

**RECORD OF PROCEEDINGS  
MINUTES OF REGULAR MEETING  
AUGUST 11<sup>TH</sup>, 2016  
7:00 PM**

The Medina Township Board of Trustees met in regular session at the Medina Township Hall on August 11<sup>th</sup>, 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, Police Chief Arbogast, Fire Chief Crumley, Service Department Superintendent Miller, Park District Director Tom James 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.

**Executive Session to Discuss Purchase of Property**

Mr. Ostmann motioned to enter into Executive Session to discuss the purchase of property with the full Board of Trustees, the Fiscal Officer, the Administrator and Tom James and the Fire Chief. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Ostmann, Mr. Jarrett and Mr. DeMichael. The Board entered into Executive Session at 7:01 pm. The Board reconvened at 7:57 pm. No decisions were made in Executive Session.

**OTHER BUSINESS**

**Supplemental Appropriation Changes**

Mr. Ostmann motioned to approve the supplemental appropriation changes and it is taking \$5,000.00 from account #1000-110-229-0000 and the \$5000 out of that for other insurance benefits and it is going into account #1000-110-319-0000. Mr. DeMichael seconded the motion. Voting aye thereon: Mr. Ostmann, Mr. DeMichael and Mr. Jarrett.

**Then and Now Purchase Orders**

Mr. Ostmann motioned to approve the following then and now purchase orders:

The first one, the vendor is Paychex, PO #99-2016 and it is for payroll processing fees in the amount of \$613.36

The next one is the vendor is AFLAC, PO #100-2016 and it's for AFLAC Insurance benefits and it's for \$13.45.

Next, the vendor is C. Martin Trucking, PO #101-2016 it's for garbage and trash removal in the amount of \$58.70.

Next, the vendor is Fire Force, Inc. PO #102-2016 and it's for turn out gear and the amount is \$692.92

Next, the vendor is Home Depot Credit Services PO #107-2016 and it's for operating supplies in the amount of \$24.68

Next, the vendor is Tractor Supply Credit Plan PO #108-2016 and this is for operating supplies and this is where the account is for parts, the amount of \$32.68.

Next, vendor is Scott Vargo and the PO # is 109-2016 and that's for training and the amount is for \$767.26.

Next, is Intech Computer Solutions PO #103-2016 and it's for the monthly service fee and it's \$1,299.00 is the amount.

Next, vendor is Northeast Lubricants, LTD PO #104-2016 and it is for colonial chemical exhaust fluid drum and the total is \$157.81 and the last one is

Osborne Medina, Inc. PO #105-2016 and it's for limestone and the total on that is \$115.465 and that's the end. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Ostmann, Mr. Jarrett and Mr. DeMichael.

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## **OTHER BUSINESS CON'T**

### **Approval of Accounts Payable**

Mr. Ostmann motioned to approve accounts payable check #27513 to check #27565 and the total amount on that is \$34,249.74. 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 #22006 through #22058. The total on that is \$45,865.15 with \$7,248.40 being deducted for taxes, union dues, etc. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Ostmann, Mr. Jarrett and Mr. DeMichael.

### **Approval of July Bank Reconciliation**

Mr. Ostmann motioned to approve the July bank reconciliation and this is a four (4) page document and I will incorporate this by reference. Mr. DeMichael seconded the motion. Voting aye thereon: Mr. Ostmann, Mr. DeMichael and Mr. Jarrett.

### **Approval of Trustee Minutes**

Mr. Ostmann motioned to approve the July 28, 2016, regular meeting minutes and the August 2, 2016, special meeting minutes. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Ostmann, Mr. Jarrett and Mr. DeMichael.

## **PURCHASE ORDERS AND TRAINING REQUESTS**

### **Blanket for Soil Samples for Fire Department**

Mr. Jarrett motioned for a purchase order requisition in the amount of \$8,000.00 for the Fire Department. Vendor information, this will be a blanket, and this is for some soil sampling. Mr. Ostmann seconded the motion. Mr. DeMichael said that was pretty steep and asked if we are going to get a couple of samples. Chief Crumley said he will check state bid and he said the recommendation of Fiscal Officer Ventura was to go high on the amount. Voting aye thereon: Mr. Jarrett, Mr. Ostmann and Mr. DeMichael.

