

**MEDINA TOWNSHIP TRUSTEES
REGULAR MEETING - 7:00 PM
JULY 23, 2020**

I. ROLL CALL - PLEDGE - MOMENT OF SILENCE

II. APPROVAL OF PAYROLL

III. APPROVAL OF ACCOUNTS PAYABLE

NEW BUSINESS

IV. CARES ACT FUNDING RESOLUTION 07232020-022

V. ADJOURN

R 7-23-2020

ENTITY NAME: Medina Township

MINUTES TITLE: July 23, 2020 Regular Meeting

BOARD NAME: Board of Trustees

TYPE OF MEETING: Regular

VOTING SESSION: Yes

DATE: 7/23/2020

START TIME: 7:00 pm

END TIME: 7:07 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. Michael Stopa	Present
Mr. Mark Radice	Present
Mr. Chuck Johnson	Not Present
Mrs. Angela Ventura	Present

IN ATTENDANCE

NAME	VISITOR/EMPLOYEE	COMMENTS
Yvonne Rodman-Sopata	Employee	
Sign in sheet for visitors	Visitor	Attached to Minutes

The Pledge of Allegiance was recited.

There was a moment of silence for our military, first responders, doctors and nurses.

APPROVAL OF PAYROLL

MOTION BY 1:40 minutes	Mr. Stopa: A motion was made to approve payroll. The check date is 7/24/2020. The total amount is \$33,937.94, with \$7,183.39 in withholdings, deductions and liabilities.
MOTION SECONDED BY	Mr. Radice
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Radice	Yes
VOTING RESULTS	YES: 2 NO: 0
UNSTATED INFORMATION	A two (2) page document was presented, with the motion, for approval.

APPROVAL OF ACCOUNTS PAYABLE

MOTION BY 2:15 minutes	Mr. Stopa: A motion was made to approve Accounts Payable, dated 7/10/2020 to 7/23/2020, starting with electronic check number 40-2020 and continuing to electronic check number 44-2020 and then starting with regular check number 30894 and to check number 30912. The total amount is \$188,455.29.
MOTION SECONDED BY	Mr. Radice
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Radice	Yes
VOTING RESULTS	YES: 2 NO: 0
UNSTATED INFORMATION	A one (1) page document was presented, with the motion, for approval.

NEW BUSINESS**APPROVAL OF RESOLUTION #07232020-022**

MOTION TO APPROVE RESOLUTION	CARES ACT FUNDING
RESOLUTION NUMBER	07232020-022
MOTION TO APPROVE BY 3:05 minutes	Mr. Stopa: A motion was made to adopt and approve resolution 07232020-022 to declare the Township's intended use of Cares Act Funding and requesting distribution of its share of the Medina County Coronavirus Distribution Fund. A two (2) page document was presented with the resolution for approval.
MOTION SECONDED BY	Mr. Radice
DISCUSSION	Mr. Radice stated that this resolution was being approved to enable access to funds available, through the County, for future COVID19 related Township expenses. Mrs. Ventura asked if there are anything, report wise, that is needed related to the County funds. Mr. Stopa stated that a special line in the Township budget would be required for these funds. The Board further discusses timeframes for use of the funds, the special revenue line needed and items the funds could be used for. Mrs. Ventura stated that if the Township was receiving these funds this year and the funds spent this year, an Amended Certificate may be needed.
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Radice	Yes
VOTING RESULTS	YES: 2 NO: 0

OTHER BUSINESS – SPECIAL MEETING DISCUSSION

DISCUSSION	Mr. Stopa stated that a Special Trustee meeting would be needed to discuss the proposed Fire Levy and other Township business not covered in this evenings' meeting.
MOTION BY 7:09 minutes	Mr. Stopa: A motion was made to approve a Special Meeting of the Medina Township Trustees for Sunday, 7/26/2020 at 10:00 am for the Fire Levy Resolution discussion and other Township business purposes.
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 7:41 minutes	Mr. Stopa: A motion was made to adjourn the Medina Township Regular Trustee meeting.
MOTION SECONDED BY	Mr. Radice
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Radice	Yes
VOTING RESULTS	YES: 2 NO: 0
	Meeting adjourned at 7:07 pm

NEXT SCHEDULED MEETING

TYPE OF MEETING	Special
DATE	7/26/2020
TIME	10:00 am
LOCATION	Township Hall
COMMENTS	Fire levy discussion and other Township business


MINUTES PREPARED BY

NAME	TITLE	DATE
Nick Dominguez	Office Assistant	7/24/2020

ATTESTED BY

SIGNATURE	TITLE	DATE
	Fiscal Officer	8/6/2020

BOARD/COUNCIL CERTIFIED

SIGNATURE	TITLE	DATE
	Chairman	8/6/2020
	Vice Chairman	8/6/2020
	Trustee	8/6/2020

CASH REQUIREMENTS

(Prior to Processing)

THIS REPORT SUMMARIZES YOUR PAYROLL TRANSACTIONS FOR THE CHECK DATE 07/24/20. IT DOES NOT REFLECT MISCELLANEOUS ADMINISTRATIVE CHARGES. PLEASE REFER TO YOUR INVOICE(S) FOR THE TOTAL CASH REQUIRED FOR THIS CHECK DATE.

