

**RECORD OF PROCEEDINGS  
MINUTES OF REGULAR MEETING  
OCTOBER 8<sup>TH</sup>, 2015  
7:00 PM**

The Medina Township Board of Trustees met in regular session at the Medina Township Hall on October 8<sup>th</sup>, 2015, to conduct the business of the Township. Chairman DeMichael called the meeting to order at 7: 01 pm with the following Trustees in attendance: Ken DeMichael, Bill Ostmann and Ray Jarrett. Also in attendance were Fiscal Officer Linda DeHoff, Fire Chief Mark Crumley, Police Chief David Arbogast, Road Foreman Denny Miller, Zoning Inspector Elaine Ridgley and the general public.

**Roll Call**

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

**Pledge**

Mr. DeMichael led the Pledge of Allegiance to the flag.

**Moment of Silence**

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

**OTHER BUSINESS**

**2015 Medina County Leadership Award – Medina Township Firefighter Mark Radice**

Chief Crumley said that each year the Safe Communities Program gives awards in different categories. Chief Crumley presented Firefighter Mark Radice with the 2015 Medina County Leadership Award for his outstanding dedication and leadership. Mark Radice was selected for this award because of his leadership and dedication in the redecorating and reorganizing of Fire Station #1 and in spearheading the process for the selection of an Architect to build a new fire station. Mr. Jarrett thanked Mr. Radice on behalf of the Medina Township Trustees for his effort, enthusiasm and for spearheading all the activity with the Fire Department Building and for inspiring our Firefighters. Mr. Jarrett said Mr. Radice is a good example of a firefighter that the township would love to have around.

**Resolution for Fund Balance Adjustments – 1999 through 2008 Receipt Errors**

**RESOLUTION #10082015-020**

Mr. DeMichael motioned to put forth the following Resolution #10082015-020 as presented here. It is a resolution for fund balance adjustments dated 1999 through 2008 (see attached). Mr. Jarrett seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Jarrett and Mr. Ostmann. Mr. Jarrett thanked Mrs. DeHoff for bringing that fund balance up to date. (There was \$147,631.44 that was receipted incorrectly to Special Revenue Fund #2901 from the years 1999 through 2008 and the Township was unable to use the funds. After many hours of researching receipts, Mrs. DeHoff found where the funds really should have been receipted to).

**Resolution Accepting Amounts and Rates of the Budget Commission - 2016**

**RESOLUTION #10082015-021**

Mr. DeMichael motioned to put forth the following resolution accepting the amounts and rates of the Budget Commission - 2016, Resolution #10082015-021. It is a four (4) page document here as presented. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Jarrett and Mr. Ostmann.

TM10/8/15

## OTHER BUSINESS CON'T

### Mark Herwick – Homestead Insurance – Health Insurance Renewal

Mark Herwick of Homestead Insurance presented Trustees with the information regarding the renewal of the 2016 health insurance for employees. The overall renewal was excellent and the cumulative was about 5.9% with 0% increase for dental and vision which was upgraded last year. He found that we have adult ortho also not just child ortho. The biggest change Trustees need to negotiate with employees is the HSA's for the deductibles. They will have to decide if they are still going to fund it 100% because Medical Mutual eliminated the \$2,500 single \$5,000 family. It is now \$3,000 single \$6,000 family. Mr. Ostmann asked if the deductibles start calendar year and was told yes; even though the renewal would change December 1 it would not affect anyone who met the deductible starting in January. Mr. DeMichael verified the cost of the HSA's. Mr. Herwick said they can't make Medical Mutual give us the plan they don't offer anymore. Also, we had an employee come back on the policy so there is an increase. Mr. Herwick will attend the November 5 Trustees meeting for their decision. Mr. Jarrett verified that there is a \$10,000 increase to the Township.

### Approval of Accounts Payable

Mr. DeMichael motioned to approve accounts payable check #26658 through #26695, total amount, \$81,461.02. Mr. Ostmann seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Ostmann and Mr. Jarrett.

### Approval of Payroll

Mr. DeMichael motioned to approve payroll check #20743 through check #20802. The total amount is \$49,637.62 with \$6,847.90 being deferred. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Jarrett and Mr. Ostmann.

