

**RECORD OF PROCEEDINGS
MINUTES OF REGULAR MEETING
DECEMBER 8TH, 2011**

The Medina Township Board of Trustees met in regular session at the Medina Township Hall on December 8th, 2011, to conduct the business of the Township. President Todd called the meeting to order at 7:03 pm with the following Trustees in attendance: Michel D. Todd, Sarah (Sally) Gardner and Ray Jarrett. Also in attendance was Linda DeHoff, Fiscal Officer, David Arbogast, Police Chief, Mark Crumley Fire Chief, Denny Miller, Road Foreman, Elaine Ridgley, Zoning Inspector 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. He also stated that December 7 was the 70th anniversary of Pearl Harbor.

SITE PLANS

Basch Jewelers – Wall Sign – 3875 Pearl Road

Mr. Todd motioned to accept the recommendation of the Zoning Commission and approve a wall sign for Basch Jewelers to be located at 3875 Pearl Road not to exceed 27.5 square feet as presented. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Todd, Mr. Jarrett and Mrs. Gardner.

Basch Jewelers – Ground Sign – 3875 Pearl Road

Mr. Todd motioned to accept the recommendation of the Zoning Commission and approve a ground sign for Basch Jewelers located at 3875 Pearl Road not to exceed 32 square feet as presented. Mrs. Gardner seconded the motion. Voting aye thereon: Mr. Todd, Mrs. Gardner and Mr. Jarrett.

Medina Auto Mall – Wall Sign – 3205 Medina Road

Mr. Todd motioned to accept the recommendation of the Zoning Commission and deny the proposed “Cadillac” wall signage for Medina Auto Mall located at 3205 Medina Road as it does not conform to signage requirements per Section 605 I.1 of the Medina Township Zoning Resolution, which permits only one wall sign per business. Mrs. Gardner seconded the motion. Voting aye thereon: Mr. Todd, Mrs. Gardner and Mr. Jarrett.

Medina Creative Housing – Site – 4080 Medina Creative Living Way

Mr. Todd motioned to accept the recommendation of the Zoning Commission and approve the site plan for Medina Creative Housing consisting of 6,696 square feet at 4080 Medina Creative Living Way for the commercial parcel as submitted. Roll call vote: Mr. Jarrett aye, Mrs. Gardner aye and Mr. Todd abstain because he sits on the Board.

OTHER BUSINESS

Erica Graffein, Medina County Auditor’s Office

Erica Graffein said the data collectors are all throughout the County. The winner of the Top Dog contest can be seen on the Auditor’s Website. She also commented on the AESOP program and answered Mr. Jarrett’s questions regarding the amount of foreclosures in the County and if the homeowners were getting any help from the banks.

TM12/8/11

OTHER BUSINESS CON'T

Approval of Accounts Payable

Mr. Todd motioned to approve warrant #22499 to #22535 totaling \$39,542.38. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Todd, Mr. Jarrett and Mrs. Gardner.

Mr. Todd motioned to approve warrant #22536 to #22589, the total amount of \$47,962.98. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Todd, Mr. Jarrett and Mrs. Gardner.

Approval of Payroll

Mr. Todd motioned to approve payroll checks #15506 thru #15527 total amount of \$21,488.10 with \$3,826.31 going to OPERS, Deferred Comp, garnishment and post tax health. Mrs. Gardner seconded the motion. Voting aye thereon: Mr. Todd, Mrs. Gardner and Mr. Jarrett.

Mr. Todd motioned to approve payroll checks #15528 to #15576 total amount of \$50,560.87 with \$4,703.04 going to union dues, OPERS, post tax health, garnishment. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Todd, Mr. Jarrett and Mrs. Gardner.

Approval of Minutes

Mr. Todd motioned to approve the minutes for the regular meetings scheduled September 29th, 2011, and October 13th, 2011. Mrs. Gardner seconded the motion. Voting aye thereon: Mr. Todd, Mrs. Gardner and Mr. Jarrett.

Mrs. Gardner motioned to approve the minutes for the October 27th regular meeting and the November 10th regular meeting. Mr. Jarrett seconded the motion. Roll call vote: Mrs. Gardner aye, Mr. Jarrett aye and Mr. Todd abstain.

Mr. Todd motioned to approve the minutes for the November 17th special meeting. Mrs. Gardner seconded the motion. Roll call vote: Mr. Todd aye, Mrs. Gardner aye and Mr. Jarrett abstain.

