MEDINA TOWNSHIP TRUSTEES MINUTES OF REGULAR MEETING DECEMBER 20TH, 2018 6:00 PM

The Medina Township Board of Trustees met in regular session at the Medina Township Townhall on December 20th, 2018, to conduct the business of the Township. Chairman DeMichael called the meeting to order at 6:11 pm with the following Trustees in attendance: Ken DeMichael and Mike Stopa. Also in attendance were Fiscal Officer Ventura, the Administrative Assistant Applicants and the general public. Mr. Radice arrived shortly after.

Roll Call

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

Executive Session to Discuss the Employment of a Public Employee

Mr. DeMichael motioned to enter Executive Session with two (2) of the three Trustees and the third when he gets here, the Fiscal Officer and the candidate's one at a time to interview regarding the employment of a public employee. Mr. Stopa seconded the motion: Voting aye thereon: Mr. DeMichael and Mr. Stopa. The Board entered into Executive Session at 6:12 pm. The Board reconvened from Executive Session where the Board and Fiscal Officer were talking with potential employees about the employment of a public employee at 7:24 pm.

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 as our first responders.

SITE PLANS

S. C. Thomas & Associates, CPA - 3599 Reserve Commons Drive - Site

Mr. DeMichael motioned to accept the recommendation of the Zoning Commission and approve the use for S. C. Thomas & Associates, CPA located at 3599 Reserve Commons Drive as presented. Mr. Stopa seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Stopa and Mr. Radice.

S. C. Thomas & Associates, CPA - 3599 Reserve Commons Drive - Directional Sign

Mr. DeMichael motioned to accept the recommendation of the Zoning Commission and approve a directional sign for S.C. Thomas and Associates, CPA not to exceed 2.6 square feet as presented. Mr. Stopa seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Stopa and Mr. Radice

Sunoco - 3980 Pearl Road - Site

Mr. DeMichael motioned to accept the recommendation of the Zoning Commission and approve the change of use for Sunoco to be located at 3980 Pearl Road as presented. Mr. Stopa seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Stopa and Mr. Radice.

OTHER BUSINESS

Resolution for Advance of Taxes - 2019

Resolution #12102018-023

Mr. DeMichael motioned to put forth the following resolution stating that Medina Township Board of Trustees requests the County Treasurer of Medina County in favor of Fiscal Officer Angela Ventura, of Medina Township in Medina County, to provide all available dollars of the current collection of taxes assessed and collected for and in behalf of said township which shall be held and treated as an advance payment on the current collection of taxes due Medina Township at the ensuing settlement, 2019, as provided by law. Mr. Stopa seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Stopa and Mr. Radice.

OTHER BUSINESS CON'T

Approval of Payroll

Mr. DeMichael motioned to accept payroll check #24338 through check #24361 total amount \$38,076.60 with \$6,930.81 being deferred for union dues, health insurance and OPERS. Mr. Stopa seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Stopa and Mr. Radice.

Approval of November Bank Reconciliation

Mr. DeMichael motioned to approve the November bank reconciliation. It is a three (3) page document dated December 17, 2018. Mr. Radice seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Radice and Mr. Stopa.

Approval of Minutes

Mr. DeMichael motioned to approve the following minutes: November 15, 2018, regular meeting, November 27, 2018, regular meeting and December 7, 2018, special meeting. Mr. Radice seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Radice and Mr. Stopa.

PURCHASE ORDERS AND TRAINING REQUESTS

Ohio Association of Chiefs for the Assessment

Mr. Radice motioned to accept the purchase order for the Ohio Association of Chiefs not to exceed \$5,400.00. Mr. DeMichael seconded the motion. Voting aye thereon: Mr. Radice Mr. DeMichael and Mr. Stopa.

HSA Contribution

Mr. DeMichael motioned to accept the purchase order requisition for our Admin Department. The vendor is various banks for employees. This is for 2019 HSA contributions. Total amount is \$66,000.00. Mr. DeMichael amended his motion to include all departments of Medina Township. Mr. Radice seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Radice and Mr. Stopa.

