

**MEDINA TOWNSHIP TRUSTEES  
REGULAR MEETING 7:00 PM  
NOVEMBER 14, 2019**

- I. ROLL CALL - PLEDGE - MOMENT OF SILENCE**
- II. APPROVAL OF PAYROLL**
- III. GROUP LIFE INSURANCE DISCUSSION**
- IV. PURCHASE ORDERS AND TRAINING REQUESTS**
- V. APPROVAL OF ACCOUNTS PAYABLE**
- VI. APPROVAL OF APPROPRIATION STATUS**
- VII. CREDIT CARD ATTESTATION**
- VIII. DEPARTMENT HEAD COMMENTS**

**OLD BUSINESS**

- IX. HOOD ROAD TEMPORARY TRAFFIC SIGNAL DISCUSSION**

**NEW BUSINESS**

- X. APPROVAL OF MINUTES**
- XI. APPROVAL OF POLICE DEPARTMENT REVISED INVENTORY**
- XII. APPROVAL OF PUBLIC RECORDS POLICY  
RESOLUTION #11142019-029**
- XIII. TEMPORARY BUDGET DISCUSSION**
- XIV. PNC CREDIT CARD DISCUSSION**
- XV. DAYLIGHT SAVINGS PAYROLL DISCUSSION**
- XVI. SNOW PLOWING FOR SENIORS DISCUSSION**
- XVII. TEXT MESSAGE RETENTION DISCUSSION**
- XVIII. NEXT MEETING DATE DISCUSSION**
- XIX. PUBLIC COMMENT**
- XX. ADJOURN**

R 11-14-2019

**ENTITY NAME: Medina Township**

---

**MINUTES TITLE: November 14, 2019 Regular Meeting**

---

**BOARD NAME: Board of Trustees**

---

**TYPE OF MEETING: Regular**

---

**VOTING SESSION: Yes**

---

**DATE: 11/14/2019**

---

**START TIME: 7:02 pm**

---

**END TIME: 7:57 pm**

---

**MEETING LOCATION: Medina Township Townhall**

---

**RECORD OF PROCEEDINGS:**

---

**CALLED TO ORDER BY: Mr. Mike Stopa**

---

## RECORD OF PROCEEDINGS

### BOARD/COUNCILMEMBERS ROLL CALL

NAME	PRESENT
Mr. Ken DeMichael	Not Present
Mr. Michael Stopa	Present
Mr. Mark Radice	Present
Mrs. Angela Ventura	Present

### IN ATTENDANCE

NAME	VISITOR/EMPLOYEE	COMMENTS
Nick Dominguez, Sr	Employee	
Nick Dominguez	Employee	
Alliss Strogin	Employee	
Chief Travis Colonius	Employee	
Denny Miller	Employee	
Matt Ventura	Employee	
Sign in sheet for visitors is attached to the minutes.	Visitor	

**The Pledge of Allegiance was recited.**

**There was a moment of silence for our military and first responders.**

**APPROVAL OF PAYROLL**

MOTION BY <b>1:14 minutes</b>	<b>Mr. Stopa:</b> At this time, I'd like to make a motion to approve payroll. Check dates 11/15/2019. Total amount \$33,358.94, with \$7001.90 in deductions and withholdings.
MOTION SECONDED BY	Mr. Radice
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Radice	Yes
VOTING RESULTS	YES: 2 NO: 0

**DISCUSSION OF GROUP LIFE INSURANCE**

DISCUSSION <b>1:58 minutes</b>	Mr. Stopa introduced Mr. Mark Herwick, from the Homestead Insurance Agency. Mr. Herwick presented the Medical Mutual group life insurance plan, for Township employees, along with the associated costs and savings for the basic plan. Mr. Herwick, the Trustees and Mrs. Ventura discussed examples of the basic plan and additional coverages available to Township employees and how the costs would be distributed. The Trustees thanked Mr. Herwick for his presentation.
MOTION BY <b>7:16 minutes</b>	<b>Mr. Radice:</b> I'd like to make a motion to accept Medical Mutual's life insurance plan and supplemental life insurance and AD&D for 2020.
MOTION SECONDED BY	Mr. Stopa
VOTING ROLL CALL	VOTE
Mr. Radice	Yes
Mr. Stopa	Yes
VOTING RESULTS	YES: 2 NO: 0

**APPROVAL OF PURCHASE ORDERS AND TRAINING REQUESTS – SOUTHEASTERN EQUIPMENT**

MOTION BY <b>8:06 minutes</b>	<b>Mr. Stopa:</b> At this time, I'd like to make a motion for a purchase order requisition. The departments gonna be Service. The vendors gonna be Southeastern Equipment. Total amount of \$770.50 and this is for a new forward-reverse controller for the Case loader.
MOTION SECONDED BY	Mr. Radice
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Radice	Yes
VOTING RESULTS	YES: 2 NO: 0

**APPROVAL OF PURCHASE ORDERS AND TRAINING REQUESTS – CARGILL INC.**

MOTION BY <b>8:42 minutes</b>	<b>Mr. Stopa:</b> At this time, I'd like to make a motion for a purchase order requisition. The departments gonna be Service. The vendors gonna be for Cargill Inc. And it's gonna be for a dollar amount of \$10,349.86. This is for 120, plus or minus, tons of road salt.
MOTION SECONDED BY	Mr. Radice
DISCUSSION	Mr. Miller indicated that this will finish out this year's budget for road salt.
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Radice	Yes
VOTING RESULTS	YES: 2 NO: 0

**APPROVAL OF ACCOUNTS PAYABLE**

MOTION BY <b>9:36 minutes</b>	<b>Mr. Stopa:</b> At this time, I'd like to make a motion to approve the November 2019 Accounts Payable, from payment #46-201 to check #30545, for a total of \$86,937.96 and incorporate this document by reference.
MOTION SECONDED BY	Mr. Radice
DISCUSSION	Mrs. Ventura asked for clarification on the initial payment number and an amended motion.
MOTION BY <b>10:14 minutes</b>	<b>Mr. Stopa:</b> At this time, I'd like to make a motion to amend my previous to state 46-2019.
MOTION SECONDED BY	Mr. Radice
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Radice	Yes
VOTING RESULTS	YES: 2 NO: 0

**APPROVAL OF APPROPRIATION STATUS**

MOTION BY <b>10:49 minutes</b>	<b>Mr. Stopa:</b> At this time, I'd like to make a motion to approve Appropriation Status Fund as of 11/14/2019 and incorporate this 12-page document.
MOTION SECONDED BY	Mr. Radice
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Radice	Yes
VOTING RESULTS	YES: 2 NO: 0

**CREDIT CARD ATTESTATION**

TOPIC <b>11:20 minutes</b>	<b>Credit Card Attestation</b>
ATTESTED TO BY	<b>Mr. Stopa</b> , I, Mike Stopa, Vice Chairman of the Board of Trustees of Medina Township Ohio hereby attest that pursuant to section 505.64 of the Ohio Revised Code at its meeting on November 14th, 2019, the Board reviewed the credit card account transactions detail for each account listed below for the dates October 4th, 2019 through November 14th, 2019 as provided by the Fiscal Officer. And the Credit Card accounts are Amazon, E&H, which is ACE Hardware, Home Depot, Lowes, PNC, Staples, Tractor Supply and Wal-Mart.

**DEPARTMENT HEAD/OFFICIAL REPORT**

DEPARTMENT <b>12:20 minutes</b>	Police Department
REPRESENTATIVE'S NAME	Chief Colonius
DISCUSSION	Chief Colonius stated that he would like to thank Mr. Radice and Mr. Stopa for their donations of food and drink for the Police Department community Halloween party at the Police station.

DEPARTMENT <b>12:53 minutes</b>	Service Department
REPRESENTATIVE'S NAME	Mr. Miller
DISCUSSION	Nothing to report.