### **Gator Made, Inc. – Service Department – 2017 Trailer**

Mr. DeMichael motioned to approve a purchase order requisition for our Service Department. Vendor is Gator Made, Inc. and this is for our 2017 Gator Made trailer. The total is \$9,894.00. Mr. Ostmann seconded the motion. Mr. Jarrett asked what the name was and was told Gator made. Voting aye thereon: Mr. DeMichael, Mr. Ostmann and Mr. Jarrett.

### **General Maintenance Services – Service Department – Truck 15**

Mr. DeMichael motioned to approve a purchase order requisition for our Service Department. The vendor is General Maintenance Services. The total amount is \$3,200.00. This is for repairing steering oil leak, engine oil leak, hydraulic oil leak and basic yearly service. The estimate is attached. Mr. Ostmann seconded the motion. Mr. Jarrett asked what vehicle it was for. Mr. DeMichael said it was truck #15 the 2005 Sterling and it has 40,000 miles on it. Voting aye thereon: Mr. DeMichael, Mr. Ostmann and Mr. Jarrett.

### **Minuteman Press – Embossed Binders for the Zoning Commission and Zoning Board of Appeals Members**

Mr. Ostmann motioned to approve a purchase order requisition. The vendor information is Minuteman Press and it is for twenty-five (25) embossed three ring binders for the Zoning Board Members which is the Zoning Department. The total amount on that is \$450.00. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Ostmann, Mr. Jarrett and Mr. DeMichael.

### **LEC Law Enforcement Conference – Sgt. Zieja**

Mr. Ostmann motioned to appropriate \$575.00 for the LEC Law Enforcement Conference that is in Columbus, Ohio and it is 10/4 and 10/5/2016, and the updates are for Focus on Drugs and this is for Sgt. Todd Zieja. Mr. DeMichael seconded the motion. Voting aye thereon: Mr. Ostmann, Mr. DeMichael and Mr. Jarrett.

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

**Legacy Training – IACP – Chief Arbogast**

Mr. Ostmann motioned to appropriate \$750.00 and this is for Conference of Legacy Training given by the International Association of Chiefs of Police. It is located in Traverse City, Michigan and it is 9/11 through 9/14/2016, and it is to develop needs assessments, partnerships and transparency accountability and this is for Chief Arbogast and this is required training. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Ostmann, Mr. Jarrett and Mr. DeMichael. Chief Arbogast said on this training he has applied for it but it doesn't necessarily mean he will be selected to go.

**Counter Ambush Tactics for Law Enforcement – Officer Mike Oyler**

Mr. Ostmann motioned to appropriate \$430.00 and it is for a conference on Counter Ambush Tactics for Law Enforcement. It is located in Richfield. It is 8/30 to 9/1/2016, and the reason, it is for saving officers from harm and it is for Mike Oyler. Mr. DeMichael seconded the motto. Voting aye thereon: Mr. Ostmann, Mr. DeMichael and Mr. Jarrett.

**Department Reports**

Mr. Jarrett motioned to approve the July reports for the Fire Department, Police Department, Road and Bridge minus Zoning. Mr. DeMichael seconded the motion. Voting aye thereon: Mr. Jarrett, Mr. DeMichael and Mr. Ostmann.

**DEPARTMENT HEAD COMMENTS**

**Police Department**

Chief Arbogast said the Click It or Ticket campaign will be at Laurel Square in Brunswick. There will be Police and classic cars. Sunday is Shop with a Cop Back to School at MC Sports. The children will get a back pack, tennis shoes and clothes before they go back to school. They will then have a pizza lunch. As part of our public relations grant we will be hosting an event at Yours Truly Wednesday, 8/17 and 8/24 from 5:30 pm to 7:30 pm. for the children who eat free on Wednesdays at Yours Truly. Coloring books, etc. will be passed out. On Saturday morning from 8 am to 10 am, on September 10 and September 24, we will host Coffee with Cops at Yours Truly. We will have residents come in and express their opinions. We will be starting the door to door survey around the Reserve and Gateway. We have 740 houses and 140 businesses to cover. There will be a survey asking people for their opinions.

**Fire Department**

Chief Crumley said they recently replaced three (3) power saws and we would like permission to put the other three (3) saws on Gov Deals. It would be two (2) chop saws and one (1) bit saw, all three of them are equitable (?).

