

**MEDINA TOWNSHIP TRUSTEES  
REGULAR MEETING - 7:00 PM  
APRIL 29, 2021**

- I. ROLL CALL - PLEDGE - MOMENT OF SILENCE**
- II. APPROVAL OF PAYROLL**
- III. APPROVAL OF SUPPLEMENTAL APPROPRIATION  
RESOLUTION 04292021-030**
- IV. PURCHASE ORDERS AND TRAINING REQUESTS**
- V. SITE PLANS**
- VI. APPROVAL OF ACCOUNT PAYABLE**

**OLD BUSINESS**

- VII. SUCCESSOR TRUSTEE DISCUSSION**
- VIII. EXECUTIVE SESSION TO DISCUSS THE APPOINTMENT OF A PUBLIC  
OFFICIAL**
- IX. ACCRUALS DISCUSSION**
- X. AMBER GLEN STREETLIGHT STATUS**
- XI. MCH UPDATE RESOLUTION 04292021-031**

**NEW BUSINESS**

- XII. APPROVAL OF PREVIOUS MINUTES**
- XIII. CBA DISCUSSION**
- XIV. ANNUAL PLANT FAIR SUPPORT DISCUSSION**
- XV. DEPARTMENT VEHICLE USAGE DISCUSSION**
- XVI. EMPLOYEE HANDBOOK PART/FULL TIME UPDATE  
RESOLUTION 04292021-032**
- XVII. EMPLOYEE/RESIDENT MEETING ATTENDANCE DISCUSSION**
- XVIII. LIVES-STREAMING ALL PUBLIC MEETINGS DISCUSSION**
- XIX. FUTURE BUILDING AND LEVY PLANS DISCUSSION**
- XX. PUBLIC COMMENT**
- XXI. EXECUTIVE SESSION TO DISCUSS EMPLOYEE COMPENSATION**
- XXII. ADJOURN**

R 4-29-2021

**ENTITY NAME: Medina Township**

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**MINUTES TITLE: April 29, 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: 4/29/2021**

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**START TIME: 7:03 pm**

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**END TIME: 9:25 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
Vacant	Not Present
Mrs. Angela Ventura	Present

## IN ATTENDANCE

NAME	VISITOR/EMPLOYEE	COMMENTS
Nick Dominguez	Employee	
Denny Miller	Employee	
Alliss Strogan	Employee	
Chief Walters	City Employee	
Matt Ventura	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.

## APPROVAL OF PAYROLL

DISCUSSION	Mrs. Ventura reviewed current issues with incorrect timesheet reporting and steps that can be taken to avoid future issues. Mr. Stopa and Mrs. Ventura discussed comp time conversion issues and how it should be reported in Paychex.
MOTION BY <b>7:03 minutes</b>	<b>Mr. Stopa:</b> A motion was made to approve payroll, with a check date of 4/30/2021. The total amount is \$43,949.58, with \$7,133.72 in withholdings, deductions, and liabilities.
MOTION SECONDED BY	Mr. Johnson
DISCUSSION	Mrs. Ventura advised the Trustees that accruals for payroll are now accurate but will need to be tracked, in-house, to assure ongoing accuracy. Mr. Stopa stated that he would follow up, every couple of months, with the department heads to insure there are no discrepancies with the accruals.
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Johnson	Yes
VOTING RESULTS	YES: 2 NO: 0
UNSTATED INFORMATION	A two (2) page document was presented with the motion for approval.

**APPROVAL OF SUPPLEMENTAL APPROPRIATION RESOLUTION**

MOTION TO APPROVE RESOLUTION	SUPPLEMENTAL APPROPRIATION
RESOLUTION NUMBER	04292021-030
MOTION TO APPROVE BY <b>9:37 minutes</b>	<b>Mr. Stopa:</b> a motion was made to adopt resolution number 04292021-030 to approve the supplemental appropriation reallocation of funds from line 2031-330-740-0000 (Machinery, Equipment and Furniture) to line 2031-330-323-0000 (Repairs and Maintenance), totaling \$8,000.00.
MOTION SECONDED BY	Mr. Johnson
DISCUSSION	The Board discussed the fork-lift repairs needed and why the funds needed to be moved at this time.
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Johnson	Yes
VOTING RESULTS	YES: 2      NO: 0

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

MOTION BY <b>11:15 minutes</b>	<b>Mr. Stopa:</b> A motion was made to approve a purchase order requisition. The department is Service. The vendor is Laserline. It is to apply rust protection on nine (9) vehicles for the Service Department. The total amount is \$2,240.00
MOTION SECONDED BY	Mr. Johnson
DISCUSSION	Mr. Miller stated that this is done every couple of years and has been effective in preventing rust on the Service Department vehicles.
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Johnson	Yes
VOTING RESULTS	YES: 2      NO: 0
DISCUSSION	Mrs. Ventura stated which Service Department fund this money would be coming out of.

