

**RECORD OF PROCEEDINGS
MINUTES OF REGULAR MEETING
OCTOBER 18TH, 2007**

The Medina Township Board of Trustees met in regular session at the Medina Township Hall on October 18th, 2007, to conduct the business of the Township. President Todd called the meeting to order at 7:01 pm with the following Trustees in attendance: Dianna Huffman, Michael D. Todd and Mead Wilkins. Also in attendance were the Fiscal Officer, Police Chief, Fire Chief, Road Foreman 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.

Mr. Todd led the Pledge of Allegiance.

PUBLIC COMMENT

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

Ralph Holt (4420 Nettleton Road) made a comment about wearing Indians shirts.

Sally Gardner (3333 Foskett Road) asked about the referendum on the ballot regarding adult businesses. Many people discussed this issue.

Mark Herwick, Homestead Insurance, asked if the Trustees wanted him to recheck premium rates after the election and the union contract negotiations.

Approval of Payroll

Mr. Todd motioned to approve payroll checks #11501 to #11518 totaling \$14,840.94 with \$2,528.22 being deducted for OPERS, Deferred Compensation and union dues. Mr. Wilkins seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.

Approval of Accounts Payables

Mr. Todd motioned to approve warrants #18057 to #18086 totaling \$24,459.22. Mrs. Huffman seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.

Approval of Minutes

Mr. Todd motioned to approve minutes for August 23 Regular Meeting, August 30 Special Meeting, September 6 Regular Meeting and September 20 Regular Meeting. Mr. Wilkins seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.

Mr. Todd motioned to approve minutes for September 27 Regular Meeting, September 27 Workshop and the October 4 Regular Meeting. Mrs. Huffman seconded the motion. Roll call vote: Mrs. Huffman aye, Mr. Todd aye and Mr. Wilkins abstain.

Mr. Wilkins motioned to approve the September 13 Workshop. Mrs. Huffman seconded the motion. Roll call vote: Mrs. Huffman aye, Mr. Wilkins aye and Mr. Todd abstain.

OLD BUSINESS

Employee Handbook

The employee handbook changes made by Trina Devanney will be reviewed and discussed at the October 25 Trustees meeting.

TM10/18/07

OLD BUSINESS CON'T

Inventory Policy

Department heads to review the inventory policy.

Public Records Request Policy

Mr. Todd motioned to put forth the following resolution:

Resolution No. 10182007-029

THEREFORE, BE IT RESOLVED that Medina Township hereby adopts the following Open Records Mission Statement, Principles and Policy as set forth below. (See attached)

Mr. Wilkins seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.

Public Records Retention Policy

The Trustees and Department Heads will review and approve the Public Records Retention Policy at their next regular meeting.

Staffing of Fire Stations

The Trustees tabled the staffing of fire stations.

Comprehensive Plan Steering Committee

The Trustees will make their final decision October 25th. The Trustees are waiting to hear from Paul Culter regarding the contract.

Conservation Easement

The Trustees tabled the Conservation Easement until they hear from Mr. Thorne of the Prosecutor's Office regarding the wording of the Conservation Easement.

Job Descriptions

Mr. Wilkins is working on the job descriptions.

Township Radio Antenna Contract

Mr. Todd motioned to approve the expenditure of up to \$2000 for the installment of an antenna pursuant to the Township Radio Antenna Contract (see attached) that was presented to the Board and incorporated by reference in this meeting. Mrs. Huffman seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.

LST Billing Meeting

The Trustees will hold a special meeting October 25 at 7:00 pm with Gary Hallman, President of Medina General Hospital, Gene Sulzener, Director of the Life Support Team and Tim Buit, Director of Billing for Medina General Hospital. They will answer questions the public has regarding LST billing.

NEW BUSINESS

Speeders on Remsen Road

The Trustees asked Ed Kerr, Road Foreman to set up the Stelth Survey machine on Remsen Road between Huffman and Hamlin Roads. Chief Arbogast said the Police Department will do a "saturation" for speeders because of all the complaints regarding speeders on Township roads.