DEPARTMENT	Fire Department
REPRESENTATIVE'S NAME	Chief Painter
STATUS	Not Present

DEPARTMENT	Zoning Department
REPRESENTATIVE'S NAME	Mrs. Ridgley
STATUS	Not Present

**OLD BUSINESS**

**HOOD ROAD TEMPORARY TRAFFIC SIGNAL DISCUSSION**

DISCUSSION <b>13:05 minutes</b>	Mr. Stopa stated that the Township has received a response from the County Engineer regarding a request for a temporary traffic signal at Hood Road to allow two (2) way traffic where Hood Road is currently closed to westbound vehicular traffic. The County Engineer advised against placement of such a signal due to the hazards of winter conditions and backing up of traffic on Bagdad Road. They suggested that, for safety reasons, the current closed westbound lane stay closed.
---------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

**NEW BUSINESS****APPROVAL OF PREVIOUS MINUTES**

MOTION TO APPROVE MINUTES OF	<b>October 17, 2019</b>
TYPE OF MEETING	Regular Meeting
MOTION BY <b>14:11 minutes</b>	<b>Mr. Stopa:</b> At this time, I'd like to make a motion to approve the following Minutes. The October 17, 2019, Regular Meeting.
MOTION SECONDED BY	Mr. Radice
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Radice	Yes
VOTING RESULTS	YES: 2 NO: 0

**APPROVAL OF POLICE DEPARTMENT REVISED INVENTORY**

MOTION BY <b>14:55 minutes</b>	<b>Mr. Stopa:</b> At this time, I'd like to make a motion to approve the Medina Township Police Department inventory for 2019 and incorporate this 17-page document.
MOTION SECONDED BY	Mr. Radice
DISCUSSION	Mr. Radice stated that this revision is a result of several items missed on the previous inventory including printers in the patrol cars and an infra-red camera.
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Radice	Yes
VOTING RESULTS	YES: 2 NO: 0

**APPROVAL OF RESOLUTION #11142019-029**

MOTION TO APPROVE RESOLUTION	11/14/2019
RESOLUTION NUMBER	11142019-029
MOTION TO APPROVE BY <b>15:41 minutes</b>	<b>Mr. Stopa:</b> At this time, I'd like to make a motion to approve resolution number 11142019-029 to adopt the Medina Township Public Records Policy and incorporate this five (5) page document as presented.
MOTION SECONDED BY	Mr. Radice
DISCUSSION	Mr. Stopa stated that this new policy was being put in place as the first step in formulating a new Records Retention schedule.
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Radice	Yes
VOTING RESULTS	YES: 2 NO: 0

**DISCUSSION OF TEMPORARY BUDGET**

DISCUSSION <b>16:44 minutes</b>	The Trustees and Mrs. Ventura discussed the need for a budget Workshop to have the temporary budget approved and in place by January 1, 2020. All agreed that a separate special meeting would be best rather than separate meetings. Mrs. Ventura also stressed that Department Heads would need to attend. A convenient date was discussed and agreed upon by the Trustees, Mrs. Ventura and the Department Heads present.
MOTION BY <b>21:03 minutes</b>	<b>Mr. Stopa:</b> At this time, I'd like to make a motion, to have or to set, a Public Budget Workshop for November 26, which is a Tuesday, at 6:15 pm.
MOTION SECONDED BY	Mr. Radice
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Radice	Yes
VOTING RESULTS	YES: 2 NO: 0

**PNC CREDIT CARD DISCUSSION**

DISCUSSION <b>21:45 minutes</b>	Mr. Stopa stated that this item will be tabled for now and it will be addressed at the next Trustee meeting.
---------------------------------	--------------------------------------------------------------------------------------------------------------

**DAYLIGHT SAVINGS PAYROLL DISCUSSION**

DISCUSSION <b>22:02 minutes</b>	The Trustees, Mrs. Ventura and Chief Colonius discussed payroll issues related to day light saving time reporting on time sheets. The main issue revolved around how Police Officers would be paid for their hours worked when day light savings time clock changes occur in the Fall and Spring seasons.
MOTION BY <b>24:40 minutes</b>	<b>Mr. Radice:</b> I'd like to make a motion for Township employees to get paid hours worked and when they are scheduled for Spring day light savings time day, they have the ability to work an extra hour somewhere to make up their forty (40) hour work week.
MOTION SECONDED BY	Mr. Stopa
DISCUSSION	Mrs. Ventura clarified that the employee would be required to work the extra hour and not just have the ability to work the extra hour.
VOTING ROLL CALL	VOTE
Mr. Radice	Yes
Mr. Stopa	Yes
VOTING RESULTS	YES: 2 NO: 0

**SNOW PLOWING FOR SENIORS DISCUSSION**

<p>DISCUSSION <b>25:25 minutes</b></p>	<p>Mr. Stopa stated that the Township had received a resident request to address snow plowing for Township senior citizens. Mr. Stopa asked Mr. Nick Dominguez Jr. to speak to the matter. Mr. Nick Dominguez Jr. had contacted the City of Medina, Montville and Hinckley Townships and researched their costs, qualification requirements, the liabilities involved, the typical number of applicants and how the programs were funded. After further discussion on how these programs were funded, Mr. Stopa asked Nick to reach out to Lafayette Township to determine how they fund their snow removal program.</p>
----------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

**TEXT MESSAGE RETENTION DISCUSSION**

<p>DISCUSSION <b>32:54 minutes</b></p>	<p>Mrs. Ventura stated that due to the volume of Public Records requests involving text messages, the Townships’ legal counsel advised the Township to retain all text messages pertaining to Township business. Discussion with the Trustees followed on the best method for gathering, retaining and storing the text messages in a secure location. Also discussed was how to separate each person’s messages for ease of access for future Public Record requests.</p>
<p>MOTION BY <b>37:02 minutes</b></p>	<p><b>Mr. Stopa:</b> So at this time, I’d like to make a motion to put forth our text message retention policy that once a month every employee that would text Township business needs to make a screen shot of their text messages and email them to Medinatownship@Medinatownship email address so that they can be stored for retrieval if any Public Records requests are made.</p>
<p>MOTION SECONDED BY</p>	<p>Mr. Radice</p>
<p>DISCUSSION</p>	<p>The Trustees, Mrs. Ventura and Chief Colonius had a brief discussion on the retention requirements for text messages and emails. No changes were deemed necessary on the previous motion.</p>
<p>VOTING ROLL CALL</p>	<p>VOTE</p>
<p>Mr. Stopa</p>	<p>Yes</p>
<p>Mr. Radice</p>	<p>Yes</p>
<p>VOTING RESULTS</p>	<p>YES: 2 NO: 0</p>
<p>DISCUSSION</p>	<p>Mr. Stopa asked Mr. Nick Dominguez Jr. to put a letter together to send to all Township employees regarding text message retention. Mrs. Ventura asked that a list of IP addresses be compiled of everyone’s devices used to check Township emails. Mr. Radice and Mrs. Ventura asked that this request for IP addresses be passed by legal first to insure it is proper.</p>

**NEXT MEETING DATE DISCUSSION**

DISCUSSION	The Trustees and Mrs. Ventura stated the need to move the next Trustee meeting due to the Thanksgiving holiday.
MOTION BY <b>44:42 minutes</b>	<b>Mr. Stopa:</b> At this time, I'd like to make a motion to move our next regular scheduled Trustee meeting from November 28th to Wednesday, November 27th, at 6:30 and that would be for Accounts Payable and Payroll. Well, we can make and general business because we'll have some zoning stuff on that day.
MOTION SECONDED BY	Mr. Radice
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Radice	Yes
VOTING RESULTS	YES: 2 NO: 0
MOTION BY <b>46:08 minutes</b>	<b>Mr. Stopa:</b> At this time, I'd like to make a motion to move our December 12, 2019, regular scheduled Trustee meeting to Wednesday, December 11, 2019 at 7 pm and it'll be a Special meeting.
MOTION SECONDED BY	Mr. Radice
DISCUSSION	Mr. Stopa stated that the meeting date was being changed so as not to conflict with OTA Christmas dinner that Thursday.
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Radice	Yes
VOTING RESULTS	YES: 2 NO: 0
DISCUSSION	Mrs. Ventura asked, with the Trustee meetings being scheduled early, that any payroll that can be submitted early would be helpful in meeting payroll deadlines.

**PUBLIC COMMENT**

MOTION BY <b>47:36 minutes</b>	<b>Mr. Stopa:</b> At this time, I'd like to open the floor for public comment, at which time please state your name and address for the record.
MOTION SECONDED BY	Mr. Radice
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Radice	Yes
VOTING RESULTS	YES: 2 NO: 0
COMMENTS	There were public comments made.

**PUBLIC COMMENT (continued)**

MOTION BY <b>54:40 minutes</b>	<b>Mr. Stopa:</b> At this time, I'd like to make a motion to close public comment.
MOTION SECONDED BY	Mr. Radice
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Radice	Yes
VOTING RESULTS	YES: 2 NO: 0

**MEETING ADJOURN**

MOTION BY <b>54:55 minutes</b>	<b>Mr. Stopa:</b> At this time, I'd like to make a motion to adjourn the Medina Township Trustees' Regular scheduled meeting on November 14 <sup>th</sup> , 2019.
MOTION SECONDED BY	Mr. Radice
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Radice	Yes
VOTING RESULTS	YES: 2 NO: 0
	Meeting adjourned at 7:57pm

**NEXT SCHEDULED MEETING**

TYPE OF MEETING	<u>Special</u>
DATE	<u>11/26/2019</u>
TIME	6:15 pm
LOCATION	Township Hall
COMMENTS	N/A


**MINUTES PREPARED BY**

NAME	TITLE	DATE
Nick Dominguez	Office Assistant	11/20/2019

**ATTESTED BY**

SIGNATURE	TITLE	DATE
	Fiscal Officer	12/11/2019

**BOARD/COUNCIL CERTIFIED**

SIGNATURE	TITLE	DATE
	Chairman	12/11/2019
	Vice Chairman	12/11/2019
	Trustee	12/11/2019

# CASH REQUIREMENTS

(Prior to Processing)

THIS REPORT SUMMARIZES YOUR PAYROLL TRANSACTIONS FOR THE CHECK DATE 11/15/19. 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.

