

**RECORD OF PROCEEDINGS
MINUTES OF REGULAR MEETING
AUGUST 9TH, 2018
7:00 PM**

The Medina Township Board of Trustees met in regular session at the Medina Township Townhall on August 9th, 2018, to conduct the business of the Township. Chairman DeMichael called the meeting to order at 7:07 pm with the following Trustees in attendance: Ken DeMichael, Mike Stopa and Mark Radice. Also in attendance were Fiscal Officer Ventura, Road Superintendent Miller 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 as well.

SITE PLANS

T-Mobile – 4184 Pearl Road – Tenant Panel Sign

Mr. DeMichael motioned to accept the recommendation of the Zoning Commission and approve a tenant panel to be placed on the ground sign for T-Mobile located at 4184 Pearl Road not to exceed 8.2 square feet as presented. Mr. Stopa seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Stopa and Mr. Radice.

Stonegate Self-Storage – Site – PP#-026-06C-08-148 – Site

Mr. DeMichael motioned to accept the recommendation of the Zoning Commission and deny the site plan for the new construction of Stonegate Self- Storage to be located on PP#026-06C-08-148 as it does not meet the front yard setback regulations of the Medina Township Zoning Resolution as presented. Mr. Stopa seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Stopa and Mr. Radice

Western Reserve North, LLC – 4955 Foote Road - Site

Mr. DeMichael motioned to accept the recommendation of the Zoning Commission and approve the site plan for new construction of Western Reserve North, LLC to be located at 4955 Foote Road. Mr. Stopa seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Stopa and Mr. Radice.

Executive Session for Employee Discipline

Mr. DeMichael motioned to go into Executive Session with the three (3) Trustees to discuss employee discipline. Mr. Radice seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Radice and Mr. Stopa. The Board entered into Executive Session at 7:11 pm. Mr. DeMichael motioned to come back from Executive Session at 7:42 pm where the three (3) Trustees were discussing employee discipline. Mr. Stopa seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Stopa and Mr. Radice.

OTHER BUSINESS

Trebel, LLC

Scott Belcastro and Lucas Fikes of Trebel, LLC spoke to the Trustees about government aggregation for natural gas and electric suppliers. He explained his company was founded in 2010. Mr. Belcastro presented Trustees with a power point document regarding alternate suppliers.

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OTHER BUSINESS CON'T

Supplemental Appropriations

Mr. DeMichael made a motion to move \$200.00 from account number 1000-110-190-0000 to account number 1000-110-313-0000 to cover balance of UAN fees and \$2,500.00 from account number 2031-330-740-0000 to account number 2031-330-314-0000 to cover tax collection fees and I incorporate this one page document by reference. Mr. Radice seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Radice and Mr. Stopa.

Voiding of Payroll Check #24094

Mr. Radice motioned to void check #24094 in the amount of \$1,500.00 paid to Todd Zieja and approved on 7/12/2018 for longevity and approve check #24099 in the amount of \$1,500 for longevity for Matt Ventura due to an error in issuing longevity to Zieja instead of Ventura resulting in a net electronic payment of \$195.00 on July 16. Mr. DeMichael seconded the motion. Mr. Radice said the \$195.00 was an OPERS difference between the two (2) checks. Mrs. Ventura said not only did the wrong longevity check get issued but the payroll company mistakenly took OPERS out and OPERS does not get taken out of longevity payments. Voting aye thereon: Mr. Radice, Mr. DeMichael and Mr. Stopa.

Approval of Accounts Payable

Mr. DeMichael motioned to accept accounts payable check #29362 through check #29388 total amount \$48,976.59 as well as check #29389 through check #29426 total amount \$68,555.89. Mr. Radice seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Radice and Mr. Stopa.

Approval of Payroll

Mr. DeMichael motioned to accept payroll check #24100 through check #24123 total amount \$36,858.16 with \$6,778.91 being deferred. Mr. Radice seconded the motion. Roll call vote: Mr. DeMichael no, Mr. Radice aye and Mr. Stopa aye.

Ms. Cacioppo: What does this mean?

Mr. DeMichael: What?

Ms. Cacioppo: Well we are sitting here and we hear you say no and two other people say aye what does that mean?

Mr. DeMichael: I voted against it and they voted....

Mr. Basilone: He voted against payroll.

Mr. DeMichael: yea.

Ms. Cacioppo: What about deferring what did you vote against?

Mr. DeMichael: Well there was an issue with overtime at the party the township bash that *inaudible* had differing opinions about.

Ms. Cacioppo: So what was it?

Mr. DeMichael: Well one of the officers was being paid time and a half and was sitting there for essentially the better part of the.....

