

**RECORD OF PROCEEDINGS  
MINUTES OF REGULAR MEETING  
SEPTEMBER 1<sup>ST</sup>, 2011**

The Medina Township Board of Trustees met in regular session at the Medina Township Hall on September 1<sup>st</sup>, 2011, to conduct the business of the Township. President Todd called the meeting to order at 7:07 pm with the following Trustees in attendance: Michel D. Todd, Sarah (Sally) Gardner and Ray Jarrett. Also in attendance were Fiscal Officer Linda DeHoff, Police Chief David Arbogast, Fire Chief Mark Crumley, Road Foreman Denny Miller, Zoning Inspector Elaine Ridgley and the general public.

**Roll Call**

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

**Pledge of Allegiance**

Mr. Todd led the Pledge of Allegiance.

**Moment of Silence**

Mr. Todd asked for a moment of silence for our military personnel at home and overseas and especially our local National Guard Members who are being deployed September 11, 2011.

**Executive Session**

Mr. Todd motioned to go into Executive Session to discuss labor negotiations with the Medina Township Board of Trustees, the Township Fiscal Officer and Township Counsel for labor negotiations Patrick Murphy and Chief David Arbogast. Mrs. Gardner seconded the motioned. Voting aye thereon: Mr. Todd, Mrs. Gardner and Mr. Jarrett. The Board entered into Executive Session at 7:08 pm. Mr. Todd motioned for the Medina Township Board of Trustees to reconvene from Executive Session to discuss labor negotiations with Medina Township Board of Trustees, Township Fiscal Officer, Township Police Chief David Arbogast and Legal Counsel Patrick Murphy for labor negotiations at 7:38 pm. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Todd, Mr. Jarrett and Mrs. Gardner.

**SITE PLANS**

**Kaiser Permanente – Site – 3443 Medina Road**

Mr. Todd motioned to accept the recommendation of the Zoning Commission and approve the change of use for Kaiser Permanente to be located at 3443 Medina Road, Unit C, as presented. Mrs. Gardner seconded the motion. Voting aye thereon: Mr. Todd, Mrs. Gardner and Mr. Jarrett.

**PSE Credit Union – Tenant Panel – 3839 Pearl Road (Fenn Crossing)**

Mr. Todd motioned to accept the recommendation of the Zoning Commission and approve a tenant panel to be placed on the existing identification sign not to exceed 4.5 square feet for PSE Credit Union as presented. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Todd, Mr. Jarrett and Mrs. Gardner.

**PSE Credit Union - Wall Sign – 3839 Pearl Road**

Mr. Todd motioned to accept the recommendation of the Zoning Commission and approve a wall sign for PSE Credit Union not to exceed 38 square feet as presented, to approve a directional sign for the ATM to be located 10 feet from the road right-of-way on Pearl Road for PSE Credit Union located at 3839 Pearl Road, Fenn Crossings not to exceed 4 square feet as presented and to approve the second directional sign for PSE Credit Union located at 3839 Pearl Road, Fenn Crossings not to exceed 2.2 square feet as presented. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Todd, Mr. Jarrett and Mrs. Gardner.

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**OTHER BUSINESS**

**Approval of Accounts Payable**

Mr. Todd motioned to approve warrant #22245 to warrant #22272 in the amount of \$112,091.57. Mrs. Gardner seconded the motion. Voting aye thereon: Mr. Todd, Mrs. Gardner and Mr. Jarrett. Mr. Todd said the reason the amount is so high is due to the dispatch payment and the LST payment.

**Approval of Payroll**

Mr. Todd motioned to approve payroll check #15336 in the total amount of \$920.91. Mrs. Gardner seconded the motion. Voting aye thereon: Mr. Todd, Mrs. Gardner and Mr. Jarrett.