TM10/18/07

NEW BUSINESS CON'T

Appropriations Adjustments

Mr. Todd motioned to approve the 2007 budget appropriations increases. Mr. Wilkins seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.

Mr. Todd motioned to approve the budget appropriations transfers. Mr. Wilkins seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.

Hood Road Strip Wedging

The Medina County Engineer's Office requested strip wedging to be done on Hood Road. They estimated the work to be \$9,231.25. The Road Department received the following quotes:

Lytle Construction \$10,543.00

Perrin Asphalt \$14,757.00

Kokosing \$15,930.00

Mr. Wilkins motioned to approve the low bid of \$10,543.00 from Lytle Construction. Mr. Todd seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.

World Aids Day Declaration

Mr. Todd said a letter was received from the Aids Task Force of Greater Cleveland. They asked the Trustees to make a formal declaration regarding World Aids Day on December 1, 2007.

Update on Blakslee Park

Mr. Wilkins said they are finishing up the parking lots and driveways in Blakslee Park and hope to be done by the end of the month. In the spring it will all be fine tuned and they will finalize the fields. The cemetery driveway is being chip and sealed so we will have a nice driveway.

Properties that were Available for School District to Purchase

Mr. Todd discussed the properties Mrs. Huffman said at one time were available for the School District to purchase. The public added their comments regarding this.

Waterline Connection Fee Increase

Mr. Todd read a letter from the Medina County Sanitary Engineer regarding the increase in the connection fee from \$3,500 to \$4,000 effective January 1st, 2008.

Western Reserve Masonic Community Candidates Night

Mr. Todd announced the Western Reserve Masonic Community Candidate Night October 23, 2007, at 7:00 pm in the Chapel.

Videotaping of Trustees Meeting

Mr. Todd read an e-mail from Richard Goe regarding videotaping the Trustees meetings. His recommendation is to use the audio on the website.

3535 Cook Road Driveway

Mr. Todd received a letter from the County Engineer regarding the driveway at 3535 Cook Road. Mr. Todd will write a follow-up letter.

NOACA

There was a discussion regarding the problem Medina County has with NOACA. It involves the intersection wanted by Cleveland Clinic in Lorain County and Avon. Cuyahoga County has 17 votes and is against this intersection and now Avon and Lorain County are going to give half their income tax from the businesses that come in so they can get Cuyahoga County to agree to the intersection.

TM10/18/07

NEW BUSINESS CONT

Zarney Subdivision

Mr. Todd had a discussion on the Gallucci "Subdivision" and the problem the Planning Commission has to combine the lots. Mrs. Stogin will talk to Mr. Thorne about what can be done to get the lots combined. She will notify the Trustees with the answer.

Road Department Report

Mr. Todd reported that for the month of September 2007, the department cleaned and maintained equipment and vehicles; installed, repaired and replaced signs as needed; mowed roadsides; cleaned up yard waste dumped in River Trace Subdivision; attended mower safety course; cleaned up fallen trees; swaled ditch on Bagdad Road; provided barricades for 2 block parties; picked up dead deer; checked Hood Road with Fred Boreman; responded to 2 daytime fire calls.

Mr. Kerr said the residents in Trophy Club blocked the road with their tent and they did not remove the items at the end of their block party. The road was blocked until Monday afternoon. They were told they could not do that in the future or they would be unable to have block parties.

Mr. Todd motioned to approve the Road Department Report for September. Mr. Wilkins 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. Mrs. Huffman seconded the motion.

Sally Gardner (3333 Foskett Road) gave Trustees brochures from Soil and Water Management to give to Mr. Russ Pelto.

Helen Isger (3625 Fenn Road) asked about the scheduled meeting with Gary Hallman.

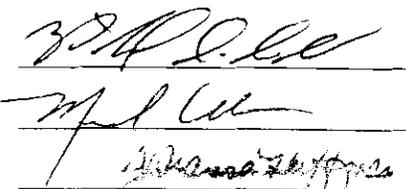
Rita Holt (4420 Nettleton) commented on Montville LST Building and LST billing, the comprehensive plan, schools and people who are being misinformed about the Police Department and the Life Support Team.

Matt Galla (3503 Hamilton Road) asked if there would be restroom facilities at Blakslee Field.

