

**RECORD OF PROCEEDINGS
MINUTES OF REGULAR MEETING
JULY 14th, 2016
7:00 PM**

The Medina Township Board of Trustees met in regular session at the Medina Township Hall on July 14th, 2016, to conduct the business of the Township. Chairman Ostmann called the meeting to order at 7:00 pm with the following Trustees in attendance: Bill Ostmann, Ray Jarrett and Ken DeMichael. Also in attendance were Fiscal Officer Ventura, Township Administrator DeHoff, Fire Captain Roberts, Road Foreman Miller, and the general public.

Roll Call

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

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 personnel both here and abroad and for our first responders who risk their lives every day to keep us safe especially let us remember the five (5) officers that were gunned down in Dallas.

OTHER BUSINESS

Supplemental Appropriations - July 14, 2016

Mr. Ostmann motioned that we approve the July 2016, supplemental appropriation to the budget (attached). Mr. DeMichael seconded the motion. Voting aye thereon: Mr. Ostmann, Mr. DeMichael and Mr. Jarrett.

THEN AND NOWS

Approval of Ten (10) Then and Now Purchase Orders

Mr. Ostmann motioned to approve this batch of then and now purchase orders. This one is from AFLAC and it's for insurance and the amount is \$91.60. The next one is Medina County Sanitary Engineer and it's for water and sewer and it's for \$20.73. This one again is from Medina County Sanitary Engineer. It's for water for the Fire Department \$271.40. This one is for AKE Environmental and Construction Services, Inc. It's for inspection and sampling of the septic system at the Remsen Road property and it's for \$362.24. This one is for John Deere Financial and it's for fuel for Road & Bridge and it's for \$1,165.67. Reinhardt Supply and it's for operating supplies for admin and it's in the amount of \$18.28. This one is for Superior Speedie and it's for port-a-pottie rentals for Road & Bridge which is for the sports fields I presume for \$222.96. This is Com-Doc Inc. and it's for the copier lease for the Fire Department and the amount is \$91.91. This one is for Voyager Fleet Systems, Inc. and it's for fuel for the Fire Department and it's \$344.68. This is another one for Voyager Fleet Systems and it's for fuel for Road and Bridge and it's for \$351.07. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Ostmann, Mr. Jarrett and Mr. DeMichael.

Approval of Accounts Payable

Mr. Ostmann motioned to approve accounts payable check #27437 through #27480. The amount is \$31,975.62. Mr. DeMichael seconded the motion. Voting aye thereon: Mr. Ostmann, Mr. DeMichael and Mr. Jarrett.

Approval of Payroll

Mr. Ostmann motioned to approve payroll checks #21893 through #21958 and the total on that is \$52,312.16 with \$7,012.18 deducted for taxes, union dues, etc. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Ostmann, Mr. Jarrett and Mr. DeMichael.

TM7/14/16

OTHER BUSINESS CON'T

Approval of June Bank Reconciliation

Mr. Ostmann motioned to approve the bank reconciliation that was reconciled on 6/30/2016. This is three (3) pages and I will incorporate it by reference in the minutes. Mr. DeMichael seconded the motion. Voting aye thereon: Mr. Ostmann, Mr. DeMichael and Mr. Jarrett.

Approval of Minutes

Mr. Ostmann motioned to approve the June 2, 2016, regular meeting and the June 16, 2016, regular meeting minutes. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Ostmann, Mr. Jarrett and Mr. DeMichael.

PURCHASE ORDERS AND TRAINING REQUESTS

Treemasters – Road & Bridge

Mr. DeMichael motioned to approve a purchase order requisition for Treemasters. This is to remove three (3) dead ash trees from the right of way of Huffman Road. The total amount is \$375.00. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Jarrett and Mr. Ostmann.

Intech Computer Solution – Admin – Wireless Router

Mr. Ostmann motioned to approve a purchase order requisition. It's for a Cisco Meraki wireless router. It's from Intech Computer Solutions and it's also for a subscription license for three (3) years and an on-site set up and the total on it is \$547.00. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Ostmann, Mr. Jarrett and Mr. DeMichael.

OLD BUSINESS

Service Department Pay Scale/Rates

Mr. Ostmann motioned to approve the following pay ranges for the following types of employees:

Service Department Superintendent	\$23.00-\$28.00
Service Department Foreman F/T (with CDL)	\$19.00-\$23.00
General Maintenance Laborer F/T (with CDL)	\$17.00-\$22.00
General Maintenance Laborer P/T (with CDL)	\$14.50-\$19.00
General Maintenance Laborer P/T (w/o CDL)	\$13.00-\$16.00
General Maintenance Laborer – Seasonal	\$ 9.00-\$11.00

This is per hour by the way.

Mr. Jarrett seconded the motion. Mr. Jarrett asked if the reason for this was not only for the Townships benefit but also for when we are audited, we will then have justification on our pay rates. Mrs. DeHoff said yes. Voting aye thereon: Mr. Ostmann, Mr. Jarrett and Mr. DeMichael.

Job Descriptions Review

The job descriptions will be tabled until they have been reviewed further.