TRANS. DATE	BANK NAME	ACCOUNT NUMBER	PRODUCT	DESCRIPTION	BANK DRAFT AMOUNTS & OTHER TOTALS
11/14/19	PNC BANK, NA	xxxxxx6361	Direct Deposit	Net Pay Allocations	28,006.70
11/14/19	PNC BANK, NA	xxxxxx6361	Taxpay®	Employee Withholdings Medicare	559.96
				Fed Income Tax	3,346.51
				OH Income Tax	846.73
				OH CVRSD SD Inc	18.21
				OH MEDIN CTY Inc	20.88
				<b>Total Withholdings</b>	<b>4,792.29</b>
				Employer Liabilities Medicare	559.95
				<b>Total Liabilities</b>	<b>559.95</b>
				<b>EFT FOR 11/14/19</b>	<b>33,358.94</b>
				<b>TOTAL EFT (Does not reflect administrative charges)</b>	<b>33,358.94</b>

Chk. # 25011 thru 25031

**REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES** - Paychex does not remit these funds. You must ensure accurate and timely payment of applicable items.

TRANS. DATE	BANK NAME	ACCOUNT NUMBER	PRODUCT	DESCRIPTION	TOTAL
11/15/19	Refer to your records for account information		Payroll	Employee Deductions	900.00
				457 plan EE pretax	12.42
				AFLAC EE Post Tax	18.78
				AFLAC EE Pretax	3,307.75
				Opers Police EE cont	1,435.68
				Opers np EE Cont	1,165.27
				PXCMP PRETAX Health	162.00
				Union Dues	7,001.90
				<b>Total Deductions</b>	<b>7,001.90</b>

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

**7,001.90**

**PAYCHEX WILL MAKE THESE TAX DEPOSIT(S) ON YOUR BEHALF** - This information serves as a record of payment.

DUE DATE	PRODUCT	DESCRIPTION
11/20/19	Taxpay®	FED IT PMT Group

APPROVED BY MEDINA TWP. TRUSTEES  
Date 11-14-19

Trustee  
Trustee  
Trustee

**Payment Listing**

November 2019

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
46-2019	11/02/2019	11/03/2019	CH	OHIO PUBLIC EMPLOYEES RETIREMENT S	\$8,652.25	O
47-2019	11/02/2019	11/03/2019	CH	OHIO PUBLIC EMPLOYEES RETIREMENT S	\$15,540.16	O
30513	11/14/2019	11/12/2019	AW	AFLAC	\$93.60	O
30514	11/14/2019	11/12/2019	AW	AQUA CLEAR	\$47.05	O
30515	11/14/2019	11/12/2019	AW	C MARTIN TRUCKING	\$161.89	O
30516	11/14/2019	11/12/2019	AW	AMERICAN ROADWAY LOGISTICS, INC.	\$7,983.35	O
30517	11/14/2019	11/12/2019	AW	CHUCKS CUSTOM SERVICE CTR	\$470.31	O
30518	11/14/2019	11/12/2019	AW	CINTAS CORP #011	\$335.73	O
30519	11/14/2019	11/12/2019	AW	COLUMBIA GAS OF OHIO	\$547.63	O
30520	11/14/2019	11/12/2019	AW	GREATER CLEVELAND PARTNERSHIP	\$469.00	O
30521	11/14/2019	11/12/2019	AW	DIGITAL PRINT SOLUTIONS	\$82.00	O
30522	11/14/2019	11/12/2019	AW	FRONTIER	\$1,130.41	O
30523	11/14/2019	11/12/2019	AW	GOODYEAR COMMERCIAL TIRE	\$3,268.49	O
30524	11/14/2019	11/12/2019	AW	HEIDI'S TOWING	\$110.40	O
30525	11/14/2019	11/12/2019	AW	HOME DEPOT CREDIT SERVICES	\$64.00	O
30526	11/14/2019	11/12/2019	AW	LAMPHEAR'S LAWN SERVICE	\$2,975.63	O
30527	11/14/2019	11/12/2019	AW	MEDINA COUNTY SANITARY ENG	\$738.01	O
30528	11/14/2019	11/12/2019	AW	MELWAY PAVING CO INC	\$21,532.30	O
30529	11/14/2019	11/12/2019	AW	MERRICK ENTERPRISES	\$123.80	O
30530	11/14/2019	11/12/2019	AW	GATEWAY TIRE & SERVICE CENTER	\$794.81	O
30531	11/14/2019	11/12/2019	AW	OHIO EDISON	\$727.88	O
30532	11/14/2019	11/12/2019	AW	OHIO PUBLIC EMPLOYEES DEFERRED CO	\$900.00	O
30533	11/14/2019	11/12/2019	AW	OPBA	\$324.00	O
30534	11/14/2019	11/12/2019	AW	PERFECT VOICE & DATA	\$635.68	O
30535	11/14/2019	11/12/2019	AW	PETALSWEET CLEANING LLC	\$550.00	O
30536	11/14/2019	11/12/2019	AW	REINHARDT SUPPLY	\$90.80	O
30537	11/14/2019	11/12/2019	AW	STAPLES BUSINESS ADVANTAGE	\$536.14	O
30538	11/14/2019	11/12/2019	AW	STUVER AUTO SPRING CO.	\$678.00	O
30539	11/14/2019	11/12/2019	AW	TRACTOR SUPPLY CREDIT PLAN	\$26.97	O
30540	11/14/2019	11/12/2019	AW	VERIZON WIRELESS	\$230.92	O
30541	11/14/2019	11/12/2019	AW	WOLFF BROS. SUPPLY, INC.	\$340.49	O
30542	11/14/2019	11/12/2019	AW	COSE/MEDICAL MUTUAL OF OHIO	\$16,520.28	O
30543	11/14/2019	11/12/2019	AW	ORLO AUTO PARTS INC	\$38.31	O
30544	11/14/2019	11/12/2019	AW	INTERSTATE BILLING SERVICE, INC.	\$136.42	O
30545	11/14/2019	11/12/2019	AW	CMT GROUP	\$81.25	O
Total Payments:					\$86,937.96	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$86,937.96	

Type: AM - Accounting Manual Warrant, AW - Accounting Warrant, IM - Investment Manual Warrant, IW - Investment Warrant, PM - Payroll Manual Warrant, PR - Payroll Warrant, RW - Reduction of Receipt Warrant, SW - Skipped Warrant, WH - Withholding Warrant, WM - Withholding Manual, WS - Special Warrant, CH - Electronic Payment Advice, IL - Investment Loss, EP - Payroll EFT Voucher, CV - Payroll Conversion Voucher, SV - Payroll Special Voucher, EW - Withholding Voucher, POS ADJ - Positive Adjustment, NEG ADJ - Negative Adjustment, POS REAL - Positive Reallocation, NEG REAL - Negative Reallocation

Status: O - Outstanding, C - Cleared, V - Voided, B - Batch

**Payment Listing**

November 2019

\* Asterisked amounts are not included in report totals. These transactions occurred outside the reported date range but are listed for reference.

APPROVED BY MEDINA TWP. TRUSTEES

Date 11-14-19

Trustee Chm \_\_\_\_\_

Trustee  \_\_\_\_\_

Trustee \_\_\_\_\_

**Appropriation Status**

By Fund

As Of 11/14/2019

Fund: General \$1,690,181.91  
 Pooled Balance: \$0.00  
 Non-Pooled Balance:  
 Total Cash Balance: \$1,690,181.91