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

Mr. Todd motioned to adjourn the meeting at 8:45 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

**MEDINA TOWNSHIP, MEDINA COUNTY
RESOLUTION NO.**

**MEDINA TOWNSHIP OPEN RECORDS MISSION STATEMENT,
STATEMENT OF PRINCIPLES, AND POLICY**

Is herewith set forth and moved to be adopted by Michael Todd duly seconded by Neal W. King.

THEREFORE, BE IT RESOLVED that Medina Township hereby adopts the following Open Records Mission Statement, Principles, and Policy as set forth below:

OPEN RECORDS MISSION STATEMENT: Consistent with the premise that government at all levels exists first and foremost to serve the interests of the people, it is our mission and intent to at all times fully comply with and abide by both the spirit and the letter of Ohio's Open Records Act and Open Meetings Act.

STATEMENT OF PRINCIPLES: In order to accomplish the mission of fully complying with both the letter and spirit of the Open Records and Open Meetings Acts, we do hereby adopt the following Statement of Principles:

- Will ensure that all personnel become trained in and aware of the provisions of the acts;
- Will do nothing that abridges the public's right to obtain information about their government or that inhibits or discourages citizens from doing so;
- Will do everything possible to aid those who are seeking information, including but not limited to, fully explaining the scope and operation of the acts and assisting citizens in the formulation of requests;
- Will construe the provisions of the acts in a manner that favors compliance with requests for information;
- Will seek guidance from the Medina County Prosecutor's Office whenever a question arises about the application of the acts or about the appropriateness of a request for information;
- Will clearly and concisely state, in writing, the reason or reasons why a request for information has been denied.

OPEN RECORDS POLICY:

It is the policy of Medina Township to adhere to the state's Public Records Act. All exemptions to openness are to be construed in their narrowest sense and any denial of public records in response to a valid request will be accompanied by an explanation, in writing, including legal authority, as outlined in the Ohio Revised Code.

I. Medina Township, in accordance with the Ohio Revised Code, defines public records as including the following: Any document – paper, electronic (including, but not limited to, e-mail), or other format – that is created or received by, or comes under the jurisdiction of a public office that documents the organization, functions, policies, decisions, procedures, operations, or other activities of the office. All

records of Medina Township are public unless they are specifically exempt from disclosure under the Ohio Revised Code.

II. It is the policy of Medina Township that, as required by Ohio law, records will be organized and maintained so that they are readily available for inspection and copying. Record retention schedules will be updated regularly.

III. Although no specific language is required to make a request, the requester must at least identify the records requested with sufficient clarity to allow the employee or elected official to identify, retrieve, and review the records. If it is not clear what records are being sought, the township employee or elected official will contact the requester for clarification, and will assist the requestor in revising the request by informing the requestor of the manner in which the office keeps its records.

IV. The requester does not have to put a records request in writing, and does not have to provide his or her identity or the intended use of the requested public record. It is Medina Township's general policy that this information is not to be requested.

V. Public records are to be available for inspection during regular business hours, with the exception of published holidays. Public records will be made available for inspection promptly. Copies of public records will be made available within a reasonable period of time. "Prompt" and "reasonable" take into account the volume of records requested; the proximity of the location where the records are stored; and the necessity for any legal review of the records requested.

VI. Each request will be evaluated for an estimated length of time required to gather the records. Routine requests for records will be satisfied immediately if feasible to do so. If fewer than ten pages of copies are requested, these will be made as quickly as office staffing and the equipment allows. All requests for public records will either be satisfied or be acknowledged in writing by Medina Township within three business days following the office's receipt of the request. If a request is deemed significantly beyond "routine," such as seeking a voluminous number of copies or requiring extensive research, the acknowledgement will include the following:

1. An estimated number of business days it will take to satisfy the request.
2. An estimated cost if copies are requested.
3. Any items within the request that may be exempt from disclosure.

VII. Any denial of public records requested will include an explanation, including legal authority. If portions of a record are public and portions are exempt, the exempt portions are to be redacted and the rest released. If there are redactions, each redaction will be accompanied by a supporting explanation, including legal authority.

