

**RECORD OF PROCEEDINGS
BUDGET WORKSHOP
FEBRUARY 26TH, 2018
6:00 PM**

The Medina Township Board of Trustees held a Budget Workshop and General Business at the Medina Township Hall on February 26th, 2018. Chairman DeMichael called the meeting to order at 6:07 pm with the following Trustees in attendance: Ken DeMichael, Mike Stopa and Mark Radice. Also in attendance were Fiscal Officer Ventura, Police Chief Arbogast, Road Superintendent Miller, Zoning Inspector Ridgley and the general public.

Roll Call

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

Pledge

Mr. DeMichael led the Pledge of Allegiance.

Moment of Silence

Mr. DeMichael asked for a moment of silence for our military both home and abroad.

Discussion of Budget

Mr. DeMichael said the department heads and the Trustee assigned to each department discussed the budget with Mrs. Ventura. Trustees reviewed all the department budgets. Mr. Radice said the Police are operating within their budget and the only things they pulled out and moved to the Safety Services Levy were dispatch because it was paid 1/3 each, Police, Fire, LST and now it will come out of the Police budget. The training budget used to come out of the general fund so that was put in the Safety Services Levy to free money up in the general fund. Mrs. Ventura said she took the \$5,000.00 that was already encumbered, that was year to date, and subtracted that out of the \$18,000.00 that she put in the training line. Mr. Basilone asked what she budgeted for the ambulance service with Medina Hospital. Mrs. Ventura said she went on the high end so she would not have to increase the appropriation. She appropriated \$425,000.00. Mr. DeMichael said they appropriated \$225,000.00 for the Remsen Building for utilities and capital improvements. Mr. DeMichael said he called Ms. DiPasquale-Hagerty regarding the lease and the purchase of the building but she has not returned his call. Mr. Basilone asked why there was such a jump in salaries for the admin department. Mr. Basilone said the budget went from \$46,000.00 last year to \$200,000.00 for admin so are you doubling the size of the admin department. Mr. DeMichael said most likely. Mr. Radice and Mr. Stopa said that would be additional personnel. Mr. DeMichael said they are going to discuss hiring a Township Administrator and that is a pretty well paid position.

PURCHASE ORDERS AND TRAINING REQUESTS

Kenworth Of Richfield – Service Department

Mr. DeMichael motioned to approve a purchase order requisition. The vendor is Kenworth of Richfield. This is for our Service Department. The total is \$1,117.29 for repairs to truck #4 for the accident on February 9, 2018. Mr. Radice seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Radice and Mr. Stopa.

Local Government Officials Conference in Columbus

Mr. DeMichael motioned to approve the expenditure to send anyone of the Trustees and Fiscal Officer whoever would like to go to the 19th Annual Local Government Officials Conference March 22 and 23, 2018, in Columbus. Mr. Radice seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Radice and Mr. Stopa.

Transfer to Road & Bridge Fund from General Fund

Resolution No. 02262018-004

Mr. DeMichael motioned to put forth the following Resolution No. 02262018-004 to transfer \$200,000.00 from General Fund 1000 to Road and Bridge Fund 2031. Mr. Radice seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Radice and Mr. Stopa.

TM2/26/18

Approval of 2018 Budget

Mr. DeMichael motioned to approve the 2018 budget as presented. Mr. Radice seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Radice and Mr. Stopa.

Agreement with Adam Carr, Attorney at Law

Mr. DeMichael motioned to enter into an agreement with Attorney Adam Carr to look into the possibilities of getting out of the lease of Remsen Road. Mr. Radice seconded the motion. Mr. Radice said he would say "for a legal opinion" at least up to that point, right? Take it one step at a time and review what we have as requested by several residents. Mr. DeMichael asked Mr. Radice if he would rather it be a legal opinion. Mr. Stopa said just to start, yes. Mr. DeMichael amended his motion to reflect that we'd like to retain Attorney Adam Carr to ask for his legal opinion on the legality of the lease at Remsen Road. Mr. Radice seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Radice and Mr. Stopa. Mrs. Ventura asked if there was a fee for that and Mr. DeMichael said \$250.00 an hour. Mrs. Ventura said a purchase order has to be opened for something. Mr. Radice said make it to \$10,000.00. Mrs. Ventura said to let Mr. Carr know that he said it would be \$5,000.00 even though the purchase order will be for \$10,000.00. Mrs. Goe will notify him.

Adam Carr, Attorney

Mr. DeMichael motioned to approve a purchase order requisition for our admin department. The vendor is Adam Carr, Attorney. This is for a legal opinion of the Remsen Road building, \$10,000.00 is the total amount. Mr. Radice seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Radice and Mr. Stopa.

Drainage Issue on Silver Maple Lane

Mrs. Ridgley showed Trustees pictures of a drainage issue on Silver Maple. She said the water is actually sitting on the open space which the Trustees own. Mr. Miller and Mrs. Ridgley went out and inspected it and the one homeowner changed his grade which now causes the water to flow down and stops and puddles in the other homeowners yard but it is also mainly in the open space. Mr. Radice thanked Mrs. Ridgley for doing this because it is not a zoning issue. Mr. Miller checked with Dan Willhoite of the County Engineer's Office and a letter will be sent with an attachment of Ohio Drainage Laws to the homeowner who changed his grade. He was given ten (10) days to resolve the issue. The one homeowner wants to plant trees but they will be in the open space and that is not allowed.

