

**RECORD OF PROCEEDINGS
MINUTES OF REGULAR MEETING
DECEMBER 17TH, 2014**

The Medina Township Board of Trustees met in regular session at the Medina Township Hall on December 17th, 2014, to conduct the business of the Township. Chairman DeMichael called the meeting to order at 5:04 pm with the following Trustees in attendance: Ken DeMichael, Ray Jarrett and Bill Ostmann. Also in attendance were Fiscal Officer DeHoff, Fire Chief Crumley, Road Foreman Miller, Zoning Inspector Ridgley and the general public. Also in attendance were Lafayette Township Trustee and one of the Ohio Township Association Directors, Lynda Bowers and York Township Trustee and President of the Medina County Township Association, Colene Conley.

Roll Call

Mr. DeMichael asked for a roll call of all members present. Trustees present were Mr. DeMichael, Mr. Jarrett and Mr. Ostmann.

Pledge

Mr. DeMichael led the Pledge of Allegiance.

Moment of Silence

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

Leadership Academy Conference Commendation for Trustee Ray Jarrett

Mr. Jarrett was one (1) of nine (9) Trustees to finish the Leadership Academy for the Ohio Township Association. Lynda Bowers and Colene Conley presented the commendation to Mr. Jarrett on behalf of William Batchelder who was unable to attend. Ms. Bowers said it was not an easy task finishing the Leadership Conference. It takes several years and numerous classes and other requirements and that is why not many Trustees are able to fulfill this. Ms. Conley read the commendation to Mr. Jarrett. Mr. Jarrett thanked Lynda Bowers and Colene Conley for their support and he thanked William Batchelder, Speaker of the Ohio House of Representatives for his commendation.

Andrew Shrout – Paychex Representative

Andrew Shrout, Paychex Representative, asked what decision the Trustees had made regarding the use of the Paychex HR program. Mr. DeMichael thanked him for providing the information and reducing the fee. Mr. Ostmann spoke to two (2) of the references and does not have a problem with the program and feels that regulations are getting more and more complex and we certainly don't want to be out of compliance as a governmental agency. Mr. Jarrett asked if Mr. Shrout was able to get any references from surrounding areas. Mr. Shrout said the territory can go past Mansfield and all the way to Toledo. Mr. Jarrett asked if the indemnification clause will be a problem with the Prosecutor. Mrs. DeHoff said this is not a contract, they are just adding a service to our Paychex payroll and we can cancel this service anytime. Mr. Shrout said they just need thirty (30) days' notice so they can complete projects and not start any other project. Mr. DeMichael asked Mr. Jarrett if he was okay approving the document without sending it to the Prosecutor's Office. Mr. Jarrett said based on the facts we have he is okay with it but we have to do it by resolution. Mr. Ostmann did not have a problem with it since we can get out of it in thirty (30) days. This would begin December 29, 2014 because the first payroll is January 2, 2015. Mr. Jarrett asked what happens next and Mr. Shrout said Mrs. DeHoff, Fiscal Officer, would sign the document and a meeting would be set to generate a calendar of services. Mr. DeMichael asked for an explanation of options one (1) and two (2). Mr. Shrout said the other option did not include the employee shared responsibility portion that has to be done for reporting based on the Township's size.

Mr. DeMichael motioned to move forward with an agreement with the Paychex HR Service Administrative Service. Mr. Ostmann seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Ostmann and Mr. Jarrett.

Adoption of Paychex HR Solutions Administrative Service Agreement

Resolution No. 12172014-025

Mr. DeMichael motioned to put forth a resolution by action of the Board of Medina Township Trustees, a non-profit, taken on December 17, 2014, where the following resolution was adopted:

WHEREAS, the Board of Medina Township Trustees of this organization has considered the salient features of the following employee benefit plan: Premium only plan which, when executed carried out, will provide benefits to its employees and their beneficiaries; and

WHEREAS, it is believed that the adoption of the above-designed Plan will encourage continuous employment and employee loyalty, in the mutual interest of the employees and the organization; and

THEREFORE, IT IS RESOLVED, that the Board of Medina Township Trustees of this organization hereby adopts the Plan designated above and do hereby authorize the Fiscal Officer to execute an Adoption Agreement setting forth the terms and conditions of the selected Plan; and it is

FURTHER RESOLVED, that Paychex is hereby appointed as Plan Service Provider to serve for such terms and to have such powers and duties as set forth in the Plan and the applicable administrative service agreements; and it is

FURTHER RESOLVED, that the Plan shall be effective for the Plan Year ending 2015 and It is

FURTHER RESOLVED, THAT THE Plan adopted pursuant to this Resolution, that the Medina Township Trustees be and hereby is designated as Plan Administrator, and the Fiscal Officer be and hereby is designated as Trustee.

