

**RECORD OF PROCEEDINGS  
MINUTES OF REGULAR MEETING  
NOVEMBER 7<sup>TH</sup>, 2013**

The Medina Township Board of Trustees met in regular session at the Medina Township Hall on November 7<sup>th</sup>, 2013, to conduct the business of the Township. Chairman Todd called the meeting to order at 7:04 pm with the following Trustees in attendance: Michael D. Todd, Ray Jarrett and Ken DeMichael. Also in attendance were Fiscal Officer DeHoff, Police Chief Arbogast, Fire Chief Crumley, Road Foreman Miller, Zoning Inspector Ridgley 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.

**Allan Beshore, U.S. Department of Transportation Pipeline and Hazardous Materials Safety Administration**

Mr. Beshore said that department regulates the transportation of natural gas and other hazardous liquid by pipeline.

Mr. Todd said the question is about the overall hazard to the community from a compressor or pump station from an eight inch pipeline and is there a blast area.

Mr. Beshore said they do have calculations on their regulation for the potential impact radius for natural gas. Ethane falls under their regulations for hazardous liquids. He said calculations can be done in the vent there is a release.

Mr. Todd asked if there is an explosive hazard or a flare hazard with ethane.

Mr. Beshore said there could be an explosion with any kind of flammable vapor if it is built up in a confined space. In an open field there might be an ignition but not an explosion per se.

Mac Overmyer (4471 Remsen Road) asked what the health hazards associated with ethane were.

Mr. Beshore said he did not know but it would be on a material safety data sheet. Ethane is a hydrocarbon and is fairly pure and if it ignites it would burn pretty clean.

Sandra Bilek (3414 Hamlin Road) was concerned about the actual inspections of the pipeline and would like to access those records. She asked Mr. Beshore if he actually does the inspections or does Sunoco just send reports

Mr. Beshore said they also inspect the pipeline.

Mrs. Bilek asked how a problem in the pipeline is handled.

Mr. Beshore said they would send a Threat of Action order stating they have to verify the integrity of their pipeline before they can go back into operation.

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Mr. Todd asked the time limit on enforcement.

Mr. Beshore said it takes months but if it is a Threat of Action order that will be done in two to three days.

Ken Kittelberger (5024 Shoreline Drive) asked if compressed ethane would be running through the facility on Watkins Road.

Mr. Beshore said it is liquefied at the pressure they are going to operate under. It has to follow their regulation 195, hazardous liquids.

Mr. Kittelberger asked if there were going to be blow downs.

**Bruce Wagner, Sunoco Logistics Senior Pipeline Engineer, Michael Martin, Construction Manager and Joe McGinn, Public Affairs Representative**

Mr. Wagner said normally there would not be any releases through that pipeline except for inspection and maintenance purposes. This facility does not have a trap so there will no blow downs. It does have a strainer to keep debris from damaging the pump. A tool will be pushed through the line for inspection and also to clean the strainer. This is only done occasionally.

Mr. Todd asked him how much pressure there is before the gas becomes a liquid. Being pressurized gas, if there is a leak or a compromised system is there potential for an explosion.

Mr. Wagner said there would have to be an ignition source to have an explosion and this facility does not have one. We have several monitoring capabilities that monitor for pressure and any type of gas release at all times. It is picked up immediately.

Mr. Todd asked how often is there a gauge on the pipeline.

Mr. Martin said there are valve stations along the pipeline that gives them the capability of shutting it down and it is staffed 24/7.

Sally Gardner (3333 Foskett Road) asked how the data is transferred from the local compressor site to the monitoring station.

Mr. Martin said it is a hard phone line and a satellite station as a backup. There are fail-safe methods if they lost all communications and a technician would be called in.

Mr. Todd asked what the timeline would be.

Mr. Martin said loss of communication does not necessarily mean we are going to have a release event or that the community would be impacted. The response time for someone to go to the site would be forty-five minutes to an hour tops from the time the call is made.

Robin Gray (4074 Remsen Road) asked how much product would be going through the pipeline, will the product stay the same, will it increase overtime, how much PSI is going to be utilized and who verifies the PSI.

Mr. Beshore said our regulations establish the maximum pressure they can operate under. They will look at the records to be sure they are not exceeding that pressure.