Ms. Cacioppo: So why did you guys vote yes?

Mr. Basilone: They disagreed.

Mr. Radice: I disagreed it was PR there was no definition of what the requirements were for the day.

Ms. Cacioppo: That wasn't established prior?

Mr. Radice: Correct

Mr. Stopa: PR event is basically, is I mean, you meet and greet with the public, pass out literature whatever.

Ms. Cacioppo: So from now on that is considered time and a half?

Mr. Radice: That officer happened to be on time and a half. Everyone from the department was there because it was their Bicentennial, it was open to all same with the Road Department it was open to the whole.....

Ms. Cacioppo: So was that established then going forward as to what someone gets paid and what somebody doesn't?

Mr. Radice: So we will discuss parameters around PR events going forward.

Mr. Basilone: Are they union?

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Mr. Radice: They are.

Mr. Basilone: Well if you paid them and they're union how are you gonna not pay them the next time because they'll say they'll go on precedence say previously the same type of occurrence happened and you paid time and I'm not questioning *inaudible*

Mr. Radice: Right we don't have to open it up to everybody

Mr. Basilone: I'm just saying *inaudible* response would be you set precedence.

Mr. Radice: We don't have to open it up to everybody.

Mr. Stopa: And that's what it was it was for the Bicentennial we didn't going forward we didn't know what exactly you know what we needed Road Department offered their services, Police Department for the PR and that so going forward that is something we will look at for each event type thing as to what exactly we need.

Mr. Basilone: You always have the option of not letting them work overtime but if you allow them

Mr. Radice: Correct

Mr. Basilone: You set the precedent that that would be an overtime situation.

Mr. Radice: To be honest because he was there he was working we have to pay him it's not a question.

Mr. Basilone: Right

Ms. Cacioppo: So it's never happened before.

Mr. Stopa: No it was a Bicentennial I mean *inaudible* every 200 years.

Mr. Basilone: Someone should have said hey, do we consciously say do we want to pay this guy overtime and make a decision. It wasn't made he worked he was entitled to overtime. You basically are saying no to just the overtime not the payroll you had a couple issues there about it.

Mr. DeMichael: Right

Mr. Basilone: Good, good question.

Audience Member: Well

Mr. DeMichael: The gray area is the work.

Mr. Basilone: Right, right

Ms. Cacioppo: What did he do?

Mr. DeMichael: Right.

Mr. Basilone: You say he was in uniform on the job somebody told him to go there he didn't go there on his own, pay it's managements issue more than the employees issue.

Mr. DeMichael: Possibly, possibly

Ms. Cacioppo: yea agree.

Mr. DeMichael motioned to accept payroll check #24124 through #24150 total amount \$39,663.46 with \$7,400.58 being deferred. Mr. Radice seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Radice and Mr. Stopa.

Approval of July Bank Reconciliation

Mr. DeMichael motioned to accept the July bank reconciliation as presented and it is a three (3) page document. Mr. Stopa seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Stopa and Mr. Radice.

Approval of Trustee Minutes

Mr. DeMichael motioned to accept the July 12, 2018 regularly scheduled meeting minutes as presented. Mr. Stopa seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Stopa and Mr. Radice.

Mr. Radice motioned to accept the July 31 emergency meeting minutes as presented. Mr. Stopa seconded the motion. Roll call vote: Mr. Radice aye, Mr. Stopa aye, and Mr. DeMichael abstain.

Department Reports

Mr. Stopa motioned to approve the department reports from Road and Bridges and Zoning as presented. Mr. Radice seconded the motion. Voting aye thereon: Mr. Stopa, Mr. Radice and Mr. DeMichael.

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PURCHASE ORDERS AND TRAINING REQUESTS

Nathan Deidrick – Backflow Tests

Mr. Stopa motioned for a purchase order request. The department is Police Department, Fire Station #2, Remsen Building and Road & Bridges along with Admin for backflow test. The vendor is Nathan Deidrick and it is for backflow tests in the amount of \$1,255.00. Mr. Radice seconded the motion. Mr. Miller said it is something they have to do every year for the County. It is the backflow test for the water lines coming into the building so we don't contaminate their lines from our building to the main water line. Voting aye thereon: Mr. Stopa, Mr. Radice and Mr. DeMichael.

Treasurer of State – 2016/2017 Audit Fees

Mr. DeMichael motioned to agree to a purchase order for the Treasurer of State. This is for the auditing services and the fee is \$5,740.00. Mr. Radice seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Radice and Mr. Stopa.

