

**MEDINA TOWNSHIP TRUSTEES
SPECIAL MEETING 6:15 PM
NOVEMBER 26, 2019**

- I. ROLL CALL**
- II. APPROVAL OF SUPPLEMENTAL APPROPRIATIONS**
- III. BUDGET WORKSHOP DISCUSSION**
- IV. BWC DISCUSSION**
- V. OTHER BUSINESS**
- VI. PUBLIC COMMENT**
- VII. ADJOURN**

S 11-26-2019

ENTITY NAME: Medina Township

MINUTES TITLE: November 26, 2019 Special Meeting

BOARD NAME: Board of Trustees

TYPE OF MEETING: Special

VOTING SESSION: Yes

DATE: 11/26/2019

START TIME: 6:20 pm

END TIME: 9:37 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	
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 SUPPLEMENTAL APPROPRIATIONS

MOTION BY 0:29 minutes	Mr. Stopa: At this time, I'd like to make a motion to approve Appropriations Supplement, dated November 2019.
MOTION SECONDED BY	Mr. Radice
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Radice	Yes
VOTING RESULTS	YES: 2 NO: 0
DISCUSSION	Mrs. Ventura asked Mr. Miller if further Sports Field refunds would be forthcoming and if there are, another Supplemental Appropriation may be necessary to cover those costs. Mr. Miller stated that he would find out if there would be any more Sports Field refunds.

BUDGET WORKSHOP DISCUSSION

DISCUSSION 2:56 minutes	The Trustees and Mrs. Ventura started the budget discussion by stating the funding currently available and what funding would be necessary to get the Township through to March 31, 2020. The Police budget was discussed, with input from Chief Colonius. Dollar amounts were input as the budgets were determined. During the insurance portion of the Police Department discussion, Mr. Miller requested that specific Township vehicles and items be checked with what is being insured so the Township is not paying insurance premiums on items the Township no longer owns. The issue is to be followed up after the meeting. The Service Department budget was discussed. Mrs. Ventura, the Trustees and Mr. Miller discussed that departments budget needs for the first quarter of 2020 and determined dollar amounts needed. Purchase order needs for the first quarter of 2020 were also discussed. The Fire, Zoning and General fund budgets were also discussed. The line item discussions included factors that would increase or decrease needed funding amounts for the first quarter of 2020 such as cost increases, personnel changes, new contracted services and Township revenues.
RESOLUTION	#11262019-030
MOTION BY 3:08:06 minutes	Mr. Stopa: At this time, I'd like to make a motion to adopt resolution number 1126201-030. I'll withdraw my motion.
DISCUSSION	A short discussion followed to restate the full resolution number.
MOTION BY 3:08:40 minutes	Mr. Stopa: All right, so that at this time I'd like to make a motion to adopt resolution number 11262019-030 to approve the 2020 temporary appropriations, dated 11/26/2019, and incorporate this ten (10) page document by reference.
MOTION SECONDED BY	Mr. Radice
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Radice	Yes
VOTING RESULTS	YES: 2 NO: 0

PUBLIC COMMENT

PUBLIC COMMENT	No public/residents were present
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MEETING ADJOURN

MOTION BY 3:10:20 minutes	Mr. Stopa: At this time, I'd like to make a motion to adjourn.
MOTION SECONDED BY	Mr. Radice
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Radice	Yes
VOTING RESULTS	YES: 2 NO: 0
	Meeting adjourned at 9:37pm

NEXT SCHEDULED MEETING

TYPE OF MEETING	Special
DATE	11/27/2019
TIME	6:30 pm
LOCATION	Township Hall
COMMENTS	This will be a re-scheduled Regular meeting.

