

**MEDINA TOWNSHIP TRUSTEES
SPECIAL MEETING 4:00 PM
JANUARY 23, 2023**

- I. ROLL CALL
- ~~II. APPROVAL OF ACCOUNTS PAYABLE~~
- III. OTHER TOWNSHIP BUSINESS
- IV. ADJOURN



6/18/2025

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

DATE:

JUNE 5, 2025 TRUSTEE REGULAR MEETING

IN ATTENDANCE WERE: TRUSTEE'S EASTWOOD, AND CHRISTOPHER

JANUARY 3, 2023 TRUSTEES EMERGENCY MEETING

IN ATTENDANCE WERE: TRUSTEE'S JOHNSON, EASTWOOD, AND CHRISTOPHER

JANUARY 9, 2023 TRUSTEES EMERGENCY MEETING

IN ATTENDANCE WERE: TRUSTEE'S EASTWOOD, AND CHRISTOPHER

JANUARY 23, 2023 TRUSTEES SPECIAL MEETING

IN ATTENDANCE WERE: TRUSTEE'S JOHNSON, EASTWOOD, AND CHRISTOPHER

JANUARY 24, 2023 TRUSTEES SPECIAL MEETING

IN ATTENDANCE WERE: TRUSTEE'S EASTWOOD, JOHNSON, AND CHRISTOPHER

JANUARY 27, 2023 TRUSTEES SPECIAL MEETING

IN ATTENDANCE WERE: TRUSTEE'S EASTWOOD, JOHNSON, AND CHRISTOPHER

APPROVED BY MEDINA TWP. TRUSTEES

Date 06-18-2025

Trustee Chm. [Signature]

Trustee [Signature]

Trustee [Signature]

**Medina Township Trustees Special Meeting
January 23, 2023 @ 4:02 pm**

Trustees Roll Call

Mr. Johnson – Present

Mr. Eastwood – Present

Mr. Christopher – Present

Mr. Eastwood: “Good evening. I would like to call to order this Medina Township Trustees Special Meeting. The time is 4:02pm. The date is January 23, 2023. Can I please get a roll call?”

Mr. Johnson – Present, Mr. Eastwood – Present, Mr. Christopher – Present

Approval of Accounts Payable

Mr. Eastwood made a motion to rescind the purchase order request with the incorrect address on it from 1-19-2023, Departments Admin, Roads, Police, and Fire. The vendor is OTARMA, and the amount is \$77,985.00. Mr. Johnson seconded the motion. The motion carried as follows: Mr. Eastwood: Aye, Mr. Johnson: Aye, Mr. Christopher: Aye.

Mr. Eastwood made a motion to approve the purchase orders request from the Departments Admin, Roads, Police, and Fire. The vendor is OTARMA, and the amount is \$77,985.00. Mr. Johnson seconded the motion. The motion carried as follows: Mr. Eastwood: Aye, Mr. Johnson: Aye, Mr. Christopher: Aye.

It was discussed that the Fiscal Office told the Trustees that someone was driving the fire truck without permission. Mr. Eastwood asked both Mr. Johnson and Mr. Christopher if they were driving the fire truck, which both said they had not. Mr. Eastwood also stated he had not either.

There was also mention of a Voyager credit card that attempted to be used inappropriately. The card was turned off. Mr. Eastwood asked both Mr. Johnson and Mr. Christopher if they had used the Voyager credit card, to which both said they had not and Mr. Eastwood also stated he had not either.

Denny Miller, of the Roads Department, explained that several attempts were made to use the credit card, but too many attempts were made so it locked the card. The only people who could use the card would already be authorized to do so. He also stated that the fire truck in question has not moved.

Both issues were deemed to be without merit.

**Medina Township Trustees Special Meeting
January 23, 2023 @ 4:02 pm**

Mr. Eastwood made a motion to Add Krissy to the Voyager credit card user list. Mr. Christopher seconded the motion. The motion carried as follows: Mr. Eastwood: Aye, Mr. Christopher: Aye, Mr. Johnson: Aye.

Mr. Eastwood made a motion to make the email MedinaTownship@MedinaTownship.com accessible to both secretaries. Mr. Christopher seconded the motion. The motion carried as follows: Mr. Eastwood: Aye, Mr. Christopher: Aye, Mr. Johnson: Aye.

Mr. Eastwood made a motion to allow him to make known the outcome of the discussions and motions of this meeting to the Fiscal Officer. Mr. Christopher seconded the motion. The motion carried as follows: Mr. Eastwood: Aye, Mr. Christopher: Aye, Mr. Johnson: Aye.

Adjournment

Mr. Eastwood made a motion to adjourn the meeting. Mr. Christopher seconded the motion. The motion carried as follows: Mr. Eastwood: Aye, Mr. Christopher: Aye, Mr. Johnson: Aye. The Time: 4:17 pm

APPROVED BY MEDINA TWP. TRUSTEES

Date 06-18-2025

Trustee Chm. [Signature]

Trustee [Signature: David Eastwood]

Trustee [Signature: Bryan W. ...]

Krissy Moore

From: Medina Township
Sent: Friday, January 20, 2023 2:05 PM
To: Krissy Moore
Subject: FW: Leppo Insurance

Part of
TOWNSHIP
BUSINESS
DISCUSSION

Krissy,
Denny asked that this be added to the next agenda.
Nick

From: Medina Township
Sent: Thursday, December 8, 2022 11:31 AM
To: Dennis Miller <dmiller@medinatownship.com>; Doug Eastwood <deastwood@medinatownship.com>
Cc: Krissy Moore <kmoore@medinatownship.com>; Rita King <rita@brackenagency.com>; Angela Ventura <aventura@medinatownship.com>
Subject: FW: Leppo Insurance

Fyi. Please let me know if you want Rita to move forward with this.
Thanks,
Nick

From: Rita King <rita@brackenagency.com>
Sent: Thursday, December 8, 2022 11:13 AM
To: Medina Township <medinatownship@medinatownship.com>
Subject: FW: Leppo Insurance

Good Morning Nick,

it would be about \$400 per year for \$200,000.

