

**RECORD OF PROCEEDINGS  
MINUTES OF REGULAR MEETING  
SEPTEMBER 17<sup>TH</sup>, 2009**

The Medina Township Board of Trustees met in regular session at the Medina Township Hall on September 17<sup>th</sup>, 2009, to conduct the business of the Township. President Wilkins called the meeting to order at 7:00 pm with the following Trustees in attendance: Mead Wilkins, Michael D. Todd and Michael D. Stopa. Also in attendance were the Fiscal Officer, Police Chief, Fire Chief, Road Foreman, Asst. Road Foreman, Sports Field Manager, Zoning Inspector and the general public.

**Roll Call**

Mr. Wilkins asked for a roll call of all members present. Trustees present were Mr. Wilkins, Mr. Todd and Mr. Stopa.

Mr. Wilkins led the Pledge of Allegiance.

**Recess for Swearing in Ceremony at Fire Station #1**

Mr. Wilkins motioned to take approximately a 15 minute recess for the purpose of swearing in the 10 new Medina Township Firefighters. The Board recessed at 7:02 pm. Mr. Wilkins reconvened the meeting at approximately 7:30 pm.

**OTHER BUSINESS**

**Approval of Accounts Payable**

Mr. Wilkins motioned to approve accounts payable warrants number #20166 to #20208 totaling \$49,931.18. Mr. Todd seconded the motion. Voting aye thereon: Mr. Wilkins, Mr. Todd and Mr. Stopa.

**Approval of Payroll**

Mr. Wilkins motioned to approve payroll checks #13357 to #13374 totaling \$21,882.73 with \$3,498.05 in deductions. Mr. Todd seconded the motion. Voting aye thereon: Mr. Wilkins, Mr. Todd and Mr. Stopa.

**Supplemental Appropriations Approval**

Mr. Todd motioned to approve the supplemental appropriations dated September 17, 2009, and incorporate this three page document by reference. Mr. Stopa seconded the motion. Voting aye thereon: Mr. Todd, Mr. Stopa and Mr. Wilkins.

**REPORTS**

**Police Department**

Chief Arbogast reported that for the month of August 2009, the department had a total of 944 calls for service as follows: 27 class 1 crimes (FBI classification stats), 42 accidents, 306 traffic stops and 61 alarm drops. On September 25, 2009, Safe Communities will have its Local Heroes Awards Ceremony. Officer Cliff Nicholson and Officer Matt Ventura will be presented with awards. Officer Nicholson will receive the Traffic Enforcement Award for making 1,299 traffic stops which included 126 DUI's and 44 outstanding warrants. Officer Ventura was instrumental in helping to save a woman trapped in her burning vehicle. The Chief presented the Trustees with a parking violations policy for their review. Mr. Todd commented on the fact that, due to high Police presence, statistics show that vandalism and thefts have declined in the last few year's.

TM9/17/09

## REPORTS CONT

### Road Department

The Road Foreman reported that for the month of August 2009, the department maintained buildings, equipment and vehicles; installed repaired and replaced signs as needed; trimmed trees in developments; repaired sewer line behind township hall; cleaned tree limbs from roads; handled standing water problem on Remsen culvert project; spread topsoil, seed and straw around Service Department Complex; replaced bad concrete on roads; fixed loose gable flashing on Fire Station #2; replaced light bulbs in Police Department; filled sinkholes in the Reserve; watered new pine trees at Township Hall and finished Debbie Drive project.

## OLD BUSINESS

### Job Descriptions

Mr. Stopa said the department heads are in the process of reviewing the job descriptions. Once any needed changes are made he will review them again and have them ready for approval by the end of October.

### Zoning Training Policy

The Trustees discussed the comments and questions made by the Zoning Board Members regarding the Zoning Training Policy. Mr. Wilkins will implement the changes and have them ready for approval at the next meeting.

### Amendment to the Sports Field Regulations – Food Service Operations

Mr. Wilkins motioned to make an amendment to the Sports Field Regulations for provision for food service operations basically to the effect that no person or government entity shall operate a food service operation in Medina Township without a license. A separate license may be required from a County Health Department for each food service operation a person or government entity operates. Any person or government entity providing food service at the sports fields in Medina Township must fully comply with the Ohio Revised Code Chapter 3717. Mr. Todd seconded the motion. Voting aye thereon: Mr. Wilkins, Mr. Todd and Mr. Stopa.