MINUTES PREPARED BY

NAME	TITLE	DATE
Nick Dominguez	Office Assistant	12/9/2019

ATTESTED BY

SIGNATURE	TITLE	DATE
	Fiscal Officer	12/26/2019

BOARD/COUNCIL CERTIFIED

SIGNATURE	TITLE	DATE
	Chairman	12/26/2019
	Vice Chairman	12/26/2019
	Trustee	12/26/2019

MEDINA TOWNSHIP, MEDINA COUNTY
Appropriation Supplemental
 November 2019

11/26/2019 1:23:13 PM
 UAN v2019.2

Post Date	Transaction Date	Account Code	Amount	Resolution Number	Type	Purpose	Budgetary Correction
11/26/2019	11/26/2019	2081-210-230-0000	\$2,200.00		Permanent	REALLOCATE FOR 2019 BWC PAYMENT	No
11/26/2019	11/26/2019	2081-210-311-0000	-\$2,200.00		Permanent	REALLOCATE FOR 2019 BWC PAYMENT	No

APPROVED BY MEDINA TWP TRUSTEES
 Date 11-26-19
 Trustee Chris
 Trustee [Signature]
 Trustee [Signature]

BUDGET WORKSHEET

1000-110			2020 TEMP
111	SALARIES - TRUSTEES		\$ 30,000.00
121	SALARIES - FISCAL OFFICER		\$ 20,000.00
190	SALARIES		\$ 50,000.00
211	OPERS		\$ 20,000.00
213	MEDICARE		\$ 3,000.00
221	HOSPITALIZATION		\$ 55,000.00
229	OTHER INSURANCE		\$ 1,500.00
230	WORKERS COMP		\$ 2,500.00
240	UNEMPLOYMENT COMPENSATION		\$ 5,000.00
311	ACCOUNTING & LEGAL FEES		\$ 30,000.00
312	AUDITING SVC		\$ 9,000.00
313	UAN FEES		\$ 5,000.00
314	TAX COLLECTION FEES		\$ 7,200.00
319	OTHER PROFESSIONAL SERVICES		\$ 40,000.00
321	RENTS & LEASES		\$ 2,000.00
330	TRAVEL & MEETINGS		\$ 15,000.00
341	TELEPHONE		\$ 3,000.00
342	POSTAGE		\$ 1,000.00
345	ADVERTISING		\$ 1,000.00
345-0610	PAYCHEX SVC CHARGES		\$ -
360	CONTRACED SERVICES		\$ 8,000.00
370	PAYMENT TO POLITICAL SUB		\$ 20,000.00
381	PROPERTY INSURANCE		\$ 3,500.00
382	LIABILITY INSURANCE		\$ 25,000.00
410	OFFICE SUPPLIES		\$ 6,000.00
430	SMALL TOOLS & MINOR EQUIP		\$ 5,000.00
519	DUES AND FEES		\$ 1,000.00
590-5900	OTHER EXPENSES (COMMUNITY EVENTS)		\$ 10,000.00
599	OTHER EXPENSES		\$ 100,000.00
740	MACHINERY AND EQUIPMENT		\$ 10,000.00
			\$ -
120-322	GARBAGE & TRASH REMOVAL		\$ 1,000.00
323	REPAIRS & MAINTENANCE		\$ 25,000.00
329	OTHER - PROPERTY SVC		\$ 26,000.00
351	ELECTRICITY		\$ 2,500.00
352	WATER AND SEWER		\$ 2,000.00
353	NATURAL GAS		\$ 1,500.00
400	SUPPLIES & MATERIALS		\$ 1,000.00
599	OTHER - OTHER EXPENSES		\$ 100,000.00