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
1000-110-111-0000	D Salaries - Trustees	\$0.00	\$0.00	\$60,000.00	\$0.00	\$41,567.77	\$18,432.23	69.280%
1000-110-121-0000	D Salary - Township Fiscal Officer	\$0.00	\$0.00	\$30,000.00	\$0.00	\$21,795.99	\$8,204.01	72.653%
1000-110-190-0000	D Other - Salaries	\$0.00	\$0.00	\$200,000.00	\$0.00	\$56,720.29	\$143,279.71	28.360%
1000-110-211-0000	D Ohio Public Employees Retirement System	\$0.00	\$0.00	\$60,000.00	\$0.00	\$30,409.02	\$29,590.98	50.682%
1000-110-213-0000	D Medicare	\$0.00	\$0.00	\$6,000.00	\$0.00	\$3,806.50	\$2,193.50	63.442%
1000-110-221-0000	Medical/Hospitalization	\$0.00	\$0.00	\$120,000.00	\$24,060.86	\$48,980.44	\$46,958.70	40.817%
1000-110-229-0000	Other - Insurance Benefits	\$0.00	\$0.00	\$3,500.00	\$694.45	\$605.55	\$2,000.00	17.301%
1000-110-230-0000	D Workers' Compensation	\$0.00	\$0.00	\$6,500.00	\$0.00	\$0.00	\$6,500.00	0.000%
1000-110-240-0000	D Unemployment Compensation	\$0.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.000%
1000-110-311-0000	Accounting and Legal Fees	\$0.00	\$0.00	\$50,000.00	\$8,880.31	\$13,819.73	\$27,299.96	27.639%
1000-110-312-0000	Auditing Services	\$184.50	\$0.00	\$2,000.00	\$1,000.00	\$184.50	\$1,000.00	8.446%
1000-110-313-0000	Uniform Accounting Network Fees	\$0.00	\$0.00	\$7,500.00	\$985.00	\$3,015.00	\$3,500.00	40.200%
1000-110-314-0000	D Tax Collection Fees	\$0.00	\$0.00	\$20,000.00	\$0.00	\$7,149.22	\$12,850.78	35.746%
1000-110-319-0000	Other - Professional and Technical Services	\$417.00	\$0.00	\$80,000.00	\$24,568.99	\$21,799.01	\$34,049.00	27.107%
1000-110-321-0000	Rents and Leases	\$1,699.84	\$0.00	\$2,000.00	\$2,772.79	\$427.05	\$500.00	11.542%
1000-110-330-0000	Travel and Meeting Expense	\$0.00	\$0.00	\$8,000.00	\$1,849.14	\$6,150.86	\$0.00	76.886%
1000-110-341-0000	Telephone	\$0.00	\$0.00	\$12,000.00	\$1,142.26	\$2,357.74	\$8,500.00	19.648%
1000-110-342-0000	Postage	\$0.00	\$0.00	\$1,000.00	\$189.92	\$410.08	\$400.00	41.008%
1000-110-345-0000	Advertising	\$0.00	\$0.00	\$2,000.00	\$500.00	\$0.00	\$1,500.00	0.000%
1000-110-345-0610	Advertising(PAYCHEX SVS CHARGES)	\$2,285.62	\$0.00	\$4,636.04	\$0.00	\$6,921.66	\$0.00	100.000%
1000-110-360-0000	Contracted Services	\$0.00	\$0.00	\$26,000.00	\$13,428.50	\$12,571.50	\$0.00	48.352%
1000-110-370-0000	Payment to Another Political Subdivision	\$0.00	\$0.00	\$20,000.00	\$0.00	\$18,341.24	\$1,658.76	91.706%
1000-110-381-0000	Property Insurance Premiums	\$0.00	\$0.00	\$2,750.00	\$0.00	\$2,709.00	\$41.00	98.509%
1000-110-382-0000	Liability Insurance Premiums	\$0.00	\$0.00	\$22,300.00	\$0.00	\$16,965.50	\$5,334.50	76.078%
1000-110-410-0000	Office Supplies	\$325.70	\$0.00	\$6,000.00	\$2,147.40	\$3,678.30	\$500.00	58.149%
1000-110-430-0000	Small Tools and Minor Equipment	\$0.00	\$0.00	\$5,000.00	\$1,577.61	\$922.39	\$2,500.00	18.448%
1000-110-519-0000	Other - Dues and Fees	\$50.00	\$0.00	\$1,200.00	\$266.00	\$984.00	\$0.00	78.720%

Report reflects selected information.

MEDINA TOWNSHIP, MEDINA COUNTY  
**Appropriation Status**  
 By Fund

11/13/2019 1:22:08 AM  
 UAN V2019.2

As Of 11/14/2019

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
1000-110-590-5900	Other Expenses(COMMUNITY EVENTS)	\$0.00	\$0.00	\$25,000.00	\$3,306.26	\$3,478.74	\$18,215.00	13.915%
1000-110-599-0000	Other - Other Expenses	\$0.00	\$0.00	\$92,263.96	\$963.20	\$36.80	\$91,263.96	0.040%
1000-110-740-0000	Machinery, Equipment and Furniture	\$0.00	\$0.00	\$75,000.00	\$14,336.00	\$2,198.99	\$58,465.01	2.932%
1000-120-322-0000	Garbage and Trash Removal	\$0.00	\$0.00	\$1,000.00	\$300.00	\$0.00	\$700.00	0.000%
1000-120-323-0000	Repairs and Maintenance	\$0.00	\$0.00	\$25,000.00	\$880.00	\$120.00	\$24,000.00	0.480%
1000-120-329-0000	Other - Property Services	\$0.00	\$0.00	\$26,000.00	\$3,170.59	\$20,829.41	\$2,000.00	80.113%
1000-120-351-0000	Electricity	\$1,122.20	\$0.00	\$2,500.00	\$447.68	\$1,524.52	\$1,650.00	42.088%
1000-120-351-0001	Electricity((REMSEN BLDG))	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-120-352-0000	Water and Sewage	\$600.00	\$0.00	\$2,000.00	\$705.30	\$744.70	\$1,150.00	28.642%
1000-120-352-0001	Water and Sewage((REMSEN BLDG))	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-120-353-0000	Natural Gas	\$200.00	\$0.00	\$1,500.00	\$916.09	\$783.91	\$0.00	46.112%
1000-120-353-0001	Natural Gas((REMSEN BLDG))	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-120-400-0000	Supplies and Materials	\$0.00	\$0.00	\$1,000.00	\$500.00	\$0.00	\$500.00	0.000%
1000-120-599-0000	Other - Other Expenses	\$0.00	\$0.00	\$5,000.00	\$1,000.00	\$0.00	\$4,000.00	0.000%
1000-130-150-0000	D Compensation of Board and Commission Members	\$0.00	\$0.00	\$15,000.00	\$0.00	\$4,825.29	\$10,174.71	32.169%
1000-130-190-0000	D Other - Salaries	\$0.00	\$0.00	\$45,000.00	\$0.00	\$32,834.76	\$12,165.24	72.966%
1000-130-211-0000	D Ohio Public Employees Retirement System	\$0.00	\$0.00	\$12,000.00	\$0.00	\$8,568.24	\$3,431.76	71.402%
1000-130-212-0000	D Social Security	\$0.00	\$0.00	\$2,000.00	\$0.00	\$647.90	\$1,352.10	32.395%
1000-130-213-0000	D Medicare	\$0.00	\$0.00	\$2,500.00	\$2,508.86	\$1,166.11	\$1,333.89	46.644%
1000-130-221-0000	Medical/Hospitalization	\$0.00	\$0.00	\$200.00	\$21.00	\$129.00	\$50.00	65.965%
1000-130-229-0000	Other - Insurance Benefits	\$0.00	\$0.00	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.000%
1000-130-230-0000	D Workers' Compensation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-130-240-0000	D Unemployment Compensation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-130-330-0000	Travel and Meeting Expense	\$0.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.000%
1000-130-342-0000	Postage	\$0.00	\$0.00	\$1,000.00	\$709.02	\$290.98	\$0.00	29.098%
1000-130-344-0000	Printing	\$0.00	\$0.00	\$100.00	\$0.00	\$0.00	\$100.00	0.000%
1000-130-345-0000	Advertising	\$0.00	\$0.00	\$1,000.00	\$441.06	\$558.94	\$0.00	55.894%
1000-130-410-0000	Office Supplies	\$0.00	\$0.00	\$1,200.00	\$440.75	\$159.25	\$600.00	13.271%
1000-130-430-0000	Small Tools and Minor Equipment	\$0.00	\$0.00	\$500.00	\$170.03	\$29.97	\$300.00	5.994%
1000-130-599-0000	Other - Other Expenses	\$250.00	\$0.00	\$20,000.00	\$12,980.00	\$2,270.00	\$5,000.00	11.210%
1000-130-740-0000	Machinery, Equipment and Furniture	\$0.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00	0.000%
1000-210-318-0000	Training Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
1000-220-323-0231	Repairs and Maintenance(RPRS TO FIRE STATION)	\$0.00	\$0.00	\$7,100.00	\$431.94	\$6,668.06	\$0.00	93.916%

Report reflects selected information.

MEDINA TOWNSHIP, MEDINA COUNTY  
**Appropriation Status**  
 By Fund

11/13/2019 1:22:08 AM  
 UAN V2019.2

As Of 11/14/2019

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
1000-310-319-0000	Other - Professional and Technical Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
1000-310-351-0000	Electricity	\$1,017.48	\$0.00	\$8,000.00	\$674.35	\$5,843.13	\$2,500.00	64.798%
1000-410-490-0000	Other - Supplies and Materials	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
1000-410-730-0000	Improvement of Sites	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
1000-760-720-0000	Buildings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
1000-760-730-0000	Improvement of Sites	\$0.00	\$0.00	\$50,000.00	\$0.00	\$16,503.00	\$33,497.00	33.006%
1000-760-730-0001	Improvement of Sites((REIMSEN BLDG))	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
1000-760-730-0002	Improvement of Sites(Road & Bridge)	\$0.00	\$0.00	\$300,000.00	\$0.00	\$300,000.00	\$0.00	100.0000%
1000-760-790-0000	Other - Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
1000-910-910-0900	D Transfers - Out((to R&B fund 2031))	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
1000-910-910-0901	D Transfers - Out((to Cemetery Fund 2041))	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
1000-910-910-9201	D Transfers - Out((PD FUND 2081))	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
1000-920-920-0000	D Advances - Out	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
<b>General Fund Total:</b>		<b>\$8,152.34</b>	<b>\$0.00</b>	<b>\$1,514,250.00</b>	<b>\$129,165.36</b>	<b>\$748,995.18</b>	<b>\$644,241.80</b>	<b>49.198%</b>

Fund: Motor Vehicle License Tax  
 Pooled Balance: \$15,105.83  
 Non-Pooled Balance: \$0.00  
 Total Cash Balance: \$15,105.83

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
2011-760-730-0000	Improvement of Sites	\$0.00	\$0.00	\$31,000.00	\$4,357.30	\$12,489.06	\$14,153.64	40.287%
<b>Motor Vehicle License Tax Fund Total:</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$31,000.00</b>	<b>\$4,357.30</b>	<b>\$12,489.06</b>	<b>\$14,153.64</b>	<b>40.287%</b>

Fund: Gasoline Tax  
 Pooled Balance: \$60,780.51  
 Non-Pooled Balance: \$0.00  
 Total Cash Balance: \$60,780.51

Report reflects selected information.

