

**MEDINA TOWNSHIP TRUSTEES  
REGULAR MEETING - 7:00 PM  
APRIL 1, 2021**

- I. ROLL CALL - PLEDGE - MOMENT OF SILENCE**
- II. APPROVAL OF PAYROLL**
- III. SITE PLANS**
- IV. PURCHASE ORDERS AND TRAINING REQUESTS**
- V. APPROVAL OF ACCOUNTS PAYABLE**
- VI. APPROVAL OF BANK RECONCILIATION FOR FEBRUARY**
- VII. APPROVAL OF REVENUE STATUS**
- VIII. APPROVAL OF BANK FUND STATUS**

**NEW BUSINESS**

- IX. ADVERTISE AND ACCEPT APPLICATIONS FOR NEW TRUSTEE**
- X. FRANTZ ROAD REPAIR RESOLUTION 04012021-022**
- XI. OLD WEYMOUTH ROAD REPAIR RESOLUTION 04012021-023**
- XII. 2021 LGS AND LAW ENFORCEMENT CONFERENCE DISCUSSION**
- XIII. VACATION ACCRUAL/DISCUSSION OF SECTION 6.7 OF  
EMPLOYEE HANDBOOK**
- XIV. EMPLOYEE HANDBOOK REVISION/REMOVAL OF WORDS  
PGS 18 & 19 SECTION 5.2.**
- XV. ADD PART-TIME REGULAR EMPLOYEE TO EMPLOYEE  
HANDBOOK**
- XVI. OTHER BUSINESS**
- XVII. PUBLIC COMMENT**
- XVIII. ADJOURN**

R 4-1-2021

**ENTITY NAME: Medina Township**

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**MINUTES TITLE: April 1, 2021 Regular Meeting**

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**BOARD NAME: Board of Trustees**

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**TYPE OF MEETING: Regular**

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**VOTING SESSION: Yes**

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**DATE: 4/1/2021**

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**START TIME: 7:13 pm**

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**END TIME: 8:53 pm**

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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. Chuck Johnson	Present Via GoToMeeting
Mr. Mark Radice	Not Present Resigned
Mrs. Angela Ventura	Present

### IN ATTENDANCE

NAME	VISITOR/EMPLOYEE	COMMENTS
Nick Dominguez	Employee	
Alliss Strogan	Employee	
Matt Ventura	Employee	
Hallie Beardsworth	Employee	
Chief Walters	Medina City Employee	
Virtual On-line visitors	Visitor	Via GoToMeeting
Sign in sheet for visitors	Visitor	Attached to Minutes

**The Pledge of Allegiance was recited.**

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

STATEMENT	Mr. Stopa informed the public that Mark Radice has resigned his Trustee position, effective 3/31/2021.
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### APPROVAL OF PAYROLL

MOTION BY <b>01:42 minutes</b>	<b>Mr. Stopa:</b> A motion was made to approve payroll, with a check date of 4/2/2021. The total amount is \$37,934.15, with \$8,970.74 in withholdings, liabilities and deductions. A two (2) page document was presented with the motion for approval
MOTION SECONDED BY	Mr. Johnson
DISCUSSION	Mrs. Ventura stated that one Officer was not included in the approved payroll and the Board will need to determine when to get the Officer paid. Mr. Stopa reviewed the timing of getting the corrected timesheets to Mrs. Ventura. The Board further discussed the added cost for extra payroll processing and the need for payroll accuracy and responsibilities. Accruals were further discussed. Mr. Johnson stated that a team should be empaneled to bring accruals up to date. Mr. Stopa asked Mrs. Ventura to let him know when the additional payroll would be ready.

**APPROVAL OF PAYROLL (continued)**

VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Johnson	Yes
VOTING RESULTS	YES: 2      NO: 0

**OTHER BUSINESS – ACCRUAL TRUE-UP**

DISCUSSION	The Board discussed having Officers Matt Ventura and Nick Miltner work on bringing employee accruals up to date. The Board also discussed monetary compensation for the two (2) officers to perform this task. Mr. Johnson stated that Chief Colonius should also be involved in the true-up process. Mr. Stopa also stated that he would like to be involved. The board then discussed the logistics of where the payroll/timesheet records would be available to work on.
MOTION BY <b>29:44 minutes</b>	<b>Mr. Stopa:</b> A motion was made to allow overtime pay for Officer Ventura and Officer Miltner for a total of eighty (80) hours over a two (2) week timeframe, not to exceed \$3,500.00 each, for a total of \$7,000.00 to work on the accruals for the Police Department.
MOTION SECONDED BY	Mr. Johnson
DISCUSSION	The Board discussed having Chief Colonius involved in the true-up process.
AMENDED MOTION BY <b>30:32 minutes</b>	<b>Mr. Stopa:</b> The motion was amended to state that Chief Colonius will spend time with the two (2) Officers to get a better understanding of the accrual process, going forward.
AMENDED MOTION SECONDED BY	Mr. Johnson
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Johnson	Yes
VOTING RESULTS	YES: 2      NO: 0

**SITE PLANS****APPROVAL OF SITE PLANS – JERKY-N-SPICE**

MOTION BY <b>31:17 minutes</b>	<b>Mr. Stopa:</b> A motion was made to accept the recommendation of the Zoning Commission to approve the change of use for Jerky-N-Spice, located at 3705 Pearl Road. Site plans were presented with the motion for approval.
MOTION SECONDED BY	Mr. Johnson
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Johnson	Yes
VOTING RESULTS	YES: 2      NO: 0

**SITE PLANS (continued)****APPROVAL OF SITE PLANS – JERKY-N-SPICE**

MOTION BY <b>31:42 minutes</b>	<b>Mr. Stopa:</b> A motion was made to accept the recommendation of the Zoning Commission to approve a wall sign for Jerky-N-Spice, located at 3705 Pearl Road, not to exceed 20 square feet. Site plans were presented with the motion for approval.
MOTION SECONDED BY	Mr. Johnson
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Johnson	Yes
VOTING RESULTS	YES: 2      NO: 0

**APPROVAL OF SITE PLANS – JERKY-N-SPICE**

MOTION BY <b>32:05 minutes</b>	<b>Mr. Stopa:</b> A motion was made to accept the recommendation of the Zoning Commission to approve a tenant panel sign for Jerky-N-Spice, located at 3705 Pearl Road, not to exceed 7.35 square feet. Site plans were presented with the motion for approval.
MOTION SECONDED BY	Mr. Johnson
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Johnson	Yes
VOTING RESULTS	YES: 2      NO: 0

**APPROVAL OF SITE PLANS – BELTONE**

MOTION BY <b>32:32 minutes</b>	<b>Mr. Stopa:</b> A motion was made to accept the recommendation of the Zoning Commission to approve a portico sign for Beltone, located at 4975 Foote Road, suite #350, not to exceed 6.45 square feet. Site plans were presented with the motion for approval.
MOTION SECONDED BY	Mr. Johnson
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Johnson	Yes
VOTING RESULTS	YES: 2      NO: 0

**SITE PLANS (continued)****APPROVAL OF SITE PLANS – TRACTOR SUPPLY CO.**

MOTION BY <b>32:58 minutes</b>	<b>Mr. Stopa:</b> A motion was made to accept the recommendation of the Zoning Commission to approve a 4,752 square foot addition for Tractor Supply Co., located at 3768 Pearl Road. Site plans were presented with the motion for approval.
MOTION SECONDED BY	Mr. Johnson
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Johnson	Yes
VOTING RESULTS	YES: 2      NO: 0