Mr. Wagner said this project is the first of two pump stations. Pump stations are usually 35 miles apart. The PSI is about 1,387 and they cannot exceed that. It doesn't matter how many pump stations there are he still cannot exceed 1,387. There are monitoring devices in the facility that monitor constantly and even if there is no communication downtown it will automatically shut down.

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Mr. Todd asked if they confirm the number they are using and he understand it is a clear threshold regardless of the numbers they are using, otherwise it will compromise your material.

Mr. Beshore said from a regulatory perspective we don't specify a minimum pressure amount. Our regulations are set up on a maximum pressure basis. If there is no release there is no safety issue for the public.

Mr. Wagner said PHMSA has done seventy-eight inspections in the past two years and inspections vary, they just drop in. Sunoco investigates every pig run report and repairs them if needed. They hydro tested the line in Medina Township and they had field inspectors attend some of the hydro tests as witnesses that they were done.

Sandra Bilek asked if there was any portion of Sunoco's lines that was unable to have a test of the pigs and she was told no. She also asked about the candy cane vent on the outside of the building. Charles Huber, Building Department, told her it was to emit ethane into the air if the was off. She asked if that were true.

Mr. Wagner said this is a noise control building. The sound level of the pump is 106 decibels. He discussed the purpose of the fans.

Sandra Bilek asked if there were an explosion, how close it would be to the two houses near it.

Mr. Wagner said they do not have calculations for that. He said the chances for something catastrophic happening to the houses that are close are slim.

Tamara Ivosky (5024 Shoreline Circle) asked if there are any future plans involving Nexus being parallel with the mariner line.

Mr. McGinn said they are not aware of any project being discussed and they would notify the communities.

Tamara Ivosky complained about the lights and asked if they were going to be left on.

Mr. Wagner said there will just be a single light over the door. Right now the lights are on because they are working there.

Sandra Bilek asked if Sunoco owns the ethane going through the line and she was told no. She asked if Sunoco owns the pump that is in the building.

Mr. McGinn said Sunoco owns the pump. Sunoco is a common carrier and they have to deliver and receive from other carriers to use it.

Mr. Todd asked if the Township can prevent other pipelines from coming through.

Mr. Beshore doesn't think the Township can stop it but he is not an attorney. He said an operator has to apply for a certificate under the Federal Energy Regulatory Commission and there are notification requirements they have to follow.

Mr. McGinn said they held a meeting in May with area Fire Departments and Mariner Emergency Responder Outreach.

Mrs. Bilek asked if there was any carryover of contaminates from fracking.

Mr. Wagner said it is not contaminated, it has to be clean. Ethane is used to make plastics. There is no carryover of contaminates.

Mr. Todd said keeping it as a stable liquid the more contaminates and more things in it may compromise that process.

Mr. McGinn said that is regulated and you can't move products that are off specs.

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Mr. Beshore said they are going to continue to inspect for corrosion and other issues and making repairs as necessary.

Mr. Todd said they would like the neighbors to be notified when they get a good inspection to alleviate their fears.

Robin Gray (4074 Remsen Road) asked if the pipe is coated because ethane is highly corrosive

Mr. Wagner said no, it is only coated on the outside so it won't corrode.

Tamara Ivosky asked what the lifetime of the coating is.

Mr. Wagner said that coating has been there since the pipeline was installed.

Linda Kenski (3586 Watkins Road) asked when they were going to start pumping ethane, is ethane new to pipelines, what is the timeline for the phases and do all compressor stations have to be up and running for you to start pumping ethane.

Mr. Wagner said ethane is new to this pumping station only.

Mr. Jarrett asked why they cannot notify the Township thirty days before they start pumping.

Mr. Wagner said until we get ethane into the line we cannot begin to pump. He feels it may start on November 24. Mr. Wagner said they will notify the Township as soon as they start to test the pump.

Sally Gardner (3333 Foskett Road) said it was stated that if all communications to your control center was down your monitoring equipment would continue to operate, how is that powered? Mr. Wagner said it is electrically powered and because the communications is also on the control system we could lose power but, we still have the communications and the monitoring system. There is a two hour backup.