IN WITNESS WHEREOF, I have executed this resolution this 17th day of December 2014.

Mr. Ostmann seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Ostmann and Mr. Jarrett.

Approval of Accounts Payable

Mr. DeMichael motioned to approve accounts payable checks #25849 through #25891 total amount of \$89,573.46. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Jarrett and Mr. Ostmann.

Approval of Accounts Payable

Mr. DeMichael motioned to approve check #19496 to check #19561 total amount of \$52,640.88 with \$6,128.21 being withheld. Mr. Ostmann seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Ostmann and Mr. Jarrett.

Mr. DeMichael withdrew his motion because these were payroll checks.

Approval of Payroll

Mr. DeMichael motioned to approve payroll check #19496 through check #19561 total amount of \$52,640.88 with \$6,128.21 being withheld. Mr. Ostmann seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Ostmann and Mr. Jarrett.

Approval of November 2014 Bank Reconciliation

Mr. DeMichael motioned to approve bank reconciliation dated November 30, 2014. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Jarrett and Mr. Ostmann.

OLD BUSINESS

Set Public Hearing Date for Comprehensive Plan Final Review

Mr. DeMichael said the Trustees have received the Comprehensive Plan document from the Zoning Commission. Mrs. Stogin said the Zoning Commission unanimously voted approval of the document. Mr. Ostmann said it needs to be made available for the public to review for forty-five (45) days. Mr. DeMichael asked Mrs. Shoemaker to send a copy of the finished plan and a copy showing the highlighted changes to him and the Steering Committee so they can see what the Zoning Commission has changed. This will be discussed at the next Trustee meeting. The deadline for comments from the Steering Committee will be January 9, 2015. Mrs. Shoemaker wanted clarification of what Mr. DeMichael wanted sent to the Steering Committee. Mr. DeMichael wants her to send the final copy with all the changes and also a copy showing what was changed to the Steering Committee and himself.

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OLD BUSINESS CON'T

Rivendale/Fenn Road Intersection Streetlight

Mr. DeMichael said Mr. Miller has e-mailed the contact people from Ohio Edison again and is waiting to hear from them.

OTHER BUSINESS

IAPE Then and Now Purchase Order

Mr. DeMichael motioned to approve a then and now purchase order for vendor IAPE out of Hot Springs, SD. This is for membership dues and \$50.00 is the total. Mr. Ostmann seconded the motion. Mr. Jarrett asked for what year and Mr. DeMichael said for 2015. Voting aye thereon: Mr. DeMichael, Mr. Ostmann and Mr. Jarrett.

Ohio Edison Then and Now Purchase Order

Mr. DeMichael motioned to approve a then and now purchase order for Ohio Edison out of Akron. This is for the Police Departments electricity, the total is \$373.00. Mr. Ostmann seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Ostmann and Mr. Jarrett.

White's Maibach Ford Then and Now Purchase Order

Mr. DeMichael motioned to approve a then and now purchase order for White's Maibach Ford in Orville. This is for vehicle repairs on a police department vehicle for \$680.00. Mr. Ostmann seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Ostmann and Mr. Jarrett.

Tractor Supply Credit Plan Then and Now Purchase Order

Mr. DeMichael motioned to approve a then and now purchase order for Tractor Supply Credit Plan out of Des Moines, Iowa. This is for operating supplies for the Police Department, \$250.00 total. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Jarrett and Mr. Ostmann.

HSA Purchase Order for PSE Credit Union

Mr. DeMichael motioned to approve a purchase order requisition for PSE Credit Union, Inc. Pearl Road, Medina. This is for a Health Savings Account, \$7,500.00 total, for the year 2015. Mr. Jarrett seconded the motion. Mrs. DeHoff said the purchase order needs to be approved now but the actual purchase order will not be cut until 2015. The deadline for the HSA checks is January 15, 2015. Voting aye thereon: Mr. DeMichael, Mr. Jarrett and Mr. Ostmann.

