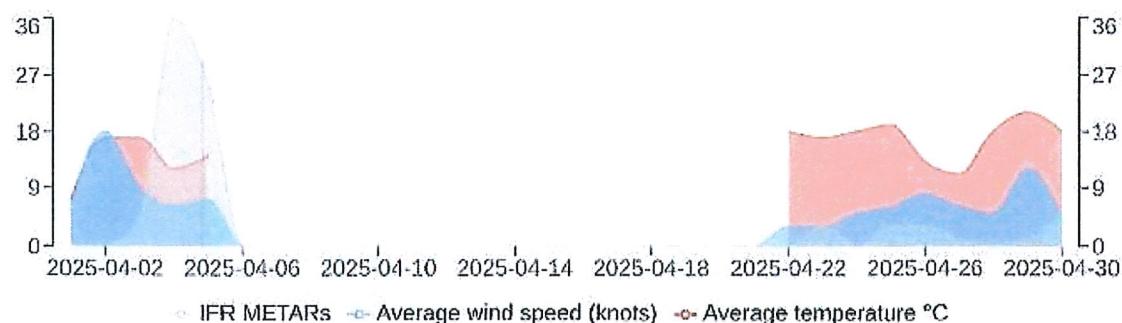
Generated by: courtney.tollinchi@airlinems.com

Total Operations	Landings	Takeoffs	Go-Arounds	Overflights
2,462	708	873	156	725

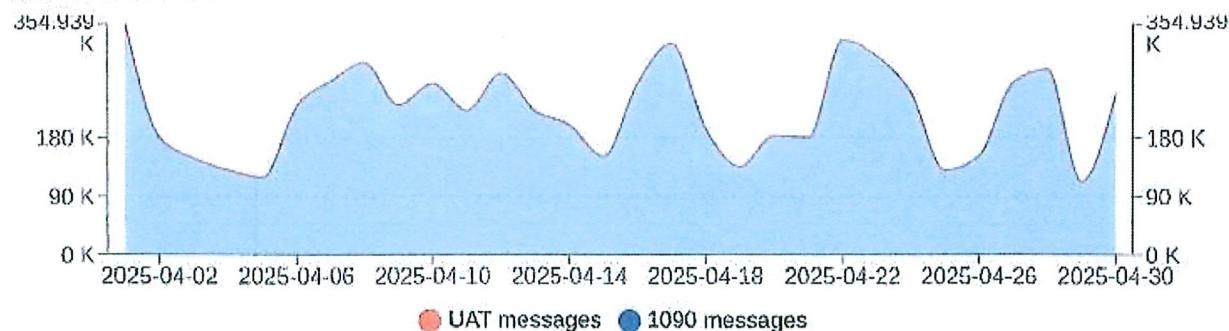
Operations by Day



Weather Conditions



Receiver health

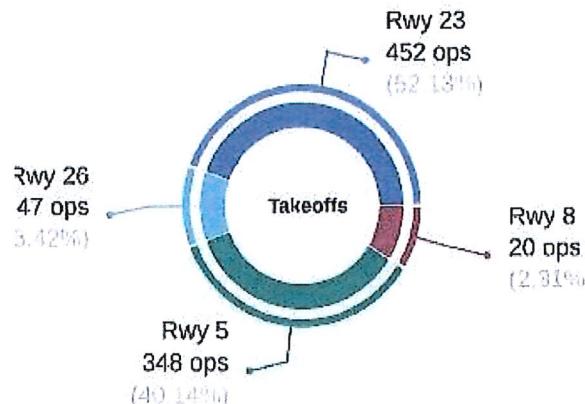
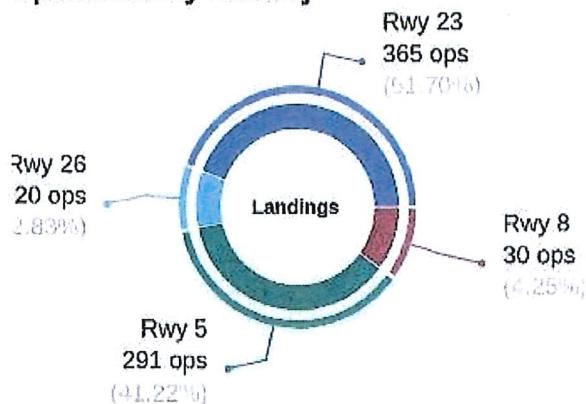




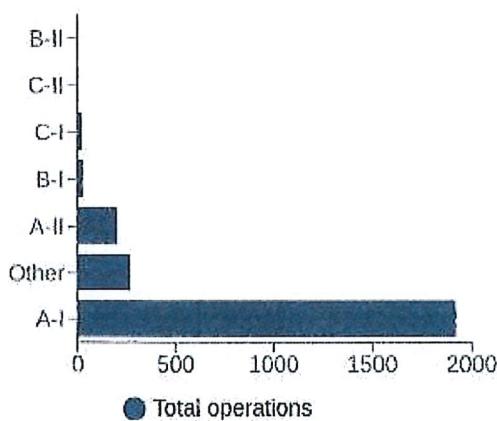
Middletown Regional Airport | Runway Operations Report

Report Date Range: 04/2025

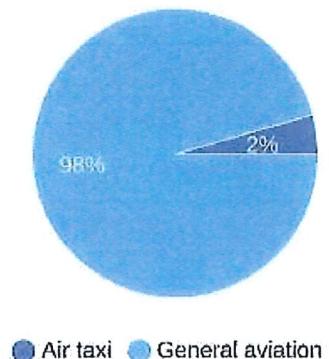
Operations by Runway



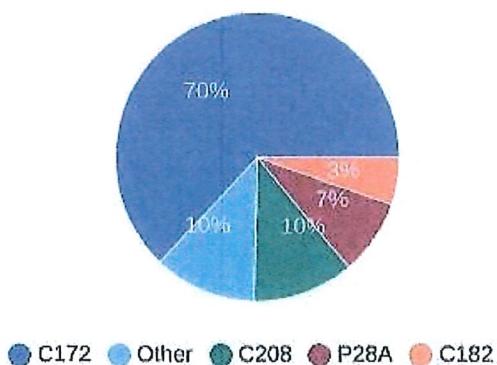
Operations by Category



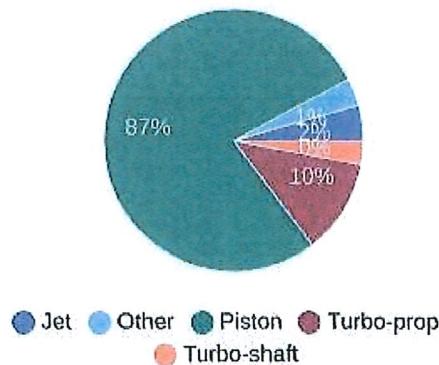
Operations by Type



Top Aircraft Types



Operations by Engine Type

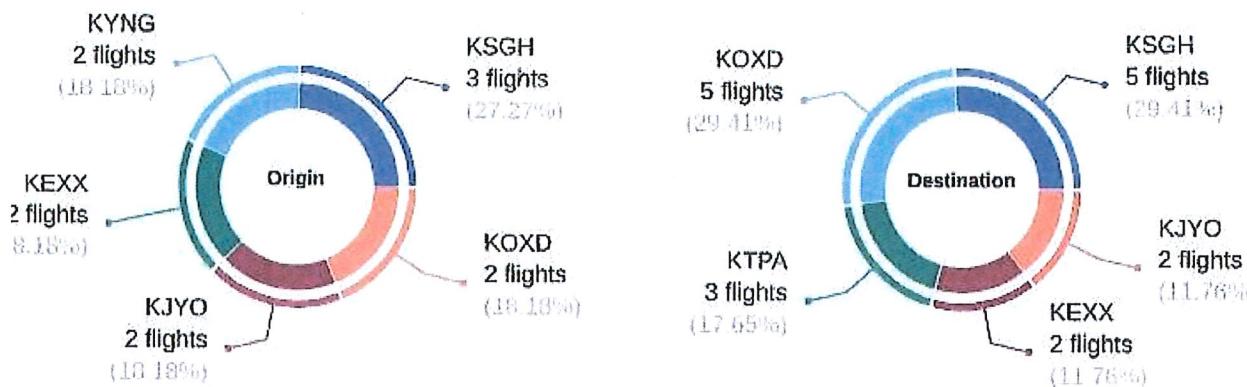




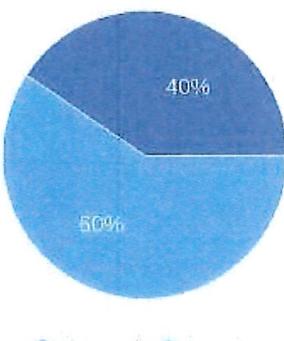
Middletown Regional Airport | Runway Operations Report

Report Date Range: 04/2025

Top Airports

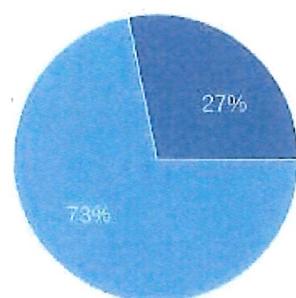


Local vs Itinerant Flights



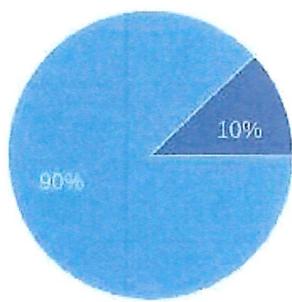
● Itinerant ● Local

Training Operations



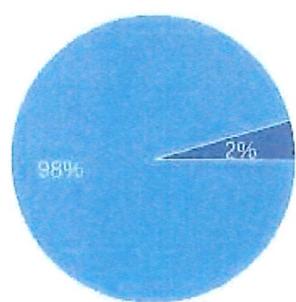
● Training ● Non-training

IFR vs VFR Flights



● IFR ● VFR

After Hours Operations



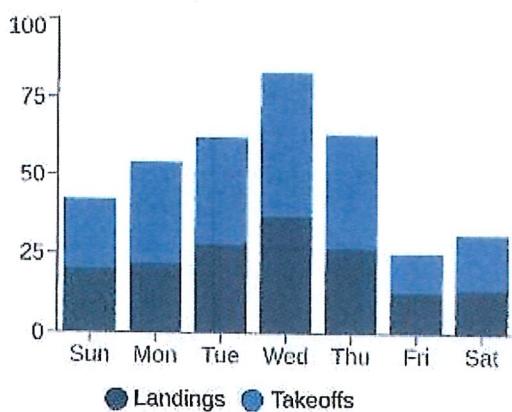
● After hours ● Tower/attendance hours



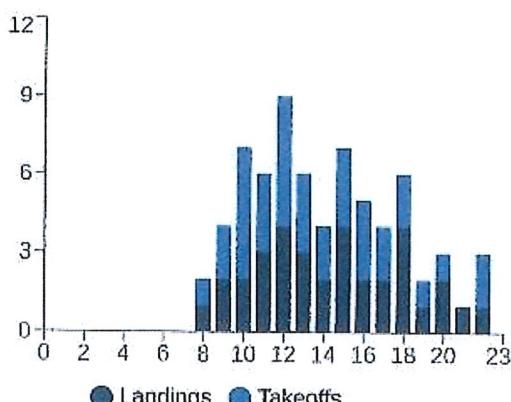
Middletown Regional Airport | Runway Operations Report

Report Date Range: 04/2025

Operations by Day of Week

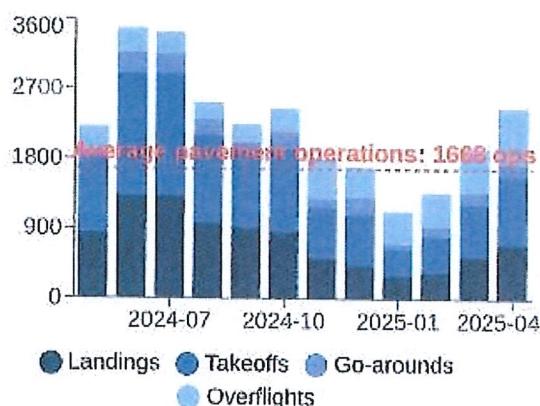


Operations by Hour



Historical Data

Landings and Takeoff By Month



Busiest Days on Record

Rank	Date	Pavement ops	Aircraft
1	2023-07-22 (S)	403	13
2	2023-07-21 (F)	262	21
3	2024-07-20 (S)	229	14
4	2024-07-19 (F)	182	22
5	2024-06-18 (T)	161	20
6	2024-07-02 (T)	159	26
7	2024-06-11 (T)	159	23
8	2024-07-11 (T)	158	25
9	2023-02-20 (M)	156	26
9	2023-05-25 (T)	152	22

Middletown Regional Airport/Hook Field

Airport Commission

Meeting Minutes – 18 AUG 2025

Location

Middletown City Building Conference Room 2C.

Commission Members

MEMBER	PRESENT	ABSENT	MEMBER	PRESENT	ABSENT
Tim Epperhart (TE)		<input checked="" type="checkbox"/>	Thomas Rudolf (TR)	<input checked="" type="checkbox"/>	
Jeff Hensley (JH)	<input checked="" type="checkbox"/>		Mark Sams (MS)	<input checked="" type="checkbox"/>	
Harvey Poff (HP)		<input checked="" type="checkbox"/>	James Watson (JW)		<input checked="" type="checkbox"/>
Vacancy (XX)		<input checked="" type="checkbox"/>			

Other Attendees

1. Nikolas Brumback (NB) – City of Middletown - MWO Airport Manager
2. Courtney Riley (CR) – FBO Manager for AMS
3. Ed Roth (ER) – Brandstetter Carroll, Inc

Call to Order

Meeting Called to Order by TR at 18:05.

Excuse Absences

JH moved to excuse the absences of TE, HP, JW. Motion was 2nd by TR. Motion carried unanimously.

Approval of Minutes

Meeting notes were presented for the previous meetings with status as:

21 JUL 2026: Motion Motion to approve with changes JH, 2nd MS, Unanimously Approved

Reports

- Engineering report. Reviewed by ER
 - Shift/Reconstruction of Taxiway B closeout submitted to FAA on 1 AUG 2025
 - Jets Hangar preconstruction meeting held on 18 AUG 2025
 - Preparing the FAA/ODOT 10 YR Capital Improvement Plan (ACIP) to take place in fall.
 - Pavement inspection Complete – Report forthcoming
- FBO Report (CR)
 - Fuel Sales & Operations, detailed report reviewed.
- Airport Manager Report (NB)
 - Water well pipe(City of Middletown) replacement in progress.
 - MWO Airport budget sent to the city for 2025
 - De-ice truck is available and will be ready for use this season
 - Ohio airport audit in August
 - Middletonian 5K will be run on airport property (No Objections) on 22 MAR 2025.
 - Discussed landing fees.

Old Business

- No updates on current lawsuit
- No Update on Lime pond
- Butler Tech facility progressing

New Business

- None

Open Discussion

- None

Meeting Adjournment

- Motion to adjourn meeting by MS, 2nd by JH, meeting adjourned by unanimous consent at 19:10.
- Next meeting 15 SEP 2025 in Conference Room 2C.

Minutes Submitted by Tom Rudolf



Minutes Approved by Tom Rudolf

Middletown Regional Airport/Hook Field

Airport Commission

Meeting Notes Minutes – 15 SEP 2025

Location

Middletown City Building Conference Room 2C.

Commission Members

MEMBER	PRESENT	ABSENT	MEMBER	PRESENT	ABSENT
Tim Epperhart (TE)		<input checked="" type="checkbox"/>	Thomas Rudolf (TR)	<input checked="" type="checkbox"/>	
Jeff Hensley (JH)		<input checked="" type="checkbox"/>	Mark Sams (MS)	<input checked="" type="checkbox"/>	
Harvey Poff (HP)		<input checked="" type="checkbox"/>	James Watson (JW)		<input checked="" type="checkbox"/>
Vacancy (XX)		<input checked="" type="checkbox"/>			

Other Attendees

1. Nikolas Brumback (NB) – City of Middletown - MWO Airport Manager
2. Courtney Riley (CR) – FBO Manager for AMS
3. Paul Horn (PH) – City Council
4. Bruce Brandstetter – (BB) – Brandstetter Carroll, Inc

Call to Order

Meeting Called to Order by TR 17 MAR at 18:06.

Excuse Absences

No Motion made or acted on.

Approval of Minutes

No Motion made or acted on.

Reports

- Engineering report. Reviewed by BB.
 - Quote received for asphalt corners by T-Hangars.
 - Work to be completed during trench repair – Estimated OCTOBER
 - Jets hangar roof replacement preconstruction meeting 18 AUG 2025
 - Roof work scheduled for SEP 25
 - Preparing the FAA/ODOT 10 YR Capital Improvement Plan (ACIP) to take place in fall.
 - New Supplement Direct Grant Program - \$750,000 max. 80% eligible costs / Apps 10/1 to 12/31
- FBO Report (CR)
 - Fuel Sales & Operations, detailed report reviewed.
 - Higher numbers due to relocated aircraft from KHAO.
 - Total Fuel sold: 16.9K gal vs 16.6K gal in 2024
- Airport Manager Report (NB)
 - ODOT Wind Sock replacement
 - Looking for new service to maintain 140 acres of grass
 - Working on strategic plan for 3 airports. (KMWO, KMWO and KOXD)
 - Butler Tech Jets hangar space available JAN 2026
 - City of Middletown Cyber Emergency Plan in works.

