

**MEDINA TOWNSHIP TRUSTEES
REGULAR MEETING - 7:00 PM
FEBRUARY 2, 2023**

- I. ROLL CALL - PLEDGE - MOMENT OF SILENCE**
- II. APPROVAL OF PAYROLL**
- III. SITE PLANS**
- IV. APPROVAL OF RESOLUTION #02022023-011**
- V. FUND REALLOCATION RESOLUTION #02022023-012**
- VI. PURCHASE ORDERS AND TRAINING REQUESTS**
- VII. APPROVAL OF ACCOUNT PAYABLE**
- VIII. CREDIT CARD ATTESTATION**

NEW BUSINESS

- IX. PUBLIC COMMENTS**
- X. POLICE GRATIS PLATE DISCUSSION**
- XI. POLICE STAFFING DISCUSSION**
- XII. TOWNHALL IMPROVEMENTS DISCUSSION**
- XIII. ADMINISTRATION STAFF DISCUSSION**
- XIV. VIDEO CAMERA SYSTEM MEETING ROOM DISCUSSION**
- XV. VOYAGER CARD DISCUSSION**
- XVI. TRUSTEE COMMENTS**
- XVII. ADJOURN**



1/16/2025

I WOULD LIKE TO MAKE A MOTION TO APPROVE THE FOLLOWING BOARD OF TRUSTEE MEETING MINUTES:

DATE:

~~JANUARY 1/3/2023, TRUSTEE EMERGENCY MEETING~~

~~IN ATTENDANCE WERE: TRUSTEE'S EASTWOOD, CHRISTOPHER, JOHNSON.~~

~~JANUARY 2/2/2023, TRUSTEE REGULAR MEETING~~

~~IN ATTENDANCE WERE: TRUSTEE'S EASTWOOD, CHRISTOPHER, JOHNSON.~~

APPROVED BY MEDINA TWP. TRUSTEES
Date 1/16/2025
Trustee Chm. [Signature]
Trustee [Signature]
Trustee [Signature]

**MEDINA TOWNSHIP
3799 HUFFMAN ROAD
MEDINA, OHIO**

**MINUTES OF THE TRUSTEES REGULAR MEETING
FEBRUARY 2, 2023, 7:00 P.M.**

TRUSTEES:

Doug Eastwood	Trustee
Bruce Christopher	Trustee
Chuck Johnson	Trustee

STAFF:

Angela Ventura	Fiscal Officer
Krissy Moore	Secretary
Elaine Ridgley	Zoning
Denny Miller	Roads Dept.
Alliss Strogin	Zoning Board
John Minek	Chief of Police

GUESTS:

See Sign-in sheet attached to Minutes

Minutes taken by Josh Rup of Minutes Solutions Inc. from a recording.

1. CALL TO ORDER

There being a quorum present, and adequate and proper notice of the meeting having been given, the meeting was called to order at 7:00 p.m.

2. APPROVAL OF PAYROLL

On a motion made by Mr. Eastwood, seconded by Mr. Christopher, it was resolved to approve payroll dated February 3, 2023, in the amount of \$45,679.47 with total remaining withholding deductions and liabilities of \$10,423.34, including the two-page document. Motion carried unanimously.

On a motion made by Mr. Eastwood, seconded by Mr. Christopher, it was resolved to authorize Ms. Ventura to pay the employee for the additional three hours they worked. Motion carried unanimously.

Timeclocks were initially locked and transferred for processing; however, Mr. Christopher had them unlocked and added hours to an employee's timecard. Ms. Ventura noted that she was unable to get the situation rectified until February 1, 2023, and payroll processing began on this date. Due to the limited time to process payroll, Ms. Ventura could not verify the accuracy of the payroll. Mr. Christopher had asked Ms. Ventura to remove hours from an employee's timecard; however, she declined the request, noting that at the previous meeting, the Trustees permitted the employee to work up to eight hours per day at their convenience.

Mr. Christopher commented that a timecard required an adjustment, and an accounting officer rendered the adjustment. A dismissed employee was instructed to work from 9:00 a.m. to 5:00 p.m.; however, they arrived at 6:25 p.m. and stayed late. Mr. Christopher advised the employee that the additional hours would not be approved. The Trustees agreed that the employee should be paid according to the hours they had already worked, although they were advised of their schedule.

Ms. Ventura read a statement from the paychecks department regarding alleged comments made by Mr. Christopher pertaining to his authority over three departments and unlocking paychecks. Mr. Eastwood noted that the paychecks department provided him with an email stating that Mr. Christopher did not make the alleged remarks. The Trustees agreed that they will need to be more stringent when processing payroll.