OTARMA Insurance Premium

Mr. DeMichael motioned to approve a purchase order requisition for Admin and other departments. The vendor is OTARMA. This is for OTARMA insurance charges for 2019. Total amount is \$66,402.50. Mr. Radice seconded the motion. Mr. DeMichael asked if this came out of general fund. Mrs. Ventura said it is broken down by department (see attached). Voting aye thereon: Mr. DeMichael, Mr. Radice and Mr. Stopa.

Schaeffers Specialized Lubricants

Mr. DeMichael motioned to approve a purchase order requisition for our service department. The vendor is Schaeffers Specialized Lubricants. The amount is \$970.75 it is for simple supreme hydraulic fluid. Mr. Stopa seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Stopa and Mr. Radice.

DEPARTMENT HEAD COMMENTS

Service Department

Mr. Miller asked if he could take down the big pine tree at the corner of the Townhall building because it is overgrown. Trustees have no issue with that.

OLD BUISNESS

Discussion of Hood Road

Mr. DeMichael said he received an e-mail and asked if Mr. Miller had looked into it. Mr. Miller said he hasn't had time but he will look into it after the holidays.

OLD BUSINESS CON'T

Discussion of IT Services

Mr. Stopa said the Police Department should be up and running with the new system January 2, 2019.

NEW BUSINESS

Resolution #12202018-024 to Transfer Funds to Road & Bridges

Mrs. Ventura explained that the Trustees decided to transfer \$200,000.00 to R&B but she found that will not be enough for the year and it would be easier to choose a higher amount now so they won't have to keep amending our certificate. Mr. DeMichael asked what had been done last year and Mrs. Ventura said \$200,000.00 last year and \$419,000.00 the year before was transferred to Road & Bridge. Mr. Radice asked if we are looking at paving Huffman, Remsen and repairing Hood. Mrs. Ventura said R&B is only bringing in \$529,000.00 annually. We have sub-accounts, permissive and motor vehicle tax which may cover small road projects. Mr. Miller said if we pave Huffman from Fenn to Route 3 and Remsen from Route 3 to Old Weymouth it would be right around \$400,000.00 and they are not sure what Hood Road will cost. Mr. Radice asked, based on past history, what the three (3) projects would cost. Mrs. Ventura said road paving may cost \$100,000.00 more than last year. Mr. Miller said they are at \$75,000.00 for road salt right now. Mrs. Ventura said we may have to go out for a road levy so we don't have to keep supplementing from the general fund.

Resolution #12202018-024

Mr. DeMichael motioned to put forth the following Resolution #12202018-024 to transfer \$600.000.00 from General Fund 1000 to Road & Bridge Fund 2031. Mr. Radice seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Radice and Mr. Stopa.

Resolution #12202018-025 to Repay Advance from General Fund to EMS Fund Resolution #12202018-025

Mr. DeMichael motioned to put forth the following Resolution #12202018-025 to repay the advance from General Fund 1000 to EMS Fund 2281 in the amount of \$75,000.00. This advance was scheduled to be repaid annually with the last payment being in October 2022, however the funds are available to repay to the General Fund 1000 from EMS Fund 2281 in the current year 2018. Mr. Radice seconded the motion. Mr. Radice asked if that would be paid back in full and Mrs. Ventura said yes. Voting aye thereon: Mr. DeMichael, Mr. Radice and Mr. Stopa.

Nettleton Road Fire Station Repairs

Mr. Stopa said repairs the Nettleton Road station is coming along. One of the repairs was to replace the damaged bottom panel on the door. The panel ordered came in wrong, the door style is obsolete. Two (2) matching doors are needed so Mr. Miller got quotes for two (2) doors and door openers to start the process of the maintenance that needs to be done at the station. Wayne Garage gave a new quote of \$11,926.34 with \$9,626.0 for the two (2) new doors. Mr. Stopa spoke with the Mayor and Chief Painter about the extra cost. There was a carryover from the City Insurance Company of \$7,000.00. Mr. Stopa said they are going to take the \$7,000.00 carryover and the cost of the door that needed to be replaced and we will order the two (2) new doors. Mr. Stopa said there will be out of pocket cost of about \$1,500.00 and the City will reimburse us. He feels the Township should cover the cost of the door openers as part of our maintenance responsibility. Mrs. Ventura asked about the purchase order wanting to know if it needed to be closed out for 2018.