BUDGET WORKSHEET

	ZONING		2020 TEMP
130-150	COMPENSATION OF ZONING BOARD		\$ 18,000.00
190	SALARIES		\$ 45,000.00
211	OPERS		\$ 12,000.00
212	SOCIAL SECURITY		\$ 3,000.00
213	MEDICARE		\$ 3,500.00
221	HOSPITALIZATION		\$ 12,000.00
229	OTHER INSURANCE		\$ 200.00
230	WORKERS COMP		\$ 1,500.00
240	UNEMPLOYMENT COMPENSATION		\$ -
311	LEGAL FEES		\$ 15,000.00
330	TRAVEL & MEETING EXPENSE		\$ 3,500.00
342	POSTAGE		\$ 2,000.00
344	PRINTING		\$ 100.00
345	ADVERTISING		\$ 2,000.00
410	OFFICE SUPPLIES		\$ 1,500.00
430	SMALL TOOLS & MINOR EQUIPMENT		\$ 500.00
599	OTHER - OTHER EXPENSES		\$ 20,000.00
740	MACHINERY, EQUIP, & FURNITURE		\$ 500.00
			\$ -
210-318	TRAINING SVC		\$ -
220-323-0231	RPRS AMD MAINT (RPRS TO FIRE STATION)		\$ -
310-319	OTHER PROF/TECH		\$ -
351	ELECTRICITY		\$ 8,000.00
			\$ -
410-490	OTHER - SUPPLIES & MATERIALS		\$ -
730	IMPROVEMENT OF SITES		\$ -
			\$ -
760-720	BUILDINGS		\$ -
730	IMPROVEMENT OF SITES		\$ 50,000.00
760-0002	IMPROVEMENT OF SITES - R&B		\$ -
790	OTHER - CAPITAL OUTLAY		\$ -
			\$ -
910-0900	TRANSFERS OUT (TO R&B 2031)		
910-0901	TRANSFERS OUT (TO CEMETARY 2041)		\$ -
910-9201	TRANSFERS OUT (TO PD 2081)		\$ -
920-920	ADVANCES OUT		\$ -
1000	TOTAL BUDGET GENERAL FUND		\$846,000.00

BUDGET WORKSHEET

MOTOR VEHICLE LICENSE TAX

			2020 TEMP
2011	MOTOR VEHICLE LICENSE TAX		\$ -
760-730	IMPROVEMENT OF SITES		\$ 17,000.00
2011	TOTAL EXPENSES MVL TAX		\$ 17,000.00

GASOLINE TAX

2021	GASOLINE TAX		\$ -
760-730	IMPROVEMENT OF SITES		\$ 80,000.00
2021	TOTAL EXPENSES GASOLINE TAX		\$ 80,000.00

BUDGET WORKSHEET

ROAD AND BRIDGE

2031	ROAD & BRIDGE		2020 TEMP
190	SALARIES		\$ 80,000.00
211	OPERS		\$ 15,000.00
212	SOCIAL SECURITY		\$ -
213	MEDICARE		\$ 3,000.00
221	HOSPITALIZATION		\$ 33,000.00
229	OTHER INSURANCE		\$ 500.00
230	WORKERS COMP		\$ 3,000.00
251	UNIFORM, TOOL & EQUIP REIMBURSEMENT		\$ -
314	TAX COLLECTION FEES		\$ 3,500.00
318	TRAINING SVC		\$ 500.00
319	OTHER PROFESSIONAL SERVICES		\$ 5,000.00
321	RENTS & LEASES		\$ -
322	GARBAGE & TRASH REMOVAL		\$ 350.00
323	REPAIRS & MAINTENANCE		\$ 10,000.00
341	TELEPHONE		\$ 500.00
345	ADVERTISING		\$ 250.00
351	ELECTRICITY		\$ 2,000.00
352	WATER AND SEWER		\$ 1,000.00
353	NATURAL GAS		\$ 3,000.00
360	CONTRACTED SVC		\$ -
381	PROPERTY INSURANCE PREMIUMS		\$ 13,000.00
382	LIABILITY INSURANCE PREMIUMS		\$ 6,000.00
410	OFFICE SUPPLIES		\$ 250.00
420	OPERATING SUPPLIES		\$ 15,000.00
420-0100	OPERATING SUPPLIES - ROAD SALT		\$ 70,000.00
420-0600	OPERATING SUPPLIES - FUEL		\$ 9,000.00
420-0620	OPERATING SUPPLIES - UNIFORMS		\$ 2,500.00
430	SMALL TOOLS & MINOR EQUIP		\$ 3,000.00
599	OTHER EXPENSES		\$ 2,500.00
730	IMPROVEMENT OF SITES		\$ 405,000.00
740	MACHINERY, EQUIPMENT & FURNITURE		\$ 10,000.00
			\$ -
760-720	BUILDINGS - BLAKSLEE PARK		\$ 1,000.00
730	IMPROVEMENT OF SITES		\$ -
2031	TOTAL EXPENSES R&B FUND		\$ 697,850.00