VIII. Persons seeking public records will be charged only the actual cost of making copies. Medina Township's cost schedule for copies of public records is as follows:

1. The first ten pages of any request are free of charge.
2. The charge for any additional paper copies is 5 cents per page.

3. The charge for downloaded computer files to a compact disc is \$1 per disc, if such records are available electronically.
4. Documents requested to be mailed will be charged the actual cost of the postage and mailing supplies.

IX. Documents in electronic mail format are records as defined by the Ohio Revised Code when their content relates to the business of Medina Township. The key issue of electronic mail format is content. If the e-mail or other electronic communication involves the business of Medina Township, it is a record of the township.

X. Medina Township recognizes the legal and non-legal consequences of failure to properly respond to a public records request.

MEDINA TOWNSHIP

OPEN RECORDS POLICY

- ~ Public records are any documents that relate to the business or activity of the township.
- ~ Records are available during regular business hours: 9:00 AM to 3:30 PM, Monday through Friday.
- ~ Please contact Township Secretary Celia Goe at 330-725-5713.
- ~ There is no charge for the first ten pages. Copies over ten pages will be \$0.05 per page.
- ~ If the records are readily available, they will be given out immediately.
- ~ If the records need to be researched, reviewed, or retrieved from storage, you will receive a written response and/or the records in no more than three business days.

SERVICE DEPT. REPORT
SEPT, 2007

CLEAN & MAINTAIN BLDGS, EQUIP, & VEHICLES

INSTALL, REPAIR & REPLACE SIGNS AS NEEDED

MOW ROADSIDES

CLEANED UP YARD WASTE DUMPED IN RIVER TRACE

ATTENDED MOWER SAFETY COURSE

CLEANED UP FALLEN TREES

SWALED DITCH ON BAGDAD

PROVIDED BARRICADES FOR BLOCK PARTIES (RESERVE & TROPHY CLUB)

PICKED UP DEAD DEER

LOOKED AT HOOD ROAD WITH FRED BOREMAN

RESPONDED TO 2 DAYTIME FIRE CALLS

MEMORANDUM OF UNDERSTANDING
BETWEEN
THE MEDINA COUNTY SANITARY ENGINEERS OFFICE
AND
THE MEDINA TOWNSHIP TRUSTEES
FOR
TOWNSHIP USE OF THE FENN ROAD WATER TOWER
FOR USE AS AN ANTENNA REPEATER STATION BASE

October 4, 2007

WHEREAS; the Medina Township Trustees (Township) have made a request to the Medina County Sanitary Engineer (County) requesting permission to mount a repeater antenna utilized for broadcasting signals for their emergency services on top of the County's Fenn Road water tower; and

WHEREAS; the Township has indicated that the installation will consist of placing a repeater inside the base of the tank, installing a 1/2" Andrew Heliax cable on the tank access ladder and attaching a 10', 17 lb. antenna to the existing tower antenna mast; and

WHEREAS; the township has indicated that the repeater would use electricity from the tower that would add an additional \$5 to \$7 to the County's monthly electric bill; and

WHEREAS; the Township has agreed to install an electric sub meter to monitor the amount of electricity used by the repeater; and

WHEREAS; the County has no objection to the Township utilizing the tower for their emergency services communication antenna providing there is no interference with the County's use of the tower and that the antenna and repeater add no additional cost to the County's operation of the tower; and

NOW THEREFORE BE IT RESOLVED; that the Medina Township Trustees are hereby granted permission to install a repeater, antenna cable and antenna on the County's Fenn Road water tower providing the following conditions are met:

1. The Township understands and agrees that the use of the tower as a base for an antenna installation is a secondary function for the tower. The primary purpose for the tower is for water supply and storage. Any interference from the Townships antenna with the radio communications to the tower will result in the Township being required to remove the antenna.
2. The Township agrees that the County shall have full approval authority for how the Townships repeater, cable and antenna are mounted, secured or placed in or on the tower. The Township understands that in no case shall the painted surface of the tower be damaged in any way.
3. Periodic maintenance on the tower will require the removal of the repeater, cable and antenna. The Township shall remove the antenna, at the Townships expense, when requested to do so by the County.