DEPARTMENT PURCHASE ORDERS AND TRAINING REQUESTS

Ohio Township Association Conference – Columbus

Mr. Jarrett motioned to approve \$350.00 for Alliss Strogina to attend the Ohio Township Association Conference in Columbus, February 8, 9 and 10, 2012, for continued education. Just a side note that Lafayette Township is providing the other half, so the total conference expenditure is \$700.00 total but Medina Township is requesting \$350.00 for Alliss Strogina. Mr. Todd seconded the motion. Roll call vote: Mr. Jarrett aye, Mr. Todd aye and Mrs. Gardner abstain.

DEPARTMENT REPORTS

Fire Department

Chief Crumley reported that for the month of October the department responded to 21 calls for service and performed 24 inspections. In the month of November the department responded to 18 calls for service and performed 23 inspections. (See attached)

Firefighter Letters of Resignation – Adam Dodson, Robert Dryer and Elaine (Kruger) Schofield

Mrs. Gardner read letters of resignation from Firefighters Adam Dodson, Robert Dryer and Elaine (Kruger) Schofield.

Mrs. Gardner motioned to accept the letters of resignation. Mr. Todd seconded the motion. Voting aye thereon: Mrs. Gardner, Mr. Todd and Mr. Jarrett.

TM12/8/11

DEPARTMENT REPORTS CON'T

Zoning Department

Elaine Ridgley, Zoning Inspector, reported that for the month of November 2011, 14 permits were issued as follows:

Comm. Change of Use	1	Residential Additions	1
Deck	1	Signs	10
Pool	1		

Total value of permits issued of \$782,500.00 with total fees collected of \$3,611.70. There was \$1,750.00 returned in security deposit fees. (See attached)

Police Department

Chief Arbogast reported that for the month of November 2011, the department responded to 729 calls for service (see attached). The Chief said they will be taking 23 children to Shop with a Cop December 10.

Service Department

Denny Miller, Road Foreman, reported that for the month of November 2011, the department poured cemetery footers; bermed roads from wash outs; moved speed study trailer around Township; cleaned gutters at township buildings; ditching along various roads and installed plow markers along various roads for plowing.

Mr. Todd motioned to approve the November departmental reports. Mrs. Gardner seconded the motion. Voting aye thereon: Mr. Todd, Mrs. Gardner and Mr. Jarrett.

Mr. Todd motioned to approve the October Fire Department departmental report. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Todd, Mr. Jarrett and Mrs. Gardner.

OLD BUSINESS

LST Contract

Mr. Todd said there has been no word regarding the LST Contract. Mrs. Gardner said at the LST meeting they discussed the staffing of the new Montville Township facility. A unit will be stationed at the new facility and if it both units that are stationed near the city are out, then that unit will be moved closer to the City. They also discussed more training for first responders in law enforcement

Comprehensive Plan

The Trustees will discuss this at the December 22 Trustees Meeting.

Hazard Mitigation Plan

Mrs. Gardner said the Hazard Mitigation Plan is with the State and Christine Fozio, Director of Emergency Management, will notify us when all the approvals are received.

Traffic Light Maintenance – Grande Boulevard

Mr. Todd motioned to approve the agreement with Zarembo Grande, LLC, and incorporate the document dated November 18, 2011, by reference and signed by Gary Biales. Mrs. Gardner seconded the motion. Voting aye thereon: Mr. Todd, Mrs. Gardner and Mr. Jarrett.

Lawn Maintenance-Lamphears

Mr. Todd said Denny Miller, Road Foreman, said Lamphears did an excellent job with the lawn maintenance for the Township. Trustees will continue to use Lamphears and have asked that a new contract to be presented to them. Mr. Miller will handle this.

TM12/8/11

Medina Brownfield Coalition Report

Mrs. Gardner read a report regarding the Medina Brownfield Coalition \$1M Grant Meeting (see attached).

Policy on Gifts and Gratuities

The Trustees discussed the policy on gifts and gratuities. It has been decided that gifts of cookies, candy or food items under \$20.00 can be accepted and shared with fellow employees at the Township but money items, gift cards or items that cost over that amount cannot be accepted. Elaine Ridgley, Zoning Inspector, asked if she could keep a candle if it was given to her and was told yes, but she would have to keep it in her office. Items that are given are not to be taken home. This policy is in the employee handbook.

