

**RECORD OF PROCEEDINGS
MINUTES OF REGULAR MEETING
JUNE 21st, 2012**

The Medina Township Board of Trustees met in regular session at the Medina Township Hall on June 21st, 2012, to conduct the business of the Township. Chairman Todd called the meeting to order at 7:15 pm with the following Trustees in attendance: Michael D. Todd, Ray Jarrett and Ken DeMichael. Also in attendance were the Fiscal Officer, Police Chief, Asst. Fire Chief, Road Foreman, Zoning Inspector and the general public.

Roll Call

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

Pledge

Mr. Todd led the Pledge of Allegiance.

Moment of Silence

Mr. Todd asked for a moment of silence for our military personnel serving at home and overseas.

OTHER BUSINESS

Approval Accounts Payables

Mr. Todd motioned to approve warrant #23108 to #23151 in the amount of \$123,706.37. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Todd, Mr. Jarrett and Mr. DeMichael.

Approval of Payroll

Mr. Todd motioned to approve payroll checks #16093 to #16116 total amount of \$27,241.75 with \$4,996.08 going to union dues, OPERS and Deferred Comp. Mr. DeMichael seconded the motion. Voting aye thereon: Mr. Todd, Mr. DeMichael and Mr. Jarrett.

Approval of May Bank Reconciliation

Mr. Todd motioned to approve the bank reconciliation for the month of May 2012, and incorporate by reference document dated June 17, 2012, at 2:56 pm. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Todd, Mr. Jarrett and Mr. DeMichael.

Approval of Minutes

Mr. Todd motioned to approve the May 24, 2012, and the June 7, 2012, regular meeting. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Todd, Mr. Jarrett and Mr. DeMichael.

Mr. Jarrett motioned to approve a special meeting June 6, 2012. Mr. DeMichael seconded the motion. Roll call vote: Mr. Jarrett aye, Mr. DeMichael aye and Mr. Todd abstain.

DEPARTMENT REPORTS

Fire Department

Asst. Chief Kasson reported that for the month of May 2012, the department responded to 42 calls for service. There were 26 inspections conducted and the department was involved in several public relations activities (see attached). Mr. Jarrett asked about the reported gas leak incident and was told it was a minor incident involving a propane tank that was no longer going to be used and it was taken care of.

DEPARTMENT REPORTS CON'T

Police Department

Chief Arbogast reported that for the month of May 2012, there were 908 calls for service with 28 arrests (see attached). The department participated in Cops for Kids at Medina Hospital. Several Officers were involved in hotel drug intervention special training with the Medina County Drug Task Force. He also attended bomb awareness training with Homeland Security. He said there is a bomb that looks like cocaine and is very volatile so be aware and keep your eyes opened. The new Police cars are in and will be ready by the Fourth of July. The Township received the \$36,500.00 CDBG grant for handicapped restrooms at the Weymouth Community Center.

Service Department

Denny Miller, Road Foreman, reported that for the month of May 2012, the department mowed berms and ditches; helped with Pick-it-up-Day; set up and handled the first annual Dumpster Day; cleaned up from storm damage after heavy rains; dye tested 2 sink holes in the Reserve and found no problems; ditched along various roads; installed 11 new catch basins to replace stolen grates in Rivendale; cold patched roads; installed 2 new stop signs at Hunting Run & Lake Forest; painted white arrows, only's, stop bars and lane dividers on all township roads and maintained soccer and baseball fields.

Zoning Department

Elaine Ridgley, Zoning Inspector, reported that for the month of May 2012, 23 permits were issued as follows:

Single Family	1	Commercial Addition	1
Commercial Change of Use	1	Signs	12
Accessory Building	2	Decks and Pergola	6

Total value of permits issued was \$3,159,500.00 with total fees collected of \$2,282.59. 1 Violation was issued to: Doraty KIA of Medina.

Mr. Todd motioned to approve the May 2012, departmental reports. Mr. DeMichael seconded the motion. Voting aye thereon: Mr. Todd, Mr. DeMichael and Mr. Jarrett.

Impact Fees

Mr. Todd told Robin Gray he is aware of the Ohio Supreme Court document regarding impact fees.

OLD BUSINESS

LST Contract

Mr. Jarrett said there has been no update on the LST contract. Mr. Thorne is working on it.

Temporary Inflatable Sign – Zoning Text Amendment

Mr. Todd tabled the temporary inflatable sign zoning text amendment. The Zoning Commission is having a workshop July 24 at 7:30 pm.