3. SITE PLANS

3.1 379 Management LLC

On a motion made by Mr. Johnson, seconded by Mr. Eastwood, it was resolved to accept the recommendation of the Zoning Commission to approve the revised Site Plan for new construction for 379 Management LLC to be located at 3790 Pearl Road as presented. Motion carried unanimously.

Brian Kress of 379 Management LLC noted that an additional 800 square feet was added to the plan. The current tenant will continue to occupy the space until May 31, 2023, and site work will begin in June 2023.

3.2 Planet Fitness Sign

On a motion made by Mr. Eastwood, seconded by Mr. Johnson, it was resolved to accept the recommendation of the Zoning Commission to approve a wall sign for Planet Fitness located at 4995 Grande Boulevard not to exceed 78.44 square feet as presented.

On a motion made by Mr. Eastwood, seconded by Mr. Johnson, it was resolved to accept the recommendation of the Zoning Commission to approve a tenant panel to be placed on the existing pylon sign for Planet Fitness located at 4995 Grande Boulevard not to exceed 22.93 square feet as presented. Motion carried unanimously.

Jim Briola noted that the sign will be shipped on February 6, 2023, and it will be installed within two weeks.

3.3 Roses Express No. 916

On a motion made by Mr. Eastwood, seconded by Mr. Christopher, it was resolved to accept the recommendation of the Zoning Commission and approve the change of use for Roses Express No. 916 to be located at 4949 Grande Shops Ave. as presented. Motion carried unanimously.

On a motion made by Mr. Eastwood, seconded by Mr. Christopher, it was resolved to accept the recommendation of the Zoning Commission to approve a wall sign for Roses Express No. 916, located at 4949 Grande Shops Ave., not to exceed 80 square feet as presented. Motion carried unanimously.

On a motion made by Mr. Eastwood, seconded by Mr. Christopher, it was resolved to accept the recommendation of the Zoning Commission to approve a tenant panel to be placed on the existing pylon sign for Roses Express No. 916 located at 4949 Grande Shops Avenue not to exceed 21.75 square feet as presented. Motion carried unanimously.

It was noted that Roses Express is a discount retailer that offers home goods, pet merchandise, clothing, and automotive needs. Store No. 916 will primarily offer home goods and décor. The store will replace Bed, Bath, and Beyond, and it will be next to the toy store. The store manager has been hired, and they are training in another location. It is anticipated that the new store will open in March 2025.

4. APPROVAL OF RESOLUTION NO. 02022023-011

On a motion made by Mr. Eastwood, seconded by Mr. Christopher, it was resolved to adopt Resolution No. 02022023-011, finding that Public Convenience and Welfare requires the replacement of concrete pavement on Salems Way cul-de-sac, repairs on Hunting Run Road and Pine Hills cul-de-sac in Medina Township, Medina County, Ohio, and authorizing the Medina Trustees to replace said pavement. A one-page document was presented with the motion for approval. Motion carried unanimously.

5. FUND REALLOCATION RESOLUTION NO. 02022023-012

On a motion made by Mr. Eastwood, seconded by Mr. Christopher, it was resolved to adopt Resolution No. 02022023-012 to reallocate funds from appropriation account No. 2191-220-360-000 (contracted services) to appropriation account No. 2191-220-319-0000 (other professional and technical) in the amount of \$4,500. Motion carried unanimously.

The Trustees noted that another motion may be made at the next meeting to allocate additional funds to ensure there is a sufficient amount to pay invoices.

6. PURCHASE ORDERS AND TRAINING REQUESTS

6.1 Fire Department

On a motion made by Mr. Johnson, seconded by Mr. Eastwood, it was resolved to approve the City of Medina's 2023 fire service fee of \$344,561. Motion carried unanimously.

On a motion made by Mr. Johnson, seconded by Mr. Christopher, it was resolved to approve the Medina County EMA's (Emergency Management Agency) 2023 county-wide emergency management cost allocation of \$2,891.84. Motion carried unanimously.

On a motion made by Mr. Johnson, seconded by Mr. Eastwood, it was resolved to approve the Medina County EMA's 2023 All Hazards Team cost allocation of \$4,224.18. Motion carried unanimously.

6.2 Police Department

On a motion made by Mr. Johnson, seconded by Mr. Eastwood, it was resolved to approve the FBI LEEDA training for Officer Hallie Gnezda at a cost of \$795. Motion carried unanimously.

Ms. Ventura reiterated that payment cannot be approved if the purchasing threshold is exceeded.

7. APPROVAL OF ACCOUNTS PAYABLE

On a motion made by Mr. Eastwood, seconded by Mr. Christopher, it was resolved to approve accounts payable from January 20, 2023, to February 2023, with electronic check No. 3-2023 and physical check Nos. 32614 to 32630 in the amount of \$76,689.96. Motion carried unanimously.