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

MOTION BY <b>12:14 minutes</b>	<b>Mr. Stopa:</b> A motion was made to approve a purchase order requisition for the Police Department. The vendor is North Gateway Tire. It is for the Township's portion of repairs to car unit #6 after the insurance cost. The total amount is \$654.04
MOTION SECONDED BY	Mr. Johnson
DISCUSSION	Mr. Stopa stated that this is for repairs for damage caused when a Police vehicle hit a curb, not covered by insurance.
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Johnson	Yes
VOTING RESULTS	YES: 2      NO: 0

**APPROVAL OF PURCHASE ORDERS AND TRAINING REQUESTS – TIRE SOURCE MEDINA**

MOTION BY <b>13:00 minutes</b>	<b>Mr. Stopa:</b> A motion was made to approve a purchase order requisition for the Police Department. The vendor is Tire Source Medina. It is also for the Township's portion of repairs to car unit #6 after the insurance cost. The total amount is \$345.96
MOTION SECONDED BY	Mr. Johnson
DISCUSSION	The Board discussed why there are 2 separate purchase order requisitions for the same vehicle.
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Johnson	Yes
VOTING RESULTS	YES: 2      NO: 0

**OTHER BUSINESS – SIGNING PURCHASE ORDERS**

DISCUSSION <b>14:27 minutes</b>	Mrs. Ventura brought up the issue of approved purchase orders not being signed by the Trustees. Mrs. Ventura stated that the delay in signing causes the associated invoices not to be paid in a timely manner. Mrs. Ventura asked that the Trustees sign approved purchase orders without delay. Mr. Stopa stated that signing the purchase orders in question may have been overlooked but the Trustees would be sure to sign future purchase orders quickly.
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**SITE PLANS****APPROVAL OF SITE PLANS – CRASH CHAMPIONS**

MOTION BY <b>16:04 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 Crash Champions, located at 3964 Pearl Road as presented. 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 – H&R PHOTOGRAPHY**

MOTION BY <b>17:08 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 H&R Photography, located at 3282 Old Weymouth Road as presented. 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

MOTION BY <b>17:42 minutes</b>	<b>Mr. Stopa:</b> A motion was made to accept the recommendation of the Zoning Commission to approve a directional sign for H&R Photography, located at 3282 Old Weymouth Road, not to exceed 4 square feet, as presented. 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 – MEDINA LIGHTING AND AWESOME PAWS PET SALON**

MOTION BY <b>18:22 minutes</b>	<b>Mr. Stopa:</b> A motion was made to accept the recommendation of the Zoning Commission to approve a ground sign for Medina Lighting and Paws Pet Salon, located at 3983 Pearl Road, not to exceed 32 square feet, as presented. 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 ACCOUNTS PAYABLE**

MOTION BY <b>19:04 minutes</b>	<b>Mr. Stopa:</b> A motion was made to approve Accounts Payable, dated 4/20/2021 to 4/29/2021. Starting with electronic check number 24-2021 and continuing to electronic check number 25-2021 then starting with physical check number 31436 and end with physical check number 31456. The total amount is \$45,408.36.
MOTION SECONDED BY	Mr. Johnson
DISCUSSION	Mr. Stopa stated that the largest payment is for Medina Hospital LST services. Mrs. Ventura stated that the extra payrolls are done in Paychex but not entered into UAN and that is why they are not on the Accounts Payable payment listing and why Bank Reconciliation, Revenue Status and Fund Status reports are late. Mrs. Ventura stated that when those payments are entered into UAN, there will be electronic payments that will go back to March even though they have already been approved.
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Johnson	Yes
VOTING RESULTS	YES: 2      NO: 0
UNSTATED INFORMATION	A one (1) page document was presented with the motion for approval.