Old Business

- No updates on current lawsuit
- No Update on Lime pond
- Butler Tech facility progressing

New Business

- None

Open Discussion

- None

Meeting Adjournment

- No motion made or acted upon

Minutes Submitted by Tom Rudolf(TR)

A handwritten signature in black ink that reads "Tom Rudolf". The signature is cursive and fluid, with "Tom" on the top line and "Rudolf" on the bottom line.

Minutes Approved by Tom Rudolf

Middletown Regional Airport/Hook Field

Airport Commission

Meeting Minutes – 20 OCT 2025

Location

Middletown City Building Conference Room 2C.

Commission Members

MEMBER	PRESENT	ABSENT	MEMBER	PRESENT	ABSENT
Tim Epperhart (TE)	<input checked="" type="checkbox"/>		Thomas Rudolf (TR)	<input checked="" type="checkbox"/>	
Jeff Hensley (JH)		<input checked="" type="checkbox"/>	Mark Sams (MS)	<input checked="" type="checkbox"/>	
Harvey Poff (HP)		<input checked="" type="checkbox"/>	James Watson (JW)		<input checked="" type="checkbox"/>
Jon Graft (JG)		<input checked="" type="checkbox"/>			

Other Attendees

1. Nikolas Brumback (NB) – City of Middletown - MWO Airport Manager
2. Courtney Riley (CR) – FBO Manager for AMS
3. Adam Snoddy (AS) – Butler Tech

Call to Order

Meeting Called to Order by TR 20 OCT at 18:01.

Excuse Absences

MS moved to excuse the absences of JH, HP, JG, and JW. Motion was 2nd by TR. Motion carried unanimously.

Approval of Minutes

Meeting notes were presented for the previous meetings with status as:

SEP 15, 2026: Motion Motion to approve TE, 2nd MS, Unanimously Approved

Reports

- Engineering report.
Reviewed by NB. See Attached
- FBO Report (CR)
 - Fuel Sales & Operations, detailed report reviewed.
 - See attached.
- Airport Manager Report (NB)
 - See attached.
 - Leasing
 - 25 on wait-list
 - Events Update
 - OCT 26 – Candy Bomber – BCW
 - DEC 7 – Cookies with Santa - BCW

Old Business

- None

New Business

- Butler Tech presentation by Adam Snoddy

Open Discussion

- None

Meeting Adjournment

- Motion to adjourn meeting by TE, 2nd by MS, meeting adjourned by unanimous consent at 19:15.
- Next meeting 17 NOV 2025 in Conference Room 2C.



Minutes Submitted by Timothy D Epperhart



Minutes Approved by Tom Rudolf

MIDDLETOWN AIRPORT COMMISSION FBO REPORT

Month: September 2025

GALLONS SOLD:

This Year	Last Year
AvGas: 3,642.71	AvGas: 3,396.24
Jet: 9,946	Jet: 6,723
TOTAL: 13,588.71	TOTAL: 10,119.24
LY Verse TY Difference: 3,469.47	

Current fuel prices :	JET:	\$5.82
	AVGAS FS:	\$6.51
	AVGAS SS:	\$6.40

News Updates:

2025 W/O BCSO

AvGas: 3,141.74

Jet: 6,667

Total: 9,808.74

Difference: 3,779.97

Fuel prices within 35 miles of Middletown, OH 45042

Airport / FBO	100LL	Jet A
	\$5.20-\$7.90 average \$6.17	\$4.22-\$7.90 average \$5.41

KMWO Middletown Regional Airport/Hook Field Middletown, OH, USA

2 ESE



Middletown Aviation

SS \$6.40
FS \$6.51

ES \$5.82 GUARANTEED

14-Oct
update

I68 Warren County Airport/John Lane Field Lebanon, OH, USA

10 ESE



Warren County Airport Jet Center

SS \$5.89
FS \$6.09

ES \$4.99

14-Oct
update

KMGY Dayton/Wright Brothers Airport Dayton, OH, USA

10 ENE



First Flight Aviation



SS \$6.20 FS \$5.35

08-Oct
update

KHAO Butler County Regional Airport/Hogan Field Hamilton, OH, USA

12 SSW



Cincinnati Jet Center



SS \$7.38 FS \$5.85

14-Oct
update

I73 Moraine Air Park Dayton, OH, USA

12 NE



Moraine Airpark



SS \$5.53

GUARANTEED

40I Red Stewart Airfield Waynesville, OH, USA

15 E

Stewart's Aircraft Service

SS \$5.99

14-Oct
update

KOXD Miami University Airport Oxford, OH, USA

16 W



Miami University Airport

Independent

SS \$5.25 AS \$5.00

24-Sep
update

3I7 Dayton/Phillipsburg Airport Dayton, OH, USA

22 N

Phillipsburg Airport

SS \$7.90 FS \$7.90

24-Sep
update

KGDK *Greene County/Lewis A Jackson Regional Airport* Dayton, OH, USA

22 ENE

MacAir *MacAir Aviation*



TITAN *AS* \$5.20 *AS* \$4.22

14-Oct
update

KRID *Richmond Municipal Airport* Richmond, IN, USA

23 NW

Richmond Municipal Airport

Phillips 66 FS \$5.60
SS \$5.60

FS \$5.45 **GUARANTEED**

I67 *Cincinnati West Airport* Harrison, OH, USA

23 SW

Cincinnati West Airport

Titan AS \$5.32

14-Oct
update

KDAY *James M Cox Dayton International Airport* Dayton, OH, USA

24 NNE



Wright Bros. Aero
DAYTON INTERNATIONAL AIRPORT



TITAN *FS* \$7.45 *FS* \$4.90 **GUARANTEED**



PremierFBO



Independent

FS \$6.17 FS \$4.46

08-Oct
update

KLUK *Cincinnati Municipal Airport/Lunken Field* Cincinnati, OH, USA

27 S



TITAN *FS* \$7.30 *FS* \$5.55 **GUARANTEED**



Signature Aviation

independent FS \$7.505 FS \$6.011

17-Oct
update

I66 *Clinton Field Airport* Wilmington, OH, USA

27 E

Great Plains Enterprises, LLC

Phillips 66 SS \$5.76

23-Sep
update

I69 *Clermont County Airport* Batavia, OH, USA

30 SSE

Eastern Cincinnati Aviation

Titan

FS \$5.45 FS \$4.59

15-Oct
update

KILN *Wilmington Air Park* Wilmington, OH, USA

31 ESE

LGSTX Services. Wilmington Air Park

FS \$5.02

14-Oct
update

KCVG *Cincinnati/Northern Kentucky International Airport* Covington, KY, USA

32 SSW

PremierFBO



Independent

FS \$6.98 FS \$5.87

14-Oct
update

KSGH *Springfield/Beckley Municipal Airport* Springfield, OH, USA

33 ENE



Springfield-Beckley
Municipal Airport

SS \$5.33 SS \$5.15
FS \$5.43 FS \$5.25

08-Oct
update

KCEV *Mettel Field Airport* Connersville, IN, USA

33 WNW

City of Connersville (FBO)

Phillips 66 SS \$5.83 SS \$5.94

03-Sep
update

Middletown Regional Airport | Runway Operations Report

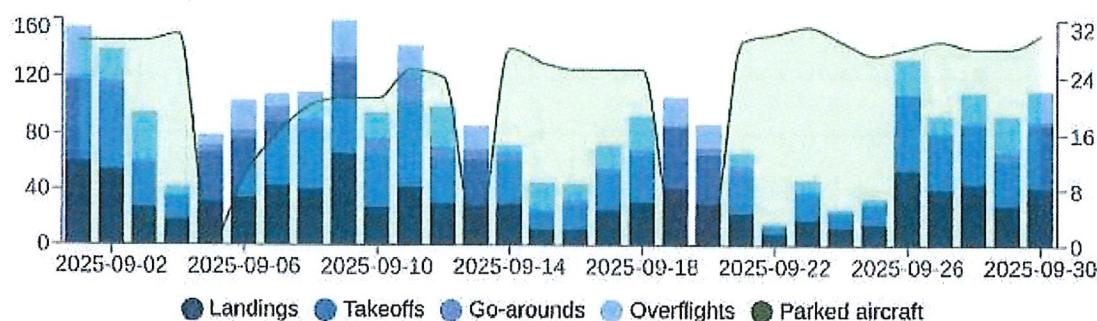
Report Date Range: 09/2025

Report creation date: 10/20/2025 04:42

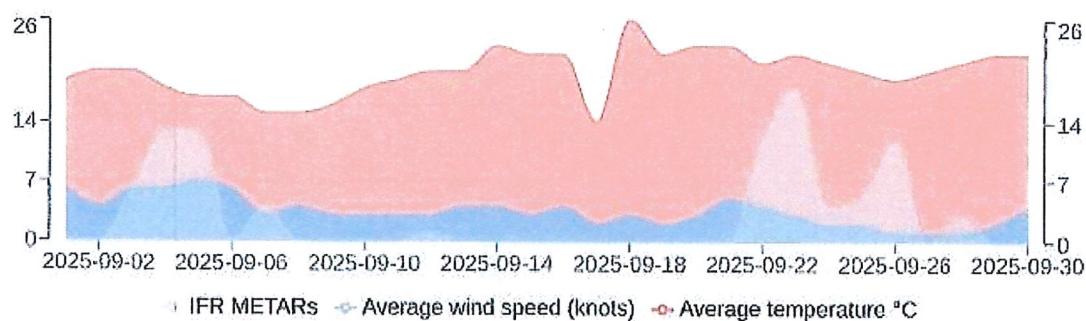
Generated by: courtney.riley@airlinems.com

Total Operations	Landings	Takeoffs	Go-Arounds	Overflights
2,659	964	1,066	130	499

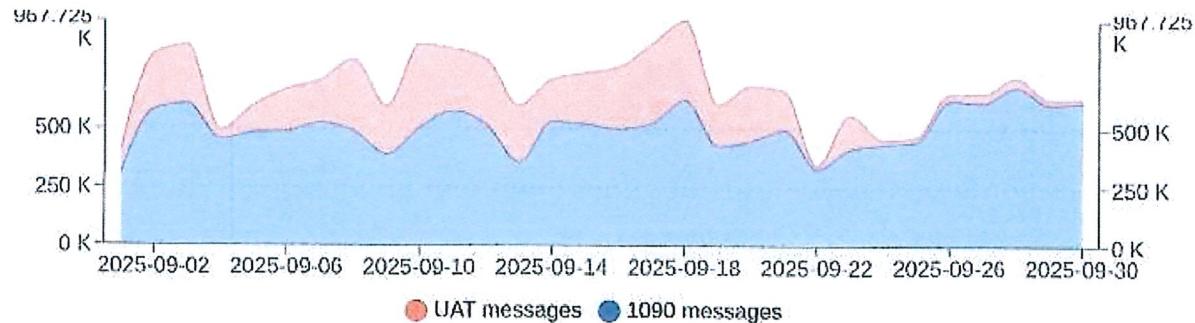
Operations by Day



Weather Conditions



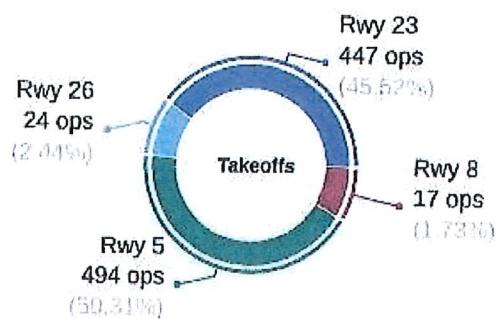
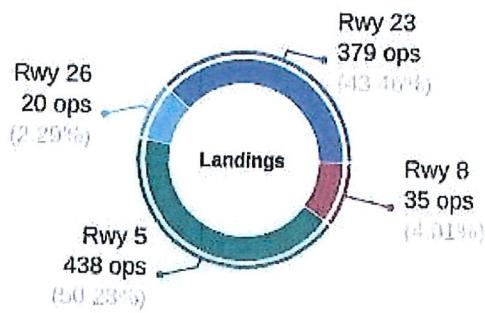
Receiver health



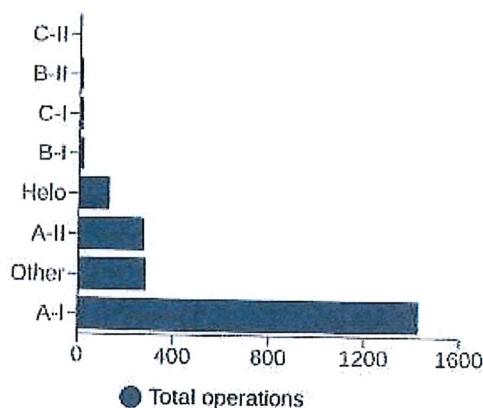
Middletown Regional Airport | Runway Operations Report

Report Date Range: 09/2025

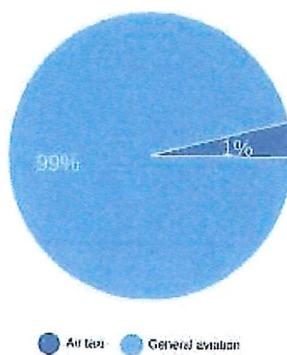
Operations by Runway



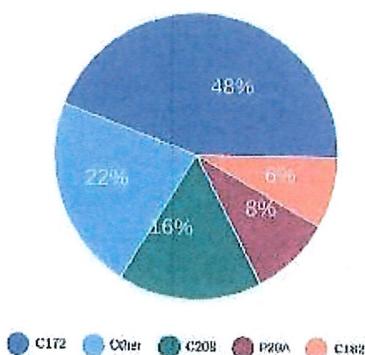
Operations by Category



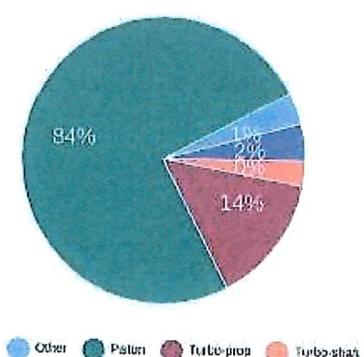
Operations by Type



Top Aircraft Types



Operations by Engine Type



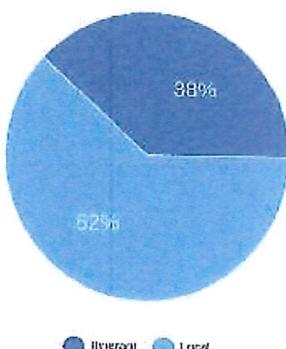
Middletown Regional Airport | Runway Operations Report

Report Date Range: 09/2025

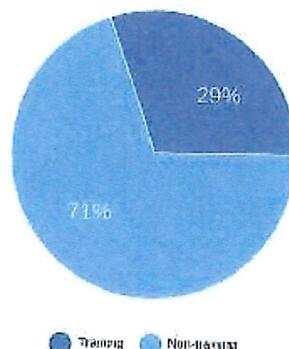
Top Airports



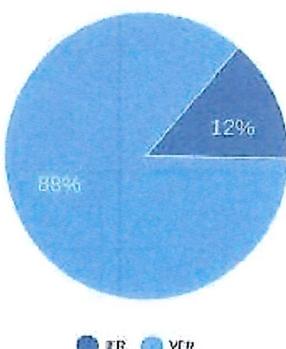
Local vs Itinerant Flights



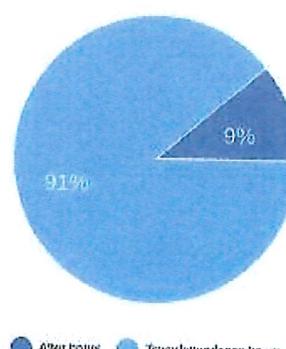
Training Operations



IFR vs VFR Flights



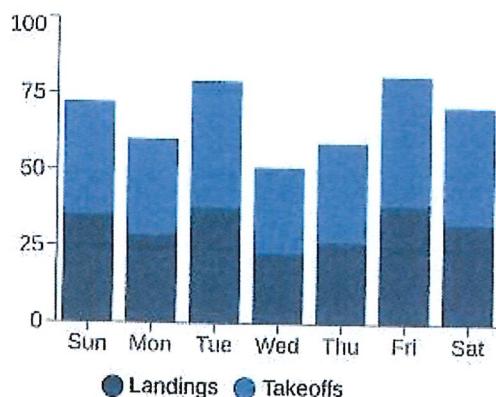
After Hours Operations



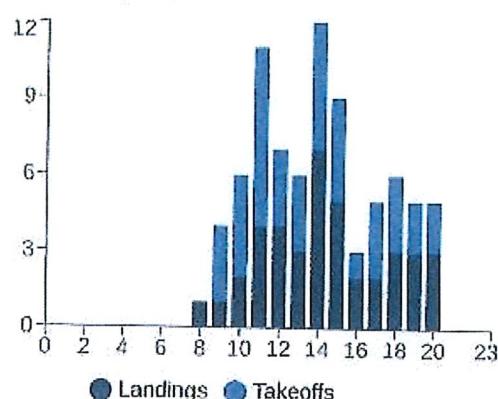
Middletown Regional Airport | Runway Operations Report

Report Date Range: 09/2025

Operations by Day of Week

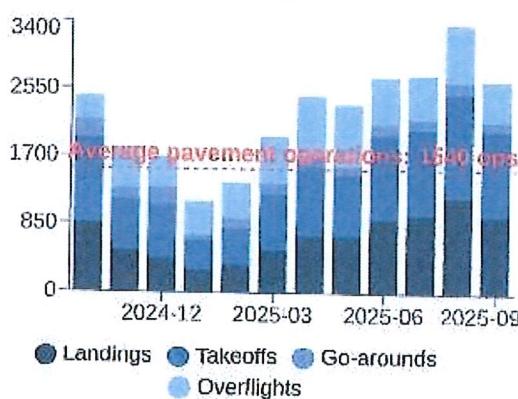


Operations by Hour



Historical Data

Landings and Takeoff By Month



Busiest Days on Record

Rank	Date	Pavement ops	Aircraft
1	2023-07-22 (S)	403	13
2	2023-07-21 (Fr)	262	21
3	2024-07-20 (S)	229	14
4	2025-07-18 (Fr)	184	12
5	2024-07-19 (Fr)	182	22
6	2025-06-20 (Fr)	172	26
7	2024-06-18 (Tu)	161	20
8	2024-07-02 (Tu)	159	26
8	2024-06-11 (Tu)	159	23
9	2024-07-11 (Tu)	158	25

**Minutes of the Regular Hybrid Meeting of the
MidPointe Library System Board of Trustees
Monroe Library, Rothwell Room
Wednesday, October 15, 2025, 1:00 p.m.**

I Call to Order by President

Mrs. Stewart, President, called the meeting to order at 1:00 p.m.