Ms. Ventura noted that invoices should include a description or receipt to ensure an accurate allocation. It was noted that electricity usage at the fire station at Nettleton Road is exorbitant and the Trustees agreed that it would be monitored.

7.1 Training Fees

On a motion made by Doug Eastwood, seconded by Mr. Christopher, it was resolved that the Township paid the fees charged to the former employee erroneously. Motion carried unanimously.

Per the Township's policy, an individual will be required to reimburse the OTA fees to the Township if they do not attend training seminars. A former employee was charged the OTA fees erroneously and it was noted that their company credit card was not cancelled in a timely manner.

8. CREDIT CARD ATTESTATION

Mr. Eastwood read the credit card attestation (Exhibit "D") confirming that he reviewed account transaction details between January 4, 2023, to February 1, 2023, as provided by the Fiscal Officer.

9. NEW BUSINESS

9.1 Public Comments

On a motion made by Mr. Eastwood, seconded by Mr. Johnson, it was resolved to open the floor to public comments. Motion carried unanimously.

Sandra Bilek commented that the Fiscal Officer will need to run for election and hoped that the Trustees would select a suitable candidate. She noted that the former Fiscal Officer was knowledgeable and prudent regarding finances. The replacement should also be knowledgeable and skillful to perform the required duties and satisfy the state auditor's requirements. Sandra B expressed her surprise that the Township did not advertise the position and noted that selecting an unsuitable candidate would be a grievous error.

Sandra B. inquired about the recent training courses completed by the Trustees and asked for a list of the information they learned. She commented that the length of Township meetings should depend on its budget, and a larger Township meeting is expected to be two hours. Meeting minutes should reflect all information discussed and events that transpired, and it should not be less than three pages in length.

Sandra B. questioned the motions Mr. Christopher had brought forward recently and expressed dissatisfaction regarding Mr. Christopher's desire to raise the purchasing limit from \$12,500 to \$300,000 without a purchase order. She commented that a lack of internal controls could adversely affect the Township.

Tom Krepp questioned the decision to hire a new Fiscal Officer when the incumbent has not resigned.

Michael Costello noted that there is a video available capturing the events that occurred after the December 28, 2022, Trustees meeting had adjourned. The video captured a 16-to-20-minute discussion and he questioned why a topic had been discussed at length after the meeting had concluded.

On a motion made by Mr. Eastwood, seconded by Mr. Christopher, it was resolved to close the floor to public comments. Motion carried unanimously.

9.2 Police Gratis Plate Discussion

On a motion made by Mr. Eastwood, seconded by Mr. Christopher, it was resolved to table the discussion of the police gratis plate. Motion carried unanimously.

9.3 Police Staffing Discussion

On a motion made by Mr. Eastwood, it was resolved to authorize Chief Minek to start the interview process to hire additional officer(s) to complement the current staffing shortage and to make the staffing levels comparable to surrounding agencies. Motion carried unanimously.

On a motion made by Mr. Eastwood, it was resolved to authorize Chief Minek to administer an assessment/promotional examination for Sergeant, and this will be a road-coverage first-line supervisor position. Motion carried unanimously.

On a motion made by Mr. Eastwood, it was resolved to authorize Chief Minek to sign the memorandum of understanding between the Medina County Children's Advocacy Center and the Medina Township Police Department, and this is an annual agreement. Motion carried unanimously.

Mr. Eastwood noted that the Township's goal is to have a minimum of two police officers on duty for 24 hours and seven days per week. Ms. Ventura noted that the Township does not have sufficient funds to adequately support police department staffing and a long-term plan is required. The Trustees agreed that the general fund could be utilized on a short-term basis to facilitate police department plans. Ms. Ventura noted that the general fund will need to be used for roads and bridges, and the funds should be committed by the end of 2023.

It was noted that three of the contracted officers' pay had matched the schedule outlining the annual raise; however, the rest of the officer's information was not correct. The Trustees emphasized that the schedule should be corrected for all officers for legal purposes.

Chief Minek noted that Medina Township is the lowest staffed in Medina County, with 12 full-time staff members for a population of 9,183; however, Medina Township has the most service calls. Chief Minek noted that the memorandum of understanding is an annual agreement that every agency in Medina County signs with the Medina County Children's Advocacy Center. The Medina

County Children's Advocacy Center will be involved in investigations of alleged sexual abuse of a minor.

9.4 Townhall Improvements Discussion

The proposed improvements to town hall offices include removing wallpapers, repairing walls as needed, and painting trims on walls and doors. The floor will be inspected to ensure it is not deteriorating. Repairs will be completed in stages to ensure the town hall can be utilized as needed. Ms. Ventura noted that a project that costs more than \$10,000 would be subject to a vote by the residents.

