

**RECORD OF PROCEEDINGS  
MINUTES OF REGULAR MEETING  
OCTOBER 20<sup>th</sup>, 2016  
7:00 PM**

The Medina Township Board of Trustees met in regular session at the Medina Township Hall on October 20<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, Jeff Van Loon, Manager of the Soil & Water Conservation District, Dan Willhoite of the County Engineer's Office 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.

**EPA Phase II NPDES/MS4 Stormwater Program**

Dan Willhoite and Jeff Van Loon discussed this federally mandated stormwater program. This comes from the census and Washington decides what constitutes urbanized areas. For this program you manage and control your own infrastructure and stormwater. Mr. Ostmann said it is only part of the Township not the entire Township. Mr. Van Loon said the Township has two (2) options: one (1) is to obtain your own general coverage and two (2) become a co-permittee with another regulated MS4 (see attached). Even though other communities are under their own jurisdiction they did not want to deal with the educational part so they hired us to do it for them. The fee is approximately \$4,000.00 per year. We are going through a revision on how we might charge communities based on a cap of \$4,000.00 or less which will be based on the acreage you would have in the Phase II area. The County does not have a fee attached to this but they are examining that. The number you would have now, if my Board approves the fee structure I am proposing, would be approximately \$3,388.00 because you have 3,388 total acres at a cost of \$1.00 per acre. That is if you want us to handle the public outreach education. Under the County permit we would help you with the educational piece with a different theme each year. You are required to reach 50% of your population whether it is mailers, classroom presentations or videos. We have videos that your cable company could run for you on their channel. Dan Willhoite said the County has a permitting program that has been in place for many years. It is a matter of documenting where the activities are occurring and if the proper permits have been issued and inspections have been performed, especially in the urbanized areas. There is an annual report due to the EPA every April for each permittee. Basically you have to document all of these things back to the previous calendar year. Medina Township can become a co-permittee with another regulated MS4 and request to join the Medina County Commissioners as a co-permittee. Mr. Van Loon and Mr. Willhoite said they will help the Trustees. If there is one main committee then there is one plan or document that gets filed with the EPA. Mr. Ostmann said they are seriously considering being a co-permittee.

Mrs. Ventura asked if the Engineer's office does this as well and was told that the Engineer's office takes care of part of the plan, Soil and Water takes care of part of the plan and the Township takes care of part of the plan. We would put out a schedule that would lay out who does what. Mr. DeMichael asked if our bill was \$4,000.00 do you get another \$3,000.00 from the state and he was told yes. Mrs. Ventura asked if we are co-permittees are the fees included in the amount we pay. The County Commissioners are already permittees on their own, if they become the main permittee and other communities are co-committees piggybacking on the counties plan the county is responsible to pay that annual fee on the total square miles of the areas that is under their plan. They may have a formula saying the cost is so much per square mile. Mr. Ostmann asked how many square miles we have and was told 6.2. Mr. Jarrett said the State reimbursement would go back to the County. The County is the permittee, Soil and water works with the County and there is an understanding that we work for them. Mr. Jarrett said your budget would increase based on the involvement of the communities.

**EPA Phase II NPDES/MS4 Stormwater Program Con't**

Mr. Jarrett asked when the discharges from the streams are tested and how many times a year. Mr. Willhoite said it would be from the actual pipe outfalls or wherever there is a ditch outfall or a pipe outfall. It is done once during the five year cycle unless there is a problem. Mr. Jarrett asked what the EPA fines and penalties were if no Township or community gets involved with the Federal program. Mr. Van Loon did not know. Someone asked their view on agricultural sludge. Mr. Van Loon said the EPA regulates that. Mrs. Ventura asked when they would have a fee schedule. Mr. Van Loon said the letter is needed by October 31 and they will try to get a fee schedule by then. Mr. Van Loon said they don't have that information right now. A letter can be sent to the Commissioners regarding the EPA Elimination System Phase II stormwater program.