### Approval of Minutes

Mr. DeMichael motioned to approve the minutes from our regularly scheduled meeting on September 24, 2015. Mr. Ostmann seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Ostmann and Mr. Jarrett.

## OLD BUSINESS

### Dog Barking Resolution

The Trustees tabled the dog barking resolution.

### Field Naming Rights for Blakslee Ballfields Only

The Trustees tabled the field naming rights for Blakslee ballfields until Trustees review documents given to them.

### Hold Harmless Agreement

Mr. DeMichael said OTARMA gave more information on the hold harmless agreement. Mr. Ostmann said children can ride in the police cars because they sign a waiver. Police Chief Arbogast said they have a specific policy and waiver forms that are signed by those who ride in the police cars. Chief Crumley said they also use Chief Arbogast's waiver forms. Children are allowed to sit in the vehicles as long as the vehicles are not moving and they are allowed to touch them as long as they are supervised. The question of contractors riding in township vehicles with the Road Foreman looking at sites came up. Do they have to sign a hold harmless agreement? Mrs. Goe will contact the agent for OTARMA to get that answer. Mr. DeMichael said the e-mail received from OTARMA regarding the certificate of liability insurance for the Weymouth Preservation Society states WPS cannot be a rider on the OTARMA policy and the township is protected but WPS is not. WPS needs to get a certificate of liability insurance naming Medina Township as an additional insured the same as the other tenants using the building.

### Route 18 Islands

There has been no response from Montville regarding the meeting for the Route 18 islands. It was tabled.

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## REPORTS

### Department Reports

Mr. DeMichael motioned to approve the department reports for September. Mr. Ostmann seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Ostmann and Mr. Jarrett.

### Office for Older Adults Report

Mrs. Gardner reported that there will be the Fall Festival October 16. Lunch is served at 11:30 and the charge is \$3.00. A third art class has been added to the functions held by the Office for Older Adults.

## PURCHASE ORDERS AND TRAINING REQUESTS

### Ohio Hazmat Team Conference – Mark Radice – Fire Department

Mr. Jarrett motioned to appropriate zero dollars for Mark Radice to attend the Ohio Hazmat Team Conference in Solon, Ohio, November 6 and 7. I would like to request that we pay his hourly rate to attend this conference. Mr. Ostmann seconded the motion. Chief Crumley said this conference is done annually and it is a good opportunity because they cover a variety of topics. Voting aye thereon: Mr. Jarrett, Mr. Ostmann and Mr. DeMichael.

### Home Depot – Tools for Fire Department

Mr. Jarrett motioned for a purchase order requisition for the Fire Department in the amount of \$1,406.75. This is to purchase miscellaneous Milwaukee brand rescue tools from Home Depot. Mr. DeMichael seconded the motion. Chief Crumley said this is for the battery operated rescue tools. There are problems getting batteries and servicing them. Voting aye thereon: Mr. Jarrett, Mr. DeMichael and Mr. Ostmann.

### Painting for New Police Department

Mr. Ostmann said the Police Department is having a new roof installed and the doors, door frames and overhang need to be painted before that is done. Chief Arbogast has requests out for quotes and received one. Mr. Ostmann motioned to approve the painting project at the Police Department at a cost not to exceed \$1,785.00. It will be a blanket purchase order. Mr. DeMichael seconded the motion. Voting aye thereon: Mr. Ostmann, Mr. DeMichael and Mr. Jarrett.

### General Maintenance Service – Plow Trucks – Service Department

Mr. DeMichael motioned to approve a purchase order requisition for our Service Department. The vendor is General Maintenance Service, West Smith Road, Medina. This is yearly service for trucks number 1, 2, 11, 14 and 15, total amount is \$3,000.00. Mr. Jarrett seconded the motion. Mr. Jarrett asked if they were the plow trucks and was told yes. Voting aye thereon: Mr. DeMichael, Mr. Jarrett and Mr. Ostmann.

