

**RECORD OF PROCEEDINGS
MINUTES OF MEETING
SEPTEMBER 20TH, 2007**

The Medina Township Board of Trustees met in regular session at the Medina Township Hall on September 20th, 2007, to conduct the business of the Township. Vice-President Huffman called the meeting to order at 8:00 pm with the following Trustees in attendance: Dianna Huffman and Mead Wilkins. Also in attendance were the Fiscal Officer, Police Chief, Fire Chief, Road Foreman, Assistant Road Foreman and the general public.

Roll Call

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

Mrs. Huffman led the Pledge of Allegiance.

Mr. Todd arrived at 8:02 pm.

Blakslee Park Driveway/Parking Appurtenances Bid Opening

Mr. Wilkins opened the bids for Blakslee Park Driveway/Parking Appurtenances. The bids are as follows:

Medina Excavating	\$193,831.80
Fechko	\$198,719.04
Marks Construction	\$225,053.67

Mr. Todd motioned to accept the three (3) bids that were provided to the Township for Blakslee Park. Mrs. Huffman seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.

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.

Oath of Office for David Maslyk and Scott Dressler - Part-time Police Officers

Mr. Todd administered the Oath of Office to David Maslyk and Scott Dressler as new Medina Township Police Officers. These are part-time positions.

Bid Packets for Blakslee

Rich Wilson will review the bids and a decision will be made at the September 27th, 2007, Trustees Meeting.

Approval of Payroll

Mr. Todd motioned to approve payroll checks #11432 to #11449 totaling \$18,279.83 with deductions totaling \$2,991.77. Mr. Wilkins seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.

Mr. Todd motioned to approve payroll check #11450 totaling \$101.86 with deductions of \$11.72. Mrs. Huffman seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.

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Approval of Accounts Payable

Mr. Todd motioned to approve warrant #17978 to warrant #18016 totaling \$34,035.42. Mrs. Huffinan seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.

OLD BUSINESS

Employee Handbook

Mr. Wilkins has been in contact with the Prosecutor's Office and is waiting for Trina Devaney to send her corrections and it can then be incorporated into the handbook.

Inventory Policy

The Inventory Policy will be discussed at a later date.

Record Retention Policy

Chief Arbogast passed out the record retention policy to the department heads for their review.

Staffing of Fire Stations

Mr. Todd spoke to Colleen Conley, Rick Monroe and Jeff Brandon, Trustees, about getting together to discuss a possible Fire District. A consultant will be hired to do a study.

NEW BUSINESS

School District

Mr. Todd spoke about Medina Schools wanting to build a school in the Township. The Masonic Community may have some land to donate. Other options are being explored by the school district.

OLD BUSINESS CON'T

Comprehensive Plan Steering Committee

Mr. Wilkins said letters of intent are still coming in. It would be about an 8 to 10 month period with meetings being held once a month for about an hour and a half.

Conservation Easement

Mr. Todd spoke with James Bennett regarding the Conservation Easement. Mr. Wilkins discussed the Conservation Easement meeting on September 13, 200, and said they came to a decision on the 100 year flood plain. Mr. Wilkins was told it was no longer farmable. He spoke with the Crocker family and informed them that they would no longer be able to farm the property. The Crocker's agreed to seed it with perennial rye to stop erosion.

Job Descriptions

Job descriptions were tabled.

NEW BUSINESS CON'T

Fennway Pointe Water Course

Russ Pelto (4900 Kennebank lane) spoke to Trustees about his concerns with the water course in Fennway Pointe and the entire County. He has plans to speak to the County Commissioners and Emergency Management Agency. Mr. Pelto was asked to attend the Soil and Water Conservation workshop September 27, at 7:00 pm at the Township Hall. Chief Crumley will assist Mr. Pelto in pursuing this situation.

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NEW BUSINESS CONT

Maintenance Building

Resolution No. 09202007-~~023~~ 024

Mr. Todd motioned to put forth a resolution for working drawings, complete drawings for the maintenance facility and salt storage facility for Medina Township for construction at Blakslee Field. Mr. Wilkins seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.

Mr. Wilkins said with the bids that were received for the driveway/parking for Blakslee Park, it puts the Blakslee Field two thirds of the way finished.

