

**RECORD OF PROCEEDINGS  
MINUTES OF REGULAR MEETING  
DECEMBER 19<sup>TH</sup>, 2012**

The Medina Township Board of Trustees met in regular session at the Medina Township Hall on December 19<sup>th</sup>, 2012, to conduct the business of the Township. Chairman Todd called the meeting to order at 7:38 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 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 and for special prayers for the casualties in Connecticut.

**OTHER BUSINESS**

**Mike Hascher Donation of Flag**

Mr. Mike Hascher, whose 2 Sons are in the Army, heard about our flag being stolen from the War Memorial. He sent a flag to his son who is stationed in Kuwait and the flag was flown over his camp. He has donated the flag to the Township. This special flag will be raised at the War Memorial on Flag Day June 8, 2013.

**Karvo Purchase Order Amendment**

Mr. Todd motioned to amend the purchase order for the check that was originally encumbered for \$12,878.81 for Karvo Construction and amend it to state that a check should be written for \$11,478.81 for Karvo and a check for \$1,400.00 to North Central Engineering Limited which totals the amount of \$12,878.81. Mr. DeMichael seconded the motion. Voting aye thereon: Mr. Todd, Mr. DeMichael and Mr. Jarrett.

**Approval of Accounts Payables**

Mr. Todd motioned to approve warrant #23656 to #23701 total amount of \$359,013.40. 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 #16618 to #16642 total amount of \$30,067.95 with \$5,448.64 going to union dues, post-tax health, OPERS and Deferred Comp. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Todd, Mr. Jarrett and Mr. DeMichael.

**Bank Reconciliation for November 2012**

Mr. Todd motioned to approve the bank reconciliation for the month of November 2012, and incorporate by reference, the 2 page document, both pages dated December 12, 2012, at 9:49 pm. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Todd, Mr. Jarrett and Mr. DeMichael.

**Approval of Appropriation Changes**

Mr. Todd motioned to make the following appropriation changes: For Fund #1000-760-730-0, an increase of \$25,000.00 for funds to cover expenses for Weymouth /Remsen Road Property. For Fund #2281-230-360-0, an increase of \$22,146.86 to cover the dispatch fees for 2012. For Fund #1000-760-230-0, an increase of \$25,000.00 to cover expenses for Remsen Building. For Fund #1000-760-730-0, an increase of \$12,878.81 to cover additional costs for 2012 paving. For Fund #2281-230-360-0, an increase of \$23,947.00 for the appropriation of funds to cover the October/November 2012 LST. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Todd, Mr. Jarrett and Mr. DeMichael.

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## REPORT

### Fire Department Report

Chief Crumley stated that the department responded to 25 calls for service (see attached). They assisted the Police Department with black Friday shoppers and attended the parade for the Candlelight walk.

Mr. Todd motioned to approve the November 2012, departmental report for the Fire Department. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Todd, Mr. Jarrett and Mr. DeMichael.

## OLD BUSINESS

### Temporary Inflatable Sign Zoning Amendment

Mr. Todd tabled the temporary inflatable sign zoning amendment until Mrs. Strogin and the Board finishes reviewing the tape for accuracy of the minutes.

### Frontier Contract

Mr. Todd tabled the Frontier contract and the IT contract until the Prosecutors Office hears back from Frontier and Intech legal departments.

### Selection of Comprehensive Plan RFP

The Trustees discussed the 3 companies that sent RFP's and took into consideration the suggestion of the Steering Committee. Mr. Todd motioned to approve and accept the RFP and grant it to Mackin Engineering Company in the amount of \$33,746.00 pursuant to the RFP that was submitted to the Township on September 27, 2012. Mr. Jarrett seconded the motion. Mr. Jarrett understanding is that they have an office locally. Mr. Todd said all he knows is he was a student of Kirby Date and is connected to Cleveland. Voting aye thereon: Mr. Todd, Mr. Jarrett and Mr. DeMichael.

Mr. Todd asked Mr. Ostmann to notify the committee of their choice. He also asked that letters be sent to all three applicants.