**DENIAL OF SITE PLANS – ASHLEY HOMESTORE/OUTLET**

MOTION BY <b>33:24 minutes</b>	<b>Mr. Stopa:</b> A motion was made to accept the recommendation of the Zoning Commission to deny the signage request for Ashley Homestore/Outlet, located at 4927 Grande Shops Avenue. It does not meet the requirements of section 605.I – Wall, Roof and Awning Signs. Denied Site plans were presented with the motion.
DISCUSSION	Mr. Johnson questioned the flow of documentation for the denial regarding the actions of the Zoning Commission and the Board of Zoning Appeals.
MOTION SECONDED BY	Mr. Johnson
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Johnson	Yes
VOTING RESULTS	YES: 2      NO: 0

**APPROVAL OF PURCHASE ORDERS AND TRAINING REQUESTS – LOCAL GOVERNMENT WORKSHOP**

DISCUSSION	Mrs. Ventura stated that, this year, the Annual Local Government Officials conference will be held virtually at no charge. Mrs. Ventura asked that the additional hours to attend be approved for any Township employee that wishes to attend the two (2) day virtual workshop.
MOTION BY <b>36:32 minutes</b>	<b>Mr. Johnson:</b> A motion was made to approve a training request for the Local Government Workshop held April 13 and 14 for any Township employees that would like to attend.
MOTION SECONDED BY	Mr. Stopa
VOTING ROLL CALL	VOTE
Mr. Johnson	Yes
Mr. Stopa	Yes
VOTING RESULTS	YES: 2      NO: 0

**APPROVAL OF PURCHASE ORDERS AND TRAINING REQUESTS – SEDGWICK**

MOTION BY <b>37:02 minutes</b>	<b>Mr. Stopa:</b> A motion was made to approve a purchase order request for all departments. The vendor is Sedgwick. This is for the Township's Bureau of Workers comp group rating for the annual contract starting 7/1/2021 and it is a group rating enrollment for 2022. The total amount is \$3,525.00.
MOTION SECONDED BY	Mr. Johnson
DISCUSSION	Mrs. Ventura stated that the vendor changed their name from CareWorks. Mrs. Ventura stated that the payments for Sedgwick will be paid by the same department percentages as workers comp is paid.
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Johnson	Yes
VOTING RESULTS	YES: 2      NO: 0

**APPROVAL OF PURCHASE ORDERS AND TRAINING REQUESTS – OHIO TACTICAL OFFICER ASSOCIATION**

MOTION BY <b>38:50 minutes</b>	<b>Mr. Stopa:</b> A motion was made to approve a training request for the Ohio Tactical Officer Association training conference held June 7 to 10. This is for Officer Cliff Nicholson Jr. Total amount is \$1,200.00.
MOTION SECONDED BY	Mr. Johnson
DISCUSSION	Mr. Stopa stated that this is to improve Officer Nicholson's SWAT skills and includes the training courses, hotel and meals. Mr. Stopa stated that the employee will use the Township's Ford Fusion for travel to and from the conference in Sandusky Ohio.
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Johnson	Yes
VOTING RESULTS	YES: 2      NO: 0

**APPROVAL OF PURCHASE ORDERS AND TRAINING REQUESTS – NORTH GATEWAY TIRE**

MOTION BY <b>39:48 minutes</b>	<b>Mr. Stopa:</b> A motion was made to approve a purchase order request for the Police department. The vendor is North Gateway Tire. This is for car #8 exhaust repair. The total amount is \$1,500.00.
MOTION SECONDED BY	Mr. Johnson
DISCUSSION	Mr. Stopa stated the details of the repairs needed.
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Johnson	Yes
VOTING RESULTS	YES: 2      NO: 0

**APPROVAL OF PURCHASE ORDERS AND TRAINING REQUESTS – NORTH GATEWAY TIRE**

MOTION BY <b>41:00 minutes</b>	<b>Mr. Stopa:</b> A motion was made to approve a purchase order request for the Police department. The vendor is North Gateway Tire. This is for car #6 repairs. The total amount is \$1,500.00.
MOTION SECONDED BY	Mr. Johnson
DISCUSSION	Mr. Stopa stated the details of the repairs needed. Mrs. Ventura asked if this should be a claim going to the Township's insurance provider. The Board decided to file a claim.
MOTION STATUS <b>41:51 minutes</b>	<b>Mr. Stopa:</b> The motion was withdrawn.
DISCUSSION	Mr. Stopa stated that he would have Chief Colonius provide the claim to the Township insurance provider.

**APPROVAL OF ACCOUNTS PAYABLE**

DISCUSSION	Mrs. Ventura asked that Department Heads be notified that any purchase orders or other monetary needs be expedited for the April 15 Trustee meeting in case she is not available to attend the April 29 Trustee meeting.
MOTION BY <b>43:07 minutes</b>	<b>Mr. Stopa:</b> A motion was made to approve Accounts Payable, dated 3/18/2021 to 4/2/2021. Starting with electronic check number 18-2021 to electronic check number 22-2021 and starting with paper check number 31388 and ending with check number 31411. The total amount is \$400,868.62. A one (1) page document was presented with the motion for approval.
MOTION SECONDED BY	Mr. Johnson
DISCUSSION	Mrs. Ventura stated that the biggest portion was for the Fire Services contract.
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Johnson	Yes
VOTING RESULTS	YES: 2      NO: 0

**APPROVAL OF BANK RECONCILIATION FOR FEBRUARY**

MOTION BY <b>44:03 minutes</b>	<b>Mr. Stopa:</b> A motion was made to approve the Bank Reconciliation, dated 2/28/2021. A three (3) page document was presented with the motion for approval.
MOTION SECONDED BY	Mr. Johnson
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Johnson	Yes
VOTING RESULTS	YES: 2      NO: 0



**APPROVAL OF BANK RECONCILIATION FOR FEBRUARY (continued)**

DISCUSSION	Mrs. Ventura stated the Star Bank Account monies are currently in the process of being moved to Westfield bank. Mrs. Ventura also stated that since UAN will not allow the Township to have two (2) primary checking accounts at the same time, a check would need to be issued and signed by the Trustees to move the remaining money from the PNC account to the Westfield Bank account. Mrs. Ventura stated that this would aid in completing the bank reconciliations.
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**APPROVAL OF REVENUE STATUS**

MOTION BY <b>45:50 minutes</b>	<b>Mr. Stopa:</b> A motion was made to approve the Revenue Status fund, dated 2/28/2021. A seven (7) page document was presented with the motion for approval.
MOTION SECONDED BY	Mr. Johnson
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Johnson	Yes
VOTING RESULTS	YES: 2      NO: 0

**APPROVAL OF FUND STATUS**

MOTION BY <b>46:18 minutes</b>	<b>Mr. Stopa:</b> A motion was made to approve the bank Fund Status, dated 2/28/2021. A one (1) page document was presented with the motion for approval.
MOTION SECONDED BY	Mr. Johnson
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Johnson	Yes
VOTING RESULTS	YES: 2      NO: 0

**NEW BUSINESS****ADVERTISE AND ACCEPT APPLICATIONS FOR NEW TRUSTEE**

DISCUSSION	The Board discussed the process that would be followed for selection of a successor Trustee including candidate availability, advertising needs, the selection process, meeting dates and deadlines for letters of interest.
MOTION BY <b>52:00 minutes</b>	<b>Mr. Stopa:</b> A motion was made to allow Mr. Dominguez to advertise in the newspapers and social media for applicants interested in sitting on the Board of Trustees. The deadline will be April 15, noon, to turn in letters of interest or resumes'.

**ADVERTISE AND ACCEPT APPLICATIONS FOR NEW TRUSTEE (continued)**

MOTION SECONDED BY	Mr. Johnson
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Johnson	Yes
VOTING RESULTS	YES: 2      NO: 0
DISCUSSION	Mr. Stopa noted that, if appointed, the applicant will be finishing out Mr. Radices' term and would have to be on the ballot in November if the applicant wanted to seek the seat again and that it would be an election, not a re-election. Mr. Johnson stated that if the applicant wanted to run for election, they would need to file in time to get on the November ballot. The Board discussed the file-by dates for the November election.

