

**RECORD OF PROCEEDINGS
MINUTES OF REGULAR MEETING
OCTOBER 25TH, 2012**

The Medina Township Board of Trustees met in regular session at the Medina Township Hall on October 25th, 2012, to conduct the business of the Township. Chairman Todd called the meeting to order at 7:07 pm with the following Trustees in attendance: Michael D. Todd, Ray Jarrett and Ken DeMichael. Also in attendance were the Fiscal Officer, Fire Chief, Police 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.

SITE PLANS

Keller Williams - Site – 3745 Medina Road, Suite A

Mr. Todd motioned to accept the recommendation of the Zoning Commission and approve the change of use for Keller Williams to be located at 3745 Medina Road, Suite A, as presented. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Todd, Mr. Jarrett and Mr. DeMichael

Keller Williams – Panel Sign – 3745 Medina Road, Suite A

Mr. Todd motioned to accept the recommendation of the Zoning Commission and approve a panel sign for Keller Williams to be placed on the existing ground sign not to exceed 4.44 square feet as presented. Mr. DeMichael seconded the motion. Voting aye thereon: Mr. Todd, Mr. DeMichael and Mr. Jarrett.

OTHER BUSINESS

Mark Herwick – Homestead Insurance – Employee Health Insurance

Mark Herwick provided health insurance applications for the employees to fill out and return by November 8, 2012, so plans can be compared to find the one that is most cost effective. He had previously provided documents regarding healthcare reform to the Trustees. He said part-time employees who work more than 1,500 hours per year have to be provided with health insurance at the same contribution level as everyone else. The change comes in 2014. There are also questions on who pays the penalty, the employee or the employer. When he has the answer he will notify the Trustees.

Approval of Supplemental Appropriation Changes

Mr. Todd motioned to make supplemental appropriation changes for fund number 1000- 760-730 and 1000-760-790 and incorporate this document by reference, it is 2 pages. First one is named Supplemental Appropriation Changes, Regular Meeting, October 25, 2012, second is Appropriation Supplemental and it has a time stamp in the top right hand corner of October 24, 2012, at 8:31 pm. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Todd, Mr. Jarrett and Mr. DeMichael.

Approval of Accounts Payables

Mr. Todd motioned to approve warrant #23495 to #23537 total amount of \$84,018.72. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Todd, Mr. Jarrett and Mr. DeMichael.

TM10/25/12

OTHER BUSINESS CON'T

Approval of Payroll

Mr. Todd motioned to approve payroll checks #16458 to #16478 total amount of \$25,291.35 with \$5,025.18 going to union dues, post-tax health, OPERS and Deferred Comp. Mr. DeMichael seconded the motion. Voting aye thereon: Mr. Todd, Mr. DeMichael and Jarrett.

Approval of Minutes

Mr. Todd motioned to approve the minutes for the September 27, 2012, regular meeting. Mr. DeMichael seconded the motion. Voting aye thereon: Mr. Todd, Mr. DeMichael and Mr. Jarrett.

REPORTS

Zoning Department

Mrs. Ridgley said there was an error on the August 2012, Zoning Report. There was only 1 pool permit for a total of 23 permits issued. The total value was \$1,150,003.00

Mr. Todd motioned to approve the amended August 2012, zoning report. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Todd, Mr. Jarrett and Mr. DeMichael. .

Elaine Ridgley, Zoning Inspector, reported that for the month of September 2012, 29 permits were issued as follows:

Single Family	1	Residential Addition	3
Commercial Change of Use	4	Signs	15
Pools	1	Accessory Building	2
Decks	1	Garage	1
Temporary Tent	1		

Total value of permits issued was \$1,483,350.00 with total fees collected of \$3,003.40. Security Deposits returned: \$1,250.00. 1 zoning violation issued to Doraty KIA. Stifel, Nicolaus & Company and Medina Family Barbershop are the new businesses.

Police Department

Chief Arbogast reported that for the month of September 2012, there were 1,046 calls for service (see attached). Chief Arbogast spent a week in Niagara Falls, New York, for the FBI Academy Leadership Program. The discussion was about social media and wellness. The Trustees are going to look into a policy regarding social media for the Departments. Mr. Todd said social media can tend to interfere with the handling of a case if too much information is given. Chief Arbogast said a facial recognition program that would work the same as fingerprints is being developed.