Sandra Bilek (3414 Hamlin Road) said they have not gotten the fire suppression system installed and she asked if they are going to get the use and occupancy permit from the building department before they start operating. Mr. McGinn said they are in the process of gathering drawings for the design plan for the building department to review and get his approval and get with the Fire Department. That is the last step. Mr. Wagner said they are working with Mr. Huber.

Mr. Beshore said if he has any questions in the future you can go on the website [www.phmsa.dot.gov](http://www.phmsa.dot.gov) or call 1-8169-329-3811. Mr. Wagner, Mr. Martin and Mr. McGinn, representatives from Sunoco said to call them if residents have any more questions.

#### **Ground Penetrating Radar Systems, Inc.**

Nick Janney, Regional Manager of GPRS, 6800 W. Central Ave. Suite E-1, Toledo, OH 43617 was the middle quote for grave mapping. The Trustees were comfortable with Mr. Janney's proposal.

Mr. Todd motioned to appropriate \$2,500.00 for GPRS, Ground Penetrating Radar Systems to conduct a survey of the Weymouth Cemetery. Mr. DeMichael seconded the motion. Voting aye thereon: Mr. Todd, Mr. DeMichael and Mr. Jarrett.

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**SITE PLANS**

**Allstate Insurance –Tenant Panel Sign – 5041 Victor Drive**

Mr. Todd motioned to accept the recommendation of the Zoning Commission and approve a tenant panel to be placed on the ground sign not to exceed 16 inches x 72 inches for Allstate Insurance located at 5041 Victor Drive as presented. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Todd, Mr. Jarrett and Mr. DeMichael.

**Dr. Jain Internal Medicine – Tenant Panel Sign - 5041 Victor Drive**

Mr. Todd motioned to accept the recommendation of the Zoning Commission and approve a tenant panel sign to be placed on the ground sign not to exceed 16 inches x 72 inches for Dr. Jain, Internal Medicine located at 5041 Victor Drive as presented. Mr. DeMichael seconded the motion. Voting aye thereon: Mr. Todd, Mr. DeMichael and Mr. Jarrett.

**Worldlan Technology – Tenant Panel Sign – 5041 Victor Drive**

Mr. Todd motioned to accept the recommendation of the Zoning Commission and approve a tenant panel sign to be placed on the ground sign not to exceed 16 inches x 72 inches for Worldlan Technology located at 5041 Victor Drive. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Todd, Mr. Jarrett and Mr. DeMichael.

**OTHER BUSINESS**

**Approval of Accounts Payable**

Mr. Todd motioned to approve warrant #24652 to #24703 in the amount of \$78,054.45. 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 #17864 to #17922 total amount of \$47,377.35 with \$6,533.94 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.

**Approval of Minutes**

Mr. Todd tabled the approval of minutes.

**OLD BUSINESS**

**Remsen Building Roof**

Mr. Todd tabled the discussion of the Remsen Building roof.

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## **OLD BUSINESS CON'T**

### **Sign at Remsen and Huffman Roads**

Trustees received a letter from the County Engineer recommending a yield sign at the intersection of Remsen and Huffman Roads.

Mr. Todd motioned to approve a yield sign to be placed at the Remsen Huffman intersection in accordance with the recommendation of the Medina County Engineer and incorporate the letter, by reference, dated November 6, 2013. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Todd, Mr. Jarrett and Mr. DeMichael.

### **Compost Pile for Creative Housing**

Mr. Todd said the Creative Housing compost pile can be taken off the agenda.

### **Township Newsletter**

The Trustees approved the newsletter and asked Mrs. Shoemaker to make a purchase order for \$8,000.00

### **Medina Township Fire Department Training Agreement**

Mr. Todd tabled the Fire Department Training Agreement.

## **PURCHASE ORDERS AND TRAINING REQUESTS**

### **MC Real Estate – Police Department Building**

Mr. Jarrett explained that the Fire Department has been at full capacity for many years. It is affecting their operations on a daily basis. They need the space the Police Department uses. They have been looking at different buildings and vacant lots for the Police Station but the prices were too high.

Mr. Jarrett made a motion to enter into a purchase agreement with MC Real Estate. The sales price is \$475,000.00. This is located at 4877 Fenn Road. Mr. DeMichael seconded the motion.