**OLD BUSINESS****EXECUTIVE SESSION TO DISCUSS THE APPOINTMENT OF A PUBLIC OFFICIAL**

MOTION BY <b>21:19 minutes</b>	<b>Mr. Stopa:</b> A motion was made to go into executive session with the two (2) Trustees to discuss the appointment of a public official.
MOTION SECONDED BY	Mr. Johnson
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Johnson	Yes
VOTING RESULTS	YES: 2      NO: 0
STATUS	Executive session was entered at 7:24 pm.
STATUS	Mr. Stopa stated that they were back from executive session where the two (2) Trustees were discussing the appointment of a public official. Mr. Stopa stated that no decisions were made. The time back from executive session was 7:58 pm.
DISCUSSION	Mr. Stopa stated some agenda items were being moved up to keep resolution numbers in numerical order.

**ACCRUAL DISCUSSION**

DISCUSSION	Mr. Stopa and Mrs. Ventura discussed accruals being up to date in Paychex. Mr. Stopa asked if paper timesheet tracking was still necessary. After some discussion, the Board agreed to continue paper timesheet tracking, only for the Police Department, for one more pay period.
MOTION BY <b>25:00 minutes</b>	<b>Mr. Johnson:</b> A motion was made to suspend paper timesheets for everyone, except the Police Department, for one (1) more pay period.
MOTION SECONDED BY	Mr. Stopa
VOTING ROLL CALL	VOTE
Mr. Johnson	Yes
Mr. Stopa	Yes
VOTING RESULTS	YES: 2      NO: 0
DISCUSSION	Mrs. Ventura stated that accruals still need to be tracked, in house. Mr. Stopa stated that they will be.

**AMBER GLEN STREETLIGHT STATUS**

DISCUSSION <b>25:30 minutes</b>	Mrs. Ventura stated she has been in contact with the ODOT engineer and stated ODOT is still working on this issue and would not have an answer at this meeting. Mrs. Ventura further stated that ODOT would be sending out someone to look at the intersection. The Board decided to keep this issue on the agenda for the next Trustee meeting.
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**MCH UPDATE RESOLUTION 04292021-031**

MOTION TO APPROVE RESOLUTION	MCH UPDATED JOINT USER AGREEMENT
RESOLUTION NUMBER	04292021-031
DISCUSSION	Mr. Stopa stated that this resolution is to approve updates to the previously approved MCH user agreement and that the updates have been approved by the Townships' legal counsel.
MOTION TO APPROVE BY <b>27:44 minutes</b>	<b>Mr. Stopa:</b> a motion was made to adopt resolution number 04292021-031, to approve the updated Joint Use Agreement with Medina Creative Housing for the mutual benefits of both parties as stated in the referenced five (5) page document. The five (5) page agreement document was presented with the resolution 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****APPROVAL OF PREVIOUS MINUTES**

MOTION TO APPROVE MINUTES OF	<b>March 4, 2021</b>
TYPE OF MEETING	Regular Trustee Meeting
MOTION BY <b>29:13 minutes</b>	<b>Mr. Stopa:</b> A motion was made to approve the March 4, 2021, Regular Trustee Meeting Minutes at which time both Trustees were in attendance.
MOTION SECONDED BY	Mr. Johnson
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Johnson	Yes
VOTING RESULTS	YES: 2      NO: 0
DISCUSSION	Mrs. Ventura stated that draft Minutes are being put up on the Township website to allow public access to the unapproved Minutes since official approval of Minutes is delayed due to the need to complete other essential Township business.