Change of March 22, 2018 Trustee Meeting Date

Mr. DeMichael motioned to change our normal scheduled meeting on March 22 to March 19 at 7:00 pm. Mr. Radice seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Radice and Mr. Stopa.

Scheduling of Public Hearings for Annual Motor Vehicle License Tax

Mr. Stopa motioned to set a public hearing for March 8, 2018, it's for the Annual Motor Vehicle License Tax. Mr. DeMichael seconded the motion. Voting aye thereon: Mr. Stopa, Mr. DeMichael and Mr. Radice.

Mr. Stopa motioned to set a public hearing for March 19, 2018, for the Annual Motor Vehicle License Tax. This will be the second hearing at 7:00 pm. Mr. DeMichael seconded the motion. Voting aye thereon: Mr. Stopa, Mr. DeMichael and Mr. Radice.

Hiring of Township Administrator

Mr. DeMichael said they are planning on hiring a Township Administrator and Mr. Stopa put together an ad. Mr. DeMichael asked if they put a rate of pay and Mr. Stopa said no, they just said salary commensurate with experience, most of the townships were larger and already had pay rates in place. Mr. DeMichael asked Mr. Stopa to add salary requirements to the ad. Mrs. Ventura asked if they were going to wait until Mr. Stopa talks to Mr. Jeffers of Montville Township before the ad is placed and they may want to read the ORC regarding the duties of an Administrator. She said they may want a title that is more versatile. Mr. Stopa said he is working on a job description for Administrator and hopes to have it by the next meeting. Mr. DeMichael said he would like this done as quickly as possible so if we decide to change the title we can do that but let's get this out. Mr. Radice said once you put Township Administrator in that title you are going to... Mr. DeMichael said that's if we hire a Township Administrator.

Hiring of Township Administrator Con't

Mr. Radice asked if that meant you are not necessarily hiring a Township Administrator. Mr. DeMichael said that is what he is looking for right now. Mrs. Ventura said her concern is that someone might see this ad and not apply for the position if the title is changed. Mr. DeMichael said he understood that but they would have the resumes to look at and if we hold this up any longer.....are you alright with that. Mr. Stopa said he could have something by next Trustee meeting because he has a meeting with Mr. Jeffers. He agrees with Angela that if you look at the ORC there is a section that states exactly what they are supposed to do. One thing is that they set the budget and stuff like that. Mr. DeMichael is suggesting that if we advertise for an Administrator we can change it if we want to give them a different title and he would like it done as soon as possible. Mr. Radice said he would rather be prepared with what they were actually going to hire. Mr. DeMichael asked if they were saying they were not ready for this. Mrs. Ventura suggested coming up with a different title right now but Mr. De Michael feels they will be restricting the people who apply. The last day for the ad will be March 19 at 4:00 pm. Notify Mrs. Ventura of the cost.

Mr. DeMichael motioned that we advertise for a Township Administrator and run this ad as presented on the Medina Township Website, OTA website , OCMS, Cleveland.com, Ohio .com. Mr. Radice seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Radice and Mr. Stopa. The ad will run for two (2) weeks.

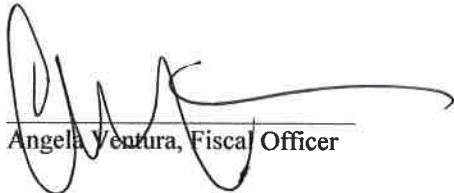
Mr. DeMichael motioned to open the floor for public comment. Mr. Radice seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Radice and Mr. Stopa.

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


Lighthouse – IT Company

Mr. Stopa met Lighthouse, which is an I.T. Company, at the OTA Conference and Brunswick Hills uses them. They would come out and evaluate our equipment and do an overview of all our departments. He asked if Mr. Radice and Mr. DeMichael were okay with that. Mrs. Ventura said her problem is that she works late and that is when she has problems with her computer. Mr. Stopa will find out if they have someone who can assist late at night. Everyone agreed.

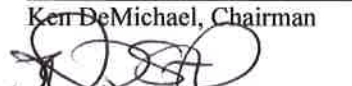
Mr. DeMichael motioned to adjourn. Mr. Stopa seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Stopa and Mr. Radice. There being no further business to come before the Board the meeting was adjourned at 7:06 pm.



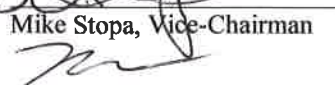
Angela Ventura, Fiscal Officer



Ken DeMichael, Chairman



Mike Stopa, Vice-Chairman



Mark Radice, Trustee



Medina Township

Board of Trustees

Ken DeMichael
Trustee

Mark Radice
Trustee

Mike Stopa
Trustee

Angela Ventura
Fiscal Officer

Transfer to Road & Bridge Fund from General Fund

Resolution No. 02262018-004

Mr. DeMichael motioned to put forth the following Resolution No. 02262018-004 to transfer \$200,000.00 from General Fund 1000 to Road and Bridge Fund 2031.