Mr. Todd said the building is being purchased with the carryover fund and we will still have \$2,275,000.00 in our general fund. With renovations it is still cheaper than doing something at the Remsen Building. Mr. Jarrett reiterated that the Trustees have been working on this for several years and because the prices were not acceptable they had to keep looking. He thanked Chief Arbogast for all the work he has done in helping to find a location for the Police Department. Voting aye thereon: Mr. Jarrett, Mr. DeMichael and Mr. Todd.

Mr. Todd motioned to allow me as Chairman of the Board to sign on behalf of the Trustees for the purchase agreement. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Todd, Mr. Jarrett and Mr. DeMichael.

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

### **Supplemental Appropriation Change**

Mr. Todd motioned for a supplemental appropriation change for the 2013 fiscal year. I'd like to appropriate \$470,000.00 to the 1000-760-720-0 and \$1,000.00 to the 1000-130-212-0 for a total of \$471,000.00 as an increase to the general fund appropriation. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Todd, Mr. Jarrett and Mr. DeMichael.

### **Purchase of 4877 Fenn Road – Escrow Account**

Mr. Todd motioned to approve the purchase of the building on Fenn Road and place into escrow \$468,611.75 to be held by Centennial Title 403 E. Washington St., Unit 1, Medina, Ohio, 44256, for the purchase of 4877 Fenn Road. Mr. DeMichael seconded the motion. Voting aye thereon: Mr. Todd, Mr. DeMichael, Mr. Jarrett.

Mr. Todd motioned to allow me to sign on behalf of the Board of Trustees as Chairman, the escrow agreement. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Todd, Mr. Jarrett and Mr. DeMichael.

### **Finley Fire Department – Scott Pacs**

Mr. Jarrett motioned for a purchase order requisition in the amount of \$16,400.00 for the Fire Department. Vendor information is Finley Fire out of McConnelsville, Ohio. Mr. Todd seconded the motion. Voting aye thereon: Mr. Jarrett, Mr. Todd and Mr. DeMichael.

### **General Maintenance Service – Service Department Dump Trucks**

Mr. DeMichael motioned for a purchase order requisition in the amount of \$6,500.00 for the service of five (5) large dump trucks in the service department, for the winter. The vendor is General Maintenance Service. This is a replacement of a previous PO because we had a change of vendor. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Jarrett and Mr. Todd.

### **Nagel Advertising – Township Newsletter**

Mr. Todd motioned to approve a purchase order for \$8,000.00 payable to Nagel Advertising for the printing and mailing of the Township Newsletter to go out before Thanksgiving of this year. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Todd, Mr. Jarrett and Mr. DeMichael. Mr. Jarrett thanked Laurie for the good job she did preparing the newsletter and he thanked all the eyes that helped proof read it.

## **REPORTS**

### **Reports**

Mr. Todd tabled reports.

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## **ADDITIONAL DEPARTMENT HEAD COMMENTS CON'T**

### **Two (2) New Fire Department Staff Vehicles and IPADS**

Chief Crumley said the two (2) new staff vehicles are in for the Fire Department and they are in service. He will notify the Trustees on how they are going to dispose of the old vehicles and the IPAD's are up and running.

### **New Townhall Landscaping**

Road Foreman Miller said the new landscaping around the Townhall should be finished by next week.

## **OLD BUSINESS**

### **Plum Creek Partners**

Mr. Todd said to take this off the agenda.

### **Electric Bills**

Mr. Todd said the electric bills were given to the gentleman and he feels he can save the Township \$400.00 a quarter on our electric bills. He asked Mr. Jarrett and Mr. DeMichael if they would like to meet with him at the next meeting and they said they would.

## **NEW BUSINESS**

### **Fire Department AFG Grant**

Chief Crumley said that since the Police Department is moving, the Fire Department can apply for an AFG Grant to purchase physical fitness equipment. He asked the Trustees for permission to apply for the grant and to use Gatchell Grant Writing Resources. This will provide the department with a workout facility. Use by the employees will be monitored.

### **RFP's for SCBA's for Fire Department**

Chief Crumley said they need to place a legal notice asking for Requests for Proposals and bid packet for Self Contained Breathing Apparatus. They received the grant but they now need to get the bid specs on the SCBA's before the end of the year.

