

**RECORD OF PROCEEDINGS  
MINUTES OF REGULAR MEETING  
JANUARY 8<sup>TH</sup>, 2009**

The Medina Township Board of Trustees met in regular session at the Medina Township Hall on January 8<sup>th</sup>, 2009, to conduct the business of the Township. President Wilkins called the meeting to order at 6:30 pm with the following Trustees in attendance: Rita M. Holt and Mead Wilkins. Also in attendance were the Fiscal Officer, Police Chief, Fire Chief, Asst. Zoning Inspector and the general public.

**Roll Call**

Mr. Wilkins asked for a roll call of all members present. Trustees present were Mrs. Holt and Mr. Wilkins. Mr. Todd arrived at 6:35 pm.

Mr. Wilkins led the Pledge of Allegiance.

**PUBLIC COMMENT**

Mr. Wilkins motioned to open the floor for public comment. Mrs. Holt seconded the motion.

Melanie Sindelar, County Auditors Office, said tax bills will be late due to the state rates coming back late. She also left brochures regarding foreclosure counseling.

Mrs. Holt motioned to close the floor for public comment. Mr. Wilkins seconded the motion.

**SITE PLANS**

**Tri-County J.O.G./Next Step – Site – 3711 Pearl Road**

Mr. Wilkins motioned to accept the recommendation of the Zoning Commission and approve the change of use for Tri-County J.O.G. located at 3711 Pearl Road as presented. Mrs. Holt seconded the motion. Voting aye thereon: Mr. Wilkins and Mrs. Holt.

**Westfield Bank – Site - 5000 Foote Road**

Mr. Wilkins motioned to accept the recommendation of the Zoning Commission and approve the expansion for Westfield Bank located at 5000 Foote Road in The Hoffman Building, as presented. Mr. Todd seconded the motion: Voting aye thereon: Mr. Wilkins, Mr. Todd and Mrs. Holt.

**Fenn Center – Site – 3823 Pearl Road**

Mr. Wilkins motioned to accept the recommendation of the Zoning Commission and approve the alterations for Fenn Center located at 3823 Pearl Road as presented, which is an addition of a covered walk. Mrs. Holt seconded the motion. Voting aye thereon: Mr. Wilkins, Mrs. Holt and Mr. Todd.

**OTHER BUSINESS**

**Approval of Payroll**

Mr. Wilkins motioned to approve payroll checks #12644 to #12713 totaling \$47,305.46 with \$5,058.00 in deductions. Mrs. Holt seconded the motion. Voting aye thereon: Mr. Wilkins, Mrs. Holt and Mr. Todd.

**Approval of Appropriations Transfers**

Mr. Wilkins motioned to approve the total appropriations transfer of \$29,070.00 (document is incorporated into minutes). Mrs. Holt seconded the motion. Voting aye thereon: Mr. Wilkins, Mrs. Holt and Mr. Todd.

TM1/8/09

## OTHER BUSINESS CON'T

### Approval of 2008 Purchase Orders

Mr. Wilkins motioned to approve purchase orders for health insurance and property/liability insurance totaling \$40,525.98 and operating supplies totaling \$2,000.00 (document is incorporated into minutes). Mr. Todd seconded the motion. Voting aye thereon: Mr. Wilkins, Mr. Todd and Mrs. Holt.

Mr. Wilkins asked Mrs. George about the closing out of the budget. Mrs. George said she is almost finished closing out the budget for 2008. She will establish a temporary 2009 budget until she meets with the department heads to see what they need for 2009. Mrs. George also discussed the necessity to send a letter to Mr. Thorne seeking his advice on where to put the funds in the "miscellaneous special revenue fund" established by previous Fiscal Officers. The Auditors were unable to determine where the money came from.

### Check for Health Savings Accounts

Mrs. George said the employee portion of the Health Savings Accounts is due January 15, 2009, so she has to cut the check and will need two Trustees to sign it. It will be approved at the next meeting.

### Approval of Minutes

Mr. Wilkins motioned to approve the December 26, 2008, regular meeting minutes. Mrs. Holt seconded the motion. Voting aye thereon: Mr. Wilkins, Mrs. Holt and Mr. Todd.

Mr. Wilkins motioned to approve the January 5, 2009, organizational minutes. Mr. Todd seconded the motion. Voting aye thereon: Mr. Wilkins, Mr. Todd and Mrs. Holt.

## REPORTS

### Zoning Department

The Assistant Zoning Inspector stated that there were 7 permits issued for the month of December 2008, as follows:

|                     |   |                      |   |
|---------------------|---|----------------------|---|
| Residential         | 1 | Accessory Building   | 1 |
| Signs               | 3 | Residential Addition | 1 |
| Comm. Change of Use | 1 |                      |   |

For a total value of permits issued \$238,000.00. Fees collected \$694.25.