**FRANTZ ROAD DETOUR RESOLUTION # 04012021-022**

DISCUSSION	Mrs. Ventura stated that ODOT will be using Township roads as detours during repairs to County roads and this resolution is to give ODOT permission to use those Township roads as detours. Mrs. Ventura also stated that ODOT has already taken video of the detour routes in case repairs are required after the construction is completed.
MOTION TO APPROVE RESOLUTION	FRANTZ ROAD DETOUR
RESOLUTION NUMBER	04012021-022
MOTION TO APPROVE BY <b>55:13 minutes</b>	<b>Mr. Stopa:</b> a motion was made to adopt resolution number 04012021-022, to approve the agreement between Medina Township and the Director of Transportation of the State of Ohio for maintenance of Frantz Road and Township roads used for detour purposes as designated in the attached two (2) page agreement document.
MOTION SECONDED BY	Mr. Johnson
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Johnson	Yes
VOTING RESULTS	YES: 2      NO: 0

**OLD WEYMOUTH ROAD REPAIR RESOLUTION # 04012021-023**

MOTION TO APPROVE RESOLUTION	OLD WEYMOUTH ROAD REPAIR
RESOLUTION NUMBER	04012021-023
MOTION TO APPROVE BY <b>55:51 minutes</b>	<b>Mr. Stopa:</b> a motion was made to adopt resolution number 04012021-023 to approve the agreement between Medina Township and the Director of Transportation of the State of Ohio for the maintenance of Old Weymouth Road and Township roads used for detour purposes as designated in the attached two (2) page agreement document.
MOTION SECONDED BY	Mr. Johnson
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Johnson	Yes
VOTING RESULTS	YES: 2      NO: 0
DISCUSSION	Mr. Stopa and Mrs. Ventura discussed signing the required documents for Trustee Johnson.

**OTHER BUSINESS – ACCOUNTS PAYABLE CHECKS**

DISCUSSION <b>57:18 minutes</b>	Mrs. Ventura stated that since 2 trustees are required to sign accounts payable checks, the checks will not go out until Mr. Johnson is back in town to sign them. Mrs. Ventura stated that this may generate late fees. Mr. Stopa noted the issue of currently only having 2 Trustees on the Board.
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**2021 LGS AND LAW ENFORCEMENT CONFERENCE DISCUSSION**

DISCUSSION <b>58:35 minutes</b>	Mrs. Ventura stated the Auditor of State is asking Law Enforcement for any topics they may want to present at an October conference. The April 9 deadline was discussed for anyone in Law Enforcement to present and/or suggest a topic. Mrs. Ventura expressed that this would be a positive action for the Police Department to get involved in. Mr. Stopa stated that he would pass the information along to the Police Department to see if anyone would be interested.
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**VACATION ACCRUAL/DISCUSSION OF SECTION 6.7 OF EMPLOYEE HANDBOOK**

DISCUSSION <b>1:00:10 minutes</b>	The Board discussed rewording the handbook section to state that a person appointed by the Trustees and Fiscal Officer will maintain official calculations of accrued time for each employee or to just take the wording out that the Fiscal Officer is responsible for maintaining the accruals. The Board further discussed who would have the final responsibility for correcting accruals. Mrs. Ventura asked that this issue be placed on the next Trustee meeting agenda.
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**ADD PART-TIME REGULAR EMPLOYEE TO EMPLOYEE HANDBOOK**

DISCUSSION <b>1:04:05 minutes</b>	Mrs. Ventura stated that, after speaking to the Township's HR contact, there is a gap in the employee handbook that does not cover employees that work over 1,500 hours annually but are not full-time employees. Mrs. Ventura stated that the employee handbook will need to be revised to define the new part-time regular employee position and updated to state that medical benefits will need to be offered to the part-time regular employees as it is currently to full-time employees. The board discussed how to go about updating the employee handbook and having all employees sign off on the changes.
MOTION TO APPROVE BY <b>1:07:28 minutes</b>	<b>Mr. Stopa:</b> a motion was made to approve replacing page 9, section 1.8, with the new wording as well as page 36, section 7.4, with the new wording that is in the employee handbook. A two (2) page document was presented with the motion for approval.
MOTION SECONDED BY	Mr. Johnson
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Johnson	Yes
VOTING RESULTS	YES: 2      NO: 0
DISCUSSION	The Board discussed other employee handbook updates that will be tabled at this time.

**OTHER BUSINESS – FACEBOOK DISCUSSION**

DISCUSSION <b>1:08:40 minutes</b>	<p>MEDINA TOWNSHIP FIREFIGHTERS' ASSOCIATION FACEBOOK PAGE:</p> <p>Mrs. Ventura stated that she is aware of a Medina Township Firefighters Association Facebook page that is being used for political purposes even though the Township no longer has its' own Fire Department. Mrs. Ventura stated that with the use of Medina Township Fire equipment on the Facebook page, it gives the appearance that it is an official Township Facebook page. Mrs. Ventura asked how the Trustees would like to address this issue. The Trustees discussed the fact that the Facebook page is not associated with the Township and stated that they should be asked to disassociate themselves with representing the Township. Mr. Stopa stated that he would contact the Township's legal counsel to get their input on resolving the issue. Mrs. Ventura stated that it is her concern that residents will think the Facebook page represents Medina Township.</p>
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**OTHER BUSINESS – FACEBOOK DISCUSSION (continued)**

DISCUSSION	<p><b>MEDINA TOWNSHIP FACEBOOK PAGE:</b></p> <p>The Board discussed posting public records on Facebook and the Township Social Media Policy. Mr. Stopa asked that everyone posting on the Township Facebook page refrain from divisive statements and to be respectful. Mrs. Ventura stated that frivolous and untrue accusations being posted need to be addressed and the public needs to know Township business. The Board discussed the future use of the Township Facebook account and why issues are being raised and addressed on Facebook.</p>
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**PUBLIC COMMENT**

MOTION BY <b>1:21:07 minutes</b>	<b>Mr. Stopa:</b> A motion was made to open the floor for public comment.
MOTION SECONDED BY	Mr. Johnson
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Johnson	Yes
VOTING RESULTS	YES: 2      NO: 0
DISCUSSION	Mr. Stopa asked that those making public comment please state their name and address for the record.
PUBLIC COMMENT	Public comment was made.

MOTION BY <b>1:39:10 minutes</b>	<b>Mr. Stopa:</b> A motion was made to close the floor for public comment.
MOTION SECONDED BY	Mr. Johnson
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Johnson	Yes
VOTING RESULTS	YES: 2      NO: 0

**MEETING ADJOURN**

MOTION BY <b>1:39:25 minutes</b>	<b>Mr. Stopa:</b> A motion was made to adjourn the Medina Township Trustee meeting.
MOTION SECONDED BY	Mr. Johnson
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Johnson	Yes
VOTING RESULTS	YES: 2      NO: 0
	Meeting adjourned at 8:53 pm

**NEXT SCHEDULED MEETING**

TYPE OF MEETING	Emergency
DATE	4/6/2021
TIME	6:45 pm
LOCATION	Township Hall
COMMENTS	For Payroll approval and discussion

**MINUTES PREPARED BY**

NAME	TITLE	DATE
Nick Dominguez	Office Assistant	5/11/2021

**ATTESTED BY**

SIGNATURE	TITLE	DATE
	Fiscal Officer	8/5/2021

**BOARD/COUNCIL CERTIFIED**

SIGNATURE	TITLE	DATE
	Chairman	8/5/2021
	Vice Chairman	8/5/2021
	Trustee	8/5/2021

The above signatories certify these Minutes after thorough review of this document and the corresponding audio Minutes.

