

**MEDINA TOWNSHIP TRUSTEES  
SPECIAL MEETING 7:30 AM  
JULY 12, 2021**

- I. ROLL CALL**
- II. APPROVAL OF PAYROLL**
- III. APPROVAL OF ACCOUNTS PAYABLE**
- IV. ADJOURN**

S 7-12-2021

**ENTITY NAME: Medina Township**

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**MINUTES TITLE: July 12, 2021 Special Trustee Meeting**

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**BOARD NAME: Board of Trustees**

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**TYPE OF MEETING: Special**

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**VOTING SESSION: Yes**

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**DATE: 7/12/2021**

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**START TIME: 7:30 am**

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**END TIME: 7:32 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. Chuck Johnson**

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## RECORD OF PROCEEDINGS

### BOARD/COUNCILMEMBERS ROLL CALL

NAME	PRESENT
Mr. Michael Stopa	Not Present
Mr. Chuck Johnson	Present
Mr. Doug Eastwood	Present
Mrs. Angela Ventura	Not Present

### IN ATTENDANCE

NAME	VISITOR/EMPLOYEE	COMMENTS
Nick Dominguez	Employee	
Sign in sheet for visitors	Visitor	No public attended

### APPROVAL OF PAYROLL

MOTION BY <b>0:22 minutes</b>	<b>Mr. Johnson:</b> A motion was made to approve payroll, with a check date of 7/12/2021. The total amount is \$42,935.62, with deductions, withholdings, and liabilities of \$9,547.17. A two (2) page document was submitted with the motion for approval.
MOTION SECONDED BY	Mr. Eastwood
VOTING ROLL CALL	VOTE
Mr. Johnson	Yes
Mr. Eastwood	Yes
VOTING RESULTS	YES: 2      NO: 0

### APPROVAL OF ACCOUNTS PAYABLE

MOTION BY <b>1:37 minutes</b>	<b>Mr. Johnson:</b> A motion was made to approve Accounts Payable, dated 7/12/2021 to 7/31/2021, with check number 31591 for a total amount of \$140.49. A one (1) page document was presented with the motion for approval.
MOTION SECONDED BY	Mr. Eastwood
VOTING ROLL CALL	VOTE
Mr. Johnson	Yes
Mr. Eastwood	Yes
VOTING RESULTS	YES: 2      NO: 0

**MEETING ADJOURN**

MOTION BY <b>2:19 minutes</b>	<b>Mr. Johnson:</b> A motion was made to adjourn.
MOTION SECONDED BY	Mr. Eastwood
VOTING ROLL CALL	VOTE
Mr. Johnson	Yes
Mr. Eastwood	Yes
VOTING RESULTS	YES: 2      NO: 0
	Meeting adjourned at 7:32 pm

**NEXT MEETING**

TYPE OF MEETING	Emergency
DATE	7/14/2021
TIME	8:00 pm
LOCATION	Township Hall
COMMENTS	2022 Tax Budget and Depository resolutions

**MINUTES PREPARED BY**

NAME	TITLE	DATE
Nick Dominguez	Secretary	9/24/2021

**ATTESTED BY**

SIGNATURE	TITLE	DATE
	Fiscal Officer	9/30/2021

**BOARD/COUNCIL CERTIFIED**

SIGNATURE	TITLE	DATE
	Chairman	9/30/2021
	Vice Chairman	9/30/2021
	Trustee	9/30/2021

# CASH REQUIREMENTS

(Prior to Processing)

THIS REPORT SUMMARIZES YOUR PAYROLL TRANSACTIONS FOR THE CHECK DATE 07/12/21. 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
07/13/21	WESTFIELD BANK, FSB	xxxxxx175	Direct Deposit	Net Pay Allocations	36,181.12
07/13/21	WESTFIELD BANK, FSB	xxxxxx175	Taxpay®	Employee Withholdings	
				Medicare	726.68
				Fed Income Tax	4,127.12
				OH Income Tax	1,039.11
				OH BRUNS CTY Inc	89.96
				OH CVRSD SD Inc	44.96
				<b>Total Withholdings</b>	<b>6,027.83</b>
				Employer Liabilities	
				Medicare	726.67
				<b>Total Liabilities</b>	<b>6,754.50</b>
				<b>EFT FOR 07/13/21</b>	<b>42,935.62</b>
				<b>TOTAL EFT (Does not reflect administrative charges)</b>	<b>42,935.62</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
07/12/21	Refer to your records for account information		Payroll	Employee Deductions	
				457 Plan EE pretax	1,650.00
				AFLAC EE Post Tax	12.42
				AFLAC EE Pretax	18.78
				Opers Police EE cont	3,842.10
				Opers np EE Cont	2,220.15
				PXCMP PRETAX Health	1,623.72
				Union Dues	180.00
				<b>Total Deductions</b>	<b>9,547.17</b>
				<b>TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES (Does not reflect administrative charges)</b>	<b>9,547.17</b>

APPROVED BY MEDINA TWP TRUSTEES  
 Date 7-12-2021

Trustee Chm. 

Trustee 

Trustee 

**CASH REQUIREMENTS**  
THIS REPORT SUMMARIZES YOUR PAYROLL TRANSACTIONS FOR THE CHECK DATE 07/12/21. 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.**

<b>DUE DATE</b>	<b>PRODUCT</b>	<b>DESCRIPTION</b>	
07/16/21	Taxpay®	FED IT PMT Group	5,580.47

**Payment Listing**

7/12/2021 to 7/31/2021

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
31591	07/12/2021	07/09/2021	AW	HOME DEPOT CREDIT SERVICES	\$140.49	O
Total Payments:					\$140.49	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$140.49	

Type: AM - Accounting Manual Warrant, AW - Accounting Warrant, IM - Investment Manual Warrant, IW - Investment Warrant, PM - Payroll Manual Warrant, PR - Payroll Warrant, RW - Reduction of Receipt Warrant, SW - Skipped Warrant, WH - Withholding Warrant, WM - Withholding Manual, WS - Special Warrant, CH - Electronic Payment Advice, IL - Investment Loss, EP - Payroll EFT Voucher, CV - Payroll Conversion Voucher, SV - Payroll Special Voucher, EW - Withholding Voucher, POS ADJ - Positive Adjustment, NEG ADJ - Negative Adjustment, POS REAL - Positive Reallocation, NEG REAL - Negative Reallocation

Status: O - Outstanding, C - Cleared, V - Voided, B - Batch

\* Asterisked amounts are not included in report totals. These transactions occurred outside the reported date range but are listed for reference.

APPROVED BY MEDINA TWP. TRUSTEES

Date 7-12-2021

Trustee Chm. \_\_\_\_\_

Trustee \_\_\_\_\_

Trustee *[Signature]*