Roll Call Vote: Mr. DeMichael
Mr. Stopa
Mr. Radice

BUDGET WORKSHEET

GENERAL FUND

1000-110		2016 ACTUAL	2017 ACTUAL	2018 PERM/APP
111	SALARIES - TRUSTEES	\$ 42,671.07	\$ 43,955.57	\$ 60,000.00
121	SALARIES - FISCAL OFFICER	\$ 22,381.37	\$ 22,263.94	\$ 30,000.00
190	SALARIES	\$ 80,482.71	\$ 42,012.10	\$ 200,000.00
211	OPERS	\$ 33,562.91	\$ 32,685.08	\$ 60,000.00
213	MEDICARE	\$ 4,290.49	\$ 3,384.70	\$ 6,000.00
221	HOSPITALIZATION	\$ 28,298.66	\$ 46,824.38	\$ 120,000.00
229	OTHER INSURANCE	\$ 3,166.08	\$ 2,316.60	\$ 3,500.00
230	WORKERS COMP	\$ 5,894.49	\$ 2,301.67	\$ 6,500.00
240	UNEMPLOYMENT COMPENSATION		\$ 1,994.37	\$ 2,000.00
311	ACCOUNTING & LEGAL FEES	\$ -	\$ 30,000.00	\$ 50,000.00
312	AUDITING SVC	\$ 4,510.00	\$ -	\$ 14,000.00
313	UAN FEES	\$ 2,926.00	\$ 2,844.00	\$ 3,000.00
314	TAX COLLECTION FEES	\$ 25,170.89	\$ 10,422.24	\$ 30,000.00
319	OTHER PROFESSIONAL SERVICES	\$ 47,746.61	\$ 42,484.09	\$ 50,000.00
321	RENTS & LEASES	\$ 1,803.94	\$ 1,959.82	\$ 2,000.00
330	TRAVEL & MEETINGS	\$ 5,684.19	\$ 3,368.53	\$ 7,000.00
341	TELEPHONE	\$ 11,781.02	\$ 10,309.94	\$ 12,000.00
342	POSTAGE	\$ 840.48	\$ 882.77	\$ 1,000.00
345	ADVERTISING	\$ 690.24	\$ 336.88	\$ 1,000.00
345-0610	PAYCHEX SVC CHARGES	\$ 31,267.00	\$ 29,091.90	\$ 30,000.00
370	PAYMENT TO POLITICAL SUB	\$ 17,965.72	\$ 12,958.78	\$ 19,000.00
381	PROPERTY INSURANCE	\$ 2,987.00	\$ 3,072.00	\$ 3,217.00
382	LIABILITY INSURANCE	\$ 20,776.00	\$ 20,436.00	\$ 22,462.00
410	OFFICE SUPPLIES	\$ 2,842.95	\$ 2,297.03	\$ 3,000.00
430	SMALL TOOLS & MINOR EQUIP	\$ 547.00	\$ 166.32	\$ 5,000.00
510	DUES AND FEES	\$ 890.00	\$ 1,112.00	\$ 1,200.00
599	OTHER EXPENSES	\$ 2,922.05	\$ 83.64	\$ 31,000.00
740	MACHINERY AND EQUIPMENT	\$ 1,161.99	\$ 128.74	\$ 40,000.00
120-322	GARBAGE & TRASH REMOVAL	\$ 1,192.08	\$ 728.49	\$ 1,000.00
323	REPAIRS & MAINTENANCE	\$ 1,939.90	\$ 1,048.24	\$ 5,000.00
329	OTHER - PROPERTY SVC	\$ 23,805.04	\$ 23,805.04	\$ 24,000.00
351	ELECTRICITY	\$ 1,405.70	\$ 1,552.08	\$ 1,800.00
351-0001	ELECTRICITY - REMSEN BLDG	\$ 7,088.44	\$ 6,175.69	\$ 8,500.00
352	WATER AND SEWER	\$ 1,891.34	\$ 1,599.58	\$ 2,000.00
352-0001	WATER AND SEWER - REMSEN BLDG	\$ 694.46	\$ 189.10	\$ 800.00
353	NATURAL GAS	\$ 918.05	\$ 1,003.82	\$ 1,500.00
353-0001	NATURAL GAS - REMSEN BLDG	\$ 9,070.86	\$ 10,691.52	\$ 12,000.00
400	SUPPLIES & MATERIALS	\$ -	\$ -	\$ 500.00
599	OTHER - OTHER EXPENSES	\$ 820.99	\$ 1,707.99	\$ 3,000.00