9.5 Administration Staff Discussion

The Trustees are collaborating with Elaine and Krissy to determine the next steps regarding the administration staff. Positions will be advertised, and further discussion will be had.

9.6 Video Camera System Meeting Room Discussion

On a motion duly made, it was resolved to add a resolution to the meeting agenda. Motion carried unanimously.

It was noted that there have been ongoing issues with video recording and playback. The Trustees agreed that the video system could be disabled and only the audio of meetings would be recorded.

9.7 Meeting Audio/Video Resolution

On a motion made by Mr. Eastwood, seconded by Mr. Christopher, it was resolved to adopt Resolution No. 02022023-013 to direct that the combined audio and video recording of the Township's activities of the meeting room in the Medina Township townhall be discontinued and a three-page document is presented with the motion. Motion carried unanimously.

It was noted that the Fiscal Officer did not sign the resolution though it was required by policy.

9.8 Roads and Bridges

On a motion made by Mr. Eastwood, seconded by Mr. Christopher, it was resolved to authorize the Roads and Bridges Department Leader to advertise for seasonal assistance via websites and signs with no costs. Motion carried unanimously.

9.9 Voyager Card Discussion

On a motion made by Mr. Christopher, seconded by Mr. Johnson, it was resolved to authorize Mr. Eastwood to contact either Voyager or Fleet Commander to open lines of communication to rectify the credit card issue. Motion carried unanimously.

Ms. Ventura noted that she pays only the Voyager fleet invoices and receives fraud alerts. She has not been trained to add parties to the gasoline cards. The main Medina Township email address is the main contact for Voyager. Ms. Ventura recommended separating the Voyager and Fleet Commander invoices to determine if discounts should be rendered.

9.10 Township Website

On a motion made by Mr. Eastwood, seconded by Mr. Christopher, it was resolved to have I-images remove the Jedd information and map from the homepage of the Township website. Motion carried unanimously.

9.11 Trustee Comments

On a motion made by Mr. Eastwood, seconded by Mr. Johnson, it was resolved to authorize the Service Department to dispose of all of the following items as they are no longer needed by the Medina Township:

- One Akron hose jacket
- Five AT-T desk phones
- MSA gas meter calibration kits (missing parts)
- One small wooden table
- Two steel desks (one is missing a drawer)

Motion carried unanimously.

On a motion made by Mr. Johnson, seconded by Mr. Christopher, it was resolved to begin advertising the Fiscal Officer position. Motion carried unanimously.

Mr. Johnson noted that the recent work session was informative and engaging with other individuals was enjoyable. Mr. Christopher requested that a log of motions should be created and managed moving forward.

Elaine Ridgley noted that Medina Lake is expanding, and the house will be demolished. Engineering and construction will begin in 2024 or 2025, and the new area will be located at the corner of Weymouth and Foote roads, providing a third entrance to the park. The new area will be called "The Shotwell Gardens at Lake Medina," and it will include an outdoor amphitheater, an indoor space for public programs, gardens with native plants, walking trails, treetop views, a kayak launch, and a platform for fishing and viewing.

10. NEXT MEETING

The date and time of the next Trustees meeting will be determined.

11. ADJOURNMENT

On a motion made by Mr. Eastwood, seconded by Mr. Johnson, and carried unanimously, it was agreed that there was no further business to transact; the meeting closed at 9:14 p.m.

DISCLAIMER

The above minutes should be used as a summary of the motions passed and issues discussed at the meeting. This document shall not be considered a verbatim copy of every word spoken at the meeting.

Director

Director

Date

Date

LIST OF MOTIONS

On a motion made by Mr. Eastwood, seconded by Mr. Christopher, it was resolved to approve payroll dated February 3, 2023, in the amount of \$45,679.47 with total remaining withholding deductions and liabilities of \$10,423.34 including the two-page document. Motion carried unanimously.

On a motion made by Mr. Eastwood, seconded by Mr. Christopher, it was resolved to authorize Ms. Ventura to pay the employee for the additional three hours they worked. Motion carried unanimously.

On a motion made by Mr. Johnson, seconded by Mr. Eastwood, it was resolved to accept the recommendation of the Zoning Commission to approve the revised Site Plan for new construction for 379 Management LLC to be located at 3790 Pearl Road as presented. Motion carried unanimously.

On a motion made by Mr. Eastwood, seconded by Mr. Johnson, it was resolved to accept the recommendation of the Zoning Commission to approve a wall sign for Planet Fitness located at 4995 Grande Boulevard not to exceed 78.44 square feet as presented.

