

**MEDINA TOWNSHIP TRUSTEES
SPECIAL MEETING - 8:30 PM
AUGUST 19, 2021**

- I. ROLL CALL - PLEDGE - MOMENT OF SILENCE**
- II. APPROVAL OF PAYROLL**
- III. EXECUTIVE SESSION TO DISCUSS A PERSONNEL MATTER RELATING TO A LABOR CONTRACT**
- IV. PURCHASE ORDERS AND TRAINING REQUESTS**
- V. APPROVAL OF ACCOUNT PAYABLE**
- VI. APPROVAL OF BANK RECONCILIATION FOR JUNE**
- VII. APPROVAL OF REVENUE STATUS**
- VIII. APPROVAL OF FUND STATUS**
- IX. PUBLIC COMMENT (1)**

OLD BUSINESS

- X. DEPOSITORY CONTRACT DESIGNATION
RESOLUTION 08192021-060**

NEW BUSINESS

- XI. APPROVAL OF PREVIOUS MINUTES**
- XII. APPROVAL OF DEPARTMENT REPORTS FOR JULY**
- XIII. SERVICE DEPARTMENT NEW HIRE DISCUSSION**
- XIV. SEPTEMBER 16 MEETING DATE/TIME DISCUSSION**
- XV. RECORD COMMISSION MEETING DISCUSSION**
- XVI. PD CINTAS CONTRACT DISCUSSION**
- XVII. TOWNSHIP ROAD CLOSURE DISCUSSION**
- XVIII. PUBLIC COMMENT (2)**
- XIX. EXECUTIVE SESSION TO DISCUSS EMPLOYEE COMPENSATION**
- XX. ADJOURN**

S 8-19-2021

ENTITY NAME: Medina Township

MINUTES TITLE: August 19, 2021, Special Meeting

BOARD NAME: Board of Trustees

TYPE OF MEETING: Special

VOTING SESSION: Yes

DATE: 8/19/2021

START TIME: 8:32 pm

END TIME: 10:13 pm

MEETING LOCATION: Medina Township Townhall

RECORD OF PROCEEDINGS:

CALLED TO ORDER BY: Mr. Mike Stopa

RECORD OF PROCEEDINGS

BOARD/COUNCILMEMBERS ROLL CALL

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

IN ATTENDANCE

NAME	VISITOR/EMPLOYEE	COMMENTS
Nick Dominguez	Employee	
Alliss Strogin	Employee	
Denny Miller	Employee	
Krissy Moore	Employee	
Officer Miltner	Employee	
Officer Beardsworth	Employee	
Sign in sheet for visitors	Visitor	Attached to Minutes

The Pledge of Allegiance was recited.

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

APPROVAL OF PAYROLL

MOTION BY 01:04 minutes	Mr. Stopa: A motion was made to approve payroll, with a check date of 8/20/2021. The total amount is \$29,810.66, with \$6,087.04 in deductions, liabilities, and withholdings.
MOTION SECONDED BY	Mr. Eastwood
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Eastwood	Yes
Mr. Johnson	Yes
VOTING RESULTS	YES: 3 NO: 0
UNSTATED INFORMATION	A two (2) page document was presented with the motion for approval.

EXECUTIVE SESSION TO DISCUSS A PERSONNEL MATTER RELATING TO A LABOR CONTRACT

MOTION BY 2:10 minutes	Mr. Stopa: A motion was made to go into Executive Session with the three (3) Trustees and Mike Lyons from the Prosecutor's office.
MOTION SECONDED BY	Mr. Johnson
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Johnson	Yes
Mr. Eastwood	Yes
VOTING RESULTS	YES: 3 NO: 0
STATUS	Executive Session was entered at 8:35 pm.
STATUS	Mr. Stopa stated that we are back from Executive Session where the three (3) Trustees and Mike Lyons of the Prosecutor's office were discussing a personnel matter relating to a labor contract. Mr. Stopa stated that no decisions were made, and they were back at 8:48 pm.