MEDINA TOWNSHIP MEDINA COUNTY  
**Appropriation Status**  
 By Fund

11/13/2019 1:22:08 AM  
 UAN V2019 2

As Of 11/14/2019

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
2021-760-730-0000	Improvement of Sites	\$0.00	\$0.00	\$160,000.00	\$15,516.65	\$82,383.35	\$62,100.00	51.490%
Gasoline Tax Fund Total:		\$0.00	\$0.00	\$160,000.00	\$15,516.65	\$82,383.35	\$62,100.00	51.490%

Fund: Road and Bridge  
 Pooled Balance: \$742,151.69  
 Non-Pooled Balance: \$0.00  
 Total Cash Balance: \$742,151.69

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
2031-330-190-0000	D Other - Salaries	\$0.00	\$0.00	\$245,000.00	\$0.00	\$185,996.35	\$59,003.65	75.917%
2031-330-211-0000	D Ohio Public Employees Retirement System	\$0.00	\$0.00	\$59,000.00	\$0.00	\$49,366.96	\$9,633.04	83.673%
2031-330-212-0000	D Social Security	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
2031-330-213-0000	D Medicare	\$0.00	\$0.00	\$7,200.00	\$0.00	\$5,922.27	\$1,277.73	82.254%
2031-330-221-0000	Medical/Hospitalization	\$0.00	\$0.00	\$60,000.00	\$4,811.33	\$50,688.67	\$4,500.00	84.481%
2031-330-229-0000	Other - Insurance Benefits	\$0.00	\$0.00	\$650.00	\$134.00	\$516.00	\$0.00	79.385%
2031-330-230-0000	D Workers' Compensation	\$0.00	\$0.00	\$4,500.00	\$0.00	\$0.00	\$4,500.00	0.000%
2031-330-251-0000	Uniform, Tool and Equipment Reimbursements	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
2031-330-314-0000	D Tax Collection Fees	\$0.00	\$0.00	\$7,500.00	\$0.00	\$6,588.19	\$911.81	87.843%
2031-330-318-0000	Training Services	\$206.81	\$0.00	\$1,000.00	\$500.00	\$0.00	\$500.00	0.000%
2031-330-319-0000	Other - Professional and Technical Services	\$0.00	\$0.00	\$24,800.00	\$3,460.77	\$13,933.68	\$7,612.36	55.720%
2031-330-321-0000	Rents and Leases	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
2031-330-322-0000	Garbage and Trash Removal	\$0.00	\$0.00	\$1,250.00	\$121.71	\$928.29	\$200.00	74.263%
2031-330-323-0000	Repairs and Maintenance	\$0.00	\$0.00	\$15,000.00	\$110.57	\$11,650.85	\$3,238.58	77.672%
2031-330-341-0000	Telephone	\$0.00	\$0.00	\$1,200.00	\$167.58	\$1,032.42	\$0.00	86.035%
2031-330-345-0000	Advertising	\$0.00	\$0.00	\$500.00	\$204.06	\$295.94	\$0.00	59.188%
2031-330-351-0000	Electricity	\$1,402.19	\$0.00	\$6,000.00	\$1,632.73	\$4,769.46	\$1,000.00	64.433%
2031-330-352-0000	Water and Sewage	\$850.00	\$0.00	\$3,000.00	\$1,244.72	\$2,105.28	\$500.00	54.683%
2031-330-353-0000	Natural Gas	\$800.00	\$0.00	\$6,000.00	\$2,425.35	\$4,374.65	\$0.00	64.333%
2031-330-360-0000	Contracted Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
2031-330-381-0000	Property Insurance Premiums	\$0.00	\$0.00	\$11,227.00	\$0.00	\$11,227.00	\$0.00	100.000%

Report reflects selected information.

MEDINA TOWNSHIP, MEDINA COUNTY  
**Appropriation Status**  
 By Fund  
 As Of 11/14/2019

11/13/2019 1:22:08 AM  
 UAN V2019.2

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
2031-330-382-0000	Liability Insurance Premiums	\$0.00	\$0.00	\$5,000.00	\$0.00	\$4,874.00	\$126.00	97.480%
2031-330-410-0000	Office Supplies	\$0.00	\$0.00	\$1,000.00	\$250.00	\$0.00	\$750.00	0.000%
2031-330-420-0000	Operating Supplies	\$786.30	\$0.00	\$30,000.00	\$6,262.90	\$16,773.40	\$7,750.00	54.483%
2031-330-420-0100	Operating Supplies(ROAD SALT)	\$633.87	\$0.00	\$72,500.00	\$0.00	\$62,984.01	\$10,349.86	85.887%
2031-330-420-0600	Operating Supplies(FUEL)	\$1,225.75	\$0.00	\$20,000.00	\$5,570.58	\$15,655.17	\$0.00	73.756%
2031-330-420-0620	Operating Supplies(UNIFORMS)	\$0.00	\$0.00	\$2,500.00	\$705.20	\$1,794.80	\$0.00	71.792%
2031-330-430-0000	Small Tools and Minor Equipment	\$0.00	\$0.00	\$8,500.00	\$1,247.46	\$1,152.46	\$6,100.08	13.558%
2031-330-599-0000	Other - Other Expenses	\$0.00	\$0.00	\$10,000.00	\$1,920.00	\$8,080.00	\$0.00	80.800%
2031-330-730-0000	Improvement of Sites	\$0.00	\$0.00	\$62,400.00	\$0.00	\$31,250.00	\$31,150.00	50.080%
2031-330-740-0000	Machinery, Equipment and Furniture	\$12,055.97	\$0.00	\$92,000.00	\$1,266.05	\$30,862.14	\$71,927.78	29.659%
2031-760-720-0582	Buildings(BLAKSLEE PARK)	\$0.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	0.000%
2031-760-730-0000	Improvement of Sites	\$0.00	\$0.00	\$441,200.00	\$46,894.73	\$83,105.27	\$311,200.00	18.836%
Road and Bridge Fund Total:		\$18,160.89	\$0.00	\$1,199,927.00	\$78,929.74	\$605,927.26	\$533,230.89	49.744%

Fund: Cemetery  
 Pooled Balance: \$25,637.40  
 Non-Pooled Balance: \$0.00  
 Total Cash Balance: \$25,637.40

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
2041-410-730-0000	Improvement of Sites	\$0.00	\$0.00	\$25,000.00	\$2,198.98	\$4,501.02	\$16,300.00	18.004%
2041-410-740-0000	Machinery, Equipment and Furniture	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
2041-590-590-0000	Other Expenses	\$0.00	\$0.00	\$5,000.00	\$200.00	\$300.00	\$4,500.00	6.000%
Cemetery Fund Total:		\$0.00	\$0.00	\$30,000.00	\$2,398.98	\$4,801.02	\$22,800.00	16.003%

Fund: Police District  
 Pooled Balance: \$315,157.24  
 Non-Pooled Balance: \$0.00  
 Total Cash Balance: \$315,157.24

Report reflects selected information.