MASA – Ballfields

Mr. DeMichael motioned to approve a purchase order requisition for our service department. The vendor is MASA. This is for \$3,425.72 for mats to bury around batters boxes on baseball fields to help in maintenance prep. Mr. Radice seconded the motion. Mr. Radice asked if that was the last one and Mr. Miller said yes. He said they did field #3 a few years ago and this will finish the other 2 fields. It helps with the water issues around it. Voting aye thereon: Mr. DeMichael, Mr. Radice and Mr. Stopa.

Sensible Salting Workshop – Denny Miller

Mr. DeMichael motioned to appropriate zero dollars to send Denny Miller to a Sensible Salting Workshop September 11, 2018 in Chagrin Falls. Mr. Radice seconded the motion. Mr. Miller said this will keep us up to date with Soil and Water Management to try to cut back on salt. Voting aye thereon: Mr. DeMichael, Mr. Radice and Mr. Stopa.

DEPARTMENT HEAD COMMENTS

Administrative Assistant

Mr. Schley said that Elaine, Chief Arbogast, Alliss Strogin and himself attended the grand opening for Five Guys. He updated the facebook and that post went really well. The Soil and Water Conservation put up a display in the townhall foyer.

OLD BUSINESS

Discussion of Hood Road

Mr. DeMichael motioned to allow the County to give us an estimate on the fix that includes moving the road slightly and funneling some of the water underneath. Mr. Radice seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Radice and Mr. Stopa.

Mr. Radice said they would be moving the road within our easement as much as we can to try to gain every bit of road that we can to alleviate that top erosion. Mr. Radice said the County is going to give us a price and description of the work that they feel will help us. Mr. DeMichael said there will be a curb and a barrier so it will direct the water away from the slope and then a barrier. Mr. Miller said it would be a guard rail. Mr. DeMichael said the County is going to give us a cost estimate for that. Mr. DeMichael said another company contacted Denny with another option and that would be putting some support beams across the road almost like a bridge. Mr. Miller said yes more or less, a bridge under the road. We will be getting a rough cost estimate for that as well.

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OLD BUSINESS CON'T

Discussion of IT Services

Mr. Stopa said he and Mr. Schley have been looking at changing our IT service. Jeffrey Bart of Lighthouse Solutions Group gave an overview of our current system. Mr. Schley gave a packet with all the information and comparisons on the companies that he spoke with. He also explained the problems we have with Intech. Mr. Stopa has spoken to other communities who use Mr. Bart and they are happy with his services. Mrs. Ventura asked if they want to make a list of what is not being taken care of to present to Intech and give them the 30 days required to get out of the contract. Mr. Schley will make that list.

Discussion of Phone System

Mr. Stopa is checking into updating the phone system for Administration, Road Department and Fire Department. They have received quotes from three companies, Armstrong, Frontier and Perfect Voice & Data. Mr. Stopa decided not to include the Police Department because they are a whole separate entity in regards to phone systems and Sergeant Zieja knows what the Police Department needs and doesn't need. Mr. Stopa wants to be sure we like the service from that company before we redo the phone systems at the Police Department. The cost for three (3) years of service would be as follows: Armstrong \$7,397.12, Perfect Voice Data \$7,318.73 and Frontier \$11,111.04. There is no contract with PVD and maintenance is included. Maintenance was not included in the Frontier and Armstrong contracts. This does not include the fax.

Contracting with Perfect Voice & Data for Phone Service

Mr. DeMichael motioned to allow Perfect Voice and Data to do all the phones that they are possibly able to do in Admin, Road and Bridge and Fire. Mr. Stopa said and that would basically be the price here that we have. Mr. Radice seconded the motion. Mr. Radice said, just so they know, it might be a better idea to leave it down there because that's on generator backup, if that matters. Voting aye thereon: Mr. DeMichael, Mr. Radice and Mr. Stopa.

OPWC Funding for Township Road #179, Culvert #5, Tompkins Road

Mr. DeMichael said they had applied for OPWC funding for a culvert on Cook Road but we are in immediate need for a repair on Tompkins Road.

Mr. DeMichael motioned to send this letter to the County Engineer and ask him to apply for the OPWC funding to help pay for the replacement of culvert 5 on Tompkins Road #179 Medina Township. Female interjected well considering I live on what is a culvert. Mr. Radice seconded the motion voting aye thereon: Mr. DeMichael, Mr. Radice and Mr. Stopa.