BUDGET WORKSHEET

	ZONING	2016 ACTUAL	2017 ACTUAL	2018 PERM/APP
130-150	COMPENSATION OF ZONING BOARD	\$ 8,062.49	\$ 11,314.39	\$ 12,500.00
190	SALARIES	\$ 39,255.67	\$ 36,167.59	\$ 40,000.00
211	OPERS	\$ 8,360.43	\$ 9,708.74	\$ 10,500.00
212	SOCIAL SECURITY	\$ 1,680.20	\$ 1,518.00	\$ 1,800.00
213	MEDICARE	\$ 1,500.82	\$ 1,473.01	\$ 1,800.00
221	HOSPITALIZATION	\$ 17,452.80	\$ 17,078.20	\$ 20,000.00
229	OTHER INSURANCE	\$ 135.00	\$ 154.80	\$ 200.00
230	WORKERS COMP	\$ 1,723.05	\$ 690.09	\$ 1,500.00
240	UNEMPLOYMENT COMPENSATION	\$ -	\$ -	\$ -
330	TRAVEL & MEETING EXPENSE	\$ 770.00	\$ 1,484.32	\$ 2,000.00
342	POSTAGE	\$ 408.53	\$ 578.06	\$ 1,000.00
344	PRINTING	\$ -	\$ -	\$ 100.00
345	ADVERTISING	\$ 678.18	\$ 606.06	\$ 700.00
410	OFFICE SUPPLIES	\$ 991.74	\$ 703.53	\$ 1,200.00
430	SMALL TOOLS & MINOR EQUIPMENT	\$ -	\$ 169.99	\$ 500.00
599	OTHER - OTHER EXPENSES	\$ 10,467.88	\$ 9,300.00	\$ 20,000.00
740	MACHINERY, EQUIP, & FURNITURE	\$ -	\$ -	\$ 250.00
210-318	TRAINING SVC	\$ -	\$ 16,040.05	\$ 5,000.00
310-319	OTHER PROF/TECH	\$ -	\$ -	\$ -
351	ELECTRICITY	\$ 6,717.85	\$ 7,731.17	\$ 8,000.00
410-490	OTHER - SUPPLIES & MATERIALS	\$ 25,000.00	\$ -	\$ -
730	IMPROVEMENT OF SITES	\$ -	\$ -	\$ -
760-720	BUILDINGS	\$ -	\$ -	\$ -
730	IMPROVEMENT OF SITES	\$ -	\$ -	\$ 500.00
760-0001	IMPROVEMENT OF SITES - REMSEN BLDG	\$ 22,919.84	\$ 9,585.73	\$ 225,000.00
760-0002	IMPROVEMENT OF SITES - R&B BLDG	\$ -	\$ -	\$ -
790	OTHER - CAPITAL OUTLAY	\$ -	\$ -	\$ -
910-0900	TRANSFERS OUT (TO R&B 2031)	\$ -	\$ 419,000.00	\$ 200,000.00
910-0901	TRANSFERS OUT (TO CEMETARY 2041)	\$ -	\$ -	\$ -
910-9201	TRANSFERS OUT (TO PD 2081)	\$ -	\$ 182,404.70	\$ -
920-920	ADVANCES OUT		\$ 257,404.70	\$ -
1000	TOTAL BUDGET GENERAL FUND	\$598,212.20	\$1,401,307.77	\$1,425,529.00

BUDGET WORKSHEET

MOTOR VEHICLE LICENSE TAX

		2016 ACTUAL	2017 ACTUAL	2018 PERM/APP
2011	MOTOR VEHICLE LICENSE TAX			
760-730	IMPROVEMENT OF SITES	\$ 20,887.91	\$ 21,183.83	\$ 26,000.00
2011	TOTAL EXPENSES MVL TAX	\$ 20,887.91	\$ 21,183.83	\$ 26,000.00

GASOLINE TAX

2021	GASOLINE TAX			
760-730	IMPROVEMENT OF SITES	\$ 121,174.63	\$ 56,036.60	\$ 176,000.00
2021	TOTAL EXPENSES GASOLINE TAX	\$ 121,174.63	\$ 56,036.60	\$ 176,000.00

BUDGET WORKSHEET

ROAD AND BRIDGE

2031	ROAD & BRIDGE	2016 ACTUAL	2017 ACTUAL	2018 PERM/APP
190	SALARIES	\$ 209,274.93	\$ 192,602.78	\$ 235,000.00
211	OPERS	\$ 49,486.58	\$ 53,024.33	\$ 64,625.00
212	SOCIAL SECURITY		\$ -	\$ -
213	MEDICARE	\$ 6,816.63	\$ 6,137.64	\$ 7,490.00
221	HOSPITALIZATION	\$ 32,000.00	\$ 31,192.98	\$ 53,065.00
229	OTHER INSURANCE	\$ 426.48	\$ 541.80	\$ 550.00
230	WORKERS COMP	\$ 9,243.47	\$ 3,680.48	\$ 3,685.00
251	UNIFORM, TOOL & EQUIP REIMBURSEMENT	\$ -	\$ -	\$ -
314	TAX COLLECTION FEES	\$ 15,675.11	\$ 5,996.81	\$ 6,000.00
318	TRAINING SVC	\$ 43.28	\$ 145.00	\$ 1,500.00
319	OTHER PROFESSIONAL SERVICES	\$ 13,869.77	\$ 9,604.32	\$ 12,000.00
321	RENTS & LEASES	\$ -	\$ -	\$ -
323	REPAIRS & MAINTENANCE	\$ 21,353.84	\$ 14,514.09	\$ 16,000.00
341	TELEPHONE	\$ 2,837.72	\$ 2,336.70	\$ 2,500.00
345	ADVERTISING	\$ -	\$ 474.11	\$ 500.00
351	ELECTRICITY	\$ 2,805.56	\$ 4,003.82	\$ 6,000.00
352	WATER AND SEWER	\$ 1,633.90	\$ 2,291.74	\$ 4,000.00
353	NATURAL GAS	\$ 3,733.03	\$ 3,635.74	\$ 5,800.00
360	CONTRACTED SVC	\$ -	\$ -	\$ -
381	PROPERTY INSURANCE PREMIUMS	\$ 10,350.00	\$ 10,489.00	\$ 12,241.00
382	LIABILITY INSURANCE PREMIUMS	\$ 4,629.50	\$ 5,039.50	\$ 5,222.00
410	OFFICE SUPPLIES	\$ 125.93	\$ 288.88	\$ 1,000.00
420	OPERATING SUPPLIES	\$ 16,372.47	\$ 16,655.50	\$ 30,000.00
420-0100	OPERATING SUPPLIES - ROAD SALT	\$ 45,630.08	\$ 23,350.70	\$ 37,000.00
420-0600	OPERATING SUPPLIES - FUEL	\$ 10,752.07	\$ 12,127.72	\$ 16,000.00
420-0620	OPERATING SUPPLIES - UNIFORMS	\$ 1,999.27	\$ 1,761.35	\$ 2,500.00
430	SMALL TOOLS & MINOR EQUIP	\$ 450.01	\$ 3,139.46	\$ 5,500.00
599	OTHER EXPENSES	\$ 488.61	\$ 1,480.36	\$ 1,000.00
730	IMPROVEMENT OF SITES	\$ 10,448.75	\$ 181,050.79	\$ 200,000.00
740	MACHINERY, EQUIPMENT & FURNITURE	\$ 84,940.12	\$ 180,179.63	\$ 92,286.00
760-720	BUILDINGS - BLAKSLEE PARK	\$ 32,112.20	\$ 153,112.40	\$ -
730	IMPROVEMENT OF SITES	\$ 193,000.00	\$ -	\$ 27,500.00
2031	TOTAL EXPENSES R&B FUND	\$ 780,499.31	\$ 918,857.63	\$ 848,964.00

