

**RECORD OF PROCEEDINGS  
MINUTES OF REGULAR MEETING  
JUNE 30<sup>th</sup>, 2016  
7:00 PM**

The Medina Township Board of Trustees met in regular session at the Medina Township Hall on June 30<sup>th</sup>, 2016, to conduct the business of the Township. Chairman Ostmann called the meeting to order at 7:01 pm with the following Trustees in attendance: Bill Ostmann and Ray Jarrett. Also in attendance were Fiscal Officer Ventura, Asst. Fire Chief Kasson, Road Foreman Miller, Township Administrator DeHoff 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 service members both here and abroad and for our first responders who are risking their lives every day to keep us safe.

**SITE PLANS**

**Excalibur Auto Body – 3964 Pearl Road – Digital Message Sign**

Mr. Ostmann motioned to accept the recommendation of the Zoning Commission and approve the digital message sign for Excalibur Auto Body located at 3964 Pearl Road not to exceed 30.77 square feet and 7.2 feet in height as presented. It was so noted that landscaping would be incorporated around the base of the sign. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Ostmann and Mr. Jarrett.

**Spin Bike Shop – 4463 Weymouth Road – Wall Sign**

Mr. Ostmann motioned to accept the recommendation of the Zoning Commission and approve the wall sign for Spin Bike Shop located at 4463 Weymouth Road not to exceed 13.7 square feet as presented. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Ostmann and Mr. Jarrett.

**Whole Body Health – 4483 Weymouth Road – Addition**

Mr. Ostmann motioned to accept the recommendation of the Zoning Commission and approve the site plan for an 808 square foot addition with the removal of four (4) parking spaces due to them being located in the ROW for a total of thirty-two (32) parking spaces as presented. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Ostmann and Mr. Jarrett.

**Locks, Razor, Scissors Hair Studio – 4099 Medina Road – Site**

Mr. Ostmann motioned to accept the recommendation of the Zoning Commission and approve the change of use for Locks, Razor, Scissors Hair Studio to be located at 4099 Medina Road as presented. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Ostmann and Mr. Jarrett.

**Locks, Razor, Scissors Hair Studio - 4099 Medina Road – Panel Sign**

Mr. Ostmann motioned to accept the recommendation of the Zoning Commission and approve a panel sign to be located on the existing ground sign for Locks, Razor, Scissors Hair Studio not to exceed 5.25 square feet as presented. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Ostmann and Mr. Jarrett.

TM6/30/16

**OTHER BUSINESS**

**Approval of 2017 Tax Budget**

Mr. Ostmann motioned that we approve the 2017 tax budget and I will incorporate this document by reference. There is 24 pages. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Ostmann and Mr. Jarrett.

**Approval of Accounts Payable**

Mr. Ostmann motioned to pay the accounts payable checks #27412 to Check #27436 total amount, \$9,690.53. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Ostmann and Mr. Jarrett.

**Approval of Payroll**

Mr. Ostmann motioned to approve payroll checks #21838 to Check# 21892. The total is \$43,945.89. \$6,288.39 being deducted for taxes, OPBA dues, etc. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Ostmann and Mr. Jarrett.

**Approval of May Bank Reconciliation**

Mr. Ostmann motioned to approve the bank reconciliation for May 2016, and incorporate this document by reference. There are four (4) pages. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Ostmann and Mr. Jarrett.

**PURCHASE ORDERS AND TRAINING REQUESTS**

**The Gazette – Service Department Employment Ad**

Mr. Ostmann motioned to approve the purchase order requisition. The vendor information is the Gazette and this is for Admin and it's for the ad for Service Department full-time employee and the amount is \$207.80. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Ostmann and Mr. Jarrett.

**The Post – Service Department Employment Ad**

Mr. Ostmann motioned to approve a purchase order requisition for The Post and it is for an ad for our Service Department employee and the total on that is \$289.50. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Ostmann and Mr. Jarrett.

**Blanket for Fire Department Training**

Mr. Ostmann motioned to approve a purchase order requisition and this is a blanket for Fire Department training and the total on it is \$2,500.00. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Ostmann and Mr. Jarrett.

**SonicClear Digital Recording Annual Update Support**

Mr. Ostmann motioned to approve a purchase order requisition. The department is Admin and its SonicClear and its SonicClear Digital Recording annual update support and the total on that is \$373.00. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Ostmann and Mr. Jarrett.

**Agricultural Design – Soccer Field Renovation**

Mr. Ostmann said money was budgeted to renovate the soccer field at Blakslee. Mr. Ostmann motioned to approve a purchase order requisition and this is for the park and it is for Agricultural Design, Inc., and it is for renovation of soccer field B at Blakslee Park and we have a quote on it and the total amount is \$20,000.00. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Ostmann and Mr. Jarrett. Mr. Jarrett asked if there was a date set to start the renovations and Mr. Miller said it would be in the Fall.

TM6/30/16

## **PURCHASE ORDERS AND TRAINING REQUESTS CON'T**

### **Karvo Paving – Foskett Road**

Mr. Ostmann said we have a grant with Brunswick Hills and we will be using it to pave Foskett Road and we have a match of 26%. He asked Mr. Miller when it would be. Mr. Miller said they have gone out for bid and the end date is October. Mr. Ostmann motioned to approve a purchase order requisition and this is for the service Department for Karvo Paving and it's for our 26% of the cost of the grant and the total on that is \$120,000.00. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Ostmann and Mr. Jarrett.

## **DEPARTMENT HEAD COMMENTS**

### **Service Department**

Mr. Miller said he has dead ash trees in the Forestview Estate open space and he has Treemasters coming to cut them down.