Fire Department

Chief Crumley reported that for the month of September 2012, the department responded to 20 calls for service. There were 30 inspections conducted and the department was involved in several public relations activities (see attached). Mr. Jarrett asked if the alarm call at Rodeway Inn was electrical and Chief Crumley said it was. He also said a spaghetti dinner is being held October 27, 2012, from 5 to 8 pm at Medina Hospital for Debbie Rogers, LST Secretary, who has been diagnosed with cancer.

Service Department

Denny Miller, Road Foreman, reported that for the month of September 2012, the department mowed berms and ditches; trimmed trees on Cook Road; put topsoil on graves at Fenn Road Cemetery; installed 2 new bathroom doors and had 32 HID lights installed at Weymouth Community Center; repaired 54" concrete culvert pipe on Frantz Road; prepared 6 dugouts and had concrete poured; restriped 5 township roads.

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

TM10/25/12

OLD BUSINESS

Temporary Inflatable Sign – Zoning Amendment

Mr. Todd asked the status of the temporary inflatable sign zoning amendment and Mrs. Strogin said the minutes were not approved because there was a little confusion regarding the motion that was made. Mrs. Strogin will listen to the tape to clarify the motions.

Newsletter

Mr. Todd said Mrs. Shoemaker has been working on the newsletter. The Trustees looked at the amounts for printing an 8 page newsletter and the cost for black and white was more expensive than color. The Trustees will wait until she gets back in town to verify if this quote is correct.

Frontier/IT Contracts

Mrs. DeHoff explained that this contract needs to be renewed. The warranty is gone and if we are having a Frontier phone system then we need to use Frontier for when we have problems with the system, which we are having. Mr. Todd would like Mr. Thorne to look at the contract, specifically paragraphs 7 and 9. The Secretary will take the Frontier and the IT contracts to Mr. Thorne Friday.

Cemetery Assessment Follow-up Letter

Mr. Todd said Chambers, Murphy and Burge assessed the condition of the Weymouth Cemetery and the proposed fee for the scope of work is \$10,800.00. They will be unable to start the cemetery until next year which would give the Township time to look into grants.

RFP'S

Mr. Todd asked Mr. Ostmann about the Steering Committee Meeting. Mr. Ostmann said the committee would like to review the 3 proposals and they would like the Trustees to check the references of the consultants. (The 3 proposals were digitally sent to the Committee Members). Mr. Jarrett said we have to be careful not to get bogged down in the consultant selection and do not drag it out for 3 or 4 more months. Mr. Jarrett said the committee can give their comments to Celia electronically and they then can be passed on the Trustees. The Trustees will make their choice December 6.

PURCHASE ORDERS AND TRAINING REQUESTS

Weymouth Community Center Heating- Medina Heating

Mr. Todd said the heating units in the Weymouth Community Center on the Medina Creative Living and Police Department side of the building are not functioning properly. Having them repaired will make it more cost efficient. Mr. Todd motioned to approve \$13,380.00 for miscellaneous heating work done by Medina Heating in the Weymouth Community Center. Mr. DeMichael seconded the motion. Voting aye thereon: Mr. Todd, Mr. DeMichael and Mr. Jarrett.

ADDITIONAL DEPARTMENT HEAD COMMENTS

Fire Department

Chief Crumley said he has a term paper to do tonite and asked that the Trustees keep public comment to 15 minutes.

Police Department

Chief Arbogast met with Chris Jakobs and Bob Arnold regarding the block grant the township received and was told they will be doing the drawings in a few weeks and also, it does fall under the Federal Prevailing Wage, which will boost the cost. Chief Arbogast said they may need an RFP for the architect and Mr. Jacobs will send over a template for the RFP.

TM10/25/12

OTHER BUSINESS

Asphalt Paving

Mr. Todd said the paving is put on hold until they get the results of the asphalt composition testing with Karvo. Mr. Todd said if Karvo cannot fix the asphalt then they will have to contact the Prosecutors Office about using the next bidder. Mr. Miller said it is the company providing the asphalt not Karvo it is CCR. Mr. Todd said we will have a special meeting, Wednesday, October 31, 2012, at 5 pm. and ask Mr. Thorne, Asst County Prosecutor, to attend. Mr. Todd will contact Mr. Thorne. Mr. Miller spoke to Summit regarding the asphalt testing and was told there are different scenarios for testing the asphalt.