### Police Report

The Police Chief reported that for the month of December the department responded to 969 calls for service as follows: 32 criminal acts, 62 accidents, 248 enforcement and 627 miscellaneous calls.

Mr. Wilkins motioned to accept the departmental reports as read. Mr. Todd seconded the motion. Voting aye thereon: Mr. Wilkins, Mr. Todd and Mrs. Holt.

## OLD BUSINESS

### Cemetery Restoration

Mr. Todd motioned to appropriate \$18,000.00 for the restoration of the Hamilton Corners Cemetery for payment to Kurt Leahey, for that project. Mr. Wilkins seconded the motion. Mr. Wilkins asked if it was possible to have parking there. Mr. Todd said there was no way to have parking. Mrs. Holt inquired about burials there and Mr. Wilkins said there were no maps or plats for the cemetery because they were removed from the townhall many years ago so there can be no burials. Voting aye thereon: Mr. Todd, Mr. Wilkins and Mrs. Holt.

### Sexually Oriented Businesses

This item was tabled.

TM1/8/09

**OLD BUSINESS CON'T**

**AT&T Property**

Mr. Wilkins is still trying to reach Ms. Pischek and has not been able to reach her.

**Fire Alarm at Maintenance Building**

Mr. Wilkins said the Fire Alarm Maintenance Contract is being reviewed with Mr. Thorne.

**Fire Department Staffing**

This item was tabled.

**Addendum to Organizational Minutes - Changes to Schedule of Fees**

Mrs. Holt motioned to make the following changes to the Zoning Appendix V Schedule of Fees as follows:

F. RESIDENTIAL

- |   |                    |
|---|--------------------|
| 2. All other residential construction or alteration | \$50.00 + \$.05 sf |
| 3. Ponds, decks, pools and hot tubs                 | \$35.00            |

G. BUSINESS

Temporary construction trailer \$50.00 fee + \$250.00 Deposit  
(deposit is returned when the trailer is removed within 6 months. Permit renewal is required)

I. SIGNS

- |  |   |
|--|---|
| 4. Temporary Sign/Banner   | \$50.00 fee + \$250.00 Deposit<br>(deposit is returned when temporary sign/banner is removed, within 14 days) |
| 5. Penalty fee for failure to obtain sign permit prior to construction, total fee will be doubled. |   |

Mr. Wilkins seconded the motion. Voting aye thereon: Mrs. Holt, Mr. Wilkins and Mr. Todd.

**Zoning Inspectors Hours**

Mrs. Holt motioned that the Zoning Inspector hours be for one Inspector to work from 8:30 am to 12:30 pm and the second Inspector is to work from 12:00 pm to 4:00 pm. Mr. Wilkins seconded the motion. Mrs. Heiss, Asst. Zoning Inspector, asked if this could be postponed. Mrs. Holt rescinded her motion.

**Pay Rates**

Pay Rates will be effective as of January 5, 2009.

**Executive Session**

Mr. Wilkins motioned to enter into Executive Session with the Fire Chief, the Fiscal Officer and the Trustees for the purpose of discussing firefighter compensation. Mrs. Holt seconded the motion. Voting aye thereon: Mr. Wilkins, Mrs. Holt and Mr. Todd. The Board entered into Executive Session at 7:08 pm. The Board reconvened at 7:47 pm. No decisions were made during that meeting.

**Rescinding of Pay Rates for the Fire Department**

Mrs. Holt motioned to rescind everything with the wages on the Fire Department from our Organizational Meeting except for the Records Clerk/Part-time Secretary, Julie. Mr. Todd seconded the motion. Voting aye thereon: Mrs. Holt, Mr. Todd and Mr. Wilkins.

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**OLD BUSINESS CON'T**

**Overtime for the Chief of Police**

Mr. Todd motioned to amend the organizational minutes to say that the pay for the Chief of Police is subject to overtime provisions contained within the Township Employee Handbook. Mrs. Holt seconded the motion. Voting aye thereon: Mr. Todd, Mrs. Holt and Mr. Wilkins.

**OTHER BUSINESS**

**Approval for Brian Draiss EMT Training**

Mrs. Holt motioned the appropriation of \$800.00 for EMT basic course at Southwest Hospital for Brian Draiss from 2-2-09 to 6-1-09. Mr. Wilkins seconded the motion. Voting aye thereon: Mrs. Holt, Mr. Wilkins and Mr. Todd.