**CBA DISCUSSION**

DISCUSSION <b>30:12 minutes</b>	Mr. Stopa and Mrs. Ventura discussed past precedents of converting call-in time, court time and/or regular overtime to comp time and the 3 hour minimum for call-in and court time. Also discussed were the changes made to what can and cannot be converted to comp time. The two Trustees and Mrs. Ventura discussed Police contract details that Mrs. Ventura stated were not being followed. Mrs. Ventura stated that the Township was being put in an unfavorable legal position by not following the Police contract. Mr. Stopa stated that he, the Police union representative, Officer Harvey and Chief Colonius plan to meet to discuss the comp time issue. Other issues discussed were Police vehicle reports and an overtime report Mrs. Ventura had requested previously and Police grievances regarding missed pay dates.
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**ANNUAL PLANT FAIR SUPPORT DISCUSSION**

DISCUSSION	Mrs. Ventura stated that she had received an email asking if Medina Township would like to make a contribution to the Annual Weymouth Plant sale. The email also stated that they would place flyers to advertise the Townships' 'Toss Your Trash Day' at the plant sale. The Board and Mr. Miller agreed that the advertising was acceptable. The Trustees also discussed making a \$100.00 donation to the plant sale.
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**ANNUAL PLANT FAIR SUPPORT DISCUSSION (continued)**

MOTION BY <b>42:42 minutes</b>	<b>Mr. Johnson:</b> A motion was made to support the Weymouth Preservation Society and to purchase plants, not to exceed \$100.00.
MOTION SECONDED BY	Mr. Stopa
VOTING ROLL CALL	VOTE
Mr. Johnson	Yes
Mr. Stopa	Yes
VOTING RESULTS	YES: 2      NO: 0

**DEPARTMENT VEHICLE USAGE DISCUSSION**

DISCUSSION <b>43:03 minutes</b>	The Board discussed when the Admin vehicle, the Ford Fusion, is needed for Admin purposes and Police training. After discussing the need for single day and overnight training vehicle needs, the board decided that a Police vehicle would be used for single day training and the Officers' personal vehicle would be used for overnight training and the Township would pay mileage for the personal vehicle. Mr. Stopa stated that he would let Chief Colonius know about Police and personal vehicle use for training.
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**EMPLOYEE HANDBOOK PART/FULL TIME UPDATE RESOLUTION 04292021-032**

MOTION TO APPROVE RESOLUTION	EMPLOYEE HANDBOOK PART/FULL TIME UPDATE
RESOLUTION NUMBER	04292021-032
MOTION TO APPROVE BY <b>46:48 minutes</b>	<b>Mr. Stopa:</b> a motion was made is to adopt resolution 04292021-032 to approve the update to Resolution number 04152021-028 to make the 'Part-Time-Regular' job description for the Township Secretary/Office Assistant position effective January 1, 2021.
MOTION SECONDED BY	Mr. Johnson
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Johnson	Yes
VOTING RESULTS	YES: 2      NO: 0

**EMPLOYEE/RESIDENT MEETING ATTENDANCE DISCUSSION**

DISCUSSION <b>47:47 minutes</b>	Mrs. Ventura asked if elected officials can attend public meetings as a resident. The Board discussed issues raised at recent Zoning Board meetings, attended by elected officials. Mr. Johnson stated that he would like to see all parties in attendance to Zoning meetings to act in a professional manner and leave personal issues out of the meetings. Mrs. Ventura stated that she believes all public meetings, including Zoning meetings, should be recorded on social media like YouTube and/or GoToMeeting. Mr. Stopa stated that he would like to get legal counsel advice regarding what standards Zoning meetings would need to meet if recorded for social media. Mr. Stopa also stated that this issue should be kept on the agenda for a full Board review for when the new appointed Trustee is seated.
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**FUTURE BUILDING AND LEVY PLANS DISCUSSION**

DISCUSSION <b>52:55 minutes</b>	Mr. Stopa and Mrs. Ventura stated that this agenda item will be tabled and put back on the agenda at a future date.
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**APPOINTMENT OF A PUBLIC OFFICIAL RESOLUTION 04292021-033**

MOTION TO APPROVE RESOLUTION	APPOINTMENT OF A PUBLIC OFFICIAL
RESOLUTION NUMBER	04292021-033
MOTION TO APPROVE BY <b>53:42 minutes</b>	<b>Mr. Stopa:</b> a motion was made is to adopt resolution 04292021-033 to appoint Joshua Eberts as Medina Township Trustee for the remaining term vacated by Mark Radice.
MOTION SECONDED BY	Mr. Johnson
DISCUSSION	Mr. Stopa stated that this appointment is effective until the end of the year and that if Mr. Eberts wishes to remain after that, he will need to run for office to be elected to the position.
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Johnson	Yes
VOTING RESULTS	YES: 2 NO: 0
DISCUSSION	Mr. Stopa and Mr. Johnson thanked all the candidates competing for the Trustee position. The Board discussed the bond Mr. Eberts would need. Also discussed was when to swear in Mr. Eberts. It was decided to swear Mr. Eberts in at this meeting.

