

**RECORD OF PROCEEDINGS
MINUTES OF REGULAR MEETING
SEPTEMBER 3RD, 2009**

The Medina Township Board of Trustees met in regular session at the Medina Township Hall on September 3rd, 2009, to conduct the business of the Township. President Wilkins called the meeting to order at 7:02 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.

SITE PLANS

Legacy Hair Studio – Wall Sign – 3723 Stonegate Drive

Mr. Wilkins motioned to accept the recommendation of the Zoning Commission and approve a wall sign for Legacy Hair Studio located at 3723 Stonegate Drive not to exceed 19.25 square feet as presented. Mr. Stopa seconded the motion. Voting aye thereon: Mr. Wilkins, Mr. Stopa and Mr. Todd.

Legacy Hair Studio – Panel Sign – 3723 Stonegate Drive

Mr. Wilkins motioned to accept the recommendation of the Zoning Commission and approve a panel on the existing pylon ground sign for Legacy Hair Studio located at 3723 Stonegate Drive not to exceed 8.25 square feet as presented. Mr. Todd seconded the motion. Voting aye thereon: Mr. Wilkins, Mr. Todd and Mr. Stopa.

ID Creative Group, LTD – Sign – 4081 N. Jefferson Street

Mr. Wilkins motioned to accept the recommendation of the Zoning Commission and approve a panel to be placed on the existing pylon sign for ID Creative Group LTD, located at 4081 N. Jefferson Street not to exceed 1.72 square feet as presented. Mr. Stopa seconded the motion. Voting aye thereon: Mr. Wilkins, Mr. Stopa and Mr. Todd.

Medina Vision and Laser Center - Site – 4463 Weymouth Road

Mr. Wilkins motioned to accept the recommendation of the Zoning Commission and approve the change of use for Medina Vision and Laser Center to be located at 4463 Weymouth Road as presented. Mr. Todd seconded the motion. Voting aye thereon: Mr. Wilkins and Mr. Todd.

Autos Buy Owner – Site – 4160 Pearl Road

Mr. Wilkins motioned to accept the recommendation of the Zoning Commission and approve the change of use for Autos Buy Owner to be located at 4160 Pearl Road as presented. Mr. Todd seconded the motion. Voting aye thereon: Mr. Wilkins, Mr. Todd and Mr. Stopa.

Autos Buy Owner – Ground Sign – 4160 Pearl Road

Mr. Wilkins motioned to accept the recommendation of the Zoning Commission and approve a ground sign for Autos Buy Owner not to exceed 22.75 square feet and to be located 10 feet from the road right-of-way as presented. Mr. Stopa seconded the motion. Voting aye thereon: Mr. Wilkins, Mr. Stopa and Mr. Todd.

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OTHER BUSINESS

Insurance for use of Sports Fields

Mr. Wilkins said the original information from OTARMA (Township insurance provider) was that we had to see the homeowner's insurance policy before they would be allowed to play on the fields. Mr. Wilkins said it didn't seem right to him and he spoke with the insurance company again. The township will revise and amend the sports fields' resolution so it is more family friendly. There is a family rental form already on the website. Mr. Jim Delucas of Burnham and Flower Insurance clarified OTARMA's stance on the Township's coverage for the use of the ballfields. It is not required for a family to present their Certificate of Liability Insurance to use the ballfields, but organized baseball leagues must give a copy of their Certificate of Liability Insurance. Mr. Bracken of Bracken Insurance said that as the best practice they would like to have a certificate of insurance from everyone because it enhances the Township's protection. Mr. Wilkins said they do want the families or person who wants to use the fields to check the website to be sure a game is not scheduled.

Vendors at the Ballfields

Mr. Wilkins did a follow up on the issue of a vendor setting up at the soccer tournament without the Township's knowledge. After checking with the Health Department he was told there were two kinds of licenses. The basic license requires that there be hot running water, which we do not have at Blakslee. The other requires alcohol based hard wipes and three compartment sinks, etc. for a temporary license. These licenses would have to be applied for each time a vendor wants to set up. Licenses are issued at the County of Residence and the Medina County Health Department would not have that information on record if they were from another county. This issue will be part of the amended Sports Field Regulations. Mrs. Strogin said she was approached by a vendor who was interested in setting up a stand at the ballfields. Mr. Todd said if the cost is over \$25,000.00 it would have to go out for bid to make it a competitive process. Vendors would have to provide proof that they have a license to sell food. A letter will be sent to Mr. Makris regarding his request to sell food at Blakslee.

Correction of Typo on Conservation Easement Document

Mr. Wilkins said there was a typo on the vote page ("nye" instead of "aye") of the Conservation Easement document that needs to be corrected.

Mr. Wilkins motioned to approve Resolution #08062009-023 to have "nye" changed to "aye". Mr. Todd seconded the motion. Voting aye thereon: Mr. Wilkins, Mr. Todd and Mr. Stopa.