**Approval of Training for Todd Zieja**

Mr. Todd motioned to approve the expenditure of \$400.00 for Todd Zieja to attend property room management in Richfield from 3-12-09 to 3-13-09. Mrs. Holt seconded the motion. Voting aye thereon: Mr. Todd, Mrs. Holt and Mr. Wilkins.

**Approval of Interview and Interrogation Techniques for Dave Maslyk and Mike Oyler**

Mr. Todd motioned to approve the expenditure of \$1,510.00 for Dave Maslyk and Mike Oyler to attend the John Reid and Associates Interview and Interrogation Techniques Course in Cleveland, Ohio, from March 23 to March 25. Mrs. Holt seconded the motion. Voting aye thereon: Mr. Todd, Mrs. Holt and Mr. Wilkins.

**Commendation for Road Department**

The commendation will be given at the next meeting.

**Utility Bills at Old Maintenance Building**

The Police Department is using the old Maintenance Building to store the cars and Mrs. George said the bills will need to be put in the Police Departments name.

**Nettleton Road Bridge Stone**

Mrs. Holt received a call from Tony Ratajczak regarding the stones from the Nettleton Road Bridge. Tom James of the Park District might be interested in the stone. It is being discussed. Mr. Wilkins is waiting to hear from Dan Becker so he can begin working on the easements.

**PUBLIC COMMENT**

Mr. Wilkins motioned to open the floor for public comment. Mr. Todd seconded the motion.

Dianna Huffman (4025 Remsen Road) commented on the difference in zoning fees from year to year and the letter from Bill Thorne.

Chief Arbogast told of commendation letter from Lt. Mason thanking the department for their help during a bomb scare.


Bill Ostmann (3670 Hamilton Road) asked when the grant writers were hired because he didn't see the persons name in the minutes.

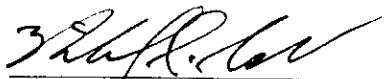
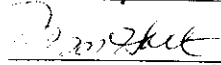

TM1/8/09

Mr. Wilkins motioned to close the floor for public comment. Mrs. Holt seconded the motion. Voting aye thereon: Mr. Wilkins, Mrs. Holt and Mr. Todd.

Mr. Wilkins motioned to adjourn the meeting at 8:03 pm. Mrs. Holt seconded the motion. Voting aye thereon: Mr. Wilkins, Mrs. Holt and Mr. Todd.

There being no further business to come before the Board the meeting was adjourned at 8:03 pm.

  
\_\_\_\_\_  
Medina Township Fiscal Officer

  
\_\_\_\_\_  
  
\_\_\_\_\_  
  
\_\_\_\_\_  
Medina Township Board of Trustees



# Medina Township

from the Office of Zoning Inspector  
Medina Township Hall  
3799 Huffman Road  
Medina, OH 44256

## ZONING REPORT – DECEMBER, 2008

### MONTHLY TOTALS

|   |                             |                            |                  |
|---|-----------------------------|----------------------------|------------------|
| 1 | Commercial Change of Use    |                            |                  |
| 1 | Residential (Single Family) |                            |                  |
| 1 | Residential Addition        |                            |                  |
| 1 | Accessory Building          |                            |                  |
| 3 | Signs                       |                            |                  |
| 7 | <b>TOTAL PERMITS</b>        | <b><u>TOTAL VALUE:</u></b> | <b>\$238,000</b> |

Respectfully Submitted,  
Mary Ann Heiss  
Assistant Zoning Inspector  
January 8, 2009

|   |                  |
|---|------------------|
| Fees collected on permits total excluding signs | \$ 544.25        |
| Fees collected on sign permits:                 | <u>\$ 150.00</u> |
| <b>TOTAL FEES COLLECTED:</b>                    | <b>\$ 694.25</b> |



# Medina Township

from the Office of Zoning Inspector  
 Medina Township Hall  
 3799 Huffman Road  
 Medina, OH 44256

## ZONING REPORT – DECEMBER, 2008

### PERMITS ISSUED

| <i>Street Name</i> | <i>Number</i> | <i>Permit #</i> | <i>Proposed Use</i>  | <i>Owner's Name</i>    | <i>Value</i> | <i>Owner's Phone/Address if different</i>      | <i>Ag Ex</i> |
|--------------------|---------------|-----------------|----------------------|------------------------|--------------|--|--------------|
| Tatiana Trail      | 4555          | 6792            | Residential Addition | Jim Frame              | \$ 10,000    | 330-416-5807                                   |              |
| Foskett Road       | 3372          | 6793            | Accessory Building   | William Kirchner       | 38,000       | 330-722-7770                                   |              |
| Medina Road        | 3705          | 6794            | Comm'l Change of Use | Second Generation Inv. | 40,000       | 216-464-2000/23825 Commerce Park, Beachwood OH |              |
| Gladden Place      | 4336 (S/L 5)  | 6795            | Single Family        | Bill Florek            | 150,000      | 330-388-2125/686 Senn Dr., Tallmadge, OH       |              |