### Treemasters – Service Department

Mr. DeMichael motioned to approve a purchase order requisition for our Service Department. Vendor is Treemasters, Inc. on Lafayette Road in Medina. This is to remove approximately (twenty-five) 25 dead trees along Cook Road, total amount \$3,500.00. Mr. Ostmann seconded the motion. Mr. DeMichael said they received two (2) of the three (3) requested estimates. Treemasters is considerably less than the other quote. Mr. Jarrett asked if these were ash trees. Mr. Miller said some ash, oak and maple, there are a lot of big dead trees hanging over the road. The road will have to be closed when it is done. He will work with the contractor and let Trustees know when road will be closed. Voting aye thereon: Mr. DeMichael, Mr. Ostmann and Mr. Jarrett.

## DEPARTMENT HEAD COMMENTS

### Police Department

Chief Arbogast met with Lisa Powers and they had a very nice discussion. We will work to improve what we do for a living. Mr. DeMichael said there is a juvenile diversion program available to help with projects around the Township.

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**DEPARTMENT HEAD COMMENTS CON'T**

**Fire Department**

Chief Crumley said this month is Mark Radices' anniversary (thirteen (13) years).

State Fire Marshall Flowers has launched a Safe and Sound campaign because of the use of auxiliary heat sources and deaths resulting from fires. You are asked to check your smoke detectors, practice home escape routes, use space heaters and other alternative heat sources properly. Combustibles should be three (3) feet away, on all sides, from a space heater or other heat source. Have your woodburner and chimneys checked and cleaned before they are used. Do not leave fires unattended.

A committee has been formed and is going over the Requests for Qualifications from the Architects. They found there is an Ohio Qualifications Based Solution Manual which has helped to guide them through this process. They reviewed the twelve submittals and scored them to see who did or did not meet the qualifications. The committee narrowed the field to seven (7) firms and came up with twenty-seven questions to ask during the interview process. The questions were narrowed down to nineteen (19). A scoring system was developed and the seven firms were interviewed. He gave the Trustees the score sheets from those interviews. McCall Sharp was the number one (1) company followed by Prospectus and then Lehman, Erickson, Wilcox. Per the manual they can start negotiations with the top candidate. He asked if the Trustees will set a date to start negotiations with the top three architects to get a shovel ready project. Mr. Jarrett asked if we were going to enter into an agreement and if we are we need to have it approved by the Prosecutors Office. Mr. Jarrett asked if anyone has used the top three (3) and he said no. Chief Crumley will check with the Prosecutor's Office to see if they are available November 9 or 10 at 6:00 pm.

Chief Crumley read the letter of resignation from Firefighter James Kuruc. Mr. Jarrett motioned to accept James Kurucs resignation effective immediately. Mr. Ostmann seconded the motion. Voting aye thereon: Mr. Jarrett, Mr. Ostmann and Mr. DeMichael.

Chief Crumley wanted to thank Mike Stopa, Mark Radice, Denny Miller, Shawn Kasson, Brian Draiss and Scott Vargo, the building committee, for taking the time and dedication to go through the process. Mr. Jarrett asked why that particular company scored the highest. Mark Radice said because of an article the Architect had written in 2009 that laid out what Trustees would want to hear. He builds a sensible station. He makes his products affordable to Townships. The committee is going to look at two (2) of the stations he has built. He answered every question they had.

**Service Department**

Mr. Miller said he changed the sign on Gateway drive from "No trucks" to "No thru trucks". Trucks can still go through to the businesses but not all the way through. Mr. Ostmann said it is not going to solve the complaint. Chief Arbogast is getting an opinion from Bill Thorne. Mr. Miller asked if they reviewed the information about the roof over the school. The roofer can repair it but he can't guarantee it and that would cost \$10,000.00.

**Special Events Coordinator**

Mrs. Shoemaker said Melanie is reformatting the website and it is going well. Mrs. Shoemaker spoke to Shawn Kasson about the AFG Grant and submitting for another category. She asked if she could look into the grant writing and review classes that are available and Trustees said it was okay. Shop-with-a-Cop tickets will be going on sale next week. The event will be at the Medina Wal-Mart. She thanked the Fire Department for bringing their truck to Weymouth Day. Mrs. Shoemaker asked Post Reporter, Lauren, if she good mention the food drive again.