Car Max

Mr. DeMichael said there could be a potential lawsuit with Car Max because of the zoning process. Mr. Stopa said Car Max knew what the deadline was for the BZA meeting and they missed the deadline. They knew they would not be approved for the signage they wanted by the Zoning Commission. They were supposed to send someone in before the BZA deadline and didn't. Mr. Stopa said Car Max was fine regarding the signs. They were more worried about the site but Mr. Stopa said they are on the agenda for the August Zoning Commission Meeting. Mr. DeMichael asked if that was set and Mr. Stopa said it will go in front of the Zoning Commission August 21. Mr. DeMichael asked if they saw an issue and Mr. Stopa said no. Mr. De Michael said but they won't be heard by the BZA until September. Mr. Stopa said the BZA was regarding the signs. Mr. Stopa said Car Max was only concerned about the building and that will be heard August 21. Mr. DeMichael said they need to change the BZA calendar and Mr. Stopa said going forward they will look at it next year. Mr. Radice said there is a process that has to be followed.

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OLD BUSINESS CON'T

Speaking to Township Attorney on Speaker Phone During an Executive Session

Mr. DeMichael said they were advised by the Prosecutor's Office that they could not go into Executive Session and speak with our attorney on a conference call. Mr. DeMichael's problem is that this is the same Prosecutor's Office that allowed an Executive Session in an emergency meeting that wasn't allowed. You would think that this attorney that is representing us would know well enough if we can have an executive session on speaker phone. Mr. Radice said he will take part of the ownership to that Emergency Meeting Executive Session but it's not the first time the Board of Trustees had an Emergency Meeting and went into Executive Session. They did it on June 20, 2017. Mr. Schley contacted Attorney Lute and spoke to him about this issue. Attorney Lute asked for all the documents regarding the sale of the Remsen Building.

Public Comment

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

There were comments from the general public.

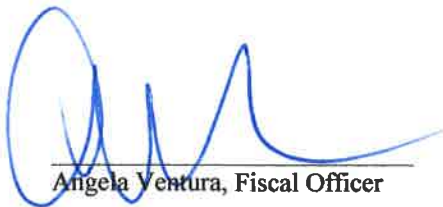
Mr. DeMichael motioned to close the floor for public comment. Mr. Stopa seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Stopa and Mr. Radice.

Contract with Perfect Voice and Data for Phone Service

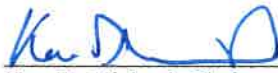
Resolution #08092018-015

Mr. Stopa motioned to put forth the following Resolution #08092018-015. This is going to be for the contract with Perfect Voice & Data, 3593 Medina Road #188 Medina, Ohio 44256. Total is \$1,656.22 and this is for the phone service for the Admin Department. Mr. DeMichael seconded the motion. Mr. Radice asked if this was the upfront cost. Mr. Stopa said yes. Mr. Radice asked if they had to include the monthly. Mr. Stopa said the monthly is included in the first one and then there is a onetime fee for the basic phone and a onetime fee for an advanced phone. Mr. Radice asked if Mr. Stopa had to state the monthly charge and Mr. Stopa said it is in the total. Mrs. Ventura said she will open a purchase order just for that. Voting aye thereon: Mr. Stopa, Mr. DeMichael and Mr. Radice. Mrs. Ventura asked if someone was going to contact Frontier. Mr. Radice told Mr. Schley to contact Marshall and Mr. Schley said he will be sure it is taken care of.

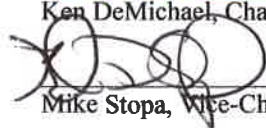
Mr. DeMichael motioned to adjourn. Mr. Stopa seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Stopa and Mr. Radice. There being no further business to come before the Board the meeting was adjourned at 9:56 pm.



Angela Ventura, Fiscal Officer



Ken DeMichael, Chairman



Mike Stopa, Vice-Chairman



Mark Radice, Trustee

MEDINA TOWNSHIP, MEDINA COUNTY
Appropriation Supplemental
 August 2018

8/4/2018 6:56:51 PM
 UAN v2018.1

Post Date	Transaction Date	Account Code	Amount	Resolution Number	Type	Purpose	Budgetary Correction
08/09/2018	08/04/2018	1000-110-190-0000	-\$200.00		Permanent	MOVE FUNDS TO COVER BALANCE OF 2018 UAN FEES	No
08/09/2018	08/04/2018	1000-110-313-0000	\$200.00		Permanent	MOVE FUNDS TO COVER BALANCE OF 2018 UAN FEES	No
08/09/2018	08/04/2018	2031-330-314-0000	\$2,500.00		Permanent	MOVE FUNDS TO COVER TAX COLLECTION FEES FOR THE	No
08/09/2018	08/04/2018	2031-330-740-0000	-\$2,500.00		Permanent	MOVE FUNDS TO COVER TAX COLLECTION FEES FOR THE	No