EXECUTIVE SESSION TO DISCUSS EMPLOYEE COMPENSATION

DISCUSSION	Mr. Stopa stated that he would like to move the next Executive Session agenda item up.
MOTION BY 3:12 minutes	Mr. Stopa: A motion was made to go into Executive Session to discuss employee compensation with the three (3) Trustees, Officer Miltner, and Officer Beardsworth.
MOTION SECONDED BY	Mr. Eastwood
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Eastwood	Yes
Mr. Johnson	Yes
VOTING RESULTS	YES: 3 NO: 0
STATUS	Executive Session was entered at 8:48 pm.
STATUS	Mr. Stopa stated that we are back from Executive Session where the three (3) Trustees, Officer Miltner, and Officer Beardsworth were discussing employee compensation. Mr. Stopa stated that no decisions were made, and they were back at 9:37 pm.

APPROVAL OF PURCHASE ORDERS AND TRAINING REQUESTS – LEVEL TECH SYSTEMS

MOTION BY 4:18 minutes	Mr. Eastwood: A motion was made to approve a purchase order requisition (for the Service Department). The vendor is Level Tech Systems. Total amount is \$1,500.00. This is for material and labor to level settled concrete at the baseball fields.
MOTION SECONDED BY	Mr. Johnson
DISCUSSION	The Trustees and Mr. Miller discussed why the repairs are needed and how the repairs will be made.
VOTING ROLL CALL	VOTE
Mr. Eastwood	Yes
Mr. Johnson	Yes
Mr. Stopa	Yes
VOTING RESULTS	YES: 3 NO: 0

APPROVAL OF PURCHASE ORDERS AND TRAINING REQUESTS – MEDINA GLASS

MOTION BY 5:16 minutes	Mr. Eastwood: A motion was made to approve a purchase order requisition (for the Admin Department). The vendor is Medina Glass. Total amount is \$872.00. This is to install a vision kit with a mail slot and a speak-thru for communication at the Townhall foyer door.
MOTION SECONDED BY	Mr. Johnson
DISCUSSION	The Trustees and Mr. Miller discussed the installation process of the new window.
VOTING ROLL CALL	VOTE
Mr. Eastwood	Yes
Mr. Johnson	Yes
Mr. Stopa	Yes
VOTING RESULTS	YES: 3 NO: 0

**APPROVAL OF PURCHASE ORDERS AND TRAINING REQUESTS – TREASURER, STATE OF OHIO,
OHIO HIGHWAY PATROL**

MOTION BY 6:25 minutes	Mr. Stopa: A motion was made to approve a purchase order requisition for the Police Department. The vendor is Treasurer, State of Ohio, Ohio Highway Patrol. This is for the 2021-2022 yearly LEADS terminal access fees. Total amount is \$1,200.00.
MOTION SECONDED BY	Mr. Eastwood
DISCUSSION	Mr. Stopa stated that this is for the patrol car computer system.
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Eastwood	Yes
Mr. Johnson	Yes
VOTING RESULTS	YES: 3 NO: 0
DISCUSSION	The Trustees and Mr. Miller discussed having the Medina Glass invoice paid out of the Admin budget.

APPROVAL OF ACCOUNTS PAYABLE

MOTION BY 7:38 minutes	Mr. Stopa: A motion was made to approve Accounts Payable, dated 8/19/2021 to 8/20/2021 and start with electronic check number 61-2021 and then start with physical check number 31632 and end with check number 31657. The total amount is \$32,608.57.
MOTION SECONDED BY	Mr. Johnson
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Johnson	Yes
Mr. Eastwood	Yes
VOTING RESULTS	YES: 3 NO: 0
UNSTATED INFORMATION	A one (1) page document was presented with the motion for approval.

APPROVAL OF BANK RECONCILIATION FOR JUNE

MOTION BY 8:30 minutes	Mr. Stopa: A motion was made to approve the Bank Reconciliation, dated 6/30/2021. 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
Mr. Eastwood	Yes
VOTING RESULTS	YES: 3 NO: 0

APPROVAL OF REVENUE STATUS

MOTION BY 9:00 minutes	Mr. Stopa: A motion was made to approve the Revenue Status, dated 6/30/2021. A seven (7) page document was presented, with the motion, for approval.
MOTION SECONDED BY	Mr. Eastwood
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Eastwood	Yes
Mr. Johnson	Yes
VOTING RESULTS	YES: 3 NO: 0

APPROVAL OF FUND STATUS

MOTION BY 9:30 minutes	Mr. Stopa: A motion was made to approve the Fund Status, dated 6/30/2021. 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
Mr. Eastwood	Yes
VOTING RESULTS	YES: 3 NO: 0