On a motion made by Mr. Eastwood, seconded by Mr. Johnson, it was resolved to accept the recommendation of the Zoning Commission to approve a tenant panel to be placed on the existing pylon sign for Planet Fitness located at 4995 Grande Boulevard not to exceed 22.93 square feet as presented. Motion carried unanimously.

On a motion made by Mr. Eastwood, seconded by Mr. Christopher, it was resolved to accept the recommendation of the Zoning Commission and approve the change of use for Roses Express No. 916 to be located at 4949 Grande Shops Ave. as presented. Motion carried unanimously.

On a motion made by Mr. Eastwood, seconded by Mr. Christopher, it was resolved to accept the recommendation of the Zoning Commission to approve a wall sign for Roses Express No. 916, located at 4949 Grande Shops Ave., not to exceed 80 square feet as presented. Motion carried unanimously.

On a motion made by Mr. Eastwood, seconded by Mr. Christopher, it was resolved to accept the recommendation of the Zoning Commission to approve a tenant panel to be placed on the existing pylon sign for Roses Express No. 916 located at 4949 Grande Shops Avenue not to exceed 21.75 square feet as presented. Motion carried unanimously.

On a motion made by Mr. Eastwood, seconded by Mr. Christopher, it was resolved to adopt Resolution No. 02022023-011, finding that Public Convenience and Welfare requires the replacement of concrete pavement on Salems Way cul-de-sac, repairs on Hunting Run Road and Pine Hills cul-de-sac in Medina Township, Medina County, Ohio, and authorizing the Medina Trustees to replace said pavement. A one-page document was presented with the motion for approval. Motion carried unanimously.

On a motion made by Mr. Eastwood, seconded by Mr. Christopher, it was resolved to adopt Resolution No. 02022023-012 to reallocate funds from appropriation account No. 2191-220-360-000 (contracted services) to appropriation account No. 2191-220-319-0000 (other professional and technical) in the amount of \$4,500. Motion carried unanimously.

On a motion made by Mr. Johnson, seconded by Mr. Eastwood, it was resolved to approve the City of Medina's 2023 fire service fee of \$344,561. Motion carried unanimously.

On a motion made by Mr. Johnson, seconded by Mr. Christopher, it was resolved to approve the Medina County EMA's (Emergency Management Agency) 2023 county-wide emergency management cost allocation of \$2,891.84. Motion carried unanimously.

On a motion made by Mr. Johnson, seconded by Mr. Eastwood, it was resolved to approve the Medina County EMA's 2023 All Hazards Team cost allocation of \$4,224.18. Motion carried unanimously.

On a motion made by Mr. Johnson, seconded by Mr. Eastwood, it was resolved to approve the FBI LEEDA training for Officer Hallie Gnezda at a cost of \$795. Motion carried unanimously.

On a motion made by Mr. Eastwood, seconded by Mr. Christopher, it was resolved to approve accounts payable from January 20, 2023, to February 2023, with electronic check No. 3-2023 and physical check Nos. 32614 to 32630 in the amount of \$76,689.96. Motion carried unanimously.

On a motion duly made, it was resolved that the Township paid the fees charged to the former employee erroneously. Motion carried unanimously.

On a motion made by Mr. Eastwood, seconded by Mr. Johnson, it was resolved to open the floor to public comments. Motion carried unanimously.

On a motion made by Mr. Eastwood, seconded by Mr. Christopher, it was resolved to close the floor to public comments. Motion carried unanimously.

On a motion made by Mr. Eastwood, seconded by Mr. Christopher, it was resolved to table the discussion of the police gratis plate. Motion carried unanimously.

On a motion made by Mr. Eastwood, it was resolved to authorize Chief Minek to start the interview process to hire additional officer(s) to complement the current staffing shortage and to make the staffing levels comparable to surrounding agencies. Motion carried unanimously.

On a motion made by Mr. Eastwood, it was resolved to authorize Chief Minek to administer an assessment/promotional examination for Sergeant, and this will be a road-coverage first-line supervisor position. Motion carried unanimously.

On a motion made by Mr. Eastwood, it was resolved to authorize Chief Minek to sign the memorandum of understanding between the Medina County Children's Advocacy Center and the Medina Township Police Department, and this is an annual agreement. Motion carried unanimously.

On a motion duly made, it was resolved to add a resolution to the meeting agenda. Motion carried unanimously.

On a motion made by Mr. Eastwood, seconded by Mr. Christopher, it was resolved to adopt Resolution No. 02022023-013 to direct that the combined audio and video recording of the Township's activities of the meeting room in the Medina Township townhall to be discontinued and a three-page document is presented with the motion. Motion carried unanimously.