# CASH REQUIREMENTS

(Prior to Processing)

THIS REPORT SUMMARIZES YOUR PAYROLL TRANSACTIONS FOR THE CHECK DATE 04/02/21. 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
04/01/21	WESTFIELD BANK, FSB	xxxxxx175	Direct Deposit	Net Pay Allocations	31,771.05
04/01/21	WESTFIELD BANK, FSB	xxxxxx175	Taxpay®	Employee Withholdings	
				Social Security	38.44
				Medicare	642.92
				Fed Income Tax	3,776.99
				OH Income Tax	925.05
				OH BRUNS CTY Inc	50.01
				OH CVRSD SD Inc	48.29
				Total Withholdings	5,481.70
				Employer Liabilities	
				Social Security	38.44
				Medicare	642.96
				Total Liabilities	6,163.10
				EFT FOR 04/01/21	37,934.15
				TOTAL EFT (Does not reflect administrative charges)	37,934.15

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
04/02/21	Refer to your records for account information		Payroll	Employee Deductions	
				457 plan EE pretax	1,600.00
				AFLAC EE Post Tax	12.42
				AFLAC EE Pretax	18.78
				Opers Police EE cont	3,275.89
				Opers np EE Cont	2,040.44
				PXCMP PRETAX Health	1,863.21
				Union Dues	160.00
				Total Deductions	8,970.74

TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES (Does not reflect administrative charges) 8,970.74

APPROVED BY MEDINA TWP. TRUSTEES

Date 4-5-2021

Trustee Chm. [Signature]

Trustee [Signature]

Trustee [Signature]

CASH REQUIREMENTS

(Prior to Processing)

THIS REPORT SUMMARIZES YOUR PAYROLL TRANSACTIONS FOR THE CHECK DATE 04/02/21. IT DOES NOT REFLECT MISCELLANEOUS ADMINISTRATIVE CHARGES. PLEASE REFER TO YOUR INVOICE(S) FOR THE TOTAL CASH REQUIRED FOR THIS CHECK DATE.

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

DUE DATE	PRODUCT	DESCRIPTION	
04/07/21	Taxpay®	FED IT PMT Group	5,139.75



**Payment Listing**

UAN v2021.1

3/18/2021 to 4/2/2021

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
18-2021	03/19/2021	03/17/2021	CH	OHIO PUBLIC EMPLOYEES DEFERRED CO	\$1,170.00	O
19-2021	03/24/2021	03/25/2021	CH	OHIO PUBLIC EMPLOYEES RETIREMENT S	\$9,127.46	O
20-2021	03/24/2021	03/25/2021	CH	OHIO PUBLIC EMPLOYEES RETIREMENT S	\$16,507.19	O
21-2021	04/02/2021	03/31/2021	CH	OHIO PUBLIC EMPLOYEES DEFERRED CO	\$1,170.00	O
22-2021	04/02/2021	03/31/2021	CH	OHIO PUBLIC EMPLOYEES DEFERRED CO	\$480.00	O
31388	04/01/2021	03/31/2021	AW	COMPASS MINERALS AMERICA INC.	\$4,922.12	O
31389	04/01/2021	03/31/2021	AW	MAZANEC, RASKIN, & RYDER CO., LPA	\$722.56	O
31390	04/01/2021	03/31/2021	AW	COSE/MEDICAL MUTUAL OF OHIO	\$21,085.02	O
31391	04/01/2021	03/31/2021	AW	AT&T MOBILITY	\$275.11	O
31392	04/01/2021	03/31/2021	AW	ALBRIGHT SECURITY CENTER	\$18.00	O
31393	04/01/2021	03/31/2021	AW	AUTOMOTIVE ELECTRIC SERVICE INC.	\$101.46	O
31394	04/01/2021	03/31/2021	AW	LIGHTHOUSE SOLUTIONS INC	\$50,618.00	O
31395	04/01/2021	03/31/2021	AW	CITY OF MEDINA - FINANCE DEPT	\$286,389.00	O
31396	04/01/2021	03/31/2021	AW	MEDINA COUNTY EMERGENCY MANAGEM	\$2,058.60	O
31397	04/01/2021	03/31/2021	AW	CANON FINANCIAL	\$105.33	O
31398	04/01/2021	03/31/2021	AW	C & L SHOES	\$204.96	O
31399	04/01/2021	03/31/2021	AW	CINTAS CORP #011	\$201.16	O
31400	04/01/2021	03/31/2021	AW	ENGLEFIELD, INC	\$718.55	O
31401	04/01/2021	03/31/2021	AW	FBN SYSTEMS, INC.	\$360.00	O
31402	04/01/2021	03/31/2021	AW	MEDINA COUNTY SANITARY ENG	\$400.32	O
31403	04/01/2021	03/31/2021	AW	MERRICK ENTERPRISES	\$708.44	O
31404	04/01/2021	03/31/2021	AW	OHIO EDISON	\$915.19	O
31405	04/01/2021	03/31/2021	AW	O'REILLY AUTOMOTIVE, INC.	\$20.99	O
31406	04/01/2021	03/31/2021	AW	PNC BANK	\$585.18	O
31407	04/01/2021	03/31/2021	AW	RUMPKE	\$269.62	O
31408	04/01/2021	03/31/2021	AW	SITEONE LANDSCAPE SUPPLY	\$1,163.09	O
31409	04/01/2021	03/31/2021	AW	SOUTHEASTERN EQUIPMENT CO	\$333.70	O
31410	04/01/2021	03/31/2021	AW	WAL-MART BUSINESS	\$69.80	O
31411	04/01/2021	03/31/2021	AW	WOLFF BROS. SUPPLY, INC.	\$167.77	O
Total Payments:					\$400,868.62	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$400,868.62	

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 4-1-21

Trustee Chm. [Signature]

Trustee [Signature]

Trustee [Signature]

**Bank Reconciliation**

UAN v2021.1

Reconciled Date 2/28/2021

Posted 4/1/2021 1:16:43 PM

Prior UAN Balance:		\$5,286,588.26
Receipts:	+	\$1,254,785.64
Payments:	-	\$271,983.06
Adjustments:	+	\$0.00
Current UAN Balance as of 02/28/2021:		\$6,269,390.84
Other Adjusting Factors:	+	\$0.00
Adjusted UAN Balance as of 02/28/2021:		\$6,269,390.84
Entered Bank Balances as of 02/28/2021:		\$6,307,562.16
Deposits in Transit:	+	\$0.00
Outstanding Payments:	-	\$38,171.32
Outstanding Adjustments:	+	\$0.00
Other Adjusting Factors:	+	\$0.00
Adjusted Bank Balances as of 02/28/2021:		\$6,269,390.84

Balances Reconciled

Governing Board Signatures

\_\_\_\_\_

\_\_\_\_\_

There are no outstanding receipts as of 02/28/2021.

There are no outstanding adjustments as of 02/28/2021.