4. The Township will install an electrical meter between the County's power source and the repeater station. The Township and County shall read the meter and the Township shall pay the County for the electricity utilized, at the County's billed rate, and at a frequency agreed upon by the Township and County.
5. Township personnel or vendors shall not enter the tower site unless they have notified the County and obtained permission to enter the tower.

BE IT FURTHER RESOLVED; that the terms of this memorandum shall be for twenty (20) years from the date of execution. The County or Township may cancel this memorandum at any time with six (6) months prior notice. Cancellation of this memorandum by the County as a result of the Townships violation of all or a part of items 1 or 2 above shall be immediate.

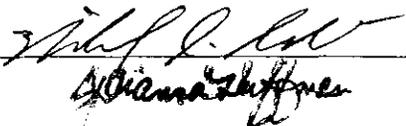
Notices to the Township required under this Memorandum shall be delivered to the following address:

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

Notices to Medina County to be given under this agreement shall be delivered to the following address:

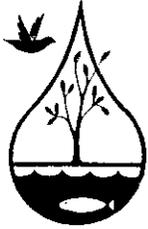
Mr. Tracey Phelps, Supt. of Treatment
Medina County Sanitary Engineers
791 W. Smith Rd.
Medina, OH 44256

Approved this 18th day of October, 2007




_____ Medina Township Trustees


_____ 10-22-07
James Troike, P.E.
Medina County Sanitary Engineer



MEDINA COUNTY SANITARY ENGINEERING DEPARTMENT

791 W. Smith Road P.O. Box 542 Medina, Ohio 44258
Phone: 330-225-3113, 330-723-9585, 330-225-7100
Fax: 330-723-9661

October 2, 2007

Medina Township Trustees
3799 Huffman Road
Medina, Ohio 44256

Re: Waterline Connection Fee Increase

Dear Township Trustees;

At our request, the Medina County Board of Commissioners recently increased the connection fee on all County constructed waterlines from \$3,500 to \$4,000 effective January 1st, 2008. This increase reflects the increasing cost of waterline construction and is the first increase in the connection fee since 1995. Property owners who choose to connect to the water system before the end of 2007 will be charged at the old \$3,500 rate.

This increase will apply to all waterlines on public roads that were constructed by our office. Tap fees for waterlines built by developers in subdivisions will not be effected by the increase. We will be notifying residents of the change by posting an announcement in the Medina County Gazette for the next few Tuesdays.

While we do not like to raise our rates, the increasing cost of building water infrastructure does need to be addressed in our budgeting. Should you have any questions regarding this fee increase, feel free to call our office at 330-723-9585.

Sincerely,

James F. Troike, P.E.
Medina County Sanitary Engineer

cc: Medina County Board of Commissioners
Medina County Home Builders Association
Permits

Medina Township Board of Trustees
 Regular Meeting - October 18, 2007

2007 Budget
 Appropriation Transfers

To Account	From Account	Amount	Account Description	Purpose
<u>General Fund - Admin.</u>				
1000- 100-342	1000- 110-410	300.00	Postage	
1000- 110-599	1000- 110-381	1,200.00	Other Expense	Unpaid IRS Taxes from 2004
<u>General Fund - Zoning</u>				
1000- 130-342	1000- 130-599	300.00	Postage	
1000- 130-344	1000- 130-599	500.00	Printing	Printed Forms, Certificates
1000- 130-410	1000- 130-344	200.00	Office Supplies	
1000- 130-410	1000- 130-344	100.00	Office Supplies	
<u>General Fund - Police Dept.</u>				
1000- 210-222	1000- 210-219	400.00	Life Insurance	
<u>Road & Bridge</u>				
2031- 330-319	2031- 330-730	750.00	Other Professional & Technical Svcs.	Blakeslee Park Engineer Inspections
2031- 330-420-0620	2031- 330-420-0100	800.00	Operating Supplies - Uniforms	
<u>Police Department</u>				
2081- 210-420-0600	2081- 210-318	3,000.00	Operating Supplies - Fuel	
2081- 210-430	2081- 210-420-4000	1,300.00	Small Tools & Minor Equipment - Community Partners	Purchase Projector for Trainings
<u>Fire Department</u>				
2111- 220-230	2111- 220-251	500.00	Workers Comp.	
2111- 220-353	2111- 220-750	2,000.00	Natural Gas	
2111- 220-420-0620	2111- 220-750	3,000.00	Operating Supplies - Uniforms	