On a motion made by Mr. Eastwood, seconded by Mr. Christopher, it was resolved to authorize the Roads and Bridges Department Leader to advertise for seasonal assistance via websites and signs with no cost. Motion carried unanimously.

On a motion made by Mr. Christopher, seconded by Mr. Johnson, it was resolved to authorize Mr. Eastwood to contact either Voyager or Fleet Commander to open lines of communication to rectify the credit card issue. Motion carried unanimously.

On a motion made by Mr. Eastwood, seconded by Mr. Christopher, it was resolved to have I-images remove the Jedd information and map from the homepage of the Township website. Motion carried unanimously.

On a motion made by Mr. Eastwood, seconded by Mr. Johnson, it was resolved to authorize the Service Department to dispose of all of the following items as they are no longer needed by the Medina Township:

- One Akron hose jacket
- Five AT-T desk phones
- MSA gas meter calibration kits (missing parts)
- One small wooden table
- Two steel desks (one is missing a drawer)

Motion carried unanimously.

On a motion made by Mr. Johnson, seconded by Mr. Christopher, it was resolved to begin advertising the Fiscal Officer position. Motion carried unanimously.

On a motion made by Mr. Eastwood, seconded by Mr. Johnson, and carried unanimously, it was agreed that there was no further business to transact; the meeting closed at 9:14 p.m.

APPROVED BY MEDINA TWP. TRUSTEES
Date 1/16/2025
Trustee Chm. [Signature]
Trustee [Signature]
Trustee [Signature]

CASH REQUIREMENTS

(Prior to Processing)

CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR ELECTRONIC FUNDS TRANSFERS (EFT) FOR CHECK DATE 02/03/23: \$45,679.47

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
02/03/23	WESTFIELD BANK, FSB	XXXXXXXXXXXXXXXX175	Direct Deposit	Net Pay Allocations	38,344.59
02/03/23	WESTFIELD BANK, FSB	XXXXXXXXXXXXXXXX175	Garnishment	Employee Deductions	672.18
02/03/23	WESTFIELD BANK, FSB	XXXXXXXXXXXXXXXX175	Taxpay®	Employee Withholdings Social Security Medicare Fed Income Tax OH Income Tax OH BRUNS CTY Inc OH CVRSD SD, Inc Total Withholdings	21.54 770.23 3,877.49 1,123.63 53.71 24.33 5,870.93
				Employer Liabilities Social Security Medicare Total Liabilities	21.55 770.22 791.77 6,662.70
				EFT FOR 02/03/23	45,679.47
				TOTAL EFT	45,679.47

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
02/03/23	Refer to your records for account information			Employee Deductions	1,695.00
	APPROVED BY MEDINA TWP TRUSTEES			457 plan EE pretax	12.42
	Date 2.2.2023			AFLAC EE Post Tax	18.78
	Trustee Cnn. 109 Caldwell			AFLAC EE Pretax	3,580.59
	Trustee			Opers np EE cont	2,742.05
	Trustee			PXCMPT PRETAX Health	2,174.50
	Trustee			Union Dues	200.00
				Total Deductions	10,423.34
				TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES	10,423.34

CASH REQUIREMENTS

CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR ELECTRONIC FUNDS TRANSFERS (EFT) FOR CHECK DATE 02/03/23: \$45,679.47

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>	
02/08/23	Taxpay@	FED IT PMT Group	5,461.03

SITE PLANS

- * 379 Management LLC**
- * 3790 Pearl Rd.**

A. Mr. _____ motioned to accept the recommendation of the Zoning Commission to approve the revised Site Plan for new construction for 379 Management LLC to be located at 3790 Pearl Rd. as presented.

The motion was seconded by Mr. _____.

Voting aye thereon: Mr. _____

Mr. _____ Mr. _____

SITE PLANS

- * Planet Fitness**
- * 4995 Grande Blvd.**

A. Mr. _____ motioned to accept the recommendation of the Zoning Commission to approve a Wall Sign for Planet Fitness located at 4995 Grande Blvd. not to exceed 78.44 sq. Ft. as presented.

The motion was seconded by Mr. _____.
Voting aye thereon: Mr. _____ . Mr. _____

B. Mr. _____ motioned to accept the recommendation of the Zoning Commission to approve a Tenant Panel to be placed on the existing pylon sign for Planet Fitness located at 4995 Grande Blvd. not to exceed 22.93 sq. ft. as presented.

The motion was seconded by Mr. _____.
Voting aye thereon: Mr. _____ . Mr. _____.

SITE PLANS

- * Roses Express #916**
- * 4949 Grande Shops Ave.**

A. Mr. _____ motioned to accept the recommendation of the Zoning Commission and approve the Change of Use for Roses Express #916 to be located at 4949 Grande Shops Ave. as presented.