HSA Purchase Order for First National Bank

Mr. DeMichael motioned to approve a purchase order requisition. Vendor is First National Bank, Medina Road, Medina. Total amount \$37,500.00, this is for HSA accounts in our admin department. Mr. Ostmann seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Ostmann and Mr. Jarrett.

Target Solutions Contract – Online Training for Firefighters

Mr. Jarrett said this is setting up an account so our Firefighters can do online training. Mr. Jarrett motioned to do a purchase order in the amount of \$5,809.50 with the vendor information being Target Solutions out of San Diego, California. This is for 45 Firefighters. Mr. DeMichael seconded the motion. Chief Crumley said this is ISO training and OSHA training that we feel is a good training. Mr. Jarrett said the Prosecutor's Office has reviewed the document. Voting aye thereon: Mr. Jarrett, Mr. DeMichael and Mr. Ostmann.

Approval of CD being moved to PNC Bank from Chase Bank

Mr. DeMichael motioned to move a Certificate of Deposit that the Township has, from J. P. Morgan Chase Bank to PNC Bank. Mr. Ostmann seconded the motion. Mr. DeMichael said J. P. Chase Bank is no longer holding CD's for government entities so they are sending us a check and we have to move it somewhere. Voting aye thereon: Mr. DeMichael, Mr. Ostmann and Mr. Jarrett.

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REPORTS

Department Reports

Mr. DeMichael motioned to approve the month of November 2014, departmental reports for the Fire, Police, Road and Zoning Departments. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Jarrett and Mr. Ostmann. Mr. DeMichael said reports will be available upon request.

Weymouth Preservation Society

Mrs. Gardner said the museum will not be open January and February and they wish everyone a Merry Christmas.

Office for Older Adults Reports

Mrs. Gardner said December 19 is the big holiday party dinner. You can call to see if there is available seating. On January 2, 2015, the Office for Older Adults will be holding their New Year's Eve Party. The theme is Bootleggers, Gangsters and Babes. They also wish a Merry Christmas.

DEPARTMENT HEAD COMMENTS

Road Department

Mr. Miller said Remsen Road will be closed and it will reopen December 18 due to the bump area being repaired.

Christmas in the Township – Fire Department

Mrs. Shoemaker said every year the Fire Department holds Christmas in the Township. They go through the developments and pass out coloring books, etc.

Shop with a Cop

Mrs. Shoemaker said Shop with a Cop was a success. This was the first time it was done locally. She said she took the bull by the horns and went to the people she needed to and within twelve hours she had several departments and Wal-Mart to pull this off. Mr. Jarrett said kudos to Laurie because she did an outstanding job.

NEW BUSINESS

Setting of Temporary Appropriations for 2015

Mr. DeMichael motioned to approve the Fiscal Officer setting the temporary appropriations and that the temporary appropriations will be approved at the January 2, 2015, regularly scheduled meeting. Mr. Ostmann seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Ostmann and Mr. Jarrett.

Frontier Contract for our Phone Service Repairs

The Frontier Contract for the repair service for the complex phones will be tabled until the Trustees review the documents.

PUBLIC COMMENT

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

George Griffiths (3937 Burgundy Bay West) was burglarized Saturday, December 6, between the hours of 5:30 and 7:30. The female Officer responded and entered the crime scene alone. His concern is the safety of our officers and suggests having backup with other law enforcement departments. The Trustees said they do have mutual aid with Montville and Medina City but if they are tied up on their own calls our department would be on our own. The concern is that only one officer was on duty Saturday night.

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PUBLIC COMMENT CON'T

Mr. Jarrett said it was possible that an officer was ill or on vacation. Mr. DeMichael said we do have mutual aid with Medina City and Montville Township. The Trustees will address this issue.

Connie Campbell (3917 Burgundy Bay West) said she has only seen a patrol car come down their street twice.

Mr. Jarrett said our Township is very large and there are other demands on our Police Department. We are stretched a little thin but we do have a budget we will have to look at. The Police get a lot of calls in our business district and also calls for vacation watch, etc. Mr. Jarrett said that this is not acceptable though.

David Campbell (3917 Burgundy Bay West) feels we have all become safe and secure but it might be a positive idea to have the patrol car go down Burgundy Bay West to ease the concerns of the residents.

Laurie Shoemaker said all you have to do is call the Police Department and they will check your home to be sure everything is secure if you're on vacation. If you want extra patrol in your development call the department and they will schedule the officers to patrol.