### Medina Creative Housing Additional Space

Mr. Todd and Chief Arbogast have not heard back from Diane Haggerty-DiPasquale. The item was tabled.

### Police Department RFP's

Chief Arbogast gave a sample RFP that was given to him by the County, to Bill Thorne for his review. Mr. DeMichael discussed the possibility of the Board of Elections being interested in renting space at the Remsen building. The Trustees discussed it and said it something to look into. Mr. Jarrett said he doesn't want to delay the relocation of the Police Department and asked how it will affect the community.

## PURCHASE ORDERS AND TRAINING REQUESTS

### Fire-2 Certification for Karrie Kuruc

Mr. Jarrett motioned to appropriate \$1,100.00 for Karrie Kuruc to attend the 136-hour Firefighting Level II Course in Akron. This is going to be located in Chippewa Township Fire Department. This is a Fire 2 certification. Mr. Todd seconded the motion. Mr. Todd said he wants to shore up some of these short term costs because of some issues that have been created. Voting aye thereon: Mr. Jarrett, Mr. Todd and Mr. DeMichael.

### Blue Card Train the Trainer Conference – Lee Hlas

Mr. Jarrett motioned to appropriate \$5,432.00 for Lee Hlas to attend the Blue Card Train the Trainer Conference. This is for the 100 Red Fire Truck located at the Loveland, Colorado, February 24 through March 2, 2013, and this is continuing education for Blue Card and bring back training to the other officers. Mr. Todd seconded the motion. Chief Crumley said it is a command structure and they are trying to become one of the training facilities. Voting aye thereon: Mr. Jarrett, Mr. Todd and Mr. DeMichael.

**PURCHASE ORDERS AND TRAINING REQUESTS CON'T**

**Blue Card Train the Trainer Conference - Scott Vargo**

Mr. Jarrett motioned to appropriate \$5,360.00 for Scott Vargo to attend the Blue Card Training. Again, this is for the same conference in Loveland, Colorado, from February 25 to March 2, 2013. This is to complete the Blue Card Command training and be certified as a trainer to train remaining officers and personnel in the Fire Department. Mr. DeMichael seconded the motion. Voting aye thereon: Mr. Jarrett, Mr. DeMichael and Mr. Todd.

**Company Health Care – Firefighters Annual Physicals**

Mr. Jarrett motioned for a purchase order requisition in the amount of \$2,500.00, vendor information, Company Health Care out of Medina Ohio, for our 31 Firefighters to go through the annual Firefighters physical. Mr. Todd seconded the motion. Mr. Todd asked what the status of the Police Officer physicals was. Chief Arbogast said there are mandates coming down regarding funding. Voting aye thereon: Mr. Jarrett, Mr. Todd and Mr. DeMichael.

**OTA Conference – Kim Ferencz**

Mr. DeMichael motioned to appropriate, looks like, \$215.00 for Kim Ferencz, Zoning Secretary, to go to the Ohio Township Association Winter Conference to be held January 31 and February 1. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Jarrett and Mr. Todd.

**HSA ACCOUNTS**

Mr. Todd motioned to appropriate \$50,000.00 to pay the HSA accounts to employees listed (he counted 11). Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Todd, Mr. Jarrett and Mr. DeMichael.

**OTA Conference – Linda DeHoff, Ken DeMichael, Ray Jarrett**

Mr. Todd motioned to appropriate \$1,200.00 for payment to the Ohio Township Association Winter conference at the Columbus Convention Center from January 30, 2013, to February 2, 2013, for continuing education for Linda DeHoff, Ken DeMichael and Ray Jarrett. Mr. Jarrett seconded the motion.

Mr. Todd motioned to withdraw his previous motion. Mr. DeMichael seconded the motion. Voting aye thereon: Mr. Todd, Mr. DeMichael and Mr. Jarrett.

Mr. Todd motioned to appropriate \$1,800.00 for the Ohio Township Association for the Winter Conference at the Columbus Convention Center on January 30, 2013, to February 2, 2013, for the continuing education of Linda DeHoff, Ken DeMichael and Ray Jarrett. Mr. DeMichael seconded the motion. Voting aye thereon: Mr. Todd, Mr. DeMichael and Mr. Jarrett.