Leslie Merrill

Mr. Wilkins said Mr. Merrill lives on the east side of Nettleton Road and sells vegetable plants from his home. Mr. Merrill's concern was that his business might be interfered with. Mr. Wilkins spoke with the County Engineer and was told there would be no interference. Due to the weather, the project will be started at the end of May beginning of June, 2010.

Approval of Payroll

Mr. Wilkins motioned to approve payroll checks #13316 to #13355 totaling \$48,468.00 with \$4,247.33 in deductions. Mr. Todd seconded the motion. Voting aye thereon: Mr. Wilkins, Mr. Todd and Mr. Stopa.

Approval of Accounts Payable

Mr. Wilkins motioned to approve accounts payable warrants number #20118 to #20165 totaling \$193,823.05. Mr. Todd seconded the motion. Voting aye thereon: Mr. Wilkins, Mr. Todd and Mr. Stopa.

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OLD BUSINESS

Job Descriptions

Mr. Stopa reviewed all the job descriptions. He stated there were a few grammatical errors to correct and he also asked Chief Crumley to provide job descriptions for Staff Support Officer and Crew Leader. When the corrections are made they will be sent to the department heads for final review. Mr. Stopa hopes to have job descriptions approved by October.

OTHER BUSINESS CON'T

Approval of Minutes

Mr. Wilkins motioned to approve the minutes for the regular meeting August 20, 2009. Mr. Stopa seconded the motion. Voting aye thereon: Mr. Wilkins, Mr. Stopa and Mr. Todd.

REPORTS

Zoning Department

The Zoning Inspector reported that for the month of August 2009, 23 permits were issued as follows:

Accessory Buildings	5	Residential Additions	2
Commercial Addition	1	Residential	3
Decks	6	Comm Change of Use	1
Signs	4	Turndown	1

For a total value of permits issued of \$2,027,375.00. Fees collected \$2,326.78.

Road Department

No report given.

Police Department

No report given.

Fire Department

No report given. Chief Crumley spoke about the meeting Medina County Emergency Management had regarding the flu virus and it was suggested all Fire, Police and EMS personnel be sure to get vaccinated. Another meeting will be held September 21, 2009. They also suggest that if you are sick don't go to work and to be sure to wash your hands frequently.

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

OLD BUSINESS CON'T

Zoning Training Policy

Mr. Wilkins asked that the final draft of the Zoning Training Policy be given to all Board Members for their comment before the Trustees take any action on it. The draft will be mailed to all the Board Members.

NEW BUSINESS

Overhead Streetlight at Deer Lake & Fenn Intersection

Mr. Wilkins said a request was put in for an overhead street light at the intersection of Deer Lake Drive and Fenn Road. Ohio Edison is working up the price and a time frame for when they will be able to install the light.

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NEW BUSINESS CON'T

Proposal for Grant Writing

Mr. Wilkins said Lesley Trenkamp applied to do her college internship with the Township the same as the Fire Department Intern. Mr. Wilkins said that at this point they would not be able to use her hours effectively. The Township had a big rush for grants but that has slowed down. Mrs. Strogan asked if we applied for grants for the park as Montville Township did. Mr. Wilkins and Mr. Todd said some of the grants were interest loan grants. Chief Arbogast agreed and said most of the grants were through the department of Natural Resources. They were not grants that would give you cash but are low interest loan grants and some were before the development of Blakslee Park. Mr. Wilkins said the Township applied twice for Community Development Block Grants (for handicapped restrooms and sidewalks) but the township was rejected because of our financial status. Mrs. Strogan asked why Montville can get grants and Mr. Todd said Montville has a lot of debt. Mrs. Strogan said it is because of their Police Department.

Approval of Department Purchase Order Requests

Mr. Stopa motioned to approve \$245.00 for Kim Ferencz to attend the APA Ohio Planning and Zoning Conference in Cuyahoga Falls on September 24 and 25, 2009 for continuing education. Mr. Todd seconded the motion. Voting aye thereon: Mr. Stopa, Mr. Todd and Mr. Wilkins.

Mr. Stopa motioned to approve \$2,150.00 for 700 feet of tile to be installed by the outfield fence and past ballfields 2 and 3. Mr. Todd seconded the motion. Voting aye thereon: Mr. Stopa, Mr. Todd and Mr. Wilkins.

After further discussion regarding the budget for the park, Mr. Todd motioned to suspend the vote on the purchase order for the tile for the ballfields in the amount of \$2,150.00. Mr. Stopa seconded the motion. Voting aye thereon: Mr. Todd, Mr. Stopa and Mr. Wilkins.

Mr. Todd discussed the invoices from W. W. Williams for fire truck repairs and pump tests.

Mr. Todd motioned to approve the appropriation of \$3,745.34 to W.W. Williams for service on vehicle 201-2. Mr. Stopa seconded the motion. Voting aye thereon: Mr. Todd, Mr. Stopa and Mr. Wilkins.

Mr. Todd motioned to approve the expenditure of \$2,277.75 to United Sports apparel for various clothing as described in requisition No 1000-2194. Mr. Stopa seconded the motion. Voting aye thereon: Mr. Todd, Mr. Stopa and Mr. Wilkins.