Mr. Stopa motioned for the Department Fire. The vendor is going to be Wayne Garage Door and the total amount is going to be \$2, 200.00 and it is going to be for a Liftmaster half horse power heavy duty garage door opener, two (2) of them along with four (4) transmitters for the same units and this will be for 2019. Mr. Radice seconded the motion. Voting aye thereon: Mr. Stopa, Mr. Radice and Mr. DeMichael.

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 audience.

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.

Citizens Panel to Discuss the Police Chief Position

The Trustees made their selection for the Citizens Panel. Mr. DeMichael chose Ed Schwartz, Mr. Radice chose Dr. Mike Carlson and Mr. Stopa chose Doug Eastwood.

Wayne Garage Door Motion

Mr. Stopa motioned to amend his motion and make it for a total of \$2,250.00 for Wayne Garage Door for the Fire Department garage door replacement. Mr. DeMichael seconded the motion. Voting aye thereon: Mr. Stopa, Mr. DeMichael and Mr. Radice.

Update on What Zoning Showed Mr. Dominguez

Mr. DeMichael asked Mrs. Ridgley for an update on what she has shown Mr. Dominguez. Mrs. Ridgley said he is doing well. He has learned the file system and he has been sitting in when she gets a phone call and when she does permits. Mr. Dominguez agreed he is doing well.

Special Meeting December 26, 2018

Mrs. Ventura said the special meeting has to be advertised specifically stating what will be on the agenda. Temporary appropriations, supplemental appropriations, accounts payable and purchase orders.

Mr. DeMichael motioned to have a special meeting December 26 at 7:00 pm with the as discussed the agenda items included. Mr. Radice seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Radice and Mr. Stopa.

Mr. DeMichael asked Mrs. Goe how Nick was doing and she said she has had him move boxes for her and he has answered the phone a few times. He is doing fine.

Executive Session to Discuss Police Contract

Mr. DeMichael motioned to go into Executive Session with the three (3) Trustees to discuss the Police contract. Mr. Radice seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Radice and Mr. Stopa. The Board entered into Executive Session at 8:19 pm. The Board reconvened from Executive Session where they discussed the Police contract at 8:38 pm.

Rejection of Police Unions Final Offer and Offer of 2.75%

Mr. Radice motioned to reject the Police Unions final offer. They sent me a letter e-mail today. Our final offer is attached and was felt that no sit down is needed since we are only now negotiating on wages. The union has refused to step increase for the years of service and gone with only a 4.25% increase for each year of the contract. The education pay and college reimbursement language will remain the same as it is in the current contract. Mr. DeMichael seconded the motion. Mrs. Ventura asked if at this point are we looking at that finding and arbitration. Voting aye thereon: Mr. Radice, Mr. DeMichael and Mr. Stopa.

Mr. Radice motioned to make an offer to the union of a raise of 2.75% each of the next three (3) years. Mr. DeMichael seconded the motion. Voting aye thereon: Mr. Radice, Mr. DeMichael and Mr. Stopa.

Executive Session to Consider the Employment of a Public Employee

Mr. DeMichael motioned to go into Executive Session with the three (3) Trustees and Fiscal Officer to consider the employment of a public employee. Mr. Stopa seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Stopa and Mr. Radice. The Board entered into Executive Session at 8:40 pm. The Board reconvened from Executive Session where they discussed the employment of a public employee or official at 11:55 pm.