**Zoning**

Mrs. Strogin said the Zoning Book needs to be retyped and put on computer disk. She asked if they would hire Martha Evans at \$15.00 per hour to retype the book and format it to disk. Mrs. Evans has a program that would scan the book in and manipulate it. Mrs. Strogin said she has already spoken to Mr. Ostmann and Mr. Jarrett about this. Mr. Ostmann motioned to hire Martha Evans to put our zoning book on disc at a rate of \$15.00 an hour. Mr. DeMichael seconded the motion. Voting aye thereon: Mr. Ostmann, Mr. DeMichael and Mr. Jarrett.

TM10/8/15

**Weymouth Preservation Society Report**

Mrs. McKiernan said the ceiling in the middle room needs to be replaced. They want to replace it with ceiling tiles. They will tear down the ceiling. They need to upgrade the electrical and they would buy the lights and ceiling fans. The cost will be \$13,000.00. WPS will pay \$3,000.00 and they want the Township to pay \$10,000.00. They want to do the work in February. Mr. Ostmann has no problem with the Township paying the \$10,000.00. Mr. Jarrett asked if the roof leaking caused the damage. She said yes, but also, most of the lights are old and some of the ceiling tiles are wavy and stained. They want to expose the arch that is there and there was a stage. Mr. DeMichael said that since they won't start the work until February he would like to go out and see exactly what she is talking about. Mrs. McKiernan will be hosting Leadership Medina on October 14 at the school. There will be a Holiday Tea Fundraiser on December 12. She wrote a driving tour of the township that will be on a link to the County Visitors Bureau page. On January 30, they will participate in the County Historical Society at the Library. Weymouth Day was successful.

**NEW BUSINESS**

**Liquor License Renewal**

Mr. DeMichael said there is a liquor license renewal for Buehlers Food Marker Wine Reserve. Mrs. Stogin said it is not our township.

**Dietrich Driveway Apron**

Mr. DeMichael asked if Trustees reviewed the Dietrich driveway apron that was not constructed to County specifications. Mr. Jarrett asked if these were Township regulations. Mr. Miller said they are County regulations. The developer did not obtain a permit. The developer was served with a cease and desist order but did not comply. The property owner asked the Trustees for a waiver to permit him to retain the apron. The Trustees said this is a civil matter.

**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.

Sally Gardner (3333 Foskett Road) said October 1 was the last meeting on the Brownfields final report. She said they did not mention the coalition at all, just Medina City. Return on investments on these projects is usually 5 to 1 this one was 12 to 1. She asked if reports and accounts payable are on the website. She asked for the total cost of everything for the Police Department building including the roof that is going on and the painting and everything. She wants to know the total cost for Mr. DeMichael's to attend the Empowering Local Leadership Council in Washington, DC and what Mr. DeMichael brought back with him.

Mrs. Stogin said the Buehlers on 18 is not ours and it does have wine in there. The Wine Reserve is in Medina Township and Buehlers has purchased it so, the liquor board request for Buehlers at 3575 Medina Road does need to be approved by the Trustees.

Mike Stopa, Medina Township Firefighters Association, announced a pancake breakfast on October 25 from 8am to Noon. Flyers will be going out.

Matt Galla (3503 Hamilton Road) commented on the dog resolution that is at the Prosecutor's Office. Can't the Trustees hire another lawyer to write the resolution? He asked if the families of the children who are taken out for Shop-with-a-Cop are screened. Mrs. Shoemaker goes through Job and Family Services and they are already screened. Mrs. Shoemaker said the officer handles the gift cards.

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

TM10/8/15

**Liquor License for Buehler Food Market/Wine Reserve 3575 Medina Road**

Mr. Ostmann motioned we waive the right to a hearing for the liquor permit renewal for the Wine Reserve LLC DBA Wine Reserve of Medina, 3575 Medina Road, Medina Township. Mr. DeMichael seconded the motion. Voting aye thereon: Mr. Ostmann, Mr. DeMichael and Mr. Jarrett.