MEDINA TOWNSHIP, MEDINA COUNTY  
**Appropriation Status**  
 By Fund

11/13/2019 1:22:08 AM  
 UAN V2019.2

As Of 11/14/2019

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
2081-210-190-0000	D Other - Salaries	\$0.00	\$0.00	\$540,000.00	\$0.00	\$529,479.73	\$10,520.27	98.052%
2081-210-211-0000	D Ohio Public Employees Retirement System	\$0.00	\$0.00	\$238,400.00	\$0.00	\$162,732.89	\$75,667.11	68.260%
2081-210-213-0000	D Medicare	\$0.00	\$0.00	\$24,600.00	\$0.00	\$16,946.54	\$7,653.46	68.888%
2081-210-219-0000	D Other - Employer's Retirement Contributions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
2081-210-221-0000	Medical/Hospitalization	\$0.00	\$0.00	\$160,100.00	\$8,727.63	\$141,772.37	\$9,600.00	88.552%
2081-210-229-0000	Other - Insurance Benefits	\$0.00	\$0.00	\$3,250.00	\$225.70	\$1,974.30	\$1,050.00	60.748%
2081-210-230-0000	D Workers' Compensation	\$0.00	\$0.00	\$8,400.00	\$0.00	\$0.00	\$8,400.00	0.000%
2081-210-240-0000	D Unemployment Compensation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
2081-210-311-0000	Accounting and Legal Fees	\$0.00	\$0.00	\$5,000.00	\$3,853.00	\$1,147.00	\$0.00	22.940%
2081-210-314-0000	D Tax Collection Fees	\$0.00	\$0.00	\$18,000.00	\$0.00	\$14,047.04	\$3,952.96	78.039%
2081-210-315-0000	D Election Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
2081-210-318-0000	Training Services	\$0.00	\$0.00	\$7,500.00	\$5,586.92	\$1,913.08	\$0.00	25.508%
2081-210-318-0691	Training Services(CPT-POLICE TRAINING)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
2081-210-319-0000	Other - Professional and Technical Services	\$6,874.00	\$0.00	\$17,500.00	\$1,012.11	\$23,361.89	\$0.00	95.848%
2081-210-321-0000	Rents and Leases	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
2081-210-322-0000	Garbage and Trash Removal	\$134.30	\$0.00	\$650.00	\$138.60	\$645.70	\$0.00	82.328%
2081-210-323-0000	Repairs and Maintenance	\$0.00	\$0.00	\$12,000.00	\$0.00	\$12,000.00	\$0.00	100.000%
2081-210-330-0000	Travel and Meeting Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
2081-210-341-0000	Telephone	\$220.94	\$0.00	\$6,620.00	\$0.00	\$6,840.94	\$0.00	100.000%
2081-210-342-0000	Postage	\$0.00	\$0.00	\$300.00	\$47.42	\$152.58	\$100.00	50.860%
2081-210-345-0000	Advertising	\$0.00	\$0.00	\$250.00	\$0.00	\$0.00	\$250.00	0.000%
2081-210-351-0000	Electricity	\$0.00	\$0.00	\$11,000.00	\$1,594.86	\$7,905.14	\$1,500.00	71.865%
2081-210-352-0000	Water and Sewage	\$400.00	\$0.00	\$625.00	\$135.95	\$564.05	\$325.00	55.029%
2081-210-353-0000	Natural Gas	\$500.00	\$0.00	\$1,500.00	\$325.84	\$1,674.16	\$0.00	83.708%
2081-210-370-0000	Payment to Another Political Subdivision	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
2081-210-381-0000	Property Insurance Premiums	\$0.00	\$0.00	\$5,510.00	\$0.00	\$5,510.00	\$0.00	100.000%
2081-210-382-0000	Liability Insurance Premiums	\$0.00	\$0.00	\$10,050.00	\$0.00	\$10,049.00	\$1.00	99.990%
2081-210-410-0000	Office Supplies	\$83.94	\$0.00	\$4,000.00	\$2,028.63	\$905.31	\$1,150.00	22.168%
2081-210-420-0000	Operating Supplies	\$359.79	\$0.00	\$3,500.00	\$1,609.24	\$2,000.55	\$250.00	51.831%
2081-210-420-0600	Operating Supplies(FUEL)	\$0.00	\$0.00	\$20,000.00	\$1,295.44	\$14,704.56	\$4,000.00	73.523%
2081-210-420-0620	Operating Supplies(UNIFORMS)	\$0.00	\$0.00	\$6,000.00	\$3,354.25	\$2,340.09	\$305.66	39.002%
2081-210-420-2000	Operating Supplies(COMMUNITY RELATIONS GRANT)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
2081-210-430-0000	Small Tools and Minor Equipment	\$0.00	\$0.00	\$5,060.00	\$58.75	\$3,668.76	\$1,332.49	72.505%

Report reflects selected information.

**Appropriation Status**

By Fund  
As Of 11/14/2019

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
2081-210-490-4000	Other - Supplies and Materials(COM PARTNER'S PROGRAM)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
2081-210-510-0000	Dues and Fees	\$0.00	\$0.00	\$4,000.00	\$319.00	\$3,681.00	\$0.00	92.025%
2081-210-599-0000	Other - Other Expenses	\$0.00	\$0.00	\$1,000.00	\$500.00	\$0.00	\$500.00	0.000%
2081-240-211-0000	D Ohio Public Employees Retirement System	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
2081-760-730-0000	Improvement of Sites	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
2081-760-740-0000	Machinery, Equipment and Furniture	\$0.00	\$0.00	\$2,440.00	\$0.00	\$0.00	\$2,440.00	0.000%
2081-920-920-0000	D Advances - Out	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
<b>Police District Fund Total:</b>		<b>\$8,572.97</b>	<b>\$0.00</b>	<b>\$1,117,255.00</b>	<b>\$30,813.34</b>	<b>\$966,016.68</b>	<b>\$128,997.95</b>	<b>85.805%</b>

Fund: Fire District

Pooled Balance: \$805,758.70

Non-Pooled Balance: \$0.00

Total Cash Balance: \$805,758.70

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
2111-220-190-0000	D Other - Salaries	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
2111-220-211-0000	D Ohio Public Employees Retirement System	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
2111-220-212-0000	D Social Security	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
2111-220-213-0000	D Medicare	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
2111-220-214-0000	D Volunteer Firemen's Dependents Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
2111-220-229-0000	Other - Insurance Benefits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
2111-220-230-0000	D Workers' Compensation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
2111-220-240-0000	D Unemployment Compensation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
2111-220-314-0000	D Tax Collection Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
2111-220-318-0000	Training Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
2111-220-319-0000	Other - Professional and Technical Services	\$2,389.73	\$0.00	\$0.00	\$0.00	\$2,389.73	\$0.00	100.000%
2111-220-321-0000	Rents and Leases	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
2111-220-323-0000	Repairs and Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
2111-220-323-0230	Repairs and Maintenance(RPRS TO TOOLS & EQUIP)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
2111-220-323-0231	Repairs and Maintenance(RPRS TO FIRE STATION)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%

Report reflects selected information.

**Appropriation Status**

By Fund

As Of 11/14/2019

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
2111-220-330-0000	Travel and Meeting Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
2111-220-341-0000	Telephone	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
2111-220-341-0616	Telephone(CELL PHONE/PAGERS)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
2111-220-342-0000	Postage	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
2111-220-345-0000	Advertising	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
2111-220-351-0000	Electricity	\$533.34	\$0.00	\$0.00	\$0.00	\$533.34	\$0.00	100.0000%
2111-220-352-0000	Water and Sewage	\$259.80	\$0.00	\$0.00	\$0.00	\$259.80	\$0.00	100.0000%
2111-220-353-0000	Natural Gas	\$230.87	\$0.00	\$0.00	\$0.00	\$230.87	\$0.00	100.0000%
2111-220-360-0000	Contracted Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
2111-220-370-0000	Payment to Another Political Subdivision	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
2111-220-381-0000	Property Insurance Premiums	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
2111-220-382-0000	Liability Insurance Premiums	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
2111-220-410-0000	Office Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
2111-220-420-0000	Operating Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
2111-220-420-0600	Operating Supplies(FUEL)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
2111-220-420-0620	Operating Supplies(UNIFORMS)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
2111-220-420-0621	Operating Supplies(TURN-OUT GEAR)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
2111-220-430-0000	Small Tools and Minor Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
2111-220-510-0000	Dues and Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
2111-220-599-0000	Other - Other Excenses	\$0.00	\$0.00	\$100,000.00	\$1,000.00	\$0.00	\$99,000.00	0.0000%
2111-220-740-0000	Machinery, Equipment and Furniture	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
2111-220-750-0000	Motor Vehicles	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
2111-760-730-0000	Improvement of Sites	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
2111-760-740-0000	Machinery, Equipment and Furniture	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
2111-760-740-2113	Machinery, Equipment and Furniture(NEW FIRE ENGINE EQUIPME)	\$0.00	\$0.00	\$450,000.00	\$0.00	\$0.00	\$450,000.00	0.0000%
	<b>Fire District Fund Total:</b>	<b>\$3,413.74</b>	<b>\$0.00</b>	<b>\$550,000.00</b>	<b>\$1,000.00</b>	<b>\$3,413.74</b>	<b>\$549,000.00</b>	<b>0.617%</b>

Fund: SAFETY SERVICES LEVY  
 Pooled Balance: \$382,571.97  
 Non-Pooled Balance: \$0.00  
 Total Cash Balance: \$382,571.97

Report reflects selected information.

**Appropriation Status**

By Fund

As Of 11/14/2019

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
2191-210-190-0000	D Other - Salaries	\$0.00	\$0.00	\$83,000.00	\$0.00	\$0.00	\$83,000.00	0.0000%
2191-210-211-0000	D Ohio Public Employees Retirement System	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
2191-210-213-0000	D Medicare	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
2191-210-219-0000	D Other - Employer's Retirement Contributions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
2191-210-221-0000	Medical/Hospitalization	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
2191-210-229-0000	Other - Insurance Benefits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
2191-210-230-0000	D Workers' Compensation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
2191-210-240-0000	D Unemployment Compensation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
2191-210-311-0000	Accounting and Legal Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
2191-210-314-0000	D Tax Collection Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
2191-210-315-0000	D Election Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
2191-210-318-0000	Training Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
2191-210-318-0691	Training Services(CPT-POLICE TRAINING}	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
2191-210-319-0000	Other - Professional and Technical Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
2191-210-321-0000	Rents and Leases	\$0.00	\$0.00	\$7,200.00	\$3,585.28	\$1,335.20	\$2,779.52	18.5444%
2191-210-322-0000	Garbage and Trash Removal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
2191-210-323-0000	Repairs and Maintenance	\$0.00	\$0.00	\$15,000.00	\$5,629.02	\$6,488.02	\$2,902.96	43.1200%
2191-210-330-0000	Travel and Meeting Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
2191-210-341-0000	Telephone	\$0.00	\$0.00	\$5,300.00	\$1,788.03	\$3,511.97	\$0.00	66.264%
2191-210-341-0000	Postage	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
2191-210-351-0000	Electricity	\$59.46	\$0.00	\$0.00	\$0.00	\$59.46	\$0.00	100.0000%
2191-210-352-0000	Water and Sewage	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
2191-210-353-0000	Natural Gas	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
2191-210-370-0000	Payment to Another Political Subdivision	\$0.00	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00	0.0000%
2191-210-381-0000	Property Insurance Premiums	\$0.00	\$0.00	\$74,700.00	\$0.00	\$65,000.00	\$9,700.00	87.015%
2191-210-382-0000	Liability Insurance Premiums	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
2191-210-410-0000	Office Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
2191-210-420-0000	Operating Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
2191-210-420-0600	Operating Supplies(FUEL}	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
2191-210-420-0620	Operating Supplies(UNIFORMS}	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
2191-210-420-2000	Operating Supplies(COMMUNITY RELATIONS GRANT}	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
2191-210-430-0000	Small Tools and Minor Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
2191-210-490-0000	Other - Supplies and Materials	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%

Report reflects selected information.

