

**RECORD OF PROCEEDINGS
MINUTES OF REGULAR MEETING
NOVEMBER 3RD, 2016
7:00 PM**

The Medina Township Board of Trustees met in regular session at the Medina Township Hall on November 3rd, 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 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.

SITE PLANS

V's Accessories - 3794 Pearl Road - Sign

Mr. Ostmann motioned to accept the recommendation of the Zoning Commission and approve a panel to be placed on the existing pylon sign for V's Accessories and Consignments located at 3794 Pearl Road not to exceed 7.75 square feet as presented. Mr. DeMichael seconded the motion. Voting aye thereon: Mr. Ostmann, Mr. DeMichael and Mr. Jarrett.

Edward Jones – 4975 Foote Road, Ste. 200 - Sign

Mr. Ostmann motioned to accept the recommendation of the Zoning Commission and approve a wall sign to be placed on the portico of the building for Edward Jones Investments located at 4975 Foote Road not to exceed 5.45 square feet as presented. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Ostmann, Mr. Jarrett and Mr. DeMichael.

Insurance Centre – 3850 Medina Road - Site

Mr. Ostmann motioned to accept the recommendation of the Zoning Commission and approve the change of use for Insurance Centre to be located at 3850 Medina Road as presented. Mr. DeMichael seconded the motion. Voting aye thereon: Mr. Ostmann, Mr. DeMichael and Mr. Jarrett.

Weymouth Crossings – Corner of Weymouth Road & Crimson Harvest Lane – Sign

Mr. Ostmann motioned to accept the recommendation of the Zoning Commission and approve the subdivision sign for Weymouth Crossings to be located at the corner of Weymouth Road and Crimson Harvest Lane not to exceed 24 square feet and 5 feet 5 inches in height as presented. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Ostmann, Mr. Jarrett and Mr. DeMichael.

Circle K – 3809 Pearl Road - Sign

Mr. Ostmann motioned to accept the recommendation of the Zoning Commission and approve a second ground sign for Circle K located at 3809 Pearl Road not to exceed 32 square feet as presented. Mr. DeMichael seconded the motion. Voting aye thereon: Mr. Ostmann, Mr. DeMichael and Mr. Jarrett.