Tax Budget 2013

The Trustees reviewed the 2013 Tax Budget presented by the Fiscal Officer, line by line, and made the necessary changes. Mrs. DeHoff will plug in the new numbers and have the tax budget ready for their approval at the July 5, 2012, meeting. The Trustees stopped to continue with the rest of the agenda.

PURCHASE ORDERS AND TRAINING REQUESTS

Ohio Fire Chiefs Association Conference

Mr. Jarrett motioned to appropriate \$800.00 for Parker Browne and Shawn Kasson to attend the Ohio Fire Chiefs Association Conference in Sharonville, Ohio, on July 14 and 15 for educational seminars. Mr. Todd seconded the motion. Voting aye thereon: Mr. Jarrett, Mr. Todd and Mr. DeMichael.

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PURCHASE ORDERS AND TRAINING REQUESTS CON'T

McMaster Carr – Small Equipment and Tools

Mr. Jarrett motioned for a purchase order requisition for the Fire Department, vendor information, McMaster Carr in Aurora, Ohio, for \$1,500.00. This is for small equipment and tools for our new fire truck 201-3, shovels, brooms, boxes, bolt cutters, cord reels, etc. Mr. Todd seconded the motion. Voting aye thereon: Mr. Jarrett, Mr. Todd and Mr. DeMichael.

Hotstick, USA

Mr. Jarrett motioned for a purchase order requisition for the Fire Department, vendor information, Hotstick, USA, out of Raleigh, North Carolina, for \$350.00. This is for a Hotstick. It is an electrical energy detector, so when the firefighters are out, they can detect whether the wires that are down are charged or not. Mr. Todd seconded the motion. Voting aye thereon: Mr. Jarrett, Mr. Todd and Mr. DeMichael.

Sensible Products, Inc.

Mr. Jarrett motioned for a purchase order requisition for the Fire Department, vendor information, Sensible Products in the amount of \$7,810.00. This is for the professional layout, mounting boards, fabrication, hardware, brackets, labeling and installation of all hardware and equipment for our new fire engine 201-3. Mr. Todd seconded the motion. Voting aye thereon: Mr. Jarrett, Mr. Todd and Mr. DeMichael.

Zoning and Planning Workshop – Kim Ferencz

Mr. DeMichael motioned for a training requisition for Kim Ferencz to attend the Northeast Ohio Planning and Zoning Workshop tomorrow actually, in Mentor, for \$50.00. Mr. Todd seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Todd and Mr. Jarrett.

NEW BUSINESS

Reserve Annual Fourth of July Parade

Mr. Todd read a letter from the Reserve Homeowners Association requesting barricades for their annual Fourth of July Parade (see attached).

Mr. Todd motioned to approve the set-up of barricades on Wednesday, July 4th, starting at 8 am until 5 pm to be done by the Police Department and Fire Department. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Todd, Mr. Jarrett and Mr. DeMichael.

“No Through Truck Signs” – Remsen Road

Denny Miller, Road Foreman asked for permission to install “no through truck signs” on Remsen Road due to the closing of Fenn Road to help deter truck traffic from using Remsen.

Mr. Todd motioned to put “no through traffic” signs beginning July 2, 2012, for a period of 102 days on Remsen Road. Mr. DeMichael seconded the motion. Voting aye thereon: Mr. Todd, Mr. DeMichael and Mr. Jarrett.

New Furnace for Police Station

Denny Miller spoke to Brett Ridgley after he fixed the air conditioning on the furnace at the Police Station and was told it was 25 years old. Trustees said they are not going to change it.

Quote for Sound System

Mr. Jarrett received a quote for a new sound system but would like to table it until other quotes are received. Mrs. DeHoff would like to be involved in the decision since she and the secretary are the ones that will be using it.

Medina Creative Housing Board

Mr. Todd said, based on his work schedule and his inability to attend the Board meetings he has resigned from the Medina Creative Housing Board.

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NEW BUSINESS CON'T

Medina Creative Housing

Dianne DePasquale-Hagerty, Executive Director, presented Trustees with a letter (see attached) from the President of the Medina Creative Housing Board, Michael Carlson, requesting permanent occupancy at the newly acquired township property located at Remsen and Myers Roads. Mr. Todd asked if they are insured and bonded and was told they are insured, bonded and they have their own workers compensation. Mr. Todd also asked if she was acting as an agent for Medina Township and Ms. DePasquale-Hagerty said no.