### SIGN PERMITS ISSUED

| <i>Permit #</i> | <i>Address of sign location</i>             | <i>Type of Sign</i> | <i>Replacement on Existing Sign Yes / New / Temp.</i> | <i>Permit Applicant Name and Phone</i> |
|-----------------|---|---------------------|---|--|
| 1241            | 3355 Medina Road<br>Prince of Peace         | Ground              | Temp.   | Greg Ulm/216-509-2790                  |
| 1242            | 3705 Medina Road<br>Zeppe's Pizza           | Wall                | New   | Robert T. Cargart/440-339-3347         |
| 1243            | 4065 Pearl Road<br>Panera Bread/Bullies BBQ | Ground              | New   | Covelli Enterprises/330-856-5979       |



# Medina Township

from the Office of Zoning Inspector

Medina Township Hall

3799 Huffman Road

Medina, OH 44256-7916

(330) 721-1997

Fax (330) 725-2945

Zoning Office Hours: Monday through Thursday 9:00 AM until Noon

Township Office Hours: Monday through Friday 9:00 AM until 4:00 PM

## 2008 YEAR END ZONING REPORT

|           |  | Total               |
|-----------|--|---------------------|
| 13        | Residences:                              | \$ 5,092,000        |
|           | 9 Single Family Total Value \$ 4,512,000 |                     |
|           | Average \$ 501,333                       |                     |
|           | 4 Cluster Units Total Value \$ 580,000   |                     |
|           | Average \$ 145,000                       |                     |
| 27        | Commercial and Commercial Additions      | 2,632,200           |
| 80        | <u>Other Residential Improvements</u>    | <u>932,093</u>      |
| 120       | <b>Permits</b>                           | <b>\$ 8,656,293</b> |
| <u>51</u> | Sign Permits                             |                     |
| 171       | <b>Total Zoning Permits Issued</b>       |                     |
|           | Total Fees Collected: \$19,640.99        |                     |

## 2007 YEAR END ZONING REPORT

|           |  | Total                |
|-----------|--|----------------------|
| 38        | Residences:                                | \$ 14,858,600        |
|           | 24 Single Family Total Value \$ 11,531,600 |                      |
|           | Average \$ 480,483                         |                      |
|           | 14 Cluster Units Total Value \$ 3,327,000  |                      |
|           | Average \$ 237,643                         |                      |
| 39        | Commercial and Commercial Additions        | 12,307,000           |
| 85        | <u>Other Residential Improvements</u>      | <u>1,289,899</u>     |
| 162       | <b>Permits</b>                             | <b>\$ 28,455,499</b> |
| <u>65</u> | Sign Permits                               |                      |
| 227       | <b>Total Zoning Permits Issued</b>         |                      |
|           | Total Fees Collected: \$34,964             |                      |



**2006 YEAR END ZONING REPORT**

|            |   | Total                |
|------------|---|----------------------|
| 53         | Residences:                               | \$ 18,048,328        |
|            | 39 Single Family Total Value \$15,360,328 |                      |
|            | Average \$ 393,855                        |                      |
|            | 14 Cluster Units Total Value \$ 2,688,000 |                      |
|            | Average \$ 192,000                        |                      |
| 41         | Commercial and Commercial Additions       | 6,482,120            |
| <u>69</u>  | <u>Other Residential Improvements</u>     | <u>2,360,430</u>     |
| 163        | <b>Permits</b>                            | <b>\$ 26,890,878</b> |
| <u>89</u>  | Sign Permits                              |                      |
| <b>252</b> | <b>Total Zoning Permits Issued</b>        |                      |
|            | Total Fees Collected: \$43,096            |                      |

**2005 YEAR END ZONING REPORT**

|            |   | Total                |
|------------|---|----------------------|
| 75         | Residences:                               |                      |
|            | 40 Single Family Total Value \$15,491,940 | 20,303,940           |
|            | Average \$ 387,299                        |                      |
|            | 35 Cluster Units Total Value \$ 4,812,000 |                      |
|            | Average \$ 138,485                        |                      |
| 50         | Commercial and Commercial Additions       | 27,559,235           |
| <u>64</u>  | <u>Other Residential Improvements</u>     | <u>1,024,108</u>     |
| <b>189</b> | <b>Permits</b>                            | <b>\$ 48,887,283</b> |

