

**RECORD OF PROCEEDINGS  
MINUTES OF REGULAR MEETING  
JANUARY 3<sup>rd</sup>, 2013**

The Medina Township Board of Trustees met in regular session at the Medina Township Hall on January 3<sup>rd</sup>, 2013, to conduct the business of the Township. Chairman Todd called the meeting to order at 7:00 pm with the following Trustees in attendance: Michel D. Todd, Ray Jarrett and Ken DeMichael. Also in attendance were the Fiscal Officer, Police Chief, Fire Lieutenant, 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 at home and overseas.

**SITE PLANS**

**Bill Doraty KIA – Addition – 5007 Grande Shops Avenue, Unit B-1**

Mr. Todd motioned to accept the recommendation of the Zoning Commission and approve the change of use (addition of 2,112 square feet) for Bill Doraty KIA located at 2925 Medina Road as presented. The existing service sign will be relocated to the new service door entrance. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Todd, Mr. Jarrett and Mr. DeMichael.

**OTHER BUSINESS**

**Approval Accounts Payables**

Mr. Todd motioned to approve warrant #23702 to #23703 in the amount of \$50,000.00. Mr. DeMichael seconded the motion. Voting aye thereon: Mr. Todd, Mr. DeMichael and Mr. Jarrett.

**Approval of Payroll**

Mr. Todd motioned to approve payroll checks #16643 to #16715 total amount of \$53,328.13 with \$7,234.40 going to Deferred Comp, OPERS, post tax health and union dues. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Todd, Mr. Jarrett and Mr. DeMichael.

**Approval of Minutes**

Mr. Todd motioned to approve the minutes for the December 6<sup>th</sup> and December 19<sup>th</sup>, 2012, regular meetings. Mr. DeMichael seconded the motion. Voting aye thereon: Mr. Todd, Mr. DeMichael and Mr. Jarrett.

**REPORTS**

Mr. Todd said the department reports are more informational and it is more important to get them into the record. He asked that the department heads continue to submit their reports through the e-mail and if there are any comments or questions they can be discussed during the "Additional Department Head Comments" portion of the meeting. Paper copies will be given to the Secretary for the minute's binder. The Trustees discussed the Zoning year-end report.

Mr. Todd motioned to accept the Zoning Department 2012 year-end report. Mr. Jarrett seconded the motion. Voting aye thereon: Mr., Todd, Mr. Jarrett and Mr. DeMichael.

TM1/3/13

## DEPARTMENT HEAD COMMENTS

### Police Department

Chief Arbogast said there were a lot of accidents in the month of December and there were also 44 calls just to Wal-Mart, and it wasn't for shopping.

### Service Department

Mr. Miller said they have been doing a lot of ditching on Hood Road. Mr. Todd asked that Mr. Miller give the Trustees the information on the total revenue and money spent for the park this year.

### Fire Department

Lt. Draiss said the Chief was out ill and he is filling in for him.

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

## OLD BUSINESS

### Temporary Inflatable Sign – Zoning Amendment

Mr. Todd asked if there was any progress on the zoning amendment and Mrs. Stogin said it would be discussed at their January meeting.

### Frontier Contract and Computer IT Contract

Mr. Todd tabled the Frontier contract and the computer IT contract.

### Medina Creative Housing Additional Space

Mr. Todd and Mr. DeMichael had spoken to Mike Carlson and Dianne DiPasquale-Haggarty and they are going to put together a complete lease and any snow plowing and landscaping will have separate contracts. They will give them to the Trustees to review and approve and there will be three separate contracts. Mr. Miller asked if the Township is responsible for the snow plowing and the Trustees said yes.

### RFP's for Police Department

Mr. Todd said to move forward with the RFP's for the Police Department because it doesn't look like the Board of Elections will be using the Remsen Road property.

## NEW BUSINESS

### Change of Date for January 31<sup>st</sup> Meeting (OTA Conference)

Mr. Todd motioned to move our regular meeting from January 31, 2013, to January 29, 2013, it would be at 7:00 pm. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Todd, Mr. Jarrett and Mr. DeMichael.