**ADDITIONAL DEPARTMENT HEAD COMMENTS**

**Steve Milhoan Soccer Field Fees**

Mr. Miller said that Steve Milhoan has not paid for the use of the soccer fields as of this date. Mr. Todd said to send him a certified letter requesting payment be made.

**Additional Lights for MSA**

Mr. Miller said Ian Jones, MSA, asked who is going to pay for the additional lights in the MSA section of the building. Mr. Todd said to get three quotes on what is needed and bring that information back to the Trustees and then a decision will be made.

**2 Glass Block Windows**

Mr. Miller asked if the Trustees wanted to glass block the 2 windows on the back of the building and was told yes.

**Door at Remsen Building**

Mr. Miller said a door is needed between the Police Department and the soccer fields so should he get quotes. Mr. Todd said to put it on hold for right now.

**Fire Department**

Chief Crumley said Katherine Holland was honored to be made Class President of her school and she gave a speech in front of 250 people that included the Mayor of Cleveland. Mike Zevcheck just completed his basic training in the Army. Chief Crumley also thanked everyone for their support during the losses that he and Chief Arbogast suffered this year.

**Police Department**

Chief Arbogast said because of the tragedy in Connecticut, our Officers are assisting Medina City with patrolling the schools. A shell casing found at Waite Elementary School and the 3 departments checked every book bag and every part of the building. Fortunately nothing was found. Officer Nicholson was called out with SWAT on the incident in Brunswick. Shop with a Cop was a success and 33 children from Medina Township and Medina County benefited from the program. There were 275 children in all with 80 police cars in the procession. The Department was notified of a threat that the power to Wal-Mart was going to be cut and there was going to be a mass theft attempt on Black Friday. The FBI was called in due to the nature of the threat. They found it was a hoax. The person has been identified and will be facing criminal charges.

Mr. Todd commented on reactions to crises stating, the key to the terroristic threats is to use the news media to invoke fear and to have people change the routines of their daily activities, and the more you change your routine and daily activity without critically assessing the threat, then the terrorists have succeeded and accomplished their goal. The media forgets that and feeds into it and one of the keys to maintaining the freedoms we have is to understand what the actual threats are and understand you cannot fully stop everything and maintain a free society. Sometimes our reactions are disproportionate with the threats but sometimes the knee jerk reaction is a slow deprivation of our rights that we try to maintain. He feels we should not demean or belittle the tragedies but we should honor our country as best as possible and try to maintain our normal course of life without feeding into the fears that one person has tried to put on everybody else. Threats have to be taken seriously, but before policies are made they need to step back and critically assess the situation before they make any long term policies.

**Termination of Firefighter James Huth**

Mr. Jarrett said Firefighter James Huth has not reported for duty since June 4, 2012, and Chief Crumley has tried numerous times to contact him so there is no alternative but to terminate his employ. He was sworn in May 15, 2012, and no one has had contact with him since June 4, 2012 (he worked/trained 5 hours).

Mr. Jarrett motioned to put forth the resignation for Firefighter, James Huth, who is no longer a member of the Township Fire Department and is not employed by the township due to the following example I stated and Chief has stated that there was no contact with the township. Mr. Todd seconded the motion. Mr. Todd said essentially he (Mr. Huth) is treated as a person who has abandoned his position and is terminated. Chief Crumley said his being a probationary firefighter means we do not have to follow the ORC for termination. Mr. Jarrett asked Chief to take the appropriate steps to retrieve any Township equipment. Voting aye thereon: Mr. Jarrett, Mr. Todd and Mr. DeMichael.

**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.

Dianna Huffman (4025 Remsen Road) asked if a letter was received from the company that did the first comprehensive plan, has the county been notified regarding the grant we received and has any correspondence been sent to the county.

Sally Gardner (3333 Foskett Road) said she thinks the county appropriated the grant funds for different things.

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**PUBLIC COMMENT CON'T**

Ray Jarrett, Trustee, said he will contact the county and let them know we are starting the Comprehensive Plan update.

