

**MEDINA TOWNSHIP TRUSTEES  
SPECIAL MEETING 4:45 PM  
NOVEMBER 15, 2022**

- I. ROLL CALL**
- II. APPROVAL OF PURCHASE ORDERS**
- III. ADJOURN**

## MINUTES FOR APPROVAL

I would like to make a motion to approve the following minutes as written:

November 15, 2022, Regular Trustee Meeting, Attending:  
Mr. Eastwood, Mr. Christopher

★ Fiscal Officer objection ★

APPROVED BY MEDINA TWP. TRUSTEES

Date 8-3-2023

Trustee Chm. Abstain

Trustee [Signature]

Trustee Donald W. Christopher

S 11-15-2022

ENTITY NAME: Medina Township

---

MINUTES TITLE: November 15, 2022, Special Meeting

---

BOARD NAME: Board of Trustees

---

TYPE OF MEETING: Special

---

VOTING SESSION: Yes

---

DATE: 11/15/2022

---

START TIME: 4:47 pm

---

END TIME: 5:04 pm

---

MEETING LOCATION: Medina Township Townhall

---

RECORD OF PROCEEDINGS:

---

CALLED TO ORDER BY: Mr. Doug Eastwood

---

APPROVED BY MEDINA TWP. TRUSTEES

Date 8-3-2023

Trustee Chm. Abstain

Trustee [Signature]

Trustee [Signature]

# RECORD OF PROCEEDINGS

## BOARD/COUNCILMEMBERS ROLL CALL

NAME	PRESENT
Mr. Chuck Johnson	Not Present
Mr. Doug Eastwood	Present
Mr. Bruce Christopher	Present
Mrs. Angela Ventura	Not Present

## IN ATTENDANCE

NAME	VISITOR/EMPLOYEE	COMMENTS
Krissy Moore	Employee	
Chief Minek	Employee	
Mike Lyons	Prosecutor	
Sign in sheet for visitors	Visitor	Attached to Minutes

## PAYING BILLS DISCUSSION

STATEMENT	Trustee Eastwood stated that this meeting is for the purpose of paying bills and the process we need to identify which ones are lacking and how to go about that. The Trustees and Mr. Lyons discussed the process of moving money from unencumbered to encumbered. Mr. Lyons stated that he is not familiar with this. He suggested to make a motion and to clarify an answer. The Trustees and Mr. Lyons discussed the differences of purchase orders and blanket certificates and how he understands that they can be adjusted.
MOTION BY <b>8:19 minutes</b>	<b>Mr. Eastwood:</b> A motion was made to move \$1,000.00 from line item 2081-210-351-0000, Electric, from unencumbered funds to encumbered funds.
MOTION SECONDED BY	Mr. Christopher
DISCUSSION	Mr. Christopher stated that they can always change the motion and questioned, so do we say that it's from a blanket certificate for a blanket po? The two trustees discussed that they are moving funds from unencumbered to encumbered. Mr. Lyons asked, the purpose is to pay electric bills to the end of the year? Mr. Lyons stated he wouldn't worry about a blanket vs. a po. He thinks they are different forms of purchase orders.
VOTING ROLL CALL	VOTE
Mr. Eastwood	Yes
Mr. Christopher	Yes
VOTING RESULTS	YES: 2      NO: 0

**PAYING BILLS DISCUSSION (continued)**

DISCUSSION	The two trustees stated the amount and what funds they will move to use towards the telephone invoices for the Police department the rest of the year.
MOTION BY <b>14:29 minutes</b>	<b>Mr. Eastwood:</b> A motion was made to move \$1,500.00 from unencumbered funds column to encumbered funds column for line item 2081-210-341-0000, otherwise Telephone for the Police Department.
MOTION SECONDED BY	Mr. Christopher
STATEMENT	Mr. Lyons asked for the amount. Trustee Eastwood repeated the amount of \$1,500.00.
VOTING ROLL CALL	VOTE
Mr. Eastwood	Yes
Mr. Christopher	Yes
VOTING RESULTS	YES: 2      NO: 0
DISCUSSION	Trustee Eastwood discussed the reason for moving funds.

**MEETING ADJOURN**

MOTION BY <b>16:38 minutes</b>	<b>Mr. Eastwood:</b> A motion was made to adjourn the meeting.
MOTION SECONDED BY	Mr. Christopher
VOTING ROLL CALL	VOTE
Mr. Eastwood	Yes
Mr. Christopher	Yes
VOTING RESULTS	YES: 2      NO: 0
	Meeting adjourned at 5:04 pm

**NEXT SCHEDULED MEETING**

TYPE OF MEETING	Emergency
DATE	11/17/2022
TIME	4:45 pm
LOCATION	Township Hall
COMMENTS	Purchase orders and training requests

**MINUTES PREPARED BY**

NAME	TITLE	DATE
Krissy Moore	Office Assistant	12/2/2022

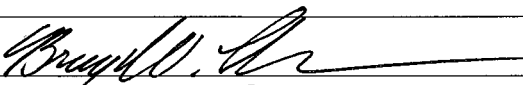
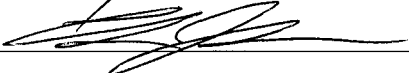
**MINUTES EDITED BY**

NAME	TITLE	DATE

**ATTESTED BY**

SIGNATURE	TITLE	DATE
	Fiscal Officer	

**BOARD/COUNCIL CERTIFIED**

SIGNATURE	TITLE	DATE
	Chairman	Abstain
	Vice Chairman	8/3/23
	Trustee	8-3-2023

## TRUSTEES MEETING

NAME

Kropp  
Sandra Bilek

Town  
3414 Hamlin Rd