**Executive Session to Consider the Sale of Property by Competitive Bid**

Mr. Ostmann motioned to enter into Executive Session to consider the sale of property by competitive bid with the Board of Trustees and the Fiscal Officer. Mr. DeMichael seconded the motion. Voting aye thereon: Mr. Ostmann, Mr. DeMichael and Mr. Jarrett. The Board entered into Executive Session at 8:28 pm. The Board reconvened from Executive Session at 8:39 pm. No decisions were made during that session and we are back in regular session.

**Executive Session for Hiring Personnel**


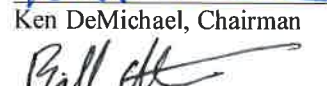
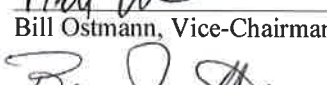
Mr. DeMichael motioned to go into Executive Session with the three Trustees and the Fiscal Officer regarding the hiring of personnel. Mr. Ostmann seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Ostmann and Mr. Jarrett. The Board entered into Executive Session at 8:39pm. The Board reconvened from Executive Session at 9:00 pm and no decisions were made in that session.

**Food Drive**

Mr. Jarrett asked any members of the Township or organizations to help with the food drive. No expired items please.

Mr. DeMichael motioned to adjourn the meeting at 9:01 pm. Mr. Ostmann seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Ostmann and Mr. Jarrett.

  
Linda DeHoff, Fiscal Officer

  
Ken DeMichael, Chairman  
  
Bill Ostmann, Vice-Chairman  
  
Ray Jarrett, Trustee

**Medina Township**  
Board of Trustees



Bill Ostmann  
Trustee

Ray Jarrett  
Trustee

Ken DeMichael  
Chairman

Linda DeHoff  
Fiscal Officer

**RESOLUTION #10082015-020**

Fund Balance Adjustments from money received and receipted incorrectly to Special Revenue Fund #2901 from 1999-2008.

Original postings have been researched, Prosecutor's office has been consulted, and Auditor's Office will be notified regarding changes to current budget certificate.

Reduce - Special Revenue Fund 2901	<\$147,631.44>	
Increase - General Fund 1000		\$136,250.78
Increase - Cents Per Gallon 2021		2,397.61
Increase - Police Department 2081		5,098.58
Increase - Fire Department 2111		812.50
Increase - Permissive Tax 2231		<u>3,071.97</u>
		\$147,631.44

APPROVED BY MEDINA TWP. TRUSTEES

Date 10/8/15  
Trustee Chm. Ken DeMichael  
Trustee W. DeHoff  
Trustee R. Jarrett



**Medina Township Police Department**  
**EVENT CLASS STATS 9/01/2015 To 9/30/2015**

<u>ID#</u>	<u>Event Type</u>	<u>Description</u>	<u>Event Count</u>	<u>Unfnd Count</u>	<u>Open Count</u>	<u>Closed Count</u>	<u>No Dispo Count</u>
1	12	Burglary	1	0	1	0	0
2	12B	Alarm	45	0	0	0	45
3	12C	Breaking And Entering	2	0	0	0	2
4	14	Bad Check	1	0	1	0	0
5	15	Warrant Service	4	0	0	0	4
6	2	MVA No Injuries	20	0	3	0	17
7	20	Domestic	2	0	0	1	1
8	24A	Drugs	1	0	0	0	1
9	26	Disturbance/Fight	6	0	0	2	4
10	34	Juvenile Complaint	1	0	0	0	1
11	36	Theft	16	0	5	7	4
12	4	MVA With Injuries	10	0	3	1	6
13	55	COP	118	0	0	0	118
14	55B	Business Check	31	0	0	0	31
15	55T	COP-Traffic Enforcement	14	0	0	0	14
16	55V	House Check	17	0	0	0	17
17	60	Suspicious Person	22	0	0	1	21
18	6060A	Suspicious Person & Vehicle	16	0	0	2	14
19	60A	Suspicious Vehicle	10	0	0	0	10
20	60B	Suspicious Activity	5	0	0	0	5
21	64	Vandalism	2	0	0	0	2
22	72	Lockout	11	0	0	0	11
23	911HANG	911 Hang Up	7	0	0	0	7
24	ABV	Abandoned Vehicle	1	0	0	0	1
25	AGENCY	Agency Assist	13	0	0	0	13
26	ANIMAL	Animal Complaint	10	0	0	1	9
27	BC	Building Check	29	0	0	0	29
28	CIT ASST	Citizen Assist	20	0	2	2	16
29	DAMAGE	Criminal Damage	2	0	1	1	0
30	DAV	DAV-Disabled Vehicle	11	0	0	1	10
31	DEBRIS	Street Obstruction	3	0	0	0	3
32	ESCPRIS	Escort-Prisoner	2	0	0	0	2
33	FRAUD	Fraud	2	0	1	0	1
34	HARASS	Harassment	1	0	0	0	1
35	MVAPP	MVA-PP No Injury	7	0	0	2	5