II Opening Exercise

III Roll Call

The roll was called, and the following members were present:

Mr. Andrew Dunn, virtually; Mrs. Marie Edwards; Mr. Tim Essex; Mrs. Deborah Houser; Mr. John James; Mr. Jay Marlow; and Mrs. Eleanor Stewart.

Also present were: Mr. Travis Bautz, Executive Director; Ms. Rebekah Brate, Monroe Branch Manager; Mr. Chris Corbitt, Development Director; Ms. Cari Hillman, Community Engagement Director; Mrs. Karen Jones, Fiscal Officer; and Ms. Kathy Stengel, Human Resources Director.

IV Adoption of Agenda

Mrs. Houser motioned, seconded by Mr. James, to approve the agenda as presented.

"Aye" Dunn, Edwards, Essex, Houser, James, Marlow, Stewart

"Nay" None

Motion Approved 25-72

V Public Comment

There was no public comment.

VI Approval of Minutes

Mr. James motioned, seconded by Mrs. Houser, to approve the minutes of the regular board meeting held on September 17, 2025, as presented.

"Aye" Edwards, Essex, Houser, James, Stewart

"Nay" None

"Abstain" Dunn, Marlow

Motion Approved 25-73

Mrs. Edwards motioned, seconded by Mr. Dunn, to approve the minutes of the emergency virtual meeting held on September 26, 2025, as presented.

"Aye" Dunn, Edwards, Essex, James, Stewart

"Nay" None

"Abstain" Houser, Marlow

Motion Approved 25-74

VII Fiscal Officer's Report

Financial Report, Investments, and Donations

Mrs. Jones reviewed the September 2025 financial report, commenting that the Raymond James investment account was closed out and was transferred to RedTree, our new investment advisor.

Mr. Marlow motioned, seconded by Mr. Essex, to approve the September financial report as presented.

"Aye" Dunn, Edwards, Essex, Houser, James, Marlow, Stewart
"Nay" None

Motion Approved 25-75

(Reports on file in Fiscal Officer's office)

2025 Appropriation

Mrs. Jones reported that she has been conducting year-to-date expense tracking and there is a need to make two transfers within the general fund since the budget has been very tight this year, and transfers between categories must be approved by the board. The bottom line is the same, but a transfer of \$70,000 from the library materials and information category and \$64,000 from other objects category to the salaries and benefits category is needed. Mr. Bautz added that we received a very large health insurance renewal beginning in December, also, since book vendor, Baker & Taylor, who did the shelf ready book processing is going out of business, we need to move the processing of materials back in-house and that requires additional staffing and supplies. We would encounter serious delays in getting materials to our patrons if we did not move the processing back in-house. Mrs. Stewart read the resolution. Mr. Dunn motioned, seconded by Mr. Essex to amend \$70,000 from the Library General Fund 4000 category of Library Materials and Information to the 1000 category of Salaries and Benefits, and \$64,000 from the 7000 category of Other Objects to the 1000 category of Salaries and Benefits, resulting only in a category movement with no change in the total appropriation for the fiscal year ending December 31st, 2025.

"Aye" Dunn, Edwards, Essex, Houser, James, Marlow, Stewart
"Nay" None

Motion Approved 25-76

VIII Director's Report

Mr. Bautz reviewed the September statistics. Overall, circulation was up by 7% compared to the same time last year; Liberty was up by 200%; LOW was up by 50%; Middletown was down by 16%; Monroe was down by 16%; Trenton was down by 9%, and West Chester was down by 18%. Print was up by 10%; audio-visual was down; digital items were up by 14% with digital circulation now close to West Chester's circulation; patron visits were up by 12%; there were 259 programs with 8,195 in attendance; computer use was up by 15%; WiFi use

was up by 100%; meeting room usage was up 65% with 809 bookings at West Chester; there were 69 passports processed for the month and Liberty is now processing passports; there were 734 cards registered; and the call center received 1,600 calls with an average call duration of 2.48 minutes. The board discussed the topic of incoming calls which range from room reservations, placing books on hold, checking holds, folks registering for the senior lunch, hours, reading recommendations, to a bit of everything; the number of online resources that can be checked out which has been readily accepted by patrons; the transition to the new hours of which we have only received four negative comments.

IX Development Report – Sponsorships/Naming Rights

Mr. Bautz commented that the board previously approved two policies, sponsorships which are year by year, and naming rights which are multi-year and more expensive.

Mr. Corbitt discussed the distributed board handout which detailed the options at each branch location. One-page branch specific flyers will be created by community engagement which will give specific communications of gifts and donor investments that can be made to the Library. All the funds raised in sponsorships go to the Library Foundation, which are unrestricted funds, can be used for any library needs. Sponsorships are short-term commitments with lower dollar amounts and approved in-house. The naming rights have a longer-term commitment, have a higher dollar amount, and are approved by the board. The board discussed library rooms that have already been named and that those will continue with the current name; suggested price points that are already in place with the higher circulating branches garnering a higher dollar amount; that a whole building will not be available for naming rights for easier library identification and library branding; and that the potential amount of money that might be raised could be up to \$1 million.

X Public Services Report

Mrs. Maynor reported that gun locks are now available at all branches upon request and have been provided by the Be SMART organization; and that four employees will be attending the Ohio Library Council annual convention in the fall. At Liberty, the branch manager is a member of the new Leadership 21 class of the West Chester-Liberty Chamber Alliance, and the branch is hosting Leaders for Literacy, a Lakota East High School student group for tutoring once a week. At Library on Wheels, the first rotation of school visits for the year has been completed and they are looking for community stops for the afternoons. At Trenton, the makerspace manager spoke at the Trenton Community and Business Association Lunch about the services available at both makerspace locations. At West Chester, the projector repairs are continuing and the Children's Library mayor election will be soon underway around Election Day. Ms. Brate reported that at Monroe, she will be attending the Lions Club meetings; the branch is getting some touch-up painting done; that with the hiring of a replacement part-time staff member, the branch will be able to expand passport hours; and a patron who makes handmade bookmarks has dropped off a new supply and they are available at the front desk.

XI Community Engagement Report

Ms. Hillman reported that the Library's YouTube channel has reached over 1,000 subscribers and the monthly eNewsletter that is now sent to over 93,000 individuals has an open rate of over 35%, which is a very good open rate. The Council on Aging of Southwestern Ohio held a wellness fair on September 26th at West Chester to coincide with the senior lunch program. Large scale branded graphics were installed on the Seven Mile SmartLockers. A survey to assess patron perception of the Library's operating hours ended on October 13th and the results need to be analyzed. Middletown Mayor, Elizabeth Slamka, and City Manager, Ashley Combs, toured the Library's makerspaces and the City produced an informational video about the visit, highlighting the features and amenities. Upcoming events include the Trenton Fall Fest on 10/4; the Butler County Health District Annual Community Baby Shower on 10/4; West Chester's Great Pumpkin Fest on 10/4; Liberty Township's Spot-A-Truck on 10/5; the 4C for Children Conference & Expo on 10/10 & 10/11; Downtown Middletown's Hocus Pocus on 10/12; and Adena Elementary School's Literacy Night on 10/23. Mr. Bautz added that at the annual staff day on Monday, the archivist and digital media technician created a history of the library mash-up that included first person interviews of long-term employees. The video they presented will be on our YouTube channel so everyone can access it.

XII Human Resources Report:

Staffing and HR Updates:

Mr. Marlow motioned, seconded by Mr. James, to approve the following human resources report as presented by Ms. Stengel:

Accept the resignation of Alison Smock; effective 10/1/2025; non-exempt; part-time; West Chester; shelver; and

Accept the resignation of Kymberlei Benford; effective 10/4/2025; non-exempt; part-time; West Chester; library associate.

"Aye" Dunn, Edwards, Essex, Houser, James, Marlow, Stewart

"Nay" None

Motion Approved 25-77

Ms. Stengel reported that turnover was .0000% for the month and year-to-date is 11.329%; that we have 107 employees; and recruiting for four openings. The board discussed annual turnover which was very low in 2024 and lower than usual in 2025; staff attendance; and paid time off. She added that the annual staff day which is now organized by staff trainer, Martha Griffin, was held on Monday October 13th at the former Middletown senior center; the catered food was very good; there were fun games such as a scavenger hunt; and the sessions were very informative with local and out-of-state presenters.

Performance Assessments:

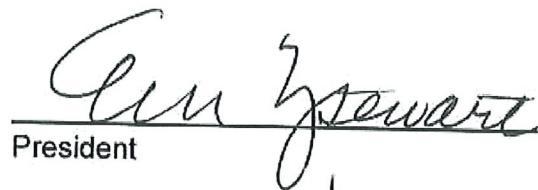
Ms. Stengel reported that she emailed all trustees last week regarding the director and fiscal officer performance assessments. She distributed and discussed the format of the assessments which has been a totally narrative format and a new check-box format along with a narrative section. The board discussed the new format, the rating scale, and suggested adding a N/A column to the form. The board consensus was to use the new check box format and Ms. Stengel stated that she would distribute it the next week.

XIII Board Comments

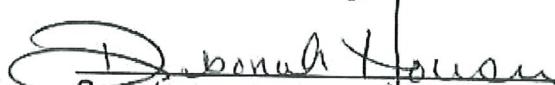
There were no board comments.

XIV Adjournment

Mrs. Stewart adjourned the meeting at 1:54 p.m.
25-78



President



Secretary

**AMENDED ANNUAL APPROPRIATION RESOLUTION
MIDPOINTE LIBRARY SYSTEM**

The Board of Library Trustees of the MIDPOINTE LIBRARY SYSTEM, Butler County, Ohio,

met in Regular session on the 15th day of October, 2025 at the office of the MONROE LIBRARY

with the following members present:

_____ moved the adoption of the following Resolution:

BE IT RESOLVED by the Board of Library Trustees of the MIDPOINTE LIBRARY SYSTEM, Butler County, Ohio moved to amend \$70,000 from the Library General Fund 4000 category of Library Materials and Information to the 1000 category of Salaries and Benefits, and \$64,000 from the 7000 category of Other Objects to the 1000 category of Salaries and Benefits, resulting only in a category movement with no change in the total appropriation for the fiscal year ending December 31st, 2025.

That there be appropriated from the:

GENERAL FUND

	<u>ORIGINAL</u>	<u>AMENDED</u>
1000 Salaries and Benefits	\$ 6,917,742	<u>7,051,742</u>
2000 Supplies	\$ 192,500	_____
3000 Purchased and Contracted Services	\$ 1,930,711	_____
4000 Library Materials and Information	\$ 2,122,500	<u>2,052,500</u>
5000 Capital Outlay	\$ 82,000	_____
7000 Other Objects	\$ 385,827	<u>321,827</u>
8000 Contingency	\$ 50,000	_____
9000 Transfer	\$ -	-
GRAND TOTAL GENERAL FUND	\$ 11,681,280	<u>11,681,280</u>

CAPITAL IMPROVEMENT FUND

3000 Purchased and Contracted Services	\$ 550,000	-
5000 Capital Outlay	\$ 1,820,000	-
GRAND TOTAL CAPITAL IMPROVEMENT FUND	\$ 2,370,000	<u>2,370,000</u>

ROTHWELL FUND

3000 Purchased and Contracted Services	\$ 1,000	-\$
5000 Capital Outlay	\$ -	-\$
GRAND TOTAL ROTHWELL FUND	\$ 1,000	\$ 1,000

RECAPITULATION OF FUNDS

GENERAL FUND	\$ 11,681,280	\$ 11,681,280
CAPITAL IMPROVEMENT FUND	\$ 2,370,000	\$ 2,370,000
ROTHWELL FUND	\$ 1,000	\$ 1,000
GRAND TOTAL - ALL APPROPRIATIONS	\$ 14,052,280	\$ 14,052,280

seconded the Resolution and the roll called upon its adoption, the vote resulted as follows:

Yes	No

CERTIFICATE

The State of Ohio, Butler County, ss.

I, Karen S. Jones, Fiscal Officer of the Board of Library Trustees for the MidPointe Library System, in Butler County, whose custody the Files, Journals and Records of said Board are required by the Laws of the State of Ohio to be kept, do hereby certify that the foregoing Amended Annual Appropriation Resolution is taken and copied from the original Resolution now on file with said Board, that the foregoing Resolution has been compared by me with the said original and that the same is a true and corrected copy thereof.

Witness by signature, this 15th day of October, 2025

Fiscal Officer of the Board of Library Trustees
MidPointe Library System
Butler County, Ohio

**Minutes of the Regular Hybrid Meeting of the
MidPointe Library System Board of Trustees
Liberty Library, Community Room
Wednesday, November 12, 2025, 1:00 p.m.**

I Call to Order by President

Mrs. Stewart, President, called the meeting to order at 1:00 p.m.

II Opening Exercise

III Roll Call

The roll was called, and the following members were present:

Mr. Andrew Dunn, virtually; Mrs. Marie Edwards; Mrs. Deborah Houser; Mr. John James; Mr. Jay Marlow; and Mrs. Eleanor Stewart.

Those absent were: Mr. Tim Essex

Also present were: Mr. Travis Bautz, Executive Director; Ms. Cari Hillman, Community Engagement Director; Mrs. Karen Jones, Fiscal Officer; Ms. Ashley Kraus, Liberty Branch Manager; Mrs. Brielle Maynor, Public Services Director; and Ms. Kathy Stengel, Human Resources Director.

IV Adoption of Agenda

Mr. Marlow motioned, seconded by Mr. James, to approve the agenda as presented.

"Aye" Dunn, Edwards, Houser, James, Marlow, Stewart
"Nay" None

Motion Approved 25-79

V Public Comment

There was no public comment.

VI Approval of Minutes

Mrs. Edwards motioned, seconded by Mrs. Houser, to approve the minutes of the regular board meeting held on October 15, 2025, as presented.

"Aye" Dunn, Edwards, Houser, James, Marlow, Stewart
"Nay" None
Motion Approved 25-80

VII Fiscal Officer's Report

Financial Report, Investments, and Donations

Mrs. Jones reviewed the October 2025 financial report.

Mr. James motioned, seconded by Mrs. Stewart, to approve the October financial report as presented.

"Aye" Dunn, Edwards, Houser, James, Marlow, Stewart
"Nay" None

Motion Approved 25-81

(Reports on file in Fiscal Officer's office)

VIII Director's Report

Mr. Bautz reviewed the October statistics. Overall, circulation was up by 10% compared to the same time last year; Liberty was up by 202%; LOW was up by 22%; Middletown was down by 10%; Monroe was down by 17%; Trenton was down by 3%; and West Chester was down by 13%. Print was up by 10%; audio-visual was up by 10%; digital items were up by 14%; patron visits were up by 12%; there were 283 programs with 9,846 in attendance; computer use was down by 7%; Wi-Fi use was up by 5%; meeting room usage was 1,665 bookings, which is the highest usage to date; there were 68 passports processed for the month; there were 656 cards registered; and the call center received 1,659 calls with an average call duration of 2.41 minutes. The board discussed the methodology to collect the number of patron visits.

Operating Hours Survey Results

Mr. Bautz reported that the patron hours survey, which was distributed through the Library e-newsletter, links on social media pages and on in-branch posters, had 464 respondents. The surveys received revealed a mix of results, with some liking the hours and some not, and with some liking the holds lockers and some didn't. The results from Trenton were critical and a couple of responses mentioned that levy campaign promises, that actually were not made, were broken. Middletown results had some comments about the lack of Sunday hours, but data showed Sunday was not a busy day. Overall West Chester and Liberty results showed that respondents were pleased. The survey did reveal that respondents would like a 9:00 am opening on Monday through Saturday and holds lockers at each location, so we have been trying to find a way to put the increased costs of opening earlier and the cost of additional holds lockers into next years' budget. The board discussed the cost of the additional hours at each branch location, that most of the results were rather expected, and that the holds lockers are a good extension of our services.