PUBLIC COMMENT

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

Matthew Galla (3503 Hamilton Road) clarified what he had previously stated regarding the building the township purchased. He said it was an old building and was not efficient and he would never had purchased it.

Robin Gray (4074 Remsen Road) asked if the children from Creative Housing will be supervised and she was told yes. She also updated the Trustees regarding Chesapeake Energy.

Sally Gardner (3333 Foskett Road) said LST levy is an EMS levy and asked how many proposals have been received for the Remsen Road property. She was told 6 or 7. She said Weymouth Preservation is having a pot luck dinner.

Ed Unaitis (4985 Fenn Road) said a used car is being developed on Fenn Road. The Trustees are looking into it.

Susan Chmelik (3885 Huffman Road) asked if there were limits for people to follow for maintaining their yard and was told no but the state is working on legislation.

Bill Ostmann (3670 Hamilton Road) thanked the Police Department for watching the stop sign at Hamilton and Hamlin by the Church.

Sally Gardner (3333 Foskett Road) said she owns 10 acres and doesn't mow it all.

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

OLD BUSINESS

Armstrong Franchise Fee

Resolution #06072012-021

Mr. Todd motioned for the Medina Township Board of Trustees to implement a 5% franchise tax fee pursuant to Revised Code Section 1332.32 with Armstrong Utilities, Incorporated collecting the fee. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Todd, Mr. Jarrett and Mr. DeMichael.

PURCHASE ORDER

HD Supply

Mr. DeMichael motioned for a purchase order requisition for HD Supply for 18 catch basin grates that we will be reimbursed for. \$3,200.00 is the total on this. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Jarrett and Mr. Todd.

TM6/21/12

Recess

Mr. Todd motioned to take a recess, don't know how long, at this time. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Todd, Mr. Jarrett and Mr. DeMichael. The Medina Township Board of Trustees took a recess at 8:40 pm.

Mr. Todd motioned for the Medina Township Board of Trustees to reconvene their regular meeting at 9:00 pm. Mr. DeMichael seconded the motion. Voting aye thereon: Mr. Todd, Mr. DeMichael and Mr. Jarrett.

Medina Creative Housing

Mr. Jarrett motioned to enter into an agreement with Medina Creative Housing for approximately 75% of the former Medina Transit Authority building. In consideration, Medina Creative Housing will provide the following services to Medina Township:

- o That being landscaping of the property
- o Provide lawn care service
- o Provide daily upkeep of the entire building
- o Provide construction services that are mutually agreed to by both the township and Medina Creative Housing

Either party may terminate the agreement within a 120 day written notice. Both parties shall enter into a permanent agreement within the next 6 months. Mr. Todd seconded the motion. Voting aye thereon: Mr. Jarrett, Mr. Todd and Mr. DeMichael.

Police Department Relocation to Remsen Property

Mr. Jarrett motioned to locate the Medina Township Police Department at the Remsen Road property using the following portions of the building: Rooms 1, 3, 4, 5, 8, 10, 11, 12, 13, and 15 also approximately 25% of the former transit building complex. Mr. Todd seconded the motion. Mr. Todd was contacted by the Police Union because they were concerned that the Police Department money was being used for a building. Mr. Todd said money was put aside for development of the property and there is money in the general fund for updating the building. Voting aye thereon: Mr. Jarrett, Mr. Todd and Mr. DeMichael.

Weymouth Preservation Society

Mr. Jarrett motioned to enter into a partnership with the Weymouth Preservation Society to develop and maintain the original Weymouth School. Mr. Todd seconded the motion. Mr. Todd discussed the historical value of the Weymouth area and He asked they present 6 month formalized agreement. Mr. Jarrett said they will be removing the chain link fence around that area. Voting aye thereon: Mr. Jarrett, Mr. Todd and Mr. DeMichael.

Processing of Building Applications by Zoning Inspector

Mr. Jarrett motioned for the Zoning Inspector to process the zoning application for the Weymouth Community Center, which is the temporary name for right now, to change the zoning to reflect the change of use for that building. Mr. Todd seconded the motion. Voting aye thereon: Mr. Jarrett, Mr. Todd and Mr. DeMichael.

Mr. Todd said, as of now, the building is about 60% occupied. Mr. Jarrett said he would like to see a ribbon cutter at a later date and engage at that time to create a time capsule to be opened 25 years from the date of the ribbon cutting.