Robin Gray (4074 Remsen Road) asked what the Trustees talked about and if the Police Department will be in the new building.


Bill Ostmann (3670 Hamilton Road) said with the early voting the Board of Elections has long lines.


Sally Gardner (3333 Foskett Road) said the residents on Weymouth Road keep asking when the Police Department will move there. She said the news media was on the square asking residents for their comments and she feels the media is putting other people in danger. She feels the media sensationalizes what is on the news.

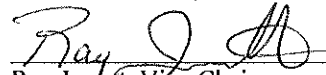
Mr. Todd motioned to close the floor for public comment. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Todd, Mr. Jarrett and Mr. DeMichael.

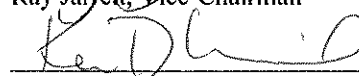
Mr. Todd said they received the information from Mr. Bill Gardner regarding the company that will work on the water treatment plant.

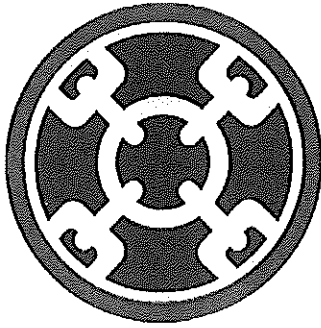
Mr. Todd motioned to adjourn the meeting at 8:59 pm. Mr. DeMichael seconded the motion. Voting aye thereon: Mr. Todd, Mr. DeMichael and Mr. Jarrett.

  
Linda DeHoff, Fiscal Officer

  
Michael D. Todd, Chairman

  
Ray Jarrett, Vice-Chairman

  
Ken DeMichael, Trustee



# United States Army Reserve

*This certifies that the enclosed flag of the United States of America was flown over Camp Buehring, Kuwait on the 11<sup>th</sup> day of December, 2012. In Honor of the Medina Township War Memorial, may this flag serve as a symbol of Pride for our nation's veterans of the past, present, and future.*

1LT Phillip Hascher  
221<sup>st</sup> Ordnance Company  
Commander

# Medina Township Fire Department November 2012 Activity Report

Type of Alarms		Count	Percentage				
<b>A</b>	<b>Alarm Drop</b>	4	16.00%				
	2 - WRMC 4931 Nettleton						
	1- caused by maintenance doing painting						
	1- caused by a resident burning toast						
	2 - Residential						
<b>E</b>	<b>Assist EMS (LST)</b>	8	32.00%				
	3- Chest pains						
	2- Difficulty breathing						
	1- Shortness of breath						
	1- Sudden illness						
	1- Fall need assistance getting up						
<b>F</b>	<b>Fire Call</b>	10	40.00%				
	3- Open burn complaints						
	2- Natural Gas leaks						
	1- Power pole on fire in area of 4226 Fenn Rd						
	1- Investigate report of smoke coming from the roof of Kindercare on Stonegate						
	1- Investigate odor of Natural gas in the area of Fenn & Pearl						
	1- Structure fire mutual aid to Medina City FD						
	1- Oven fire mutual aid to Medina City FD						
<b>M</b>	<b>Motor Vehicle Accident</b>	1	4.00%				
	Accident on I-71 south bound exit ramp at Medina Rd						
<b>CO</b>	<b>Carbon Monoxide</b>	2	8.00%				
<b>HZ</b>	<b>Haz Mat</b>	0	0.00%				
<b>Total Incident Count</b>		25		*Mutual aid given=2 Medina City FD			
				*Mutual aid received=0			
<b>Total Calls During Staffing Hours</b>		13					
Mon. Thru Fri. 7am-3pm							
<b>Inspections conducted</b>							
	Annual Fire Safety Inspections	28					
	Re-Inspections	0					
	Annual Fire Alarm Tests	0					
	Annual Sprinkler Tests	1					
	Semi Annual Paint Booth	0					
	Semi Annual Hood tests	1					
<b>Total Inspections</b>		30		*NOTE: Numbers subject to change upon receiving run times from dispatch			
<b>Public Relation Activities</b>							
	Parade for the Candlelight Walk on the Medina Square						
	Helped Wal-Mart with shoppers for "Black Friday"						