IX Public Services Report

Mrs. Maynor reported that the case manager gave assistance with Job & Family Services, housing, mental health, and SSI/SSDI; that she had many visitors who had concerns about Medicaid and SNAP benefits; and that other entities have been referring people to the library for service. The SearchOhio software transition has been extended and a date for the full return of the service has not yet been established. The semi-annual reference survey was

conducted in October; research databases have been renewed for 2026; all branches are serving as Toys 4 Tots drop-off sites again this year; and the New Collections and Services Committee's recommendations of literacy and "Big Moments" kits were accepted. At LOW, the Bookmobile stops and Lobby Stops are being suspended until the new year due to a staffing shortage. At Middletown, the branch manager joined the local chapter of the AAUW, and preparations are underway to test remote call center coverage. At Monroe, interior touch-up painting will be completed soon. At Trenton, the exterior community room doors have been replaced, and an accessibility map has been prepared and shared with the public. At West Chester, the projector and movable dividing wall repairs have been completed, and a replacement component has been ordered for the automated materials handler as it has been partially out of order. At Liberty, Ms. Kraus reported that since June there have been over 55,000 visitors; that a lot of cards have been processed; and the children's play area has been very popular. The board discussed food distribution and the mini pantries at several branches.

X Community Engagement Report

Ms. Hillman reported that "The History of the MidPointe Library System" timeline video can now be found on our YouTube channel. The October database feature was "Fold3" which is a digital collection of original military records including stories, photos, and personal documents of the men and women who served in the military. Halloween was very festive at all branches with lots of great costumes, but the favorite was a young patron who dressed up as our mascot, Shakespurr. The Friends, Food & Fun for Seniors program, which started in January of 2022 at the West Chester branch, and since then has grown to include two more branches and about 17,500 free meals have been served to those ages 60 and older. Since the beginning of the 2025 school year, our outreach programmers have seen about 3,000 children across our service area. Events included the Women Enriching Lives fundraising luncheon benefiting the Butler County chapter of Dolly Parton's Imagination Library of Ohio and was very well attended; the Middletown Library was a featured location for Middletown City School's Personalized Learning Day on November 4th; the Liberty branch has been added to the Versiti Blood Center of Ohio blood drive rotation; with partner Middletown AAUW, a local history video of their organization was produced. Upcoming events include the Kings Island Employee Wellness Fair, the Woodland Elementary Title 1 Open House and several holiday parades.

XI Human Resources Report:

Staffing and HR Updates:

Mr. James motioned, seconded by Mr. Marlow, to approve the following human resources report as presented by Ms. Stengel:

Accept the resignation of Jeanna Yowell; effective 10/23/2025; non-exempt; part-time; Liberty; library associate; and

Accept the resignation of Kara Harbeson; effective 10/31/2025; exempt; full-time; Library on Wheels; branch manager.

"Aye" Dunn, Edwards, Houser, James, Marlow, Stewart
"Nay" None
Motion Approved 25-82

Ms. Stengel reported that turnover was 1.8868% for the month and year-to-date is 13.2158%; that we have 105 employees; recruiting for four openings; and the absenteeism rate for October was 1.95%.

HR Subcommittee / Compensation:

Ms. Stengel reviewed the compensation increase process. She then reported that the subcommittee met on November 7th and today at noon to agree on a recommended performance average to determine any performance increase, and a possible pay compression amount due to the increase in the Ohio minimum wage. To determine an employee's rate for the next year, a performance increase was added to an eligible employees pay rate, then a pay compression adjustment was added to that to determine a final pay rate up to the maximum of the newly adjusted pay ranges. Employees not eligible for a performance increase due to their hire date are eligible for any potential pay range adjustment. The revenue and expenditure forecasting completed by Mrs. Jones included these recommended pay increases and she commented that the increases could be sustained for a few years but additional revenue would need to be raised. Ms. Stengel reviewed the distributed compensation packet that included a Summary of Projected 2026 Salary Increases, an Operating Expenditures chart, a Productivity chart, a Materials Expenditures chart, a merit grid chart for 2026 which resulted in an overall average increase of 3.22%, the 2026 Merit Grid Chart with Performance Assessment breakdown, a 2026 Pay Range chart, the 2025 Pay Range chart, and a chart regarding employees who have reached the maximum of the pay ranges.

Mr. Marlow motioned, seconded by Mr. James, to approve the recommended 2025 Performance Merit Increase Grid for 2026 Increases for all eligible employees except for the Executive Director and the Fiscal Officer; approve the recommended 2026 Pay Range Chart removing the Executive Director and Fiscal Officer jobs off the chart; approve the recommended lump sum increase for those employees whose performance increase would cause them to exceed the maximum of their 2026 pay range; and approve the recommended employee compression adjustments for all employees or by an amount not to cause them to exceed the maximum of the 2026 pay range; all to be effective on the first pay in January of 2026.

"Aye" Dunn, Edwards, Houser, James, Marlow, Stewart
"Nay" None
Motion Approved 25-83

"Aye" Dunn, Edwards, Houser, James, Marlow, Stewart
"Nay" None
Motion Approved 25-82

Ms. Stengel reported that turnover was 1.8868% for the month and year-to-date is 13.2158%; that we have 105 employees; recruiting for four openings; and the absenteeism rate for October was 1.95%.

HR Subcommittee / Compensation:

Ms. Stengel reviewed the compensation increase process. She then reported that the subcommittee met on November 7th and today at noon to agree on a recommended performance average to determine any performance increase, and a possible pay compression amount due to the increase in the Ohio minimum wage. To determine an employee's rate for the next year, a performance increase was added to an eligible employees pay rate, then a pay compression adjustment was added to that to determine a final pay rate up to the maximum of the newly adjusted pay ranges. Employees not eligible for a performance increase due to their hire date are eligible for any potential pay range adjustment. The revenue and expenditure forecasting completed by Mrs. Jones included these recommended pay increases and she commented that the increases could be sustained for a few years but additional revenue would need to be raised. Ms. Stengel reviewed the distributed compensation packet that included a Summary of Projected 2026 Salary Increases, an Operating Expenditures chart, a Productivity chart, a Materials Expenditures chart, a merit grid chart for 2026 which resulted in an overall average increase of 3.22%, the 2026 Merit Grid Chart with Performance Assessment breakdown, a 2026 Pay Range chart, the 2025 Pay Range chart, and a chart regarding employees who have reached the maximum of the pay ranges.

Mr. Marlow motioned, seconded by Mr. James, to approve the recommended 2025 Performance Merit Increase Grid for 2026 Increases for all eligible employees except for the Executive Director and the Fiscal Officer; approve the recommended 2026 Pay Range Chart removing the Executive Director and Fiscal Officer jobs off the chart; approve the recommended lump sum increase for those employees whose performance increase would cause them to exceed the maximum of their 2026 pay range; and approve the recommended employee compression adjustments for all employees or by an amount not to cause them to exceed the maximum of the 2026 pay range; all to be effective on the first pay in January of 2026.

"Aye" Dunn, Edwards, Houser, James, Marlow, Stewart
"Nay" None
Motion Approved 25-83

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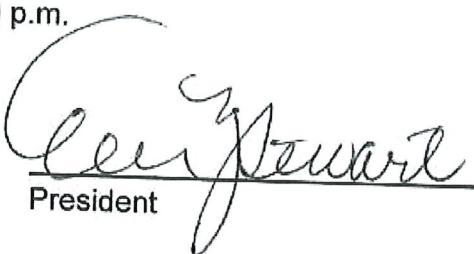
Board of Trustees Meeting, November 12, 2025

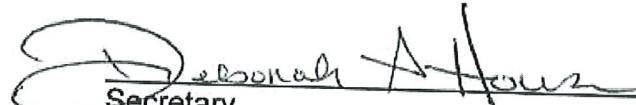
XII Board Comments

Mr. Travis commented that the finance sub-committee meeting would probably be held an hour before the December board meeting at 12:00 noon and lunch would be provided. Also, that the meeting at Middletown on December 10th would be a bit longer due to the number of items to discuss.

XIII Adjournment

Mrs. Stewart adjourned the meeting at 1:50 p.m.
25-84


President


Secretary

PLANNING COMMISSION MINUTES DECEMBER 10, 2025



MEETING LOCATION: City Council Chambers, City Building

MEMBERS PRESENT: Roger Daniel AJ Mentel
Nancy Griffith David Kash
Gabriel Schoenlein Tara Ramsey

STAFF PRESENT: Claire Fetters Binegar, City Planner
Charles Galvin, Staff Attorney

OTHERS PRESENT: Adam Cristo, Lawrence Bishop II, Amber Kelly, Jessica Turner, Stefan Wannemacher, Majeed Makhlof, Sol Ucciani

CALL MEETING TO ORDER

Vice Chair AJ Mentel called the meeting to order at 6:00 p.m. The roll was called by Claire Fetters Binegar. A voting quorum was present. Ms. Binegar asked for a motion to excuse the absence of Will Parsons. Mr. Mentel motioned to excuse Mr. Parsons's absence; Ms. Ramsey seconded the motion. The motion passed through roll call with a 6-0 vote.

AJ Mentel – Yes to Excuse

Roger Daniel – Yes to Excuse

Nancy Griffith – Yes to Excuse

David Kash – Yes to Excuse

Tara Ramsey – Yes to Excuse

Gabriel Schoenlein – Yes to Excuse

Mr. Kash led the pledge of allegiance.

APPROVAL OF PREVIOUS MEETING MINUTES – OCTOBER 8, 2025, NOVEMBER 12, 2025 &
NOVEMBER 13, 2025

Mr. Mentel stated the next order of business was the meeting minutes to review; Ms. Binegar responded that all meeting minutes will be covered in the January meeting, including the October, both November, and December meetings.

**PUBLIC HEARING: MAJOR AMENDMENT TO A PLANNED DEVELOPMENT
Havenwood**

Mr. Mentel introduced the next item on the agenda as a major amendment to a planned development by applicant J.A. Development on behalf of property owner Ravello Properties LLC to amend the approved planned development known as Havenwood, located on the western side of Towne Boulevard with address of 0 Towne Boulevard, to remove commercial uses from the remaining 1.9 acres of the development, and add 13 additional single-family attached two-story units within 3 buildings, walking paths, sidewalks, and a dog park. Mr. Mentel asked Ms. Binegar for the staff report. Ms. Binegar asked Mr. Kash to swear her in; Ms. Binegar was sworn in. Ms. Binegar presented the staff report using a PowerPoint presentation and displayed the recommended staff conditions at the end of the

presentation to conclude her staff report.

Mr. Mentel asked if there were any questions for staff; Mr. Mentel followed up by asking if the removal of the commercial use, since it would no longer be mixed-use, would still be a planned development; Ms. Binegar stated it is still a planned development, it is just removing the proposed use that was included in the preliminary and final development plan.

Mr. Mentel then opened the public hearing, inviting anyone who wished to speak in support of the application to come forward. Adam Cristo was sworn in. Mr. Cristo stated he was present to answer any questions and gave a history on the development, including the challenges of the remaining parcel previously designated for commercial development. Mr. Cristo then discussed the proposed changes, estimated price point of the additional units, and estimated price points of close-by new construction.

Mr. Mentel asked why the road stops prior to Units 1-4; Mr. Cristo stated the road could be corrected and the intent was for more greenery and less pavement for marketing purposes. Mr. Kash noted that if he were to be a property owner of one of the units that did not have a parking space in front of his unit, it could be viewed as unfavorable as it would be hard to unload groceries. Mr. Cristo responded that it may be an individual preference for someone to have a front yard with just green space similar to those who walk their dog versus those who do not want to walk.

Mr. Daniel stated he would like to see a fence around the retention pond in light of recent accidents in the region; Mr. Cristo noted the retention pond is not included in the area that is proposed to be amended but stated he would take the comment under advisement. Mr. Daniel explained that some cities are actually requiring fencing now. Mr. Cristo then responded that the basin is a dry basin as is the majority of groundwater control in their projects for safety and the site plan colors them blue to look pretty. The basin will generally only hold a couple of feet of water for 24 to 40 hours after a large amount of precipitation. Mr. Daniel concluded his remarks that other than the basin, he really liked the changes.

Mr. Mentel invited anyone else wishing to speak in favor of the project to come forward. Seeing none, Mr. Mentel then asked anyone who wished to speak in opposition to the project to come forward. Seeing no additional testimony, Mr. Mentel closed the public hearing.

Moving to deliberation, Mr. Mentel discussed his concern with the safety of residents in Units 1-4 but the applicant seemed willing to work with the City. Mr. Kash asked staff how to articulate the road extension requirement; Ms. Binegar stated that the first staff recommended condition of approval covered the extension of the road. Ms. Binegar reiterated the second recommended condition of approval on the screen, staff would like to modify and have all of Chapter 1216 upheld. Mr. Charles suggested if a motion were made, the motion could be subject to the modifications read during the meeting. Mr. Kash motioned to approve the application with the conditions that:

- Applicant construct the private road, at minimum, to include private street frontage for Units 1-4.
- Applicant be in full compliance of Chapter 1216.

- Applicant shall be in full compliance with Fire Department regulations as it relates to Ohio Fire Code.
- Applicant construct walking paths and sidewalks with dustless materials, such as concrete or asphalt.

Mr. Mentel seconded the motion. The motion passed unanimously through roll call with a 6-0 vote.

AJ Mentel – Yes to Approve

Roger Daniel – Yes to Approve

Nancy Griffith – Yes to Approve

David Kash – Yes to Approve

Tara Ramsey – Yes to Approve

Gabriel Schoenlein – Yes to Approve

Prior to continuing to the next case, Ms. Binegar stated the applicant had asked for a time limit extension in their application to allow for more than one year between the amended plan and submittal of a final development plan for review. Ms. Binegar noted she had not received a written request explaining why the extension was needed but she had received the written request to extend the deadline. Ms. Binegar then explained the Commission could ask the applicant why the extension was needed or motion to approve the time limit extension request. Mr. Kash asked if the extension would be the first extension approved; Ms. Binegar confirmed. Mr. Mentel asked if the extension would be for one additional year; Ms. Binegar confirmed. Mr. Mentel motioned to grant the applicant a one-year extension; Mr. Schoenlein seconded the motion. The motion passed unanimously through roll call with a 6-0 vote.

AJ Mentel – Yes to Approve

Roger Daniel – Yes to Approve

Nancy Griffith – Yes to Approve

David Kash – Yes to Approve

Tara Ramsey – Yes to Approve

Gabriel Schoenlein – Yes to Approve

PUBLIC HEARING: CONDITIONAL USE – RELIGIOUS PLACE OF WORSHIP

3479 Dixie Highway

Mr. Mentel introduced the next item on the agenda as a conditional use application by applicant Lawrence Biship II on behalf of property owner Easter Lily Farms LLC for Conditional Use approval to allow for a religious place of worship at the approximate 8.6-acre parcel known as Q6542107000051 or 3479 Dixie Highway. The parcel is zoned B-2: Community Business District where religious places of worship are a conditional use according to Table 1204-3 of the Middletown Development Code which requires Planning Commission review and approval. Mr. Mentel asked Ms. Binegar for the staff report. Ms. Binegar presented the staff report using a PowerPoint presentation and displayed the recommended staff conditions, review criteria, time limit, and appeals process at the end of the presentation to conclude her staff report.

Mr. Mentel asked if there were any questions for staff; Mr. Kash asked for clarification on if

the traffic study requirement would be required by City ordinance or if Public Works Department and Engineering Division would like to see the study completed. Ms. Binegar responded that the requirement would be from the City's Manual of Design for Public Improvements but noted she did not know the full extent of those requirements. Mr. Kash explained that the previous use was a movie theater which would have generated a significant amount of traffic and asked if staff knew if a traffic study was performed for Cinema 10; Ms. Binegar responded she did not know. Mr. Kash summarized that the Commission will hear from the applicant on anticipated traffic.

With no additional questions for staff, Mr. Mentel opened the public hearing, inviting anyone who wished to speak in support of the application to come forward. Lawrence Bishop II was sworn in. Mr. Bishop stated he was present to mostly answer any questions the Commission has. Mr. Mentel asked about anticipated traffic for the use; Mr. Bishop explained it would probably not be more than the traffic from the former use and identified service would be held on Sunday mornings and possible some Wednesday nights later. Mr. Mentel asked if there would be events; Mr. Bishop responded not normally and that the main traffic flow would be on Sunday mornings. Mr. Mentel mentioned the parking lot was rather large and depreciated and asked if there were any plans for renovating the parking lot; Mr. Bishop responded that the plan is to fill all the cracks, re-seal the top, and re-stripe the parking lot. Mr. Mentel asked if there was plans to downsize the parking lot; Mr. Bishop responded there was not. Mr. Kash asked if the church would be affiliated with Solid Rock; Mr. Bishop responded it would not be. Mr. Kash asked if the applicant has a current congregation; Mr. Bishop responded they were not meeting on a regular basis and holds a cowboy church once a month with about 500 people. Mr. Mentel asked what the plan was for the different theaters; Mr. Bishop discussed the interior renovation plans. Ms. Ramsey recommended the applicant consider exterior renovations and adding landscaping to beautify the property. Mr. Bishop explained he would be cleaning up the property and confirmed it will be beautiful once it is finished.