**PUBLIC COMMENT**

MOTION BY <b>57:58 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.

DISCUSSION <b>1:08:00 minutes</b>	During public comment, Mrs. Ventura advised the Trustees that, within her capacity as the Township Fiscal Officer, she has requested a full outside audit of the Police Department regarding time management and Police contract issues that are putting the Township in legal jeopardy.
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MOTION BY <b>1:16:55 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

**SWEARING IN OF TOWNSHIP OFFICIALS**

TYPE OF ACTION <b>1:20:55 minutes</b>	Swearing in of an appointed public official
Trustee, Chuck Johnson, swore in Joshua Eberts as an appointed public official for Medina Township, Ohio.	

**EXECUTIVE SESSION TO DISCUSS EMPLOYEE COMPENSATION**

MOTION BY <b>1:22:07 minutes</b>	<b>Mr. Stopa:</b> A motion was made to go into executive session to discuss employee compensation with the two (2) Trustees and the Fiscal Officer.
MOTION SECONDED BY	Mr. Johnson
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Johnson	Yes
VOTING RESULTS	YES: 2      NO: 0
STATUS	Executive session was entered at 8:58 pm.

**EXECUTIVE SESSION TO DISCUSS EMPLOYEE COMPENSATION (continued)**

STATUS	Mr. Stopa stated that they were back from executive session with the two (2) Trustees and the Fiscal Officer where they were discussing employee compensation. Mr. Stopa stated that no decisions were made and the time is 9:23 pm.
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**MEETING ADJOURN**

MOTION BY <b>1:22:51 minutes</b>	<b>Mr. Stopa:</b> A motion was made to adjourn the Medina Township Trustee meeting.
DISCUSSION	The Board discussed scheduling a Special Trustee meeting for an executive session to discuss employee compensation. Other issues were discussed that the Board agreed should wait until the next 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 9:25 pm

**NEXT SCHEDULED MEETING**

TYPE OF MEETING	Regular
DATE	5/13/2021
TIME	7:00 pm
LOCATION	Township Hall
COMMENTS	


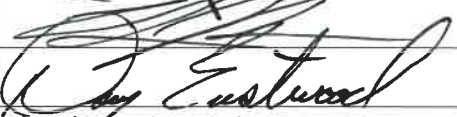
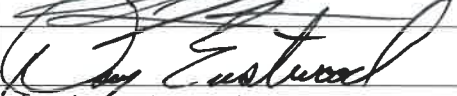
**MINUTES PREPARED BY**

NAME	TITLE	DATE
Nick Dominguez	Secretary	6/22/2021

**ATTESTED BY**

SIGNATURE	TITLE	DATE
	Fiscal Officer	9/2/2021

**BOARD/COUNCIL CERTIFIED**

SIGNATURE	TITLE	DATE
	Chairman	9/2/2021
	Vice Chairman	9/2/2021
	Trustee	9/2/2021
The above signatories, not present at this meeting, attest and certify these Minutes after thorough review of this document and the corresponding audio Minutes.		

**CASH REQUIREMENTS**  
THIS REPORT SUMMARIZES YOUR PAYROLL TRANSACTIONS FOR THE CHECK DATE 04/30/21. 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
04/30/21	WESTFIELD BANK, FSB	xxxxxx175	Direct Deposit	Net Pay Allocations	36,250.12
04/30/21	WESTFIELD BANK, FSB	xxxxxx175	Taxpay®	Employee Withholdings	
				Medicare	729.86
				Fed Income Tax	4,966.65
				OH Income Tax	1,131.99
				OH BRUNS CTV Inc	88.82
				OH CVRSD SD Inc	52.29
				Total Withholdings	6,969.61
				Employer Liabilities	
				Medicare	729.85
				Total Liabilities	7,699.46
				<b>EFT FOR 04/30/21</b>	<b>43,949.58</b>
				<b>TOTAL EFT (Does not reflect administrative charges)</b>	<b>43,949.58</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
04/30/21	Refer to your records for account information		Payroll	Employee Deductions	
				457 plan EE pretax	1,170.00
				AFLAC EE Post Tax	12.42
				AFLAC EE Pretax	18.78
				Ops Police EE cont	3,887.70
				Ops np EE Cont	2,044.82
				Total Deductions	7,133.72

