

**MEDINA TOWNSHIP TRUSTEES  
EMERGENCY MEETING - 9:00 AM  
DECEMBER 24, 2020**

- I. ROLL CALL**
  - II. APPROVAL OF PAYROLL**
  - III. ADJOURN**
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E 12-24-2020

**ENTITY NAME: Medina Township**

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**MINUTES TITLE: December 24, 2020 Emergency Meeting**

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**BOARD NAME: Board of Trustees**

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**TYPE OF MEETING: Emergency**

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**VOTING SESSION: Yes**

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**DATE: 12/24/2020**

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**START TIME: 9:01 am**

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**END TIME: 9:02 am**

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**MEETING LOCATION: Medina Township Townhall**

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**RECORD OF PROCEEDINGS:**

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

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## 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	Not Present

### IN ATTENDANCE

NAME	VISITOR/EMPLOYEE	COMMENTS
Nick Dominguez	Employee	
Sign in sheet for visitors	Visitor	No visitors were present

### APPROVAL OF PAYROLL

MOTION BY <b>0:21 minutes</b>	<b>Mr. Stopa:</b> A motion was made to approve payroll with a check date of 12/24/2020. The total amount is \$16,652.13, with \$3,726.24 in deductions, withholdings, and liabilities. A two (2) page document was presented with the motion for approval.
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>0:53 minutes</b>	<b>Mr. Stopa:</b> A motion was made to adjourn the Medina Township Trustee meeting at 9:02 am.
MOTION SECONDED BY	Mr. Radice
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Radice	Yes
VOTING RESULTS	YES: 2      NO: 0
	Meeting adjourned at 9:02 am

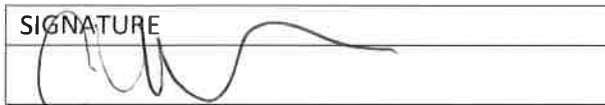
**NEXT SCHEDULED MEETING**

TYPE OF MEETING	Special
DATE	12/30/2020
TIME	6:30 pm
LOCATION	Township Hall
COMMENTS	Budgetary and general business purposes meeting

**MINUTES PREPARED BY**

NAME	TITLE	DATE
Nick Dominguez	Office Assistant	12/31/2020

**ATTESTED BY**

SIGNATURE	TITLE	DATE
	Fiscal Officer	1/21/2021

**BOARD/COUNCIL CERTIFIED**

SIGNATURE	TITLE	DATE
	Chairman	1/21/2021
	Vice Chairman	1/21/2021
	Trustee	1/21/2021

# CASH REQUIREMENTS

THIS REPORT SUMMARIZES YOUR PAYROLL TRANSACTIONS FOR THE CHECK DATE 12/24/20. 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
12/28/20	WESTFIELD BANK, FSB	xxxxx7175	Direct Deposit	Net Pay Allocations	13,851.80
12/28/20	WESTFIELD BANK, FSB	xxxxx7175	Taxpay®	Employee Withholdings	285.18
				Medicare	1,687.12
				Fed Income Tax	420.13
				OH Income Tax	89.79
				OH BRUNS CTY Inc	32.95
				OH CVRSD SD Inc	
				<b>Total Withholdings</b>	<b>2,515.17</b>
				Employer Liabilities	
				Medicare	285.16
				<b>Total Liabilities</b>	<b>2,800.33</b>
				<b>EFT FOR 12/28/20</b>	<b>16,652.13</b>
				<b>TOTAL EFT (Does not reflect administrative charges)</b>	<b>16,652.13</b>

**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
12/24/20	Refer to your records for account information		Payroll	Employee Deductions	635.00
				457 plan EE pretax	2,376.62
				Opers Police EE cont	181.15
				Opers np EE Cont	425.47
				PXCMP PRETAX Health	108.00
				Union Dues	
				<b>Total Deductions</b>	<b>3,726.24</b>
				<b>TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES (Does not reflect administrative charges)</b>	<b>3,726.24</b>

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

DUE DATE	PRODUCT	DESCRIPTION	REPLACEMENT
12/30/20	Taxpay®	FED IT PMT Group	REPLACEMENT
01/15/21	Taxpay®	OH Income Tax	REPLACEMENT

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

<u>DUE DATE</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>		
01/15/21	Taxpay@	OH BRUNS CTY Inc	179.96	REPLACEMENT
01/15/21	Taxpay@	OH SD PMT Group	100.03	REPLACEMENT