Mr. Jarrett motioned to grant the Fire Chief and Denny Miller the authorization to place the aforementioned items on Gov Deals. Mr. Ostmann seconded the motion. Voting aye thereon: Mr. Jarrett, Mr. Ostmann and Mr. DeMichael. Chief Crumley reminded the community that we are at a very high drought condition and to not do any burning at this time. Mr. Ostmann said someone put a cigar out in his planter at his business and it started a fire they were able to put out. Mr. Jarrett asked if something should be put on the website and was told yes.

**Service Department**

Road Superintendent Miller said he and Mrs. DeHoff met with the Prosecutor regarding the restroom project and found out they can be their own contractor. He would like permission to start getting quotes in the next few weeks from different sub-contractors.

Mr. Ostmann motioned that we authorize Denny to begin getting quotes from sub-contractors for the bathrooms and concession stand at Blakslee Park. Mr. DeMichael seconded the motion. Mr. Jarrett asked Denny to keep the donor informed on what is being done. Mr. Miller said he spoke to the donor today and is keeping her apprised of what is going on. Mr. Miller said he spoke to Chip Klingenburg about the possibility of changing the construction of the building. The building would look like the Service Department building and would have a foundation and siding on it. We will check the prices. Voting aye thereon: Mr. Ostmann, Mr. DeMichael and Mr. Jarrett.

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## DEPARTMENT HEAD COMMENTS CON'T

### Service Department Con't

Mr. Miller said they have begun milling Baker and Watkins Road and we should start paving next week. We have started trimming trees up in the developments because the trees are getting overgrown and you can't see the signs or around the corners. He has spoken to Melanie in the Reserve and he is trying to set up a meeting with Dan Becker, Ken DeMichael, Melanie and himself.

Mr. Ostmann said there are no reports for Weymouth Preservation Society or the Office for Older Adults.

## OLD BUSINESS

### Job Descriptions

Mr. Ostmann said the deadline for job descriptions is August 15 and Mrs. DeHoff has not received any responses as to the corrections or changes. Mrs. DeHoff does need the department heads and Trustees to review and return them to her so she can make the necessary corrections, etc. The job descriptions will be tabled until Mrs. DeHoff gets that information.

## 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.

Mark Radice (4036 Stonegate Drive, Firefighter) asked why an EMS levy was being put on the ballot. Mr. Ostmann said that our current levy is showing a shortfall of \$96,000.00 for this year. Mr. Radice asked why we are short and was told it is because we have more calls. Mr. Radice asked if call volume brings in more revenue by billing and Mrs. DeHoff said not all of it. Mr. Radice also asked what we charge for ALS and BLS calls. Mrs. DeHoff told him we don't determine those costs the hospital does. Mr. Radice asked what percentage of the calls were being collected and was told that Mr. Jarrett is in the process of trying to get those numbers. Mr. Radice stated that the Trustees know the Fire Department needs to go for a fire levy for a new fire building so they should remove the ambulance/ems levy from the ballot because the voters will think they have already passed a fire levy and they won't know it was for ambulance/EMS. Mr. Ostmann said Trustees told the Fire Chief they needed the numbers for the cost of the building before August and never received those numbers. That is why it was not put on the ballot. Mr. DeMichael disagreed with Mr. Radices comment and said the voters will know the difference between an ambulance levy and a fire levy. Mr. DeMichael said the extra LST money is coming out of the general fund. Mr. Ostmann said the general fund has lost a lot of government funding. Also, all road repairs come out of the general fund because we do not have a road levy. Chief Arbogast said it is not wise to wait for next year for the ambulance/EMS levy because if it fails you will still be able to put it on the ballot next year. Mr. Radice would like the answers and he said he will have to pass the word around not to pass the ambulance/ems levy.

Tim McGoldrick (4152 Monterey) said we discussed the fire department providing emergency medical services and using the revenue that goes to the ambulance/ems levy. Mr. Ostmann said Trustees have discussed that and would like to see something he can verify, in writing, that would show that the Fire Department could provide the same or better service at the same or less cost. Mr. McGoldrick said every Township provides their own service but us and this would provide a firefighter if there is a fire call and an EMT if there is a medical call. Mr. DeMichael said they should be able to talk to the other communities to see what service they provide their residents. Mr. Jarrett asked the size of their levies. Chief Crumley said he is currently working on getting that information on how they staff and the times of day, how they bill for the services and how much an ambulance costs. He said the cost for one used ambulance would be about \$150,000.00 plus \$30,000.00 to equip the ambulance.