Rita C. King

The Bracken Insurance Agency
P: 330.483.4844
F: 330.483.4845



From: Rita King <rita@brackenagency.com>
Sent: Wednesday, December 7, 2022 1:23 PM
To: Wendy French <wfrench@bfgroup.com>
Subject: FW: Leppo Insurance

CAUTION: This email originated from outside of the BFGROUP organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Wendy,

Medina Township

Member can add a line of coverage for Rented/Leased/Borrowed equipment with a limit of an amount equal to or higher than what they rent/lease or borrow.
\$200,000.00

Please let me know if this will affect the Township's cost of insurance.

Thank you,

Rita C. King

The Bracken Insurance Agency
P: 330.483.4844
F: 330.483.4845



From: Medina Township <medinatownship@medinatownship.com>
Sent: Wednesday, December 7, 2022 12:48 PM
To: Rita King <rita@brackenagency.com>
Cc: Dennis Miller <dmiller@medinatownship.com>; Krissy Moore <kmoore@medinatownship.com>
Subject: FW: Leppo Insurance

Rita,
Please let me know if this will affect the Township's cost of insurance
Thanks,
Nick

From: Doug Eastwood <deastwood@medinatownship.com>

Sent: Wednesday, December 7, 2022 12:40 PM

To: Medina Township <medinatownship@medinatownship.com>; Dennis Miller <dmiller@medinatownship.com>

Cc: Krissy Moore <kmoore@medinatownship.com>

Subject: Re: Leppo Insurance

Nick,

I spoke with Denny and believe \$200,000.00 would be a safe limit for potential rental equipment.

This shouldn't be too expensive from my experience.

Doug

From: Medina Township <medinatownship@medinatownship.com>

Sent: Wednesday, December 7, 2022 12:12 PM

To: Dennis Miller <dmiller@medinatownship.com>

Cc: Doug Eastwood <deastwood@medinatownship.com>; Krissy Moore <kmoore@medinatownship.com>

Subject: Leppo Insurance

Denny,

I spoke with Rita (Bracken Insurance) and she asked for a dollar limit for the types of equipment you would be renting. I asked for the same as for RentEquip and she said there was none.

She said this would need to be a user supplied limit. Any idea how much insurance you want for you rentals?

Nick

medinatownship@medinatownship.com

Medina Township Secretary

330.721.1380

3799 Huffman Rd

Medina, OH 44256

<https://medinatownship.com/>

Wendy French | Ohio/Illinois Pools CSR | Burnham & Flower Insurance Group

315 S. Kalamazoo Mall | Kalamazoo | MI | 49007

T: 888-748-7966 x 3136 | F: 269-276-4095 | wfrench@bfgroup.com | <http://www.bfgroup.com>



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**MEDINA TOWNSHIP
PURCHASE ORDER REQUISITION**

Recsind - 1/24/2023
SPECIAL MEETING

Date of Request 1-23-2023

DEPARTMENT Admin, R+B, Police, Fire

VENDOR INFORMATION

OTARMA
Service Center
315 S. Kalamazoo Mall
Kalamazoo, MI 49007-4806

QUANTITY	UNIT	DESCRIPTION	PRICE PER UNIT	AMOUNT
		1000-110-381-0000		\$ 2,344 ⁵⁷ / ₆₃
		1000-110-382-0000		\$ 8,082 ¹³ / ₆₃
		2031-330-381-0000		\$ 14,713 ¹³ / ₆₃
		2031-330-382-0000		\$ 7,767 ³⁰ / ₆₃
		2081-210-381-0000		\$ 6,342 ¹¹ / ₆₃
		2081-210-382-0000		\$ 13,258
		2191-220-381-0000		\$ 17,709 ⁰⁰ / ₆₃
		2191-220-382-0000		\$ 7,767 ⁶³ / ₆₃
		Anniversary Contribution 2023-2024		\$ 77,985 ⁰⁰

APPROVED BY TRUSTEES

PLEASE NOTE: ALL PURCHASES EXEMPT
FROM STATE AND FEDERAL
EXCISE TAXES.

MEETING DATE: 1-23-2023

Requested by:
Dept. Head Trustee Eastwood
Date 1-23-2023

Approved by:
Trustee [Signature]
Date 1-23-2023

**MEDINA TOWNSHIP
PURCHASE ORDER REQUISITION**

Date of Request 1-19-2023

*Resinded - 1/23/2023
Special mtg*

DEPARTMENT *Admin, R+B, Police, Fire*

VENDOR INFORMATION

OTARMA
515 S. Kalamazoo
Kalamazoo MI 49009

QUANTITY	UNIT	DESCRIPTION	PRICE PER UNIT	AMOUNT
		1000-110-381-0000		2,344. ⁵⁷
		1000-110-382-0000		8082. ⁶³
		2031-330-381-0000		14,713. ¹³
		2031-330-382-0000		7,767. ⁶³
		2081-210-381-0000		6,342. ³⁰
		2081-210-382-0000		13,258. ¹¹
		2191-220-381-0000		17,709. ⁰⁰
		2191-220-382-0000		7,767. ⁶³
				77,985

APPROVED BY TRUSTEES

MEETING DATE: 1/19/2023

PLEASE NOTE: ALL PURCHASES EXEMPT FROM STATE AND FEDERAL EXCISE TAXES.

Requested by:
Dept. Head Trustee Eastwood
Date 1/19/2023

Approved by:
Trustee [Signature]
Date 1-19-2023

