

**MEDINA TOWNSHIP TRUSTEES  
SPECIAL MEETING - 2:45 PM  
OCTOBER 30, 2023**

- I. ROLL CALL**
- II. APPROVAL OF PAYROLL RESOLUTION**
- III. APPROVAL OF ACCOUNTS PAYABLE RESOLUTION**
- IV. EXECUTIVE SESSION:  
  
TO CONSIDER THE APPOINTMENT, EMPLOYMENT OR  
COMPENSATION OF A PUBLIC EMPLOYEE**
- V. MEDICAL INSURANCE PRESENTATION/DISCUSSION**
- VI. OTHER TOWNSHIP BUSINESS**
- VII. ADJOURN**

**Medina Township Trustees Special Meeting  
October 30, 2023 @ 2:47 pm**

Mr. Eastwood: "Welcome to Medina Township Board of Trustees special meeting. It is October 30, 2023. The time: 2:47 pm. Roll call?" Mr. Eastwood: here, Mr. Christopher: here, Mr. Johnson: here.

**Approval of Payroll**

Mr. Eastwood made a motion to approve resolution 10302023-151 to approve payroll dated 10-30-2023 in the amount of \$40,407.53, with total remaining deductions, withholdings, and liabilities of \$8,659.59. Mr. Christopher seconded the motion. The motion carried as follows: Mr. Eastwood: Aye, Mr. Christopher: Aye, Mr. Johnson: Aye.

**Medical Insurance Presentation**

Mark Herman presented the board with paperwork to follow along with his presentation regarding Medical Mutual Insurance. He spoke about cost vs. quality health insurance programs that the Township could use for their employees.

**Approval of Accounts Payable Resolution**

Mr. Eastwood made a motion to approve resolution 10302023-152 to approve the payment of the Medical Mutual COSI bill, invoice numbers 032126918-5 & 032503641-6, less various adjustments that have been made, for a total amount of \$52,324.80. Mr. Christopher seconded the motion. The motion carried as follows: Mr. Eastwood: Aye, Mr. Christopher: Aye, Mr. Johnson: Aye.

**Executive Session**

Mr. Eastwood made a motion to go into Executive Session regarding employee compensation to include the 3 Trustees, Billie Conrad, and Krissy. Mr. Christopher seconded the motion. The motion carried as follows: Mr. Eastwood: Aye, Mr. Christopher: Aye, Mr. Johnson: Aye.

The time: 3:20 pm

Return from Executive Session: 4:06 pm. No decisions were made.

**Trustees Discussion Regarding Office Assistant Position**

Mr. Eastwood made a motion to approve hiring an Office Assistant to help in various areas to assist Krissy. The position is approximately 20 hours per week at \$17.50 per hour, with no health benefits or related benefits. The potential hours would be around 9-5, with flexibility. The start date would be 11-6-2023. Mr. Christopher seconded the motion. The motion carried as follows: Mr. Eastwood: Aye, Mr. Christopher: Aye, Mr. Johnson: Aye.

Medina Township Trustees Special Meeting  
October 30, 2023 @ 2:47 pm

**Adjournment**

Mr. Eastwood motioned to adjourn the meeting. Mr. Johnson seconded the motion. The motion carried as follows: Mr. Eastwood: Aye, Mr. Johnson: Aye, Mr. Christopher: Aye.

The time: 4:11 pm

APPROVED BY MEDINA TWP. TRUSTEES

Date 07-02-2025

Trustee Chm. [Signature]

Trustee [Signature]

Trustee [Signature]

**APPROVAL OF PAYROLL**

**RESOLUTION # 10302023-151**

I will move to adopt Resolution number 10302023- 151 to approve payroll dated 10/30/2023 with the total amount of \$40,407.53 with total remaining deductions, withholdings, liabilities of \$8,659.59 and incorporate this two (2) page document as presented.

APPROVED BY MEDINA TWP. TRUSTEES

Date 10-30-2023

Trustee Chm. [Signature]

Trustee [Signature]

Trustee [Signature]

# CASH REQUIREMENTS

(Prior to Processing)

**THIS REPORT SUMMARIZES YOUR PAYROLL TRANSACTIONS FOR THE CHECK DATE 10/30/23. 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.

<u>TRANS. DATE</u>	<u>BANK NAME</u>	<u>ACCOUNT NUMBER</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>		<u>BANK DRAFT AMOUNTS &amp; OTHER TOTALS</u>
10/31/23	WESTFIELD BANK, FSB	xxxxxxxxxxxxxx175	Direct Deposit	Net Pay Allocations	33,888.36	33,888.36
10/31/23	WESTFIELD BANK, FSB	xxxxxxxxxxxxxx175	Garnishment	Employee Deductions	147.10	147.10
10/31/23	WESTFIELD BANK, FSB	xxxxxxxxxxxxxx175	Taxpay@	Employee Withholdings		
				Social Security	39.06	
				Medicare	676.85	
				Fed Income Tax	3,789.72	
				OH Income Tax	1,054.72	
				OH BRUNS CTY Inc	54.16	
				OH CVRSD SD Inc	41.64	
				<b>Total Withholdings</b>	<b>5,656.15</b>	
				Employer Liabilities		
				Social Security	39.06	
				Medicare	676.86	
				<b>Total Liabilities</b>	<b>715.92</b>	<b>6,372.07</b>
				<b>EFT FOR 10/31/23</b>		<b>40,407.53</b>
<b>TOTAL EFT (Does not reflect administrative charges)</b>						<b>40,407.53</b>

APPROVED BY MEDINA TWP. TRUSTEES

Date 10-30-2023

Trustee Chm [Signature]

Trustee [Signature]

Trustee [Signature]

**REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES** - Paychex does not remit these funds. You must ensure accurate and timely payment of applicable items.