Medina Township Police Department  
EVENT CLASS STATS 9/01/2015 To 9/30/2015

<u>ID#</u>	<u>Event Type</u>	<u>Description</u>	<u>Event</u> <u>Count</u>	<u>Unfnd</u> <u>Count</u>	<u>Open</u> <u>Count</u>	<u>Closed</u> <u>Count</u>	<u>No Dispo</u> <u>Count</u>
36	PARK	Parking Complaint	5	0	0	0	5
37	PARK-V	Parking Violation	36	0	1	2	33
38	PROPERTY	Property-Found/Lost	3	0	0	0	3
39	PSYCH	Psychiatric / Suicide	1	0	0	0	1
40	SHOPLIFT	Theft-Shoplifter	2	0	1	0	1
41	THEFTVEH	Theft From Motor Vehicle	2	0	1	1	0
42	THRT	Threats	3	0	1	0	2
43	TRAFFIC	Traffic Complaint	20	0	1	1	18
44	TS	Traffic Offense	161	0	1	8	152
45	UNRULY	Unruly Juvenile	1	0	0	0	1
46	VERBAL20	Domestic-Verbal	1	0	0	1	0
47	WEAPONS	Weapons Complaint	6	0	1	0	5
<b>Grand Totals:</b>			704	0	24	34	646



# Medina Township

From the Office of Zoning Inspector

Medina Township Hall

3799 Huffman Road

Medina, OH 44256

Date: Thursday, October 08, 2015

## ZONING REPORT for - Sept. 2015

### MONTHLY TOTALS FOR Sept. 2015

7	Single Family/ Detached Cluster
1	Change of Use
1	Covered Porch
2	Shed
2	Deck
1	Pole Barn
1	Sign

<b>15</b>	<b>TOTAL PERMITS</b>	<b>TOTAL VALUE:</b>	<b>\$2,429,007.00</b>
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Fees collected on permits total excluding signs:

Fees collected on sign permits:

**TOTAL PERMIT FEES COLLECTED:**

Fees collected i	Sept. 2015	for Zoning Commission Agenda	\$150.00
Fees collected i	Sept. 2015	for BZA Agenda	\$550.00
			<b>\$700.00</b>
<b>GRAND TOTAL FEES COLLECTED:</b>			<b>\$4,150.50</b>

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## Medina Township Service Dept. September 2015 Report

- Cold patch roads
- Cut down and repair berm along Frantz Rd
- 1 Burial
- Dig and pour 2 headstone footers
- Help electrician to install 2 used door openers in new storage building
- Trim trees away from roof at Police Dept.
- Drop and pick-up barricades to Pinelake Drive for block party
- Dig out and install washed gravel in center island on Hanover Drive
- Finish 2015 crack seal program for the Township
- Work on mowing roadsides for the last time for 2015
- Measure centerline stripes and all handwork for remarking of pavement
- Replace 2 large hydraulic hoses on roadside mower
- Lay out and paint soccer fields
- Trim trees along roadsides
- Change all smoke detector batteries at Townhall
- Repair toilet Townhall
- Everyday field maint. on baseball and soccer fields

Report submitted By : Denny Miller Road Foreman