The motion was seconded by Mr. _____.
Voting aye thereon: Mr. _____ . Mr. _____

B. Mr. _____ motioned to accept the recommendation of the Zoning Commission to approve a Wall Sign for Roses Express #916 located at 4949 Grande Shops Ave. not to exceed 80 sq. ft. as presented.

The motion was seconded by Mr. _____.
Voting aye thereon: Mr. _____ . Mr. _____.

C. Mr. _____ motioned to accept the recommendation of the Zoning Commission to approve a Tenant Panel to be placed on the existing Pylon Sign for Roses Express #916 located at 4949 Grande Shops Ave. not to exceed 21.75 sq. ft. as presented.

The motion was seconded by Mr. _____.
Voting aye thereon: Mr. _____ . Mr. _____.

RESOLUTION # 02022023-011

I move to adopt Resolution # 02022023-011. Resolution finding that Public Convenience and Welfare requires the replacement of concrete pavement on Salems Way Cul-de-sac, repairs on Hunting Run Road & Pine Hills Cul-de-sac in Medina Township, Medina County, Ohio and Authorizing the Medina Township Trustees to replace said pavement. A one (1) page document was presented with the motion for approval.

APPROVED BY MEDINA TWP. TRUSTEES

Date 2-2-2023
Trustee Chm. [Signature]
Trustee [Signature]
Trustee [Signature]

REGULAR MEETING - _____, 2023-

The Board of Medina Township Trustees of Medina County, Ohio, met in regular session on this date with the following members present:

offered the following resolution and moved the adoption of same, which was duly seconded by

RESOLUTION NO. 20-

RESOLUTION FINDING THAT PUBLIC CONVENIENCE AND WELFARE REQUIRES THE REPLACEMENT OF CONCRETE PAVEMENT ON SALEMS WAY CUL-DE-SAC, REPAIRS ON HUNTING RUN ROAD & PINE HILLS CUL-DE-SAC IN MEDINA TOWNSHIP, MEDINA COUNTY, OHIO AND AUTHORIZING THE MEDINA TOWNSHIP TRUSTEES TO REPLACE SAID PAVEMENT.

WHEREAS, the Medina County Engineer has prepared and filed copies of the surveys, plans, profiles, cross-sections, estimates of costs, and specifications for the concrete pavement replacement on Salems Way Cul-de-Sac, repairs on Hunting Run Road & Pine Hills Cul-de-Sac; and

WHEREAS, Section 5555.06 of the Ohio Revised Code authorizes the Board of County Commissioners by unanimous vote to find that public convenience and welfare requires the improvement of a public road, or part thereof, by grading, draining, paving, straightening, widening such road, and constructing or reconstructing any culverts necessary for such improvement; and

WHEREAS, the presentation of the County Engineer on this date clearly indicates need for the concrete pavement replacement on Salems Way Cul-de-Sac, repairs on Hunting Run Road & Pine Hills Cul-de-Sac; and

WHEREAS, Section 5555.43 of the Ohio Revised Code authorizes the Board of Medina Township Trustees by unanimous vote to order that all costs of such a construction project be paid out of any road improvement funds available therefor; and

WHEREAS, the estimated cost of replacing pavement on Said Project will be in excess of Fifty Thousand Dollars (\$50,000.00) each; and

WHEREAS, the Board of Medina Township Trustees has deemed it to be in the best interest of the people of Medina Township to provide such work.

WHEREAS, the Board of Medina Township Trustees of Medina County, Ohio, that the Medina County Engineer be, and is hereby authorized for the pavement replacement on Said Project.

NOW, THEREFORE, BE IT RESOLVED by the Board of Medina Township Trustees of Medina County, Ohio, that:

- A. This Board unanimously finds that public convenience and welfare requires the pavement replacement on Salems Way Cul-de-Sac, repairs on Hunting Run Road & Pine Hills Cul-de-Sac in Medina Township.
- B. This Board unanimously votes that the costs of said improvement be paid for from appropriate road improvement funds.
- C. The County Engineer is hereby ordered to immediately file with this Board, the previously-prepared surveys, plans, profiles, cross-sections, estimates of costs and specifications for the improvement herein.
- D. The County Engineer is hereby ordered to advertise for bids to replace pavement on Salems Way Cul-de-Sac, repairs on Hunting Run Road & Pine Hills Cul-de-Sac.

Voting AYE thereon:

Adopted:

Prepared by: Medina County Engineer's Office

APPROVED BY MEDINA TWP. TRUSTEES

Date 2-2-2023

Trustee [Signature]

Trustee [Signature]

Trustee [Signature]

Fund Reallocation Resolution

I will move to adopt resolution number 02022023-012, to reallocate funds from appropriation account 2191-220-360-0000 (Contracted Services) to appropriation account 2191-220-319-0000 (Other Professional & Technical) in the amount of \$4,500.00.