SITE PLANS CON'T

U. S. Bank – 3705 Medina Road - Sign

Joel Frezel representing U. S. Bank stated that he had submitted an application and designed drawings for a proposed ground sign to be installed on our parcel. The sign consists of standard U.S. Bank identification plus two tenant panels for the other tenants in the building. The proposed sign is in compliance with your code requirements outlined in Section H for ground signs. The sign is 30.5 square feet in size, it is double faced it is 5feet 6-1/2 inches in overall height. We are allowed 10 feet and we'll comply with the setback regulations. In fact, in Section H, if you're on a corner property you are allowed 2 ground signs. It's noted on the code. At the last meeting, my understanding is someone mentioned that ODOT is going to be widening Route 18. Mr. Ostmann said in the future. Mr. Frezel said in the future and the bank is well aware of that. We have the maps from ODOT and if the sign is approved, when the sign is approved, it would comply with the setback requirements from the Township as well as comply with the ODOT requirements for the widening of the road. Based on our public, we made a public records request to the Township which did not produce any permit, order, decision or any other action of an official word from the Township prohibiting a ground sign on U.S. Bank parcel. We have not seen a binding document that restricts our client from having a ground sign on this parcel. I am providing you with a copy of the title search and the records request which we made to Medina Township. We have copies for you. The thicker document is the title report and the thinner one is the response, there's actually 2 responses to our public records request and for the record I'm Dale Markowitz I am the attorney for U.S. Bank. Mr. Frezel said for all purposes there is no good reason or legal right why a sign or signs cannot be allowed on this parcel since the zoning code today permits us to install a ground sign or 2 on the property or the parcel. No development approval or permit was issued limiting this site and land to the west for a ground sign. Historically the bank has not been able to advertise on the multi-tenant sign at that location at this point in time. The building west and the owners of the property, Second Generation, LLC has no legal right to be on that sign at this time. The sign is owned by HERN Holding Medina, LLC. U.S. Bank and the tenant located in the building parcel located at 3705 Medina Road are not on the multi-tenant sign and I have a picture of that if you'd like to see it. I don't know if you're aware of that. Mr. Ostmann said he is aware of it and it shows that you are not on that sign is that correct? Mr. Frezel said that is correct. That is the existing sign, it also shows the cleaner who is on that sign, because they need additional help plus they park their truck right along Route 18 for extra visibility because of the small panels on the sign. The sign the bank has requested will be beneficial to aid and directing traffic using the secondary entrance located on Victor Drive. Currently, without any ground identification located along the frontage of Medina Road the vehicular traffic doesn't know there is a second entry to go into the bank property off of Victor Drive which is more convenient when you're driving either East or West. If there were a sign located at the corner of Victor and Route 18 the vehicular traffic would see that the bank was located there. They do have a sign on the building but you don't see that sign on the building until you pass the sign because it is parallel to the road. It's not a perpendicular situation. So basing this information we're requesting the Board of Trustees approve our submittal as *inaudible* submitted. Mr. Ostmann asked Mrs. Strogin to enlighten them on the history behind this matter. Mrs. Strogin said for the lack of simplicity I'm going to refer to Signature Square as the total of the four (4) parcels. I realize there has been some name changes in the background that nobody would recognize so for to any comment I make to Signature Square I and referring to the four (4) parcels that comprise Signature Square. When that was brought in it was brought in as a campus project and there are documents that they have brought us that we have plus a letter from our Attorney, William L. Thorne that clearly state that one parcel consists of all four (4) parcels and that it is one (1) parcel and one (1) parcel is entitled to a ground sign. The ground sign that Signature Square decided to do, first they had a smaller ground sign then they realized the stores in what I call the L-shape where the strip needed more acknowledgement so they went to the identification sign which was intended for the stores there in the L because they are a more considerable distance from the front and have not as great visibility. The other two (2) lots are right up on 18 and Victor Drive and they have wall signs as well as all the stores in the strip have signs. So their signage is wall signs and the other things that they have. They are not entitled to a ground sign because they are not a free standing single parcel they are part of a campus where the campus is considered one parcel and quite by accident Chip Klinkenberg is here and he was involved in all that when that was done and I believe that is an accurate statement that that's one (1) parcel. Mr. Klinkenberg said yes that is correct, that is the way it was originally submitted in the development plan in 1998. Mr. Markowitz asked if he had that plan and Mr. Klinkenberg said he did not. Mrs. Strogin said we gave Mr. Markowitz that plan, that's the site plan. Mr. Markowitz said no you haven't given it to the Trustees. Show it to them because we made a record request and you haven't given us that in your response because that document doesn't exist. Mrs. Strogin said it exists; we don't have the capability of copying a large site plan.

SITE PLANS CON'T

U.S. Bank – 3705 Medina Road - Sign

Mr. Ostmann motioned to accept the recommendation of the Zoning Commission and deny the request for a 30.5 square foot ground sign for U.S. Bank located at 3705 Medina Road due to the fact the parcel already has a ground sign and a second sign is not permitted per the Medina Township Zoning Resolution. Mr. DeMichael seconded the motion. Roll call vote: Mr. Ostmann aye, Mr. DeMichael no and Mr. Jarrett aye.

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. Voting aye thereon: Mr. Ostmann, Mr. Jarrett and Mr. DeMichael.

Approval of Accounts Payables

Mr. Ostmann motioned to pay accounts payable check #27745 through #27781. The total amount is \$22,384.04. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Ostmann, Mr. Jarrett and Mr. DeMichael.