Mr. Mentel invited anyone else wishing to speak in favor of the project to come forward. Seeing none, Mr. Mentel then asked anyone who wished to speak in opposition to the project to come forward. Seeing no additional testimony, Mr. Mentel closed the public hearing.

Moving into deliberation, Mr. Mentel referenced the parking lot. Ms. Binegar explained the reason she did not include any landscaping requirements for the parking lot is due to the parking lot already in existence and is a non-conforming lot but included the second staff recommended condition of approval should any site plan changes occur, the parking lot shall be brought into compliance.

Mr. Schoenlein spoke about his agreement with the fact that the proposed use does not really fit into the intended use of the area but the traffic generation would be good for the businesses in the area. Mr. Schoenlein asked if there were any movie theaters in the area; Ms. Binegar and the Commission identified the closest movie theaters in the area. Mr. Mentel agreed with Mr. Schoenlein's remarks. Ms. Ramsey echoed in agreement.

Mr. Galvin discussed the difference between property tax and income tax.

Mr. Mentel reopened the public hearing, asking the applicant to come forward to respond to Ms. Ramsey's question regarding the number of employees that would be hired for the use. Mr. Bishop gave a rough guess of ten to twelve full-time staff and confirmed the nearby restaurants would see more guests once the use commenced.

Mr. Mentel offered if anyone else wished to speak in support of the application to come forward. Seeing none, Mr. Mentel then offered if anyone else wished to speak in opposition to come forward. With no additional testimony, Mr. Mentel closed the public hearing.

Mr. Kash motioned to approve the application as submitted following Mr. Galvin's advice that the City's Engineering staff should make the determination on if a traffic impact study is needed; Mr. Mentel seconded the motion. The motion passed unanimously through roll call with a 6-0 vote.

AJ Mentel – Yes to Approve
Roger Daniel – Yes to Approve
Nancy Griffith – Yes to Approve
David Kash – Yes to Approve
Tara Ramsey – Yes to Approve
Gabriel Schoenlein – Yes to Approve

PUBLIC HEARING: PRELIMINARY PLAT

Townes of Lincoln Village

Mr. Mentel introduced the next item on the agenda as a request by engineer Bayer Becker on behalf of property owner J.A. Development LLC, for approval of a Preliminary Plat for the planned development of The Townes of Lincoln Village and asked Ms. Binegar for the staff report. At the conclusion of her presentation, Ms. Binegar displayed the review criteria for major subdivisions and noted staff would not be giving a recommendation for the case.

Mr. Mentel asked if there were any questions for staff; Mr. Kash asked how the case before the Commission differs from a final development plan as that had already been approved. Ms. Binegar explained the major subdivision requirements in the Middletown Development Code, including the process of a preliminary and final plat.

With no additional questions for staff, Mr. Mentel opened the public hearing, inviting anyone who wished to speak in support of the application to come forward. Then, Mr. Mentel invited anyone who wished to speak in opposition to the request. With no public testimony, Mr. Mentel closed the public hearing.

Moving into deliberation, Mr. Mentel stated the request is mostly a formality that is in alignment with previous approvals. Mr. Mentel motioned to approve the preliminary plat; Mr. Kash seconded the motion. The motion passed unanimously through roll call with a 6-0 vote.

AJ Mentel – Yes to Approve
Roger Daniel – Yes to Approve
Nancy Griffith – Yes to Approve

David Kash – Yes to Approve
Tara Ramsey – Yes to Approve
Gabriel Schoenlein – Yes to Approve

PUBLIC HEARING: CONDITIONAL USE – TRANSITIONAL HOUSING

1328 Woodlawn Avenue

Mr. Mentel introduced the next item on the agenda as a request by applicants Amber Kelly and Jessica Turner on behalf of property owner Dickie D. Brandon Trust for Conditional Use approval to allow for a transitional house at the approximate 0.3-acre parcel known as Q6521003000053 or 1328 Woodlawn Avenue. The parcel is zoned R-4: Attached Residential District where transitional housing is a conditional use according to Table 1204-3 of the Middletown Development Code which requires Planning Commission review and approval. Mr. Mentel asked Ms. Binegar for the staff report. Ms. Binegar presented the staff report using a PowerPoint presentation and displayed the recommended staff conditions, review criteria, time limit, and appeals process at the end of the presentation to conclude her staff report.

Mr. Mentel asked for staff recommendations to be displayed again and asked for staff to clarify if the City had received any proof of certification or licensure. Ms. Binegar stated the applicant had not submitted anything and City staff had met with the applicant during which time the applicant stated there was not any certifications for the type of housing they were operating. Mr. Mentel asked who the affidavit would come from; Mr. Galvin stated it would probably be the applicant or owner operator of the proposed use. Mr. Kash referenced the use-specific standards for transitional housing and asked if the standards state what the affidavit should contain. Ms. Binegar summarized that the affidavit must clarify that a license that can be obtained does not exist. Mr. Galvin confirmed that the affidavit would explain there is not an agency in existence that the applicant should be in compliance with.

With no additional questions for staff, Mr. Mentel opened the public hearing, inviting anyone who wished to speak in support of the application to come forward. Amber Kelly was sworn in. Ms. Kelly spoke about her background, and presented the written testimony provided to Planning Commission at the public hearing. The written testimony explained the business model and how the applicants did not feel they were a transitional house.

Mr. Kash asked if the applicant is, in reality, a landlord. Ms. Kelly responded that they are not landlords, rather property managers while Dickie Brandon remains the landlord. Mr. Kash asked for clarification on the applicant's role in the use of the property. Ms. Kelly explained there is not 24/7 supervision or support services offered through their organization. Mr. Kash noted the application gave a different impression about the proposed land use. Ms. Kelly then explained the meeting with staff prior to submitting the application and discussed the efforts taken to prepare for the public hearing. Ms. Ramsey asked if the applicant was just providing house; Ms. Kelly confirmed. Ms. Ramsey then noted that while the applicant reviewed Ohio codes, Middletown has unique codes including requirements for shared housing. Ms. Binegar explained the different land uses within the group living use category as well as the documents provided by the applicant to determine the use as transitional housing, noting staff had not received the document provided to Planning Commission prior to the meeting. Ms. Binegar refocused the Commission on the application

before them.

Mr. Kash asked staff if the testimony provided to the Commission would change the designation of use, such as a boarding house. Mr. Galvin stated there may be need to consult the Code. Ms. Binegar read the definition of a rooming house and noted it is prohibited in the R-4 zoning district. Mr. Mentel asked how the use differed from four tenants on one lease renting a home; Ms. Ramsey responded that the applicant was renting out the rooms individually to which Ms. Kelly confirmed.

Mr. Kash asked how long the applicant had been operating before the zoning process began; Ms. Kelly stated the tenants moved in during October and they were notified about a potential violation within the first month. Mr. Schoenlein asked if there was any criteria for potential residents; Ms. Kelly responded outside of the standard screening of a landlord, they make sure those living there are a good fit for a shared living environment. Mr. Schoenlein asked how residents come to live there; Ms. Kelly responded that they may receive referrals from homeless shelters or outside agencies that are seeking the type of living arrangement offered. Ms. Kelly explained the housing option is affordable and the dynamic of the household. Mr. Mentel then asked how residents live together while maintaining independence; Ms. Kelly responded that they organize the household duties on their own. Mr. Mentel asked what the consequences are if a tenant is not maintaining their household duties; Ms. Kelly responded that the resident would initially receive a written warning, and following three written notices, an eviction process would be pursued.

Jessica Turner was sworn in. Ms. Turner spoke about the purpose of the land use and provided additional context about the flyer provided to staff, stating the flyer indicates potential services. Ms. Turner stated they would like to explore options of a sober living or transitional living house, but the current use of the subject property is just property management for the tenants and property owner. Mr. Mentel asked for confirmation that each resident has a lease independent of other residents; Ms. Turner confirmed. Mr. Mentel asked staff if the testimony would indicate the property is being used as a rooming house; Ms. Binegar responded she would wait until a determination was made on the application before the Commission.

Mr. Schoenlein asked if there would be a situation where an applicant would be denied; Ms. Turner stated they would not allow a sex offender or somebody that was not truly ready for independent living.

Mr. Daniel asked staff if a boarding house is allowed in the R-4 zoning district; Ms. Binegar responded that rooming houses are prohibited.

Mr. Mentel offered if anyone else wished to speak in support of the application to come forward. Seeing none, Mr. Mentel then offered if anyone else wished to speak in opposition to come forward. With no additional testimony, Mr. Mentel closed the public hearing.

Moving into deliberation, Mr. Mentel noted the case was tricky as it seemed to be more of a rooming house use type rather than a transitional house, especially due to the individual lease agreements. Mr. Kash motioned to deny the conditional use application; Mr. Daniel seconded the motion. The motion passed unanimously through roll call with a 6-0 vote; Mr.

Schoenlein encouraged the applicants to look for a multi-family area for the proposed use, and while he liked the idea and unique approach, the applicants were before the Commission to consider land use and determine whether it is appropriate with the City's zoning laws.

AJ Mentel – Yes to Deny
Roger Daniel – Yes to Deny
Nancy Griffith – Yes to Deny
David Kash – Yes to Deny
Tara Ramsey – Yes to Deny
Gabriel Schoenlein – Yes to Deny

PUBLIC HEARING: CONDITIONAL USE – AUTOMOTIVE SALES AND LEASING
4500 Dixie Highway

Mr. Mentel introduced the next item on the agenda as a request by applicant and property owner Javier Rizzi for Conditional Use approval to allow for a used car lot at the approximate 0.4- acre parcel known as 0704153013 or 4500 Dixie Highway. The parcel is zoned B-2: Community Business District where when such use type is proposed on a lot that is less than four acres in size and has a lot frontage less than 200 feet, the use requires approval of a conditional use application. Mr. Mentel asked Ms. Binegar for the staff report. Before presenting, Ms. Binegar asked if anyone needed a break. The Commission took a 10-minute break and reconvened at 7:35. Ms. Binegar presented the staff report using a PowerPoint presentation and displayed the recommended staff conditions, review criteria, time limit, and appeals process at the end of the presentation to conclude her staff report.

Mr. Mentel asked if there were any questions for staff. Mr. Kash stated he noticed staff did not have any recommendations for screening requirements. Ms. Binegar explained the parcel in question had existing screening on the northern and eastern side of the parcel and screening would not be required for the parcels adjacent to the subject property that were zoned B-2.

With no additional questions for staff, Mr. Mentel opened the public hearing, inviting anyone who wished to speak in support of the application to come forward. Stefan Wannemacher was sworn in. Mr. Wannemacher spoke about the history of the property, including the ownership of the property, previous land uses, and future plans for the property., including the potential buyer, Dixie Automotive Imports. Mr. Wannemacher also prepared a report of car lots within the City of Middletown, and their associated lot sizes. Mr. Wannemacher concluded his remarks by noting the staff recommended conditions of approval would not be any problem to maintain at the property.

Mr. Kash asked if Mr. Wannemacher had any idea of the extent of vehicle repair may occur; Mr. Wannemacher confirmed he did not know but noted the requirement that all work must occur within the building would not be a problem at all for the buyer. Mr. Wannemacher also pointed out the image he provided to the Commission was a picture of the property he had taken that day, with no cars for sale currently, and the operator does have a dealer's license. Mr. Wannemacher concluded his remarks by noting to make the property as sellable and economically viable as possible, the conditional use for a used car lot would be the best.

Javier Rizzi was sworn in. Mr. Rizzi stated he was present to see if anyone had any questions or concerns. The Commission did not have any questions.

Mr. Mentel continued the public hearing, inviting anyone else who wished to speak in support of the application to come forward. Then, Mr. Mentel invited anyone who wished to speak in opposition to the request. With no public testimony, Mr. Mentel closed the public hearing.

Moving into deliberation, Mr. Mentel noted he appreciated Mr. Wannemacher's comments and report of lot sizes of car lots. Mr. Kash stated everyone was familiar with the property and noted he had always felt it was an attractive building that needed to be used. Mr. Mentel discussed he had seen cars for sale at the property; Ms. Binegar stated the last record of use the City has was an automotive repair shop.

Ms. Ramsey motioned to approve the conditional use application with the conditions that:

- The corner of the parcel that is at the intersection of Coles Road and S. Dixie Highway remain free of any obstruction, including cars, in accordance with Chapter 1208.05: Intersection Visibility, of the Middletown Development Code.
- No outdoor loudspeakers are used between the hours of 8:00 p.m. and 8:00 a.m.
- The applicant provide the City the State of Ohio Dealer's License within 30 days of reception.
- The applicant be in full compliance with the City of Middletown's Building Inspection Division requirements.
- Any mechanical work must occur solely inside the facility.
- Planning Commission may revoke a conditional use approval after holding a hearing if it is determined that the terms and conditions of the conditional use approval have not been or are not presently being met.

Mr. Kash seconded the motion. The motion passed through roll call with a 5-1 vote.

AJ Mentel – No to Deny

Roger Daniel – Yes to Approve

Nancy Griffith – Yes to Approve

David Kash – Yes to Approve

Tara Ramsey – Yes to Approve

Gabriel Schoenlein – Yes to Approve

PUBLIC HEARING: FINAL PLAT

The Villas at Emerald Enclave

Mr. Mentel introduced the next item on the agenda as a request by Phillip Brandon of Brandon Homes, on behalf of property owner Ohio Regional Constructors LLC, for approval of a Final Plat of The Villas at Emerald Enclave planned development and asked Ms. Binegar for the staff report. At the conclusion of her presentation, Ms. Binegar displayed the review criteria for major subdivisions and noted staff would not be giving a recommendation for the case.

Mr. Mentel clarified the review was a formality; Ms. Binegar responded that it is a checks

and balances process ensuring that what was submitted in the final development plan is included in the final plat

Mr. Mentel clarified the review was a formality; Ms. Binegar responded that it is a checks and balances process ensuring that what was submitted in the final development plan is included in the final plat. Mr. Kash asked if the Commission can assume staff has reviewed the final plat; Ms. Binegar confirmed.

With no additional questions for staff, Mr. Mentel opened the public hearing, inviting anyone who wished to speak in support of the application to come forward. Phil Brandon was sworn in. Mr. Brandon noted he was present to answer any questions as it was an older project but there were a couple of new Commissioners. Mr. Mentel stated it was the third time he had the development so he did not have any questions.

Mr. Mentel invited anyone else wishing to speak in favor of the project to come forward. Seeing none, Mr. Mentel then asked anyone who wished to speak in opposition to the project to come forward. Seeing no additional testimony, Mr. Mentel closed the public hearing.

Moving into deliberation, Mr. Mentel reiterated his familiarity with the project and motioned to approve the final plat; Mr. Schoenlein seconded the motion. The motion passed unanimously through roll call with a 6-0 vote.

AJ Mentel – Yes to Approve

Roger Daniel – Yes to Approve

Nancy Griffith – Yes to Approve

David Kash – Yes to Approve

Tara Ramsey – Yes to Approve

Gabriel Schoenlein – Yes to Approve

OLD/NEW BUSINESS

Middletown AD 1

Mr. Mentel noted the next item on the agenda was Old/New Business with Planning Commission Case #29-25. Mr. Mentel introduced the case as a request by applicant Middletown AD 1 on behalf of property owner John Westheimer for Conditional Use approval to allow for manufacturing and production with caustic or hazardous materials at the approximate 26-acre parcel known as Q6542084000069. The parcel is zoned I-2: General Industrial District where manufacturing and production with caustic or hazardous materials is a conditional use according to Table 1204-3 of the Middletown Development Code which requires Planning Commission review and approval.

Prior to beginning her staff report, Ms. Binegar asked if the Commission wanted her to give the entire staff report or just highlight the new additions. The Commission agreed only the new information was necessary. Ms. Binegar presented the updated items in the PowerPoint to the Commission. Ms. Binegar concluded her staff report by displaying the recommended staff conditions, review criteria, time limit, and appeals process.

Mr. Mentel stated the reason the application was tabled at the last meeting was due to the

applicant not providing information about the hazardous material and noted that information had been submitted. Ms. Binegar confirmed staff had received the information required since the last meeting and discussed the additional research conducted about the company's operations in Ohio.

Mr. Mentel asked about the rationale behind the recommended condition of limiting hours of operation for deliveries; Ms. Binegar explained Legal and herself identified the condition to ensure the surrounding residential property owners are not disrupted by any deliveries in the middle of the night.

With no additional questions for staff, Mr. Mentel opened the public hearing, inviting anyone who wished to speak in support of the application to come forward. Mr. Kash swore in those who would be testifying before the Commission.

Majeed Makhlof addressed the Commission, recalling the long discussion at the previous meeting. Mr. Makhlof noted the deviations requested, including the reduction of required setbacks, exceeding the maximum height for the digestor, allowing for operations at all times of the day, and the extended time limit. Mr. Makhlof concluded his remarks by stating the client would be able to abide by the remaining recommended conditions of approval.