APPROVED BY MEDINA TWP. TRUSTEES
 Date 8/9/18
 Trustee Chm. [Signature]
 Trustee [Signature]
 Trustee [Signature]

Medina Township Service Dept. July 2018 Report

- Install ditch enclosure along Substation road where we were starting to lose the shoulder of road before paving
- Cold patch roads
- Mow roadsides
- Ditching along Substation Rd. and other various roads
- Install drain from behind mound at cemetery into catch basin in park
- Had striping done on Bagdad Road to complete that paving job
- Repair roadside mower boom welds and replace end bearings on mower head
- Berm various spots along roadsides
- Fill large void under Shady brook Run with LSM concrete to help avoid concrete from settling and breaking
- Replace and repair signs
- Spray overgrown vegetation along roadside and around guardrails and signs
- Check concrete that needs replaced on Sacramento Drive
- Pressure wash outside of concession / bathroom building
- Assist with 2018 Bicentennial Birthday at Blakslee Park
- Had all backflows tested in all buildings owned by Medina Township
- Repair chlorine tablet holder for sewer system at Weymouth Building per EPA inspection

Report submitted By: Denny Miller Road Superintendent



8/9/18

Chia

Date: Thursday August 9, 2018

Medina Township

From the Office of Zoning Inspector

Medina Township Hall

3799 Huffman Road

Medina, OH 44256

ZONING REPORT for - July-2018

MONTHLY TOTALS FOR

2	Single Family/ Detached Cluster
1	Change of Use
3	Pool
1	Shed
1	Barn
1	Res Addition
3	Deck
1	Res Garage
8	Signs

21	TOTAL PERMITS	TOTAL VALUE:	\$783,500.00
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Fees collected on permits total excluding signs:

Fees collected on sign permits:

TOTAL PERMIT FEES COLLECTED:

Fees collected in	July 2018	for Zoning Commission Agenda	\$125.00
Fees collected in	July 2018	for BZA Agenda	\$550.00
			\$675.00
GRAND TOTAL FEES COLLECTED:			\$2,794.68



MEDINA COUNTY ENGINEER

Andrew J. Conrad, P.E., P.S.

ENGINEERING DEPARTMENT

P.O. BOX 825
791 W. SMITH RD.
MEDINA, OH 44258

PHONE (330) 723-9561
FAX (330) 723-9661

August 7, 2018

Medina Township

AUG 08 2018

Received

Medina Township Hall
3799 Huffman Road
Medina, Ohio 44256

RE: T.H. 130 – HOOD ROAD

Dear Honorable Board of Trustees:

Pursuant to the latest request from Medina Township, our office has staked the south right-of-way of Hood Road from Bagdad Road east to the curve. The right-of-way is made up of a series of straight lines and does not include any curves at this location. As a result, the distance from the edge of pavement to the right-of-way line varies.

Based on the existing right-of-way, it would be possible to move the roadway south, away from the river, a few feet without acquiring any additional right-of-way. However, any moving of Hood Road would require clearing and grading of the entire existing right-of-way and the installation of a storm sewer underneath the new pavement.

Moving Hood Road a few feet would not be permanent fix to the erosion by the river, but might be a method to address your current concern. Please let me know if this is a possible project that you would like to pursue. Our office can prepare a preliminary cost estimate.

Sincerely,

A handwritten signature in cursive script that reads 'Andy Conrad'.

Andy Conrad, P.E., P.S.
Medina County Engineer

cc: Dan Becker, Office of the Medina County Engineer
File

Medina Township

Board of Trustees

Ken DeMichael
Trustee

Mark Radice
Trustee

Mike Stopa
Trustee

Angela Ventura
Fiscal Officer



COPY

August 9, 2018

Andy Conrad
Medina County Engineer
Po Box 825
Medina, OH 44258

Re: O.P.W.C. Funding for Township Road #179, Culvert #5, Tompkins Road, Medina Township, Ohio

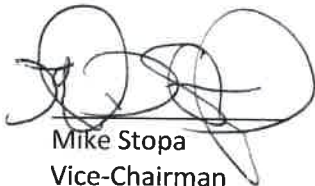
Dear Mr. Conrad,

The Medina Township Board of Trustees would like to apply for O.P.W.C. Funding to help pay for the replacement of culvert number five (5) on Tompkins Road #179 in Medina Township.

The structure that is in place is a steel pipe with a piece of concrete pipe up against the steel and it has separated and caused a large sink hole along the edge of the road.

We thank you for your consideration in this matter and look forward to hearing from you.

Sincerely,
Medina Township Board of Trustees



Mike Stopa
Vice-Chairman



Ken DeMichael
Chairman



Mark Radice
Trustee

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