## PURCHASE ORDERS AND TRAINING REQUESTS

### Winter Equipment

Mr. DeMichael motioned for a purchase order request for 2 razor systems for 11 foot snow plows, carbide and steel cutting edges with all hardware for Winter Equipment as the vendor for \$2,380.00. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Jarrett and Mr. Todd.

### Medina Heating – Boiler at Remsen Building

Mr. Todd said the boiler went out at the Remsen building and it needed immediate repair so this will be a then and now purchase order. Mr. Todd motioned to approve \$3,001.00 for an emergency repair to the boiler at the building on Remsen and Myers Road and payable to Medina Heating. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Todd, Mr. Jarrett and Mr. DeMichael.

TM1/3/13

Police Dispatch Agreement with Medina City

Mr. Todd asked if the dispatch agreement was reviewed by Mr. Thorne. He stated that Mr. Thorne has retired and he would like to send a letter thanking him for all his work. He asked that the agreement be reviewed by the Prosecutors Office.

**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) said the park did get the Rivendale Medina Marsh property. Trustees were not notified. She said she will forward the e-mail.

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.

Executive Session

Mr. Todd motioned to go into Executive Session to discuss employee compensation with the Township Board of Trustees, Township Fiscal Officer Linda DeHoff, Zoning Inspector Elaine Ridgley, Administrative Assistant to the Township Trustees Laurie Shoemaker and the Township Secretary Celia Goe. The Board entered into Executive Session at 7:26 pm.

Mr. Todd motioned to reconvene from Executive Session where the Board of Trustees were present with Fiscal Officer Linda DeHoff, Zoning Inspector Elaine Ridgley, Administrative Assistant to the Trustees Laurie Shoemaker and Secretary Celia Goe at 8:20 pm. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Todd, Mr. Jarrett and Mr. DeMichael. No decisions were made in the Executive Session.

Septic System-Remsen Building - AKE

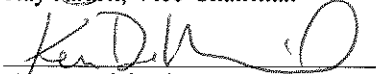
Mr. Jarrett said they need to address the septic system at the Remsen Road building. AKE has been inspecting the system. He asked that the item be put on the agenda for the next meeting.

Mr., Todd motioned to adjourn the meeting at 8:20 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

# Medina Township Fire Department December 2012 Activity Report

Type of Alarms		Count	Percentage				
<b>A</b>	<b>Alarm Drop</b>	<b>7</b>	<b>25.93%</b>				
	2 - Creative Early Learning Center - Child pulled alarm						
	1 - Western Reserve Masonic - resident burned food						
	1 - Holy Martyrs - no hazard was found alarm was reset						
	3 - Residential						
<b>E</b>	<b>Assist EMS (LST)</b>	<b>9</b>	<b>33.33%</b>				
	2 - Sudden Illness						
	1 - Chest pain						
	1 - Male feeling dizzy stopped for help at MTFD st#2						
	1 - male fell hit head at Wal-Mart						
	1 - Shortness of breath						
	1 - Male complaining of vertigo at WRMC						
	1 - Patient with low blood pressure at UH Carrick Dr						
	1 - Fall						
<b>F</b>	<b>Fire Call</b>	<b>5</b>	<b>18.52%</b>				
	1 - Natural Gas leak at WRMC - construction crew hit gas line						
	1 - investigate smell of natural gas at Fenn & Weymouth						
	1 - Assist PD with laddering a roof						
	1 - Structure fire - mutual aid to Medina City FD						
	1 - Dispatched for a complaint of a neighbor pouring paint down storm drain - nothing was found						
<b>M</b>	<b>Motor Vehicle Accident</b>	<b>5</b>	<b>18.52%</b>				
<b>CO</b>	<b>Carbon Monoxide</b>	<b>1</b>	<b>3.70%</b>				
<b>HZ</b>	<b>Haz Mat</b>	<b>0</b>	<b>0.00%</b>				
<b>Total Incident Count</b>		<b>27</b>		*Mutual aid given=2 Medina City FD 1- structure fire & 1 - MVA			
				*Mutual aid received=0			
<b>Total Calls During Staffing Hours</b>		<b>19</b>					
				Mon. Thru Fri. 8am-4pm			
<b>Inspections conducted</b>							
	Annual Fire Safety Inspections	<b>5</b>					
	Re-Inspections	<b>10</b>					
	Annual Fire Alarm Tests	<b>1</b>					
	Annual Sprinkler Tests	<b>0</b>					
	Semi Annual Paint Booth	<b>1</b>					
	Semi Annual Hood tests	<b>1</b>					
<b>Total Inspections</b>		<b>18</b>		*NOTE: Numbers subject to change upon receiving run times from dispatch			
<b>Public Relation Activities</b>							
	Helped with shop with a cop						
	Christmas in the Township						