CEMETERY

2041	CEMETERY	2016 ACTUAL	2017 ACTUAL	2018 PERM. APPROPRIATION
410-730	IMPROVEMENT OF SITES	\$ 5,493.38	\$ 4,644.69	\$ 20,000.00
599	OTHER	\$ -	\$ 300.00	\$ 4,000.00
740	MACHINERY AND EQUIPMENT	\$ -	\$ -	\$ -
2041	TOTAL BUDGET CEMETERY FUND	\$ 5,493.38	\$ 4,944.69	\$ 24,000.00

BUDGET WORKSHEET

POLICE DEPARTMENT

2081-210		2016 ACTUAL	2017 ACTUAL	2018 PERM/APP
190	SALARIES	\$ 584,195.86	\$ 616,821.51	\$ 612,000.00
211	OPERS	\$ 179,930.99	\$ 216,019.29	\$ 205,965.00
213	MEDICARE	\$ 19,938.03	\$ 19,996.50	\$ 21,735.00
219	EMPLOYER'S RETIREMENT CONTRIBUTIONS	\$ -	\$ -	\$ -
221	HOSPITALIZATION	\$ 104,937.60	\$ 103,857.84	\$ 130,000.00
229	OTHER INSURANCE	\$ 2,873.70	\$ 3,044.27	\$ 3,850.00
230	WORKERS COMP	\$ 25,848.70	\$ 10,354.11	\$ 29,000.00
240	UNEMPLOYMENT COMPENSATION	\$ -	\$ -	\$ -
311	ACCOUNTING & LEGAL FEES	\$ -	\$ -	\$ -
314	TAX COLLECTION FEES	\$ 36,221.26	\$ 12,867.67	\$ 40,000.00
315	ELECTION EXPENSES	\$ -	\$ -	\$ -
318	TRAINING SERVICES	\$ 10,705.86	\$ -	\$ -
318-0691	TRAINING SERVICES - CPT	\$ 384.68	\$ -	\$ 5,000.00
319	OTHER PROFESSIONAL SERVICES	\$ 12,000.00	\$ 10,440.13	\$ 30,000.00
321	RENTS & LEASES	\$ 64,520.42	\$ -	\$ -
322	TRASH COLLECTION	\$ 528.50	\$ 763.10	\$ 800.00
323	REPAIRS & MAINT	\$ 3,493.07	\$ 7,661.38	\$ 8,000.00
330	TRAVEL & MEETINGS	\$ -	\$ -	\$ -
341	TELEPHONE	\$ 10,519.93	\$ 11,379.37	\$ 13,000.00
342	POSTAGE	\$ 292.86	\$ 379.04	\$ 500.00
351	ELECTRICITY	\$ 8,974.38	\$ 8,654.86	\$ 11,000.00
352	WATER AND SEWER	\$ 544.42	\$ 581.73	\$ 1,300.00
353	NATURAL GAS	\$ 1,035.01	\$ 1,073.63	\$ 2,500.00
370	PAYMENT TO POLITICAL SUB	\$ 27,298.90	\$ 26,631.68	\$ -
381	PROPERTY INSURANCE	\$ 5,591.00	\$ 5,984.00	\$ 6,100.00
382	LIABILITY INSURANCE	\$ 4,265.00	\$ 4,591.00	\$ 5,018.00
410	OFFICE SUPPLIES	\$ 2,113.39	\$ 1,453.31	\$ 2,500.00
420	OPERATING SUPPLIES	\$ 1,847.07	\$ 4,358.64	\$ 6,500.00
420-0600	FUEL	\$ 15,855.61	\$ 17,737.30	\$ 19,000.00
420-0620	UNIFORMS	\$ -	\$ 7,599.77	\$ 5,000.00
420-2000	COMMUNITY RELATIONS GRANT		\$ 16,053.02	\$ -
430	SMALL TOOLS & MINOR EQUIP	\$ 10,253.57	\$ 6,299.61	\$ 10,000.00
490	COMMUNITIY PARTNERS	\$ 2,156.90	\$ 4,000.00	\$ 4,000.00
510	DUES AND FEES	\$ 3,746.00	\$ 3,718.00	\$ 5,000.00
599	OTHER EXPENSES	\$ -	\$ 2,276.90	\$ 10,000.00
240-211	OHIO PUBLIC EMPLOYEES RETIREMENT SYSTEM		\$ -	
760-730	IMPROVEMENT OF SITES	\$ -	\$ -	\$ -
740	MACHINERY, EQUIPMENT & FURNITURE	\$ 21,161.33	\$ 182,404.70	\$ -
920-920	ADVANCES OUT		\$ 182,404.70	
2081-210	TOTAL BUDGET POLICE DEPT	\$1,161,234.04	\$ 1,489,407.06	\$ 1,187,768.00