Approval of Payroll

Mr. Ostmann motioned to approve payroll checks #22339 through #22395, total amount is \$46,426.87 with \$7,021.26 withheld for taxes, union dues, health care, etc. Mr. DeMichael seconded the motion. Voting aye thereon: Mr. Ostmann, Mr. DeMichael and Mr. Jarrett.

PURCHASE ORDERS AND TRAINING REQUESTS

Goodyear Commercial Tire Admin Department

Mr. DeMichael motioned to approve a purchase order requisition for our Service Department. It is for the Admin Department. Vendor is Goodyear Tire in Brunswick. The total amount is \$391.90. This is for four (4) new Goodyear tires for the Ford Fusion. Mr. Ostmann seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Ostmann and Mr. Jarrett.

Goodyear Commercial Tire – Service Department

Mr. DeMichael motioned to approve a purchase order requisition for our Service Department. Vendor is Goodyear Tire in Brunswick. It is for (4) four Goodyear drive tires for truck #3. \$1,781.20 is the total. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Jarrett and Mr. Ostmann.

PURCHASE ORDERS AND TRAINING REQUESTS CON'T

Goodyear Commercial Tire – Service Department

Mr. DeMichael motioned to approve a purchase order requisition for our Service Department. The vendor is Goodyear Tire in Brunswick. This is for two (2) Goodyear tires for truck #14. The total amount is \$1,237.15. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Jarrett and Mr. Ostmann.

Rocco Masonry & Concrete – Blakslee Restrooms

Mr. DeMichael motioned to approve a purchase order requisition for our Service/Parks Department. The vendor is Rocco Masonry & Concrete out of Wadsworth. It is for all material and labor for masonry for the bathroom project at Blakslee. The total amount is \$39,870.00. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Jarrett and Mr. Ostmann.

Biegel's Plumbing – Blakslee Restrooms

Mr. DeMichael motioned for a purchase order requisition for our Service/Parks Department. The vendor is Biegels Plumbing in Medina. It is for all plumbing material and labor for the bathroom project at Blakslee Park. The total amount is \$39,019.00 even. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Jarrett and Mr. Ostmann.

Craig Clifford Electric – Blakslee Restrooms

Mr. DeMichael motioned to approve a purchase order requisition for our Service/Parks Department. The vendor is Craig Clifford Electric out of Spencer, Ohio. This is for all electric and heating for the park bathroom project at Blakslee. It does not include the hand dryers but the total amount is \$27,750.00 even. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Jarrett and Mr. Ostmann.

J&M Carpentry – Blakslee Restrooms

Mr. DeMichael motioned to approve a purchase order requisition for our Service/Parks department. The vendor is J&M Carpentry out of Fredericksburg, Ohio. This is for material, labor, framing, metal siding and roofing, gutters, downspouts, insulation and all interior finish, concrete floor poured. \$57,000.00 is the total on that. Mr. Jarrett seconded the motion. Mr. Jarrett asked if Mr. DeMichael said concrete and was told yes. Mr. Ostmann asked if that was the last one and was told yes. Mr. Ostmann said this is now all the bids that we have gotten to complete that project at Blakslee Park which is the restrooms and a concession facility over there. Voting aye thereon: Mr. DeMichael, Mr. Jarrett and Mr. Ostmann. Mr. Ostmann said we generously received a donation to construct this facility.

Ohio Turfgrass Conference & Show – Service Department – Jeff Kessler

Mr. DeMichael motioned to appropriate \$700.00 for Jeff Kessler to go to the convention in Columbus for the Ohio Turfgrass Convention and Show. It is December 6th through the 8th of this year. Total amount is \$700.00 if I didn't say that. Mr. Ostmann seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Ostmann and Mr. Jarrett. Mr. Ostmann said this is for continuing education for pesticide applications. Mr. Jarrett said we are required to do this.