PUBLIC COMMENT (1)

MOTION BY 10:03 minutes	Mr. Stopa: A motion was made to open the floor for public comment.
MOTION SECONDED BY	Mr. Eastwood
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Eastwood	Yes
Mr. Johnson	Yes
VOTING RESULTS	YES: 3 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 11:08 minutes	Mr. Stopa: 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
Mr. Eastwood	Yes
VOTING RESULTS	YES: 3 NO: 0

OLD BUSINESS**DEPOSITORY CONTRACT DESIGNATION RESOLUTION 08192021-060**

MOTION TO APPROVE RESOLUTION	DEPOSITORY CONTRACT DESIGNATION
RESOLUTION NUMBER	08192021-060
MOTION TO APPROVE BY 11:37 minutes	Mr. Stopa: a motion was made to adopt resolution number 08192021-060, to approve designating a financial institution as a public depository and entering into an authorizing agreement with the said financial institution. A two (2) page document was presented with the resolution for approval.
MOTION SECONDED BY	Mr. Johnson
DISCUSSION	Mr. Stopa identified Westfield Bank as the designated depository bank.
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Johnson	Yes
Mr. Eastwood	Yes
VOTING RESULTS	YES: 3 NO: 0

DEPOSITORY CONTRACT DESIGNATION RESOLUTION 08192021-060 (continued)

MOTION BY 12:44 minutes	Mr. Stopa: A motion was made to allow the Fiscal Officer, Angela Ventura, to sign the bank agreement.
MOTION SECONDED BY	Mr. Eastwood
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Eastwood	Yes
Mr. Johnson	Yes
VOTING RESULTS	YES: 3 NO: 0

NEW BUSINESS**APPROVAL OF PREVIOUS MINUTES**

MOTION TO APPROVE MINUTES OF	April 6, 2021
TYPE OF MEETING	Emergency Trustee Meeting
MOTION BY 13:01 minutes	Mr. Stopa: A motion was made to approve the April 6, 2021, Emergency Trustee Meeting Minutes at which Mr. Stopa and Mr. Johnson were present.
MOTION SECONDED BY	Mr. Eastwood
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Eastwood	Yes
Mr. Johnson	Yes
VOTING RESULTS	YES: 3 NO: 0

APPROVAL OF DEPARTMENT REPORTS FOR JULY

MOTION TO APPROVE BY 13:52 minutes	Mr. Stopa: A motion was made to approve the July 2021 Department Reports. The reports include the Police Department, single sided, the Zoning Departments, double sided, the Service Department, single sided and the Fire Department, single sided for a total of 11 pages. All reports were presented with the motion.
MOTION SECONDED BY	Mr. Eastwood
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Eastwood	Yes
Mr. Johnson	Yes
VOTING RESULTS	YES: 3 NO: 0
DISCUSSION	The Trustees discussed where the Department reports can be viewed by the public.

SERVICE DEPARTMENT NEW HIRE DISCUSSION

DISCUSSION 14:47 minutes	Mr. Miller and the Trustees discussed Mr. Miller’s current search for a full time Service Department employee. Mr. Miller stated that one prospective hire did not work out and that he is still looking.
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SEPTEMBER 16 MEETING DATE/TIME DISCUSSION

DISCUSSION	Mr. Stopa stated that the September 16 Regular Trustee meeting conflicts with the Medina County Engineers annual meeting. The Trustees discussed the times best suited to convene the Trustee meeting.
MOTION BY 16:31 minutes	Mr. Stopa: A motion was made to change the time of the September 16 Trustee meeting from 7:00 pm to 7:30 pm and for advertising the change.
MOTION SECONDED BY	Mr. Johnson
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Johnson	Yes
Mr. Eastwood	Yes
VOTING RESULTS	YES: 3 NO: 0
DISCUSSION	Mr. Stopa stated information that was available to the Trustees at last year’s annual meeting.

