

**RECORD OF PROCEEDINGS  
MINUTES OF REGULAR MEETING  
JANUARY 30<sup>th</sup>, 2014**

The Medina Township Board of Trustees met in regular session at the Medina Township Hall on January 30<sup>th</sup>, 2014, to conduct the business of the Township. Vice-Chairman DeMichael called the meeting to order at 7:04 pm with the following Trustees in attendance: Ken DeMichael and Ray Jarrett. Also in attendance were Fiscal Officer DeHoff, Police Chief Arbogast, Fire Chief Crumley, Road Foreman Miller and the general public.

**Roll Call**

Mr. DeMichael asked for a roll call of all members present. Trustees present were Mr. DeMichael and Mr. Jarrett. Mr. Todd was absent due to his work schedule.

**Pledge**

Mr. DeMichael led the Pledge of Allegiance.

**Moment of Silence**

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

**SITE PLANS**

**Medina County Board of Elections – Wall Sign – 3800 Stonegate Drive**

Mr. DeMichael motioned to accept the recommendation of the Zoning Commission and approve a wall sign for the Medina County Board of Elections not to exceed 76.25 square feet as presented. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. DeMichael and Mr. Jarrett.

**Mattress Firm– Change of Use – 4055 Pearl Road**

Mr. DeMichael motioned to accept the recommendation of the Zoning Commission and approve the change of use and addition to the existing building for Mattress Firm to be located at 4055 Pearl Road. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. DeMichael and Mr. Jarrett.

**Dr. Anthony Polito – Change of Use – 4071 N. Jefferson Street**

Mr. DeMichael motioned to accept the recommendation of the Zoning Commission and approve the change of use for Anthony Polito, D.M.P., Inc. to be located at 4071 N. Jefferson Street as presented. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. DeMichael and Mr. Jarrett.

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**SITE PLANS CON'T**

**Dr. Anthony Polito – Panel Sign – 4071 N. Jefferson Street**

Mr. DeMichael motioned to accept the recommendation of the Zoning Commission and approve a panel sign for Dr. Polito to be placed on the existing pylon sign not to exceed 3.126 square feet as presented. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. DeMichael and Mr. Jarrett.

**Dr. Anthony Polito – Wall Sign – 4071 N. Jefferson Street**

Mr. DeMichael motioned to accept the recommendation of the zoning commission and approve a wall sign for Dr. Polito not to exceed 1.75 square feet as presented. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. DeMichael and Mr. Jarrett.

**OTHER BUSINESS**

**Erica Graffein – Medina County Auditor's Office**

Erica Graffein said there are changes to the homestead program. You still have to be 65 and have to make under \$30,500.00 but they are not counting social security or pensions as far as she knows. An information sheet was sent out with CAUV renewals this year letting them know that some of their soil rates were going up 600%. The reduction is far less than it used to be. If you have any questions you need to contact your legislature. Dog tags are due by January 31<sup>st</sup> and cost \$12.00 after that they are \$24.00.

**Application for Real Property Tax Exemption for 4877 Fenn Road**

**Resolution No. 01302014-007**

Mr. DeMichael motioned to put forth a resolution to file for real property tax exemption and remission for 4877 Fenn Road. Mr. Jarrett seconded the motion. Mr. Jarrett asked what the tax year was and was told 2014. Ms. Graffein said the township took title in 2013 and that is not exemptible and won't be refunded. Chief Arbogast said they will get some money back for the devaluation that was just received. Ms. Graffein said we need to apply to the County and ask for a refund. Voting aye thereon: Mr. DeMichael and Mr. Jarrett.

**Resolution for Approval of Amended Funds**

**Resolution No. 01302014-008**

Mr. DeMichael motioned to put forth a resolution to make the following fund balance adjustments as follows:

Transfer of \$150,000.00 from the General Fund #1000 to the Road and Bridge Fund #2031

And the transfer of \$20,000.00 from the General Fund #1000 to the Cemetery Fund #2041

Mr. Jarrett seconded the motion. Mr. Jarrett asked what the purpose of the transfer was and Mrs. DeHoff said they need to be able to pay the bills for the R&B and Cemetery. Voting aye thereon: Mr. DeMichael and Mr. Jarrett.