Intech Computer Solutions – Police

Mr. Ostmann motioned to approve a purchase order requisition. This is for, the vendor information is Intech Computer Solutions and this is for the Police Department. It is the replacement of the Dell computer, one of the Dell computers in the office and the total amount on that is \$1,504.94. Mr. DeMichael seconded the motion. Mr. Jarrett asked if this was a replacement or an addition. Chief Arbogast said it is a replacement because the hard drive is going on the computer and they need to get a replacement before it totally goes out. Voting aye thereon: Mr. Ostmann, Mr. DeMichael and Mr. Jarrett.

TM11/3/16

REPORTS

October Reports

Mr. Jarrett said we have the October reports for Road, Zoning and Police. He said we do not have the Fire department report and instructed Chief Crumley to have that report submitted at the next Trustee meeting. Chief Crumley said he would. Mr. Jarrett motioned to approve the reports for the Road, Zoning and Police Departments for the month of October. Mr. Ostmann seconded the motion. Voting aye thereon: Mr. Jarrett, Mr. Ostmann and Mr. DeMichael.

DEPARTMENT HEAD COMMENTS

Police Department

Chief Arbogast said no one has bid on the cars and Denny has received a call from an area Police Agency that is interested in buying all four (4) cars direct. They are coming to look at them tomorrow (Friday). He is requesting authorization to sell them for at least no less than what he would have gotten for trade-in value. He said they did get several inquiries but they fell through. Mr. Ostmann motioned to authorize the Police Chief to sell the four (4) police cars for no less than he would have been able to get in trade-in value. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Ostmann, Mr. Jarrett and Mr. DeMichael. Chief Arbogast said we were turned down for the COPS hiring grant but he received a note stating they were turned down because they ran out of money. In Ohio we were at a scoring level four (4) so we are close to getting funded when they get more money.

Fire Department – Dan Gazzo Resignation

Chief Crumley read the resignation letter of Dan Gazzo (see attached). Mr. Jarrett motioned to accept the resignation letter. Mr. Ostmann seconded the motion. Voting aye thereon: Mr. Jarrett, Mr. Ostmann and Mr. DeMichael. Chief Crumley said Mr. Jarrett asked how many Firefighters the department has and he said we still have forty (40) firefighters.

Service Department

Mr. Miller said we have two (2) new subdivisions and he doesn't want to salt the new concrete for a year. He would like to have signs made. Mr. DeMichael motioned to go ahead and let Denny have signs made so that we are not pouring salt on Deer Lake and Weymouth Crossings new portions, new concrete. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Jarrett and Mr. Ostmann. Mr. Miller said since we have all the purchase orders in for Blakslee Building he would like to get started on it.

Township Administrator

Mrs. DeHoff reminded Trustees of the grand opening for Levin Furniture this Friday. There is a luncheon at Noon and the ribbon cutting will be at 1pm.

Office for Older Adults Report

Mrs. Gardner said the Office for Older Adults will be closed Veterans Day. On November 17th there will be a Veterans Tribute concert there. If anyone is looking for assistance in doing their Medicare supplement someone will be there to assist you. The number is 330-723-9514.

WPS Report

Mr. Ostmann received an e-mail stating there will be no report for the WPS.

OLD BUSINESS

Medina County Food Drive

Mr. Jarrett said the Medina County Food Drive was a huge success this year. They will continue taking food and cash donations until November 5. The Police and Fire Departments will help in delivering the food.

NEW BUSINESS

Liquor Board Hearing for Thirsty Cowboys Liquor License Transfer

Mr. Ostmann asked Chief Arbogast if there was any problem with Thirsty Cowboys. They are changing ownership. Chief Arbogast said no, it is relatively calm. Mr. Ostmann motioned that we not request a hearing for the liquor permit transfer for Thirsty Cowboys. Mr. DeMichael seconded the motion. Voting aye thereon: Mr. Ostmann, Mr. DeMichael and Mr. Jarrett.