Executive Session on December 26 for the Consideration of Hiring a Public Employee

Mr. DeMichael stated that Mr. Stopa had a few questions of the candidates and they will have an Executive Session on December 26 to consider the employment of a public employee and they will make a decision then.

Mr. DeMichael motioned to include as part of our meeting on the 26th the consideration of a public employee in Executive Session and then hopefully decide on the new hire. Mr. Radice seconded the motion. Voting aye thereon: Mr. DeMichael, Mr. Radice and Mr. Stopa. Mr. Stopa will contact the candidates.

Nick Dominguez Duties in New Position

Mr. Stopa received a call from Mr. Dominguez regarding his duties in his new position. Mr. Stopa said going forward Nick's position is part-time and he will be split between the Admin Department and the Zoning Department and it can be three (3) days one week and two (2) days and flip flop the next week. The scope of learning should be everything that is clerical wise minus the Fiscal Officer duties. In the Zoning Department he should be learning the full scope of zoning and go from there. Mr. Stopa will sit down with all three (3) employees so everyone is on the same page going forward. Mr. Radice said just for clarification he will not be issuing permits.

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 11:59 pm.

Angela Ventura, Fiscal Officer

en DeMichael, Chairman

Mark Radice, Trustee

Medina Township

Board of Trustees



Ken DeMichael Trustee

> Mark Radice Trustee

> > Mike Stopa Trustee

Angela Ventura Fiscal Officer



Mary Beth Guenther 144 N. Broadway Street, Room 306 Medina, OH 44256

Dear Mary Beth,

Here is the resolution from the Medina Township Trustees.

Advance of Taxes for 2019

Resolution No.12102018-023

Mr. DeMichael motioned to put forth the following resolution stating that Medina Township Board of Trustees requests the County Treasurer of Medina County in favor of Fiscal Officer Angela Ventura, of Medina Township in Medina County, to provide all available dollars of the current collection of taxes assessed and collected for and in behalf of said township which shall be held and treated as an advance payment on the current collection of taxes due Medina Township at the ensuing settlement, 2019, as provided by law. Roll call was in the affirmative.

Ventura, Fiscal Officer

Sincerely,

3799 HUFFMAN ROAD • MEDINA, OHIO 44256

REQUEST FOR ADVANCE OF TAXES COLLECTED MUNICIPALITIES, SCHOOL DISTRICTS, TOWNSHIPS

Rev. Code Sec. 321.34

To the Auditor of Medina County, Ohio:

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Dollars, of the current collection of taxes assessed and collected for and in behalf of said $\sqrt{10\omega NSHIP}$ which shall be held and YOU ARE HEREBY REQUESTED to issue your warrant upon the County Treasurer of said County in said County for treated as an advance payment on the current collection of taxes due said 3 Town SHIP as FISCAL the ensuing settlemant, 20 19, as provided by law. infavor of ANGELA VENTURA MEDIALA TOWASHIP ALL AVAILABLE

Pursuant to a Resolution adopted by the 4 MEDIALA TOWNSHIP BOARD OF TRUSTEES , 20 18 . Resolution No. 12102018- 033 sen Well adopted DECEMBER

Fiskal Officer/Treasurer

President of Board - City - Village Treasurer)

Township, or the (City - Village) of

I. Haral Officer or Treasurer

School District.

^{3.} District, Township or Municipality.
4. Board of Education of said School District. Beard of Trustees of said Township. or Council of said Municipality.

CASH REQUIREMENTS

THIS REPORT SUMMARIZES YOUR PAYROLL TRANSACTIONS FOR THE CHECK DATE 12/14/18. IT DOES NOT REFLECT MISCELLANEOUS ADMINISTRATIVE CHARGES. PLEASE REFER TO YOUR INVOICE(S) FOR THE TOTAL CASH REQUIRED FOR THIS CHECK DATE.

TRANSACTION DETAIL

ELECTRONIC FUNDS TRANSFER - Your financial institution will initiate transfer to Paychex at or after 12:01 A.M. on transaction date.