NEW BUSINESS

Emergency Notification System for Reverse 911 Resolution

Mr. Todd reviewed the resolution for the Emergency Notification System Reverse 911 and said there is a cancellation clause. Also, the township share is \$1,514.84.

Resolution No. 12082011-030

Mr. Todd motioned to put forth a resolution to authorize for the funding of a Countywide Emergency Notification System for Medina Township (see attached). Mr. Jarrett seconded the motion.

Mr. Jarrett asked if the contract could be terminated at any time. Mr. Todd said you have to give them 90 days notice if you cancel it unilaterally. Roll call vote: Mr. Todd aye, Mr. Jarrett aye and Mrs. Gardner abstain.

Sale of Materials to Township-Medina County Engineer

Resolution No. 12082011-031

Mr. Todd motioned to put forth a resolution to enter into an agreement with the Medina County Engineer's Office to allow them to procure materials on the behalf of Medina Township and, to sell materials to the Township that they procure, and incorporate the agreement between the parties and adopt it by reference. Mrs. Gardner seconded the motion. Voting aye thereon: Mr. Todd, Mrs. Gardner and Mr. Jarrett.

ODNR Permit Notification Resolution

Resolution No. 12082011-029

Mr. Todd motioned to put forth a resolution, No. 12082011-029, requesting that the ODNR notify the Medina Township Board of Trustees when drilling permits are granted for locations within Medina Township. This request includes regular and expedited drilling permits. The contact person for the notification shall be the Fiscal Officer of Medina Township. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Todd, Mr. Jarrett and Mrs. Gardner.

Approval of OTA Dues for 2012

Mr. Todd motioned for a purchase order requisition for \$200.00 for the Medina County Township Association for the 2012 Township Association dues. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Todd, Mr. Jarrett and Mrs. Gardner.

Bank Reconciliation's for February, March & April, 2011

Mr. Todd motioned to approve the bank reconciliation for February 2011, and incorporate the document dated November 26, 2011, at 12:47 pm. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Todd, Mr. Jarrett and Mrs. Gardner.

Mr. Todd motioned to approve the bank reconciliation for March 2011, and incorporate the document dated November 27, 2011, at 12:18 pm. Mrs. Gardner seconded the motion. Voting aye thereon: Mr. Todd, Mrs. Gardner and Mr. Jarrett.

TM12/8/11

NEW BUSINESS CON'T

Bank Reconciliations for February, March and April, 2011, Con't

Mr. Todd motioned to approve the bank reconciliation for April 2011, and incorporate the document dated November 27, 2011, at 2:42 pm. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Todd, Mr. Jarrett and Mrs. Gardner.

AT&T Quit Claim Deed

Mr. Todd tabled the AT&T Quit Claim Deed until a notary was available.

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.

John Detchon (4636 Paradise Road Montville Township) announced his candidacy for the position of Medina County Sheriff.

Robin Gray (4074 Remsen Road) asked everyone to participate in the County Commissioners Meetings regarding the hydro-fracking. She said it is important because it is going to change the landscape of our state and community. January 18, 2012 at 7:45 a.m., the Commissioners are going to have the Shale Initiative Meeting.

Matt Galla (3503 Hamilton Road) received a letter encouraging residents to connect to the County water system.

James Apana (3993 Dogleg) thanked Sally Gardner for her service as a Township Trustee.

Matt Galla (3503 Hamilton Road) asked if anyone knew about the possibility of a jet port being built in Valley City and commented on fracking.

Mike Stopa, Vice-President of the Firefighters Association, said Santa will be in the Subdivisions in the Township December 11.

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.

Executive Session

Mr. Todd motioned to enter into Executive Session to discuss labor negotiations for the Police Department with Medina Township Board of Trustees, Township Fiscal Officer Linda DeHoff and Township Police Chief David Arbogast. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Todd, Mr. Jarrett and Mrs. Gardner. The Board entered into Executive Session at 8:40 pm.

Mr. Todd motioned to reconvene from Executive Session where the Board of Trustees was present with Township Fiscal Officer, Linda DeHoff and Township Police Chief, David Arbogast, discussing labor negotiations. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Todd, Mr. Jarrett and Mrs. Gardner. The Board reconvened at 9:23 pm. No decisions were made during that meeting.

