

**RECORD OF PROCEEDINGS  
MINUTES OF REGULAR MEETING  
AUGUST 13<sup>th</sup>, 2015  
7:00 PM**

The Medina Township Board of Trustees met in regular session at the Medina Township Hall on August 13<sup>th</sup>, 2015, to conduct the business of the Township. Vice-Chairman Ostmann called the meeting to order at 7: 07 pm with the following Trustees in attendance: Bill Ostmann and Ray Jarrett. Also in attendance were the Fiscal Officer, Fire Chief, Road Foreman, 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 due to driving his daughter to College in Florida

**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 overseas.

**Executive Session to Discuss Certain Personnel Matters Regarding Complaints against a Public Employee**

Mr. Ostmann motioned to enter into executive session to discuss personnel discipline with our attorney Bill Thorne, Ray Jarrett, Trustee, myself and Linda DeHoff, Fiscal Officer. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Ostmann and Mr. Jarrett. The Board entered into Executive Session at 7:09 pm. Mr. Ostmann said the Board reconvened at 8:08 pm and no decisions were made in the Executive Session.

**Accounts Payable**

Mr. Ostmann motioned to approve the accounts payable and check #26499 through #26545 in the amount of \$93,815.20. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Ostmann and Mr. Jarrett.

**Approval of Payroll**

Mr. Ostmann motioned to approve payroll in the amount of \$46,606.81 with \$6,713.25 being deducted for taxes, OPERS, union dues, etc. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Ostmann and Mr. Jarrett.

**Approval of July, 2015, Bank Reconciliation**

Mr. Ostmann motioned to approve the bank reconciliation and we will incorporate this into the record. It's for the July 31 bank reconciliation, one (1) of (5) five pages. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Ostmann and Mr. Jarrett.

**Approval of Minutes**

Mr. Ostmann tabled the approval of minutes until Mr. DeMichael returns.

**OLD BUSINESS**

**Dog Barking Resolution**

Mr. Ostmann tabled the dog barking resolution until Chief Arbogast is available.

**Field Naming Rights for Blakslee Park Ballfields**

Mr. Ostmann tabled the field naming rights for Blakslee Park Ballfields until there is more information.

**Please Clean up after your Pet Signs**

Mr. Ostmann asked Mr. Jarrett how he felt about the "please clean up after your pet" signs. Mr. Jarrett had no problem with the installation of the two (2) signs. Mr. Ostmann motioned that we erect two (2) "please clean up after your pet" signs in the Forestview open space where the easement goes into the large retention pond. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Ostmann and Mr. Jarrett.

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## **OTHER BUSINESS**

### **Department Reports**

Mr. Ostmann tabled the department reports.

## **PURCHASE ORDERS AND TRAINING REQUESTS**

### **Cummins Bridgeway, LLC – Fire Department**

Mr. Jarrett motioned for a purchase order requisition in the amount of \$800.00 for the Fire Department. Vendor information is Cummins Bridgeway out of Cleveland, Ohio. This is for the B service for 208-1 for the 2015 yearly eservice. Mr. Ostmann seconded the motion. Chief Crumley explained what this was for. Voting aye thereon: Mr. Jarrett and Mr. Ostmann.

### **Stonewall Uniform Corporation – Badges – Fire Department**

Mr. Jarrett motioned for a purchase order requisition. Vendor information is Stonewall Uniform Corporation out of Broadview Heights, Ohio, for the Fire Department. The amount is \$595.00 and this is for ten (10) firefighter badges to wear on uniform shirts. Mr. Ostmann seconded the motion. Voting aye thereon: Mr. Jarrett and Mr. Ostmann.

### **April Business Systems, LLC – Fire Department Tables and Chairs**

Mr. Jarrett motioned for a purchase order requisition. Vendor information is April Business Systems, LLC out of Hudson, Ohio, for the Fire Department. The amount is \$4,344.00 and this is for thirty-two (32) training room United Stackable chairs and eighteen (18) 18" x 60" folding tables for training room, plus shipping. Mr. Ostmann seconded the motion. Voting aye thereon: Mr. Jarrett and Mr. Ostmann.