RECORDS COMMISSION MEETING DISCUSSION

DISCUSSION	Mr. Stopa stated that the need for a Records Commission meeting to dispose of records no longer needed by the Township.
MOTION BY 18:01 minutes	Mr. Stopa: A motion was made to place a fifteen (15) minute meeting before a Regularly scheduled September Trustee meeting for a Records Commission meeting.
MOTION SECONDED BY	Mr. Eastwood
DISCUSSION	The Trustees and Mr. Miller discussed disposal of Townhall records and Police Department records and the disposal process.
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Eastwood	Yes
Mr. Johnson	Yes
VOTING RESULTS	YES: 3 NO: 0

PD CINTAS CONTRACT DISCUSSION

DISCUSSION	Mr. Stopa reviewed the new contract and prices for Cintas service at the Police Department.
MOTION BY 20:23 minutes	Mr. Stopa: A motion was made to allow Mike Stopa to sign the Cintas contract for the Police Department.
MOTION SECONDED BY	Mr. Eastwood
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Eastwood	Yes
Mr. Johnson	Yes
VOTING RESULTS	YES: 3 NO: 0

TOWNSHIP ROAD CLOSURE DISCUSSION

DISCUSSION	Mr. Stopa stated that, as in past years, residents on Silver Maple Lane would like to close off their street for a Brown's opener block party on September 12.
MOTION BY 22:02 minutes	Mr. Stopa: A motion was made to allow the closure of the cul-de-sac portion of Silver Maple Lane closed off on 9/12/2021 from 6:00 am to 9:30 pm.
MOTION SECONDED BY	Mr. Johnson
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Johnson	Yes
Mr. Eastwood	Yes
VOTING RESULTS	YES: 3 NO: 0

PUBLIC COMMENT (2)

MOTION BY 22:55 minutes	Mr. Stopa: A motion was made to open the floor for public comment.
MOTION SECONDED BY	Mr. Eastwood
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Eastwood	Yes
Mr. Johnson	Yes
VOTING RESULTS	YES: 3 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.

PUBLIC COMMENT (2) continued

MOTION BY 35:46 minutes	Mr. Stopa: A motion was made to close the floor for public comment.
MOTION SECONDED BY	Mr. Eastwood
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Eastwood	Yes
Mr. Johnson	Yes
VOTING RESULTS	YES: 3 NO: 0

OTHER BUSINESS – GENERAL DISCUSSION

DISCUSSION 35:56 minutes	<p><u>Road Construction:</u> Mr. Miller advised the Trustees that Tompkins Road will be closed starting August 30th for 45 days. The Trustees and Mr. Miller discussed the status of State Route 3 regarding the areas that will be opened to 2-way traffic starting in early September.</p> <p><u>Vacation Time:</u> Mr. Miller advised the Trustees that he will be on vacation for most of September. The Trustees and Mr. Miller discussed signoffs for payroll and Mr. Millers availability while he is gone.</p> <p><u>LST Meeting Status:</u> Mr. Johnson provided the latest statistics regarding the number of emergency runs made and the higher costs due to these runs.</p>
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MEETING ADJOURN

MOTION BY 39:27 minutes	Mr. Stopa: A motion was made to adjourn the Medina Township Special Trustee Meeting.
MOTION SECONDED BY	Mr. Eastwood
VOTING ROLL CALL	VOTE
Mr. Stopa	Yes
Mr. Eastwood	Yes
Mr. Johnson	Yes
VOTING RESULTS	YES: 3 NO: 0
	Meeting adjourned at 10:13 pm

NEXT SCHEDULED MEETING

TYPE OF MEETING	Special
DATE	8/26/2021
TIME	6:45 pm
LOCATION	Township Hall
COMMENTS	

MINUTES PREPARED BY

NAME	TITLE	DATE
Nick Dominguez	Secretary	10/22/2021

ATTESTED BY

SIGNATURE	TITLE	DATE
	Fiscal Officer	10/28/2021

BOARD/COUNCIL CERTIFIED

SIGNATURE	TITLE	DATE
	Chairman	10/28/2021
	Vice Chairman	10/28/2021
	Trustee	10/28/2021

CASH REQUIREMENTS

THIS REPORT SUMMARIZES YOUR PAYROLL TRANSACTIONS FOR THE CHECK DATE 08/20/21. 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
08/20/21	WESTFIELD BANK, FSB	xxxxxx175	Direct Deposit	Net Pay Allocations	24,967.43
08/20/21	WESTFIELD BANK, FSB	xxxxxx175	Taxpay®	Employee Withholdings	
				Medicare	500.62
				Fed Income Tax	3,039.31
				OH Income Tax	720.09
				OH BRUNS CTY Inc	53.92
				OH CVRSD SD Inc	28.65
				Total Withholdings	4,342.59
				Employer Liabilities	
				Medicare	500.64
				Total Liabilities	4,843.23
				EFT FOR 08/20/21	29,810.66
				TOTAL EFT (Does not reflect administrative charges)	29,810.66