Mr. Todd motioned to appropriate \$1,500.00 for the 136-hour Firefighter II training for Chris Shuster at the University of Akron, September 29, 2009. Mr. Stopa seconded the motion. Voting aye thereon: Mr. Todd, Mr. Stopa and Mr. Wilkins.

Mr. Todd said the Fire Department has interviewed 10 new recruits and now they need to have physicals. Chief Crumley thanked Mr. Todd and Mr. Wilkins for their time and effort in helping with the interview process.

Mr. Todd motioned to appropriate \$5,000.00 for physicals for the 10 new recruits made payable to On-the-Clock Care. Mr. Stopa seconded the motion. Voting aye thereon: Mr. Todd, Mr. Stopa and Mr. Wilkins.

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Approval of Department Purchase Order Requests Con't

Mr. Stopa said the Service Department would like to replace #9, their oldest truck, with a new cab and chassis. It will be purchased through state purchasing. Next year there will be new emission testing which will increase the price of the truck by \$10,000.00. The cost of the truck is \$72,861.00 with a 7 year bumper to bumper warranty. Mrs. George, Fiscal Officer, will review the budget and a decision will be made at the next meeting.

Comments Made by Mrs. Strogin at BZA Meeting

Mr. Todd questioned Alliss Strogin about the comments she made at the Zoning Board of Appeals meeting stating that someone from the Prosecutor's Office said that Rita Holt and Michael Todd told the Prosecutor's Office not to move forward with enforcement on Bill Doraty's inflatables. Mr. Todd said he has told her before that he did not say that and he will have Mr. Holman come to a meeting to clarify this issue. Mr. Todd also said Mrs. Strogin is not the Zoning Inspector. Elaine Ridgley is the Zoning Inspector and she is responsible for investigating zoning violations in the Township.

PUBLIC COMMENT

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

Russell Breeding (4940 Kennebank Lane) regarding the loud music coming from the VFW. He asked if we had a noise ordinance.

Matt Galla (3503 Hamilton Road) said there is a problem with loud music coming from 69 TAPS in the City.

Allis Strogin (3003 Hood Road) said County Animal Rescue and Evacuation (C.A.R.E.) has been chosen by Homeland Security to represent Region 5 which includes Medina County and 13 Counties and their sister group in Lorain County has been chosen for Region 2 to act as first responders to rescue animals during a disaster.

Therese George, Fiscal Officer, said that Michael Kovack decreased some of his operations and is returning money to the townships. Medina Township received a check \$34,583.51.

Matt Galla (3503 Hamilton Road) said he spoke with ODOT about grinding the bumps on Pearl Road.

Sally Gardner (3333 Foskett Road) asked if it would be better to wait until winter is over before the tile is put in at the ballfields. She also asked if a streetlight is put up at Deerlake Drive and Fenn what is the potential of other subdivisions asking for streetlights and she said a resident on Hamlin Road told her they were glad there were no lights at the ballfields because the noise stops when it gets dark.

Matt Galla (3503 Hamilton Road) said there was a court case regarding lights from a sports complex disturbing a drive-in theatre.

Jeff Kessler, Sports Field Manager, said there is a problem when people try to find Blakslee Park with their GPS's or when they Google it.

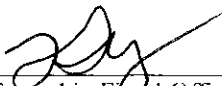
Sally Gardner (3333 Foskett Road) commented on the GPS directions. She also asked if there were going to put up the blue and white directional signs.

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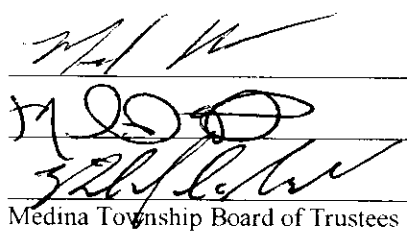
PUBLIC COMMENT CON'T

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

Mr. Stopa motioned to adjourn the meeting at 8:55 pm. Mr. Wilkins seconded the motion. Voting aye thereon: Mr. Stopa, Mr. Wilkins and Mr. Todd.



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 – AUGUST, 2009

MONTHLY TOTALS

1	Commercial Change of Use		
1	Commercial Addition		
3	Residential (Single Family)		
2	Residential Additions		
5	Accessory Buildings		
6	Decks		
4	Signs		
1	Turndown		
23	TOTAL PERMITS	<u>TOTAL VALUE:</u>	\$2,027,375

Respectfully Submitted,
Mary Ann Heiss
Assistant Zoning Inspector
September 3, 2009

Fees collected on permits total excluding signs	\$ 1,776.78
Fees collected on sign permits:	\$ <u>150.00</u>
TOTAL PERMIT FEES COLLECTED:	\$ 1,926.78
Fees collected in August for Sept. Zoning Comm. Agenda	125.00
Fees collected in August for Sept. BZA Agenda	<u>275.00</u>
TOTAL FEES COLLECTED:	\$ 2,326.78