### Amendment to the Sports Field Regulations

Mr. Wilkins motioned to amend the Sports Field Regulations to add a section for Family or Informal Group Participation. There would be no fee for this. Medina Township welcomes and encourages families or informal groups to enjoy the recreational opportunities at Blakslee Park. Reservations and schedule of availability can be accessed on the township website [www.medinatownship.com](http://www.medinatownship.com) or by contacting Jeff Kessler, Sports Field Manager, at 330-764-8767 fax # 330-722-2489 or e-mail Jeff Kessler at [medinatwpsports@yahoo.com](mailto:medinatwpsports@yahoo.com). It is requested that families and/or informal groups refrain from alcohol use, abusive language and fighting. Clean up trash and litter at the field and facilities after each use and notify the Township as to damage, vandals and safety issues or any needed repairs as soon as possible. Unleashed pets and unsupervised children are not permitted. Players are responsible for any or all damages. Township is not responsible for lost or stolen property. While the township is committed to providing quality park facilities for the benefit of the residents, the Township reserves the right to close the fields and facilities if weather conditions or other conditions exist and the Township determines that the conditions may contribute to unsafe play, drainage of the field or facilities or damage to the fields or facilities or it is in the best interest of the fields and facilities. Mr. Todd seconded the motion. Voting aye thereon: Mr. Wilkins, Mr. Todd and Mr. Stopa. Mr. Todd wanted to state that he still objects to the overall funding scheme. Mr. Wilkins said that in January, whoever is here would need to talk to the person handling Medina Youth Baseball and discuss this issue with them. This was the first year and a learning project.

TM9/17/09

## NEW BUSINESS

### Windfall Heights Streetlights Request

Mr. Wilkins said a request was made for adding three streetlights to the Windfall Heights Development. The request was for lights to be located at 2826 Aaron Drive, 2808 Matthew Lane and the entranceway into the development from Windfall Road. Mr. Todd said the homeowners would have to vote on it and a formal request by petition must be made. They also need to know that they are responsible for paying for the lighting. There is a procedure that has to be followed when requesting streetlights in a development.

## REPORTS CON'T

### Fire Department

Chief Crumley read the reports for May, June, July and August 2009. (See attached). Chief Crumley read the Statement of Support for the Guard and Reserve that he received. He said 40% to 45% of the active troops are reservists (see attached). Chief Crumley thanked the Trustees for their help in the hiring process for the ten new firefighters.

Mr. Wilkins motioned to accept the departmental reports. Mr. Stopa seconded the motion. Voting aye thereon: Mr. Wilkins, Mr. Stopa and Mr. Todd.

## NEW BUSINESS CON'T

### Service Department Truck

Mr. Stopa said the Service Department asked to purchase a 2010 truck cab and chassis to replace their old one. Denny Miller gave him an equipment replacement schedule.

Mr. Stopa motioned to enter, for content only, the replacement schedule. Mr. Todd seconded the motion. Voting aye thereon: Mr. Stopa, Mr. Todd and Mr. Wilkins.

Mr. Stopa motioned to purchase a new 2010 7500 4x2 International cab and chassis for a total of \$73,992.00. Mr. Todd seconded the motion. Voting aye thereon: Mr. Stopa, Mr. Todd and Mr. Wilkins.

Mrs. George explained what funds the money would be coming from and that road bids came in lower which left money. Mr. Wilkins said it will save money because there will be an additional cost if the purchase is delayed. Mr. Miller said the bed of the truck and other equipment won't be built this year but the cab and chassis will be delivered in four or five days.

### Service and Repairs to Five Dump Trucks

Mr. Stopa motioned to accept \$15,000.00 for service and repairs on the dump trucks for winterization. Mr. Todd seconded the motion. Voting aye thereon: Mr. Stopa, Mr. Todd and Mr. Wilkins.

### Purchase of Forklift for Service Department

Mr. Stopa motioned to approve \$6,000.00 to purchase a 2005 (Komatsu) forklift, used, with a 6 month warranty. Mr. Todd seconded the motion. Voting aye thereon: Mr. Stopa, Mr. Todd and Mr. Wilkins.

### Resolution for Statement of Support for the Guard and Reserve

09172009-026

Mr. Todd motioned to put forth a resolution to formally state Medina Townships Board of Trustees support of the Guard and Reserve and incorporate the statement that was read by Chief Crumley by reference. Mr. Wilkins seconded the motion. Voting aye thereon: Mr. Todd, Mr. Wilkins and Mr. Stopa.

TM9/17/09

**NEW BUSINESS CON'T**

**New Firefighter Pagers**

Mr. Todd motioned to request \$3,756.00 for the purchase of pager systems from Mitchell Communications for the new firefighters. Mr. Stopa seconded the motion. Voting aye thereon: Mr. Todd, Mr. Stopa and Mr. Wilkins.