APPROVED BY MEDINA TWP. TRUSTEES

Date 2-2-2023

Trustee Chm. 

Trustee 

Trustee 

Payment Listing

1/20/2023 to 2/2/2023

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
3-2023	01/20/2023	01/28/2023	CH	PAYCHEXS	\$166.60	O
32614	02/02/2023	01/31/2023	AW	OHIO EDISON	\$2,600.99	O
32615	02/02/2023	01/31/2023	AW	AT&T MOBILITY	\$279.69	O
32616	02/02/2023	01/31/2023	AW	MEDINA HOSPITAL	\$40,644.10	O
32617	02/02/2023	01/31/2023	AW	OHIO PUBLIC EMPLOYEES DEFERRED CO	\$1,695.00	O
32618	02/02/2023	01/31/2023	AW	STAPLES BUSINESS ADVANTAGE	\$70.10	O
32619	02/02/2023	01/31/2023	AW	AKRON TRACTOR & EQUIPMENT	\$240.49	O
32620	02/02/2023	01/31/2023	AW	ORLO AUTO PARTS INC	\$118.74	O
32621	02/02/2023	01/31/2023	AW	REINHARDT SUPPLY	\$72.70	O
32622	02/02/2023	01/31/2023	AW	MEDINA COUNTY ENGINEER	\$61.68	O
32623	02/02/2023	01/31/2023	AW	MEDINA COUNTY TREASURER	\$17,411.58	O
32624	02/02/2023	01/31/2023	AW	ENGLEFIELD, INC	\$1,000.94	O
32625	02/02/2023	01/31/2023	AW	MEDINA FIT	\$250.00	O
32626	02/02/2023	01/31/2023	AW	GATEWAY TIRE & SERVICE CENTER	\$28.95	O
32627	02/02/2023	01/31/2023	AW	CINTAS CORP #011	\$149.67	O
32628	02/02/2023	01/31/2023	AW	CARGILL, INC	\$11,772.16	O
32629	02/02/2023	01/31/2023	AW	UPS STORE	\$51.00	O
32630	02/02/2023	01/31/2023	AW	TRACTOR SUPPLY CREDIT PLAN	\$75.57	O
Total Payments:					\$76,689.96	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$76,689.96	

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 2-2-2023

Trustee Chm [Signature]

Trustee [Signature]

Trustee [Signature]

January 5, 2023

EXHIBIT D

ATTESTATION

I, Doug Eastwood, Chairman of the Board of Trustees of Medina Township, Ohio, hereby attest that pursuant to Section 505.64 of the Ohio Revised Code, at its meeting on February 2, 2023, the Board reviewed the Credit Card Account transaction detail for each account listed below for the dates January 4, 2022, through February 1, 2023, as provided by the Fiscal Officer.

Credit Card Accounts:

1. Amazon
2. E&H (ACE) Hardware
3. Home Depot
4. Lowes
5. PNC
6. Staples
7. Tractor Supply
8. Wal-Mart



Doug Eastwood, Chairman, Trustee

February 2nd, 2023

Police Department Motion(s)

- 1. I would like to make motion to authorize Chief Minek to start the interview process to hire additional officer(s) to compliment the current staffing shortage and to make the staffing levels comparable to surrounding agencies.**

✓✓✓

- 2. I would like to make a motion to authorize Chief Minek to administer an assessment/promotional examination for Sergeant. This will be a road-coverage first line supervisor position.**

4. I would like to make a motion authorizing Chief Minek to sign the Memorandum of Understanding between the Medina County Children's Advocacy Center and the Medina Township Police Department. This is an annual agreement.

MOTION

I WOULD LIKE TO MAKE A MOTION TO HAVE i-IMAGES REMOVE THE JEDD INFORMATION AND MAP FROM OUR HOME PAGE OF THE TOWNSHIP WEBSITE.

APPROVED BY MEDINA TWP. TRUSTEES

Date 2.2.2023

Trustee Chm. [Signature]

Trustee [Signature]

Trustee [Signature]

Items that didn't sell on Gov Deals NO BIDS

- 1 Akron hose jacket
- 5 AT-T desk phones
- MSA gas meter calibration kit (Missing parts)
- 1 small wooden table
- 2 Steel desks (1is Missing drawer)

Please give the Service Dept. permission to scrap all the above listed items due to no longer needed by Medina Township.

2-2-2023

Medina Township

FEB 02 2023

Received

APPROVED BY MEDINA TWP. TRUSTEES

Date 2-2-2023

Trustee Chair [Signature]

Trustee [Signature]

Trustee [Signature]