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

**7,133.72**

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

DUE DATE	PRODUCT	DESCRIPTION	
05/05/21	Taxpay®	FED IT PMT Group	6,426.36
05/15/21	Taxpay®	OH BRUNS CTV Inc	264.20

**APPROVED BY MEDINA TWP. TRUSTEES**

Date 4-29-2021

CASH REQUIREMENTS

THIS REPORT SUMMARIZES YOUR PAYROLL TRANSACTIONS FOR THE CHECK DATE 04/30/21. 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 (cont.) - This information serves as a record of payment.

DUE DATE	PRODUCT	DESCRIPTION	
05/17/21	Taxpay®	OH Income Tax	2,936.97
05/17/21	Taxpay®	OH SD PMT Group	148.87

## Fund Reallocation Resolution

**I will move to adopt resolution number 04292021-030 to approve the supplemental appropriation reallocation of funds from line 2031-330-740-0000 (Machinery, Equipment and Furniture) to line 2031-330-323-0000 (Repairs and Maintenance), totaling \$8,000.00.**

APPROVED BY MEDINA TWP. TRUSTEES

Date 4-29-2021

Trustee Chm. [Signature]

Trustee [Signature]

Trustee [Signature]

**Payment Listing**

UAN v2021.1

4/20/2021 to 4/29/2021

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
24-2021	04/20/2021	04/24/2021	CH	PAYCHEXS	\$135.20	O
25-2021	04/29/2021	04/28/2021	CH	OHIO PUBLIC EMPLOYEES DEFERRED CO	\$1,170.00	O
31436	04/29/2021	04/28/2021	AW	CHARLES E. HARRIS & ASSOC. INC.	\$425.00	O
31437	04/29/2021	04/28/2021	AW	AKRON TRACTOR & EQUIPMENT	\$15.00	O
31438	04/29/2021	04/28/2021	AW	AT&T MOBILITY	\$274.96	O
31439	04/29/2021	04/28/2021	AW	BROWNELLS INC	\$297.17	O
31440	04/29/2021	04/28/2021	AW	CINTAS CORP #011	\$122.96	O
31441	04/29/2021	04/28/2021	AW	CRANDALLCO INC	\$53.52	O
31442	04/29/2021	04/28/2021	AW	CANON FINANCIAL	\$105.33	O
31443	04/29/2021	04/28/2021	AW	BROTHERS DISTRIBUTION INC.	\$22.95	O
31444	04/29/2021	04/28/2021	AW	THE GAZETTE	\$129.08	O
31445	04/29/2021	04/28/2021	AW	MEDINA HOSPITAL	\$36,024.48	O
31446	04/29/2021	04/28/2021	AW	TRACTOR SUPPLY CREDIT PLAN	\$183.28	O
31447	04/29/2021	04/28/2021	AW	OHIO EDISON	\$1,389.76	O
31448	04/29/2021	04/28/2021	AW	QPR	\$148.20	O
31449	04/29/2021	04/28/2021	AW	OSBORNE MEDINA INC	\$147.98	O
31450	04/29/2021	04/28/2021	AW	MANGEL,SHARI	\$87.00	O
31451	04/29/2021	04/28/2021	AW	MAZANEC, RASKIN, & RYDER CO., LPA	\$278.75	O
31452	04/29/2021	04/28/2021	AW	GATEWAY TIRE & SERVICE CENTER	\$1,985.56	O
31453	04/29/2021	04/28/2021	AW	REINHARDT SUPPLY	\$251.11	O
31454	04/29/2021	04/28/2021	AW	WINWATER AKRON OH CO	\$1,110.56	O
31455	04/29/2021	04/28/2021	AW	ORLO AUTO PARTS INC	\$6.49	O
31456	04/29/2021	04/28/2021	AW	STAPLES BUSINESS ADVANTAGE	\$44.02	O
Total Payments:					\$44,408.36	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$44,408.36	

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 4-29-2021

Trustee Chm. [Signature]

Trustee [Signature]

Trustee [Signature]