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
08/20/21	Refer to your records for account information		Payroll	Employee Deductions	845.00
				457 Plan EE prelatx	12.42
				AFLAC EE Post Tax	18.78
				AFLAC EE Pretax	2,856.34
				Opers Police EE cont	1,342.52
				Opers np EE Cont	851.98
				PXCMP PRETAX Health	160.00
				Union Dues	6,087.04
				Total Deductions	6,087.04

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

6,087.04

APPROVED BY MEDINA TWP. TRUSTEES

Date 8-19-2021

Trustee [Signature]

Trustee [Signature]

Trustee [Signature]

CASH REQUIREMENTS
THIS REPORT SUMMARIZES YOUR PAYROLL TRANSACTIONS FOR THE CHECK DATE 08/20/21. 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.

<u>DUE DATE</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>	
08/25/21	Taxpay®	FED IT PMT Group	4,040.57
09/15/21	Taxpay®	OH Income Tax	1,682.52
09/15/21	Taxpay®	OH BRUNS CTY Inc	144.90
09/15/21	Taxpay®	OH SD PMT Group	57.30

Payment Listing

8/19/2021 to 8/20/2021

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
61-2021	08/20/2021	08/16/2021	CH	OHIO PUBLIC EMPLOYEES DEFERRED CO	\$845.00	O
31632	08/19/2021	08/18/2021	AW	ARMSTRONG CABLE	\$276.64	O
31633	08/19/2021	08/18/2021	AW	ALBRIGHT SECURITY CENTER	\$26.00	O
31634	08/19/2021	08/18/2021	AW	AFLAC	\$62.40	O
31635	08/19/2021	08/18/2021	AW	CLEVELAND CLINIC ATWORK	\$78.00	O
31636	08/19/2021	08/18/2021	AW	CINTAS CORP #011	\$54.92	O
31637	08/19/2021	08/18/2021	AW	COSE/MEDICAL MUTUAL OF OHIO	\$19,256.50	O
31638	08/19/2021	08/18/2021	AW	ENGLEFIELD, INC	\$846.05	O
31639	08/19/2021	08/18/2021	AW	E&H HARDWARE GROUP LLC	\$17.78	O
31640	08/19/2021	08/18/2021	AW	FRONTIER	\$49.97	O
31641	08/19/2021	08/18/2021	AW	THE GAZETTE	\$45.54	O
31642	08/19/2021	08/18/2021	AW	KOORSEN FIRE & SECURITY	\$381.81	O
31643	08/19/2021	08/18/2021	AW	LAMPHEAR'S LAWN SERVICE	\$2,975.63	O
31644	08/19/2021	08/18/2021	AW	MACK CONCRETE, INC.	\$382.25	O
31645	08/19/2021	08/18/2021	AW	MONTROSE FORD	\$1,948.15	O
31646	08/19/2021	08/18/2021	AW	OHIO EDISON	\$598.77	O
31647	08/19/2021	08/18/2021	AW	TREASURER OF STATE - OSHP	\$214.00	O
31648	08/19/2021	08/18/2021	AW	ORLO AUTO PARTS INC	\$34.99	O
31649	08/19/2021	08/18/2021	AW	OHIO DEPT OF AGRICULTURE	\$35.00	O
31650	08/19/2021	08/18/2021	AW	PETALSWEET CLEANING LLC	\$672.00	O
31651	08/19/2021	08/18/2021	AW	PETER CARBONE	\$360.00	O
31652	08/19/2021	08/18/2021	AW	RUMPKE	\$161.89	O
31653	08/19/2021	08/18/2021	AW	RENT EQUIP, INC	\$95.40	O
31654	08/19/2021	08/18/2021	AW	SCHAEFFERS SPECILIZED LUBRICANTS	\$135.55	O
31655	08/19/2021	08/18/2021	AW	TIRE SOURCE MEDINA	\$664.04	O
31656	08/19/2021	08/18/2021	AW	VOYAGER FLEET SYSTEMS, INC.	\$2,369.59	O
31657	08/19/2021	08/18/2021	AW	STAPLES BUSINESS ADVANTAGE	\$20.70	O
Total Payments:					\$32,608.57	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$32,608.57	