IMPORTANT COVID-19 INFORMATION: If you filed IRS Form 7200, please notify your Paychex representative to avoid owing a balance at the end of the quarter and ensure your Form 941 is accurate.

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
07/23/20	WESTFIELD BANK, FSB	xxxxx7175	Direct Deposit	Net Pay Allocations	28,406.59
07/23/20	WESTFIELD BANK, FSB	xxxxx7175	Taxpay®	Employee Withholdings	
				Medicare	572.06
				Fed Income Tax	3,442.60
				OH Income Tax	803.52
				OH BRUNS CTY Inc	84.02
				OH CVRSD SD Inc	47.13
				OH STROG CTY Inc	10.00
				Total Withholdings	4,959.33
				Employer Liabilities	
				Medicare	572.02
				Total Liabilities	5,531.35
				EFT FOR 07/23/20	33,937.94
				TOTAL EFT (Does not reflect administrative charges)	33,937.94

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
07/24/20	Refer to your records for account information		Payroll	Employee Deductions	
				457 plan EE pretax	1,085.00
				AFLAC EE Post Tax	12.42
				AFLAC EE Pretax	18.78
				Opers Police EE cont	3,339.64
				Opers np EE Cont	1,485.97
				PXCMP PRETAX Health	1,079.58
				Union Dues	162.00
				Total Deductions	7,183.39

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

7,183.39

APPROVED BY MEDINA TWP. TRUSTEES

Date 7-23-2020Trustee Chm. Trustee Trustee 

THIS REPORT SUMMARIZES YOUR PAYROLL TRANSACTIONS FOR THE CHECK DATE 07/24/20. IT DOES NOT REFLECT MISCELLANEOUS ADMINISTRATIVE CHARGES. PLEASE REFER TO YOUR INVOICE(S) FOR THE TOTAL CASH REQUIRED FOR THIS CHECK DATE.

CASH REQUIREMENTS

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

DUE DATE	PRODUCT	DESCRIPTION	
07/29/20	Taxpay®	FED IT PMT Group	4,586.68
08/15/20	Taxpay®	OH BRUNS CTY Inc	175.13
08/15/20	Taxpay®	OH STROG CTY Inc	19.20
08/17/20	Taxpay®	OH Income Tax	1,832.63
08/17/20	Taxpay®	OH SD PMT Group	116.36

Payment Listing

UAN v2020.2

7/10/2020 to 7/23/2020

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
40-2020	07/10/2020	07/14/2020	CH	PAYCHEXS	\$43,608.62	O
41-2020	07/10/2020	07/14/2020	CH	PAYCHEXS	\$126.00	O
42-2020	07/14/2020	07/17/2020	CH	OHIO PUBLIC EMPLOYEES RETIREMENT S	\$9,581.26	O
43-2020	07/14/2020	07/17/2020	CH	OHIO PUBLIC EMPLOYEES RETIREMENT S	\$15,979.94	O
44-2020	07/23/2020	07/19/2020	CH	OHIO PUBLIC EMPLOYEES DEFERRED CO	\$1,085.00	O
30894	07/23/2020	07/22/2020	AW	VOYAGER FLEET SYSTEMS, INC.	\$1,961.11	O
30895	07/23/2020	07/22/2020	AW	AXON ENTERPRISE INC	\$4,004.90	O
30896	07/23/2020	07/22/2020	AW	CANON FINANCIAL	\$105.33	O
30897	07/23/2020	07/22/2020	AW	CINTAS CORP #011	\$76.44	O
30898	07/23/2020	07/22/2020	AW	TRITECH SOFTWARE SYSTEMS	\$6,871.40	O
30899	07/23/2020	07/22/2020	AW	CONWAY, PATRICK	\$50.00	O
30900	07/23/2020	07/22/2020	AW	DISCOUNT DRAINAGE SUPPLIES	\$38.10	O
30901	07/23/2020	07/22/2020	AW	ENGLEFIELD, INC	\$722.55	O
30902	07/23/2020	07/22/2020	AW	FRONTIER	\$49.35	O
30903	07/23/2020	07/22/2020	AW	LIGHTHOUSE SOLUTIONS INC	\$142.50	O
30904	07/23/2020	07/22/2020	AW	HOME DEPOT CREDIT SERVICES	\$385.61	O
30905	07/23/2020	07/22/2020	AW	MEDINA COUNTY SWCD	\$3,969.00	O
30906	07/23/2020	07/22/2020	AW	OHIO ASSOC OF CHIEFS OF POLICE	\$195.00	O
30907	07/23/2020	07/22/2020	AW	ORLO AUTO PARTS INC	\$73.04	O
30908	07/23/2020	07/22/2020	AW	OHIO EDISON	\$486.98	O
30909	07/23/2020	07/22/2020	AW	GATEWAY TIRE & SERVICE CENTER	\$117.80	O
30910	07/23/2020	07/22/2020	AW	PETALSWEET CLEANING LLC	\$884.00	O
30911	07/23/2020	07/22/2020	AW	KENWORTH OF RICHFIELD	\$97,633.00	O
30912	07/23/2020	07/22/2020	AW	ARMSTRONG CABLE	\$308.36	O
Total Payments:					\$188,455.29	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$188,455.29	