Ms. Ramsey asked the general hours of operation of other facilities; Sol Ucciani approached the Commission, and discussed the design, permitting, construction, and operation timeline. Mr. Galvin asked for Ms. Ucciani to state her name, address, and confirmed she had been sworn in. Ms. Ucciani provided an address, and confirmed she had been sworn in. Mr. Makhlof stated he thinks Ms. Ramsey was inquiring about hours of operation. Ms. Ucciani stated the digestor runs at all times, but truck deliveries are typically received between 6:00 a.m. and 6:00 p.m and occasionally receive deliveries outside of those hours.

Mr. Mentel invited anyone else wishing to speak in favor of the project to come forward. Seeing none, Mr. Mentel then asked anyone who wished to speak in opposition to the project to come forward. Seeing no additional testimony, Mr. Mentel closed the public hearing.

Moving into deliberation, Mr. Mentel noted that when he was a pizza delivery driver, he would see trucks coming and going from the industrial park at all times, so limiting the hours of operation seemed arbitrary.

Ms. Binegar asked the Commission to discuss the waiver of setbacks as they are a drastic deviation. Mr. Mentel noted the Commission had discussed the setbacks in depth last time but invited Ms. Binegar to point out any details. Ms. Binegar stated that because the setbacks would be ranging from 100 to 300 feet from parcel lines, she wanted to have the discussion on record. Mr. Mentel discussed the nearest home would be past the setback distance, even though he understood the Code requires the setback from parcel line.

The Commission discussed the existing vegetation and that the site plan could not be amended to move further away parcel lines. The Commission then discussed how to word

the motion to include all requested waivers and applicable staff recommended conditions. Mr. Mentel motioned to approve the application with the following conditions:

- A waiver of the required setbacks as defined in Chapter 1204.09(e)(2)C. to allow for the location of structures containing caustic or hazardous materials as submitted on the site plan.
- A waiver of the height restrictions as defined in Chapter 1204.10(c), to allow for the height of a structure within the project up to 70 feet.
- An extension of the time limit by which a Certificate of Zoning Compliance application must be submitted, allowing for said application to be submitted by April 1, 2027.
- Upon the submission of a Certificate of Zoning Compliance application, applicant shall submit a complete list of noxious matter or chemicals to the City of Middletown, including biogas and its expected components to review based on submittals to Planning Commission.
- Upon the submission of a Certificate of Zoning Compliance application, applicant shall submit documentation of safety precautions that will be used to prevent potentially hazardous chemical reactions or contamination to review based on submittals to Planning Commission.
- Prior to City staff approving a Certificate of Zoning Compliance, applicant shall submit the necessary permit approvals required by Ohio EPA.
- No human waste or sewage shall be processed or accepted at the facility.
- No animal waste shall be processed or accepted at the facility, except manure used for the purpose of processing food waste.
- All waste, including any byproducts thereof, that is processed at the facility shall be kept within an enclosed building or container at all times.
- There shall be no physical expansion at the Property, including additional equipment or infrastructure beyond the current site plan, without prior City approval.

Mr. Schoenlein seconded the motion. The motion passed unanimously through roll call with a 6-0 vote.

AJ Mentel – Yes to Approve

Roger Daniel – Yes to Approve

Nancy Griffith – Yes to Approve

David Kash – Yes to Approve

Tara Ramsey – Yes to Approve

Gabriel Schoenlein – Yes to Approve

Mr. Makhlof thanked the Commission, staff, and counsel and noted that they look forward to being good citizens to the community.

Ohio-Kentuck-Indiana (OK) Regional Council of Governments Board of Directors – City of Middletown Planning Commission Representative

Mr. Mentel moved to the next item under Old/New Business. Ms. Binegar explained the previous year, she had been appointed as the City's Planning Commission liaison for the OKI Board of Directors where she represents the City's Planning Commission to approve transportation, clean water, etc. projects and efforts. Ms. Binegar concluded her explanation that she would need confirmation from the Commission they wanted her to continue to be

the Commission's representative for the quarterly meetings, unless a Commission member wanted to attend. Mr. Mentel motioned to nominate Ms. Binegar to be the OKI representative; Mr. Daniel seconded the motion. The motion passed unanimously through roll call with a 6-0 vote.

AJ Mentel – Yes to Nominate

Roger Daniel – Yes to Nominate

Nancy Griffith – Yes to Nominate

David Kash – Yes to Nominate

Tara Ramsey – Yes to Nominate

Gabriel Schoenlein – Yes to Nominate

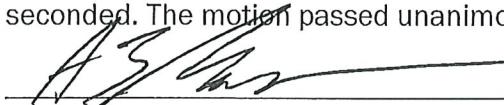
Planning Commission Study Session #2

Ms. Binegar reminded everyone of the upcoming special meeting of Planning Commission, for the Middletown Development Code Update. Ms. Binegar noted the consultant had recommended an earlier start time which would be getting into the work day but most likely last until the same time as the previous study session due to amount of content to review. The Commission concluded it would be okay to start the special meeting at 4:00 p.m. Ms. Binegar noted the City would be providing a light dinner, such as pizza.

Ms. Binegar reminded the Commission that the public survey would be active until the end of the day on Friday, and encouraged the Commission to share the survey with residents, developers, or anyone interested in the topic.

ADJOURNMENT

With no further business to conduct, a motion was made to adjourn the meeting and was seconded. The motion passed unanimously, and the meeting was adjourned at 8:30 p.m.


AJ Mentel
Planning Commission Vice Chairman


Claire Fettters Binegar
City Planner

*Full recording of the meeting is available on the City of Middletown's YouTube page.

January 7, 2026

To: Ashley Combs, City Manager

From: Megan Ellis, Human Resources Manager

SUBJECT: APPOINTMENT - PATROL OFFICER

We are recommending the conditional appointment of **KEIRRA THOMPSON** to the position of Patrol Officer in the Department of Public Safety, Division of Police. Ms. Thompson was selected from the eligibility list as a result of Civil Service testing procedures. She will fill the vacancy created by the resignation of Camron Roberts.

Ms. Thompson will be assigned to Pay Range Cadet, which provides a salary of \$20.51 hourly. The appointment is conditional upon the candidate successfully passing the required background and medical evaluation.

C: Amy Schenck, Clerk of Council

Earl Nelson, Chief of Police

Human Resources

Finance (Payroll)

File

Cmt01/20/2026

Human Resources

January 12, 2026

TO: Ashley Combs, City Manager
FROM: Megan Ellis, Human Resources Manager
SUBJECT: APPOINTMENT – SENIOR ACCOUNT CLERK

We are recommending the conditional appointment of **JENNIFER FARIS** to the position of Senior Account Clerk in the Department of Finance, Division of Water and Sewer Administration. Ms. Faris was selected from the eligibility list as a result of Civil Service testing procedures. She will fill the vacancy created by the promotion of Laura Sherwood.

Ms. Faris will be assigned to Range 186, Step A, which provides a salary of \$1,843.56 bi-weekly and \$47,932.56 annually. The appointment is conditional on the candidate passing the required background check and medical evaluation.

c: Amy Schenck, Clerk of Council
Samantha Zimmerman, Finance Director
Human Resources
Finance (Payroll)
file

cmtg 1/20/2026

HUMAN RESOURCES

January 12, 2026

TO: Ashley Combs, City Manager
FROM: Megan Ellis, Human Resources Manager
SUBJECT: APPOINTMENT – MAINTENANCE WORKER

We are recommending the conditional appointment of **LUCAS CONLEY** to the position of Maintenance Worker in the Department of Public Works and Utilities, Water Maintenance Division. Mr. Conley was selected from the eligibility list as a result of Civil Service testing procedures. He will fill the vacancy created by the promotion of Blake Craycraft.

Mr. Conley will be assigned to Range PW-3, Step A, which provides a salary of \$22.74 hourly. The appointment is conditional upon the candidate successfully passing the required background and medical evaluation.

/cs

c: Amy Schenck, Clerk of Council
Scott Tadych, Public Works Director
Charlie Anderson, Public Works Superintendent
Ethan Harness, Public Works Superintendent
Human Resources
Finance (Payroll)
file

ccmtg1/20/26

HUMAN RESOURCES

January 12, 2026

TO: Ashley Combs, City Manager
FROM: Megan Ellis, Human Resources Manager
SUBJECT: APPOINTMENT – MAINTENANCE WORKER

We are recommending the conditional appointment of **ADIN YORK** to the position of Maintenance Worker in the Department of Public Works and Utilities, Streets Maintenance Division. Mr. York was selected from the eligibility list as a result of Civil Service testing procedures. He will fill the vacancy created by the promotion of Erick Maertz.

Mr. York will be assigned to Range PW-3, Step A, which provides a salary of \$22.74 hourly. The appointment is conditional upon the candidate successfully passing the required background and medical evaluation.

/cs

c: Amy Schenck, Clerk of Council
Scott Tadych, Public Works Director
Charlie Anderson, Public Works Superintendent
Ethan Harness, Public Works Superintendent
Human Resources
Finance (Payroll)
file

ccmtg1/20/26

HUMAN RESOURCES

January 12, 2026

TO: Ashley Combs, City Manager
FROM: Megan Ellis, Human Resources Manager
SUBJECT: APPOINTMENT – MECHANIC

We are recommending the conditional appointment of **JAMES FAULKNER** to the position of Mechanic in the Department of Public Works & Utilities, Division of Municipal Garage. Mr. Faulkner will fill the vacancy created by the resignation of David Terrell.

Mr. Faulkner will be assigned to Range PW7, Step A, which provides a salary of \$25.55 hourly. The appointment is conditional upon the candidate successfully passing the required background and medical evaluation.

/cs

c: Amy Schenck, Clerk of Council
Scott Tadych, Public Works Director
Charlie Anderson, Public Works Superintendent
Ethan Harness, Public Works Superintendent
Human Resources
Finance (Payroll)
file

ccmtg1/20/26

MOTION AGENDA

STAF REPORT

For the Business Meeting of January 20, 2026

January 12th, 2026

TO: Ashley Combs, City Manager
FROM: Kayla Carle, Purchasing Agent

Purchase of a Truck Upfit

PURPOSE

To request approval to purchase equipment and installation to upfit a 2025 International HV507 Truck from Henderson Products, INC. of Bucyrus, OH in the amount of \$140,374.50 for the Storm Water Division.

BACKGROUND and FINDINGS

This request is for the purchase of equipment and installation to upfit a 2025 International HV507 truck. This truck was approved by Council on June 4, 2024, per Motion Agenda. The upfit package includes installation of a snowplow, plow hitch, dump body, sand and salt spreader to be used for snow removal.

The upfit is available through a national cooperative purchasing program, NPPGov.

ALTERNATIVES

The alternative is to not purchase the mounted equipment.

FINANCIAL IMPACT

There are sufficient funds available in the Garage Fund for this purchase (605.550.54340)

EMERGENCY/NON-EMERGENCY

Motion Agenda

cc: Samantha Zimmerman, Finance Director
Marc Kennedy, Garage Superintendent
Scott Tadych, Public Works & Utilities Director
Charlie Anderson, Public Works Superintendent

STAFF REPORT
For the Business Meeting of: January 20, 2026

January 14, 2026

TO: Ashley Combs, City Manager
FROM: Scott Tadych, Public Works and Utilities Director

**Professional Services Contract – SS4A Transportation
Safety Action Plan**

PURPOSE

To authorize the City Manager to enter into a professional services agreement with Crawford, Murphy, and Tilly Inc. (CMT) to develop a Safe Streets for All (SS4A) Transportation Safety Action Plan

BACKGROUND AND FINDINGS

The City was successful in securing federal Safe Streets and Roads for All (SS4A) funding to create a comprehensive transportation safety action plan. The plan will evaluate the current system, policies, and procedures to identify trends and contributing factors that contribute to the safety performance throughout the City. The goal of the nationwide SS4A program is to eliminate roadway deaths using the Safe System Approach.

There will be multiple components to the Safety Action Plan. This includes Goal Setting, Planning Structure, Safety Analysis, Public Engagement and Collaboration, Equity Considerations, Policy and Process Changes, Strategy and Project Selection, and Progress and Transparency.

The primary deliverable of the plan will be a document that prioritizes high crash locations to identify cost-effective countermeasures that improves the safety performance of the roadway network for all users. Once the plan is developed, the City will be eligible to apply for SS4A implementation grants for targeted projects.

ALTERNATIVES

Do not develop a transportation safety actions plan and decline the grant funding.

FINANCIAL IMPACT

This professional services contract is in an amount not-to-exceed \$250,000. The SS4A grant will fund \$200,000 of the cost. The City's share of the project is \$50,000. Funds are appropriated in Capital Improvements Fund (220) for the project.

EMERGENCY/NON-EMERGENCY

Motion Agenda

ATTACHMENTS

CMT Proposal and Scope of Work

Middletown Safety Action Plan

Scope of Work

Project Understanding

The City of Middletown was successful with securing Safe Streets and Roads for All (SS4A) funding to evaluate current system, policies, and procedures to identify trends and contributing factors that contribute to the safety performance of the region. The analysis will include the collection and review of transportation system data including demographics, land use, transportation systems, and development activities. The results of the initial evaluation will be used to establish a planning framework, evaluate the state of the system, and feed into technical evaluation tools.

Safe transportation networks, that promote all modes of transportation, for users of all ages and abilities, foster thriving, healthy and vibrant places. Our team looks forward to the opportunity to work with your community in delivering a plan that sets up a complete vision for the future of transportation in Middletown. Understanding this, we know there are several components key to a successful Action Plan.

1. **Leadership Commitment and Goal Setting.** An official public commitment (e.g., resolution, policy, ordinance, etc.) by the City Council to an eventual goal of zero roadway fatalities and serious injuries. The commitment must include a goal and timeline for eliminating roadway fatalities and serious injuries achieved through one, or both, of the following:
 - the target date for achieving zero roadway fatalities and serious injuries, OR
 - an ambitious percentage reduction of roadway fatalities and serious injuries by a specific date with an eventual goal of eliminating roadway fatalities and serious injuries.
2. **Planning Structure.** A committee, task force, implementation group, or similar body charged with oversight of the Action Plan development, implementation, and monitoring. Strong collaboration is key to a successful planning process. We look forward to relying on our existing relationships with city staff and departments, various traffic projects and reviews enhancing knowledge of the city's network and citizen priorities, partnerships within the community, and expanding on these relationships during this effort. We will engage various departments across the City, as well as coordinate with key stakeholders during the planning process, as well as in the identification of potential funding partners for implementation.
3. **Safety Analysis.** Analysis of **existing conditions and historical trends** provides a baseline level of crashes involving fatalities and serious injuries across the city. Includes an analysis of locations where there are crashes and the severity of the crashes, as well as contributing factors and crash types by relevant road users (motorists, people walking, transit users, etc.). Analysis of systemic and specific safety needs is also performed, as needed (e.g., high-risk road features, specific safety needs of relevant road users, public health approaches, analysis of the built environment, demographic, and structural issues, etc.). To the extent practical, the analysis should include all roadways without regard for ownership. Based on the analysis performed, a geospatial identification of higher-risk locations is developed (a High-Injury Network or equivalent).

4. **Engagement and Collaboration.** Robust engagement with the public and relevant stakeholders, including the private sector and community groups, that allows for both community representation and feedback. Information received from engagement and collaboration is analyzed and incorporated into the Action Plan. Overlapping jurisdictions are included in the process. Plans and processes are coordinated and aligned with other governmental plans and planning processes to the extent practical.

We meet people where they are in order to provide a plan that truly represents the needs of Middletown. Our layered engagement approach provides multiple opportunities for input and meaningful dialogue with the public. Additionally, we have experience in demonstrating ideas through fun and lively pop-up demonstrations.

5. **Equity Considerations.** Plan development using inclusive and representative processes. Underserved communities* are identified through data and other analyses in collaboration with appropriate partners. Analysis includes both population characteristics and initial equity impact assessments of the proposed projects and strategies. Decisions may have disproportionately benefited or harmed people based on where they reside. Our team cares deeply about developing a plan that supports transportation options for everyone. Layering census data (single or no car households) during the existing conditions process will help inform decisions on plan recommendations and initial concepts.
6. **Policy and Process Changes.** Assessment of current policies, plans, guidelines, and/or standards (e.g., manuals) to identify opportunities to improve how processes prioritize transportation safety. The Action Plan will develop a framework for delivering safe connections and accommodations for all modes of transportation. The Action Plan discusses implementation through the adoption of revised or new policies, guidelines, and/or standards, as appropriate.

Transportation recommendations will be framed in opportunities for short, mid, and long-term investments that can be completed in phases. This work will allow the City to make smarter infrastructure investments that provide enhanced safety that may also improve mobility options for Middletown residents, while fostering a strong sense of place within the community.

7. **Strategy and Project Selections.** Identification of a comprehensive set of projects and strategies, shaped by data, the best available evidence and noteworthy practices, as well as stakeholder input and equity considerations, that will address the safety problems described in the Action Plan. These strategies and countermeasures focus on a Safe System Approach, effective interventions, and consider multidisciplinary activities. To the extent practical, data limitations are identified and mitigated.