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 8-19-2021

Trustee Chm. [Signature]

Trustee [Signature]

Trustee [Signature]

Bank Reconciliation

Reconciled Date 6/30/2021

Posted 8/10/2021 6:13:53 PM

Prior UAN Balance:		\$5,917,917.91
Receipts:	+	\$47,076.76
Payments:	-	\$126,319.89
Adjustments:	+	\$0.00
Current UAN Balance as of 06/30/2021:		\$5,838,674.78
Other Adjusting Factors:	+	\$0.00
Adjusted UAN Balance as of 06/30/2021:		<u>\$5,838,674.78</u>
Entered Bank Balances as of 06/30/2021:		\$5,841,798.08
Deposits in Transit:	+	\$0.00
Outstanding Payments:	-	\$3,123.30
Outstanding Adjustments:	+	\$0.00
Other Adjusting Factors:	+	\$0.00
Adjusted Bank Balances as of 06/30/2021:		<u>\$5,838,674.78</u>

Balances Reconciled

Governing Board Signatures

There are no outstanding receipts as of 06/30/2021.

There are no outstanding adjustments as of 06/30/2021.

APPROVED BY MEDINA TWP. TRUSTEES

Date 8-19-2021

Trustee Chm [Signature]

Trustee [Signature]

Trustee [Signature]

Bank Balances

Reconciled Date 6/30/2021

Posted 8/10/2021 6:13:53 PM

<u>Type</u>	<u>Name</u>	<u>Number</u>	<u>Prior Bank Balance</u>	<u>Calculated Bank Balance</u>	<u>Entered Bank Balance</u>	<u>Difference</u>
Primary	PRIMARY		\$4,963,132.55	\$4,823,272.65	\$4,823,272.65	\$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		\$5,205.33	\$5,205.67	\$5,205.67	\$0.00
Investment	STAR GEN		\$911,753.07	\$911,813.11	\$911,813.11	\$0.00
Investment	WSTFLD CD		\$101,447.03	\$101,506.65	\$101,506.65	\$0.00
Total:			<u>\$5,981,537.98</u>	<u>\$5,841,798.08</u>	<u>\$5,841,798.08</u>	<u>\$0.00</u>

Outstanding Payments

Reconciled Date 6/30/2021

Posted 8/10/2021 6:13:53 PM

Account	Type	Payment #	Post Date	Vendor / Payee	Amount
PRIMARY	Warrant	31534	06/24/2021	ACCURATE PEST	\$600.00
PRIMARY	Warrant	31536	06/24/2021	CMT GROUP	\$12.50
PRIMARY	Warrant	31537	06/24/2021	SUNOCO	\$20.00
PRIMARY	Warrant	31539	06/24/2021	E&H HARDWARE GROUP LLC	\$264.61
PRIMARY	Warrant	31540	06/24/2021	FBN SYSTEMS, INC.	\$360.00
PRIMARY	Warrant	31546	06/24/2021	CANON FINANCIAL	\$105.33
PRIMARY	Warrant	31549	06/24/2021	PITNEY BOWES GLOBAL	\$142.35
PRIMARY	Warrant	31550	06/24/2021	STAPLES BUSINESS ADVANTAGE	\$10.35
PRIMARY	Warrant	31551	06/24/2021	AT&T MOBILITY	\$279.99
PRIMARY	Warrant	31553	06/24/2021	PETALSWEET CLEANING LLC	\$584.00
PRIMARY	Warrant	31554	06/24/2021	REINHARDT SUPPLY	\$114.17
PRIMARY	Warrant	31555	06/24/2021	REED RECORDS MANAGEMENT	\$630.00
					\$3,123.30