APPROVED BY MEDINA TWP. TRUSTEES

Date 4-1-2021Trustee Chm. [Signature]Trustee [Signature]Trustee [Signature]

**Bank Balances**

Reconciled Date 2/28/2021

Posted 4/1/2021 1:16:43 PM

Type	Name	Number	Prior Bank Balance	Calculated Bank Balance	Entered Bank Balance	Difference
Primary	PRIMARY		\$4,339,661.73	\$5,289,502.10	\$5,289,502.10	\$0.00
Secondary	STAR OHIO		\$0.00	\$0.00	\$0.00	\$0.00
Secondary	STAROHIO		\$0.00	\$0.00	\$0.00	\$0.00
Investment	STAR FIRE		\$5,203.94	\$5,204.30	\$5,204.30	\$0.00
Investment	STAR GEN		\$911,509.46	\$911,572.95	\$911,572.95	\$0.00
Investment	WSTFLD CD		\$101,232.33	\$101,282.81	\$101,282.81	\$0.00
Total:			\$5,357,607.46	\$6,307,562.16	\$6,307,562.16	\$0.00

**Outstanding Payments**

UAN v2021.1

Reconciled Date 2/28/2021

Posted 4/1/2021 1:16:43 PM

Account	Type	Payment #	Post Date	Vendor / Payee	Amount
PRIMARY	Warrant	31263	02/18/2021	AFLAC	\$62.40
PRIMARY	Warrant	31264	02/18/2021	CRANDALLCO INC	\$53.22
PRIMARY	Warrant	31268	02/18/2021	C MARTIN TRUCKING	\$103.19
PRIMARY	Warrant	31274	02/18/2021	THE GAZETTE	\$113.94
PRIMARY	Warrant	31276	02/18/2021	HOME DEPOT CREDIT SERVICES	\$184.00
PRIMARY	Warrant	31283	02/18/2021	OHIO TRANSPORT, INC.	\$2.24
PRIMARY	Warrant	31285	02/18/2021	PETALSWEET CLEANING LLC	\$834.00
PRIMARY	Warrant	31288	02/18/2021	CMT GROUP	\$6.25
PRIMARY	Warrant	31292	02/18/2021	MEDINA HOSPITAL	\$36,812.08
					<hr/>
					\$38,171.32

## Revenue Status

By Fund

As Of 2/28/2021

Fund: 1000 General

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
1000-101-0000	General Property Tax - Real Estate	\$548,900.00	\$219,800.00	\$329,100.00	40.044%
1000-102-0000	Tangible Personal Property Tax	\$0.00	\$0.00	\$0.00	0.000%
1000-103-1000	Permissive Sales Tax{MOTEL TAX}	\$120,000.00	\$17,844.81	\$102,155.19	14.871%
1000-301-0000	Licenses and Permits	\$300.00	\$0.00	\$300.00	0.000%
1000-302-0000	Fees	\$40,000.00	\$4,291.89	\$35,708.11	10.730%
1000-303-0000	Cable Franchise Fees	\$127,000.00	\$36,272.25	\$90,727.75	28.561%
1000-401-0000	Fines	\$12,000.00	\$1,586.86	\$10,413.14	13.224%
1000-531-0000	Estate Tax	\$0.00	\$0.00	\$0.00	0.000%
1000-532-0000	Local Government Distribution	\$50,000.00	\$6,038.68	\$43,961.32	12.077%
1000-533-0000	Liquor Permit Fees	\$8,000.00	\$0.00	\$8,000.00	0.000%
1000-534-0000	Cigarette License Fees	\$600.00	\$0.00	\$600.00	0.000%
1000-535-0000	Property Tax Allocation	\$45,000.00	\$0.00	\$45,000.00	0.000%
1000-539-0000	Other - State Receipts	\$5,000.00	\$2,757.12	\$2,242.88	55.142%
1000-591-0000	Intergovernmental Receipts (Non-State and Non-Federal)	\$0.00	\$0.00	\$0.00	0.000%
1000-701-0000	Interest	\$5,489.00	\$870.62	\$4,618.38	15.861%
1000-801-0000	Gifts and Donations	\$0.00	\$0.00	\$0.00	0.000%
1000-891-0000	Other - Miscellaneous Operating	\$5,000.00	\$8,978.36	-\$3,978.36	179.567%
1000-892-0000	Other - Miscellaneous Non-Operating	\$0.00	\$0.00	\$0.00	0.000%
1000-941-9201	Advances - In{(PD FUND 2081)}	\$0.00	\$0.00	\$0.00	0.000%
1000-941-9202	Advances - In{(EMS FUND 2281)}	\$0.00	\$0.00	\$0.00	0.000%
1000-951-0000	Sale of Fixed Assets	\$0.00	\$1,417.55	-\$1,417.55	0.000%
1000-951-0001	Sale of Fixed Assets{(REMSEN BLDG)}	\$0.00	\$0.00	\$0.00	0.000%
1000-982-0231	Extraordinary Items{RPRS TO FIRE STATION}	\$0.00	\$0.00	\$0.00	0.000%
Fund 1000 Sub-Total:			\$299,858.14	\$667,430.86	31.000%

APPROVED BY MEDINA TWP. TRUSTEES

Date

4-1-2021

Trustee Chm.

Trustee

Trustee

**Revenue Status**

UAN v2021.1

By Fund

As Of 2/28/2021

## Fund: 2011 Motor Vehicle License Tax

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
2011-536-0000	Motor Vehicle License Tax - State Levied	\$17,000.00	\$2,498.07	\$14,501.93	14.695%
2011-701-0000	Interest	\$50.00	\$2.00	\$48.00	4.000%
Fund 2011 Sub-Total:		\$17,050.00	\$2,500.07	\$14,549.93	14.663%

## Fund: 2021 Gasoline Tax

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
2021-537-0000	Gasoline Tax	\$175,000.00	\$29,664.60	\$145,335.40	16.951%
2021-701-0000	Interest	\$400.00	\$18.46	\$381.54	4.615%
Fund 2021 Sub-Total:		\$175,400.00	\$29,683.06	\$145,716.94	16.923%

# Revenue Status

By Fund

UAN v2021.1

As Of 2/28/2021

## Fund: 2031 Road and Bridge

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
2031-101-0000	General Property Tax - Real Estate	\$541,900.00	\$219,960.00	\$321,940.00	40.591%
2031-102-0000	Tangible Personal Property Tax	\$0.00	\$0.00	\$0.00	0.000%
2031-302-0582	Fees{BLAKSLEE PARK}	\$20,000.00	\$0.00	\$20,000.00	0.000%
2031-535-0000	Property Tax Allocation	\$55,000.00	\$0.00	\$55,000.00	0.000%
2031-539-0000	Other - State Receipts	\$5,000.00	\$3,238.32	\$1,761.68	64.766%
2031-591-0000	Intergovernmental Receipts (Non-State and Non-Federal)	\$0.00	\$0.00	\$0.00	0.000%
2031-701-0000	Interest	\$0.00	\$0.00	\$0.00	0.000%
2031-801-0582	Gifts and Donations{BLAKSLEE PARK}	\$0.00	\$0.00	\$0.00	0.000%
2031-891-0000	Other - Miscellaneous Operating	\$1,000.00	\$0.00	\$1,000.00	0.000%
2031-892-0000	Other - Miscellaneous Non-Operating	\$0.00	\$0.00	\$0.00	0.000%
2031-931-0000	Transfers - In	\$0.00	\$0.00	\$0.00	0.000%
2031-951-0000	Sale of Fixed Assets	\$0.00	\$0.00	\$0.00	0.000%
Fund 2031 Sub-Total:			\$223,198.32	\$399,701.68	35.832%

## Fund: 2041 Cemetery

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
2041-539-0000	Other - State Receipts	\$0.00	\$0.00	\$0.00	0.000%
2041-801-0000	Gifts and Donations	\$0.00	\$1,000.00	-\$1,000.00	0.000%
2041-804-0000	Sale of Cemetery Lots	\$2,500.00	\$0.00	\$2,500.00	0.000%
2041-805-0000	Other Local Grants (not from another government)	\$0.00	\$0.00	\$0.00	0.000%
2041-892-0000	Other - Miscellaneous Non-Operating	\$0.00	\$0.00	\$0.00	0.000%
2041-931-0000	Transfers - In	\$0.00	\$0.00	\$0.00	0.000%
Fund 2041 Sub-Total:			\$1,000.00	\$1,500.00	40.000%