For example, transportation facilities should be designed in a way that feels safe and comfortable for all abilities and ages. Our team will look at space within the existing public right-of-way and identify areas to re-allocate space that supports a multi-modal transportation system.

Once identified, the list of projects and strategies is prioritized in a list that provides time ranges for when the strategies and countermeasures will be deployed (e.g., short-, mid-, and long-term timeframes). The list should include specific projects and strategies, or descriptions of programs of projects and strategies, and explain prioritization criteria used. The list should contain interventions focused on infrastructure, behavioral, and/or operational safety. The plan will be

developed in a way that supports a clear path toward implementation. Plan options will be focused on short, mid-term and long-term solutions that can be incorporated into the capital budget. Our government affairs team will also identify potential funding solutions that may help with some larger projects for implementation.

8. **Progress and Transparency.** Method to measure progress over time after an Action Plan is developed or updated, including outcome data. Means to ensure ongoing transparency is established with residents and other relevant stakeholders. Must include, at a minimum, annual public and accessible reporting on progress toward reducing roadway fatalities and serious injuries, and public posting of the Action Plan online.

Our team is excited you are taking this step to build off your recent Comprehensive Plan and look forward to the opportunity to work with you on this effort. Our initial approach to the project is included here, but we anticipate this will be finalized during the contracting process.

Project Approach

The CMT Team, which consists of safety specialists, traffic engineers, and planners, have the experience to establish an effective plan for member agencies and to position them for future safety funding. These funds are needed to reduce injury and fatality rates within the region. Our team offers familiarity with numerous SS4A action plans for various city, county, MPO and state agencies.

The primary deliverable of the SS4A study will be a document that prioritizes high crash locations to identify cost-effective countermeasures that improves safety performance of the roadway network for all users. Two elements unique to the CMT approach include at least two items:

- The application of an Equivalent Property Damage Only (EPDO) metric helps normalize high severity/low frequency locations. Incorporating an EPDO metric will help the local public agency focus on locations having a high probability for serious crashes based on frequency and volume.
- Development of separate High Injury Networks (HINs) for state and local streets networks to enable member agencies to benefit from an action plan that enables them to position for state/federal funding for the major corridors but also understand how systemic type of countermeasures can be implemented as part of on-going initiatives sponsored by an LPA.

To streamline the overall project schedule, CMT would obtain the crash database and roadway data upon notice of selection. Timely review of the available crash data will help prepare a detailed scope of work and enable adequate time in the countermeasure development/ stakeholder coordination phase.

Task 1: Project Kickoff

- Task 1.1 – Kickoff Meeting

The CMT project team will coordinate with the MVRPC and schedule a project kickoff meeting with a Steering Committee that is representative of the member agencies. This meeting would include LPA representatives and others from police, fire or other safety adjacent organizations/agencies and would serve as an initial project introduction and brainstorming opportunity to understand regional safety needs. Project schedule, evaluation process, strategy prioritization, key milestones and any concerns would also be identified at this meeting.

The evaluation process used to identify a High Injury Network will be important to define at the onset of the study; the Action Plan will identify the highest priority locations in the region but be structured to enable prioritization of locations by jurisdiction.

This effort should also identify local safety champions at each member agency. Collaboration among the local agencies will be facilitated to advance a regional safety program.

- Task 1.2 – Project schedule

CMT will develop an agreed upon project schedule as a roadmap for the planning process; we estimate the project to take 15 months. The schedule will include key milestone completion dates as well as important engagement opportunities. The draft plan according to the FHWA agreement is to be completed on or before 12/15/26 with the final report submitted to FHWA on or before 12/15/27.

- Task 1.3 -Public engagement

A Public Involvement Plan (PIP) will be developed for review and approval by the Project Management Committee. This plan will include an approach to engaging with the public, as well as complementary agencies, and will be prepared in accordance with federal NEPA guidelines.

- Task 1.4 – Management and Advisory Committee coordination

We propose establishing a meeting timeline with a project management committee to monitor and track progress. The project management committee will be finalized in this coordination plan, as well as an advisory (agency focused) committee that will be engaged near deliverable milestones.

- Task 1.5 – Grant documentation plan

A detailed plan to fulfill SS4A grant tracking requirements will be submitted to the City.

- DELIVERABLES:

- Kickoff meeting to confirm scope, budget & schedule
- Public engagement & communications plan
- Project Management Committee and Advisory Committee plan
- Grant documentation plan (SR 271 Form)

Task 2: Existing Conditions

- Task 2.1 – Existing documentation

We will review existing documents used by the City of Middletown for planning and design guidance. Our team will rely on input from City staff in determining relevant information to review. We know review of Destination Middletown as well as the Parks Master Plan will be important first steps in addition to design standards. We also anticipate reviewing the OKI Long Range Transportation Plan, and any ODOT plans pertinent to the study area.

We will also analyze existing policies and standards related to transportation facilities. Our team will also analyze existing technical criteria as it relates to transportation design standards. We will analyze various typical cross-sections and guidance from different design standards that may

influence the proposed typical sections used in Middletown. We will rely on several design guides as inputs in reviewing the best options for recommendations in Middletown.

- Task 2.2 – Equity

Equity considerations for underserved communities, or those that have been disproportionately impacted by past transportation decisions, is an important element of the Action Plan. Our mission is to deliver a product that enhances safety for all road users, accounting for factors such as age, ability to operate or own a vehicle, race, and other demographic factors that influence transportation mode and needs.

- Task 2.3 - Transportation system analysis

GIS mapping will be used to document existing transportation facilities. We will work closely with the City to obtain GIS files they have, as well as other agencies (OKI or ODOT) on facilities within the City.

- Task 2.4 –Data collection

To understand the current transportation patterns, we will collect existing transportation data from the City to look at traffic volumes. A site assessment of the desired high-priority locations would be conducted by CMT along with any desired stakeholders and an inventory and summary of the findings would be prepared. The following items would be collected:

- Obtain, log, and review existing roadway data
- Historical crash data from AASHTO ware database
- Statewide crash frequencies and averages by type and classification
- Confirm with complementary agencies any opportunities/constraints that might impact findings and/or assist with implementation.

- DELIVERABLES:

- Existing plans and policies narrative
- Existing conditions narrative
- Data collection

Task 3: Future Growth & Opportunities

- Task 3.1 – Transportation projections

Using existing traffic data and projected development trends, our team will project traffic volumes and transportation needs over the next 25 years. Background growth will be based on output from the ODOT Traffic Forecast Management System (TFMS) to estimate future traffic volumes on various roadway segments.

- Task 3.2 – Planned Infrastructure Improvements

Long range infrastructure projects will be identified as part of a Future Development.

- DELIVERABLES

- Traffic volume growth narrative and Future Conditions

Task 4: Vision, Goals, & Metrics

- Task 4.1 – Develop Vision statement

Using input from the existing conditions analysis and the engagement framework (Task 5), we will work with the Project Management committee to finalize the guiding vision statement for the Action Plan.

- Task 4.2 – Develop goals

Using the guiding vision statement, we will work to identify a set of goals that support the plan's vision. While we anticipate delivering a holistic plan for all modes of transportation, we will segment the plan by mode and may segment by roadway type (i.e., numbered routes versus local streets) to better match funding sources.

- Task 4.3 – Develop Metrics

A two-stage screening process is proposed to identify priority locations. The first round of data screening is to use crash frequency alone to identify high crash volume or crash severity on corridors and at intersections. The table to the right shows some of the inputs that are applied which also are weighted to arrive at a Cumulative score. The priority ranking based on these metrics results in a raw High Injury Network (HIN).

The raw output from the HIN analysis will be reviewed by stakeholders to gain consensus on any findings and results of the prioritization process. This data is used to rank study locations before proceeding with a more detailed (stage 2) analysis which comprises two parts:

Field Name	Description
Rank	Rank of Roadway based on Use and Crash Scores
RTUnique	Roadway Identifier
Road Name	Road Name
Non Injury	Number of Non-Injury Crashes (Property Damage Only)
KAB Injury	No. of Fatal, Type A (Serious Injury) and Type B (Minor Injury) Crashes
Bike/Ped	Number of Bike or Pedestrian Crashes
All Crashes	Total Number of Crashes
EPDO	Equivalent Property Damage Only (EPDO) Crashes. Determined from a weighted score K, A, and B = 10, C Injury = 5, PDO = 1
CrashScore	Relative Score based on KAB Injuries and EPDO
UseScore	Relative Score based on observed probe data, and critical path assessment
TotalScore	Total Score based on Crash and Use Scores
%KAB	Percent of KAB Crashes on Roadway / Segment
Cumulative	Cumulative Percent of KAB Crashes

- Apply traffic volumes for calculation of crash rates.
- Identify High Risk locations that may not appear on the stage 1 ranking process but is considered a location having safety performance issues due to incident reports or other means of reporting citizen concerns.

- DELIVERABLES

- Draft & final vision statement
- Draft & final goals (bike/pedestrian, vehicular)
- Metrics for safety priority

Task 5: Public & Stakeholder Engagement

We anticipate a layered approach to engagement that reaches widely across the Middletown community. This approach will ensure engagement touchpoints, to help foster collaboration and community champions as you work toward implementation.

- Task 5.1 – Public Engagement – initial ideas at ways to engage the public are included here. Our team has successfully completed these strategies in other communities throughout the Midwest, and we look forward to collaborating with Middletown residents in a variety of ways.
 - Online survey & mapping
Online surveys are useful so people can respond to initial needs as well as provide feedback on concepts or ideas. We can offer a survey at the beginning of the plan, as well as one at the end to get feedback on priority projects. An online mapping tool can be made available where people can provide feedback on connections or existing needs.
 - Open houses
We anticipate 2 open house style meetings to take place (one at the beginning of the process and one at the end). Our first touch with the public will be after the initial findings of the safety analysis are summarized, but before decisions regarding priority ranking will not have been made, which will allow people to share their input. Education is an element of the PI process as solutions may challenge the status quo. As such, our team has significant experience distilling highly technical information into a format that is easy to understand by a wide range of the community. We will ensure the information is understood by everyone, accounting for barriers such as reading comprehension, language barriers, or even time to commit to review.
- Task 5.2 – Stakeholder Engagement
 - Project Management Committee (internal stakeholders)
We propose a project management committee made up of consulting team members and Middletown Public Works representatives that meet as needed during the plan to keep the process moving and on schedule.
 - Project Advisory Committee (agency stakeholders)
The project advisory committee will be made up of complementary agency stakeholders (OKI, ODOT, Butler County RTA, etc), as well as internal team members that are agreed upon by the project management committee. Champions in safe systems must be identified throughout the planning process to streamline adoption by the City. This group will meet as needed to review the planning process as it pertains to their work within the community. The advisory committee will serve as a first set of eyes for plan deliverables before being disseminated to the public.
- DELIVERABLES:
 - Public engagement plan
 - Public meeting materials
 - Public engagement summary & key findings

Task 6: Priority Ranking

- Task 6.1 – Identify priority locations
 - Historical safety performance
 - Capacity & Connectivity
 - Multimodal Systems

Using input from the project management committee, our team will identify prioritize safety locations within the Middletown community. The priority ranking will establish weighting for the initial ranking. The Project Management Committee will identify other metrics to use to establish a final ranking list.

- Task 6.2 – Identify safety countermeasures

The three scenarios will be developed and analysis will be provided for each scenario. This analysis will be a written document, accompanied by clear visuals to be used at public engagement meetings.

- Task 6.3 – Preferred/ Priority Ranking Alternatives

Based on input from the project management committee, the advisory committee, the public, as well as using our technical expertise, we will refine alternatives for inclusion in the final plan.

- DELIVERABLES:

- Scenario visualization
- Comparative analysis report
- Recommended alternatives

Task 7: Action Plan

- Task 7.1 – Draft Plan

A draft Action Plan will include a list of all safety countermeasures ranging from short, medium, and long term will be organized into a feasible implementation plan with specific costs. Phased implementation of countermeasures will be organized to achieve a feasible funding plan. A matrix of countermeasures ranked by cost and crash type can be helpful to determine the group of countermeasures that provide the greatest benefit at the least cost.

This report would include a summary of the studies conducted, exhibits of the historic crashes and the proposed roadway/intersection countermeasure improvements, and a project cost summary broken down into logical phasing sections. This report and associated exhibits would serve as an agency coordination document necessary for securing future potential funding.

- Task 7.2 – Policy Recommendations

Also included in the Plan will be a section on transportation related policy or processes. The provided list will provide a clear understanding of policy influences on the local transportation system and will be accompanied by key recommendations to revising existing policy, or identifying new policy tools that will advance roadway safety.

DELIVERABLES:

- Draft and Final Action Plan
- Street cross section graphics
- Project list for short-, mid- and long-term implementation
- Key corridor projects with graphics

- Task 7.3 – Final Plan
The final report would discuss the established purpose and need for the project, present existing conditions, and constraints, identify feasible alternatives, develop cost comparisons for the countermeasures, identify potential funding sources and shortfalls, summarize agency coordination, and provide recommendations for future steps to advance the improvements. In addition to providing a recommended plan and implementation strategy, CMT would provide guidance in terms of making the Safety Study Report a living document that MVRPC can update as new crash data is made available.0

Task 8: Action Plan

- Task 8.1 – Progress and Transparency

The adoption of the Action Plan opens the door to applying for SS4A implementation grants to help fund the recommendations of the Action Plan. A set of guidelines will be developed for LPAs to implement the Action Plan per SS4A requirements to make sure all interested agencies can benefit from the work that is conducted as part of this project.

A method to measure progress over time after an Action Plan is developed or updated, including outcome data is to be outlined in the Action Plan.

**TOTAL FEE**

	\$ 250,000	% fee	\$	Proj Engr	Proj Engr	SR planner	GIS	Planner 1	Tech 1	Fee	Eng/ Hrs
TOTAL FEE	\$ 250,000	6%	\$ 15,000								
Task 1 - Project Kickoff & Work Plan											
1.1 Kickoff Meeting				4	4			4		\$ 3,120	
1.2 Final Project Schedule				2	4					\$ 1,780	
1.3 Public Engagement Plan					2					\$ 3,580	
1.4 Management and Advisory Committee coordination				4	4	4				\$ 3,760	
1.5 Grant documentation plan				2	2	2		4		\$ 2,420	
TOTAL TASK 1										\$ 14,660	56
Task 2 - Existing Conditions		22%	\$ 55,000								
2.1 Existing documentation				4	16	4		24		\$ 11,200	
2.2 Equity						24	8	4		\$ 8,200	
2.3 Transportation System Analysis					16	24	40			\$ 15,640	
2.4 Data Collection				4	16		40	40	54	\$ 21,720	
TOTAL TASK 2										\$ 56,760	278
Task 3 - Future Growth & Trends		4%	\$ 10,000								
3.1 Transportation projections								16	8	\$ 4,160	
3.2 Planned Infrastructure improvements								16	16	\$ 6,600	
TOTAL TASK 3										\$ 10,760	36
Task 4 - Vision, Goals, Objectives & Metrics		6%	\$ 15,000								
4.1 Develop vision statement					2	8		2		\$ 2,940	
4.2 Develop goals				4	4	8				\$ 4,400	
4.3 Develop metrics				4		16		16		\$ 8,120	
TOTAL TASK 4										\$ 15,460	64
Task 5 - Public & Stakeholder Engagement		14%	\$ 35,000								
5.1 Public engagement (2)				24	24	8		24		\$ 20,720	
5.2 Stakeholder engagement (6)				4	24	8	24			\$ 14,520	
TOTAL TASK 5										\$ 35,240	140

Task 6 - Scenario Development		23%	\$ 57,500	16	4	40	24	\$ 20,440	TOTAL
6.1 Identify priority locations				40	4		40	24	\$ 24,600
6.2 Identify safety countermeasures				16	4	8	24	24	\$ 12,440
6.3 Preferred/ Priority Ranking Alternatives								\$ 57,480	244
TOTAL TASK 6									
Task 7 - Action Plan Development		19%	\$ 47,500	8	4	16	48	\$ 16,280	
7.1 Draft plan				2	16	8	40	\$ 14,460	
7.2 Policy recommendations				8	16	8	24	\$ 13,440	
7.3 Final plan								\$ 44,180	198
TOTAL TASK 7									
Task 8 - Final Plan Preparation		6%	\$ 15,000	8	16	16	16	\$ 15,280	
8.1 Progress and Transparency								\$ 15,280	64
TOTAL TASK 8									
TOTAL		100%	\$ 250,000	154	170	206	32	\$ 249,820	1080 HOURS
EXPENSES								\$ 180	
TOTAL								\$ 250,000	

STAFF REPORT

For the Business Meeting of January 20, 2026

January 15th, 2026

TO: Ashley Combs, City Manager
FROM: Kayla Carle, Purchasing Agent

Purchase of Police Vehicles

PURPOSE

To request approval to purchase six 2026 Dodge Durango Police Interceptor Utility vehicles from Statewide Ford of Van Wert, OH in the amount of \$369,310 for the Middletown Police Department.

BACKGROUND and FINDINGS

The Division of Police has six police cruisers that need to be replaced. Out of the six new police vehicles, two are K-9-unit vehicles. All vehicles being replaced have met the City's 15-point replacement schedule and are past due on their replacement date. Each Police vehicle will be upfitted with electronics and mounting components. All six old vehicles have already been sold on GovDeals.