**Approval of Payroll**

Mr. Todd motioned to approve payroll check #15283 thru #15335 in the total amount of \$45,304.95 with \$4,828.27 going to employee deductions; OPERS, Deferred Compensation. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Todd, Mr. Jarrett and Mr. Jarrett.

**Approval of Minutes**

Mr. Todd motioned to approve the minutes from the Regular Meeting August 4 and the Special Meeting August 23. Mrs. Gardner seconded the motion. Voting aye thereon: Mr. Todd, Mrs. Gardner and Mr. Jarrett.

Mrs. Gardner motioned to approve the minutes from the July 21, 2011, and the August 19, 2011, regular meetings. Mr. Jarrett seconded the motion. Roll call vote: Mrs. Gardner aye, Mr. Jarrett aye and Mr. Todd abstain.

**DEPARTMENT PURCHASE ORDERS AND TRAINING REQUESTS**

**Pride and Ownership Seminar**

The Pride and Ownership Seminar is about reigniting the love of the job of being a Firefighter at every level from the Chief on down.

Mrs. Gardner motioned for an appropriation of \$300.00 for the Pride and Ownership Seminar at the Auburn Career Center, October 13, for Officer and Team Building for Lee Hlas, Scott Vargo, Chris Shuster, Kelly Davis, Steve Schmitt and Jonathon DeVault. Mr. Jarrett seconded the motion. Voting aye thereon: Mrs. Gardner, Mr. Jarrett and Mr. Todd.

**CPC Fair Housing and Zoning Law Workshop**

Mrs. Gardner said the CPC is holding a Fair Housing and Zoning Law workshop September 21. She wants to extend an opportunity for the ZC and ZBA Board Members who did not attend last year to go this year.

Mrs. Gardner motioned for the appropriation for 5 people to attend the Planning Commissions September 21, Fair Housing and Zoning Law at a cost of , right but then we pay them so it's like \$50.00 per person so \$250.00. Mr. Todd seconded the motion. Voting aye thereon: Mrs. Gardner, Mr. Todd and Mr. Jarrett.

**Efficient Government Network Regional Collaboration Conference**

Mrs. Gardner motioned for appropriation to attend a meeting in the amount of \$280.00 for the Efficient Government Network Regional Collaboration Conference on October 13 at Akron University for employees to be determined at a later date. Mr. Jarrett seconded the motion. Voting aye thereon: Mrs. Gardner, Mr. Jarrett and Mr. Todd.

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**DEPARTMENT PURCHASE ORDERS AND TRAINING REQUESTS CON'T**

**Concrete Work at Fire Station #2**

Mrs. Gardner said there is crumbling concrete in the driveway at Fire Station # 2 that needs to be repaired for safety reasons. Mr. Todd said these are separate projects and will be under the \$25,000.00 threshold so it is not necessary to go out for bid.

Mrs. Gardner motioned for a purchase order for the Marrone Construction, Inc., Friendsville Road in Seville, for concrete replacement to the driveway at Station #2 for the Fire Department in the amount of \$10,920.00. Mr. Jarrett seconded the motion. Voting aye thereon: Mrs. Gardner, Mr. Jarrett and Mr. Todd.

**Managing Property & Evidence Room**

Mr. Jarrett motioned for the appropriation of \$510.00 for Todd Zieja to attend the Columbus Police Training Academy and this conference is regarding managing the property and evidence room from October 17 to October 18, 2011. And basically this is training to properly manage the evidence room that we have. Mrs. Gardner seconded the motion. Voting aye thereon: Mr. Jarrett, Mrs. Gardner and Mr. Todd.

**Conference for Administrative Assistants for Laurie Shoemaker**

Mr. Jarrett motioned for an appropriation for \$163.00 for Laurie Shoemaker to attend the Conference for Administrative Assistants for high impact business writing, practical problem solving, multi-tasking, organization, stress busters – dealing with difficult people and the amount is \$163.00. Mrs. Gardner seconded the motion. Voting aye thereon: Mr. Jarrett, Mrs. Gardner and Mr. Todd.