Landscaping the Building

Mr. Todd spoke with Dianne Haggerty-DiPasquale regarding the stone for the beds that Creative Living was going to put down. Mr. Todd said the price of the stone is \$800.00 and the Township would pay for the stone. Mr. Jarrett asked if they were going to put fabric filter down and was told they were. Mr. Miller asked if they were going to dig down before putting the stone down and Mr. Todd said no, the bed was already below the curb. Mr. Miller said it needs to be done right. Chief Arbogast will contact the proper person and let them know what is to be done.

Concrete for the Garage

Mr. Todd spoke with Ms. Di-Pasquale about the concreting of the garage and told her if only her side was done it would not cost \$22,500.00 and the Township would not contribute up to \$10,000.00 towards the project. Mr. Todd said something should be contributed because it will be a permanent improvement to the building. Mr. Jarrett said the problem was that Ms. DiPasquale wanted to use her own contractor for their portion of the work. Mr. DeMichael asked what our portion of the cost was. Mr. Miller said her contractor would just be laying 2 inches of flat concrete with a 4 inch lip on their side of the building. We are tearing out a 20 foot by 40 foot concrete pad, putting a drain in and then pouring 4 inches of concrete on top. Mr. Todd said Ms. DiPasquale's contractor wanted to do a different draining and Mr. Miller said it is not acceptable. Chief Arbogast said they were concerned that water would come from the Police side of the garage. Mr. Miller said their side of the garage would have flat concrete with a 4 inch lip so a fence can be put up and our side would have a drain and 4 inch concrete that will slope away from their side. Mrs. DeHoff suggested letting them pay for their side and let us pay for our side. Mr. Todd said Creative Living doesn't have the money. Mr. DeMichael suggested giving \$1,000.00. Mr. Jarrett said no, to give more than that. Mrs. DeHoff asked what the cost would be for the work. Mr. Miller said it should only cost about 3 or 4 thousand dollars and the cost should be around \$70.00 per yard. Mr. Jarrett said there are 2 things the cost and the quality of the work.

Mr. DeMichael motioned to contribute \$1,000.00 towards the concrete work that Medina Creative Housing is doing at our property on Weymouth, Remsen. Mr. Todd seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Todd and Mr. Jarrett.

ADA Compliant Restrooms

Chief Arbogast said that in 2010, a mandate, which went into effect in 2012, requires all restrooms to be ADA compliant. The Township needs to develop a plan that can be submitted to the Building Department. He said that it can be spread out over several years. Mr. Todd asked that Ian Jones of MSA be notified. Chief Arbogast also said when they go for an RFP for an Architect they can tie that in to the proposal.

Weymouth Historical Society Doors

Mr. Miller said Susan McKiernan of the Weymouth Historical Preservation Society contacted him and said the 2 front doors are in and the cost to install them will be around \$300.00. She will use her own contractor to hang the doors. The Trustees said that would be fine. Mr. Jarrett will contact Ms. McKiernan with their answer.

TM10/25/12

OTHER BUSINESS CON'T

Route 3, Foote Road and Reagan Parkway ODOT Road Project

Mr. Jarrett sits on the Medina Area Transportation Task Force. He said that Medina Township will be the recipient of a highway improvement project and ODOT will be the sponsoring agency. The location is SR3 and Reagan Parkway. The road will be widened, additional turn lanes will be added and there will be new signs and road markings. The cost of the project will be around \$493,854.00 and the award date is October 29, 2012 (see attached).

PUBLIC COMMENT

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

Sally Gardner (3333 Foskett Road) asked if information about the Office for Older Adults could be put in the Township Newsletter. The Trustees said yes and to contact Mrs. Shoemaker who is handling the newsletter. There is a link on Medina Township's website. There will be an open house November 25. The Letha House will not have the funds to help with the Weymouth Cemetery improvements.

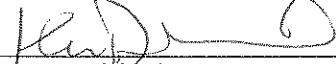
Mr. Todd motioned to close the floor for public comment. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Todd, Mr. Jarrett and Mr. DeMichael.

Mr. Todd motioned to adjourn the meeting at 8:40 pm. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Todd, Mr. Jarrett and Mr. DeMichael.