Sale of Materials with the Medina County Engineer

Resolution No. 11032016-021

Mr. Ostmann motioned that we enter into this agreement and I will read it. I make that motion to pass a Resolution and the Resolution No. is 11032016-021 and the agreement is (see attached). Mr. DeMichael seconded the motion. Voting aye thereon: Mr. Ostmann, Mr. DeMichael and Mr. Jarrett.

Charles Harris Year-end Notes to Financial Statements

Mrs. Ventura said there are one (1) year and three (3) contracts for year-end notes to financial statements from Charles Harris. She said this is for the notes that have to go with the year-end closing. She suggests going with the three (3) year contract because they are locking in rates and we will get a discount and this is something we have to do. Mr. Ostmann motioned to enter into this contract with Charles Harris for three (3) years and this is for our year end notes to financial statements. Mr. DeMichael seconded the motion. 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.

Matt Galla (3503 Hamilton Road) commented on the heroin epidemic and said Mike DeWine is having a radio show on November 29 on WTAM radio anywhere from 3pm to 6pm. Time is not specific. Mr. Ostmann said they now have a shot that they can give addicts that will last from 28 to 35 days to take away their desire to take heroin. Mr. Galla asked what the status of the sale of the Remsen building was because it is strangling the Township. Mr. Ostmann said it is in the hands of the lawyers but he was told it is getting close. Mr. Galla asked for a round of applause for our Lawyer Alliss Strogin for the good job she does.

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

Executive Session to Discuss Property Acquisition

Mr. Ostmann motioned to enter into Executive Session to discuss property acquisition with the full board of Trustees, the Fiscal Officer, the Township Administrator and Fire Chief Crumley. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Ostmann, Mr. Jarrett and Mr. DeMichael. The Board entered into Executive Session at 8:26 pm. The Board reconvened from executive Session at 8:47 pm. No decisions were made during that Executive Session.

Executive Session to Discuss Employee Discipline

Mr. Jarrett motioned to go into Executive Session with all three (3) Trustees, Fiscal Officer, Township Administrator and our Fire Chief to discuss employee discipline. Mr. DeMichael seconded the motion. Voting aye thereon: Mr. Jarrett, Mr. DeMichael and Mr. Ostmann. The Board entered into Executive Session at 8:48 pm. The Board reconvened at 9:13 pm. No decisions were made during that meeting.

TM11/3/16

PURCHASE ORDER

McCall Sharp Architecture, LTD – Fire Department

Mr. Jarrett motioned for a purchase order requisition for the Fire Department. Vendor information is McCall Sharp Architect out of Springfield, Ohio. The amount is \$30,225.00. This is for the schematic design phase for our contract. Mr. Ostmann seconded the motion. Voting aye thereon: Mr. Jarrett, Mr. Ostmann and Mr. DeMichael.

Delivery of Food to the Medina County Hunger Center

Mr. Jarrett said he talked to both Chiefs and they are going to assist in delivering the food drive items to the hunger center. He said he appreciates the help and support from both departments and both Chiefs.


November 17 Trustees Meeting

Mr. Jarrett said he will not be in attendance at the November 17 Trustee meeting.


Organizational Meeting

Mr. Jarrett said we are coming up on December and we need to be sure we get all of our items taken care of for year-end. He said we might want to have an organizational meeting at the end of December so we are up and running in January. Trustees will think about it.

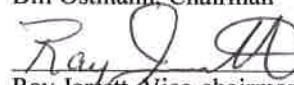
Mr. Ostmann motioned to adjourn the meeting. Mr. DeMichael seconded the motion. Voting aye thereon: Mr. Ostmann, Mr. DeMichael and Mr. Jarrett. There being no further business to come before the Board the meeting was adjourned at 9:16 pm.



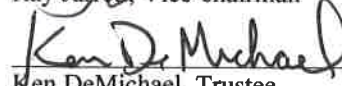
Angela Ventura, Fiscal Officer



Bill Ostmann, Chairman



Ray Jarrett, Vice-chairman



Ken DeMichael, Trustee