<u>TRANS. DATE</u>	<u>BANK NAME</u>	<u>ACCOUNT NUMBER</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>		<u>TOTAL</u>
10/30/23	Refer to your records for account information		Payroll	Employee Deductions		
				457 plan EE pretax	1,115.00	
				AFLAC EE Post Tax	12.42	
				AFLAC EE Pretax	18.78	
				Opers Police EE cont	3,850.81	
				Opers np EE Cont	1,809.97	
				PXCMP PRETAX Health	1,652.61	
				Union Dues	200.00	
				<b>Total Deductions</b>	<b>8,659.59</b>	
<b>TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES (Does not reflect administrative charges)</b>						<b>8,659.59</b>

# CASH REQUIREMENTS

(Prior to Processing)

THIS REPORT SUMMARIZES YOUR PAYROLL TRANSACTIONS FOR THE CHECK DATE 10/30/23. 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>	
11/03/23	Taxpay@	FED IT PMT Group	5,221.55
11/15/23	Taxpay@	OH Income Tax	2,231.33
11/15/23	Taxpay@	OH BRUNS CTY Inc	108.32
11/15/23	Taxpay@	OH SD PMT Group	83.78

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Resolution # 10302023-152

MEDINA TOWNSHIP, MEDINA COUNTY

10/30/2023 3:03:29 PM

Payment Listing

UAN v2023.1

10/30/2023 to 10/30/2023

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
33118	10/30/2023	10/30/2023	AW	COSE/MEDICAL MUTUAL OF OHIO	\$52,324.80	O
Total Payments:					\$52,324.80	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$52,324.80	

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 10-30-2023

Trustee Chm. *Deey Eastwood*

Trustee *[Signature]*

Trustee *[Signature]*

**I move to approve the payment of the COSE / Medical Mutual of Ohio Invoice Number 032503641-6 dated October 16, 2023, in the amount of \$56,434.48, less the amounts stated in the letter from October 26, 2023 from Medical Mutual of Ohio's Director of Legal Affairs, which states:**



100 American Road  
Cleveland, OH 44144-2322  
MedMutual.com

October 26, 2023

**By Email**

Medina Township Board of Trustees  
3799 Huffman Road  
Medina, OH 44256

Re: Medical Mutual of Ohio Unpaid Invoices  
Group: Medina Township  
Group Number: [REDACTED]

Invoice No: 032126918-5  
Amount: \$27,499.21  
Date: August 28, 2023  
Coverage Period: October 1, 2023 to November 1, 2023

Invoice No. 032503641-6  
Amount: \$28,198.74  
Date: October 16, 2023  
Coverage Period: November 1, 2023 to December 1, 2023

Past Due Notice dated October 12, 2023

Dear Medina Township Board of Trustees

As of today, both the above referenced invoices are unpaid. As stated in the October 12, 2023 Past Due letter to Medina Township, late fees have been charged and if payment is not received, then the policy for all employees will be terminated back to September 30, 2023.

However, Medical Mutual is aware of the ongoing dispute with Angela Ventura. Medical Mutual's position is that the court order of June 21, 2021 in Medina County case number 21DR0264, as well as Ohio Revised Code 3105.71 prohibits the removal of dependents until the court determines that the party is no longer responsible for providing such health insurance coverage to that party's spouse and dependents. Medical Mutual will take no action to remove Ms. Ventura's dependents until we are provided with a court order stating to remove them and the effective date of such removal.

Understanding that the amounts due for the coverage for Matthew Ventura and Jillian Ventura are in dispute between Angela Ventura and Medina Township, in order to avoid the cancellation of



100 American Road  
Cleveland, OH 44144-2322  
MedMutual.com

coverage for all other employees, Medical Mutual will accept payment all of the undisputed amounts for the August 28, 2023 and October 16, 2023 invoices and not terminate the coverage.

My understanding is that Ms. Ventura's rates for an employee and one child would be:

Health	\$885.28
Vision	\$ 10.37
<u>Dental</u>	<u>\$ 70.25</u>
Total:	\$965.90

Based on those amounts and looking at the line items for Ms. Ventura's coverage in the invoices, the disputed amounts on the invoices are as follows:

Invoice No. 032126918-5  
Disputed Amount: \$980.90

Invoice No. 032503641-6  
Disputed Amount: \$980.90

Keep in mind the disputed amounts will continue to accrue and incur late fees until the final determination by a court. We hope the issue will soon be settled amicably.

Sincerely,

*Amy C. Kelly*

Amy C. Kelly  
Director, Legal Affairs- Regulatory

cc: Mark A. Herwick