BUDGET WORKSHEET

FIRE DEPTMENT

		2016 ACTUAL	2017 ACTUAL	2018 PERM/APP
2111	FIRE DEPARTMENT			
190	SALARIES	\$ 306,454.77	\$ 174,548.25	\$ -
211	OPERS	\$ 4,107.52	\$ 1,733.36	\$ -
212	SOCIAL SECURITY	\$ 40,369.19	\$ 22,504.38	\$ -
213	MEDICARE	\$ 9,665.35	\$ 5,484.43	\$ -
214	VOLUNTEER FIREMEN'S DEPENDENTS FUND	\$ 2,427.00	\$ 150.00	\$ -
229	OTHER INSURANCE	\$ 2,462.40	\$ 2,052.00	\$ -
230	WORKERS COMP	\$ 15,020.13	\$ 5,976.63	\$ 6,150.00
240	UNEMPLOYMENT COMPENSATION	\$ -	\$ -	\$ -
314	TAX COLLECTION FEES	\$ 23,596.72	\$ 8,406.71	\$ -
318	TRAINING SVC	\$ 21,858.20	\$ 10,426.62	\$ -
319	OTHER PROFESSIONAL/TECH SERVICES	\$ 15,358.42	\$ 5,031.14	\$ 10,000.00
321	RENTS & LEASES	\$ 1,363.45	\$ 888.72	\$ -
323	REPAIRS & MAINTENANCE	\$ 16,124.96	\$ 4,427.34	\$ 10,000.00
323-0230	REPAIRS & MAINTENANCE - RPRS TO TOOLS/EQUIP	\$ 4,819.20	\$ 2,614.50	\$ 10,000.00
323-0231	REPAIRS & MAINTENANCE - RPRS TO FIRE STATION	\$ 164.41	\$ 450.90	\$ 5,000.00
330	TRAVEL & MEETING EXPENSE	\$ -	\$ -	\$ -
341	TELEPHONE	\$ 2,633.71	\$ 3,421.06	\$ 4,000.00
341	TELEPHONE - CELL PHONE/PAGERS	\$ 1,706.31	\$ 774.00	\$ -
342	POSTAGE	\$ 36.82	\$ 23.75	\$ -
345	ADVERTISING	\$ -	\$ -	\$ -
351	ELECTRICITY	\$ 6,139.54	\$ 6,970.29	\$ 9,000.00
352	WATER AND SEWER	\$ 1,451.90	\$ 1,554.50	\$ 2,000.00
353	NATURAL GAS	\$ 4,198.45	\$ 3,856.42	\$ 6,000.00
360	CONTRACTED SERVICES		\$ 99,251.17	\$ 230,000.00
370	PAYMENT TO ANOTHER POLITICAL SUBDIVISION	\$ 28,250.00	\$ 30,171.83	\$ 10,000.00
381	PROPERTY INSURANCE PREMIUMS	\$ 13,490.00	\$ 13,518.00	\$ 14,012.00
382	LIABILITY INSURANCE PREMIUMS	\$ 3,946.00	\$ 3,802.50	\$ 1,849.00
410	OFFICE SUPPLIES	\$ 867.63	\$ 275.72	\$ -
420	OPERATING SUPPLIES	\$ 5,393.60	\$ 3,042.71	\$ 1,500.00
420-0600	OPERATING SUPPLIES - FUEL	\$ 7,153.86	\$ 3,982.24	\$ -
420-0620	OPERATING SUPPLIES - UNIFORMS	\$ 1,124.00	\$ 1,015.00	\$ -
420-0621	OPERATING SUPPLIES - TURN-OUT GEAR	\$ 11,451.74	\$ 4,660.00	\$ -
430	SMALL TOOLS & MINOR EQUIP	\$ 3,685.51	\$ 587.23	\$ -
510	DUES & FEES	\$ 6,664.00	\$ 1,984.50	\$ -
599	OTHER EXPENSES	\$ -	\$ 5,087.38	\$ 1,000.00
740	MACHINERY, EQUIPMENT & FURNITURE	\$ 27,302.55	\$ -	\$ -
750	MOTOR VEHICLES	\$ -	\$ -	\$ -
760-730	IMPROVEMENT OF SITES	\$ 34,075.00	\$ -	\$ -
740	MACHINERY, EQUIP & FURNITURE	\$ -	\$ -	\$ -
740-2113	MACHINERY, EQUIP & FURNITURE - NEW FIRE ENG EQUIP	\$ -	\$ -	\$ -
2111	TOTAL BUDGET FIRE FUND	\$623,362.34	\$428,673.28	\$320,511.00