**OTHER BUSINESS**

**Supplemental Appropriation Changes**

Mr. Ostmann motioned to move \$10,200.00 from the Police Department account #2081-210-211-0000 to Police Department account #2081-210-221-0000 to cover health insurance costs and move \$200.00 from the Fire Department #2111-220-341-0000 to #2111-220-510-0000 to cover dues/fees expenses for the balance of 2016. Mr. DeMichael seconded the motion. Voting aye thereon: Mr. Ostmann, Mr. DeMichael and Mr. Jarrett.

**Then and Now – Frontier**

Mr. Ostmann motioned to approve the following then and now purchase orders. The first one, vendor is Frontier and this is for PD Police Department phone and the total amount is \$47.15. The next one is Medina Heating and Air and that is for repair on an AC unit and that total amount is \$134.95. Next the vendor is Ohio Edison and that is for electricity and the amount is \$65.78. The next one is OSFSI and it is membership dues for Mark Crumley and Shawn Kasson and the total on that is \$80.00. Next vendor is Staples Business Advantage and this is for office supplies and the amount is \$462.75. Next is Verizon Wireless and it is for phone for the Police Department and that amount is \$260.98. Next vendor is Wolff Bros Supply and it is for Station 1 outside bulbs for the Fire Department and that is \$29.46. Next one is IMMages Design Studio and it's for web hosting and professional and technical services and the amount is \$203.62. Mr. Jarrett seconded the motion.

Mr. DeMichael asked why we had so many then and nows. Mrs. Ventura said it is because there are blanket purchase orders open and if the bill comes in over what is left on the blanket then a then and now has to be made. Sometimes if there is an emergency repair and we don't have an open purchase order then a then and now is made. You can only have one blanket and one super blanket open at one time. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Ostmann, Mr. Jarrett and Mr. DeMichael.

**OTHER BUSINESS**

**Approval of Accounts Payables**

Mr. Ostmann motioned to pay accounts payable check #27702 through #27744. The total amount is \$75,322.74. 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 #22281 through #22338, total amount is \$43,938.79 with \$6,395.03 deducted for taxes, union dues, etc. Mr. DeMichael seconded the motion. Voting aye thereon: Mr. Ostmann, Mr. DeMichael and Mr. Jarrett.

**Approval of September Bank Reconciliation**

Mr. Ostmann motioned to approve the September bank reconciliation and there are three pages and I will incorporate this document by reference. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Ostmann, Mr. Jarrett and Mr. DeMichael.

**Approval of Minutes**

Mr. Ostmann motioned to approve the September 22, 2016, regular meeting minutes. Mr. DeMichael seconded the motion. Voting aye thereon: Mr. Ostmann, Mr. DeMichael and Mr. Jarrett.

**PURCHASE ORDERS AND TRAINING REQUESTS**

**Occupational Health Dynamics**

Mr. Jarrett motioned for a purchase order requisition for the Fire Department in the amount of \$790.00 even. Vendor information is Occupational Health Dynamics. This is for the annual calibration and maintenance on the respirator fit tester. Mr. DeMichael seconded the motion. Chief Crumley said this is to test the firefighter's respirators. Voting aye thereon: Mr. Jarrett, Mr. DeMichael and Mr. Ostmann.

**ODOT Certified Appraisal – Fire Department**

Mr. Jarrett motioned for a purchase order requisition in the amount of \$1,000.00 for the Fire Department. The vendor information is for the ODOT certified appraisal. Mr. DeMichael seconded the motion. Voting aye thereon: Mr. Jarrett, Mr. DeMichael and Mr. Ostmann.

**Bracken Insurance Agency – VFIS Insurance**

Mr. Jarrett motioned for a purchase order requisition in the amount of \$2,427.00 for the Fire Department. The vendor information is the Bracken Insurance Agency out of Valley City, Ohio. This is for the annual insurance premium. Mr. Ostmann seconded the motion. Voting aye thereon: Mr. Jarrett, Mr. Ostmann and Mr. DeMichael.

