

**MINUTES OF SPECIAL MEETING
NOVEMBER 9th, 2015
6:00 PM**

The Medina Township Board of Trustees met in special session at the Medina Township Hall on November 9th, 2015, to conduct the business of the Township. Chairman DeMichael called the meeting to order at 6:06 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, the Fire Department Building Committee 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.

Interviews of Architects for New Fire Station

Mr. Jarrett said this meeting is for interviewing Architects for the new fire station. They will be interviewed separately as follows:

Paul Erickson of Lemay Erickson Wilcox Architects.
Peter Bohan, David Urbansky and Jason Brenner of Perspectus Architecture.
Ed McCall of McCall Sharp Architects

Chief Crumley said it is now up to the Trustees to choose which one of the three (3) Architects they want to select. The Trustees said the building committee did their homework and they agreed with the selection made by them. Asst. Chief Kasson said McCall Sharp told them what they needed to hear not what they wanted to hear. They were impressed with the design and materials that they will use. Mr. Jarrett said we need to do a site analysis besides picking an architect. The Trustees ranking would be McCall Sharp, Perspectus and Lemay Erickson Wilcox. Mrs. DeHoff asked what size property would they need and Chief Crumley said ideally it would be three (3) acres. Asst. Chief Kasson said the main re-occurring theme was stormwater management. Mr. Jarrett has a different site that he has in mind and he will speak to Chief Crumley about it. Mrs. Goe will prepare letters to send to the three (3) applicants. The Chief and Trustees thanked each other for the analysis of this project.

Executive Session with Kris Herbst - Applicant for Asst. Secretary Position

Mr. DeMichael motioned to go into Executive Session with the three (3) Trustees and Kris to discuss employee compensation. Mr. Ostmann seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Ostmann and Mr. Jarrett. The Board entered into Executive Session at 8:33 pm. Mr. DeMichael reconvened the meeting at 8:58 pm where Trustees were discussing employee compensation with the three (3) Trustees and Kris and no decisions were made during that meeting.

Executive Session to Review Police Union Contract

Mr. DeMichael motioned to enter into Executive Session with the three (3) Trustees, Police Chief Arbogast to discuss or review the Police Union Contract. Mr. Ostmann seconded the motion. Mr. Jarrett said since this is dealing with finances it should include the Fiscal Officer. Mr. DeMichael amended his motion to include Fiscal Officer, Linda DeHoff. Mr. Ostmann seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Ostmann and Mr. Jarrett. The Board entered into Executive Session at 8:59 pm. Mr. DeMichael reconvened the meeting from Executive Session at 9:33 pm. No decisions were made in that meeting where they were discussing the police union contract with the three (3) Trustees, Fiscal Officer and Police Chief.

Acceptance of Police Collective Bargaining Agreement

Mr. Ostmann motioned that we accept the collective bargaining agreement between Medina Township and the Ohio Patrolmen's Benevolent Association on behalf of our Patrol Officers and Sergeants and this contract will be effective January 1, 2016, and will expire December 31, 2018. Mr. DeMichael seconded the motion. Mr. Jarrett wanted clarification on the date and commended the Police Chief on the hard work getting this livable agreement for both entities. Voting aye thereon: Mr. Ostmann, Mr. DeMichael and Mr. Jarrett.

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Kris Herbst Duties and Hours

Mrs. Ridgley asked what hours Mrs. Herbst would have. Mr. DeMichael said she would get 28 hours per week. She will attend the trustees, zoning and bza meetings. She will be with Mrs. Goe four (4) days a week and with Elaine one (1) day a week. Mr. Jarrett said she is to have a full dedicated day with Mrs. Ridgley. Mr. Jarrett said the first priority is to learn the recording system and also typing up the minutes. Mrs. DeHoff said as long as she does them the way Mrs. Goe does them because technically they are the responsibility of the Fiscal Officer. Mr. Jarrett said Mrs. Herbst is going to keep a daily activity log and Mrs. Goe is to keep one to see if they match what is being taught, computer system, filing system, postal meter and in thirty days she is going to tell the Trustees what she has been taught.

PURCHASE ORDER

OTA Winter Conference

Mr. Ostmann said the OTA Winter Conference will be in January and we need to approve payment for the conference. Mr. Ostmann motioned to pay expenses for the Trustees, Fiscal Officer and Zoning Chair. The Zoning Chair will be splitting the expenses with Lafayette and the expenses are not to exceed \$800.00 each for the Winter OTA Conference from January 28th to the 30th. Mr. DeMichael seconded the motion. Voting aye thereon: Mr. Ostmann, Mr. DeMichael and Mr. Jarrett.

Newsletter

Mr. DeMichael said they have the newsletter to make a decision on. Mr. Jarrett asked if the newsletter given to them tonite was different from the one given to them over the weekend. After reviewing it he said it was different. Mrs. DeHoff said she takes offense to the article about the new Fiscal Officer while she is still Fiscal Officer because it is political. The Trustees discussed the rest of the newsletter and said it needed to go out the end of the year. Mr. DeMichael said we need to have a plan for how many newsletters go out in a year. Mr. Jarrett said we need to wait to see what the cost is going to be. The Trustees want the paragraph regarding the newly elected officials deleted. Mr. Jarrett said no newsletter should go out before an election. Mr. Jarrett asked Elaine and Celia to proofread this copy of the newsletter.

Kris Herbst Pay Rate

The pay rate for Kris Herbst is \$11.00 per hour.

Mr. DeMichael motioned to adjourn the meeting. Mr. Ostmann seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Ostmann and Mr. Jarrett. The meeting was adjourned at 9:57 pm.


Linda DeHoff, Fiscal Officer


Ken DeMichael, Chairman


Bill Ostmann, Vice-Chairman


Ray Jarrett, Trustee