APPROVED

REVIEWED BY MEDINA TWP. TRUSTEES

Date 10/18/07
 Trustee Chm. [Signature]
 Trustee [Signature]
 Trustee [Signature]

Medina Township Board of Trustees
 Regular Meeting - October 18, 2007

2007 Budget
 Appropriation Increases

	Original Appropriation	Current Appropriation	Amount of Increase	Account Description	Purpose
General Fund					
1000- 110-222	825.00	1,225.00	400.00	Life Insurance	
1000- 110-230	1,000.00	10,000.00	9,000.00	Workers' Comp.	
1000- 110-312	14,600.00	20,000.00	5,400.00	Auditing Services	Bank Reconciliation Work
1000- 110-314	4,000.00	7,000.00	3,000.00	Tax Collection Fees	County Treasurer
1000- 110-319	2,000.00	3,000.00	1,000.00	Other Professional & Technical Svs.	Workers Comp. Annual Group Fee, Title Search
1000- 120-329	15,000.00	20,000.00	5,000.00	Other Property Services	Mowing various twp. Properties
1000- 120-352	650.00	1,500.00	850.00	Water/Sewer	
1000- 120-370	16,250.00	18,750.00	2,500.00	Payment to Another Political Subdivision	Property Taxes, Fourth of July Event Contribution
1000- 130-230	-	3,300.00	3,300.00	Workers' Comp.	
1000- 130-319	-	500.00	500.00	Other Professional & Technical Svs.	Workers Comp. Annual Group Fee
1000- 210-230	5,000.00	16,900.00	11,900.00	Workers' Comp.	
1000- 760-730-0590	50,223.00	77,223.00	27,000.00	Improvement of Sites - Blakeslee Park Excavating	Medina Excavating - Application #6
1000- 760-730-0780	-	3,800.00	3,800.00	Improvement of Sites - Equipment Purchase	Irrigation System for Blakeslee
Motor Vehicle License Tax (Road & Bridge)					
2011- 760-740	-	36,500.00	36,500.00	Machinery, Equipment and Furniture	Roadside Mower
Gasoline Tax (Road & Bridge)					
2021- 760-740	-	36,500.00	36,500.00	Machinery, Equipment and Furniture	Roadside Mower
Road & Bridge					
2031- 330-230	1,000.00	6,700.00	5,700.00	Workers Comp.	
2031- 330-319-0790	-	40,000.00	40,000.00	Other Professional & Technical Svs.	Architect Fees - New Bldg.
2031- 330-740	5,000.00	8,500.00	3,500.00	Machinery, Equipment and Furniture	Paver for Berner
2031- 760-720-0790	-	550,000.00	550,000.00	Buildings	New Building Construction
Police Department					
2081- 210-314	15,000.00	2,000.00	(13,000.00)	Tax Collection Fees	County Treasurer
2081- 210-319	4,000.00	10,000.00	6,000.00	Other Professional & Technical Svs.	Workers Comp. Annual Group Fee, Computer Network Svs.
2081- 210-342	500.00	1,000.00	500.00	Postage	
2081- 210-410	3,000.00	4,000.00	1,000.00	Office Supplies	
2081- 210-420	10,000.00	15,000.00	5,000.00	Operating Supplies	
2081- 210-420-0600	26,000.00	36,000.00	10,000.00	Operating Supplies - Fuel	Gasoline
2081- 210-430-4000	-	3,250.00	3,250.00	Operating Supplies - Community Partners	Promotional Items

APPROVED

REVIEWED BY MEDINA TWP. TRUSTEES

Date 10/18/07

Trustee Chm. [Signature]