Linda DeHoff, Fiscal Officer


Michael D. Todd, Chairman


Ray Jarrett, Trustee


Ken DeMichael, Trustee



Medina Township

From the Office of Zoning Inspector

Medina Township Hall

3799 Huffman Road

Medina, OH 44256

Date: Thurs. Sept. 13, 2012

ZONING REPORT

- Aug 2012

8

REVISED

MONTHLY TOTALS FOR Aug 2012

- 3 Single Family
- 5 Commercial Change of Use
- 1 Pools
- 1 Accessory Building
- 1 Decks
- 1 Pavilion
- 2 Residential Addition
- 9 Signs

23 TOTAL PERMITS TOTAL VALUE: \$1,150,003.00

Fees collected on permits total excluding signs: \$3,046.92

Fees collected on sign permits: \$300.00

TOTAL PERMIT FEES COLLECTED: \$3,346.92

Fees collected Aug 2012 for Zoning Commission Agenda \$125.00

Fees collected Aug 2012 for BZA Agenda \$275.00

\$400.00

GRAND TOTAL: \$3,746.92

Respectfully Submitted,
Elaine Ridgley
Zoning Inspector

Date: Thurs. October 11, 2012

Medina Township

From the Office of Zoning Inspector

Medina Township Hall

3799 Huffman Road

Medina, OH 44256

ZONING REPORT for - Sept. 2012

MONTHLY TOTALS FOR Sept. 2012

- 1 Single Family
- 4 Commercial Change of Use
- 1 Pools
- 2 Accessory Building
- 1 Decks
- 1 Garage
- 3 Residential Addition
- 15 Signs
- 1 Temp Tent

29 TOTAL PERMITS TOTAL VALUE: \$1,483,350.00

Fees collected on permits total excluding signs: \$2,203.40

Fees collected on sign permits: \$800.00

TOTAL PERMIT FEES COLLECTED: \$3,003.40

Fees collected sept. 2012 for Zoning Commission Agenda \$325.00

Fees collected sept. 2012 for BZA Agenda \$0.00

GRAND TOTAL: \$325.00

GRAND TOTAL: \$3,328.40

Respectfully Submitted,
Elaine Ridgley
Zoning Inspector

CAD Incident Volume by Date

Agency: Medina Township Police Department

From: 09/01/2012

To: 09/30/2012

Date	Alarm Company	E-911	Fax	In Person	Officer Initiated	Other	Telephone	None	Total
9/1/2012	0	0	0	0	14	0	8	0	22
9/2/2012	1	6	0	0	17	0	5	0	29
9/3/2012	0	4	0	0	30	0	5	0	39
9/4/2012	0	2	0	0	19	0	5	0	26
9/5/2012	0	2	0	0	39	0	4	0	45
9/6/2012	0	3	0	0	21	0	5	0	29
9/7/2012	0	4	0	1	31	0	10	0	46
9/8/2012	0	3	0	0	41	0	11	0	55
9/9/2012	0	3	0	0	33	1	4	0	41
9/10/2012	1	2	1	1	21	0	3	0	29
9/11/2012	0	1	0	1	29	0	2	1	34
9/12/2012	1	4	0	0	27	0	7	0	39
9/13/2012	0	1	0	0	26	0	3	0	30
9/14/2012	0	3	0	0	31	0	3	0	37
9/15/2012	0	2	0	0	40	0	8	0	50
9/16/2012	0	2	0	0	24	0	2	0	28
9/17/2012	0	3	0	1	26	1	2	0	33
9/18/2012	0	3	0	0	21	0	5	0	29
9/19/2012	0	3	0	0	17	0	6	0	26
9/20/2012	1	1	0	0	26	0	4	0	32
9/21/2012	0	1	0	0	16	0	3	0	20
9/22/2012	1	5	0	0	29	0	5	0	40
9/23/2012	0	4	0	0	30	1	10	0	45
9/24/2012	0	1	0	1	29	0	5	0	36
9/25/2012	0	3	0	1	19	0	6	0	29

Crime Stats - Incident Count by Event Type and Beat
 Agency: Medina Township Police Department
 From: 09/01/2012
 To: 09/30/2012

Type	Total
9-1-1 Misdial	6
9-1-1 Open Line	3
Agency Assist	14
Alarm	37
Allergic Reaction	1
Animal Complaint	10
Bad Check	1
Bleeding	1
Breathing	6
Building Check	43
Choking	1
Citizen Assist	22
COP	332
Criminal Damage	2
DAV-Disabled Vehicle	19
Diabetic Problem	1
Disturbance/Fight	8
Domestic	2
Escort-Prisoner	1
Fall	4
Fire - Commercial Structure	1
Fire Alarm - Commerical	1
Fire Alarm - Residential	1
Fraud	3