**Buckingham, Doolittle & Burroughs, LLP – BZA Representation**

Mr. Jarrett motioned for a purchase order requisition; the vendor is Buckingham, Doolittle and Burroughs for professional services for the Zoning Board of Appeals on July 20, 2011, and representation for August 17, 2011, for \$4,260.00. Mrs. Gardner seconded the motion. Roll call vote: Mr. Jarrett aye, Mrs. Gardner aye and Mr. Todd abstain.

**Well Concrete - Concrete Repairs for Various Roads**

Mr. Todd listed the roads that needed concrete work done as follows: A catch basin on Ledgewood Drive, a certain portion of the road on Ledgewood, Monterey, Pinehurst and Sequoia. In the Reserve Subdivision: Century Oak Circle, Autumn Tree and Hardwood Hollow. In the Forestview Subdivision: Silver Maple and also Burgundy Bay.

Mr. Todd motioned for an appropriation for \$17,000.00 for concrete for road projects that I have just previously listed and named for Wells Enterprises, Inc. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Todd, Mr. Jarrett and Mrs. Gardner.

Mrs. Gardner asked why 2 different companies were being used and Mr. Todd said it is because they are different processes; one is actually concrete work in general and the other is for a remediation project. Mr. Miller said he also chose the lowest bidders for each job.

**Seal Cracks on Various Roads – PS Construction**

Mr. Todd motioned to appropriate \$16,500.00 for various crack seals for Village Gate, Burgundy Bay, Morning Song and Pine Hill paid to PS Construction Fabric. Mrs. Gardner seconded the motion. Voting aye thereon: Mr. Todd, Mrs. Gardner and Mr. Jarrett.

Mr. Miller said he is planning on shutting Village Gate Road down and was given the approval to do so.

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**DEPARTMENT PURCHASE ORDERS AND TRAINING REQUESTS CON'T**

**Chad Riffle IT Person – Computer Upgrade**

Mrs. Gardner said a computer upgrade is needed for the Administration and Zoning computers. Mr. Riffle said they are 2005 computers and are very slow. A backup program is also needed; there is nothing in place at this time. He explained the different backup options. He also discussed a stand alone work station and having the backup as your online storage.

Mrs. Gardner motioned for a purchase order requisition for a blanket for computer upgrades in the amount of \$1200.00 for admin and zoning computers. Mr. Todd seconded the motion. Voting aye thereon: Mrs. Gardner, Mr. Todd and Mr. Jarrett.

**OLD BUSINESS**

**LST Contract**

Mr. Thorne said they have not heard back from the City and LST has not set a date.

**Comprehensive Plan**

This was tabled.

**Township Newsletter**

Mr. Todd said to remove the newsletter from the agenda because the cost of the newsletter will be discussed at the budget meeting.

**Weymouth Days**

Mrs. Gardner said she was unable to find out who is in charge of Weymouth Day. She will attend Weymouth Day and see if she can find out who is in charge. She spoke with Chris Jakab of the County and asked if anyone has contacted him about using the parking lot at the old YMCA. She will call him and ask if the Township can use it.

**NEW BUSINESS**

**Purchase of New Fire Truck**

The Trustees reviewed the proposal and contract for the new fire truck. Chief Crumley explained some of the logistics of the proposal. This vehicle will replace engine 201-1 which will remain a reserve engine. Mr. Todd corrected the address on the contract to 3799 Huffman Road. The only thing Mr. Jarrett found was in Exhibit C the conflict between the acceptance of their proposal within 30 days and it is well past that point. Mr. Todd said they incorporated Exhibit C by reference and they signed the contract 8/29/2011.

