

**RECORD OF PROCEEDINGS  
MINUTES OF REGULAR MEETING  
JANUARY 11<sup>TH</sup>, 2007**

The Medina Township Board of Trustees met in Regular Session at the Medina Township Hall on January 11<sup>th</sup>, 2007, to conduct the business of the Township. President Todd called the meeting to order at 7:02 pm with the following Trustees in attendance: Dianna Huffman, Michael D. Todd and Mead Wilkins. Also in attendance were the Fire Chief, Fiscal Officer, Police Chief, Road Foreman, Zoning Inspector and the general public.

**ROLL CALL**

Mr. Todd asked for a roll call of all members present. Trustees present were Mrs. Huffman, Mr. Todd and Mr. Wilkins.

President Todd led the Pledge of Allegiance.

**PUBLIC COMMENT**

Mrs. Huffman motioned to open the floor for public comment. Mr. Wilkins seconded the motion.

There was no public comment.

Mrs. Huffman motioned to close the floor for public comment. Mr. Wilkins seconded the motion.

**Approval of Payroll**

Mr. Todd motioned to approve payroll checks #10796 to #10859 with the following checks being voided: 10803, 10807, 10814, 10819 to 10825 totaling \$32,713.84 with \$4,864.41 being paid towards OPERS, employment pensions and other programs similar in nature. Mr. Wilkins seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.

Mr. Todd motioned to approve payroll checks #10860 to #10870 totaling \$9,477.22. Mr. Wilkins seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.

**OLD BUSINESS**

**Public Records Policy**

Mr. Todd spoke to James Bennett of the County Prosecutors Office regarding a public Records Policy. A letter will be sent to James Bennett requesting a records policy other than the one from the Historical Society.

**Unused Paid Sick Leave at Retirement Policy**

Mr. Wilkins is waiting for an electronic copy of an employee handbook from Trina Devanney of the Prosecutors Office. The policy regarding unused sick leave at retirement will be incorporated into the handbook.

**Star Ohio**

Mrs. George, Fiscal Office, has checked into Star Ohio and found that the rate from STAR is 5.17% and we are getting 5.16% for the 2 CD's that we have at National City Bank. Mrs. George said the investments are competitive and she will continue to look into the investments after she is sure all the fund balances are correct.

**Land Conservancy**

Mr. Wilkins spoke to Chris Bunch and told him the Trustees approved the Prosecutor's Office discussing the possible land transfer with him.

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**Comprehensive Plan**

Mr. Todd is opting out of the Township Hospitalization plan and would like that money to go to the Comprehensive Plan. It would be approximately \$16,680 for the year. The scope of the Comprehensive Plan will be discussed at the January 25 Trustees Meeting.

**REPORTS**

**Zoning Department**

The Zoning Inspector reported that for the month of December 2006, 12 zoning permits were issued as follows:

|                     |   |                           |   |
|---------------------|---|---------------------------|---|
| Residential         | 4 | Comm. Change of Use       | 1 |
| Temporary Structure | 1 | Comm. Accessory Structure | 3 |
| Signs               | 3 |                           |   |

For a total value of permits issued \$1,715,000.00. Total fees collected \$2,266.77. The Zoning Inspector also read the year end report (see attached).

**Fire Department**

The Fire Chief reported that for the month of December 2006, the department responded to 21 calls as follows: 3 alarm drops, 15 fire calls and 3 motor vehicle accidents. The year end for 2006 was 190 calls for service.

**PUBLIC COMMENT**

Mrs. Huffman motioned to open the floor for public comment. Mr. Wilkins seconded the motion.

There was no public comment.

Mrs. Huffman motioned to close the floor for public comment. Mr. Wilkins seconded the motion.

**Executive Session**

Mr. Todd motioned to enter into Executive Session with the Township Trustees, the Fiscal Officer, the Zoning Inspector and the Assistant Zoning Inspector to discuss employee compensation. Mrs. Huffman seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins. The Board entered into Executive Session at 7:24 pm. The Board reconvened at 8:16 pm. No decisions were made during that session.

**Amendment to Organizational Minutes Regarding Compensation for the Zoning Inspectors**

Mr. Todd motioned to amend the Organizational Minutes to state that compensation for the Zoning Inspector and the Assistant Zoning Inspector shall be pursuant to the pay wages of their 2006 pay. Mrs. Huffman seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.

**Police Department**

The Police Chief said that for the month of December 2006, there were 568 calls for service. There were 188 community policing contacts, 235 traffic stops, 39 alarm drops and 7,108 calls year to date. The Department was able to take 10 children from the Township to Shop-With-A-Cop. Chief stated the Department received \$6000 in asset forfeiture money. He also provided Trustees with some levy information.

**Police Information Specialist Pay**

Mr. Todd motioned to amend the Organizational Minutes of January 10, 2007, to include under "Employees", Information Specialist compensation of \$9.00 per hour not to exceed 25 hours per week. Mrs. Huffman seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.

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**PUBLIC COMMENT**

Mr. Todd motioned to open the floor for public comment. Mr. Wilkins seconded the motion.

There was no public comment.

Mr. Todd motioned to close the floor for public comment. Mrs. Huffman seconded the motion.

**Executive Session**

Mr. Todd motioned to enter into Executive Session with the Township Trustees, the Fiscal Officer and the Township Secretary, Celia Goe to discuss employee compensation. Mrs. Huffman seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins. The Board entered into Executive Session at 8:45 pm. The Board reconvened at 9:01 pm. No decisions were made during that meeting.

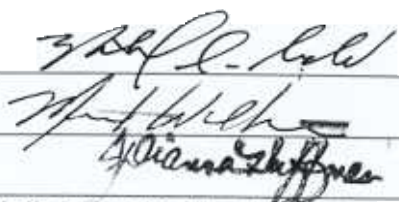
**Amendment of Organizational Minutes Regarding Compensation of Celia Goe, Township Secretary**

Mr. Todd motioned to amend the Organizational Minutes of January 10, 2007, to state that the Township Secretary shall be compensated at a rate of \$12.75 per hour effective January 15, 2007, with (2) 15 minute breaks and a 30 minute lunch. Mrs. Huffman seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.

Mr. Todd motioned to adjourn the meeting at 9:03 pm. Mr. Wilkins seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.

There being no further business to come before the Board the meeting was adjourned at 9:03 pm.

  
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Medina Township Fiscal Officer

  
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Medina Township Board of Trustees