Celia Goe (3523 Marks Road) asked if the Fire Department can provide service 24/7 like our current LST does and not just volunteers. Chief Crumley said that is the thing they have to sit down and work on. Mrs. Goe asked what was more important, an ambulance service or a fire building. She understands that the Fire Department needs a new building but the Life Support Team is very important and feels it needs to be left alone.

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**PUBLIC COMMENT CON'T**

Tim McGoldrick (4152 Monterey) said the International Association of Fire Chiefs and the International Association of Firefighters are both supporters of fire based EMS. Mr. Ostmann said Trustees need to see the figures that show that the Fire Department can provide good or better service for the same or less cost than we are now getting from the Life Support Team. Mrs. Ventura said what Mr. McGoldrick is talking about takes time and planning and right now this is working best for us. He said his question is can Trustees table the ambulance/ems levy until the levy expires.

Gary Vene (3803 Hamilton Road) said they need to explore running EMS and he said Cleveland Fire does not want to run EMS.

Alliss Strogan (3003 Hood Road) said if the levy gets passed and you run your own service the Auditor can be asked to reduce the levy because you cannot have a large carryover but, you do not want to find yourself without a levy and no other plans to replace it. Mr. Ostmann said if the levy does not pass we are going to have to come up with \$400,000.00 out of the general fund. Mrs. Strogan said the medical part of LST is perfect but the billing is not informative and many past Trustees have tried to get those numbers. Mr. Jarrett said he is challenging them and if he doesn't get the response we need he will go in another direction. One thing Mr. Jarrett wants to make perfectly clear to the public is that he does not want to put our citizens in harms way. He does not want to say he is getting rid of LST and taking this on until we are clear and confident that if we are going to take it on that we can support the services to the community and the residents that are currently provided. Mr. DeMichael said he is willing to sit on the LST Board and get the numbers.

Robin Gray (4074 Remsen Road) said she was transported to Medina Hospital and then had to be life flighted to Cleveland Clinic. She has received from LST for the ambulance service. She did not think Medina Township residents had to pay. She was also charged \$32,000.00 for Life-Flight to the Cleveland Clinic and was told her insurance did not cover this and she was responsible for it. She was able to get it taken care of. Mr. Ostmann said the charge for life flight is out of LST hands. Chief Crumley said it is a decision made by the ER Doctor. Ms. Gray asked if we are in with Montville for the EMS levy and was told no.

Ms. Gray asked why the soil samples cost \$8,000.00. Mrs. Ventura said this is a blanket just to be sure there is enough money for auditing purposes. Ms. Gray said it is obvious you are going to purchase land for a Fire Station because you took the Fire Chief into Executive Session. She asked if the building is going to be 18,000 square feet and stated that is huge and it will have added expenses. Also, you don't know where the funding is coming from. Ms. Gray said she is very disappointed with this. Mr. Jarrett said you want to be sure what you are looking at has the capability to fit your needs. Mr. DeMichael said we are not going to finance anything and if we buy some land and find that the building will never be able to be funded then we will be able to recoup that money. Mr. Ostmann said the voters will be asked if they want this building. Mr. Jarrett said he has heard a lot about taking over LST but we do not have the buildings for that and we need to have the capability to take that on.

Gary Vene (3803 Hamilton Road) said if you are going to borrow money now is the time because money is cheap.

Matt Galla (3503 Hamilton Road) said all the homes have been reevaluated in the county and his taxes have gone up. Mr. Jarrett asked what the percentage was and Mr. Galla said he did not know. Mr. Jarrett said we have lost a lot of government funding so the State could balance their budget on our backs. Mr. Ostmann said our revenue has gone down due to the loss of the estate tax and personal property tax.

Gary Vene (3803 Hamilton Road) asked if there was a way of rezoning the intersection of Route 3 and I71 for something other than hotels of big box stores. Something computer or science related.

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

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**EXECUTIVE SESSIONS**

**Executive Session to Consider the Sale of Property by Competitive Bid**

Mr. Ostmann motioned to go into Executive Session to discuss the sale of property by competitive bid with the full Board of Trustees only. Mr. DeMichael seconded the motion. Voting aye thereon: Mr. Ostmann, Mr. DeMichael and Mr. Jarrett. The Board entered into Executive Session at 9:16 pm. The Board reconvened from Executive Session at 9:22 pm. No decisions were made in Executive Session.