George Griffiths (3937 Burgundy Bay West) said the Officer was very professional but she should have refused to enter the home without backup.

Ray Udovich (3928 Burgundy Bay West) said we have a security system but my concern is if it did go off will it take 20 minutes or more for the Police to respond. Mr. Jarrett said there are circumstances that can happen where the officers are on other calls and will respond as soon as they are able. That is where mutual aid comes in.

Mr. DeMichael said that was not the norm and he is sorry that happened. Mr. Jarrett said the perpetrators are coming from Akron and Cleveland and they are casing the areas. You have to be vigilant and if you see anything out the ordinary please call the Police. Also if you come home to a situation where someone has broken in do not enter the home. Call 911 and then hit the panic button on your car.

Sally Gardner said there was an incident next door to her home and the Police told the victim to keep the panic button from her car next to her bed and also to keep pepper spray near her bed.

Chief Crumley asked if the call was on Mr. Griffith's cell phone and did it take a long time for the Sheriff's Office to transfer the call. Mrs. Griffiths said they transferred the call immediately both times they called.

Don Kuenzer (4591 Marks Road) said Trustees are attending the OTA Conference in January and there will be a session regarding Comprehensive and Master Plan updates. He asked that the Trustees hold off setting the date for the public hearing on the Comprehensive Plan until after that session because there are over fifty (50) changes. Mr. DeMichael and Mr. Ostmann said they are going to attend that session.

Don Kuenzer also feels the Steering Committee should have the right to question the Zoning Commission regarding the changes they made to the Comprehensive Plan by holding a joint meeting. He said the Steering Committee put a lot of time into the Comprehensive Plan and they deserve more than just comments.

Sally Gardner (3333 Foskett Road) said she opted out of getting a paper copy of the newsletter but one was delivered to her. She asked if it was bulk mail. Mrs. Shoemaker said it was and only four people opted out of having it mailed. It saved \$2,500.00 to send it bulk mail. Mrs. Gardner also said the Zoning Commission meeting time was changed and she didn't know about it.

Mr. DeMichael motioned to close the public comment portion of the meeting. Mr. Ostmann seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Ostmann and Mr. Jarrett.

TM12/17/14

Executive Session for Employee Compensation

Mr. DeMichael motioned to enter into Executive Session for employee compensation with the three (3) Trustees and the Fiscal Officer. Mr. Ostmann seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Ostmann and Mr. Jarrett. The Board entered into Executive Session at 6:21 pm.

Mr. DeMichael motioned to reconvene from Executive Session at 7:17 pm where the three (3) Trustees and Linda DeHoff were discussing employee compensation. No decisions were made in that meeting.

Part-time Firefighter's Compensation for Court Appearance in Response to Subpoena

Mr. Jarrett motioned to approve the Part-time Firefighter's Compensation for Court Appearance in Response to Subpoenas based upon the review from the Medina County Prosecutor's Office and incorporate said document by reference. Mr. Ostmann seconded the motion. Voting aye thereon: Mr. Jarrett, Mr. Ostmann and Mr. DeMichael.

Zoning Text Amendment Inflatables Public Hearing

Mr. Ostmann asked for the files on the Zoning Text Amendment regarding Inflatables before the Public Hearing because he was not Trustee at that time.

Mr. DeMichael motioned to adjourn the meeting at 7:21 pm. Mr. Ostmann seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Ostmann and Mr. Jarrett.


Linda DeHoff, Fiscal Officer


Ken DeMichael, Chairman


Ray Jarrett, Vice-Chairman


Bill Ostmann, Trustee

MEDINA TOWNSHIP POLICE DEPARTMENT

MONTHLY ACTIVITIES

November, 2014

	NOV	YTD 2014	YTD 2013
CRIMINAL			
ACTIVITY	45	472	479
TRAFFIC DIVISION	259	3548	4253
OTHER CALLS	407	4839	5667
TOTAL CALLS	765	8864	10508

	NOV	YTD 2014	YTD 2013
ABANDONED VEHICLE	2	18	45
MV ACCIDENTS			
W/ENTRAPMENT	0	0	3
MVA INJURY	3	37	48
MVA NO INJURY	32	299	293
MVA PRIVATE PROPERTY	9	70	52
PARKING COMPLAINTS	5	63	32
TRAFFIC COMPLAINT	27	186	218
TRAFIC OFFENSE	157	2619	3309
DISABLED VEHICLE	24	256	253
TOTAL TRAFFIC RELATED	259	3548	4253

