

**RECORD OF PROCEEDINGS
MINUTES OF REGULAR MEETING
MARCH 26th, 2015
7:00 PM**

The Medina Township Board of Trustees met in regular session at the Medina Township Hall on March 26th, 2015, to conduct the business of the Township. Vice-Chairman Ostmann called the meeting to order at 7:00 pm with the following Trustees in attendance: Bill Ostmann and Ray Jarrett. Also in attendance were the Fiscal Officer, Police Chief, Zoning Inspector and the general public.

Roll Call

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

Pledge

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

Moment of Silence

Mr. Ostmann asked for a moment of silence for our military personnel both here and abroad and also our first responders, especially the Police who seem to be under fire now for virtually nothing.

SITE PLANS

Horwitz & Damicone – Site – 4992 Foote Road

(Representative Jason Stevenson) Mr. Ostmann motioned to accept the recommendation of the Zoning Commission and approve the change of use for Horwitz & Damicone located at 4992 Foote Road, Medina, OH, as presented. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Jarrett and Mr. Ostmann.

Horwitz & Damicone –Portico Sign – 4992 Foote Road

(Representative Jason Stevenson) Mr. Ostmann motioned to accept the recommendation of the Zoning Commission and approve the portico sign for Horwitz & Damicone located at 4992 Foote Road, Medina, OH, not to exceed 10 square feet as presented. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Ostmann and Mr. Jarrett.

Horwitz & Damicone – Ground Sign – 4992 Foote Road

(Representative Jason Stevenson) Mr. Ostmann motioned to accept the recommendation of the Zoning Commission and approve the panel for the pylon ground sign not to exceed 9.25 square feet for Horwitz & Damicone located at 4992 Foote Road Medina, OH, as submitted. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Ostmann and Mr. Jarrett.

Bill Doraty KIA – Addition – 2925 Medina Road

(Representative Martin McGill) Mr. Ostmann motioned to accept the recommendation of the Zoning Commission and approve the request from Bill Doraty KIA located at 2925 Medina Road, Medina, OH, for a showroom addition, proposed service expansion and car wash addition, as presented with the caveat that a landscape plan and other issues discussed at the December 18, 2014, Zoning Commission meeting be resolved as soon as possible. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Ostmann and Mr. Ostmann.

Boost Mobile Unlimited Prepaid – Site – 3737 Stonegate Drive

(Representative Lee Davis) Mr. Ostmann motioned to accept the recommendation of the Zoning Commission and approve the change of use for Boost Mobile located at 3737 Stonegate Drive, Medina, OH, as presented. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Ostmann and Mr. Jarrett.

The Dabbieri Agency Signage – 4141 Medina Road

(Representative Maureen Dabbieri) Mr. Ostmann motioned to accept the recommendation of the Zoning Commission and approve the change of use for the Dabbieri Agency located at 5041 Victor Drive #B, Medina, OH, as presented. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Ostmann and Mr. Jarrett.

TM3/26/15

OTHER BUSINESS

Remsen Building Discussion

Mr. Ostmann tabled the Remsen Building discussion until we have a full Board

Food Vendors at Blakslee Park

The Trustees spoke to the four (4) vendors interested in selling food, beverages and ice cream at Blakslee Park. The vendors were as follows: Gary Bryant of Galor Ice Cream Treats, Bryan Paterak of Triple Crown Vending, Max Walton of Holy Hot dogs and Diane Morrison of Sassy Dogs. Mr. Jarrett said this would be on a trial basis this year. There was an issue with two vendors wanting to sell the same product and Mr. Jarrett suggested letting all four (4) sell there. Mr. Ostmann agreed. Mr. Jarrett asked the vendors how they felt about it and Mr. Walton of Holy Hot Dogs was not in agreement. Mr. Ostmann motioned that we permit Diane Morrison from Sassy Dogs, Max Walton from Holy Hot Dogs, Galor Ice Cream Treats and Triple Crown Vending to sell products at the Blakslee Sports Fields. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Ostmann and Mr. Jarrett. Mr. Ostmann said the must supply the Township with Certificates of Liability Insurance and Health Department Licenses. Mr. Kessler will give them the ballfield schedule and tell them where to set up. Mrs. DeHoff said if Dean Morrison returns to work for the Road Department he will not be allowed to sell hot dogs.