CEMETERY

2041	CEMETERY		2020 TEMP
410-730	IMPROVEMENT OF SITES		\$ 3,500.00
590	OTHER		\$ 2,500.00
740	MACHINERY AND EQUIPMENT		\$ -
2041	TOTAL BUDGET CEMETERY FUND		\$ 6,000.00

BUDGET WORKSHEET

POLICE DEPARTMENT

2081-210			2020 TEMP
190	SALARIES		\$ 300,000.00
211	OPERS		\$ 60,000.00
213	MEDICARE		\$ 10,000.00
221	HOSPITALIZATION		\$ 75,000.00
229	OTHER INSURANCE		\$ 1,200.00
230	WORKERS COMP		\$ 8,000.00
240	UNEMPLOYMENT COMPENSATION		\$ -
311	ACCOUNTING & LEGAL FEES		\$ -
314	TAX COLLECTION FEES		\$ 10,000.00
315	ELECTION EXPENSES		\$ -
318	TRAINING SERVICES		\$ 3,000.00
318-0691	TRAINING SERVICES - CPT		\$ -
319	OTHER PROFESSIONAL SERVICES		\$ 15,000.00
321	RENTS & LEASES		\$ -
322	TRASH COLLECTION		\$ 300.00
323	REPAIRS & MAINT		\$ 10,000.00
330	TRAVEL & MEETINGS		\$ -
341	TELEPHONE		\$ 1,200.00
342	POSTAGE		\$ 200.00
345	ADVERTISING		\$ 250.00
351	ELECTRICITY		\$ 7,000.00
352	WATER AND SEWER		\$ 300.00
353	NATURAL GAS		\$ 1,500.00
370	PAYMENT TO POLITICAL SUB		\$ -
381	PROPERTY INSURANCE		\$ 7,000.00
382	LIABILITY INSURANCE		\$ 12,000.00
410	OFFICE SUPPLIES		\$ 1,000.00
420	OPERATING SUPPLIES		\$ 2,500.00
420-0600	FUEL		\$ 8,000.00
420-0620	UNIFORMS		\$ 2,000.00
420-2000	COMMUNITY RELATIONS GRANT		\$ -
430	SMALL TOOLS & MINOR EQUIP		\$ 1,500.00
490	COMMUNITIY PARTNERS		\$ -
510	DUES AND FEES		\$ 1,500.00
599	OTHER EXPENSES		\$ 10,000.00
			\$ -
760-730	IMPROVEMENT OF SITES		\$ -
			\$ -
740	MACHINERY, EQUIPMENT & FURNITURE		\$ -
920-920	ADVANCES OUT		
			2020 TEMP
2081-210	TOTAL BUDGET POLICE DEPT		\$ 548,450.00