**General Maintenance – Service on Truck #2, 3 and 14**

Mr. DeMichael motioned to approve a purchase order requisition for our Service Department. The vendor information is General Maintenance Service. This is for service on truck 2, 3, and 14 to get ready for winter, total amount is \$2,500.00. Mr. Jarrett seconded the motion. Mr. Jarrett said hopefully it will be a mild winter. Voting aye thereon: Mr. DeMichael, Mr. Jarrett and Mr. Ostmann.

**Wells Enterprises, Inc.**

Mr. DeMichael motioned to approve a purchase order requisition for our Service Department. Vendor is Wells Enterprises. This is for concrete repairs on Ledgewood, Stonegate and intersection of Delmar Court and Stonegate Drive. Total amount is \$2,500.00. Mr. Ostmann seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Ostmann and Mr. Jarrett.

**Gravestone Guardians**

Mr. DeMichael motioned to approve a purchase order requisition for our cemetery department. The vendor is Gravestone Guardians of Ohio. This is to reset and repair approximately twenty-nine (29) stones at Medina Center Cemetery. The total amount is \$6,000.00. Mr. Ostmann seconded the motion. Mr. Miller had Gravestone Guardians look at the stones but he doesn't feel the way they want to do it is right. Mr. Miller said you can't really dig on the old ones. We need to get them fixed but we won't know how long they will stay. Mr. Jarrett asked if they will be using 304 stone. Mr. Miller showed them pictures of the stones. Mr. DeMichael said he would like to go to the cemetery and look at the stones. Mr. DeMichael withdrew his motion and Mr. Ostmann withdrew his second.

**Montville Township Police Department – JAG Grant Shared Detective**

Mr. Ostmann motioned to approve a purchase order requisition. This is for the Police Department. The vendor information is the Montville Township Police Department and this is for the 2015 JAG Grant cash match for our shared detective and the amount is \$4,392.13. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Ostmann, Mr. Jarrett and Mr. DeMichael.

**DEPARTMENT HEAD COMMENTS**

**Police Department**

Chief Arbogast said Home Depot Safety Days will be Saturday from 10am to 2pm and there will be a Halloween event at Rise Fitness. On October 26 we will hold Kids Night at Yours Truly from 5:30 to 7:30. There will be a parade in Stonegate on October 23 at 4:00 pm. On October 31, before trick or treating, Police will host a hot dog party for the children. Keller Williams will have their annual fund raiser to help benefit Shop with Cops. Yours Truly annual free pancake breakfast to benefit Hospice of Medina will be Thanksgiving Day. Chief will be serving from 7: 30 to 9:30 am. Shop with Cops is December 10, 2016 and tickets are \$1.00 each.

**DEPARTMENT HEAD COMMENTS CON'T**

**Fire Department**

Chief Crumley asked for copies of the supplemental appropriation changes. He said he needs to know what utilities are charged to the Fire Department. Mrs. Ventura said those are on the appropriation status sheets she gives you. Amounts are broken down by departments.

**Service Department**

Mr. Miller received a letter from the Medina City Schools Bus Garage regarding drivers not stopping for the school bus on the hill on Fenn Road. Mr. Miller turned this over to the county and Chief Arbogast will notify his officers to patrol during the hours the children will be picked up or dropped off. Mr. Miller also got a call regarding the trees in the open on Hanover Drive in Forestview. The complainant said the trees are making his yard dirty and getting leaves in his garden. Mr. Miller will check it out to see if they are dead trees that are creating a hazard. Mr. Ostmann said if they are live trees it is only natural. Mr. Miller wanted to know if he can give him the option to cut the trees down himself and the Trustees said no because that is their open space and there is the possibility of his getting hurt.

**APA Conference**

Mrs. Strogan said seven (7) people will be attending the APA conference in October. That will give them their six (6) hours of training.

**Levin Mattress Grand Opening**

Mrs. DeHoff said there will be a grand opening at Levin Mattress, Friday, November 4 and they are requesting a Trustee attend to cut the ribbon. The luncheon starts at 12 Noon and the ribbon cutting is at 1:00pm. Mr. Ostmann said he can attend.