THEN AND NOW PURCHASE ORDERS

John Deere Financial – Diesel Fuel

Mr. Ostmann motioned to approve a then and now purchase order for diesel fuel for Road and Bridge in the amount of \$6,230.85. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Ostmann and Mr. Jarrett.

Cargill Incorporated - Road Salt

Mr. Ostmann motioned for a then and now purchase order for Cargill, Inc. for additional salt purchase in the amount of \$2,799.51. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Ostmann and Mr. Jarrett.

OTHER BUSINESS CON'T

Accounts Payables

Mr. Ostmann motioned to approve accounts payable check #26113 to check #26140 and the total amount on that is \$37,184.54. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Ostmann and Mr. Jarrett.

Payroll

Mr. Ostmann motioned to pay the payroll. The check numbers are 19927 to 19982 and the total on that is \$42,855.41 with \$5,914.06 being withheld for taxes, union dues and other withholdings. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Ostmann and Mr. Jarrett.

OLD BUSINESS

Speed Study – Foote Road

Mr. Ostmann said the speed study for Foote Road will be tabled because the weather has put the Engineer's Office behind but it is on their agenda.

Remsen Building Roof and Other Issues

Mr. Ostmann tabled the Remsen building issues until the next meeting.

Administration Copier

Mr. Ostmann tabled the administration copier until the next meeting.

OLD BUSINESS CON'T

Joint Parking Violations Bureau

Chief Arbogast said the Montville Township Trustees adopted a resolution at their joint meeting with the Medina Township Trustees to form a joint parking violations bureau. This will not be a money making situation but it will help to enforce areas, such as Myers Road, where residents have complaints. Chief Arbogast and Chief Grice will present this plan to the Municipal Court and the Clerk of Courts for approval. Also, to make this absolutely legal, you have to survey the Township for where there would be parking violations. There are general parking violation codes such as no parking on fire hydrant side of the street and handicapped parking spaces. You will have to designate specific addresses on every street and pass a resolution that would afford us the opportunity to issue tickets to violators. Mr. Ostmann said Mr. DeMichael was very supportive of this bureau. Mrs. DeHoff asked who the hearing officer would be and Chief Arbogast said it would be one of the Trustees. He suggests it not be a Trustee who is the Fire or Police Commissioner.

Resolution No. 03262015-012

Mr. Ostmann motioned to pass a resolution. The resolution is agreeing to enter into an agreement with Montville Township and form a Joint Parking Violation Bureau (see attached). Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Ostmann and Mr. Jarrett.

Employee Cell Phones

Mrs. DeHoff said the Trustees have to decide if they want to give \$20.00 or \$25.00 for the phone allowance for employees who use their own personal phone for Township business instead of using a Township issued cell phone. This will not include the Police Department. Mrs. DeHoff said the reimbursement can be given on their anniversary date or on the first pay in December. This is considered a benefit that will go on their W2 but OPERS cannot be taken out of it. Mr. Ostmann said the employees need to be aware that because they are doing Township business on their personal cell phones their phones are subject to subpoenas and records requests. Mr. Ostmann is using his personal phone for Township business and is well aware that it could be subpoenaed. Mr. Jarrett said the employees would be Chief Crumley, Denny Miller, Ed Kerr, Jeff Kessler, Elaine Ridgley and Laurie Shoemaker. Mr. Jarrett asked if it would be easier on Mrs. DeHoff if they went with a fixed amount and paid on the first pay in December and Mrs. DeHoff said yes. We do not need readouts of the phone calls. Mrs. DeHoff said because the updated handbook will be using anniversary dates for vacation, longevity etc. she would like to keep it uniform. Mr. Jarrett asked her which she would prefer and she said the anniversary date. Mr. Jarrett and Mr. Ostmann decided \$20.00 was reasonable. They will do away with the Township supplied cell phones and pay the employee \$20.00 per month. Mr. Ostmann said those who only want to use their personal phones will have to sign something stating they understand their personal phones are subject to subpoena and record requests. Chief Arbogast said Denny Miller had brought it up because two (2) of his employees were having problems with their phones. Jeff Kessler said coach's text him regarding ballfield use and he has a flip phone and would rather have a smart phone. Mr. Kessler said his personal phone is a smart phone which makes texting easier but he doesn't want to carry two (2) phones.

