

FINAL - Slate of Appointments, Fees etc. for 2025

Resolution 01022025-001

I move to put forth resolution 01022025-001 for the organizational minutes and make it continuing until all nominations are finished:

Building Superintendent:	Trustee Eastwood/Christopher
Cemetery Superintendent:	Trustee Eastwood/Christopher
War Memorial Superintendent:	Trustee Eastwood/Christopher
Service Dept. Liaison:	Trustee Eastwood/Christopher
Service Department:	Denny Miller, Road Superintendent
Road Dept. /Parks	Martin Mohler Brian Phelan Chuck Greene Larry Cutlip
Fire Liaison:	Trustee Johnson/Christopher
LST Representative	Trustee Johnson/Christopher
Police Commissioner	Trustee Johnson/Eastwood
Police Chief:	John Minek
Police Lieutenant:	Todd Zieja
Medina Countywide Emergency Mgmt. Agency:	Trustee Christopher/Johnson
Zoning / Admin Liaison	Trustee Christopher/Johnson
Zoning Inspector	Elaine Ridgley
Secretary to Zoning Boards	Stephanie Farnsworth
Township Secretary	Krissy Moore
Admin Office Assistant	(Vacant)
Police Clerk	Robert C. Milam

Health Care Plan

A health care plan will be offered for full-time and part-time regular employees, with employees responsible for 15% of premiums for medical, dental and vision insurance. Full-time employees that opt-into the health care plan will have a contribution, equal to their deductible, made to the bank of their choice funded by the Township. The Township will also provide AD&D and Life Insurance at no cost to the employee.

Township Secretary/Full-time

The Township Secretary will be paid \$ 21.75 per hour with scheduled hours of 9:00 am to 5:00 pm, Monday through Friday, with full-time employee benefits.

Admin Office Assistant/Part - Time

The Township Office Assistant will be paid \$ 15.00 to \$25.00 per hour with scheduled hours under 1,500 hours per year from _____ am to _____ pm, Monday through Friday with no employee benefits.

Zoning Boards Secretary

The Township Zoning Boards Secretary will be paid \$250.00 per meeting held, not to exceed \$6,000.00 for the year and \$32.50 per item on the agenda and there will be no benefits for this position. Also make it noted, the \$250.00 per meeting will be divided between \$75.00 for the meeting and \$175.00 for the paperwork associated with the meeting.

Zoning Inspector

Zoning Inspector: will be paid \$ 28.50 per hour plus full-time employee benefits. Zoning Office Hours: 9:00 am to 5:00 pm Monday through Friday.

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Administrative Department-Comp Time: Administrative Department Employees may accumulate up to eighty (80) hours of Compensatory Time. When an Administrative Department employee's accumulated Compensatory Time exceeds eighty (80) hours, any overtime earned thereafter must be paid to the employee. Accrued Compensatory Time may be carried over to the next calendar year, but this accumulated Compensatory Time must not exceed eighty (80) hours. Sick Time is not to be accrued on overtime hours. Res: 12192024-115

All Zoning Commission Members: \$50.00 per meeting attended and pre-approved workshops, paid annually.

All Zoning Board of Appeals Members: \$50.00 per meeting attended and pre-approved workshops, paid annually.

Alternates to Zoning Board and Zoning Board of Appeals: \$50.00 per meeting attended and pre-approved workshops, paid annually.

The Chairperson of the Zoning Board will be paid \$50.00 for each Trustees' meeting attended where there are Site plans on the agenda and \$50.00 for each additional Zoning related meeting attended upon pre-approval of the Zoning Liaison Trustee.

Police Department

Full-Time Chief of Police: \$89,600.00

Full-Time Police Lieutenant: \$89,500.00

Police Officers and Sergeants

Wage and benefit structure for the Police Department for 2025 will be per the negotiated 2025-2027 contract.

New Part-time Police Officers

Pay range of \$ 22.50 to \$ 27.50 per hour, plus their initial uniform purchase.

Police Receptionist/Clerk:

Monday through Friday - \$ 17.50 per hour, part-time with no benefits.

Service Department

Denny Miller, Working Superintendent	\$ 35.75 per hr.
Martin Mohler, Full-time	\$ 25.20 per hr.
Brian Phelan, Full-time	\$ 24.50 per hr.
Chuck Greene, Full-time	\$ 23.75 per hr.
Larry Cutlip Part-time	\$ 22.00 per hr.