Thank you to Chief Arbogast

Mr. Todd said a letter was received from Cornerstone Chapel thanking Chief Arbogast for his police supervision of the funeral arrangements for Kevin Fox.

Destruction of old Repeater

Mr. Todd motioned to destroy the old General Electric station panel repeater serial #2110320GP-1 due to the unit being obsolete and no longer having value to the township. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Todd, Mr. Jarrett and Mr. DeMichael.

TM6/21/12

Shooting Complaint

Mr. Todd read a letter of complaint regarding shooting at Pleasant Valley Golf Course (see attached). Mr. Ostmann had no comment.

Laurie Shoemaker Township

Mr. Todd asked Chief Arbogast to have Laurie Shoemaker use separate time sheets for each department she does work for so they can take the funds for her pay out of the proper departments.

Tax Budget Con't

The Trustees finished reviewing the tax budget.


Special Olympics use of Ballfields


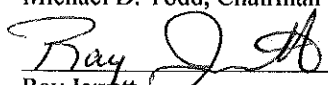

Mr. Todd motioned to waive the fees for the Special Olympics to use Medina Township Blakslee Fields for the months of July and August 2012. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Todd, Mr. Jarrett and Mr. DeMichael.

Creative Living Maintenance of Remsen Property

Mr. Miller asked if he will be involved when Creative Living starts maintaining the landscaping and mowing. Chief Arbogast will be meeting with Diane DePasquale-Hagerty and Mr. Todd suggested Denny also attend that meeting to work that out. Mr. Jarrett told Denny he can remove the chain link fencing.

Mr. Todd motioned to adjourn the meeting at 10:30 pm. Mr. DeMichael seconded the motion. Voting aye thereon: Mr. Todd, Mr. DeMichael and Mr. Jarrett.


Linda DeHoff, Fiscal Officer


Michael D. Todd, Chairman

Ray Jarrett

Ken DeMichael

Medina Township Fire Department May 2012 Activity Report

Type of Alarms		Count	Percentage
A	Alarm Drop	4	9.52%
	3- Commercial alarms 1- Residential		
	Kindercare 3825 Stonegate - child pulled pull station		
	Rodeway Inn 2875 Medina Rd - installing dry wall in lobby set off alarm accidentally		
	Weymouth Country Club 3946 Weymouth Rd- lightning strike		
E	Assist EMS (LST)	22	52.38%
	6- Falls		
	4- Shortness of Breath/difficilty breathing		
	2- Neck pain		
	2- Lift assist/assist into vehicle		
	1- chest pain		
	1- possible DOA		
	1- possible seizure		
	1- 86 year old with flu like symptoms		
	1- sudden illness		
	1- unconscious		
	1- male laying in street unconscious and not breathing at 4115 Pearl Rd		
	1- called for male who jumped out of a moving vehicle near intersection of Nichols & Tompkins Rds		
F	Fire Call	12	28.58%
	2- Vehicle fires		
	3- Odor investigations - 2- smell of electrical burning 1- smell of smoke		
	1- Electrical fire - burned electrical outlet after lightning strike		
	1- Structure fire mutual aid to Medina City		
	1- Smell of natural gas at Kohl's		
	1- Electrical pole on fire @ 3746 Granger Rd		
	1- Juvenile set a fire in woods behind house at 4931 Great Smokey Circle		
	1- Mutual aid to Hinckley for rescue on Whipps Ledges - called for light only		
	1- Contacted by dispatch stating the Ohio State Fire Marshal has a report of a liquid propane pressure gas tank leaking at 4478 Fenn - investigated		
M	Motor Vehicle Accident	2	4.76%
CO	Carbon Monoxide	2	4.76%
HZ	Haz Mat	0	0.00%
Total Incident Count		42	*Mutual aid given=3 *Mutual aid received=0
Total Calls During Staffing Hours		28	
Mon. Thru Fri. 7am-3pm			
Inspections conducted			
	Annual Fire Safety Inspections	2	
	Re-Inspections	17	
	Annual Fire Alarm Tests	3	
	Annual Sprinkler Tests	1	
	Semi Annual Paint Booth	0	
	Semi Annual Hood tests	3	
Total Inspections		26	
Public Relation Activities			
	Western Reserve Masonic Bingo		
	31 cent scoop night at Baskin Robbins		*NOTE: Numbers subject to change upon receiving run times from dispatch
	VFW Poker Run		
	Township Pick it up Day		
	Memorial Day Parade		