FIRE DEPRTMENT

BUDGET WORKSHEET

2111	FIRE DEPARTMENT		2020 TEMP
190	SALARIES	\$	-
211	OPERS	\$	-
212	SOCIAL SECURITY	\$	-
213	MEDICARE	\$	-
214	VOLUNTEER FIREMEN'S DEPENDENTS FUND	\$	-
229	OTHER INSURANCE	\$	-
230	WORKERS COMP	\$	-
240	UNEMPLOYMENT COMPENSATION	\$	-
314	TAX COLLECTION FEES	\$	-
318	TRAINING SVC	\$	-
319	OTHER PROFESSIONAL/TECH SERVICES	\$	-
321	RENTS & LEASES	\$	-
323	REPAIRS & MAINTENANCE	\$	-
323-0230	REPAIRS & MAINTENANCE - RPRS TO TOOLS/EQUIP	\$	-
323-0231	REPAIRS & MAINTENANCE - RPRS TO FIRE STATION	\$	-
330	TRAVEL & MEETING EXPENSE	\$	-
341	TELEPHONE	\$	-
341	TELEPHONE - CELL PHONE/PAGERS	\$	-
342	POSTAGE	\$	-
345	ADVERTISING	\$	-
351	ELECTRICITY	\$	-
352	WATER AND SEWER	\$	-
353	NATURAL GAS	\$	-
360	CONTRACTED SERVICES	\$	-
370	PAYMENT TO ANOTHER POLITICAL SUBDIVISION	\$	-
381	PROPERTY INSURANCE PREMIUMS	\$	-
382	LIABILITY INSURANCE PREMIUMS	\$	-
410	OFFICE SUPPLIES	\$	-
420	OPERATING SUPPLIES	\$	-
420-0600	OPERATING SUPPLIES - FUEL	\$	-
420-0620	OPERATING SUPPLIES - UNIFORMS	\$	-
420-0621	OPERATING SUPPLIES - TURN-OUT GEAR	\$	-
430	SMALL TOOLS & MINOR EQUIP	\$	-
510	DUES & FEES	\$	-
599	OTHER EXPENSES	\$	100,000.00
740	MACHINERY, EQUIPMENT & FURNITURE	\$	-
750	MOTOR VEHICLES	\$	-
		\$	-
760-730	IMPROVEMENT OF SITES	\$	-
740	MACHINERY, EQUIP & FURNITURE	\$	-
740-2113	MACHINERY, EQUIP & FURNITURE - NEW FIRE ENG EQUIP	\$	-
			2020 TEMP
2111	TOTAL BUDGET FIRE FUND		\$100,000.00

BUDGET WORKSHEET

SAFETY SERVICES

2191-210	POLICE		2020 TEMP
190	SALARIES		\$ -
211	OPERS		\$ -
213	MEDICARE		\$ -
221	HOSPITALIZATION		\$ -
229	OTHER INSURANCE		\$ -
230	WORKERS COMP		\$ -
240	UNEMPLOYMENT COMPENSATION		\$ -
311	ACCOUNTING & LEGAL FEES		\$ -
314	TAX COLLECTION FEES		\$ -
315	ELECTION EXPENSES		\$ -
318	TRAINING SERVICES		\$ -
318-0691	TRAINING SERVICES - CPT		\$ -
319	OTHER PROFESSIONAL SERVICES		\$ -
321	RENTS & LEASES		\$ -
322	TRASH COLLECTION		\$ -
323	REPAIRS & MAINT		\$ -
330	TRAVEL & MEETINGS		\$ -
341	TELEPHONE		\$ -
342	POSTAGE		\$ -
351	ELECTRICITY		\$ -
352	WATER AND SEWER		\$ -
353	NATURAL GAS		\$ -
370	PAYMENT TO POLITICAL SUB		\$ -
381	PROPERTY INSURANCE		\$ -
382	LIABILITY INSURANCE		\$ -
410	OFFICE SUPPLIES		\$ -
420	OPERATING SUPPLIES		\$ -
420-0600	FUEL		\$ -
420-0620	UNIFORMS		\$ -
420-2000	COMMUNITY RELATIONS GRANT		\$ -
430	SMALL TOOLS & MINOR EQUIP		\$ -
490	OTHER - SUPPLIES & MATERIALS		\$ -
510	DUES AND FEES		\$ -
599	OTHER EXPENSES		\$ 124,000.00
740	MACHINERY, EQUIPMENT & FURNITURE		\$ -
			\$ -