Revenue Status

By Fund

As Of 6/30/2021

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	\$275,107.86	\$273,792.14	50.120%
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	\$34,187.19	\$85,812.81	28.489%
1000-301-0000	Licenses and Permits	\$300.00	\$50.00	\$250.00	16.667%
1000-302-0000	Fees	\$40,000.00	\$24,782.11	\$15,217.89	61.955%
1000-303-0000	Cable Franchise Fees	\$127,000.00	\$72,016.96	\$54,983.04	56.706%
1000-401-0000	Fines	\$12,000.00	\$6,607.27	\$5,392.73	55.061%
1000-531-0000	Estate Tax	\$0.00	\$0.00	\$0.00	0.000%
1000-532-0000	Local Government Distribution	\$50,000.00	\$30,486.97	\$19,513.03	60.974%
1000-533-0000	Liquor Permit Fees	\$8,000.00	\$6,311.20	\$1,688.80	78.890%
1000-534-0000	Cigarette License Fees	\$600.00	\$300.00	\$300.00	50.000%
1000-535-0000	Property Tax Allocation	\$45,000.00	\$32,087.45	\$12,912.55	71.305%
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	\$2,868.65	\$2,620.35	52.262%
1000-801-0000	Gifts and Donations	\$0.00	\$0.00	\$0.00	0.000%
1000-891-0000	Other - Miscellaneous Operating	\$5,000.00	\$11,266.97	-\$6,266.97	225.339%
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	\$1,577.55	-\$1,577.55	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:		\$967,289.00	\$500,407.30	\$466,881.70	51.733%

APPROVED BY MEDINA TWP. TRUSTEES

Date 8-19-2021

Trustee Chm. 

Trustee 

Trustee 

Revenue Status

By Fund

As Of 6/30/2021

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	\$9,389.68	\$7,610.32	55.233%
2011-701-0000	Interest	\$50.00	\$7.84	\$42.16	15.680%
Fund 2011 Sub-Total:		\$17,050.00	\$9,397.52	\$7,652.48	55.117%

Fund: 2021 Gasoline Tax

Account Code	Account Name	Final Budget	Revenue	Budget Balance	YTD % Received
2021-537-0000	Gasoline Tax	\$175,000.00	\$91,651.71	\$83,348.29	52.372%
2021-701-0000	Interest	\$400.00	\$72.90	\$327.10	18.225%
Fund 2021 Sub-Total:		\$175,400.00	\$91,724.61	\$83,675.39	52.295%

Revenue Status

By Fund
As Of 6/30/2021

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	\$275,107.90	\$266,792.10	50.767%
2031-102-0000	Tangible Personal Property Tax	\$0.00	\$0.00	\$0.00	0.000%
2031-302-0582	Fees{BLAKSLEE PARK}	\$20,000.00	\$17,575.00	\$2,425.00	87.875%
2031-535-0000	Property Tax Allocation	\$55,000.00	\$32,087.42	\$22,912.58	58.341%
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:		\$622,900.00	\$328,008.64	\$294,891.36	52.658%

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	\$8,650.00	-\$6,150.00	346.000%
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:		\$2,500.00	\$9,650.00	-\$7,150.00	386.000%

Revenue Status

By Fund
As Of 6/30/2021

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	\$520,510.22	\$411,889.78	55.825%
2081-102-0000	Tangible Personal Property Tax	\$0.00	\$0.00	\$0.00	0.000%
2081-535-0000	Property Tax Allocation	\$110,000.00	\$59,779.33	\$50,220.67	54.345%
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	\$25.00	-\$25.00	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	\$49.62	-\$49.62	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	\$589,866.73	\$452,533.27	56.587%

Revenue Status

By Fund
As Of 6/30/2021

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	\$5.00	-\$5.00	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	\$505.00	-\$505.00	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	\$286,740.18	\$228,659.82	55.634%
2191-299-0000	Other - Charges for Services	\$0.00	\$0.00	\$0.00	0.000%
2191-535-0000	Property Tax Allocation	\$8,000.00	\$4,548.82	\$3,451.18	56.860%
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	\$291,289.00	\$232,111.00	55.653%

Revenue Status

By Fund

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As Of 6/30/2021

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	\$48,006.45	\$11,993.55	80.011%
2231-701-0000	Interest	\$250.00	\$51.46	\$198.54	20.584%
Fund 2231 Sub-Total:		\$60,250.00	\$48,057.91	\$12,192.09	79.764%

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 6/30/2021

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	\$275,913.39	\$215,386.61	56.160%
2281-102-0000	Tangible Personal Property Tax	\$0.00	\$0.00	\$0.00	0.000%
2281-535-0000	Property Tax Allocation	\$43,000.00	\$21,551.04	\$21,448.96	50.119%
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	\$297,464.43	\$236,835.57	55.674%
Report Total:		\$3,945,489.00	\$2,166,371.14	\$1,779,117.86	54.908%