MEDINA TOWNSHIP, MEDINA COUNTY  
**Appropriation Status**  
 By Fund

11/13/2019 1:22:08 AM  
 UAN v2019 2

As Of 11/14/2019

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
2191-210-510-0000	Dues and Fees	\$0.00	\$0.00	\$500.00	\$417.00	\$0.00	\$83.00	0.000%
2191-210-599-0000	Other - Other Expenses	\$0.00	\$0.00	\$39,165.00	\$0.00	\$0.00	\$39,165.00	0.000%
2191-210-740-0000	Machinery, Equipment and Furniture	\$30,000.00	\$0.00	\$9,635.00	\$2,041.00	\$37,499.18	\$94.82	94.611%
2191-220-319-0000	Other - Professional and Technical Services	\$0.00	\$0.00	\$3,500.00	\$890.30	\$2,529.70	\$80.00	72.277%
2191-220-321-0000	Rents and Leases	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
2191-220-322-0000	Garbage and Trash Removal	\$0.00	\$0.00	\$350.00	\$35.81	\$314.19	\$0.00	89.769%
2191-220-323-0000	Repairs and Maintenance	\$0.00	\$0.00	\$1,500.00	\$953.02	\$46.98	\$500.00	3.132%
2191-220-341-0000	Telephone	\$0.00	\$0.00	\$950.00	\$60.22	\$439.78	\$450.00	46.293%
2191-220-351-0000	Electricity	\$0.00	\$0.00	\$8,500.00	\$162.66	\$3,837.34	\$4,500.00	45.145%
2191-220-352-0000	Water and Sewage	\$0.00	\$0.00	\$3,000.00	\$1,083.78	\$1,916.22	\$0.00	63.874%
2191-220-353-0000	Natural Gas	\$0.00	\$0.00	\$6,000.00	\$1,982.88	\$4,017.12	\$0.00	66.952%
2191-220-360-0000	Contracted Services	\$0.00	\$0.00	\$230,000.00	\$0.00	\$230,000.00	\$0.00	100.000%
2191-220-370-0000	Payment to Another Political Subdivision	\$0.00	\$0.00	\$5,027.78	\$0.00	\$5,027.78	\$0.00	100.000%
2191-220-381-0000	Property Insurance Premiums	\$0.00	\$0.00	\$13,219.00	\$0.00	\$13,219.00	\$0.00	100.000%
2191-220-382-0000	Liability Insurance Premiums	\$0.00	\$0.00	\$1,849.00	\$0.00	\$1,849.00	\$0.00	100.000%
2191-220-420-0000	Operating Supplies	\$0.00	\$0.00	\$1,000.00	\$268.84	\$731.16	\$0.00	73.116%
2191-220-430-0000	Small Tools and Minor Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
2191-220-510-0000	Dues and Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
2191-220-599-0000	Other - Other Expenses	\$0.00	\$0.00	\$872.22	\$872.22	\$0.00	\$0.00	0.000%
2191-220-700-0000	Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
2191-220-710-0000	Land	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
2191-220-720-0000	Buildings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
2191-220-730-0000	Improvement of Sites	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
2191-220-740-0000	Machinery, Equipment and Furniture	\$41,527.56	\$0.00	\$0.00	\$0.00	\$41,527.56	\$0.00	100.000%
2191-220-750-0000	Motor Vehicles	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
2191-220-790-0000	Other - Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
2191-230-360-0000	Contracted Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
2191-230-370-0000	Payment to Another Political Subdivision	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
2191-290-314-0000	D Tax Collection Fees	\$0.00	\$0.00	\$8,500.00	\$0.00	\$7,045.45	\$1,454.55	82.888%
2191-760-710-2111	Land{FIRE DEPARTMENT}	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
2191-760-720-2081	Buildings{POLICE DEPARTMENT}	\$0.00	\$0.00	\$65,000.00	\$21.00	\$46,858.73	\$18,120.27	72.090%
2191-760-720-2111	Buildings{FIRE DEPARTMENT}	\$0.00	\$0.00	\$15,000.00	\$1,643.00	\$6,688.00	\$6,689.00	44.587%
2191-760-730-0000	Improvement of Sites	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%

Report reflects selected information.

**Appropriation Status**

By Fund

As Of 11/14/2019

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
2191-760-730-2081	Improvement of Sites(POLICE DEPARTMENT)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
2191-760-730-2111	Improvement of Sites(FIRE DEPARTMENT)	\$0.00	\$0.00	\$50,000.00	\$1,632.08	\$23,367.92	\$25,000.00	46.7366%
2191-760-740-0000	Machinery, Equipment and Furniture	\$24,459.40	\$0.00	\$0.00	\$0.00	\$24,458.40	\$0.00	100.0000%
2191-760-740-2081	Machinery, Equipment and Furniture(POLICE DEPARTMENT)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
2191-760-740-2111	Machinery, Equipment and Furniture(FIRE DEPARTMENT)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
2191-760-750-2081	Motor Vehicles(POLICE DEPARTMENT)	\$0.00	\$0.00	\$50,000.00	\$0.00	\$0.00	\$50,000.00	0.0000%
2191-760-750-2111	Motor Vehicles(FIRE DEPARTMENT)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
	<b>SAFETY SERVICES LEVY Fund Total:</b>	<b>\$96,045.42</b>	<b>\$0.00</b>	<b>\$699,266.00</b>	<b>\$23,066.14</b>	<b>\$527,748.16</b>	<b>\$244,499.12</b>	<b>66.3577%</b>

Fund: Permissive Motor Vehicle License Tax  
 Pooled Balance: \$71,485.25  
 Non-Pooled Balance: \$0.00  
 Total Cash Balance: \$71,485.25

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
2231-760-730-0000	Improvement of Sites	\$0.00	\$0.00	\$59,000.00	\$395.45	\$19,104.55	\$39,500.00	32.3811%
2231-760-740-0000	Machinery, Equipment and Furniture	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
2231-760-750-0000	Motor Vehicles	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
2231-760-790-0000	Other - Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
	<b>Permissive Motor Vehicle License Tax Fund Total:</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$59,000.00</b>	<b>\$395.45</b>	<b>\$19,104.55</b>	<b>\$39,500.00</b>	<b>32.3811%</b>

Fund: Law Enforcement Trust  
 Pooled Balance: \$564.17  
 Non-Pooled Balance: \$0.00  
 Total Cash Balance: \$564.17

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
2261-210-430-0000	Small Tools and Minor Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%

Report reflects selected information.

**Appropriation Status**

By Fund

As Of 11/14/2019

Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
	Law Enforcement Trust Fund Total:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0000%
Fund: Fire and Rescue, Ambulance and EMS Serv								
Pooled Balance:	\$366,598.29							
Non-Pooled Balance:	\$0.00							
Total Cash Balance:	\$366,598.29							
Account Code	Account Name	Reserved for Encumbrance 12/31	Reserved for Encumbrance 12/31 Adjustment	Final Appropriation	Current Reserve for Encumbrance	YTD Expenditures	Unencumbered Balance	YTD % Expenditures
2281-2300-314-0000	D Tax Collection Fees	\$0.00	\$0.00	\$10,000.00	\$0.00	\$7,198.62	\$2,801.38	71.986%
2281-2300-360-0000	Contracted Services	\$62,664.46	\$0.00	\$425,000.00	\$116,140.17	\$296,544.29	\$75,000.00	60.807%
2281-2300-370-0000	Payment to Another Political Subdivision	\$0.00	\$0.00	\$15,000.00	\$0.00	\$0.00	\$15,000.00	0.000%
2281-920-920-0000	D Advances - Out	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.000%
	Fire and Rescue, Ambulance and EMS Serv Fund Total:	\$62,664.46	\$0.00	\$450,000.00	\$116,140.17	\$303,742.91	\$92,801.38	59.246%
	Report Total:	\$197,029.82	\$0.00	\$5,810,700.00	\$401,783.13	\$3,274,621.91	\$2,331,324.78	54.507%

Report reflects selected information.