**Final Resolution for Depository Contracts**

**Resolution No. 09012011-023**

Mr. Todd motioned to put forth a resolution that states:

**WHEREAS**, a contract has been entered into with the following banks: PNC Bank, J. P. Morgan Chase Bank, NA, U.S. Bank and First Merit Bank NA Old Phoenix for the deposit of the active and interim moneys of Medina Township; and said banks have given a bond or have hypothecated the following securities, by proper legal transfer, as collateral, to secure the deposit of said moneys, to wit; Pooled securities – eligible securities or other obligations of the kind permitted to be deposited under the provisions of the Uniform Depository Act.

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**Final Resolution for Depository Contracts Con't**

THEREFORE, BE IT RESOLVED, that said contracts and bonds, and said hypothecation of said securities be, and are, approved and accepted, and that 8 million dollars (\$8,000,000.00) of the active/interim moneys of this Board may be deposited in said Banks, the sum at no time to exceed the amount of said bond, plus insured deposits. Payments to be made from said deposits as provided by law.

Mr. Jarrett seconded the resolution and the roll being called upon its adoption the vote resulted as follows: Mr. Todd aye, Mr. Jarrett aye and Mrs. Gardner aye.

**Resolution Supporting the Medina County Natural Hazard Mitigation Plan**

Mrs. Gardner said she sent Mr. Todd and Mr. Jarrett flash drives of the Medina County Natural Hazard Mitigation Plan to review. She was told that they can give them any corrections or additions and all the information is at the State. FEMA has to approve it so the Trustees have a little more time to review it.

**Intersection of Hunting Run and Lake Forest Trail in the Reserve**

Mr. Todd said a call was received from a resident requesting a four way stop at the intersection of Hunting Run and Lake Forest Trail. Trustees asked Mr. Miller to do a study of the intersection to see if it is appropriate to put up additional stop signs.

**Fracking**

Mr. Todd received a call regarding concerns with fracking. They asked how the Board feels about fracking and all Trustees are concerned with this issue. Mrs. Gardner said road wear and tear is one off the big issues as well as surface water quality. Mr. Todd said it is a short term solution that causes long term problems. Your water table can be contaminated and it cannot be fixed. Mr. Todd is preparing a resolution. The County is having meetings on Fracking on September 6 and September 29 at 7 pm at the County Administration Building in the Auditorium.

**ADDITIONAL DEPARTMENT HEAD COMMENTS**

**Grande Blvd. Traffic Light**

Mr. Miller said he is still waiting for the paperwork from Zaremba taking responsibility for the traffic signal.

**Remsen Road to Route 3**

Mr. Miller asked the Trustees to drive Remsen Road to Route 3 to view the deterioration of the concrete. Also, the concrete is crumbling in front of the Police and Fire Station on Huffman Road. Mr. Miller would like to get that repaired before winter

**Service Stars**

Chief Crumley said the Medina National Guard is unable to present the families of service men and women being activated with a service star to hang in their windows, due to funding. They are asking people to donate or purchase a Service Star for \$10.75. They can be purchased at the Medina Performing Arts Center, ask for Vicki.

**Phone Issues – Chad Riffle**

Mrs. Gardner said Mr. Riffle will give her the information on how he is to be reached if there are issues with the new phone system.

**Citizens Police Academy**

Chief Arbogast said, along with Medina City Police Department, there will be a joint Citizens Police Academy that will start September 16, at 6:00 pm for approximately 8 weeks. Applications can be picked up at either Police Department or the Township Office. The deadline for submitting applications is September 8, 2011.

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**ADDITIONAL DEPARTMENT HEAD COMMENTS CON'T**

**Permanent Prescription Drug Drop Off**

Chief Arbogast said there now is a permanent prescription drug drop-off drop box behind the old salt shed/garage. The box will be emptied every day.

**Deployment of National Guard Unit and 9-11 Ceremony**

Chief Arbogast said on 9-11 the Police Chiefs Association will be doing a 9-11 ceremony in the City of Wadsworth. Also, at 3:00 pm, there will be a ceremony at the National Guard Armory on Lafayette Road for the deployment of the Medina unit who will be leaving for Afghanistan.