Pay ranges for the:

- Service Department Superintendent will be \$28.00 to \$38.00 per hour
- Service Department Foreman - full-time with CDL will be \$25.00 to \$35.00 per hour
- General Maintenance Laborer - full-time with CDL will be \$20.00 to \$27.00 per hour
- General Maintenance Laborer - part-time with CDL will be \$18.00 to \$25.00 per hour
- General Maintenance Laborer - without CDL will be \$15.00 to \$20.00 per hour
- General Maintenance Laborer - seasonal \$11.00 to \$15.00 per hour

Service Department Sick Hours & Comp Hours

The Road Department is entitled to accumulate sick leave at 4.6 hours for every eighty (80) hours of service per pay period or forty (40) hours per week. Comp hours are capped at two hundred and forty (240) hours. At the point that compensatory time exceeds two hundred and forty (240) hours, it must be taken as paid compensation. Accrued compensatory time may be carried through to the next calendar year, not to exceed two hundred and forty (240) hours. Sick time is not to be accrued on overtime hours.

Clothing Allowance for Full-time Service/Park Department Employees

Clothing allowance for full-time Service/Park Department employees is \$500.00 per year and pro-rated based on date of employment.

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Longevity Pay

Notwithstanding the collective bargaining agreement, longevity pay is to be paid to full-time employees only after their **third year** of employment, at \$100 per year with a cap of 15 years of service and will be paid on their hire date anniversary.

Cell Phone Allowance (Service Department)

Employees of the Service Department will receive \$35.00/mth (to be paid on the 2nd pay of January for the year) \$420.00 will be paid per employee at that time should an employee cease to work for Medina Township the balance of the years benefit will be deducted from the employees last pay. Time will be from the month following end of service.

FEES

Cemeteries

Cemetery lot excavating for cremation:	\$250.00 with a limit of four (4) per lot \$400.00 Weekends and Holidays
Cemetery lot excavating:	\$600.00 \$850.00 Weekends and Holidays
Cemetery lots:	\$400.00 for Medina Township Residents
Cemetery lots:	\$1,200.00 for Non-Residents
Headstone footer:	\$450.00
Columbarium:	To be determined at a later date

Sports Fields Fees

The charge is \$75.00 per time slot (3-hours) for Medina County Residents and \$100.00 per time slot (3-hours) for organizations that reside outside of Medina County.

Soccer Field charge is \$30.00 per hour. Tournaments on Fridays will be \$75.00 per field; Saturdays and Sundays will be \$360.00 per day and fields will be dragged and lined once per day.

Mileage

Mileage for use of personal vehicles on Township business will be paid to the IRS rate for 2025 (.70 cents per mile).

Employee Pay Periods

Employees' pay periods are as follows: Bi-weekly or monthly or annually.

Regular Meetings

Regular Trustee meetings will be held every other Thursday at 7:00 pm starting January 2, 2025. Department Heads will present Department reports for the second meeting date of every month and Department comments at the same meeting. Additional attendance will be at the department liaison discretion.

Mailbox Replacement

Township residents will be reimbursed for mailbox replacement when a mailbox is damaged during snow removal operations. The Service Department will repair, if possible, or replace it with a standard mailbox and post or compensate the owner for damages up to a maximum of \$45.00 for the cost of materials, standard box and post with owner responsible for the installation of the mailbox.

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Appointments/Reappointment of Zoning Commission and Zoning Board of Appeals Members

Zoning Commission:	Mitch Piskur	Term to end 12/31/2029
	Jocelyn Coppock 1 st Alt.	Term to end 12/31/2025
	Antonio Colon 2 nd Alt.	Term to end 12/31/2025
Zoning Board of Appeals	Bill Ostmann	Term to end 12/31/2029
	Chris Traynor 1 st Alt.	Term to end 12/31/2025
	Dave McElyea 2 nd Alt.	Term to end 12/31/2025

Trustee Eastwood seconded the motion to adopt **resolution 01022025-001**
Voting ye thereon: Johnson, Eastwood, Christopher

APPROVED BY MEDINA TWP. TRUSTEES

Date 1-2-2025

Trustee Chm. [Signature]

Trustee Doug Eastwood

Trustee [Signature]

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Resolution 01022025-002

I move to put forth resolution **01022025-002** giving the Fiscal Officer the authority to issue purchase orders, blankets and super blankets up to the amount appropriated pursuant to the Ohio Revised Code 5705.41 for the balance of 2024 through January 31, 2025.