## MCH Joint Use Agreement

**I will move to adopt resolution number 04292021-031, to approve the updated Joint Use Agreement with Medina Creative Housing for the mutual benefits of both parties as stated in the referenced five (5) page agreement document.**

APPROVED BY MEDINA TWP. TRUSTEES

Date 4-29-2021

Trustee Chm. [Signature]

Trustee [Signature]

Trustee [Signature]

**JOINT USE AGREEMENT**

This Joint Use Agreement (“Agreement”) is entered into by and between Medina Township (the “Government Agency”), whose address is 3799 Huffman Road, Medina OH 44256, and Medina Creative Housing, “a 501 (c)(3) Ohio nonprofit corporation; whose address is 232 N. Court Street, Medina, OH 44256 (the “Nonprofit”).

Whereas, through SB 310, Nonprofit received an appropriation in the amount of \$500,000 (the “Appropriated Funds”); and

Whereas, Nonprofit will use these Appropriated Funds for Weymouth Community Center Rehab (the “Project”); and

Whereas, the Appropriated funds will be used to make improvements and construct facilities on real property owned by Nonprofit (the Property); and

Whereas, the parties to this Agreement will each have obligations and duties in regard to the Project; and

Whereas, to establish the right of Government Agency to make public use of the Property Section 509.11 of SB 310 requires Nonprofit to enter in a Joint Use Agreement with Government Agency that contains the requirements in SB 310 Section 509.11 (B)(1)-(3); and

Whereas, Government Agency has demonstrated that the value of the use of the Property is reasonably related to the amount of the Appropriated Funds through the worksheet included in this Agreement as Attachment A.

NOW, THEREFORE, in consideration of the mutual benefits hereunder, it is hereby agreed to between the parties as follows:

1. Property owned by Nonprofit. The property consists of multi-use building located at 3334 Meyers Road and 3074 Remsen Road, Medina, OH 44256. Nonprofit owns the Property.
2. Use of Property by Government Agency. Property will be used for construction and expansion of services for individuals with disabilities. This joint use between Government Agency and Nonprofit shall last for not less than fifteen (15) years. This property was built in 1925 as the Weymouth School before becoming a school for the disabled in 1956 and the first county supported school for the Medina County Board of DD and also the Medina County Transit facility. This property will provide additional social, educational, vocational and recreational opportunities for individuals with disabilities and community use.

3. Reimbursement of funds. The state of Ohio shall be reimbursed should the Government Agency's right to use the Property shall not be terminated by Nonprofit prior to the expiration of the term of this Agreement, calculated by dividing the awarded funds by 15 and multiplying that sum by 15 less the number of full years the acquired or improved property has been used by the Government Agency.
4. Use of Funds. The Appropriated Funds shall be used as described in SB 310. And shall be used only for capital improvements and not operating costs. Any Appropriated Funds that are not spent shall be returned in full to the State of Ohio.
5. Insurance for Nonprofit's Property and indemnification. Nonprofit agrees, at its own cost, to procure and continue in force at all times that this Agreement is in effect, in its name, general liability insurance against any and all claims for injuries to persons or damage to property occurring or arising out of any use of the Property contemplated herein. Nonprofit shall also procure, and continue in force, casualty insurance, insuring against all risks of loss or damage to the Property and the improvements made thereto under the Project.
6. Indemnification. Nonprofit shall indemnify and hold Government Agency harmless from all liability for construction, operation and maintenance costs of the Project.
7. Compliance with federal, state and local laws. Nonprofit shall comply with all applicable federal, state and local laws as well as state administrative regulations relating to the capital improvements process, including construction, bidding and ethics laws and regulations.
8. Competitive bidding. Nonprofit will follow competitive bidding procedures to include, at a minimum, publishing advertisements to seek bids, receiving sealed bids, and awarding contracts to the lowest responsive and responsible bidder, as described generally in Ohio Revised Code Chapter 153.
9. Term. The term of this Agreement shall be coextensive with the grant agreement between the Ohio Department of Natural Resources ("ODNR") and Nonprofit, relating to the Appropriated Funds and Project.
10. Amendments. Any amendments to this Joint Use Agreement require must be approved by ODNR before any amendment takes effect.