Fund Status

As Of 6/30/2021

Fund Number	Fund Name	% of Total Pooled	Fund Balance	Investments (Non-Pooled)	Checking & Pooled Investments (Pooled)
1000	General	42.116%	\$2,458,987.64	\$0.00	\$2,458,987.64
2011	Motor Vehicle License Tax	0.347%	\$20,260.50	\$0.00	\$20,260.50
2021	Gasoline Tax	3.211%	\$187,478.97	\$0.00	\$187,478.97
2031	Road and Bridge	10.655%	\$622,110.96	\$0.00	\$622,110.96
2041	Cemetery	0.345%	\$20,158.83	\$0.00	\$20,158.83
2081	Police District	9.936%	\$580,140.43	\$0.00	\$580,140.43
2111	Fire District	13.816%	\$806,676.70	\$0.00	\$806,676.70
2191	SAFETY SERVICES LEVY	6.539%	\$381,777.05	\$0.00	\$381,777.05
2231	Permissive Motor Vehicle License Tax	2.132%	\$124,501.01	\$0.00	\$124,501.01
2261	Law Enforcement Trust	0.010%	\$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	10.893%	\$636,018.52	\$0.00	\$636,018.52
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			\$5,838,674.78	\$0.00	\$5,838,674.78
				Pooled Investments	\$1,014,292.47
				Secondary Checking Accounts	\$4,232.96
				Available Primary Checking Balance	\$4,820,149.35

Last reconciled to bank: 06/30/2021 – Total other adjusting factors: \$0.00

APPROVED BY MEDINA TWP. TRUSTEES

Date 8-19-2021

Trustee Chm. 

Trustee 

Trustee 

Designated Public Depository Resolution

I move to adopt resolution number 08192021-060, to approve designating a financial institution as public depository and entering into an authorizing agreement with said financial institution and incorporate this two (2) page document by reference.

APPROVED BY MEDINA TWP. TRUSTEES
Date 8-19-2021
Trustee Chm [Signature]
Trustee [Signature]
Trustee [Signature]

The Board of Trustees of Medina Township, Ohio, met in regular session on August 19, 2021, commencing at 8:30 pm, at the Medina Township Town Hall, 3799 Huffman Road Medina, Ohio 44256 with the following members present:

Mike Stopa

Chuck Johnson

Doug Eastwood

The Fiscal Officer advised the Board that the notice requirements of Section 121.22 of the Revised Code and the implementing rules adopted by the Board pursuant thereto were complied with for the meeting.

MR. STOPA moved the adoption of the following Resolution:

RESOLUTION NO. 08192021-060

RESOLUTION DESIGNATING A FINANCIAL INSTITUTION AS PUBLIC DEPOSITORY AND AUTHORIZING AGREEMENT

WHEREAS, the Township Fiscal Officer has recommended that the Westfield Bank be designated as a depository of active public moneys; and

WHEREAS, the Board of Township Trustees has considered this recommendation:

NOW THEREFORE BE IT RESOLVED by the Board of Township Trustees:

Section 1. Westfield Bank is hereby designated a depository for the active public moneys of Medina Township for a period of five years commencing on the 23rd day of August, 2021, and ending the 22nd day of August, 2026 or until such time that this designation is modified,

Section 2. That the Board shall enter into the Agreement with the Westfield Bank in a form approved by the Medina County Prosecutor's Office;

Section 3. The Fiscal Officer is hereby authorized to execute said agreement

MR. JOHNSON seconded the motion.

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

Mike Stopa

AYE

Chuck Johnson

AYE

Doug Eastwood

AYE

APPROVED

Adopted the 19th day of August, 2021

Angela Ventura, Fiscal Officer
Medina Township
Medina County, Ohio

RESOLUTION NO. 08192021-060
FISCAL OFFICER'S CERTIFICATION

The State of Ohio, Medina County, ss.

I, Angela Ventura, Fiscal Officer of Medina Township do hereby certify that the foregoing is taken and copied from the Record of the Proceedings of said meeting; that the same has been compared by me with the Resolution on said Record and that it is a true and correct copy thereof.

Witness my signature this 19th day of August , 2021.



Angela Ventura, Fiscal Officer, Medina Township
Medina County, Ohio