**Three sets of Turn-out Gear for Firefighters**

Mr. Todd motioned to appropriate \$5,000.00 for the expenditure for three sets of turn-out gear for firefighters DeVault, Bromley and Pesorda to Fire Force. Mr. Stopa seconded the motion. Voting aye thereon: Mr. Todd, Mr. Stopa and Mr. Wilkins.

**PUBLIC COMMENT**

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

Sally Gardener (3333 Foskett Road) asked Chief Crumley if there was anything back by the house that burned on Plum Creek Parkway because of a six foot high fence at the end of the driveway. She also asked about the tree trimming that is being done on Township roads.

Alliss Strogin (3003 Hood Road) asked if the Service Department is trimming trees on private streets.

Erica Graffain, Auditor's Office, reminded people to call the Auditor's Office with mortgage problems. She said the Auditor's Office is having there Seal Contest for high school students and the Top Dog contest for 4<sup>th</sup> graders to write about a living dog. (medinacountyauditor.org)

Mr. Todd asked that Erica Graffain give their thanks to the Auditor for the money that was returned to the Township.

Jeff Kessler, Sports Field Manager, asked who was responsible for maintaining the Hometown Heroes Memorial.

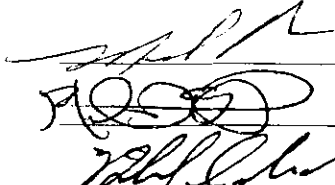
Mr. Wilkins motioned to close the floor for public comment. Mr. Stopa seconded the motion. Voting aye thereon: Mr. Wilkins, Mr. Stopa and Mr. Todd.

**Executive Session**

Mr. Wilkins motioned to enter into Executive Session with Chief Arbogast and Fiscal Officer George to discuss personnel and personnel discipline issues. Mr. Stopa seconded the motion. Voting aye thereon: Mr. Wilkins, Mr. Stopa and Mr. Todd. The Board entered into Executive Session at 8:09 pm. The Board reconvened at 8:22 pm. No decisions were made during that meeting.

Mr. Wilkins motioned to adjourn the meeting at 8:23 pm. Mr. Stopa seconded the motion. Voting aye thereon: Mr. Wilkins, Mr. Stopa and Mr. Todd.

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

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

# Medina Township

Board of Trustees

Michael Stopa  
Trustee

Michael D. Todd  
Trustee

Mead Wilkins  
Trustee

Therese George  
Fiscal Officer



September 28, 2009

ESGR  
1555 Wilson Blvd., Suite 200  
Arlington, VA 22209-2405

To whom it may concern:

The Medina Township Board of Trustees Medina Township, Ohio, passed the following resolution in support of the Guard and the Reserve:

**Statement of Support for the Guard and Reserve**

**09172009-026**

Mr. Todd motioned to put forth a resolution to formally state Medina Townships Board of Trustees support of the Guard and Reserve and incorporate the statement that was read by Chief Crunley by reference. Mr. Wilkins seconded the motion. Voting aye thereon: Mr. Todd, Mr. Wilkins and Mr. Stopa.

Sincerely,

The Medina Township Board of Trustees



# STATEMENT OF SUPPORT FOR THE GUARD AND RESERVE



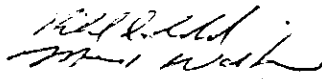
We recognize the National Guard and Reserve are essential to the strength of our nation and the well-being of our communities.

In the highest American tradition, the patriotic men and women of the Guard and Reserve serve voluntarily in an honorable and vital profession. They train to respond to their community and their country in time of need. They deserve the support of every segment of our society.

If these volunteer forces are to continue to serve our nation, increased public understanding is required of the essential role of the Guard and Reserve in preserving our national security.

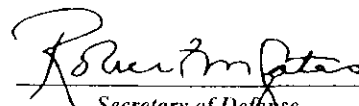
**Therefore, we join other employers in pledging that:**

- We fully recognize, honor and enforce the Uniformed Services Employment and Reemployment Rights Act (USERRA).
- Our managers and supervisors will have the tools they need to effectively manage those employees who serve in the Guard and Reserve.
- We will continually recognize and support our country's service members and their families in peace, in crisis, and in war.