Mr. Todd motioned to approve the bid spec package and set a date of the opening for bids for the bid specs and the request for bids to be December 19, 2013, with the anticipation of purchasing the items in January of 2014, and incorporate by reference the notice of bids and bid specifications for Self Contained Breathing Apparatus approved by the Medina County Prosecutors Office which are ten pages in length. Mr. DeMichael seconded the motion. Voting aye thereon: Mr. Todd, Mr. DeMichael and Mr. Jarrett.



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## **OTHER BUSINESS**

### **Weymouth Preservation Society Report**

Sally Gardner announced the following Open Houses: November 10 from 2 to 4 pm, Holiday Open House, December 1, 6:00 pm and December 9 from 2 to 4 pm. They will be closed the rest of the year for repair work. The Weymouth Cemetery Subcommittee is pleased that the Trustees approved GPRS to search for graves. Mr. Todd asked if Mrs. Gardner talked to the Society about the potential removal of the other portion of the building. Mrs. McKiernan said it actually will help in getting the old building on the national register because part of the building may be taken down. Mrs. McKiernan said she would rather see that part of the building taken down then have the wrong thing go in there or see it sit empty and deteriorate. Mr. Todd said this is a discussion the Trustees will have to have. He said it would be cheaper to tear it down. Mrs. McKiernan asked if they can turn the heat on. Mr. Todd said yes.

## **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) wanted to make everyone aware that November is National Adoption Month.

Laurie Shoemaker, Administrative Assistant, said she spoke with Denny Miller regarding the ash tree problem and they would like to put a plan together to look for funding in removing these diseased trees. Parker Browne is going to contact Ohio State to possibly get an intern to go out and count the trees for the Emerald Ash Borrrer plan.

Bill Ostmann (3670 Hamilton Road) said the Steering Committee had concerns regarding the Trustees forming an Ad-hoc Committee to discuss the potential use of the land at I-71 and Route 3 with Mr. Calderon, property owner in that area. The Steering Committee voted to leave that area as is after discussing the issue with Asst. Prosecutor, Bill Thorne. He asked if the Ad-hoc Committee was going to use the survey and have public hearings. The Steering Committee was concerned that it was related to the work they are doing.

Mr. Todd, Trustee, said the Steering Committee is a recommending body and they are to continue doing what they are doing. The Ad-hoc Committee has nothing to do with what the Steering Committee is doing. It will be an information gathering Committee for the Trustees and the Trustees are not going to act on anything. He asked if the Steering Committee was changing their recommendations and Mr. Ostmann said no. Mr. Todd said Zoning springs out of the Comprehensive Plan and that plan has to come first. Whenever we look at the Comprehensive Plan we then look at Zoning to see if it is consistent with the Comprehensive Plan. If there is going to be a change in zoning there are only two ways to do this. By an amendment to the Zoning Code or they get a variance. The Board doesn't have a lot of authority to do anything.

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**PUBLIC COMMENT CON'T**

Sandra Bilek (3414 Hamlin Road) said she is concerned that Sunoco is putting the project in motion before the final occupancy and fire suppression system is in.

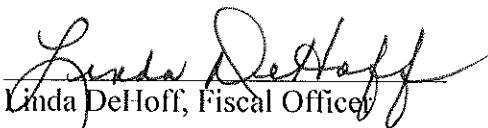
Russ Stevens (4597 Foote Road) asked when the Comprehensive Plan would be finished and was told sometime in February 2014.

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.

**Ad-Hoc Committee Requests**

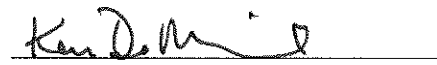
Mr. Jarrett received a letter from Mr. Traynor on Remsen Road requested to be on the Ad-Hoc Committee. Mr. DeMichael took the letter and said he had a list of four other names. Mr. Todd said he had a person who is involved with the school district and asked if they had to be a resident of the Township to be on the committee. Mr. Todd did not have a problem with it. Mr. Jarrett said they should live in the Township and Mr. DeMichael said being from the school district it would just be a member of the committee so that would be fine. That would have to come to a consensus so that would be fine.

Mr. Todd motioned to adjourn the meeting at 9:39 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, Vice-Chairman

  
Ken DeMichael, Trustee