BANK DRAFT AMOUNTS 8. OTHER TOTALS 32,148.02			5,928.58	38,076.60	38,076.60
32,148.02	626.83 3,671.55 985.30 22.05	5,305.73	622.85	EFT FOR 12/13/18	trative charges)
DESCRIPTION Net Pay Allocations	Employee Withholdings Medicare Fed Income Tax OH Income Tax OH CVRSD SD Inc	Total Withholdings Employer Liabilities	Medicale Total Liabilities		TOTAL EFT (Does not reflect administrative charges)
PRODUCT Direct Deposit	Taxpay®				TOT
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BANK NAME PNC BANK, NA	PNC BANK, NA			#	R124338
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REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES - Paychex does not remit these funds. You must ensure accurate and timely payment of applicable items.

DESCRIPTION Employee Deductions A57 plan EE proday	AFLAC EE Post Tax AFLAC EE Pretax Opers Police EE cont Opers np EE Cont PXCMP PRETAX Health Union Dues Total Deductions	
PRODUCT Payroll		
BANK NAME ACCOUNT NUMBER Refer to your records for account Information	#P. TRUSTEES	C' CLIP I CALL CONTRACT CHOILDING CHINING INTERPRETATION
12/14/18 BANK NAME	APPROVED BY MEDINA TW Date 12 19 18 Trustee Chm. Co. Trustee Trustee	
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Union Dues

2,674.73 2,241.14 1,192.44

12.42 46.08

620.00

6,930.81

TOTAL

TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES (Does not reflect administrative charges)

as a record of payment.	DESCRIPTION FED IT PMT G
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PAYCHEX WILL MAKE THESE TAX DEPOSIT(S) ON YOUR BEHALF - This information serves as a record of payment	DUE DATE 12/19/18

MEDINA TOWNSHIP, MEDINA COUNTY

12/17/2018 11:11:59 PM UAN v2019.1

Bank Reconciliation

Reconciled Date 11/30/2018 Posted 12/17/2018 11:12:02 PM

	\$4,766,400.46
+	\$84,089.50
-	\$368,836.81
+	\$0.00
	\$4,481,653.15
+	\$0.00
_	\$4,481,653.15
	\$4,592,542.84
+	\$0.00
20	\$110,889.69
+	\$0.00
+	\$0.00
_	\$4,481,653.15
	+ - +

Balances Reconciled

Governing Board Signatures

There are no outstanding receipts as of 11/30/2018.

There are no outstanding adjustments as of 11/30/2018.

APPROVED BY MEDINA TWP. TRUSTEES

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Trustee C

Trustee

MEDINA TOWNSHIP, MEDINA COUNTY

12/17/2018 11:12:01 PM UAN v2019.1

Bank Balances

Reconciled Date 11/30/2018 Posted 12/17/2018 11:12:02 PM

Туре	Name	Number	Prior Bank Balance	Calculated Bank Balance	Entered Bank Balance	Difference
Primary	PRIMARY	3514031	\$3,781,179.71	\$3,604,042.15	\$3,604,042.15	\$0.00
Secondary	STAR OHIO	72451	\$0.00	\$0.00	\$0.00	\$0.00
Secondary	STAROHIO	70842	\$0.00	\$0.00	\$0.00	\$0.00
Investment	PNC	31100372634	\$100,973.90	\$100,973.90	\$100,973.90	\$0.00
Investment	STAR FIRE	72451	\$5,028.70	\$5,038.27	\$5,038.27	\$0.00
Investment	STAR GEN	70842	\$880,812.24	\$882,488.52	\$882,488.52	\$0.00
		Total:	\$4,767,994.55	\$4,592,542.84	\$4,592,542.84	\$0.00