**Police Entry Level Hiring Test**

Chief Arbogast requested charging a fee of \$25.00 for the entry level test to help offset the cost of giving the test. If someone schedules to take the test and then doesn't show up the Township is still required to pay for that test.

Mr. Todd motioned to charge \$25.00 for anybody interested in taking the new Police Officer entrance examination for Medina Township on November 2, 2011. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Todd, Mr. Jarrett and Mrs. Gardner.

Chief Arbogast said he would like authorization to advertise for Police candidates in the local papers and the Trustees agreed.

**PUBLIC COMMENT**

Mr. Todd motioned to open the floor for public comment. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Todd, Mr. Jarrett and Mrs. Gardner.

Matthew Galla (3503 Hamilton Road) said there are weeds over the top of the fire hydrant on Huffman Road.

Marcy Kessler (5026 Baker Road) said Montville Township received a grant to purchase baseball bleachers and York Township received a grant put in park amenities. She asked if Medina Township has any plans for bleachers or a pavilion for Blakslee Park. Mr. Todd said that would be done in the future and stated that it is hard to get grants when you are financially sound. Medina Township is conservative in their spending and does not have debt. Mrs. Gardner said they were able to get a grant to put walking paths in.

James Apana (3993 Dogleg Trail) commended the service department on the Nettleton Road Project. He said it was well done and looks good. Also, there are tall weeds at the intersection of Bagdad and Granger Roads where the blind hill is. Mr. Miller said the County trims that intersection

Mr. Todd informed the Fire Chief Crumley about Mr. Galla's complaint about tall weeds around the fire hydrants. Chief Crumley said it is not the Fire Departments responsibility to cut the weeds around fire hydrants. Mr. Todd asked that the Fire Department and Road Department work together and make a plan to cut the weeds around the hydrants.

James Apana asked about the weeds at the intersection of Bagdad and Pierce Road and was told the Zoning Office contacted the owner and the owner said he would take care of it.

Mr. Todd motioned to close the floor for public comment. Mrs. Gardner seconded the motion. Voting aye thereon: Mr. Todd, Mrs. Gardner and Mr. Jarrett.

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**OTHER BUSINESS**

**U.S. Municipal Rating Revisions**

Mr. Todd thanked Robin Gray for giving them the information from US Municipal Rating Revisions but he said the Trustees maintain the philosophy to not have drains on the general fund and to manage and spend the money that you get. If you don't have it you don't spend it and you don't find ways to continue operations that just are not economically viable. He said Trustees well before his time have made it their priority not to spend debt. Mr. Jarrett said it like spending your children's inheritance. Mrs. Gray said the Trustees have done a really good job of keeping the township out of financial trouble in this economy.

**Purchase of New Fire Truck**

Mrs. Gardner motioned for purchase order requisition to Pierce Manufacturing in Appleton, Wisconsin for 1 Pierce Impel Custom Triple Combination Fire Engine complete as per the specifications for the amount of \$431,323,00. Mr. Todd seconded the motion. Mr. Jarrett asked about the optional discount of \$17,000.00 and was told that by prepaying the optional discount upon receipt of the performance bond it will then be deducted from the proposed price. Voting aye thereon: Mr. Todd, Mr. Jarrett and Mrs. Gardner.

**Resolution No. 09012011-024**

Mr. Todd motioned to enter into an agreement with Pierce Construction and incorporate the document by reference that had been provided to the Board for the fire truck and put it in the record and sign off on it. Mrs. Gardner seconded the motion. Voting aye thereon: Mr. Todd, Mrs. Gardner and Mr. Jarrett.

**Certificate of the County Budget Commission Letter**

Mr. Todd said he spoke with Mrs. DeHoff regarding three items that need to be changed on the Certificate. Mrs. DeHoff said she called the Auditors Office and she will have the changes made. Mr. Jarrett said to keep in mind that the Local Government Fund is decreasing. Mr. Todd explained that the number that the township received is consistent to what was put in the budget by the Fiscal Officer.