BUDGET WORKSHEET

SAFETY SERVICES

2191-210		2016 ACTUAL	2017 ACTUAL	2018 PERM/APP
190	SALARIES	\$ -	\$ -	\$ 170,000.00
211	OPERS	\$ -	\$ -	\$ 39,050.00
213	MEDICARE	\$ -	\$ -	\$ 5,500.00
219	EMPLOYER'S RETIREMENT CONTRIBUTIONS	\$ -	\$ -	\$ -
221	HOSPITALIZATION	\$ -	\$ -	\$ 45,000.00
229	OTHER INSURANCE	\$ -	\$ -	\$ 3,000.00
230	WORKERS COMP	\$ -	\$ -	\$ 10,800.00
240	UNEMPLOYMENT COMPENSATION	\$ -	\$ -	\$ -
311	ACCOUNTING & LEGAL FEES	\$ -	\$ -	\$ -
314	TAX COLLECTION FEES	\$ -	\$ -	\$ 15,000.00
315	ELECTION EXPENSES	\$ -	\$ -	\$ -
318	TRAINING SERVICES	\$ -	\$ -	\$ 15,950.00
318-0691	TRAINING SERVICES - CPT	\$ -	\$ -	\$ -
319	OTHER PROFESSIONAL SERVICES	\$ -	\$ -	\$ 30,000.00
321	RENTS & LEASES	\$ -	\$ -	\$ -
322	TRASH COLLECTION	\$ -	\$ -	\$ 500.00
323	REPAIRS & MAINT	\$ -	\$ -	\$ 2,500.00
330	TRAVEL & MEETINGS	\$ -	\$ -	\$ 250.00
341	TELEPHONE	\$ -	\$ -	\$ 1,000.00
342	POSTAGE	\$ -	\$ -	\$ 500.00
351	ELECTRICITY	\$ -	\$ -	\$ 2,000.00
352	WATER AND SEWER	\$ -	\$ -	\$ 500.00
353	NATURAL GAS	\$ -	\$ -	\$ 500.00
370	PAYMENT TO POLITICAL SUB	\$ -	\$ -	\$ 90,000.00
381	PROPERTY INSURANCE	\$ -	\$ -	\$ 8,000.00
382	LIABILITY INSURANCE	\$ -	\$ -	\$ 5,700.00
410	OFFICE SUPPLIES	\$ -	\$ -	\$ 1,000.00
420	OPERATING SUPPLIES	\$ -	\$ -	\$ 5,000.00
420-0600	FUEL	\$ -	\$ -	\$ 8,000.00
420-0620	UNIFORMS	\$ -	\$ -	\$ 2,500.00
420-2000	COMMUNITY RELATIONS GRANT	\$ -	\$ -	\$ 1,200.00
430	SMALL TOOLS & MINOR EQUIP	\$ -	\$ -	\$ 1,500.00
490	COMMUNITIY PARTNERS	\$ -	\$ -	\$ 1,000.00
510	DUES AND FEES	\$ -	\$ -	\$ 2,500.00
599	OTHER EXPENSES	\$ -	\$ -	\$ 5,000.00
240-211	OHIO PUBLIC EMPLOYEES RETIREMENT SYSTEM	\$ -	\$ -	\$ -
760-730	IMPROVEMENT OF SITES	\$ -	\$ -	\$ 5,000.00
740	MACHINERY, EQUIPMENT & FURNITURE	\$ -	\$ -	\$ 6,000.00
		2016 ACTUAL	2017 ACTUAL	2018 PERM/APP
2191-210	TOTAL BUDGET SAFETY SERVICES	\$0.00	\$0.00	\$484,450.00

BUDGET WORKSHEET

PERMISSIVE MOTOR VEHICLE LICENSE TAX

		2016 ACTUAL	2017 ACTUAL	2018 PERM/APP
2231	PERMISSIVE MOTOR VEHICLE LICENSE TAX			
760-730	IMPROVEMENT OF SITES	\$ 40,776.95	\$ 25,472.06	\$ 54,000.00
740	MACHINERY, EQUIPMENT & FURNITURE	\$ -	\$ -	\$ -
750	MOTOR VEHICLES	\$ -	\$ -	\$ -
790	OTHER - CAPITAL OUTLAY	\$ -	\$ -	\$ -
2231	TOTAL PERMISSIVE MOTOR VEHICLE LICENSE TAX	\$ 40,776.95	\$ 25,472.06	\$ 54,000.00

LAW ENFORCEMENT TRUST

		2016 ACTUAL	2017 ACTUAL	2018 PERM/APP
2261	LAW ENFORCEMENT TRUST			
210-430	SMALL TOOLS & MINOR EQUIPMENT	\$ -	\$ -	\$ -
			\$ -	\$ -
	TOTAL BUDGET LAW ENFORCEMENT TRUST	\$ -	\$ -	\$ -