DEPARTMENT HEAD COMMENTS

Service Department

Mr. Miller had a pre-construction meeting with Kokosing for the Baker and Watkins paving. They will probably start at the end of July beginning of August. Mr. Jarrett asked what the meeting was for. Mr. Miller said paving.

Fire Department

Captain Roberts said Rolling Green Motel has done a lot of maintenance and cleaned the place up but it still is not safe. He said legal action would have to be taken if it stayed in its current condition.

TM7/14/16

DEPARTMENT HEAD COMMENTS CON'T

Zoning Department

Mrs. Strogan said we have been holding the fort down while Elaine is off.

REPORTS

Weymouth Preservation Society

Mrs. McKiernan said the pot luck dinner will be Saturday at 6:30 pm. The post lights have been installed and they want to put the post lights, the little free library, the historic marker and the garden bench on a brick pad. The dead tree was removed from the side of the building and Denny hauled it away. She removed the dead branches from the cemetery and Mike Morton is almost finished with the cemetery stones. She would like to make a wood sign to put under the oval signs they have coming into Weymouth and what did she need to do to allow this to happen, the sign would be up for a year. The Trustees and Mrs. Strogan said no action was necessary. She asked about the status on the trough and was told no one has heard anything. She asked if Myers Road could be closed for Weymouth Day and Mr. Jarrett said he spoke to the Police Chief and the Chief saw no problem with that. Mr. Jarrett motioned to close Myers Road on Saturday September 17, from the hours of 9am to 5pm. Mr. Ostmann seconded the motion. Mr. Miller will provide the barricades. Captain Roberts said it gets very busy by 8am. Mr. Jarrett amended his motion to close the road from 8am to 5pm. Mr. Ostmann seconded the amendment. Voting aye thereon: Mr. Jarrett, Mr. Ostmann and Mr. DeMichael.

OLD BUSINESS

Depository Contract Award

**RESOLUTION # 07142016-010
DESIGNATING FINANCIAL INSTITUTION AS PUBLIC DEPOSITORY**

Mr. Ostmann moved the adoption of the following resolution:

WHEREAS, this is the day advertised for the receipt of applications of financial institutions to be public depositories for the public moneys of said Medina Township, Medina County, Ohio, and the Board finds that written notice of said applications was duly given to each eligible depository, as required by law; and the time so designated having arrived, said Board proceeded, in open session, to open said applications.

WHEREAS, applications described below have been received from the following named institutions in the maximum amount indicated after each said name; at the rate of interest as to inactive and interim deposits indicated.

FOR INACTIVE DEPOSIT –NONE- NOT APPLICABLE

FOR ACTIVE DEPOSIT

<u>NAME OF INSTITUTION</u>	<u>LOCATION</u>	<u>MAXIMUM AMOUNT</u>
PNC	Cleveland, Ohio	\$20,000,000.00
Chase Bank	Cleveland, Ohio	\$20,000,000.00
First Merit	Medina, Ohio	\$8,000,000.00

WHEREAS, each of the above named institutions making application for public moneys of the Medina Township, Medina County, Ohio, has agreed, pursuant to section 135.18 of the Revised Code, in consideration of the award of public moneys, before receiving the initial or any subsequent deposits, to pledge to and deposit with the treasurer of Medina Township as security for repayment of all public moneys of Medina Township to be deposited in the institution during the period of designation pursuant to award , eligible securities of aggregate market value equal to the excess of public moneys to be at the time so deposited, over and above such portion or amount of such moneys as is at such time insured by the Federal Deposit Insurance Corporation or by any other agency or instrumentality of the federal government, or surety company bonds which, when executed, shall be for an amount equal to such excess amount.

TM7/14/16

Depository Contract Award Con't

THEREFORE, be it resolved that the interim and active deposits of public moneys of said Medina Township be and the same are awarded to the following named institutions hereby designated depository of the type indicated, in the maximum amount indicated after each said name, at a rate of interest as to interim deposits indicated, for a period of five years commencing on the 23rd day August, 2016 and ending the 22nd day of August 2021, both inclusive, subject to the limitations of Chapter 135, Ohio Revised Code.

FOR INTERIM DEPOSIT

<u>NAME OF INSTITUTION</u>	<u>LOCATION</u>	<u>MAXIMUM AMOUNT</u>
PNC	Cleveland, Ohio	\$20,000,000.00
Chase Bank	Cleveland, Ohio	\$20,000,000.00
U.S. Bank	Cleveland, Ohio	\$20,000,000.00
First Merit	Medina, Ohio	\$8,000,000.00

BE IT RESOLVED, further, that a duplicate copy of this Resolution of Designation and award shall be certified to the Fiscal Officer of Medina Township who shall deposit the public funds of the Township in accordance with the awards hereby made after causing each of the institutions to which public moneys of the Medina Township have been awarded to pledge and deposit with the Fiscal Officer the security in the manner required by Section 135.18 of the Revised Code.

Mr. Jarrett seconded the resolution. Voting aye thereon: Mr. Ostmann, Mr. Jarrett and Mr. DeMichael.