Addendum to Sergeants Contract

Mr. Todd motioned to approve the addendum to the Sergeants Contract. Effective on July 1, 2011, the base rate will consist of ½% wage increase plus 2 ½% for wage equalization.

Effective on July 1, 2012, the base wage will consist of an increase of 1 ½% in wage plus additional 2 ½% for wage equalization.

The rates listed below reflect the total base wages including wage increases and wage equalization. Retroactive money due from July 1, 2011, will be paid within forty-five (45) days of the signing of this agreement by all parties.

Mr. Jarrett seconded the motion. Roll call vote: Mr. Todd aye, Mr. Jarrett aye and Mrs. Gardner abstain.

Addendum to Patrolmen's Contract

Mr. Todd motioned to approve the addendum to the Patrolmen's Contract. Effective July 1, 2011, a fourth step will be added. That rate will consist of the third year rate in effect on June 30, 2011, plus a 1% wage increase. In addition to the new step, it will include a 5% wage equalization. Officers accumulated four (4) years or more of service as of June 30, 2011, shall be placed at the top rate of \$20.02 effective July 1, 2011.

Effective July 1, 2012, step four only will consist of an increase of 3% in wages plus an additional 5% for wage equalization.

The rates listed below reflect the total base wages including wage increases and wage equalization. Retroactive money due from July 1, 2011, will be paid within forty-five (45) days of the signing of this agreement by all parties.

Mr. Jarrett seconded the motion. Roll call vote: Mr. Todd aye, Mr. Jarrett aye and Mrs. Gardner abstain.

Officer Jesse Bynum-Full-time Status

Mr. Jarrett motioned to put our part-time Officer on full-time status effective January 1, 2012. His name is Jesse Bynum. Mr. Todd seconded the motion. Roll call vote: Mr. Jarrett aye, Mr. Todd aye and Mrs. Gardner abstain.

Interviewing of Police Officer Candidates

Mr. Todd said the Board has decided to have the Board of Trustees interview the final Police applicants. He asked Chief Arbogast to present his findings to the Board so they can set a date for interviews.

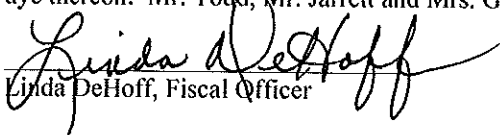
Whitaker Myers Insurance Proposal

Chief Crumley asked if he could get a copy of the OTARMA contract to compare with the Whitaker Myers proposal he received to review.

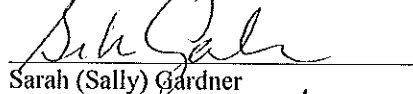
Laurie Shoemaker-Administrative Offices

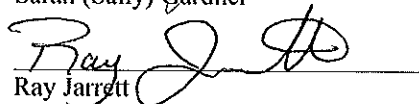
Mr. Todd said he would like to discuss moving Laurie Shoemaker up to the Administration Office.

Mr. Todd motioned to adjourn the meeting at 9:36 p.m. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Todd, Mr. Jarrett and Mrs. Gardner.


Linda DeHoff, Fiscal Officer


Michael D. Todd, Chairman


Sarah (Sally) Gardner


Ray Jarrett

Medina Township Fire Department October 2011 Activity Report

Type of Alarms		Count	Percentage		
A	Alarm Drop	5	13.89%		
	3 - WRMC 4931 Nettleton - all from burnt toast				
	1- Heartland Community Church - alarm malfunction				
E	Assist EMS (LST)	18	50.00%		
	8- Sudden Illness				
	4- Falls				
	2- General weakness & vomiting				
	1- unresponsive female				
	1- male employee at Home Depot in convulsions				
	1- Lift assist				
	1- 27 yof complaining of dislocated shoulder				
F	Fire Call	7	19.44%		
	1- power line down at 3355 Remsen Rd				
	1- Vehicle fire on I-71 southbound				
	1- structure fire mutual aid to Medina City				
	1- investigate sparking transformer in area of Weymouth & Foskett				
	1- Animal rescue - kitten stuck in storm drain on Ridgetop Court				
	1- Open burn complaint at 3135 S Weymouth Rd				
	1- Oven fire confined to oven at 4051 Sacramento				
M	Motor Vehicle Accident	2	5.56%		
CO	Carbon Monoxide	4	11.11%		
HZ	Haz Mat	0	0.00%		
Total Incident Count		36	*Mutual aid given=1 Medina City		
			*Mutual aid received=0		
Total Calls During Staffing Hours		21			
Mon. Thru Fri. 7am-3pm					
Inspections conducted					
	Annual Fire Safety Inspections	6			
	Re-Inspections	15			
	Annual Fire Alarm Tests	1			
	Annual Sprinkler Tests	1			
	Semi Annual Hood tests	1			
Total Inspections		24			
Public Relation Activities					
	Home Depot Safety Day				
	MTFD Pancake Breakfast at Station 2				
	Fall Festival at MDG Flooring				
	Stonegate Block Party Halloween Parade				
	Trick or Treat in The Township				
	Western Reserve Masonic Bingo				