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

* 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 7-23-2020

Trustee Chm. [Signature]

Trustee [Signature]

Trustee [Signature]

The Board of Trustees of Medina Township, Ohio, met in regular session on July 23, 2020, commencing at 7:00 p.m. with the following members present:

Mark Radice

Mike Stopa

MR. STOPA moved the adoption of the following Resolution:

RESOLUTION NO. 07232020-022

**A RESOLUTION DECLARING THE TOWNSHIP'S INTENDED USE
OF CARES ACT FUNDING AND REQUESTING DISTRIBUTION OF ITS
SHARE OF THE MEDINA COUNTY CORONAVIRUS DISTRIBUTION FUND**

WHEREAS, the Coronavirus Aid, Relief, and Economic Security Act, 116 Public Law 136, (the CARES Act) was signed into law by the President of the United States on March 27, 2020; and

WHEREAS, the Ohio General Assembly established a process for distributing funds provided by the "Coronavirus Aid, Relief, and Economic Security Act" in House Bill 481 of the 133rd General Assembly (HB 481); and

WHEREAS, HB 481 requires subdivisions receiving funds under Section 1 of the act, to pass a resolution affirming that funds from the County Coronavirus Relief Distribution Fund may be expended only to cover costs of the subdivision consistent with the requirements of section 5001 of the CARES Act as described in 42 U.S.C. 601(d), and any applicable regulations before receiving said funds; and

WHEREAS, Medina Township is requesting its share of funds from the Medina County Coronavirus Relief Distribution Fund.

NOW THEREFORE, be it resolved that the Board of Trustees of Medina Township:

SECTION 1. That all funds received from the Medina County Coronavirus Relief Distribution Fund pursuant to HB 481 be expended only to cover costs of the Township consistent with the requirements of section 5001 of the CARES Act as described in 42 U.S.C. 601(d), and any applicable regulations and guidance only to cover expenses that:

- (1) Are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19);
- (2) Were not accounted for in Medina Township's most recently approved budget as of March 27, 2020; and
- (3) Were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.

SECTION 2. That the Medina Township Fiscal Officer take all necessary action to:

- (1) On or before October 15, 2020, pay any unencumbered balance of money in the Medina Township's local coronavirus relief fund to the Medina County Treasurer;
- (2) On or before December 28, 2020, pay the balance of any money in the Medina Township's local coronavirus relief fund to the state treasury in the manner prescribed by the Director of the Ohio Office of Budget and Management; and
- (3) Provide any information related to any payments received under HB 481 to the Director of the Ohio Office of Budget and Management as requested.

SECTION 3. It is hereby found and determined that all formal actions of this Board and of any of its committees concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Board or committees, and that all deliberations of this Board and of any of its committees that resulted in such formal actions were in meetings open to the public, in compliance with the law.


SECTION 4. This Resolution shall be in full force and effect from and immediately after its adoption.

MR. RADICE seconded the motion.


Upon roll call on the adoption of the Resolution, the vote was as follows:


AYE Mark Radice
AYE Mike Stopa
_____ Chuck Johnson

Adopted the 23rd day of July, 2020



Angela Ventura, Fiscal Officer
Medina Township
Medina County, Ohio



Mark Radice


Mike Stopa

Absent
Chuck Johnson

TRUSTEES MEETING

7/23/2020

<u>NAME</u>	<u>ADDRESS</u>
David Sopata	5215 Hanover Dr.
Don RUPANOVIC	4044 DEEMAR CT
GARY VENE	3803 HAMILTON RD
Jimmy Traynor	4007 Redden
Willie	3670 Hamilton Rd.
Dana Johnson	3298 Poskitt Rd
BRUCE W. CHRISTOPHER	4160 MORTGAGE RD
Lion Ditsch	3702 Cook Rd Med. in