Vehicle #	Year	Months Past Due (when sold on GovDeals)
813302	2013 Chevrolet Caprice	93
813304	2013 Chevrolet Caprice	92
813306	2013Chevrolet Caprice	87
815501	2015 Chevrolet Caprice	66
815502	2015 Chevrolet Caprice	65
815504	2015Chevrolet Caprice	62

All six police vehicles are available through State Bid Contract.

ALTERNATIVES

None.

FINANCIAL IMPACT

There are sufficient funds available in the Garage Fund for this purchase (605.550.54340).

EMERGENCY/NON-EMERGENCY

Motion Agenda

cc: Samantha Zimmerman, Finance Director
Marc Kennedy, Garage Superintendent
Scott Tadych, Public Works & Utilities Director
Charlie Anderson, Public Works Superintendent

LEGISLATION

ITEM 1

ORDINANCE NO. O2026-05

AN ORDINANCE AUTHORIZING THE CITY MANAGER TO ENTER INTO A MEMORANDUM OF UNDERSTANDING WITH THE BOARD OF BUTLER COUNTY COMMISSIONERS, THE MIDDLETOWN COMMUNITY FOUNDATION AND BUTLER COUNTY FINANCE AUTHORITY RELATED TO DOWNTOWN REDEVELOPMENT PROJECTS WITHIN MIDDLETOWN AND DECLARING AN EMERGENCY.

BE IT ORDAINED, by the City Council of the City of Middletown, Butler/Warren Counties, Ohio that:

Section 1

The City Manager is hereby authorized to enter into a Memorandum of Understanding with the Board of Butler County Commissioners, the Middletown Community Foundation and Butler County Finance Authority agreeing to work in a collaborative manner related to redevelopment efforts in the City of Middletown's downtown area. The agreement shall be in a form substantially similar to Exhibit "A", attached hereto, and be approved by the Law Director.

Section 2

Further, the City Manager, or their designee, is authorized to execute any documents necessary in order to effectuate the obligations of the City as described in Exhibit A.

Section 3

The City shall contribute \$5,000,000.00 to the "Downtown Middletown Revitalization Fund" being maintained by Middletown Community Foundation. The Finance Director is authorized and directed to deposit with Middletown Community Foundation a sum not to exceed \$2,650,000.00 from the General Fund (Fund # 100), which sum is hereby appropriated to account 100.160.52480. The balance of the City's contribution, \$2,350,000.00, is in the form of the funds already committed to the park improvements on top of the newly constructed CSO basin on Main Street.

Section 4

It is hereby determined that the subject matter of this legislation is not of a general and permanent nature, does not provide for a public improvement, and does not assess a tax or payment.

Section 5

This ordinance is declared to be an emergency measure necessary for the immediate preservation of the public health, safety and general welfare, to wit: to permit the agreement to be executed without delay so that the parties can move forward with the revitalization efforts anticipated by the agreement, and shall take effect and be in force from and after its adoption.

Elizabeth Slamka, Mayor

Adopted: _____

Attest: _____
Clerk of the City Council

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (the "MOU") is made and entered into as of the _____ day of _____ 2026, by and among Board of County Commissioners Butler County, Ohio (the "Board" or "County"), The Middletown Community Foundation, an incorporated foundation validly existing under the laws of the State of Ohio ("Foundation"), The City of Middletown, Ohio, a municipal corporation duly organized and validly existing under the laws of the State of Ohio ("City"), and The Butler County Finance Authority, a port authority and political subdivision and body corporate and politic duly organized and validly existing under the laws of the State of Ohio ("Authority"), collectively referred to as the "Parties", under the following circumstance:

WHEREAS, the City has requested that the Authority assist with economic development initiatives within the City, including but not limited to marketing, fundraising, and revitalization efforts to promote parks, housing, job creation, and property redevelopment for the benefit of Middletown residents.

WHEREAS, the Parties desire to establish a dedicated fund, to be known as the "Downtown Middletown Revitalization Fund" (the "Fund"), to receive and manage public and private contributions in support of transformational economic development initiatives within the City.

WHEREAS, the Parties wish to outline their respective responsibilities and commitments in furtherance of these shared objectives.

NOW, THEREFORE, in consideration if the above objectives the Parties express their intentions as follows:

A. Purpose and Cooperative Commitment.

The Parties agree to collaborate on the creation of a first-in-class public park and a vibrant downtown district that attracts new residents, creates jobs, and enhances Middletown's urban core.

Together, these efforts will strengthen the City's identity, improve quality of life, and positively influence regional and statewide perceptions of Middletown as a place of opportunity, creativity, and economic vitality.

In recognition of the Middletown Community Foundation's \$5,000,000.00 contribution and to commemorate the Foundation's 50th Anniversary, the new downtown park shall be known as Middletown Community Foundation Park. This naming serves as a lasting gift honoring the Foundation's five decades of community impact and its continuing commitment to the City's renewal.

B. Obligations of the Authority. The Authority shall:

- a. Solicit additional private and institutional contributions to the Fund;
- b. Identify and apply for applicable state and federal grants to enhance Fund resources;
- c. Identify and evaluate potential projects ("Projects") consistent with the Fund's objectives;
- d. Perform due diligence for proposed Projects and share diligence materials and findings with the City, subject to any applicable confidentiality agreements; and
- e. Recommend Projects for funding to the Fund Committee (as defined herein) and advise on appropriate funding levels.

C. Obligations of the City. The City shall:

- a. Provide evidence of the Two Million Three Hundred Fifty Thousand Dollars (\$2,350,000.00) expended in 2025 toward the completion of the Middletown Community Foundation Park;
- b. Contribute Two Million Six Hundred Fifty Thousand Dollars (\$2,650,000.00) to the Fund on or before February 15, 2026 (which, for the avoidance of doubt, together with the funds already expended in 2025 by the City, shall constitute a contribution of Five Million Dollars (\$5,000,000.00) to the projects by the City); and
- c. Ensure such contribution has been duly authorized and appropriated by City Council.

D. Obligations of the County. The County shall:

- a. Contribute Five Million Dollars (\$5,000,000.00) to the Fund on or before February 15, 2026; and
- b. Ensure such contribution has been duly authorized and appropriated by the Board of Commissioners Butler County, Ohio.

E. Obligations of the Foundation. The Foundation shall:

- a. Contribute Five Million Dollars (\$5,000,000.00) to the Fund on or before February 15, 2026;
- b. Establish the Fund as a distinct, segregated account within the Foundation;
- c. Maintain a combined investment total of Twelve Million Six Hundred Thousand Fifty Dollars (\$12,650,000.00) in instruments that preserve principal value, including but not limited to certificates of deposit, money market accounts, and similar insured or low-risk financial instruments. Investments in equities, mutual funds, or any instrument with the potential to lose principal are strictly prohibited;
- d. Maintain separate accounting for all Fund activities and provide quarterly financial reports to the City and the Authority; and

- e. Obtain prior written consent of the City before encumbering or pledging any Fund assets.

F. Fund Committee. A Fund Committee is hereby established to oversee the investment and disbursement of Fund assets. The Committee shall consist of three (3) members:

- One appointed by the Foundation;
- One appointed by the City; and
- The President & Chief Executive Officer of the Butler County Finance Authority, serving as the County's representative.

Actions of the Fund Committee shall require a unanimous affirmative vote of all three members, which may occur in a meeting or by unanimous written consent.

The appointing entity shall provide written notice from time to time of the individuals appointed to the Fund Committee. The entity appointing a position may remove and replace the individual appointed to the position with or without cause, by written notice to the other parties.

It is the intent of the Parties that the Fund Committee consider and coordinate with the priorities of the City for economic development. A meeting of the Fund Committee may be called by any member of the Fund Committee.

All approvals and actions of the Fund Committee require a unanimous affirmative vote of all three members of the Fund Committee. Approvals or actions may be taken at a meeting of the Fund Committee or by written action signed by the requisite number of committee members.

G. Disbursements.

- a. All disbursements, except administrative expenses, require approval by the Fund Committee, the Authority, and the City. Administrative disbursements require approval by the Authority and the City only.

The Foundation will assess administrative fees and expenses against the fund in accordance with the Foundation's published fee schedule, as amended from time to time.

- b. The Foundation shall maintain complete records of all disbursements and make them available upon request.
- c. Initial project allocations shall include, but are not limited to:
 - Up to \$2,650,000.00 for completion of the Middletown Community Foundation Park atop the USEPA consent decree project (which, for the avoidance of doubt, together with the funds already expended in 2025 by the City, shall constitute a total expenditure of Five Million Dollars

(\$5,000,000.00) for completion of the Middletown Community Foundation Park);

- Up to \$4,000,000.00 for redevelopment activities of the Manchester Inn and Sonshine Building sites;
- Up to \$5,000,000.00 for improvements to (i) the former First National Bank Building located at 2 N Main Street, Middletown; (ii) the former Goetz Tower, which include the properties located at 11 South Main and 1000-1010 Central Avenue currently owned by Historic Goetz Tower LLC, (iii) the former Cincinnati State building located at 1 N Main Street, Middletown, and (iv) any other improvements as unanimously approved by the Parties; and
- Up to \$1,000,000.00 for supportive development activities and public improvements, including sitework, stormwater facilities and streetscape improvements affecting the foregoing properties.

H. Disputes. Failure of any Party to comply with their respective obligations under this Agreement shall be considered an Event of Default. In the event of any Event of Default by any Party hereto, the defaulting Party will, upon written notice from any other Party, proceed, as soon as reasonably possible, to cure or remedy such Event of Default, and, in any event, within thirty (30) days after receipt of such notice. If a defaulting Party fails to cure any Event of Default pursuant to this paragraph (H), a Party may call a meeting of the Fund Committee to seek a remedy for any continuing Event of Default.

I. Authorized Representatives. Approvals and actions by each Party shall be executed by:

- Foundation: Chair of the Foundation
- Authority: President & Chief Executive Officer
- City: City Manager

J. Miscellaneous.

- a. This MOU shall be governed by and construed in accordance with the laws of the State of Ohio.
- b. Any amendments must be in writing and executed by all Parties.
- c. This MOU constitutes the entire agreement between the Parties with respect to the matters described herein.
- d. This MOU may be executed in counterparts, including electronic signatures, each of which shall be deemed original.
- e. If any provision is held invalid or unenforceable, the remaining provisions shall remain in full force and effect.

IN WITNESS WHEREOF, the undersigned have set their hands on the day and year first written above.

SIGNATURE PAGE FOLLOWS

BOARD OF COUNTY COMMISSIONERS
BUTLER COUNTY, OHIO

BUTLER COUNTY
FINANCE AUTHORITY

By: T.C. Rogers
Its: Board President

By: Joshua Smith
Its: President and CEO

By: Donald Dixon
Its: Board Vice President

Date

By: Cindy Carpenter
Its: Board Member

MIDDLETOWN COMMUNITY
FOUNDATION, INC

Date

Approved as to form only:

By: Elizabeth Ann Yauch
Its: Chair, Board of Trustees

Kevin Gerrity
Assistant Prosecuting Attorney

Date

CITY OF MIDDLETOWN, OHIO

By: Ashley Combs
Its: City Manager

Date

FISCAL OFFICER'S CERTIFICATE

The undersigned, Director of Finance of the City of Middletown, Ohio, hereby certifies that moneys in the maximum amount of \$2,650,000.00 required to meet the City's obligations under this Agreement have been lawfully appropriated by City Council for such purposes and are in the treasury of the City or in the process of collection to the credit of an appropriate fund.

This Certificate is given in compliance with Sections 5705.41 and 5705.44 of the Ohio Revised Code.

CITY OF MIDDLETOWN

By: Samantha Zimmerman
Its: Director of Finance

Date

STAFF REPORT
For the business meeting of January 20, 2026

DATE: January 16, 2026

TO: Ashley Combs, City Manager

FROM: Jacob Schulte, Assistant Economic Development Director

Tri Party Memorandum of Understanding

PURPOSE

To authorize the City Manager to enter into a Memorandum of Understanding (MOU) regarding contributions towards a Downtown Middletown Revitalization Fund.

BACKGROUND AND FINDINGS

Through the collaborative efforts of the Butler County Finance Authority, a funding reserve has attempted to be established in order to best leverage funding and incentivization to engage in redevelopment efforts within the downtown area.

This funding reserve is intended to take contributions and funded allocations from the Butler County Commissioners, the City of Middletown, and the Middletown Community Foundation to highlight up to \$15,000,000.00 to be pledged for improvements into the downtown area. These funds and contributions are earmarked for the major development opportunities, including the Manchester & Sonshine building sites, First National Bank, CG&E building, and Goetz Tower, and to complete the park improvements overtop the CSO Basin Project.

The City of Middletown shall contribute \$5,000,000.00 less the \$2,350,000.00 already committed to the park improvements, for a financial contribution amount of \$2,650,000.00.

ALTERNATIVES

Alternatively, Council could approve a lower amount or not approve the MOU obligation altogether.

FISCAL IMPACT

\$2,650,000.00 as a supplemental appropriation from account 100.160.52480 (General Fund).

EMERGENCY/NON-EMERGENCY

First reading emergency.

To meet the timely obligations of the fund contribution on or before February 15th, 2026, staff are requesting a first reading emergency.

ATTACHMENTS

Memorandum of Understanding

LEGISLATION

ITEM 2

RESOLUTION NO. R2026-01

A RESOLUTION DECLARING THE OFFICIAL INTENT AND REASONABLE EXPECTATION OF THE CITY OF MIDDLETOWN ON BEHALF OF THE STATE OF OHIO (THE BORROWER) TO REIMBURSE ITS WATER CAPITAL RESERVE FUND FOR THE CJ10AB / CJ11AB, RAW WATER TRANSMISSION MAIN REPLACEMENT WITH THE PROCEEDS OF TAX-EXEMPT DEBT OF THE STATE OF OHIO AND DECLARING AN EMERGENCY.

BE IT RESOLVED, by the City Council of the City of Middletown, Butler/Warren Counties, Ohio, that:

Section 1

The City of Middletown reasonably expects to receive a reimbursement for the Project named Raw Water Transmission Main Replacement as set forth in Appendix A of the Project Agreement with the proceeds of bonds to be issued by the State of Ohio.

Section 2

The maximum aggregate principal amount of bonds, other than for costs of issuance, expected to be issued by the State of Ohio for reimbursement to the local subdivision is \$2,000,000.00.

Section 3

The Clerk of Council is hereby directed to file a copy of this in the records for the City of Middletown for the inspection and examination of all persons interested therein and to provide a certified copy to the Public Work and Utilities Director or Finance Director to deliver to the Ohio Public Works Commission

Section 4

The City of Middletown finds and determines that all formal actions of this City concerning and relating to the adoption of this Resolution were taken in an open meeting of the City of Middletown and that all deliberations of this City and any of its committees that resulted in those formal actions were in meetings open to the public, in compliance with all legal requirements.

Section 5

This resolution is declared to be an emergency measure necessary for the immediate preservation of the public health, safety and general welfare, to wit: in order to have legislation be effective as soon as possible so that the City can be reimburse for expenses already incurred, and shall be in full force and effect from the date of its adoption.

Elizabeth Slamka, Mayor

Adopted: _____

Attest: _____
Clerk of City Council

STAFF REPORT
For the Business Meeting of: January 20, 2026

January 12, 2026

TO: Ashley Combs, City Manager
FROM: Scott Tadych, Public Works & Utilities Director

**OPWC GRANT AND LOAN RESOLUTION OF INTENT
– RAW WATER TRANSMISSION MAIN
REPLACEMENT**

PURPOSE

To authorize a resolution of intent for City to be reimbursed by the Ohio Public Works Commission (OPWC) for grant and loan funds associated with the Raw Water Transmission Main Replacement project.

BACKGROUND and FINDINGS

The City previously was awarded an OPWC grant and loan to replace approximately 9,600 LF of raw water transmission main that serves 13 production wells located within the Water Treatment Plant's wellfield. City Council awarded the construction contract to Lykins Contracting LLC in April of 2025 in the amount of \$5,512,770. Construction began in the fall of 2025.

Due to tax regulations issued by the Internal Revenue Service regarding tax-exempt bonds, which are the funding mechanisms for State Capital Improvement Program (SCIP) grants and loans, OPWC must follow guidelines relating to the disbursement of funds to local subdivisions that have received a loan. These regulations apply only when OPWC reimburses the local subdivision for construction-related project costs already incurred. In the case of this project, OPWC is reimbursing the City versus paying the contractor directly for its share.

ALTERNATIVES

None

FINANCIAL IMPACT

The project is being funded as follows:

PY38 OPWC Grant Request	\$1,000,000
PY38 OPWC Loan Request	\$1,000,000
OEPA DEFA Loan	\$3,512,770
Total:	\$5,512,770

The Water Capital Fund (494) will be reimbursed for the OPWC grant and loan funds paid by the City to the contractor up to \$2,000,000.

EMERGENCY/NON-EMERGENCY

Emergency legislation is requested at the January 20th, City Council meeting to allow the City to be reimbursed for project expenses already incurred.

UNFINISHED BUSINESS

NEW
BUSINESS

EXECUTIVE SESSION