FIRE AND RESCUE, AMBULANCE AND EMS

		2016 ACTUAL	2017 ACTUAL	2018 PERM/APP
2281	FIRE, RESCUE, AMBULANCE & EMS			
230-314	TAX COLLECTION FEES	\$ 10,000.00	\$ 4,289.21	\$ 10,000.00
230-360	CONTRACTED SVC	\$ 373,664.08	\$ 391,471.53	\$ 425,000.00
230-370	PAYMENT TO ANOTHER POLITICAL SUBDIVISION	\$ 22,000.00	\$ 26,631.66	\$ 15,000.00
920-920	D ADVANCES OUT	\$ -	\$ -	\$ -
	TOTAL BUDGET FIRE/RESCUE/AMBULANCE/EMS	\$405,664.08	\$422,392.40	\$450,000.00

TOTAL \$3,757,304.84 \$4,768,275.32 \$4,997,222.00

APPROVED BY MEDINA TWP. TRUSTEES
 Date 2/26/18
 Trustee Chm. [Signature]
 Trustee [Signature]
 Trustee [Signature]



Carr Law Office, LLC

Adam E. Carr*
aecarr@carrlawohio.com

Eric K. Grinnell
ekgrinnell@carrlawohio.com

 **COPY**

February 23, 2018

Via email only.

Mr. Ken DeMichael, Trustee
Mr. Mark Radice, Trustee
Mr. Mike Stopa, Trustee
Medina Township
3799 Huffman Road
Medina OH 44256

RE: Potential litigation related to Medina Creative Housing Lease of Medina Township property.

Gentlemen:

Thank you for inviting me to attend your executive session during the meeting of the Medina Township Trustees on Thursday, February 22, 2018, concerning your request for an attorney review and analysis of the circumstances related to the current Medina Creative Housing Lease by the previous trustees, shortly before the expiration of their terms, and possible litigation resulting from this. It was also a pleasure meeting Ms. Angela Ventura, Fiscal Officer for Medina Township. This letter also confirms the discussion on fees.

As we discussed, we will be happy to represent you as your lawyer, which means that we will perform all services necessary to represent you in this matter. The terms “we,” “us,” and “our” throughout this letter refer to Carr Law Office, LLC, and include all employees of the firm. The terms “you,” “your,” and “yours” refer to each of you and to Medina Township.

Our fee for professional services is \$250.00 per hour, calculated to the nearest tenth of an hour. This hourly rate is subject to change from time to time.

Court costs, filing fees, and other out-of-pocket expenses are in addition to the fee and will be billed to you at cost. These include, but are not necessarily limited to: court costs, filing fees, expenses for

330.655.1662 (phone) | 330.653.5469 (fax)

* Board-certified in civil trial advocacy by
the National Board of Trial Advocacy

5824 Akron-Cleveland Road, Suite A
Hudson, Ohio 44236

carrlawohio.com

Mr. Ken DeMichael, Trustee
Mr. Mark Radice, Trustee
Mr. Mike Stopa, Trustee
February 23, 2018
Page 2

expert reports, deposition costs, witness fees, consultation and appearance fees for experts, and other out-of-pocket expenses incurred in your case. You agree to reimburse us for any and all out-of-pocket expenses that we choose to advance on your behalf.

As a courtesy to you, we will agree to reduce our fee bill by 2% if we receive payment in full within 30 days of the bill. If any payment is made late or if the check fails to clear the bank, there will be no discount. The discount applies only to our fee. Out-of-pocket expenses are billed at cost and will not be discounted.

All past-due balances over 30 days old will incur a 3% late payment charge every month until paid. Late payment charges will be computed every month on the full undiscounted amount of any unpaid fees and expenses plus accrued late payment charges. These late payment charges can compound quickly. You are advised to pay your bill on time and in full to avoid this. Any interest allowable by law is in addition to the late payment charges. All payments are to be made in U.S. dollars.

We may withdraw as counsel and terminate this engagement for any just reason by notifying you in writing. You will remain responsible for payment of any fees and expenses you may owe. Some examples of reasons for termination include, but are not limited to, failure to pay fees and expenses within thirty days, failure to cooperate with us, or any action or request by you which would require us to violate the law or legal ethics.

We will keep you informed from time to time on the progress of your case and consult with you as may be necessary.

Please feel free to call if you have any questions. We look forward to the opportunity to serve as your lawyer. Thank you for your confidence in us.

Sincerely,

CARR LAW OFFICE, LLC

By: *Adam E. Carr*

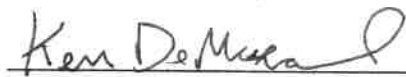
Adam E. Carr

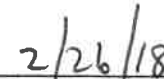
AEC:jtr


Mr. Ken DeMichael, Trustee
Mr. Mark Radice, Trustee
Mr. Mike Stopa, Trustee
February 23, 2018
Page 3

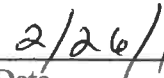
Please note that we will not be able to serve as your lawyer or to accept any professional responsibility for your case until you have returned to us a signed copy of this letter.

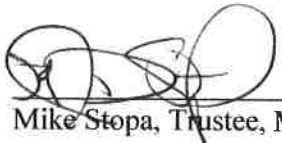
By signing below, you acknowledge that you have read this letter, that you understand it, that you have authority to agree to the terms stated in this letter, and that you actually do agree.

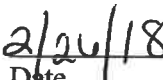

Ken DeMichael, Trustee, Medina Township


Date


Mark Radice, Trustee, Medina Township


Date


Mike Stopa, Trustee, Medina Township


Date