### **Montville Township – Background Checks for Potential Firefighters**

Mr. Jarrett motioned for a purchase order requisition in the amount of \$306.00 for the Fire Department. Vendor information is Montville Township out of Medina, Ohio. This is for six (6) background checks for potential Firefighters. Mr. Ostmann seconded the motion. Chief Crumley said he is going to hire more personnel due to losing some Firefighters and the State requires background checks be done. Voting aye thereon: Mr. Jarrett and Mr. Ostmann.

### **EMT Training for Kayleigh Brown – Fire Department**

Mr. Jarrett motioned for a requisition in the amount of \$950.00 for Kayleigh Brown to attend the EMT at Parma General Hospital. This is for her to obtain the EMT certification. Mr. Ostmann seconded the motion. Chief Crumley said Kayleigh is ready for EMT training and the training agreement is attached. Voting aye thereon: Mr. Jarrett and Mr. Ostmann.

### **Ohio State Firefighter's Conference – Capt. Mark Roberts**

Mr. Jarrett motioned for Captain Roberts to attend the August 14 and 15, Ohio State Firefighter's Conference in Boston Heights, Ohio. This is for his firefighter inspection continuing education credit and he is asking for training hours only. Mr. Ostmann seconded the motion. Chief Crumley said this is outside training that Trustees are to be notified of and there is no registration fee.

### **Goodyear Commercial Tires – Service Department – Roadside Mower**

Mr. Ostmann motioned to approve a purchase order requisition for Goodyear Commercial Tires and the amount is \$567.63. It is for two (2) Goodyear Tires for the roadside mowing tractor. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Ostmann and Mr. Jarrett.

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## NEW BUSINESS

### Hiring of Travis McCourt – Part-time Police Officer

Mr. Ostmann spoke to Chief Arbogast about hiring Travis McCourt as a part-time Officer. Mr. Ostmann said his pay rate would be \$14.86 per hour with a bonus of \$1.00 per hour for an Associate's degree which would make it \$15.86 per hour. Compensation for uniform allowance would be approved by the Board of Trustees on a case by case basis. He would not be part of the bargaining unit as a part-time officer. Mr. Ostmann motioned to approve the hiring of Travis McCourt at a pay rate of \$15.86 per hour. Mr. Jarrett seconded the motion. Mr. Jarrett asked if there was a start date and he was told not yet. Voting aye thereon: Mr. Ostmann and Mr. Jarrett.

Mr. Ostmann gave a little background of Officer Travis McCourt as follows: Officer McCourt is joining the Medina Township Police Department in August 2015, bringing with him over seventeen ('17) years of law enforcement experience. He began his career in 1998 as a Medina County Park Ranger and transitioned into full-time police work in 2003 for the Montville Township Police Department. During his time at Montville, he was on the Medina County S.W.A.T. Team and was a K-9 officer. In 2014 Officer McCourt left Montville Police Department and started at the Ohio Attorney General's Office as a Law Enforcement Training Officer. Officer McCourt enjoys spending time with his family, attending church and hunting.

## NEW BUSINESS

### Liquor Control Board Hearing for Lavish Beauty Lounge D5 License

Mr. Ostmann said Lavish Beauty Lounge has applied for a D5 liquor license for their beauty salon on Grande Boulevard. That type of license would allow them to sell alcohol until 2:30 am. Mr. Ostmann tabled this until the Zoning Inspector gives the number of the Liquor Control Board to Zaremba the plaza owner.

### Driveway at 3111 Champions Way

Mr. Ostmann has checked the driveway at 3111 Champions Way and said it was a problem. Mr. Miller, Road Foreman, said he didn't get his permit when he was supposed to and that is when the County Inspector red flagged it. The person continued to do work on the driveway and it wasn't done right. Mr. Ostmann asked if the Trustees needed to do anything and Mr. Miller said no, the County Inspector said it is already being handled with the County Engineer and is being sent to the County Prosecutor. Mr. Miller said he, Mr. DeMichael and the Inspector all met the gentleman and discussed the issue and they were under the assumption that he was going to put the drain in but, as of this date, he has not done it. Mr. Ostmann said a letter from the Prosecutor may get their attention. Mr. Miller said they will keep an eye on it.