  
\_\_\_\_\_  
Employer

9-17-09  
Date

  
\_\_\_\_\_  
Chairman  
National Committee for Employer  
Support of the Guard and Reserve

  
\_\_\_\_\_  
Secretary of Defense



**ROAD DEPT. REPORT  
AUGUST 2009**

***CLEANED AND MAINTAINED BUILDINGS, EQUIPMENT AND VEHICLES***

***INSTALLED, REPAIRED AND REPLACED SIGNS AS NEEDED***

***MOWED ROADSIDES***

***TRIMMED TREES IN DEVELOPMENTS***

***REPAIRED SEWER LINE BEHIND TOWNSHIP HALL***

***CLEANED TREE LIMBS FROM ROADS***

***TOOK CARE OF STANDING WATER PROBLEM ON REMSEN CULVERT PROJECT***

***SPREAD TOPSOIL, SEED AND STRAW AROUND SERVICE COMPLEX***

***HAD BAD CONCRETE REPLACED ON ROADS***

***FIXED LOOSE GABLE FLASHING ON FIRE STATION 2***

***REPLACED LIGHT BULBS IN POLICE DEPARTMENT***

***FILLED SINKHOLES IN THE RESERVE***

***WATERED NEW PINE TREES BY TOWNSHIP HALL***

***FINISHED DEBBIE DRIVE PROJECT***

AUG, 2009 JULY, 2009

Jan-Jun 09

YEAR 2008

YEAR 2007

YEAR 2006

<b>CRIMINAL ACTS</b>						
Robbery	0	0	1	0	0	0
ASSAULTS	1	1	5	20	16	14
BURGLARY	1	0	2	20	21	16
BREAKING AND ENTERING	0	1	4	2	0	0
CHECKS AND FRAUDS	3	2	14	32	35	24
DRUG OFFENSES	5	2	11	21	24	4
THEFT	10	6	71	164	200	188
RAPE	0	1	2	3	0	1
SEX OFFENSE	0	1	4	4	3	4
STOLEN VEHICLE	1	0	6	11	8	11
VANDALISM	4	8	15	57	65	115
CRIMINAL DAMAGE	0	1	5	13	0	0
HARRASSMENT	2	3	28	50	59	45
<b>TOTAL CRIMINAL ACTS</b>	<b>27</b>	<b>24</b>	<b>168</b>	<b>397</b>	<b>431</b>	<b>422</b>
<b>TRAFFIC DIVISON</b>						
ACCIDENT NO INJURY	28	19	172	413	369	307
ACCIDENT PRIVATE PROPERTY	7	5	21	39	0	0
ACCIDENT INJURY	7	3	43	78	76	49
AIRCRAFT	0	0	0	1	0	0
<b>TOTAL ACCIDENTS</b>	<b>42</b>	<b>27</b>	<b>236</b>	<b>531</b>	<b>445</b>	<b>356</b>
<b>ENFORCEMENT</b>						
TRAFFIC COMPLAINTS	27	28	138	279	275	162
PARKING COMPLAINTS	12	7	35	53	0	0
TRAFFIC STOPS CITATIONS	60	49	230	566	586	474
TRAFFIC STOPS WARNING	194	133	1182	2336	2315	1222
UNDER THE INFLUENCE	5	7	21	49	18	26
DRIVING UNDER SUSPEN	8	13	71	161		
<b>TOTAL ENFORCEMENT</b>	<b>306</b>	<b>230</b>	<b>1677</b>	<b>3444</b>	<b>3194</b>	<b>1884</b>
<b>OTHERS CALLS</b>						
ALARM DROPS	61	57	331	576	557	513
ANIMAL COMPLAINTS	0	15	61	136	113	
DOMESTICS	11	21	78	96	139	138
BUSINESS CHECKS	4	3	53	3029	2679	1627
VACATION CHECKS	91	94	647	966	1057	
MISC	402	446	2640	2977	2241	2170
<b>TOTAL MISC. CALLS</b>	<b>569</b>	<b>636</b>	<b>3810</b>	<b>12152</b>	<b>10856</b>	<b>7110</b>
<b>TOTAL CALLS FOR SERVICE</b>	<b>944</b>	<b>917</b>	<b>5,891</b>	<b>16,524</b>	<b>14,926</b>	<b>9,772</b>



# Medina Township Fire Department May 2009 Activity Report

## Type of Alarms

		Count
A	Alarm Drop	4
C	Carbon Monoxide	1
E	Assist EMS (LST)	16
F	Fire Call	4
M	Motor Vehicle Accident	2
<b>Total Incident Count</b>		<u>27</u>

## Breakdown of Location of Calls

	Medina Twp	25
	Mutual Aid Given	2
<b>Total Calls for Month</b>		<u>27</u>

**Total Calls During Staffing Hours** 20  
Mon. Thru Fri. 7am-3pm

## Inspections conducted

Annual Fire Safety Inspections	12
Re-Inspections	29
Annual Fire Alarm Tests	2
Annual Sprinkler Tests	1
Semi Annual Hood Tests	4
<b>Total Inspections</b>	<u>48</u>