MEDINA TWP. POLICE

CALLS RECEIVED SUMMARY

For the Period from 05/01/2012 To 05/31/2012

DATE: 6/6/2012

PAGE: 1 OF 2

NATURE OF INCIDENT DESCRIPTION	NATURE CODE	REPORTED	CLEARED
ACCIDENT NO INJURY	02	29	29
ACCIDENT PRIVATE PROPERTY	03	3	3
ACCIDENT INJURY	04	5	5
ASSIST	10	26	26
ASSIST CITIZEN	10A	31	31
BURGLARY	12	1	1
ALARM RESPONSE	12B	47	47
FRAUD / BAD CHECKS	14	5	5
WARRANT ARREST	15	6	6
SUDDEN DEATH	16	1	1
ANIMAL COMPLAINT	18	8	8
DISTURBANCE	20D	7	7
NEIGHBOR DISPUTE	20E	1	1
NOISE COMPLAINT	20N	9	9
PRISONER TRANSPORT	21	1	1
DRUG ACTIVITY	24A	1	1
FIGHT	26	2	2
DISORDERLY CONDUCT	26A	2	2
FIRE / FIRE ALARM	28	10	10
RESCUE SQUAD	29	34	34
THEFT	36	11	11
FOUND PROPERTY	36A	3	3
MISSING PERSON	38	1	1
MENTAL ILLNESS ISSUE	53	1	1
COMMUNITY POLICING ACTIVITY	55	76	76
COP - BUILDING CHECK	55B	75	75
COP - TRAFFIC ENFORCEMENT	55T	11	11
VACATION WATCH	55V	80	80
STOLEN VEHICLE	56	1	1
SUICIDAL SUBJECT	58	2	2
SUSPICIOUS PERSON	60	16	16
SUSPICIOUS AUTO	60A	11	11
SUSPICIOUS ACTIVITY	60B	6	6
VANDALISM	64	4	4
HARASSMENT / PHONE CALLS	70	3	3
HARASSMENT / THREATS	70A	2	2
LOCKOUT	72	23	23
TRAFFIC COMPLAINT	86	27	27
PAKING OFFENSE	86A	1	1
TRAFFIC STOP CITATION	86C	48	48
TRAFFIC STOP DUI	86D	3	3
TRAFFIC STOP DUS	86S	11	11
TRAFFIC STOP WARNING	86W	215	215
DISABLED VEHICLE	87	18	18

MEDINA TWP. POLICE

CALLS RECEIVED SUMMARY

For the Period from 05/01/2012 To 05/31/2012

DATE: 6/6/2012

PAGE: 2 OF 2

NATURE OF INCIDENT DESCRIPTION	NATURE CODE	REPORTED	CLEARED
WELFARE CHECK	88	9	9
911 HANG UP	91	21	21
		<u>908</u>	<u>908</u>

Medina Township Service Dept.. May 2012 Report

- Mowing of berms and ditches
- Helped with Township Pick-It-Up Day
- Set-up and handled the Township's 1st Annual Dumpster Day
- Clean-up from storm damage after heavy rains
- Dye tested 2 sink holes in the reserve (nothing found)
- Ditching along various roads
- Install 11 new catch basin grates in Rivendale that were stolen and I welded the new ones on
- Cold patch roads
- Installed 2 new stop signs at Hunting Run and Lake Forest
- Painted all the white arrows, only's , stop bars and lane dividers on all Township roads
- Maintain all the soccer and baseball fields

Report Submitted By : Denny Miller Road Foreman

Celia

Date: Thursday June 7, 2012

Medina Township

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

ZONING REPORT - May 2012

MONTHLY TOTALS FOR May 2012

- 1 Single Family
- 1 Commercial Change of Use
- 1 Commercial Addition
- 2 Accessory Building
- 6 Deck & Pergola
- 12 Signs

23	TOTAL PERMITS	TOTAL VALUE:	\$3,159,500.00
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Fees collected on permits total excluding signs: \$1,857.59

Fees collected on sign permits: \$425.00

TOTAL PERMIT FEES COLLECTED:	\$2,282.59
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Fees collected May for Zoning Commission Agenda \$125.00

Fees collected May for BZA Agenda	\$550.00
	<u>\$675.00</u>

GRAND TOTAL:	\$2,957.59
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Respectfully Submitted,
Elaine Ridgley
Zoning Inspector