### **Police Department**

Mr. Jarrett said Chief Arbogast was invited to attend the collaboration of the different Police Departments in Washington D.C. Mr. Jarrett also read a letter from Nate Deidrick on his retirement/resignation from the Fire Department. Mr. Jarrett motioned to accept his resignation immediately. Mr. Ostmann seconded the motion. Voting aye thereon: Mr. Jarrett and Mr. Ostmann.

### **Office for Older Adults**

Mrs. Gardner did not have a report.

## **PURCHASE ORDER REQUISITONS**

### **Treemasters – Service Department**

Mr. Ostmann motioned to approve a purchase order requisition and the vendor information is Treemasters and the department is the Service Department. It is to remove two (2) dead ash trees at 3994 Boxelder. It is in the open space which we own. The amount is \$400.00. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Ostmann and Mr. Jarrett.

### **Executive Sessions**

The three executive sessions were tabled.

### **Barricades for the Reserve Homeowners Association for July 4<sup>th</sup> Parade**

Mr. Ostmann motioned that the Reserve Homeowners Association is requesting placement of road barricades for Reserve Homeowners Annual 4<sup>th</sup> of July Bike Parade. It is going to be held on Monday, July 4<sup>th</sup> from 10:30 am to 11:30 am and they will be needed at the corner of Salems Way and Hardwood Hollow and also Hardwood Hollow and Old Hickory Lane. They have also invited the Police and Fire Departments. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Ostmann and Mr. Jarrett.

### **Department Reports**

The department reports were tabled.

### **Flexible Spending**

Mrs. DeHoff said employees that have the HSA accounts can also be in the Flexible Spending as well if they so choose. If anyone is interested they are to contact Mrs. DeHoff.

### **HR Training for Trustees and Department Heads**

Mrs. DeHoff said the person doing the HR training is available on a Tuesday, Wednesday or Thursday after July 11. Mr. Ostmann said a date will be chosen when Mr. DeMichael comes back. Mr. Ostmann asked if it was open to the public and Mrs. DeHoff said no because it is HR training.

TM6/30/16

Service Department Pay Rate Scale

Mrs. DeHoff said she and Mr. Miller have been working on pay rates for the Service Department. She asked if the Trustees had reviewed the rates she sent. Mr. Jarrett said they should come to a conclusion on July 14<sup>th</sup> and reference that scale.

Job Descriptions

Mrs. DeHoff said she gave everyone packets of their job descriptions and thanked everyone for getting them back to her on time. She made the changes and gave the Trustees packets with the previous descriptions and the changes. Mr. Jarrett asked if the HR person has looked at our current job descriptions and Mrs. DeHoff said yes. One change was with the Fire Department. They cannot require a person to be a US citizen. You also cannot explicitly ask for a copy of their driver's license.

Access Road In Whispering Woods and Deerfield Farms

Mr. Miller asked if the two (2) lots in Deerfield Farms on either side of the access road will be allowed to have their driveways come out onto the access road. Mr. Ostmann said he didn't think so. Mr. Ostmann spoke to the Prosecutor's Office regarding the access road and was told it is **Private Property**. Mr. Ostmann sent a copy of the easement to the Asst. Prosecutor and was told that it is a narrowly worded easement that allows access for emergency vehicles only. Also, we cannot post that it is private property because we do not own the property. Mr. Gubanich may post it **No Trespassing** and then it will be enforced. However, Mr. Gubanich cannot block it with logs or brush piles or anything. He is allowed to prohibit people from using it for anything other than emergency access. It also has a sewer easement on it. Mr. Miller asked because it is as wide as the road and he is concerned that the other two lots may bring their driveways onto the access road and the Township will have to plow it. Mr. Ostmann said it is only for emergency access. Mr. Ostmann will look into that issue after he receives the letter from the Asst. Prosecutor.

**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.

Matt Galla (3503 Hamilton Road) asked if any of the Trustees were going to the Republican Convention. The Trustees said they were not invited. Mr. Galla asked if the Remsen building was sold. Mr. Ostmann said it is in the works. Mr. Jarrett said the three Trustees and the persons interested in buying the building are in agreement. Once the details are worked out then it will come back to the Trustees for the final review.

Robin Gray (4074 Remsen Road) asked if Elaine was okay. Mr. Ostmann said she is in a lot of pain and has nerve damage in the arm that was hurt. She asked where Celia was and Mr. Jarrett said she took the night off.


Matt Fralick (4004 Huffman Road) asked the status of the development on Huffman Road. The neighbors don't feel Ryan Homes fits the quality of homes built in the Township. He said Ryan Homes is a cookie cutter type, cheap developer that doesn't seem to fit the Township. Mr. Ostmann said it has been zoned for that type of development since 1984. Fifty (50) acres for the development was needed and they were able to purchase that amount. Mr. Ostmann said we have no control over who buys it and we don't have an architectural review board so we can't control that. It is moving forward and there is going to be an ingress/egress on Huffman and Route 3. Mrs. Strogin said there is going to be seventy (70) homes and Ryan homes are building bigger homes. Mr. Fralick said it isn't the size it's the quality.

Sally Gardner (3333 Foskett Road) asked if it is true that they could put 100 homes in there but are only putting in 79 homes. Mrs. Strogin said yes but she was able to get them down to 70 homes.

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


**TM6/30/16**

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 7:56 pm.



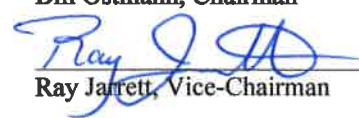
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Angela Ventura, Fiscal Officer



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Bill Ostmann, Chairman



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Ray Jarrett, Vice-Chairman