FOR THE NON PROFIT:

\_\_\_\_\_  
Signature

Printed Name: Dianne DePasquale-Hagerty

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

FOR THE GOVERNMENT AGENCY



\_\_\_\_\_  
Signature

Printed Name: Mike Stopa

Date: 4/29/2021

## ATTACHMENT A

Project: Weymouth Community Center

Date: 3/22/21

Directions: The purpose of this worksheet is to enable a Government Agency to demonstrate how the value of the parks and recreation uses that will be derived from a Joint Use Agreement is reasonably related to the value of the state capital appropriation made to the Nonprofit or Government Agency. Section I will be filled out by Department of Natural Resources staff. Sections II and III are to be filled out by the Government Agency.

### *Section I: State appropriation information.*

1. Amount of state appropriation provided:	<u>\$500,000</u>
2. Estimated annual debt service on the appropriation:	<u>0</u>
3. Term of the state bond, in years:	<u>15</u>

Use(s) of the facility*		Annual value of use	# of years
<u>Public Community Events</u>	\$	<u>10,000</u>	<u>15</u>
<u>Private Community Events</u>	\$	<u>3,334</u>	<u>15</u>
<u>Program Space</u>	\$	<u>21,600</u>	<u>15</u>
	\$		

(\*List additional uses on separate page as needed)

### *Section III:*

*On a separate page, explain how each use listed in Section II was valued for this analysis.*

Value analysis:

Public Community Events to include annual Weymouth Days, Pony Cart Rides, Fall Foliage Tour, Community Yard Sale, Youth Activities, etc. – 4 events per year x 15 years = 60 events at \$2,500 cost per event for Set-up, Tear Down, Parking, Staff, Insurance Cost.

Private Community Events to include annual use of property common space for parties, exercise class and private community events per rental schedule – 10 events per year x at 15 years = 150 events at \$334 per event for Use of Equipment (tables, chairs) Staff, Insurance Cost, Parking, Clean-up.

Program Space Open to the Community to include Museum, Art Gallery, Photography Studio and/or other programs to be developed over term of Joint Use – 600 square feet at \$3.00 a square foot lease cost annually = \$21,600 for areas open for public participation on defined schedule.

## 2021 Organizational meeting resolution update

**I will move to adopt resolution 04292021-032 to approve the update to Resolution number 04152021-028 to make the 'Part-Time-Regular' job description for the Township Secretary/Office Assistant position effective January 1, 2021.**

APPROVED BY MEDINA TWP. TRUSTEES  
Date 4-29-2021  
Trustee Chm. [Signature]  
Trustee [Signature]  
Trustee [Signature]

I move to adopt resolution number  
04292021-033 to appoint  
Joshua Eberts as Medina Township  
Trustee for the remaining term vacated  
by Mark Radice

APPROVED BY MEDINA TWP. TRUSTEES

Date 4/29/2021

Trustee Chm. [Signature]

Trustee [Signature]

Trustee [Signature]

## OATH OF OFFICE

The State of Ohio, Medina County: ss

I, Joshua Ebers, being duly sworn, say that I will support the Constitution of the United States of America and the Constitution of the State of Ohio, and will faithfully discharge the duties devolving upon me as Trustee of Medina Township, Medina County, Ohio.



Sworn to before me and signed in my presence, this 29<sup>th</sup> day of April, 2021.



Signature

Title

Commission Expires May 7<sup>th</sup> 2021

# MEDINA TOWNSHIP

## TRUSTEES MEETING

MEETING HELD 4-29-2021

### NAME

### ADDRESS

Jimmy Trayna	4004 Brown
L. Kopp	Ford
Willie Ostrom	3670 Hamilton Rd.
Jonathan Lamb;lotte	
Don RUPANOWICZ	4044 W. Elm St.
Joshua Ebers	3412 Hamilton Rd
GARY VENE	3803 Hamilton Rd
Alliss Strogin	Stuy
Angel Abshire	3415 Nichols
Ray Eastwood	3377 Foskett Rd.
Dana Johnson	3298 Foskett Rd
Ron Kuharik	3405 Nichols RD
William L. THORPE	8411 White Rd Burbank 40214
Aaron Wirtz	3833 Hamlin Rd
BRUCE CLARK OBITER	4160 N. D. T. B. B. Y. DR.
Bonnie Finley	3414 Huffman
Jeff Hede	4459 Rensen