Harassment	2
Injury	2
Lockout	14
MVA No Injuries	25
MVA With Injuries	5
MVA-PP No Injury	3
Noise Complaint	4
Parking Complaint	2
Property-Found/Lost	3
Street Obstruction	3
Sudden Illness	11
Suspicious Person And Vehicle	10
Suspicious Person	11
Suspicious Vehicle	8
Theft	16
Traffic Complaint	21
Traffic Offense	345
Trespass	2
Unruly Juvenile	1
Vandalism	1
Warrant Service	5
Welfare Check	6

Medina Township Fire Department September 2012 Activity Report

Type of Alarms		Count	Percentage				
A	Alarm Drop	5	25.00%				
	WRMC - 2 times for burnt food						
	Gateway Mini Storage - Alarm malfunction						
	North Gateway Tire - sprinkler alarm - water was leaking from test side of riser						
	WRMC - resident pulled alarm						
E	Assist EMS (LST)	10	50.00%				
	2 - Shortness of Breath						
	2 - Sudden Illness						
	2 - Chest pains						
	1 - Female unresponsive at UH Urgent Care						
	1 - Abnormal EKG at UH Urgent Care						
	1 - Severe Knee Pain						
	1 - Right leg pain at WRMC						
F	Fire Call	4	20.00%				
	1 - Vehicle fire at 3618 Autumn Tree Dr						
	1 - Natural Gas Leak inside Pat O'Brien Chevrolet						
	1 - Fire alarm at Rodeway Inn - found a smoking heater/AC unit in room 209						
	1 - Structure Fire at Excalibur Auto Body - fire started in paint booth						
M	Motor Vehicle Accident	1	5.00%				
	Accident with injuries at Pearl Rd & Hillview						
CO	Carbon Monoxide	0	0.00%				
HZ	Haz Mat	0	0.00%				
Total Incident Count		20		*Mutual aid given=0			
				*Mutual aid received=0			
Total Calls During Staffing Hours		15					
Mon. Thru Fri. 7am-3pm							
Inspections conducted							
	Annual Fire Safety Inspections	21					
	Re-Inspections	0					
	Annual Fire Alarm Tests	5					
	Annual Sprinkler Tests	1					
	Semi Annual Paint Booth	0					
	Semi Annual Hood tests	3		*NOTE: Numbers subject to change upon receiving run times from dispatch			
Total Inspections		30					
Public Relation Activities							
	Tunnel To Towers Charity Run						
	Weymouth Days						
	Changed smoke detector batteries for township residents						
	Several family tours of new E 201-3 while out on hydrant detail						

Medina Township Service Dept. September 2012 Report

Finished trimming trees back in right of way Cook RD

Topsoil graves that settled at Fenn cemetery

Installed 2 new bathroom doors at old Weymouth School

Had 32 new HID light installed in old gym at Weymouth building

Repaired 54" concrete culvert pipe on Frantz Rd, filled in shoulder area and seeded

Mowed berms and ditches

Got dugouts ready for concrete and had all 6 poured

Had 5 roads restriped in the township

Report submitted By: Denny Miller Road Foreman

The Medina Area Transportation Task Force had a meeting on October 12th, 2012 to discuss objectives and concerns with traffic in the greater Medina County region. The four adjacent Townships (Lafayette, Medina, Montville, and York) have experienced rapid growth during the past twenty-plus years and as a result of this growth, the roadways in the entire area have increased in traffic volumes for the Townships and the City of Medina. The main objective at that meeting was to discuss possible solutions in the area regarding congestion on an area wide basis on a short-term basis since most of the grants and funding have been greatly reduced these past several years with most of the funding going to very large projects.

During that meeting I was informed by District 3 Deputy Director Allen Biehl from ODOT , that Medina Township would be a recipient of a highway improvement project. That location is at SR 3 and Reagan Parkway. The improvement in this area consists of improving .32 miles of SR 3 at the intersection of Reagan Parkway by widening, adding new turn lanes, new signs, and pavement markings. The award date of the project will be on October 29, 2012 and the cost of the project will be around \$ 493,854 with ODOT as the sponsoring agency.

Ray Jarrett

Medina Township Trustee