**2004 YEAR END ZONING REPORT**

|            |   | Total                |
|------------|---|----------------------|
| 64         | Residences:                               | \$ 11,597,000        |
|            | 34 Single Family Total Value \$8,452,000  |                      |
|            | Average \$ 248,588                        |                      |
|            | 30 Cluster Units Total Value \$ 3,145,000 |                      |
|            | Average \$ 104,833                        |                      |
| 32         | Commercial and Commercial Additions       | 3,734,027            |
| <u>104</u> | <u>Other Residential Improvements</u>     | <u>1,472,095</u>     |
| <b>200</b> | <b>Permits</b>                            | <b>\$ 16,803,122</b> |

|                                | DEC. 08    | Y.T.D. 08    | TREND       | 2007         | 2006        |   |
|--------------------------------|------------|--------------|-------------|--------------|-------------|---|
| <b>CRIMINAL ACTS</b>           |            |              |             |              |             |   |
| ASSAULTS                       | 1          | 20           | >           | 16           | 14          |   |
| BURGLARY                       | 1          | 20           | <           | 21           | 16          |   |
| BREAKING AND ENTERING          | 0          | 2            | >           | 0            | 0           |   |
| CHECKS AND FRAUDS              | 3          | 32           | <           | 35           | 24          |   |
| DRUG OFFENSES                  | 0          | 21           | <           | 24           | 4           |   |
| THEFT                          | 16         | 164          | <           | 200          | 188         |   |
| RAPE                           | 0          | 3            | >           | 0            | 1           |   |
| SEX OFFENSE                    | 0          | 4            | <           | 3            | 4           |   |
| STOLEN VEHICLE                 | 2          | 11           | >           | 8            | 11          |   |
| VANDALISM                      | 5          | 57           | <           | 65           | 115         |   |
| CRIMINA DAMAGE                 | 2          | 13           |             | 0            | 0           | * |
| HARRASSMENT                    | 2          | 50           | <           | 59           | 45          |   |
| <b>TOTAL CRIMINAL ACTS</b>     | <b>32</b>  | <b>397</b>   | <b>&lt;</b> | <b>431</b>   | <b>422</b>  |   |
| <b>TRAFFIC DIVISON</b>         |            |              |             |              |             |   |
| ACCIDENT NO INJURY             | 48         | 413          | >           | 369          | 307         |   |
| ACCIDENT PRIVATE PROPERTY      | 6          | 39           |             | 0            | 0           | * |
| ACCIDENT INJURY                | 8          | 78           | >           | 76           | 49          |   |
| AIRCRAFT                       | 0          | 1            | >           | 0            | 0           |   |
| <b>ACCIDENTS</b>               | <b>62</b>  | <b>531</b>   | <b>&gt;</b> | <b>445</b>   | <b>356</b>  |   |
| <b>ENFORCEMENT</b>             |            |              |             |              |             |   |
| TRAFFIC COMPLAINTS             | 23         | 279          | >           | 275          | 162         |   |
| PARKING COMPLAINTS             | 6          | 53           |             | 0            | 0           | * |
| TRAFFIC STOPS CITATIONS        | 28         | 566          | <           | 586          | 474         |   |
| TRAFFIC STOPS WARNING          | 183        | 2336         | >           | 2315         | 1222        |   |
| UNDER THE INFLUENCE            | 1          | 49           | >           | 18           | 26          |   |
| DRIVING UNDER SUSPEN           | 7          | 161          |             |              |             |   |
| <b>ENFORCEMENT</b>             | <b>248</b> | <b>3444</b>  | <b>&gt;</b> | <b>3194</b>  | <b>1884</b> |   |
| <b>OTHERS CALLS</b>            |            |              |             |              |             |   |
| ALARM DROPS                    | 61         | 576          | >           | 557          | 513         |   |
| ANIMAL COMPLAINTS              | 0          | 136          | >           | 113          |             |   |
| DOMESTICS                      | 4          | 96           | <           | 139          | 138         |   |
| BUSNISS CHECKS                 | 19         | 3029         | >           | 2679         | 1627        |   |
| VACATION CHECKS                | 53         | 966          | <           | 1057         |             | * |
| MISC                           | 490        | 2977         | >           | 2241         | 2170        |   |
| <b>TOTAL CALLS FOR SERVICE</b> | <b>969</b> | <b>12152</b> | <b>&gt;</b> | <b>10856</b> | <b>7110</b> |   |

\*= ADDED CLASS FROM PRIOR YEAR.

10,039 AVERAGE NUMBER OF CALLS FOR SERVICE OVER THREE YEARS

11 % INCREASE CALLS FOR SERVICE 2008 VS 2007