INVESTMENT POLICY RESOLUTION #07142016-011

Mr. Ostmann motioned to approve Investment Policy Resolution # 07142016-011 and it is for the notice of the bank, this is for the bank that is going to be our depository, and it's PNC Bank. Notice to the bank advising it of designation as depository July, 14, 2016, to PNC Bank, Cleveland, Ohio. You are hereby notified that the Board of Trustees of Medina Township, Medina County, Ohio, has granted your application for the deposit of the Active and Interim monies of said subdivision and has designated PNC Bank of Medina, Ohio, as a depository or one of the depositories of said monies for a period of five (5) years, beginning on the 23rd day of August, 2016. A copy of the resolution designating said PNC Bank as a public depository of Medina Township is hereto attached. Mr. DeMichael seconded the motion. Voting aye thereon: Mr. Ostmann, Mr. DeMichael and Mr. Jarrett.

Agreement with County Engineer for OPWC Paving Project – Foskett Road
Resolution #07142016-009

Mr. Ostmann motioned that we approve the following resolution #07142016-009 and this is a resolution agreeing to cooperate with Medina County for engineering and contract administration for the Ohio Public Works project. It's on Foskett Road. I will incorporate this document by reference. Mr. DeMichael seconded the motion. Mr. DeMichael asked who approved it and was told the county did. Mr. Jarrett said this is in cooperation with Brunswick Hills. Voting aye thereon: Mr. Ostmann, Mr. DeMichael and Mr. Jarrett.

PUBLIC COMMENT

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

Daryl Robinson (2882 Blakslee Blvd.) asked if all our money was deposited in one bank. Mrs. Ventura said it is all with PNC.

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

TM7/14/16

Executive Session to Consider the Sale of Property by Competitive Bid

Executive Session to consider sale of property was tabled.

Executive Session for Employee Discipline

Mr. Ostmann motioned to go into executive session for employee discipline with the Board of Trustees. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Ostmann, Mr. Jarrett and Mr. DeMichael. The Board entered into Executive Session at 7:32 pm. The Board reconvened from Executive Session at 7:42 pm. No decisions were made in Executive Session.

Executive Session to Discuss Employee Compensation

Mr. Ostmann motioned to enter into Executive Session to discuss employee compensation with the full Board of Trustees, the Fiscal Officer and the Administrator. Mr. DeMichael seconded the motion. Voting aye thereon: Mr. Ostmann, Mr. DeMichael and Mr. Jarrett. The Board entered into Executive Session at 7:43 pm. The Board reconvened at 8:59 pm. No decisions were made in Executive Session.

Executive Session to Discuss Service Department Employee Hiring

Mr. Ostmann motioned to enter into Executive Session to discuss Service Department employee hiring with the full Board of Trustees, the Fiscal Officer, the Administrator and Denny the Road Foreman. Mr. Jarrett seconded the motion. Voting aye thereon: The Board entered into Executive Session at 9:00 pm. The Board reconvened at 9:23 pm. No decisions were made in that Executive Session.

Threshold Level for Prevailing Wage for Blakslee Park

Mr. Ostmann said Trustees received information from Mr. Thorne stating that the threshold level for new construction effective January 1, 2016, is \$250,000.00. We will be going back to the drawing board for the Blakslee Restrooms.

Business Grand Openings on Website

Mr. Jarrett asked Trustees how long the information regarding grand openings for new businesses should stay on the website 30, 60 or 90 days. Mr. Jarrett motioned that we place, on our township website, to promote our businesses in the Township, we are to place the information on our website from day one and conclude it in sixty (60) days, to be removed from the website, the information. Mr. DeMichael seconded the motion. Voting aye thereon: Mr. Jarrett, Mr. DeMichael and Mr. Ostmann.

Cemetery Rules and Regulations

Mr. Jarrett said we need to look at what we have in place regarding rules and regulations for our cemeteries.

Changing of Township Sign

Mr. DeMichael asked who is in charge of changing the Township sign. Mrs. Goe said the Fire Department changes the sign and has a list of meetings for the year. He asked if the sign could be changed in a timelier manner. Mrs. Goe said she has told them and Julie has told them. Mr. Miller said he has told them too. Mr. Roberts said he will take care of it. Mr. Ostmann said it should be changed as soon as the Trustee meeting is over.

Retirement of Ed Kerr – Asst. Road Foreman

Mr. DeMichael read the letter of retirement from Ed Kerr. Mr. DeMichael motioned to accept Ed Kerr's last day of work as September 30, 2016. Mr. Ostmann seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Ostmann and Mr. Jarrett.



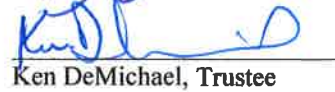
Special Meeting – Tuesday, July 19, 2016 – 6:00 pm

Mr. Ostmann motioned to conduct a special meeting at 6:00 pm on Tuesday July 19th, 2016. Mr. DeMichael seconded the motion. Voting aye thereon: Mr. Ostmann, Mr. DeMichael and Mr. Jarrett.

TM7/14/16

There being no further business to come before the Board the meeting was adjourned at 9:32 pm.


Angela Ventura, Fiscal Officer


Bill Ostmann, Chairman

Ray Jarrett, Vice-Chairman

Ken DeMichael, Trustee