BUDGET WORKSHEET

		\$	-
		\$	-
2191-220	FIRE		
319	OTHER PROFESSIONAL AND TECHNICAL	\$	2,500.00
321	RENTS & LEASES	\$	-
322	GARBAGE & TRASH REMOVAL	\$	300.00
323	REPAIRS & MAINTENANCE	\$	1,000.00
341	TELEPHONE	\$	200.00
351	ELECTRICITY	\$	2,000.00
352	WATER AND SEWER	\$	1,000.00
353	NATURAL GAS	\$	1,000.00
360	CONTRACTED SERVICES	\$	230,000.00
370	PAYMENT TO ANOTHER POLITICAL SUBDIVISION	\$	3,500.00
381	PROPERTY INSURANCE PREMIUMS	\$	14,000.00
382	LIABILITY INSURANCE PREMIUMS	\$	2,500.00
420	OPERATING SUPPLIES	\$	300.00
430	SMALL TOOLS & MINOR EQUIP	\$	-
510	DUES & FEES	\$	-
599	OTHER EXPENSES	\$	1,000.00
700	CAPITAL OUTLAY	\$	-
710	LAND	\$	-
720	BUILDINGS	\$	-
730	IMPROVEMENT OF SITES	\$	-
740	MACHINERY, EQUIP & FURNITURE	\$	-
750	MOTOR VEHICLES	\$	-
790	OTHER CAPITAL OUTLAY	\$	-
230-360	CONTRACTED SERVICES	\$	-
230-370	PAYMENT TO ANOTHER POLITICAL SUBDIVISION	\$	-
290-314	TAX COLLECTION FEES	\$	3,500.00
760-710	LAND (FIRE DEPARTMENT)	\$	-
760-720	BUILDINGS (POLICE DEPARTMENT)	\$	-
760-720	BULDINGS (FIRE DEPARTMENT)	\$	-
760-730	IMPROVEMENT OF SITES	\$	-
760-730	IMPROVEMENT OF SITES(POLICE Department)	\$	-
760-730	IMPROVEMENT OF SITES (FIRE DEPARTMENT)	\$	-
760-740	MACHINERY, EQUIP & FURNITURE	\$	-
760-740	MACHINERY, EQUIP & FURNITURE(POLICE)	\$	-
760-740	MACHINERY, EQUIPMENT & FURNITURE (FIRE)	\$	-
760-750	MOTOR VEHICLES (POLICE)	\$	-
760-750	MOTOR VEHICLES(FIRE)	\$	-
			2020 TEMP
2191	TOTAL BUDGET SAFETY SERVICES		\$386,800.00

BUDGET WORKSHEET

PERMISSIVE MOTOR VEHICLE LICENSE TAX

			2020 TEMP
2231	PERMISSIVE MOTOR VEHICLE LICENSE TAX		
760-730	IMPROVEMENT OF SITES	\$	60,000.00
740	MACHINERY, EQUIPMENT & FURNITURE	\$	-
750	MOTOR VEHICLES	\$	-
790	OTHER - CAPITAL OUTLAY	\$	-
2231	TOTAL PERMISSIVE MOTOR VEHICLE LICENSE TAX	\$	60,000.00

LAW ENFORCEMENT TRUST

			2020 TEMP
2261	LAW ENFORCEMENT TRUST		
210-430	SMALL TOOLS & MINOR EQUIPMENT	\$	-
		\$	-
	TOTAL BUDGET LAW ENFORCEMENT TRUST	\$	-

BUDGET WORKSHEET

FIRE AND RESCUE, AMBULANCE AND EMS

2281	FIRE, RESCUE, AMBULANCE & EMS		2020 TEMP
230-314	TAX COLLECTION FEES		\$ 7,500.00
230-360	CONTRACTED SVC		\$ 300,000.00
230-370	PAYMENT TO ANOTHER POLITICAL SUBDIVISION		\$ -
920-920	D ADVANCES OUT		\$ -
	TOTAL BUDGET FIRE/RESCUE/AMBULANCE/EMS		\$307,500.00

TOTAL		\$3,049,600.00
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APPROVED BY MEDINA TWP. TRUSTEES
 Date 11-26-19
 Trustee Chm. _____
 Trustee [Signature]
 Trustee _____

Resolution #
 11262019-030