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**Approval of Accounts Payable**

Mr. DeMichael motioned to approve warrant #24890 through #24924 in the amount of \$138,209.62. Mr. Jarrett seconded the motion. Mr. Jarrett told Mrs. DeHoff to let him know what documents she still needs from LST for her A/P files. Voting aye thereon: Mr. DeMichael and Mr. Jarrett.

**Approval of Payroll**

Mr. DeMichael motioned to approve payroll checks #18219 to #18271 in the total amount of \$43,657.53 with total deductions, withholdings and liabilities of \$4,944.15. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. DeMichael and Mr. Jarrett.

**Approval of Minutes**

Mr. DeMichael tabled the approval of minutes until Mr. Todd is in attendance.

**OLD BUSINESS**

**Electric Bill Discussion**

The electric bill discussion was tabled.

**Remsen Building Roof**

Remsen Building roof is tabled until spring.

**PURCHASE ORDERS AND TRAINING REQUESTS**

**Medina County Treasurer – Township Property Taxes**

Mr. DeMichael motioned to approve a purchase order requisition for the Medina County Treasurer. The total amount is \$11,857.70. This is for township property. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. DeMichael and Mr. Jarrett.

**Intech Computer Solutions – Zoning/Admin Computer and Software**

Mr. DeMichael motioned for a purchase order requisition for the admin/zoning department. The vendor is Intech Solutions. This is for a laptop computer for Laurie and it has a bunch of software on it and the total is \$1,697.99. Mr. Jarrett seconded the motion. Mr. Jarrett asked if she was satisfied with the software and she said yes. Voting aye thereon: Mr. DeMichael and Mr. Jarrett.

**Whitaker Brothers – Shredder for Police Department**

Mr. DeMichael motioned for a purchase order requisition. The police department would like a high powered shredder. Whitaker Bros is the vendor information. It's \$1,199.00. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. DeMichael and Mr. Jarrett.

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

**Dunn-Right Custom Carpet**

Mr. DeMichael motioned to approve a purchase order requisition for the admin/zoning department. Vendor is Dunn-Right Custom Carpet. This is for water restoration services that were done when we had the flooding. The total amount is \$3,876.71. Mr. Jarrett seconded the motion. Mr. Jarrett asked what exactly was done. Mr. DeMichael said they brought out fans, dehumidifiers, air movers, removed baseboards and drywall. Mr. DeMichael said it seemed like a lot of money to him but the insurance is paying for it. Mr. Miller said he called six different companies and they were the only ones to come out. Mr. Miller said they also removed the baseboards and removed the insulation so the walls would get dry completely. They also moved seven file cabinets out of the office. Voting aye thereon: Mr. DeMichael and Mr. Jarrett.

**Brian Spitzer – Zoning Office Restoration**

Mr. DeMichael motioned to approve a purchase order requisition for the admin department. Vendor is Brian Spitzer. This is to repair the drywall, trim in the zoning office and kitchen and closet. Remove wallpaper and paint the walls. The total amount is \$3,500.00. Mr. Jarrett seconded the motion. Mr. Jarrett asked if this is covered by our insurance. Mr. DeMichael said yes. He explained that they had three quotes and two were substantially higher. This man is also going to do the kitchen, remove the wallpaper, fix the ceiling and paint the walls. Voting aye thereon: Mr. DeMichael and Mr. Jarrett.

**MDG Flooring – Zoning/Admin**

Mr. DeMichael motioned to approve purchase order requisition for the admin department, vendor is MDG Flooring. This is for carpeting in the zoning office, hallway, meeting room and the platform up here. It includes taking up existing carpeting, moving furniture and prepping the floor. The total amount is \$3,175.00. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. DeMichael and Mr. Jarrett.

**Frontier – Police Department Phones**

Mr. DeMichael motioned to approve a purchase order requisition for the Police Department, vendor information is Frontier. This is for equipment, phone equipment for the new location, 4877 Fenn Road. Total amount is \$6,103.02. Mr. Jarrett seconded the motion. Mr. Jarrett asked what kind of equipment it was and Chief Arbogast said it is the infrastructure to transfer the Police Department phones to the new building. Mr. DeMichael said the contract was reviewed by the Prosecutor. Voting aye thereon: Mr. DeMichael and Mr. Jarrett.