Road Department Report

Ed Kerr reported that for the month of August 2007, the road department cleaned and maintained equipment and vehicles; installed, repaired and replaced signs as needed; cleaned up fallen trees in roadways; picked up trash and yard waste in River Trace Subdivision; Picked up dead deer; trimmed trees on Remsen, Cook and Hood; moved leaning headstones, poured new footers and reset headstones and seeded; worked with Ag-Design on Blakslee irrigation; cleaned off catch basins regarded ditch on Cook & Tompkins; installed curb drains on Windsong and Marks; discussed road department building with Kerry Illes; asphalted 3 driveway aprons; ordered roadside mowing tractor; responded to 4 daytime fire calls.

Mr. Todd motioned to approve the road department report for August. Mrs. Huffman seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.

19th Annual OPC Cleveland Planning & Zoning Workshop

Mr. Todd motioned to approve the expenses for the Zoning Conference, based upon the information provided by Alliss Strogan (OPC Workshop November 9, 2007). Mr. Wilkins seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.

Use of Fire/Police/Road Department Buildings

Chief Arbogast asked if the department heads could talk to an Architect regarding the use of the Fire/Police/Road Department buildings. Chief Crumley said the buildings would have to be brought up to code and it may not be economical to remodel those buildings. Mr. Illes offered to meet with the department heads.

PUBLIC COMMENT

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

Rita Holt (4420 Nettleton) said she is glad a school may be built in the Township.

Mr. Wilkins discussed the ponds at the Courts of Weymouth. He checked on the drainage across from Blakslee Park.

Mr. Todd asked the candidates running for Trustee if they would like to speak at the next Trustees meeting. Letters will be sent to the four (4) candidates.

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

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Mr. Todd motioned to adjourn the meeting at 9:19 pm. Mr. Wilkins seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.



Medina Township Fiscal Officer







Medina Township Board of Trustees

ILLES ARCHITECTS, INC.
3599 RESERVE COMMONS DRIVE, SUITE A
MEDINA, OHIO 44256

TELEPHONE - 330-725-6262
FAX - 330-725-2590

September 11, 2007

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

Attn: Mr. Mead Wilkins, Trustee

Ref: Proposed Medina Township
Maintenance Facility (Revised)
Blakslee Park
Fenn & Weymouth Roads

Dear Mr. Wilkins,

The following proposal is based on the revised floor plan and size of the proposed maintenance facility, in lieu of the proposed facility that was approved on July 10, 2006.

Projected Costs:

The Maintenance Building - 80' x 150' = 12,000 s.f. 12,000 s.f. @ \$46.50/s.f.=	\$ 558,000.00
The Salt Storage Facility - 36' x 140' = 5,040 s.f. 5,040 s.f. @ \$40.00/s.f.=	<u>\$ 201,600.00</u>
Total Projected Building Costs =	\$ 759,600.00
Architectural Fee: 5.25% of \$759,600.00 =	<u>\$ 39,879.00</u>
Total Projected Project Costs =	\$ 799,479.00

Payment Schedule:

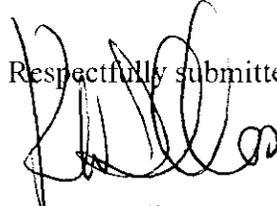
Working Drawings 50% Completed	\$ 14,879.00
Working Drawings 100% Completed	\$ 15,000.00
Contracts Award & Construction Begins	\$ 5,000.00
Construction is Completed	\$ 5,000.00

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Medina Township Maintenance Facility
Blakslee Park

Prints - 24" x 36" sheets

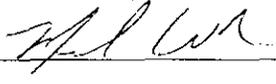
\$ 2.50/each

Respectfully submitted,



Kerry W. Illes
Illes Architects, Inc.

Accepted by:  Date: 9/20/07

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Accepted by:  Date: 9-20-07

Clean and maintain buildings, equipment and vehicles

Install, repair and replace signs as needed

Mow roadsides

Pick up dead deer

Clean up trees and limbs from storm damage

Worked with Treemasters to trim trees on Remsen, Cook and Hood

Moved leaning headstones, poured new footers and reset headstones

Worked with Ag-Design on Blakslee Park irrigation

Picked up yard waste dumped in River Trace

Cleaned off catch basins

Regraded ditch on Cook by Tompkins

Topsoil, seed and straw by new concrete and around headstones

Installed curb drains on Windsong by Marks

Met with Kerry Illes about new road department building and Blakslee Park parking

Asphalted 3 drive aprons

Ordered new roadside mowing tractor

Responded to 4 daytime fire calls