	NOV	YTD 2014	YTD 2013
ASSAULT	1	3	9
BAD CHECK	1	16	8
BREAKING AND ENTERING	0	1	1
BURGLARY	1	18	11
CHILD ABUSE	0	2	0
CRIMINAL DAMAGE	4	22	27
DISTURBANCE	9	83	77
DOMESTIC	1	14	11
DOMESTIC VERBAL	1	11	6
FRAUD	5	46	26
HARASSMENT	1	13	19
JUVENILE COMPLAINT	1	7	1
PHONE/TEXT			
HARRASSMENT	2	22	15

PUBLIC INDINCENCY	0	0	0
ROBBERY	0	0	0
SEX OFFENSE	0	5	4
SEX OFFENSE COMPUTER	0	2	2
SHOPLIFTER	2	6	18
STOLEN VEHICLE	0	4	2
THEFT	12	171	212
TPO	0	3	7
TREPASS	4	12	8
VANDALISM	0	11	15
TOTAL CRIMINAL ACTIVITES	45	472	479

	NOV	YTD 2014	YTD 2013
WELFARE CHECK	4	56	52
AGECNY ASSIST	17	187	164
911 OPEN LINE	1	15	23
PRISONER EXCORT TRAFFIC	2	45	26
ENFORCEMENT	0	22	5
ANIMAL COMPLAINT	12	120	97
LOCKOUT	22	184	177
SUSPICIOUS ACTIVITY	3	28	27
BUILDING CHECK	20	213	469
CITIZEN ASSIST	8	286	339
SUSPICIOUS PERSON SUSPICIOUS	6	125	137
VEH/PERSON	14	161	146
FOUND PROPERTY	4	39	32
COP	122	1114	1522
MISSING PERSON	0	5	4
SUSPICIOUS VEHICLE	3	90	72
BUSINESS CHECK	31	259	188
HOUSE CHECK	42	411	573
911 HANG UP	2	77	89
WARRANT SERVICE	7	72	92
ALARM DROP	38	516	607
MISC. CALLS	407	4839	5667
TOTAL CALLS OTHER	765	8864	10508

Medina Township Service Dept. November 2014 Report

- Install 12" plug in pond overflow structure on Timber Creek Trail
- Repair boiler @ Weymouth School (No heat)
- Had Ohio Edison remove large dead sugar maple tree on Remsen Rd. after wind storm . (Very dangerous)
- Plow and salt roads
- Loaded and hauled 14 loads of Service Dept. asphalt grindings to new police station for new garage building pad
- Had 4 new Goodyear drive tires put on truck 15
- Trim trees along roadsides in developments
- Change flag pole rope on Townhall flagpole after strong winds
- Clean up storm debris
- Shop work trucks and plows
- Finish 2014 crack sealing
- Cold patch roads
- Install road edge markers for plowing where needed

Report submitted By : Denny Miller Road Foreman



Medina Township

From the Office of Zoning Inspector

Medina Township Hall

3799 Huffman Road

Medina, OH 44256

Date: Thursday Dec. 4, 2014

ZONING REPORT for - Nov 2014

MONTHLY TOTALS FOR Nov 2014

2	Single Family/Detached Cluster
3	Change of Use
1	Deck
3	Res. Addition
15	Signs

24	TOTAL PERMITS	TOTAL VALUE:	\$1,201,000.00
Fees collected on permits total excluding signs:			
Fees collected on sign permits:			
TOTAL PERMIT FEES COLLECTED:			
	Nov 2014	for Zoning Commission Agenda	\$150.00
	Nov 2014	for BZA Agenda	\$550.00
			\$700.00
GRAND TOTAL FEES COLLECTED:			\$3,173.82



Medina Township

From the Office of Zoning Inspector

Medina Township Hall

3799 Huffman Road

Medina, OH 44256

Date: Thursday Dec. 4, 2014

ZONING REPORT FOR- Nov. 2014

Violations/Returned Deposits

Business	Date	Ref.#	Reason
None			

Violation/s Issued:

Month	Amount
Nov	\$3,750.00

Deposits Returned:

Total: \$3,750.00

NEW BUSINESS

Endz Salon Suites

Respectfull Submitted,
Elaine Ridgley
Zoning Inspector