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

### **Intech Computers – Server Upgrade for Police Department**

Mr. DeMichael motioned to approve a purchase order requisition for the Police Department. The vendor information is Intech and this is for a new server and upgrade. The quote is attached. The amount is \$8,804.94. Mr. Jarrett seconded the motion. Mr. Jarrett asked if the current server can be utilized and Chief Arbogast said they have two servers running simultaneously, the server and the backup server and they have an offsite server that is backing up all of their data. The old server will also be utilized to download data. Mr. Jarrett asked about a power failure at that building and the Chief said they would be okay for about an hour with the regular backups but they will be looking into a generator for the future. Mr. DeMichael asked if anything was being pursued with the Port Authority Chief Arbogast said the closest link is two miles away. Voting aye thereon: Mr. DeMichael and Mr. Jarrett.

## **DEPARTMENT HEAD COMMENTS**

### **Blaine Schooley Resignation Letter**

Mr. Jarrett read the letter of resignation from Firefighter Blaine Schooley due to his moving out of the area. A thank you for service letter will be sent to him.

### **Salt Delivery**

Mr. Miller said he was able to get a salt delivery today.

### **Review of Homeowners Association Deeds and Restrictions Training**

Mrs. Strogin asked if it should be confirmed that the Zoning Board Members would get credit for two hours if they attend training on Homeowners Association Deeds and Restrictions. Mr. DeMichael and Mr. Jarrett said this would be included in their six hours of training.

### **Police Department – ODOT Project**

Chief Arbogast spoke to ODOT and there have been no monetary exchanges on the five feet they are taking from the front of the new building and the driveway. An appraiser will be coming out to start negotiations. Mr. Jarrett asked if signage was approved and he was told no, not until ODOT lets them know what exactly they are taking.

## **OTHER BUSINESS**

### **February 13, 2014, Trustee Meeting Cancelled- Authorization for Fiscal Officer to pay Bills**

Mr. DeMichael said Trustee Jarrett, Fiscal Officer DeHoff and he will be attending the OTA Conference in Columbus on February 13, 2014, there will be no Trustee meeting.

Mr. DeMichael motioned to authorize the Fiscal Officer to prepare accounts payable checks for the regular meeting dated February 13, 2014, because we will be attending the OTA Conference. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. DeMichael and Mr. Jarrett.

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**OTHER BUSINESS CON'T**

**Authorization for Fiscal Officer to Prepare Payroll for February 14, 2014**

Mr. DeMichael motioned to authorize the Fiscal Officer to prepare payroll for the pay dated February 14, 2014, and to allow these funds to be direct deposited as usual to township employees. The Trustees will approve the payroll at their next regular meeting. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. DeMichael and Mr. Jarrett.

**Request for Streetlight at Rivendale and Fenn Road**

Mr. DeMichael asked Mr. Miller if he spoke to Ohio Edison. Mr. Miller said he was told that the price was going to be close to the price for the light at Deer Lake and Fenn. That cost was \$2,126.95. Mr. DeMichael asked who pays for the power. Mr. Miller said the township does. It will be tabled until an answer is received and who is responsible for payment will be looked into.

**Zoning Office Restoration**

Mr. DeMichael said he believes everything is in order and we just have to pick out carpet.

**NEW BUSINESS**

**Liquor Control Board Hearing – Project Sushi**

Mr. DeMichael said a request for a hearing was received for Project Sushi from the Liquor Control Board. Chief Arbogast said there are no issues with Project Sushi. The Trustees said there is no need for a hearing.