Mr. Jarrett's motion was that he had no issue if we were to have this for each anniversary date for the employees that are looking for this option at \$20.00 per month. Mr. Ostmann seconded the motion. Mr. Ostmann modified the motion to exclude the collective bargaining units of the Police Department. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Ostmann and Mr. Jarrett.

Mr. Kessler asked about the smart phones. Mr. Jarrett said \$20.00 is the figure you will be allowed. It is your phone that you are going to pick. We cannot dictate which phone you pick, whether it's a flip phone or a smart phone or whatever phone they have in between. Mr. Kessler asked if he gets a new phone for the Township can it be a smart phone. Mr. Jarrett said this is in lieu of. Mr. Kessler said if he decides to get a new Township phone.... Mr. Ostmann said this is voluntary so you could have a Township cell phone also. Mrs. DeHoff said a Township smart phone is what Mr. Kessler is asking for. Mr. Ostmann said to find out the cost of a smart phone. Mrs. DeHoff said the purpose of this was because they didn't want to carry two (2) phones.

PURCHASE ORDERS AND TRAINING REQUESTS

Staples – Comprehensive Plan Books

Mr. Jarrett motioned for a purchase order requisition in the amount of \$600.00. Vendor information is Staples and this is for fifteen (15) Comprehensive Plan books and bindings. Mr. Ostmann seconded the motion. Voting aye thereon: Mr. Jarrett and Mr. Ostmann.

Finley Fire Equipment – SCBA Testing

Mr. Jarrett motioned for a purchase order requisition in the amount of \$1,936.00 for the Fire Department. Vendor information is Finley Fire Equipment. This is for thirty-two (32) SCBA testing, two (2) of the RIT Pak testing units and also allows \$400.00 for parts and repairs if necessary during the testing. Mr. Ostmann seconded the motion. Voting aye thereon: Mr. Jarrett and Mr. Ostmann.

Staples – Comprehensive Plan Books

Mr. Jarrett withdrew his original Staples purchase order requisition motion and stated a new motion. Mr. Jarrett motioned for a purchase order requisition in the amount of \$660.00 with the department being zoning. Vendor information is Staples and this is for fifteen (15) Comprehensive Plan Books with the bindings. Mr. Ostmann seconded the motion. Voting aye thereon: Mr. Jarrett and Mr. Ostmann.

Medical Consultants for Business – Fire Department Physicals

Mr. Jarrett made a motion for a purchase order requisition in the amount of \$10,360.00 for the Fire Department. Vendor information is the Medical Consultants for Business. This is for twenty (20) Firefighter physicals and 6 Spirograms. Mr. Ostmann seconded the motion. Voting aye thereon: Mr. Jarret and Mr. Ostmann.

Lexipol, LLC – Police Department

Mr. Ostmann motioned for a purchase order requisition for Lexipol, LLC. This is for \$3,515.00. This is for a policy manual update subscription and training and this is the second year. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Ostmann and Mr. Jarrett.

REPORTS

Weymouth Preservation Society Report

Mrs. Gardner thanked trustees for the Joint Traffic Violations Bureau because the Preservation Society is where the problem area is. They also received \$2,000.00 that will be used for the re-plastering and window coverings. The plant sale is May 9, 2015.

Office for Older Adults

Mrs. Gardner said on April 1 and April 9 there will be an attorney at the Office for Older Adults to answer elder law questions. An appointment is needed. The Medina County Human Services Five-year Levy will be on the ballot May 5. It is called Issue 10.

Western Reserve Land Conservancy Open House

Mrs. Gardner said the Western Land Conservancy is holding an Open House May 2, 2015, from 10am to 2 pm at 4266 Fenn Road.

DEPARTMENT COMMENTS

Police Department

Chief Arbogast said Ohio Edison will be shutting off the power to the Police Department for a few days due to the widening of Pearl and Fenn Roads. A generator will be needed and he is getting quotes. The one company will provide a loaner generator if power is off before permanent generator is bought. Ohio Edison will notify us when the power will be cut off.