MEDINA TOWNSHIP, MEDINA COUNTY

12/17/2018 11:12:01 PM UAN v2019.1

Outstanding Payments

Reconciled Date 11/30/2018 Posted 12/17/2018 11:12:02 PM

Account	Type	Payment #	Post Date	Vendor / Payee	Amount
PRIMARY	Warrant	29617	11/01/2018	HANLON, CULLEN	\$60.00
PRIMARY	Warrant	29625	11/15/2018	BRUNSWICK BAT CAGE	\$500.00
PRIMARY	Warrant	29653	11/15/2018	IMPACT TEAM SPORTS	\$575.00
PRIMARY	Warrant	29655	11/15/2018	HANLON, CULLEN	\$100.00
PRIMARY	Warrant	29656	11/15/2018	CALLAHAN, BRYON	\$100.00
PRIMARY	Warrant	29658	11/27/2018	ACE	\$172.86
PRIMARY	Warrant	29659	11/27/2018	AMAZON	\$189.23
PRIMARY	Warrant	29660	11/27/2018	ARMSTRONG CABLE	\$286.01
PRIMARY	Warrant	29661	11/27/2018	BROTHERS DISTRIBUTION INC.	\$22.18
PRIMARY	Warrant	29662	11/27/2018	CANON FINANCIAL	\$105.33
PRIMARY	Warrant	29663	11/27/2018	CLEVELAND CLINIC ATWORK	\$78.00
PRIMARY	Warrant	29664	11/27/2018	CMT GROUP	\$43.75
PRIMARY	Warrant	29665	11/27/2018	GOODYEAR COMMERCIAL TIRE	\$1,074.37
PRIMARY	Warrant	29666	11/27/2018	GERARD SIGNS & GRAPHICS, INC	\$250.00
PRIMARY	Warrant	29667	11/27/2018	HUMANA	\$232.20
PRIMARY	Warrant	29669	11/27/2018	MEDINA HOSPITAL	\$23,535.89
PRIMARY	Warrant	29670	11/27/2018	MELWAY PAVING CO INC	\$44,078.10
PRIMARY	Warrant	29671	11/27/2018	MORTON SALT, INC.	\$11,578.22
PRIMARY	Warrant	29672	11/27/2018	NATIONAL PEN CO. LLC	\$150.84
PRIMARY	Warrant	29673	11/27/2018	NORTHERN OHIO HURRICANES	\$760.00
PRIMARY	Warrant	29674	11/27/2018	OHIO PUBLIC EMPLOYEES DEFERRED COMP PROG	\$590.00
PRIMARY	Warrant	29675	11/27/2018	OHIO EDISON	\$1,295.71
PRIMARY	Warrant	29676	11/27/2018	PRO-TECH SECURITY SALES	\$9,398.00
PRIMARY	Warrant	29677	11/27/2018	REINHARDT SUPPLY	\$80.75
PRIMARY	Warrant	29678	11/27/2018	TREASURER OF STATE C/O DEPT OF TRANSPORTATION	\$13,000.00
PRIMARY	Warrant	29679	11/27/2018	UNITED STATES POSTAL SERVICE	\$381.00
PRIMARY	Warrant	29680	11/27/2018	VERIZON WIRELESS	\$150.96
PRIMARY	Warrant	29681	11/27/2018	VOYAGER FLEET SYSTEMS, INC.	\$2,101.29
					\$110,889.69

MEDINA TOWNSHIP BOARD OF TRUSTEES Meeting held 12 - 20 - 18

NAME	ADDRESS
Jarissa Childs	4315 Alberty Ave Parma 44134
Janette Naftenal Tronne Laman-Spouts	6707 Greenley Am Parena Hts 44130
Amanda Trzaska	3802 Hile Rd Stow of 44221
NICK (JIMINGERZ	3878 HUFFMN
KEVIN PO33	13348 Sc Be Dr 44645 785 €. REAGAN/KW7 \$ 238 MESINA,04W
JSARAYA	5114 Crusa Kich
GARY VENE	3803 HAMILTON RA
Thomas Vide	3816W SWEET BRIAR DR, MEDINA
SANDRA CITHANAS	3816 W SWEET BRIANDR MEDINA, OH
Allies Strogie	SLAY DEST
DANDLIBROY	3497 OLD WEYMOTHES
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