**Revenue Status**

By Fund

As Of 2/28/2021

Fund: 2081 Police District

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
2081-101-0000	General Property Tax - Real Estate	\$932,400.00	\$414,560.00	\$517,840.00	44.462%
2081-102-0000	Tangible Personal Property Tax	\$0.00	\$0.00	\$0.00	0.000%
2081-535-0000	Property Tax Allocation	\$110,000.00	\$0.00	\$110,000.00	0.000%
2081-539-0000	Other - State Receipts	\$0.00	\$9,502.56	-\$9,502.56	0.000%
2081-539-0691	Other - State Receipts{CPT-POLICE TRAINING}	\$0.00	\$0.00	\$0.00	0.000%
2081-701-0000	Interest	\$0.00	\$0.00	\$0.00	0.000%
2081-801-0000	Gifts and Donations	\$0.00	\$0.00	\$0.00	0.000%
2081-801-4000	Gifts and Donations{COM.PARTNER'S PROGRAM}	\$0.00	\$0.00	\$0.00	0.000%
2081-891-0000	Other - Miscellaneous Operating	\$0.00	\$0.00	\$0.00	0.000%
2081-891-0691	Other - Miscellaneous Operating{CPT-POLICE TRAINING}	\$0.00	\$0.00	\$0.00	0.000%
2081-892-0000	Other - Miscellaneous Non-Operating	\$0.00	\$0.00	\$0.00	0.000%
2081-931-0000	Transfers - In	\$0.00	\$0.00	\$0.00	0.000%
2081-941-0000	Advances - In	\$0.00	\$0.00	\$0.00	0.000%
2081-951-0000	Sale of Fixed Assets	\$0.00	\$0.00	\$0.00	0.000%
Fund 2081 Sub-Total:		\$1,042,400.00	\$424,062.56	\$618,337.44	40.681%



**Revenue Status**

By Fund

As Of 2/28/2021

Fund: 2111 Fire District

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
2111-101-0000	General Property Tax - Real Estate	\$0.00	\$0.00	\$0.00	0.000%
2111-102-0000	Tangible Personal Property Tax	\$0.00	\$0.00	\$0.00	0.000%
2111-535-0000	Property Tax Allocation	\$0.00	\$0.00	\$0.00	0.000%
2111-539-0000	Other - State Receipts	\$0.00	\$0.00	\$0.00	0.000%
2111-539-2112	Other - State Receipts{FIRE DEPT. TRAINING GRANT}	\$0.00	\$0.00	\$0.00	0.000%
2111-701-0000	Interest	\$0.00	\$0.00	\$0.00	0.000%
2111-801-0000	Gifts and Donations	\$0.00	\$0.00	\$0.00	0.000%
2111-891-0000	Other - Miscellaneous Operating	\$0.00	\$0.00	\$0.00	0.000%
2111-892-0000	Other - Miscellaneous Non-Operating	\$0.00	\$0.00	\$0.00	0.000%
2111-951-0000	Sale of Fixed Assets	\$0.00	\$500.00	-\$500.00	0.000%
Fund 2111 Sub-Total:		\$0.00	\$500.00	-\$500.00	0.000%

Fund: 2191 SAFETY SERVICES LEVY

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
2191-101-0000	General Property Tax - Real Estate	\$515,400.00	\$233,910.00	\$281,490.00	45.384%
2191-299-0000	Other - Charges for Services	\$0.00	\$0.00	\$0.00	0.000%
2191-535-0000	Property Tax Allocation	\$8,000.00	\$0.00	\$8,000.00	0.000%
2191-539-0000	Other - State Receipts	\$0.00	\$0.00	\$0.00	0.000%
2191-891-0000	Other - Miscellaneous Operating	\$0.00	\$0.00	\$0.00	0.000%
2191-892-0000	Other - Miscellaneous Non-Operating	\$0.00	\$0.00	\$0.00	0.000%
Fund 2191 Sub-Total:		\$523,400.00	\$233,910.00	\$289,490.00	44.690%

**Revenue Status**

By Fund

As Of 2/28/2021

## Fund: 2231 Permissive Motor Vehicle License Tax

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
2231-592-0000	Motor Vehicle License Tax - County Levied	\$60,000.00	\$15,044.31	\$44,955.69	25.074%
2231-701-0000	Interest	\$250.00	\$13.81	\$236.19	5.524%
Fund 2231 Sub-Total:		\$60,250.00	\$15,058.12	\$45,191.88	24.993%

## Fund: 2261 Law Enforcement Trust

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
2261-512-0000	Proceeds from Federal Law Enforcement Agencies	\$0.00	\$0.00	\$0.00	0.000%
Fund 2261 Sub-Total:		\$0.00	\$0.00	\$0.00	0.000%

## Fund: 2272 Coronavirus Relief Fund

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
2272-511-0000	Federal Funds	\$0.00	\$0.00	\$0.00	0.000%
2272-539-0000	Other - State Receipts	\$0.00	\$0.00	\$0.00	0.000%
2272-701-0000	Interest	\$0.00	\$0.00	\$0.00	0.000%
Fund 2272 Sub-Total:		\$0.00	\$0.00	\$0.00	0.000%

**Revenue Status**

By Fund

As Of 2/28/2021

Fund: 2281 Fire and Rescue, Ambulance and EMS  
Serv.

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
2281-101-0000	General Property Tax - Real Estate	\$491,300.00	\$221,720.00	\$269,580.00	45.129%
2281-102-0000	Tangible Personal Property Tax	\$0.00	\$0.00	\$0.00	0.000%
2281-535-0000	Property Tax Allocation	\$43,000.00	\$0.00	\$43,000.00	0.000%
2281-891-0000	Other - Miscellaneous Operating	\$0.00	\$0.00	\$0.00	0.000%
2281-941-0000	Advances - In	\$0.00	\$0.00	\$0.00	0.000%
Fund 2281 Sub-Total:		\$534,300.00	\$221,720.00	\$312,580.00	41.497%
Report Total:		\$3,945,489.00	\$1,451,490.27	\$2,493,998.73	36.789%

**Fund Status**

UAN v2021.1

As Of 2/28/2021

Fund Number	Fund Name	% of Total Pooled	Fund Balance	Investments (Non-Pooled)	Checking & Pooled Investments (Pooled)
1000	General	38.490%	\$2,413,115.23	\$0.00	\$2,413,115.23
2011	Motor Vehicle License Tax	0.213%	\$13,363.05	\$0.00	\$13,363.05
2021	Gasoline Tax	2.001%	\$125,437.42	\$0.00	\$125,437.42
2031	Road and Bridge	11.270%	\$706,541.14	\$0.00	\$706,541.14
2041	Cemetery	0.184%	\$11,558.83	\$0.00	\$11,558.83
2081	Police District	13.030%	\$816,881.13	\$0.00	\$816,881.13
2111	Fire District	12.867%	\$806,671.70	\$0.00	\$806,671.70
2191	SAFETY SERVICES LEVY	9.971%	\$625,093.13	\$0.00	\$625,093.13
2231	Permissive Motor Vehicle License Tax	1.459%	\$91,501.22	\$0.00	\$91,501.22
2261	Law Enforcement Trust	0.009%	\$564.17	\$0.00	\$564.17
2272	Coronavirus Relief Fund	0.000%	\$0.00	\$0.00	\$0.00
2281	Fire and Rescue, Ambulance and EMS Se	10.506%	\$658,663.82	\$0.00	\$658,663.82
2901	Miscellaneous Special Revenue	0.000%	\$0.00	\$0.00	\$0.00
2902	JAG-LE-GRANT-5284	0.000%	\$0.00	\$0.00	\$0.00
2903	JAG SENIOR GRANT-6829	0.000%	\$0.00	\$0.00	\$0.00
All Funds Total			\$6,269,390.84	\$0.00	\$6,269,390.84
Pooled Investments					\$1,013,827.10
Secondary Checking Accounts					\$4,232.96
Available Primary Checking Balance					\$5,251,330.78

Last reconciled to bank: 02/28/2021 – Total other adjusting factors: \$0.00

APPROVED BY MEDINA TWP. TRUSTEES

Date 4-1-2021Trustee Chm. [Signature]Trustee [Signature]Trustee [Signature]

## USE OF TOWNSHIP ROADS FOR FRANTZ ROAD DETOURS

I will move to adopt resolution number 04012021-022, to approve the agreement between Medina Township and the Director of Transportation of the State of Ohio for the maintenance of Frantz Road and Township roads used for detour purposes as designated in the attached two (2) page agreement document.