**APPROVED BY MEDINA TWP. TRUSTEES**  
 Date: 11-14-19  
 Trustee Chris  
 Trustee [Signature]  
 Trustee [Signature]



## 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

Medina Township

October 28, 2019

NOV 04 2019

Received 

Medina Township Hall  
3799 Huffman Road  
Medina, Ohio 44256

RE: T.H. 130 – HOOD ROAD – TEMPORARY TRAFFIC SIGNALS

Dear Honorable Board of Trustees:

I am in receipt of your letter dated October 18, 2019 requesting an opinion on the placement of temporary traffic signals on Hood Road. The placement of the signals would allow for two-way traffic on the section of Hood Road that is currently closed to westbound traffic.


As you may recall, we discussed this very option when the decision was made to close the westbound lane. I advised you against the installation of the temporary signals for two main reasons:

1 – If the road is covered with snow or ice during the winter months, it may be difficult for vehicles to safely stop on the down grade as they approach the signal from the east.

2 – Traffic may stack back onto Bagdad Road while the signal is red for the eastbound traffic. This could cause a potentially dangerous situation for the Bagdad Road traffic that is not expecting stopped traffic in the roadway.

I understand that having traffic restricted to one-way for a portion of Hood Road is a significant inconvenience to the local residents. However, I implore you to consider all the possible impacts, including safety, as you make a decision on how you want continue to manage the traffic within the area of the lane closure.

Sincerely,

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

cc: File

RESOLUTION # 11142019-029



*Medina Township, Ohio*

**Public Records  
Policy**

Adopted 11/14/2019



## Public Records Policy

### Introduction:

It is the policy of Medina Township (the “Township”) that openness and transparency lead to a better-informed citizenry, which leads to better and more responsive government. It is the fundamental policy of the Township to strictly adhere to Ohio’s Public Records Act as well as applicable State and Federal laws. This Public Records Policy (“Policy”) is intended to effectuate these laws.

The Public Records Act evolved from the principal that Ohio’s citizens are entitled to access the records of their government. The Township agrees that to advance that principal, this Policy should be interpreted in favor of disclosure.

### Definitions:

Unless otherwise specified, all words and phrases used in this Policy have their common meaning unless defined by R.C. 149.43 et seq., as may be amended by the Ohio General Assembly.

### Section 1. Public Records Custodian

The Public Records Custodian(s) shall be those persons designated by Board of Trustees or an appropriate authority, who are authorized to respond to or to fulfill any public records request in the various offices of the Township. Any public records request made to any other employee, officer or representative of the Township will be directed to the proper Public Records Custodian. The Board of Trustees, or an appropriate authority, may designate Acting Public Records Custodians to serve in the absence of the Public Records Custodian(s).

To promote efficient and timely responses to public records requests, all requests for public records should be directed to the authorized Public Records Custodian(s) of the Township. Requests made in person must be done during regular business hours. The Township encourages persons making a public records request to email their request to:

**[medinatownship@medinatownship.com](mailto:medinatownship@medinatownship.com)**

### Section 2. Township Records Commission

- (a) The Township Records Commission is composed of the chairperson of the board of Township trustees and the fiscal officer of the Township. The Commission may appoint a Secretary, who may or may not be a member of the Commission and who shall serve at the pleasure of the Commission. Such Commission shall keep a journal of its proceedings. The Commission shall meet at least once every twelve (12) months, and upon call by one of its members.
- (b) The function of the Commission shall be to review applications for one-time disposal of



obsolete records and schedules of records retention and disposition submitted by township offices. The commission may dispose of records pursuant to the procedure outlined in section 149.381 of the Revised Code. The commission, at any time, may review any schedule it has previously approved and, for good cause shown, may revise that schedule under the procedure outlined in that section.

- (c) Such Commission may make recommendations to the Board of Trustees regarding Township records policies.

### **Section 3. Public Records**

The records of the Township shall be organized and maintained in the ordinary course of business so that they are available for inspection and copying. The Township's record retention schedule may be amended from time to time at the discretion of the Records Commission, or as required by law.

### **Section 4. Public Record Requests**

Public records can be accessed by one of the following methods: a request to view public records in person; a request for copies of public records that the requester will personally pick up from the Public Records Custodian; or a request for copies of public records that the requester wants to have mailed or otherwise delivered to the requester.

**Section 4.1** - Although no specific language is required to make a request, the requester must at least identify the records requested with sufficient clarity to allow the public office to identify, retrieve, and review the records. The Public Records Custodian may deny a request if the requester makes an ambiguous or overly broad request when the Public Records Custodian cannot reasonably identify what public records are being requested. However, in such cases, the Public Records Custodian shall provide the requester with information pertaining to the manner in which public records are retained and accessed in the ordinary course of business so that the requester may revise the request if so desired. If the Public Records Custodian receives a revised request allowing the public office to identify, retrieve, and review the records, the Public Records Custodian shall process the request as usual.

**Section 4.2** - A public record request may be made in writing or verbally, and the identity of the requester and/or the intended use of the information or documents requested need not be disclosed. However, the Public Records Custodian may ask that the request for public records be in writing, may ask for the requester's identity, and/or may inquire about the intended use of information or documents if such inquiry would benefit the requester by enhancing the ability of the Public Records Custodian to identify, locate, or deliver the public records sought and if the Public Records Custodian informs the requester that a written request, disclosure of identity and/or intended use is not mandatory.

**Section 4.3** - Public records will be made available for inspection only during regular business hours as defined in Section 1, above. Public records must be made available for



inspection promptly. Copies of public records, if copies are requested, will be made available within a reasonable period of time, ” taking into account the volume of records requested; the proximity of the location where the records are stored; and the necessity for any legal review of the records requested.

**Section 4.4** - The requester may make a request to have copies of public records made to the Public Records Custodian. If copies are requested, the requester may choose to have the record duplicated upon paper, upon the same medium in which the record is kept by the Township, or upon any other medium if the Township can reasonably duplicate it as an integral part of its normal operations.

The Public Records Custodian, at his or her discretion, may recover the actual cost of records duplication from the requestor. All copy charges must be paid in advance before copies are made. If the Public Records Custodian uses an outside copying service to make the copies the requester will be required to pay the cost of the entire copying job, as billed by the copying service. All duplication charges will be “at cost,” without taking into account employee time spent preparing the copies.

Public records will only be copied by the Public Records Custodian or other authorized officers, employees or representatives of the Township. The Public Records Custodian may use an outside copying service to make the copies, at the Public Records Custodian’s discretion. The manner of making the copies is at the discretion of the Public Records Custodian. The Public Records Custodian, at his or her discretion and unless prohibited by law, may make reasonable accommodations for additional copying measures not described in this Section

Charges for copies or for transmission of copies (U.S. Mail, FedEx, UPS, etc.) must be paid for in cash. All charges must be paid in their entirety, in advance. A requester must pay the exact amount to cover the cost of copies or means of transmission. If the amount is determined to be insufficient, the copies will not be made or transmitted until the entire amount due is paid. The Public Records Officer reserves the right to make refunds or to assess additional charges under this Section, as appropriate, in the event that his or her initial assessment of costs varies from the final costs.

## **Section 5. Denial of Public Record Request**

Any denial of public records requested, in part or in whole, must include an explanation, including legal authority for the denial. If the records request was in writing, the explanation must also be in writing. If portions of a record are public and portions are exempt, the exempt portions are to be redacted and the rest released. Because a redaction is deemed a denial under the Ohio Revised Code,<sup>1</sup> each redaction must be accompanied by a supporting explanation, including legal authority.

## **Section 6. Records and Information Exempt from Disclosure**

Some records or information maintained by the Township are not “public records” but are protected, confidential records under Ohio and/or Federal law. Examples of protected, confidential



records, include, without limitation: infrastructure records, security records, medical records, records pertaining probation and parole proceedings, records and communications protected by R.C. 2317.02(A) (records and communications by and between the Township and its attorneys), confidential law enforcement investigatory records, records containing information that is confidential under R.C. 4112.05 (Civil Rights Commission) and records the release of which is prohibited by State or Federal law.

In no event will records and communications by and between the Township and its attorneys be released, unless the Township consents in writing to their release. The inadvertent and unintentional release of an attorney communication shall not be deemed to be a waiver of the attorney-client privilege.

**Section 7. Compliance with Ohio Revised Code requirements**

With any public record request or related matter, the Township and the Public Records Custodian reserve the right to consult with legal counsel prior to the release of such public records. This is to allow the Township the opportunity to comply with the laws prohibiting the release of certain records and permitting the denial of release of certain records.

**Section 8. Failure to Respond to a Public Records Request**

The Township recognizes the legal and non-legal consequences of failure to properly respond to a public records request. In addition to the distrust in government that failure to comply may cause, the Township's failure to comply with a request may result in a court order for the Township to comply with the law, and for the Township to pay the requester attorney's fees, court costs and damages.

**Resolution #11142019-029**

Date: 11-14-19

\_\_\_\_\_  
Ken DeMichael, Chairman

  
\_\_\_\_\_  
Mike Stopa, Vice-Chairman

  
\_\_\_\_\_  
Mark Radice, Trustee

<sup>1</sup> Unless the redaction is otherwise required by Federal or State law. [R.C. 149.43(B)(1)]