Medina Township

from the Office of Zoning Inspector
Medina Township Hall
3799 Huffman Road
Medina, OH 44256

ZONING REPORT – NOVEMBER, 2011

MONTHLY TOTALS

1	Commercial Change of Use	
1	Residential Addition	
1	Deck	
1	Pool	
10	Signs	
14	TOTAL PERMITS	TOTAL VALUE: \$ 782,500

Respectively Submitted,
Mary Ann Heiss
Assistant Zoning Inspector
December 8, 2011

Fees collected on permits total excluding signs	\$ 661.70
Fees collected on sign permits:	\$ 2,950.00
TOTAL PERMIT FEES COLLECTED:	\$ 3,611.70
Fees collected in Oct. & Nov. for Zoning Comm. Agenda	\$ 75.00
Fees collected in Oct. & Nov. for BZA Agenda	275.00
TOTAL FEES COLLECTED:	\$ 350.00
GRAND TOTAL:	\$ 3,961.70

Continued progress with Windfall Subdivision
Working with Pat O'Brien Chevrolet regarding the reconstruction of their dealership
Violation 2011 - #020 issued: Doraty Kia
Fees returned: \$1750

MEDINA TWP. POLICE

CALLS RECEIVED SUMMARY

For the Period from 11/01/2011 To 11/30/2011

DATE: 12/8/2011

PAGE: 1 OF 1

NATURE OF INCIDENT DESCRIPTION	NATURE CODE	REPORTED	CLEARED
ACCIDENT NO INJURY	02	26	26
ACCIDENT PRIVATE PROPERTY	03	6	6
ACCIDENT INJURY	04	5	5
ASSIST	10	20	20
ASSIST CITIZEN	10A	20	20
BURGLARY	12	1	1
ALARM RESPONSE	12B	45	45
FRAUD / BAD CHECKS	14	1	1
WARRANT ARREST	15	2	2
ANIMAL COMPLAINT	18	15	15
DOMESTIC DISPUTE	20A	1	1
DISTURBANCE	20D	10	10
NOISE COMPLAINT	20N	3	3
PRISONER TRANSPORT	21	2	2
DRUNK	24	3	3
FIGHT	26	1	1
FIRE / FIRE ALARM	28	8	8
RESCUE SQUAD	29	20	20
JUVENILE RELATED	34	1	1
THEFT	36	10	10
FOUND PROPERTY	36A	4	4
SEX OFFENSE	48A	2	2
COMMUNITY POLICING ACTIVITY	55	80	80
COP - BUILDING CHECK	55B	87	87
COP - TRAFFIC ENFORCEMENT	55T	7	7
VACATION WATCH	55V	76	76
STOLEN VEHICLE	56	2	2
SUICIDAL SUBJECT	58	1	1
SUSPICIOUS PERSON	60	14	14
SUSPICIOUS AUTO	60A	21	21
SUSPICIOUS ACTIVITY	60B	14	14
VANDALISM	64	4	4
HARASSMENT / PHONE CALLS	70	5	5
LOCKOUT	72	9	9
TRAFFIC COMPLAINT	86	33	33
PAKING OFFENSE	86A	4	4
TRAFFIC STOP CITATION	86C	22	22
TRAFFIC STOP DUS	86S	9	9
TRAFFIC STOP WARNING	86W	103	103
DISABLED VEHICLE	87	16	16
WELFARE CHECK	88	2	2
911 HANG UP	91	14	14
		729	729

Medina Township Service Department November 2011 Report

- Headstone footers at cemetery
- Berm Roads from wash-outs
- Move speed study trailer around township
- Clean gutters all township buildings
- Ditching along various roads
- Install plow markers along various roads for plowing

Report Submitted By : Denny Miller Road Foreman