APPROVED BY MEDINA TWP. TRUSTEES

Date 4-1-2021

Trustee Chm. [Signature]

Trustee Approved by Trustee Johnson

Trustee via Go-To-MTG.

**AGREEMENT COVERING THE USE OF COUNTY/TOWNSHIP/CITY/VILLAGE STREETS  
FOR DETOUR PURPOSES**

**WHEREAS**, the State of Ohio contemplates the improvement of **MED-3-15.05 PD 109232 Roadway Major Rehabilitation Project 3006(20)**; and

**WHEREAS**, the Director of Transportation has determined that it is necessary to detour traffic on **Medina Township Road 188/Frantz Road** during construction of this improvement; and

**WHEREAS**, the designated local detour route includes roads or streets not under the direct jurisdiction of the Director of Transportation, as described below; and

**WHEREAS**, the Director of Transportation wishes to obtain concurrence of affected authorities prior to establishment of said local maintenance to use these roads or streets in the official established detour.

**NOW, THEREFORE**, during the 19-day period that **Medina Township Road 188/Frantz Road** is closed to through traffic, the Director of Transportation agrees to maintain this designated local detour route in passable condition and return to the **Medina Township Trustees** as good of a condition as it was prior to its use.

The designated local detour route will be the following:

**Northbound Frantz Road Detour:**

- Traveling Northbound on Medina Township Road 188/Frantz Road, turn Right/East onto Medina Township Road 37/Remsen Road.
- Turn Left/North onto Medina County Road 32/Old Weymouth Road.
- Turn Left/South onto State Route 3.
- Return to Medina Township Road 188/Frantz Road.

**Southbound Frantz Road Detour:**

- Traveling Southbound on Medina Township Road 188/Frantz Road, turn Right/South onto State Route 3.
- Turn Left/East onto Medina Township Road 37/Remsen Road.
- Return to Medina Township Road 188/Frantz Road.

The **Medina Township Trustees** have inspected their portion of the road to be used as a local detour route and have reviewed the above agreement and Maintenance of Traffic plan sheet and concur in the use as proposed.

Signed: [Signature]

Date: 4/1/2021

Phone: 330 635-7903

Signed: Approved by Trustee Johnson

Date: 4/1/2021 via Go-To-Mtg

Phone: 330 461-6107

Signed: \_\_\_\_\_

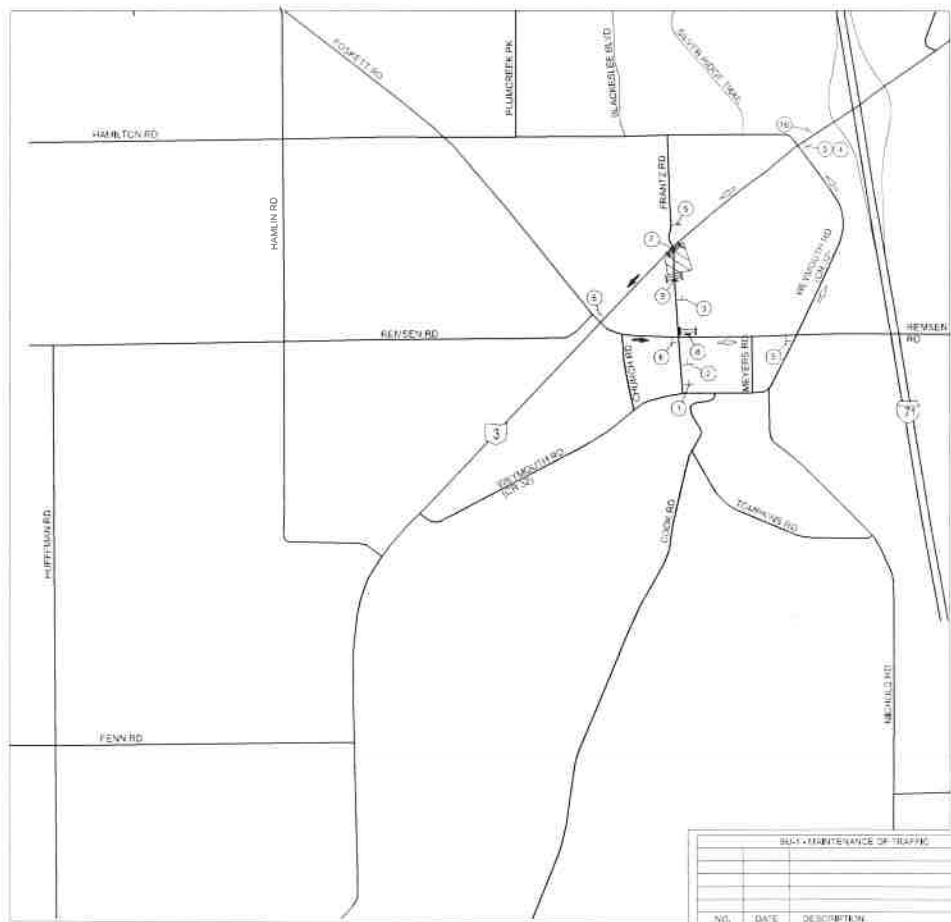
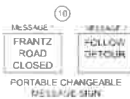
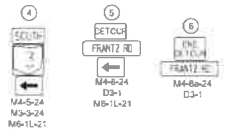
Date: \_\_\_\_\_

Phone: \_\_\_\_\_

**APPROVED**

cc: Construction, Project, Roadway Services, File

LEGEND	
	PROPOSED SIGN
	TYPE III BARRICADE
	SIGN NUMBER
	WORK AREA
	SIGNED DETOUR ROUTE (SB FRANTZ)
	SIGNED DETOUR ROUTE (NB FRANTZ)



BUY - MAINTENANCE OF TRAFFIC			
NO.	DATE	DESCRIPTION	ISSUE RECORD
43	15		

MAINTENANCE OF TRAFFIC  
DETOUR SIGNING - FRANTZ ROAD (SOUTH)

0.00	1.00	2.00	3.00	4.00	5.00	6.00	7.00	8.00	9.00	10.00	11.00	12.00	13.00	14.00	15.00	16.00	17.00	18.00	19.00	20.00	21.00	22.00	23.00	24.00	25.00	26.00	27.00	28.00	29.00	30.00	31.00	32.00	33.00	34.00	35.00	36.00	37.00	38.00	39.00	40.00	41.00	42.00	43.00	44.00	45.00	46.00	47.00	48.00	49.00	50.00	51.00	52.00	53.00	54.00	55.00	56.00	57.00	58.00	59.00	60.00	61.00	62.00	63.00	64.00	65.00	66.00	67.00	68.00	69.00	70.00	71.00	72.00	73.00	74.00	75.00	76.00	77.00	78.00	79.00	80.00	81.00	82.00	83.00	84.00	85.00	86.00	87.00	88.00	89.00	90.00	91.00	92.00	93.00	94.00	95.00	96.00	97.00	98.00	99.00	100.00
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## USE OF TOWNSHIP ROADS FOR OLD WEYMOUTH ROAD DETOURS

I will move to adopt resolution number 04012021-023, to approve the agreement between Medina Township and the Director of Transportation of the State of Ohio for the maintenance of Old Weymouth Road and Township roads used for detour purposes as designated in the attached two (2) page agreement document.