DEPARTMENT COMMENTS CON'T

Police Department Con't

Chief Arbogast said as of March 23, 2015, the State of Ohio passed a law that would allow a very restrictive use of traffic cameras. Information was sent to Trustees. Chief Arbogast feels this would be a benefit, not only to control speeders but for officer safety. There is no cost to the Township. It would not be a money maker. Mr. Jarrett would like a meeting with the vendor and Montville Township to see how it would incorporate with his operation.

Road Department

Jeff Kessler, filling in for Denny Miller, asked about the road levy and Mr. Ostmann said nothing has been done with it. Mrs. DeHoff told the Trustees that it takes time to get the paperwork together and it must be done ninety (90) days before the election.

Events Coordinator

Mrs. Shoemaker reminded everyone that Toss your Trash is April 11 and Pick it up Day is April 18. Volunteers are needed. Be there by 8:00 am. Mrs. Shoemaker also asked the Trustees to think about putting out a four (4) page black and white in house newsletter.

Fiscal Officer

Mrs. DeHoff said employees were asking about township credit cards. She spoke to PNC bank and the limit they gave her was \$10,000.00. The cards would be given to the three (3) Trustees, Fiscal Officer, Celia, Elaine, Laurie, Denny, Chief Crumley, Julie, Sgt. Zieja and Sgt. Mangel. The cards will have the employee's names. They must have a purchase order to purchase against. If there were any personal purchases on it, it would be grounds for dismissal. There is no cost for this. Mr. Jarrett asked if it would be in the employee handbook and Mrs. DeHoff said it would.

Mr. Ostmann motioned that we authorize the Fiscal Officer to pursue obtaining the ten (10) Township credit cards. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Ostmann and Mr. Jarrett.

NEW BUSINESS

National Joint Powers Alliance Membership

Mrs. DeHoff spoke with the representatives from the National Joint Powers Alliance at the OTA conference. It is comparable to the state bid where they do all the leg work and get the prices and we do work with the vendors on their list. Road Foreman Miller checked a few of the prices and was very pleased. Mrs. DeHoff said there is no cost for joining.

Mr. Ostmann motioned that we enter into a membership agreement with the National Joint Powers Alliance for purchasing of supplies. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Ostmann and Mr. Jarrett.

Icandi Graphics – Pick-it-up Shirts

Mr. Jarrett motioned for a purchase order requisition in the amount of \$275.00. This is for the admin department. Vendor information is Icandi Graphics out of Medina, Ohio. This is for fifty (50) shirts for pick-it-up day and again the total is \$275.00. Mr. Ostmann seconded the motion. Voting aye thereon: Mr. Jarrett and Mr. Ostmann.

Joint Collaboration with Brunswick Hills for Paving of Foskett Road

Mr. Jarret spoke with Sherman of Brunswick Hills and they discussed collaborating to pave Foskett Road in 2016. He was told Brunswick Hills was in 100% agreement. Medina Township and Brunswick Hills collaborated to pave Plum Creek Parkway two (2) years ago. We will apply for a grant with OWPC. Mrs. Shoemaker said it is due in September and she will get the rest of the information for Mr. Miller and Mrs. DeHoff.

NEW BUSINESS CON'T

Block Grant

Mrs. Shoemaker asked Mrs. DeHoff if she was applying for the Block Grant for the ADA compliant restrooms under Medina Township or the Friends of Medina Township. Mrs. DeHoff said it would be under Medina Township because a block grant cannot be applied for from a 501C3. Mr. Jarrett asked that the restrooms be accessible from the parking lot. Mrs. DeHoff said that is how she got the ADA sidewalks at the park. We just need an amount and the plans from Hles Architects. Mrs. DeHoff asked Mr. Kessler for the amount of people that use the fields and park. Mrs. Shoemaker said we are denied because we have too much money. Mr. Jarrett said we are telling ourselves we are not getting the funding but, we have not applied. He asked Mrs. Shoemaker to apply for grants as long as it doesn't cost us anything because we will get smarter going through the process. Mrs. Shoemaker said there are LMI requirements and if our budget is greater than 51% of their requirements we won't get the grant. Mr. Jarrett said, let them look at the books and let them decide if we qualify or not. They may find something else that we do qualify for. Mr. Jarrett said there were grants available for the Fire Department earlier this year and we did not apply for them which caused him concern. Mrs. Shoemaker said she would talk to him about that after the meeting because she can tell him why. Mr. Jarrett said grants are there and we have to give back to the community. Mrs. Shoemaker wants to talk about it after the meeting.