**Executive Session for Employee Compensation**

Mr. Ostmann motioned to go into Executive Session for employee compensation with just the three (3) Trustees. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Ostmann, Mr. Jarrett and Mr. DeMichael. The Board entered executive Session at 9:23 pm. The Board reconvened at 9:43 pm. No decisions were made in Executive Session.




**NEW BUSINESS**

**Resignation of Patrick Price from the Service Department**

Mr. DeMichael motioned to accept the resignation of Patrick Price from our Service Department and he wrote us a letter that I'd like to read into the record. Medina Township Service Department, it is with regret that I have to submit my resignation from part-time work at the Service Department as I will be moving out of state for employment. I would like to thank you for the opportunity to work for the Township. Thank you again, Patrick Price. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Jarrett and Mr. Ostmann.

Mr. Ostmann motioned to adjourn the meeting. Mr. DeMichael seconded the motion. Voting aye thereon: Mr. Ostmann, Mr. DeMichael and Mr. Jarrett. There being no further business to come before the Board the meeting was adjourned at 9:44 pm.

  
Angela Ventura, Fiscal Officer

  
Bill Ostmann, Chairman  
  
Ray Jarrett, Vice-Chairman  
  
Ken DeMichael, Trustee

## Medina Township Fire Department July 2016 Activity Report

Type of Alarms		Count	Percentage
<b>A</b>	<b>Alarm Drop</b>	<b>7</b>	<b>15.20%</b>
	4 - Commercial	3 - Residential	
	2 - Holy Martyrs Church - Alarm Malfunction		
	1 - Cornerstone Chapel - Alarm Malfunction		
	1 - National Tire and Battery - Alarm Malfunction		
<b>E</b>	<b>Assist EMS (LST)</b>	<b>24</b>	<b>52.16%</b>
	5 - Falls		
	5 - Sudden Illness		
	4 - Possible Stroke		
	2 - Difficulty Breathing		
	2 - Chest Pains		
	1 - Allergic Reaction		
	1 - Person not breathing - possible DOA		
	1 - Arm Pain		
	1 - Hemorrhaging		
	1 - Traumatic injury - Male cut Left Hand with table saw		
	1 - Man who stepped on a nail		
<b>F</b>	<b>Fire Call</b>	<b>9</b>	<b>19.60%</b>
	2 - Open Burn Complaints		
	1 - Mulch Fire		
	1 - Car Fire		
	1 - Natural Gas Leak		
	1 - Transformer on Fire		
	1 - Sparks and Smoke coming from Fluorescent lights		
	1 - Power Lines Down		
	1 - Outlet Sparking		
<b>MVA</b>	<b>Motor Vehicle Accident</b>	<b>6</b>	<b>13.04%</b>
<b>CO</b>	<b>Carbon Monoxide</b>	<b>0</b>	<b>0.00%</b>
<b>HZ</b>	<b>Haz Mat</b>	<b>0</b>	<b>0.00%</b>
<b>Total Incident Count</b>		<b>46</b>	*Mutual aid given = 0
			*Mutual aid received = 0
<b>Total Calls During Staffing Hours</b>		<b>34</b>	
Daily 8am-4pm			
<b>Inspections conducted</b>			
	Annual Fire Safety Inspections	<b>5</b>	
	Re-Inspections	<b>2</b>	
	Annual Fire Alarm Tests	<b>1</b>	
	Annual Sprinkler Tests	<b>1</b>	
	Semi Annual Paint Booth	<b>0</b>	
	Semi Annual Hood tests	<b>1</b>	
<b>Total Inspections</b>		<b>10</b>	
<b>Public Relation Activities</b>			
	Change smoke detectors and batteries for Township Residents		
	Fourth of July Parade		
	Weymouth Country Club Fireworks Display		

## Medina Township Service Dept. July 2016 Report

- Start to trim trees in tree lawns in subdivisions
- Spray roadsides and guardrails in open areas to slow down underbrush and weed growth
- Repair charging issue on generator at Station 1
- Had 3 dead ash trees removed on Huffman Road
- Ditching on various roads
- Check lights issue at Creative Housing building in Weymouth and contact electrician
- Meet with Elyria fence at Police Dept. to get price on rear fence
- Had Police mailbox decal made by local company
- Get quotes on new equipment trailer to haul Service Dept. equipment
- Cold patch roads
- Clean up downed trees
- Repair signs
- Repair equipment and trucks

Report submitted By: Denny Miller Road Superintendent