APPROVED BY MEDINA TWP. TRUSTEES

Date 4-1-2021

Trustee Chm. [Signature]

Trustee Approved by Trustee Johnson

Trustee via Go-To-Mtg



**AGREEMENT COVERING THE USE OF COUNTY/TOWNSHIP/CITY/VILLAGE STREETS  
FOR DETOUR PURPOSES**

**WHEREAS**, the State of Ohio contemplates the improvement of **MED-3-15.05 PD 109232 Roadway Major Rehabilitation Project 3006(20)**; and

**WHEREAS**, the Director of Transportation has determined that it is necessary to detour traffic on **Medina County Road 32/Old Weymouth Road at its southern terminus with State Route 3** during construction of this improvement; and

**WHEREAS**, the designated local detour route includes roads or streets not under the direct jurisdiction of the Director of Transportation, as described below; and

**WHEREAS**, the Director of Transportation wishes to obtain concurrence of affected authorities prior to establishment of said local maintenance to use these roads or streets in the official established detour.

**NOW, THEREFORE**, during the **19-day** period that **Medina County Road 32/Old Weymouth Road at its southern terminus with State Route 3** is closed to through traffic, the Director of Transportation agrees to maintain this designated local detour route in passable condition and return to the **Medina Township Trustees** as good of a condition as it was prior to its use.

The designated local detour route will be the following:

**Northbound Old Weymouth Road Detour:**

- From Medina County Road 32/Old Weymouth Road, travel South onto State Route 3.
- Turn Right/West onto Medina Township Road 115/Hamlin Road.
- Turn Right/East onto Medina Township Road 37/Remsen Road.
- Turn Right/East onto Medina Township Road 109/Foskett Road.
- Turn Left/North onto State Route 3.

**Southbound Old Weymouth Road Detour:**

- From Medina County Road 32/Old Weymouth Road, turn Right/South onto Medina Township Road 37/Remsen Road.
- Turn Left/South onto State Route 3.

The **Medina Township Trustees** have inspected their portion of the road to be used as a local detour route and have reviewed the above agreement and Maintenance of Traffic plan sheet and concur in the use as proposed.

Signed: [Signature]  
Date: 4/1/2021

Phone: 330 635-7903

Signed: Approved by Trustee Johnson  
Date: 4/1/2021 via Go-To-Mtg

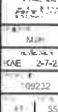
Phone: 330 461-6107

Signed: \_\_\_\_\_  
Date: \_\_\_\_\_

Phone: \_\_\_\_\_

cc: Construction, Project, Roadway Services, File

**APPROVED**



**Classification** - a group of positions that involve similar duties and responsibilities require similar qualifications, and which are properly designated by a common descriptive title indicating the general nature of the work. A class may include only one position in some circumstances.

**Collective Bargaining Agreement (CBA)** - a labor agreement between an employer and one or more unions. Collective bargaining consists of a process of negotiations between representatives of a union and employers, represented by management in respect to the terms and conditions of employment of employees, such as wages, hours of work, working conditions, and grievance procedures. For Medina Township and certified by the State Employees Relations Board (SERB), the sole and exclusive collective bargaining representative for all full time patrol officers and sergeants is the Ohio Police Benevolent Association (OPBA).

**Discipline** - an action taken against an employee by the Board of Trustees or by the Board's designated representative, as the result of an employee's lack of adherence to rules and procedures of the organization or deficiency of performance in work-related tasks.

**Employee, Exempt** – An employee who is hired by the Board of Trustees as an exempt employee. An employee who is hired as an exempt employee must meet the tests as defined in the FLSA for both the salary test and the duties test. If both criteria are not met, then the employee cannot be hired as an exempt employee.

**Employee, Full-Time** - an employee whose regular hours of duty for the Township total eighty hours in a pay period.

**Employee, Part-Time** – an employee whose regular hours of duty for the Township are less than 1,500 hours annually.

**Employee, Part-Time Regular** - an employee whose regular hours of duty for the Township total more than 1,500 annually, but less than full time.

**Employer** - The Board of Trustees or the designee of the Board of Trustees specifically authorized to make policy decisions on their behalf.

**Grievance**- a written action initiated by an employee concerning work rules, policies, or procedures.

**Immediate Family** - the immediate family of an employee includes family members whose relationship to the employee is current, including the employee's spouse, father, mother, brother, sister, son, daughter, mother-in-law, father-in-law, grandchildren, stepchild or other blood relative for whom an employee may have custodial responsibility.

**Non-Exempt Employee** – an employee who is entitled, under the FLSA, to time and one-half their “regular rate” of pay for each hour they actually work over the applicable FLSA overtime threshold in the applicable FLSA work period.

**Personnel Policies and Procedures** - the rules and regulations governing the day to day relationships between employer and employee, and which explain the benefits, rights and responsibilities of the employee as well as the responsibilities and rights of the employer.

### 7.3 Notification of Injury

When an employee is injured, he or she must notify the immediate supervisor, or the Liaison Trustee responsible for the department, at once. In each case of injury on the job, it is the responsibility of the supervisor or the Board of Trustees to establish the validity of the claim. This includes a determination that the injury was actually sustained in the performance of the employee's duties. Should a supervisor find that the injury did not occur on the job, the facts of the case should be reported to the Board of Trustees in writing. When an employee is injured on the job, a written explanation or "injury investigation report" should be prepared by the employee and his or her immediate supervisor. All required information must be supplied and submitted within five (5) days following the injury. All injuries should be reported at once. Failure to report an injury may preclude approval by the Bureau of Workers' Compensation and can result in disciplinary action against the employee for failure to comply. The Board of Trustees may require the employee to submit to a medical examination, a vocational examination, or a vocational questionnaire (ORC 4123.53 and 4123.65.1).

### 7.4 Health/Hospitalization/Medical Insurance

A health care plan will be offered to full-time and part-time-regular employees, with employees responsible for a percentage rate of the premium for Medical, Dental, and Vision Insurance, approved by the Board of Trustees at their Organizational Meeting. Aflac is available to employees. Employees pay 100% of the premium amount for Aflac benefits.

For a complete description of insurance benefits for full-time and part-time-regular employees, please contact the appropriate insurance provider. The Township reserves the right to change providers, modify, suspend, or terminate coverage.

Medina Township full-time and part-time-regular employees are eligible for "opt-out" payment in lieu of health insurance in compliance with ORC 505.603 (a) and meeting the requirements of section 125 of the IRS Code of 1986, 100 STAT 2085, 26 U.S.C.A. 125.

Cash payments may not exceed 25% of the cost of premiums or payments that otherwise would be paid by the Board of Trustees for benefits for the full-time or part-time-regular employee under an offered policy, contract, or plan. The employee must notify their supervisor, which will be relayed to their Trustee Liaison of any changes in their family size within thirty (30) days of such change occurring, or the change will not be made until the next open enrollment period.

Inclusion of part-time-regular employees under this section, 7.4, is effective 1/1/2021.

### 7.5 Uniform Allowances

The Township may furnish uniforms to Township employees as designated by the Board of Trustees. These uniforms and all other items issued by the Township remain the property of the Township and must be returned when the employee leaves the Township's employment.

The employee's final paycheck may be held until all Township property has been returned. The uniform allowance amount shall be set at the Township Trustee's Organizational Meeting, unless otherwise directed through a collective bargaining agreement.

MEDINA TOWNSHIP

TRUSTEES MEETING

MEETING HELD 4-1-2021

NAME

ADDRESS

Willie Alt

3670 Hamilton Rd.

Simon Adams

4004 Leasure Ln

Joshua Ebers

3412 Hamilton Rd

Nikki Campbell

4161 Monterey Drive

William L. Thorne

8411 White Rd Brentwood

Doug Eastwood

3377 Foskett Rd

Alissa Strobin

2146

MATT PALMER

2771 Maple Road

DAN TIERNA

5021 CORNER BUS

BRUCE CHRISTOPHER

4160 Monterey DR