Funding from the State of Ohio Legislature

Mr. Jarrett said Medina Township will receive \$8,941.46 from the State of Ohio. The State of Ohio legislature approved a refund of \$10,000,000.00 to all the Townships because of all the funding that was lost. The Ohio Township Association did a lot of work to get this money.

PUBLIC COMMENT

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

Sally Gardner (3333 Foskett Road) asked if the National Joint Power Alliance Membership supersedes the request for three (3) quotes. Mrs. DeHoff said it depends on what is being purchased. She asked the status of the personnel policy. Mrs. DeHoff said it is getting very close. She asked when the trash receptacle was going to be put up. Mr. Ostmann said a letter will be sent to the Sanitary Engineer requesting that information. She asked if the Police Department still has the stealth survey machine. Chief Arbogast said yes they do.

Robin Gray (4074 Remsen Road) asked the results of the meeting with Montville about the islands. Mr. Jarrett and Mr. Ostmann said they are against the islands. They feel they should be removing obstructions in the road not adding them and they also feel it is going to obstruct the safety forces responding to calls on Route 18. She asked if PNC will be responsible for identify theft on the Township credit cards. Mrs. DeHoff said that wasn't discussed.

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

Mr. Ostmann motioned to adjourn the meeting at 8:57 pm. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Ostmann and Mr. Jarrett.


Linda DeHoff, Fiscal Officer


Bill Ostmann, Vice-Chairman


Ray Jarrett, Trustee

**MEDINA TOWNSHIP,
BOARD OF TRUSTEES
MEDINA, OHIO**

COPY

RESOLUTION

03262015-012

**RESOLUTION AGREEING TO ENTER INTO AN AGREEMENT WITH
MONTVILLE TOWNSHIP AND FORM A JOINT PARKING
VIOLATIONS BUREAU.**

WHEREAS, the Montville Township Board of Trustees has previously established a Parking Violation Bureau; and

WHEREAS, the Medina Township Board of Trustees wish to now form a Joint Parking Violation Bureau with the Montville Township Board of Trustees;

BE IT THEREFORE RESOLVED that the Medina Township Board of Trustees will enter into an Agreement establishing a Joint Parking Violation Bureau with the Montville Township Board of Trustees pursuant to Ohio Revised Code Section 4521.04; and

BE IT FURTHER RESOLVED that as part of this Agreement, the Medina Township Board of Trustees will establish parking regulations as outlined in Ohio Revised Code Section 505.17 and will establish noncriminal parking violations pursuant to Ohio Revised Code Section 4521.02; and

BE IT FURTHER RESOLVED that the two townships shall request the Medina Municipal Court to authorize Medina Township and Montville Township to establish a joint parking violation bureau to handle all parking infractions occurring within the boundaries of both townships.

BE IT FURTHER RESOLVED that the operational costs associated with the Joint Parking Violation Bureau shall be equally split between the two townships as follows;

Operational cost.

- a. Printing cost for the citations shall be split between both Townships.
- b. The fines and penalties for a parking infraction by either township shall be administered and collected by Montville Township. These fines will be retained and disbursed by the violations clerk once per calendar year.
- c. Montville Township will keep \$5.00 of the paid fine amount for an administrative processing fee of \$5.00.

BE IT FURTHER RESOLVED that the Joint Parking Violation Bureau shall be able to appoint a hearing examiner to preside over cases where any person contests a parking infraction.