**OTHER BUSINESS**

**Weymouth Preservation Society Report**

Mrs. Gardner said the ceiling and lights removal is completed and Mrs. McKiernan is meeting with electricians. She gave Trustees a copy of the Cleveland Restoration Society 2014 Celebration of Preservation Award Nomination Form. Mrs. McKiernan has completed the School Board minutes from 1872 through 1954. Mrs. McKiernan has started working on the township documents. A request was made for permission to write a grant for the roof on both parts of the building. Mr. Jarrett wanted to table this because Trustees have not made a decision about tearing down a section of the building. He also asked if this grant required matching funds. Mrs. Gardner did not know but she will find out. Mrs. Gardner said there are deadlines so they would need to apply for the grant now. Mr. Jarrett asked if the grant can be refused if they decide to tear down that portion of the building. Mrs. Gardner will check into that also. Mr. DeMichael and Mr. Jarrett have no problem with them moving forward on the application as long as they have the right to refuse if necessary. Mr. DeMichael said if they can portion it out that would be good.

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**Weymouth Preservation Society Report Con't**

Mrs. Gardner asked for permission to apply for a grant from the Ohio Historical Marker. It would be a marker that designates the old school portion of the building as historical. Mr. Jarrett said it would depend on if there are matching funds. Mrs. Gardner said she didn't think there were. Mr. DeMichael and Mr. Jarrett gave their permission to move forward with this grant. Permission was asked to apply for a grant to replace the vinyl south facing windows with steel ones. Mrs. McKiernan does not know if there are any grants available but she would like permission to go ahead and write them. and as long as we have disapproval authority we could do it. Mr. DeMichael and Mr. Jarrett gave their permission as long as they have disapproval authority if there are matching funds.

**Budget Workshop Dates**

Mrs. DeHoff asked Trustees to set budget workshop dates and asked if they wanted to hold two separate meetings, two departments at a time, or one meeting with all departments. Trustees said it is best to hold two meetings, two departments at a time. She gave the following dates: Monday February 10, Wednesday February 26, Friday February 28 and Monday March 3. Mr. Jarrett said to send an e-mail to Trustees with the dates and they will respond back to Celia so she can advertise the meetings. The time would be 6:30 or 7:00 pm depending on what is best for Mr. Todd.

**Armstrong Cable**

Mr. Jarrett said a letter was received from Armstrong Cable regarding rate changes (see attached letter).

**PUBLIC COMMENT**

Mr. DeMichael opened the floor for public comment and anyone from the public who has anything to say state your name and address and then do so. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. DeMichael and Mr. Jarrett.

Jim Traynor (4004 Remsen Road) asked Mr. Jarrett how he felt about having public comment. Mr. Jarrett said the ORC states that public meetings do not have to have public comment. Mr. Jarrett feels that anytime the public comes before the Board they should have the right to express their views. Mr. Traynor asked Mr. DeMichael how he felt. Mr. DeMichael said that is why he is having public comment this evening but there were circumstances that made it appropriate to cancel public comment for the time being. Mr. Jarrett said it is up to the Chairman how he wants to handle the meeting.

Gary Vene (3783 Hamilton Road) asked if the strategic plan is to sell the building on Remsen since the Police are not moving in there. He doesn't feel the township should be in the real estate business. Mr. DeMichael said it is not something they have discussed

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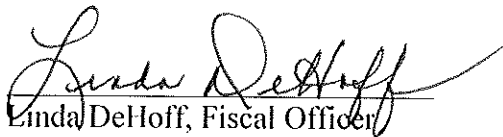
**PUBLIC COMMENT CON'T**

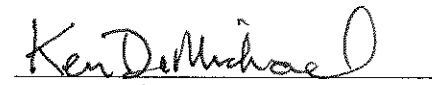
Bill Ostmann (3670 Hamilton Road) feels public comment should be allowed at meetings but the time should be limited to 5 minutes.

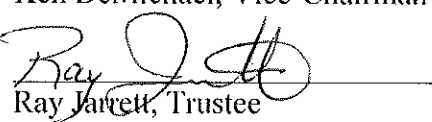
Mr. DeMichael motioned to close the floor for public comment. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. DeMichael and Mr. Jarrett.

**ADJOURN**

Mr. DeMichael motioned to adjourn the meeting at 8:20 pm. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. DeMichael and Mr. Jarrett.

  
Linda DeHoff, Fiscal Officer

  
Ken DeMichael, Vice-Chairman

  
Ray Jarrett, Trustee