## 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.

Dianna Huffman (4025 Remsen Road) said the Township flags do not have lights on them at night. She presented Trustees with the federal law relating to displaying the flag. Mr. Miller, Road Foreman, said he has researched the protocol on the internet and found they are changing the rules on lighting the flag at night.

Sally Gardner (3333 Foskett Road) said the Rotary Clubs don't light any of the flags they fly at night.

The Office for Older Adults is having a "picnic on the patio" August 21 from 11:00 am to 1:00 pm. The cost is \$5.00 for adults and \$3.50 for seniors and children. Island Doc will be providing the music. Also, the Office for Older Adults has an aging and disability resource center. It has information and assistance, option counseling and benefits assistance. Call 330- 723-9514 for an appointment. Medina County Clerk of Courts is having a senior walk titled "For the Health of It" Friday, September 4 from 10 am to 3 pm. There will be free refreshments and give aways to the first 300 walkers. Proceeds will benefit the OFOA home delivered meals programs.

She read that another township bought an old school building and people want to know what will happen to the items that are stored in the Remsen building if it is sold. Mr. Ostmann said the final decision on that is quite a ways off.

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## **PUBLIC COMMENT CON'T**

Laurie Shoemaker, Special Events Coordinator, asked if Trustees wanted to discuss the parking issue at the Remsen building. Mr. Jarrett said there is a parking issue at the Weymouth Community Center. The Trustees are sending a letter to Medina Creative Housing stating the Trustees are designating three (3) reserved parking spaces for visitors that are conducting business with Bud Preston, resident. Mr. Jarrett asked Mr. Miller to have three signs made and installed.

Mike Hascher (2934 Pine Hill Drive) said the response time of our Police Department was outstanding, they responded in four (4) minutes and he commended Officer Justin Harvey on the great job he did. He also commented on the quality of work done on Nichols Road and Mr. Miller, Road Foreman, said we are not responsible for any county roads.

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

## **DEPARTMENT COMMENTS**

### **Fire Department**

Chief Crumley said he and his station committee have been reviewing the twelve (12) RFQ's received from Architects and have narrowed it down to seven (7). He said Mr. Jarrett wants the committee to interview the seven (7) and bring the number down to three (3) and then present them to the Board for interviews. Chief Crumley said once Trustees interview the three (3) they then need to rank those three (3) and then bring them in one at a time and start negotiations for the price. If you don't like the price of number one you bring in number 2, etc. The Asst. Chief is on vacation next week but they are hoping to have the names of the three (3) the last meeting in September.

### **Service Department (Con't under Solid Waste Mgmt.)**

Mr. Miller received an e-mail from Amy Lyon-Galvin, Sanitary Engineer, with the Host Agreement for the placement of the bins and also Kimble Companies will pay the host locations \$1,500.00 when they get the Host Agreement back. Mr. Miller said the agreement was approved by the Prosecutor's Office. Mr. Miller wanted to know what fund the \$1,500.00 would go to because the agreement states that our obligation is going to be to clean up around the bins and that would be the responsibility of the Service Department. Mr. Jarrett and Mrs. DeHoff said that is not what was said at the meeting. Mr. Jarrett said in their discussions with us they were very explicit that they (Sanitary Engineer) would clean everything up.

### **Special Events Coordinator**

Mrs. Shoemaker said Sunday, August 16, will be Shop with a Cop - Back to School sponsored by MC Sports. They will be taking thirty-six (36) children. MC Sports will be giving them a jacket, Nike shoes and a backpack filled with school supplies. Sunday, August 23, there will be the Battle of the Badges at Quaker Steak and Lube. A portion of the food proceeds will go to the Friends of Medina Township. There will be a ball game around 4:30 pm.

### **Solid Waste Management District Host Agreement**

Mr. Jarrett questioned Asst. County Prosecutor, Bill Thorne, about the line in the Host Agreement "Owner Responsibilities". The agreement, (1. c.) states that the owner shall assist in maintaining the site and assuring it is safe, clean and accessible. And in item number (2. c) it states, the district shall coordinate with the owner to maintain the site and assure it is safe, clean and accessible. Mr. Jarrett asked, where do the responsibilities fall, between the owner or the district as far as making sure it is clean and presentable. Mr. Jarrett said the way he reads it, they are stating both the owner and the District are to keep it clean. Mr. Thorne said the Township is the owner and they will coordinate with the District to keep it done. It does not give any details. The two of you are supposed to work together to insure it is maintained. Mr. Jarrett said, with us assisting, are they going to assume we are going to maintain and keep it clean?