## Public Education Activities

Baskin Robbins 31cent scoop night for Fallen Firefighters Foundation

# Medina Township Fire Department June 2009 Activity Report

## Type of Alarms

		Count
A	Alarm Drop	5
C	Carbon Monoxide	0
E	Assist EMS (LST)	6
F	Fire Call	1
M	Motor Vehicle Accident	6
H	Haz Mat	1
<b>Total Incident Count</b>		<u>19</u>

## Breakdown of Location of Calls

	Medina Twp	19
	Mutual Aid Given	0
<b>Total Calls for Month</b>		<u>19</u>

**Total Calls During Staffing Hours** 14  
Mon. Thru Fri. 7am-3pm

## Inspections conducted

	Annual Fire Safety Inspections	25
	Re-Inspections	24
	Annual Fire Alarm Tests	1
	Annual Sprinkler Tests	0
	Semi Annual Hood Tests	3
	Paint Booth Inspections	1
<b>Total Inspections</b>		<u>54</u>

## Public Education Activities

Grand opening of Blakeslee Park

# Medina Township Fire Department July 2009 Activity Report

## Type of Alarms

		Count
A	Alarm Drop	0
C	Carbon Monoxide	1
E	Assist EMS (LST)	6
F	Fire Call	3
M	Motor Vehicle Accident	2
<b>Total Incident Count</b>		<u>12</u>

## Breakdown of Location of Calls

	Medina Twp	12
	Mutual Aid Given	0
<b>Total Calls for Month</b>		<u>13</u>

**Total Calls During Staffing Hours** 7  
Mon. Thru Fri. 7am-3pm

## Inspections conducted

	Annual Fire Safety Inspections	6
	Re-Inspections	25
	Annual Fire Alarm Tests	1
	Annual Sprinkler Tests	0
	Semi Annual Hood Tests	4
<b>Total Inspections</b>		<u>36</u>

## Public Education Activities

4th of July block party in the Reserve  
Weymouth Country Club Fireworks watch  
Red Maple Court block party

# Medina Township Fire Department August 2009 Activity Report

## Type of Alarms

		Count
A	Alarm Drop	4
C	Carbon Monoxide	0
E	Assist EMS (LST)	11
F	Fire Call	5
M	Motor Vehicle Accident	2
<b>Total Incident Count</b>		<u>22</u>

## Breakdown of Location of Calls

	Medina Twp	22
	Mutual Aid Given	0
<b>Total Calls for Month</b>		<u>22</u>

**Total Calls During Staffing Hours** 15  
Mon. Thru Fri. 7am-3pm

## Inspections conducted

	Annual Fire Safety Inspections	27
	Re-Inspections	16
	Annual Fire Alarm Tests	0
	Annual Sprinkler Tests	0
	Semi Annual Hood Tests	3
<b>Total Inspections</b>		<u>46</u>

## Public Education Activities

Kindercare Day Care Center - 50 preschoolers  
Hamilton Rd private residence mom's club - 25 preschoolers  
Debbie Dr neighborhood -25 preschoolers

SERVICE DEPARTMENT VEHICLE AND EQUIPMENT REPLACEMENT SCHEDULE

Vehicle #	Vehicle Year	Make	Year to be replaced
9	1990	International	2009
11	1999	International	2011
14	2002	International	2013
15	2004	Sterling/Ford	2015
1	2007	International	2017

Above trucks are all heavy duty plow trucks and we would like to get on a every 10 year replacement program schedule so we know when to put this large item purchase in the budget. Average price to replace these large trucks in the year 2009 is around \$135000.00

The following vehicles are light duty vehicles and we would like to replace them on an average of every 8 years then we would be on a replacement schedule.

12	2000	GMC 1 ton Dump	2010
16	2004	Ford F-250 Utility	2012
13	2004	Ford Explorer	2010

The following Equipment are machines that we will need to replace on a wear and cost of repair schedule , years of service are unknown at this time .

1992	Case 580 Backhoe
1999	Case 621 CXR Loader
2007	Ford T6020 Roadside mower with Alamo Boom

The following are machines we would like to add to the fleet in the year 2010 they include a Mini-Excavator and a skidsteer loader we could use them in the cemetery parks and in the Service Dept. This would keep us from having to rent a machine to get in small places and could work more efficiently. Thank You

Revised September 4, 2009