**Executive Session – Land Acquisition**

Mr. Todd motioned to go into Executive Session with the Medina Township Board of Trustees to discuss potential land acquisition for Medina Township. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Todd, Mr. Jarrett and Mrs. Gardner. The Board entered into Executive Session at 9:17 pm to discuss potential land acquisition for Medina Township with the Board of Trustees being present.

Mr. Todd motioned to reconvene from Executive Session where the Board of Trustees discussed potential land acquisition. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Todd, Mr. Jarrett and Mrs. Gardner. Medina Township Board of Trustees reconvenes from executive Session at 9:32 pm where the Board of Trustees discussed potential land acquisition. We are now back in regular session and no decisions were made during the Executive Session.

**Michael K. Baach Agreed Judgment Entry**

**Resolution No. 09012011-024**

Mr. Todd motioned for the Township to enter into an Agreed Judgment Entry or at least permit the Township to enter into an Agreed Judgment Entry in Case No. 10 CIV 2033 that captions Michael Baach vs Medina Township, et al, and incorporate the agreed judgment entry that we have agreed to, by reference. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Todd, Mr. Jarrett and Mrs. Gardner.

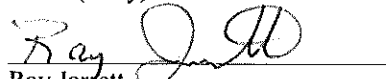
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Mr. Todd motioned to adjourn the meeting at 9:33 p.m. Mrs. Gardner seconded the motion.  
Voting aye thereon: Mr. Todd, Mrs. Gardner and Mr. Jarrett.

  
Linda DeHoff, Fiscal Officer

  
Michael D. Todd, Chairman

  
Sarah (Sally) Gardner

  
Ray Jarrett



# **MEDINA TOWNSHIP FIRE DEPARTMENT**

3803 Huffman Rd  
Medina, OH 44256  
(330) 723-6900  
(330) 722-8129 Fax



## **Purchase Request**

**Date: August 29, 2011**

**To: Chief Crumley, Fire Commissioner Gardner, and the Board of Trustees**  
**From: New Apparatus Committee, Engine 201-3**

### **Background:**

The fire department capital improvement budget was established in 2008. Individual purchasing categories for fire/rescue apparatus, communications equipment, and self contained breathing apparatus were developed. The first major apparatus purchase, designated as Engine 201-3, has been scheduled to occur this year, with expected delivery in the spring of 2012. Monies for this purchase have been appropriated in a capital fund. It is the intent to purchase the new vehicle using the Ohio State Term Schedule (STS), as published.

The committee has been working regularly for twenty months to develop the most cost-effective engine to best serve the long-term needs of the residents, business community and visitors that we serve, and to best serve the operational effectiveness of the fire department and personnel. Specifications for the engine are based on safety, technology, service and finish-quality to meet current National Fire Protection Association standards.

This engine will be placed in first-line service, and the 18 year old engine, 201-1, will be placed as a fully equipped reserve engine.

### **Item to purchase:**

One (1) Pierce Impel custom triple-combination fire engine, 1500 gpm pump, 750 gallon water tank, 30 gallon foam tank and Class A foam system, and multiple ground ladders, meeting the specifications and options determined by past performance and current specifications and NFPA Standard 1901.

### **Cost to purchase:**

**\$448,855**

The committee recommends prepaying the optional discount, \$17,532, upon receipt of performance bond, to be deducted from the proposed price.

The net price will be:

**\$431,323**

### **Vendor:**

Pierce Manufacturing, Inc.  
Director of Order Management  
2600 American Drive  
Appleton, WI 54912  
Fax: 920-832-3080

### **Ohio Sales Representative:**

Finley Fire Equipment  
Andy VanElzen, District Manager  
5255 North State Route 60 NW  
Connellsville, OH 43756  
Fax: 740-962-5422