**DEPARTMENT COMMENTS CON'T**

**Solid Waste Management District Host Agreement Con't**

Mr. Thorne said no, you are to be assisting and the primary responsibility would be with the District and you are going to be assisting. That is the way Mr. Thorne was reading it. The owner is going to be assisting with the District to maintain the site. Mr. Jarrett said that back in the earlier discussions Ms. Lyon-Galvin said the District would maintain and clean. Mr. Thorne said, that sentence would put some responsibility on the Township and if that was not your understanding then don't sign the agreement. Give it back to them to take it out because this would put a responsibility on you. That issue wasn't raised but another Township raised an issue on page 2 that would also put an obligation on the Township to educate the community on the rules of the residential drop-off recycling program. I don't know if you anticipated putting something on the website or putting out an information bulletin. The other community did not want any responsibility for a training program or anything else; they thought it was going to be handled by the District. Mr. Jarrett said it was one thing if, as a Board, the Trustees said yes, we will assist and we will help clean up but, their whole promotional status with this program was that we did not have to do anything but provide the space. If there was an issue they were to be called and they would clean it up. Mr. Thorne said the way the agreement is written, it is a mutual responsibility for informational training. Mr. Jarrett said it should be the District because they are the experts we are not. Mr. Ostmann said we would probably put it on our website. Mr. Miller said it states in the letter that they were going to do the advertising. Mr. Thorne said, the way it is written under "mutual responsibility" it does say that the Township would have an obligation to educate the community on the rules of the resident drop-off and if this is not what you understood then you need to have both sections taken out before signing the agreement. Mr. Jarrett asked Mr. Miller to contact Ms. Lyon-Galvin and explain their concerns and ask for the agreement to be redrafted and returned. Mr. Miller will do that.

**OTHER BUSINESS**

**Medina County Soil and Water Conservation District**

Mr. Jarrett received a letter from Jeff Van Loon, Manager of the Medina County Soil and Water Conservation District. On July 3, Mr. Van Loon met with an engineer and a representative from Weymouth Country Club Golf Course regarding an issue they were having with the drainage coming from our ballfields. With all the rain the golf course thought all the drainage was being shed to their golf course from the ballfields which is not the case. The engineer recommended that the golf course maintain a drainage swale along their western boundary next to one of the property owners. Mr. Jarrett asked that a letter be drafted thanking Mr. Van Loon and the engineer for their time and effort in coming out and looking at the drainage issues on that property.

**4<sup>th</sup> Annual Medina Township Food Drive**

Mr. Jarrett said the 4<sup>th</sup> Annual Medina Township Food Drive in conjunction with Feeding Medina County will run from July 30, through November 7, 2015. He contacted "Feeding Medina County" and they gave him a flyer (see attached) listing the most important items that are needed. They reiterated, **NO GLASS OR EXPIRED ITEMS, PLEASE.** Mr. Jarrett said the food goes to Medina County residents and he found out that twenty-five percent (25%) of our school children had no sustainable food source. He has been challenging other Townships to get involved. Mr. Ostmann said churches also donate food. Chief Crumley said "Feeding Medina County" is located at 901 Lafayette Road (330-421-4816) and they are always looking for volunteers to help put packages together on Thursday mornings. On Friday the packages go to the different schools in the County so the children have food for the weekends. They have started a community garden and they don't have very many garden tools so if you have any extra garden tools to donate to them that would help.

**Newsletter**

Mr. Jarrett asked for the status of the newsletter and Mrs. Shoemaker said she got all the articles from the department heads. She asked if anyone had ideas for the front page and to get back to her. It was suggested to put the recycle bins on the front page. Mrs. Shoemaker also discussed doing a follow-up story on the Wasik children who were chosen to go to Korea for the summer pre-Olympic games for the front page

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Mr. Ostmann motioned to adjourn the meeting. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Ostmann and Mr. Jarrett. The meeting was adjourned at 9:00 pm.

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Linda DeHoff, Fiscal Officer

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Bill Ostmann, Vice-Chairman

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Ray Jarrett, Trustee