Willi H

- Trustee

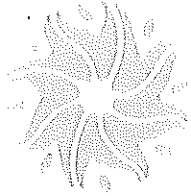
R J D

- Trustee

- Trustee

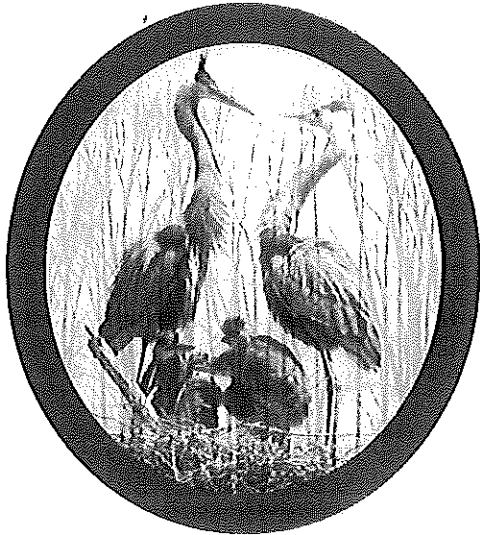
3-26-15

Date



Western Reserve Land Conservancy

OUR LAND. OUR LEGACY.



MEDINA MARSH PEN HOUSE

Saturday, May 2, 2015

10 AM to 2 PM

Medina Marsh Office

4266 Fenn Road, Medina, Ohio 44256



Special thanks to our event partners! Medina Raptor Center

Western Reserve Land Conservancy's Medina Summit Chapter invites you to this **FREE** event!



Take a guided **heron rookery hike**.



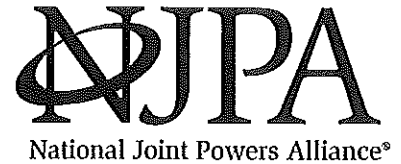
Participate in **hands-on nature activities** with the family.



Learn more about the **conservation work** the Land Conservancy is doing in your region and across northern Ohio!

For more information visit:
www.wrlandconservancy.org
or contact:
ebacha@wrlandconservancy.org

**MEMBERSHIP AGREEMENT
PARTICIPATING MEMBER**



This Agreement, made and entered into this 26 day of March, 2015, by and between National Joint Powers Alliance®, hereinafter referred to as "NJPA" and MEDINA TOWNSHIP hereinafter referred to as the "Applicant".

Witnesseth:

That for a good and valuable consideration of the premises, mutual terms, covenants, provisions, and conditions hereafter set forth, it is agreed by and between the parties as follows:

Whereas, the NJPA is created by Minnesota Statute §123A.21 (with membership further defined in M.S. §471.59) to serve cities, counties, towns, public or private schools, political subdivisions of Minnesota or another state, another state, any agency of the State of Minnesota or the United States including instrumentalities of a governmental unit and all non-profits; and

Whereas, NJPA's purpose as defined in M.S. §123A.21 is to assist in meeting specific needs of clients which could be better provided by NJPA than by the members themselves; and

Whereas, the NJPA Board of Directors has established the ability for an "Applicant" desiring to participate in NJPA contracts and procurement programs to become a Participating Member; and

Whereas, the NJPA Board of Directors has determined that Participating Members will have no financial or organizational liability to NJPA or to its organizational activities;

Now Therefore, it is hereby stipulated and agreed that the "Applicant" Agency desires to be a Participating Member of NJPA with contract purchasing benefits, in accordance with terms and conditions of the applicable contract(s), and that NJPA hereby grants said Membership to said "Applicant."

Term:

This continuing agreement shall remain in force or until either party elects to dissolve the Agreement by written notice.

THEREFORE, IN WITNESS THEREOF,

the parties hereto have executed this Agreement the day and year written above.

National Joint Powers Alliance®
202 12th Street NE, P.O. Box 219
Staples, MN 56479

Member Name:

By *Synda DeHoff*
AUTHORIZED SIGNATURE

AUTHORIZED SIGNATURE

Its *FISCAL OFFICER*
TITLE

TITLE

26 MAR 15
DATE

DATE

Please indicate an address to which your membership materials may be delivered. Thank you.

3799 HUFFMAN RD. MEDINA, OH 44256
ADDRESS

330-721-1380
PHONE

MEDINATOWNSHIP@MEDINATOWNSHIP.COM
EMAIL ADDRESS

POLITICAL SUBDIVISION
ORGANIZATION TYPE

For membership questions contact:

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