**NEW BUSINESS**

**EPA Phase II NPDES/MS4 Stormwater Program Letter to County Commissioners**

Mr. Ostmann motioned that we send a letter to the Medina County Board of Commissioners stating our intent to piggyback with them on this stormwater thing and it will be pending an acceptable fee schedule. Mr. DeMichael seconded the motion. Voting aye thereon: Mr. Ostmann, Mr. DeMichael and Mr. Jarrett.

**OLD BUSINESS**

**Medina County Food Drive**

Mr. Jarrett said that on October 8 from 9am to 1pm, with the gracious help of the Police and Fire Departments, we did a food drive in front of Wal-Mart. The community was outstanding in their donations. We were overwhelmed with the number of food items and cash that was given to us for the hunger center. He said Vicki from Wal-Mart was outstanding. He gave a special thanks to Wal-Mart. As they were shopping with the cash they had collected, more donations were given to them so they could continue to purchase food. Feeding Medina County was there and they were very impressed. Next year it will be the Road, Police and Fire Departments.

**Executive Session for Property Acquisition**

Mr. Ostmann tabled the executive Session for property acquisition.

**PUBLIC COMMENT**

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

Dan Tizzano (5021 Grande Blvd) thanked the Police Department for their presence in checking for speeders on his street. He thanked the Trustees for their help with Creative Pet Play being moved because he no longer hears the dogs barking. He asked what is going to go in that building. Mr. Ostmann said it is a Café.

10/20/16

**PUBLIC COMMENT CON'T**

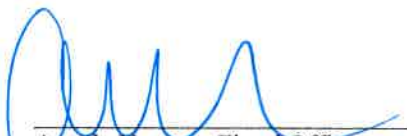
Matthew Galla (3503 Hamilton Road) commented on the EPA program that was discussed this evening and what is was like before.

Robin Gray (4074 Remsen Road) asked what each of the Trustees felt about the LST presentation. Mr. Ostmann said he thought it was very good and he likes the sprint vehicle that goes out ahead because it saves money. She asked if they felt their questions were answered about the billing. Mr. Ostmann said yes. Mr. Jarrett said that Mr. Phillips and Ms. Snyder did say it was a moving target. They can't say what each run will cost because the commercial insurance, Medicare and Medicaid is fluctuating and they are pushing more of that commercial charge back on the residents. Unfortunately we have the federally mandated Obamacare that has created some of the situation. Mr. DeMichael said the insurance is the variable. Mr. DeMichael has faith that they want to be open about it and want to keep us informed about the changes. Mr. DeMichael thinks it was good to have them out so they can gave a continued dialogue on what is going on with the costs.


Matthew Galla (3503 Hamilton Road) asked if they were still thinking about getting their own service. Mr. Ostmann said it has been discussed but that is way down the line. Mrs. Ventura has talked to Hinckley about their service and she wants to talk to other Township's because Hinckley is smaller than us and doesn't have the transient population we have. She has been told the startup cost is astronomical and it would probably take us 20 years to recoup. Mr. Ostmann has information from Lafayette Township who runs their own fire based EMS and their response time is seven minutes just to get to the station because they are not manned all the time. Trustees and Mrs. Ventura will continue to review this and the response times. Chief Crumley said he is concerned with the response time when the ambulance comes from Montville. Ms. Gray said the entities didn't have a say in getting the sprint vehicle. Mr. Jarrett said yes they did and it was a trial to the see the time runs, the cost savings, if there was any, and the billing. Mr. Jarrett and Mr. Ostmann said the bottom line is can we do better for the same or less amount of money.

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

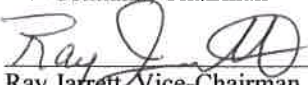
Mr. Ostmann motioned to adjourn the meeting at 8:56 pm. Mr. DeMichael seconded the motion. Voting aye thereon: Mr. Ostmann, Mr. DeMichael and Mr. Jarrett.



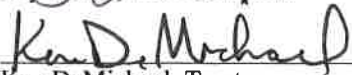
Angela Ventura, Fiscal Officer



Bill Ostmann, Chairman



Ray Jarrett, Vice-Chairman



Ken DeMichael, Trustee