Let it be noted:

Paychex processing fees are to be paid for each payroll prepared. OPERS withholding and Township match will be paid electronically on a monthly basis. Ohio Public Employees Deferred Comp will be paid electronically on a bi-weekly basis. UAN fees will be paid electronically as required.

Trustee Eastwood seconded the motion to adopt **resolution 01022025-002**

Voting Aye Thereon: Johnson, Eastwood, Christopher

APPROVED BY MEDINA TWP. TRUSTEES
Date 1-2-2025
Trustee Chm. [Signature]
Trustee Doug Eastwood
Trustee Christopher Johnson

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Resolution 01022025-003

Trustee Johnson moved to adopt resolution **01022025-003** for Appendix V, Scheduled fees for Zoning. The fee structure outlined below was adopted 1/2/1984 and may be changed by formal resolution of the Medina Township Board of Trustees. Current dollar amounts were changed or remained the same by resolutions in 2009, 2010, 2014, 2020, 2022 with this new schedule starting 1/1/2025.

A. RESIDENTIAL

Residential Construction

1. House only or house and attached garage or condominiums \$75.00+\$0.09 sq. ft.
2. All other residential construction or alteration \$50.00+\$0.09 sq. ft.
3. Ponds, Decks, Pools, Pergola, Gazebo & Hot Tubs \$50.00
4. Accessory Buildings of 143 sq. ft. or less \$50.00
5. Sheds 144 sq. ft. - 576 sq. ft. (12x12=144 sq. ft.) (24x24=576 sq. ft.) \$75.00
6. Garage/Accessory Buildings over 576 sq. ft. \$75.00+\$0.09 sq. ft.
7. Lot Split or Lot Combination \$50.00 each

B. BUSINESS

Commercial Change of Use/Ownership, Apartment/Multi-Family construction or alterations

1. 0-5,000 sq. ft, \$ 75.00 for first 1,000 sq. ft. + \$0.09 per additional sq. ft.
(Not to be greater than 5,000 sq. ft.)
2. 5,001sq. ft.-15,000 sq. ft. \$500.00
3. 15,001-50,000 sq. ft. \$1,000.00
4. 50,001-100,000 sq. ft. \$1,500.00
5. 100,001 sq. ft. and over \$2,000.00
6. Temporary Construction Trailer \$100.00 fee & \$500.00 Deposit
(Deposit is returned when trailer is removed within 6 months and a permit renewal is required.)
7. Penalty for failure to obtain a zoning permit prior to construction will incur an extra charge based on Township expenses.

C. FINANCIAL GUARANTEE

A Completion Bond in the amount of 10% of the building cost with a minimum of \$1,000.00 and a maximum of \$10,000.00. Valid 6 months past the project completion date.

D. SIGNS

Sign construction

1. Less than twenty five (25) sq. ft. total surface \$75.00
2. Twenty five (25) sq. ft. or larger total surface \$150.00
3. High Rise Signs & Billboards \$300.00
4. Temporary Sign \$50.00 fee & \$250.00 Deposit
(Deposit is returned when temporary sign is removed within 14 days)
5. Penalty Fee for failure to obtain sign permit prior to construction will incur an extra charge based on Township expenses.

E. ZONING CHANGES

1. Zoning Commission text or map amendment change request \$400.00 each
2. Zoning Board of Appeals variance request \$300.00
3. Site plan review by Zoning Commission \$50.00
4. Sign Review by Zoning Commission \$25.00
5. Zoning Book with Maps (hard copy) \$25.00+postage
6. Map only (hard copy) \$5.00+postage
7. Comprehensive Plan Book \$42.00+postage

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F. **FEES WAIVER FOR MEDINA TOWNSHIP**

Zoning fees shall be waived for all governmental related applications submitted by the Medina Township Board of Trustees, Board of Zoning Appeals, Zoning Commission and Department Heads.

All Zoning fees and deposits, checks or cash, must be paid in an exact amount and fees are Non-Refundable.

NSF Check issuers will be responsible for paying all associated bank and service fees.

Trustee Johnson seconded the motion to adopt **resolution 01022025-003**
Voting Aye Thereon: Johnson, Eastwood, Christopher

APPROVED BY MEDINA TWP. TRUSTEES

Date 1-2-2025

Trustee Chm. [Signature]

Trustee Dan Eastwood

Trustee Christopher Johnson