**Crime Stats - Incident Count by Event**

**Agency: Medina Township Police**

**Department**

**From: 12/01/2012**

**To: 12/31/2012**

Type	TOTAL
9-1-1 Misdial	3
9-1-1 Open Line	1
Abandoned Vehicle	1
Agency Assist	12
Alarm	47
Animal Complaint	2
Bad Check	1
Bleeding	1
Breathing	8
Building Check	38
Burglary	1
Child Neglect	1
Citizen Assist	25
COP	274
Criminal Damage	1
DAV-Disabled Vehicle	22
Disturbance/Fight	5
Domestic	1
Domestic-Verbal	3
Escort-Prisoner	2
Fall	8
Fire - Residential Structure	1
Fire Alarm - Commerical	2
Fire Alarm - Residential	1

Fire-Inspection	1
Fraud	2
Gas Leak (Natural/Fuel)	1
Harassment	3
Harassment-Phone/Text	1
Injury	1
Juvenile Complaint	1
Liquor Violation	1
Lockout	22
Missing Person	2
MVA - Assist No Crash Report	1
MVA No Injuries	46
MVA W/Entrapment	2
MVA With Injuries	8
MVA-PP No Injury	7
Noise Complaint	3
Parking Complaint	4
Property-Found/Lost	8
Street Obstruction	1
Stroke	1
Sudden Illness	20
Suicide-Threats	1
Suspicious Person And Vehicle	14
Suspicious Person	7
Suspicious Vehicle	3
Theft	19
Theft-Shoplifter	1
Traffic Complaint	12
Traffic Offense	254
Trespass	2
Unruly Juvenile	1

Vandalism	2
Violation TPO/CPO	2
Warrant Service	9
Welfare Check	4
TOTAL FOR MONTH	928

## Medina Township Service Dept. December 2012 Report

Ditching on Hood Rd

2 Daytime fire calls

Clean-out culvert inlet and outlet on large culvert on Village Gate Drive

Clean up East property line at Remsen Cemetery

Remove 34 year old hot water tank from Fire Station # 1 that started leaking

Had 2 dead trees removed by Wildwood Contracting 1 at Fenn Cemetery the other along parking area at Weymouth building

Plow and salt roads

Report Submitted By : Denny Miller Road Foreman



Ca-a

Date: Thurs. January 3, 2013

# Medina Township

From the Office of Zoning Inspector

Medina Township Hall

3799 Huffman Road

Medina, OH 44256



## ZONING REPORT for - Dec. 2012

### MONTHLY TOTALS FOR Dec. 2012

- 6 Single Family
- 2 Commercial Alterations
- 1 Residential Addition
- 3 Change Of Use
- 8 Signs

<b>20 TOTAL PERMITS</b>	<b>TOTAL VALUE:</b>	<b>\$2,010,449.00</b>
Fees collected on permits total excluding signs:		\$3,536.05
Fees collected on sign permits:		\$750.00
<b>TOTAL PERMIT FEES COLLECTED:</b>		<b>\$4,286.05</b>
Fees collected Dec. 2012 for Zoning Commission Agenda		\$50.00
Fees collected Dec. 2012 for BZA Agenda		\$0.00
		<b>\$50.00</b>
<b>GRAND TOTAL:</b>		<b>\$4,336.05</b>

Respectfully Submitted,  
Elaine Ridgley  
Zoning Inspector