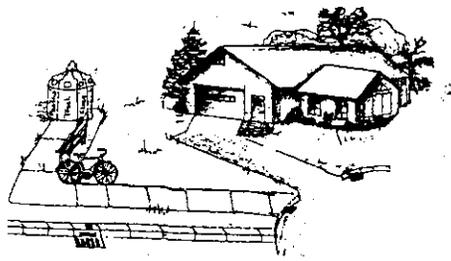
Trustee [Signature]

Trustee [Signature]

	Original Appropriation	Current Appropriation	Amount of Increase	Account Description	Purpose
Fire Department					
2111- 220-314	3,000.00	5,000.00	2,000.00	Tax Collection Fees	County Treasurer
2111- 220-318	15,000.00	16,000.00	1,000.00	Training Services	
2111- 220-319	6,500.00	9,500.00	3,000.00	Other Professional & Technical Svcs.	Striping/Lettering New Vehicle, Workers Comp. Annual Group Fee
2111- 220-323	30,000.00	40,000.00	10,000.00	Repairs & Maintenance	Replace Window Station 2, Accident Rprs. Station 1 Door
2111- 220-330	4,000.00	10,000.00	6,000.00	Travel & Meeting Expense	
2111- 220-341-0616	4,000.00	7,000.00	3,000.00	Telephone - Cell Phones/Pagers	
2111- 220-410	3,000.00	4,000.00	1,000.00	Office Supplies	
2111- 220-420	8,000.00	12,000.00	4,000.00	Operating Supplies	Foam Concentrates, Multiple Invoices for Various Supplies
2111- 220-599	1,500.00	3,270.00	1,770.00	Other Expense	Internet Access Monthly Fees
2111- 760-730	-	7,625.00	7,625.00	Improvement of Sites	Concrete Repairs Station 2
2111- 760-740	22,500.00	30,800.00	8,300.00	Machinery, Equipment and Furniture	Refrigerator, Mower, Infrared Cameras

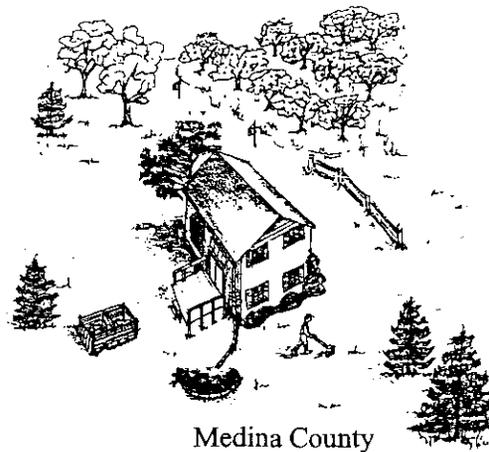
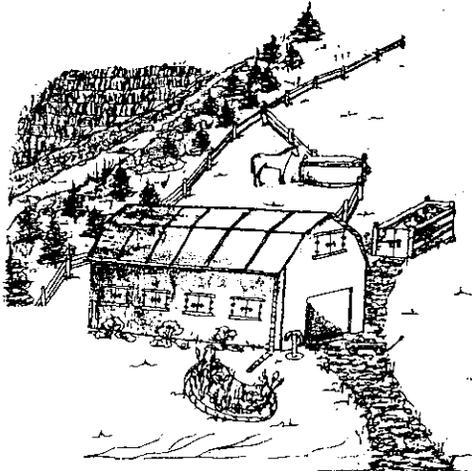
Animal Care

- When walking your pet, remember to **pick up** the waste and dispose of it properly. Flushing pet waste is the best disposal method. Leaving pet waste on the ground increases public health risks by allowing harmful bacteria and nutrients to wash into the storm drain and eventually into local waterbodies.
- If you have larger animals in a fenced pasture, **divide the pasture and rotate** the animals between pastures so that the vegetation has a chance to recover. Healthy pastures protect water quality.
- A **buffer strip** of vegetation (trees, shrubs) should be between fenced pastures that are next to **streams** or waterbodies. This buffer will help to filter animal wastes from entering the water.
- Store large animal waste away from waterbodies and **compost** it for future use as a nutrient on the land. Call the Medina County SWCD for more information.



Home Repair and Improvement

- Before beginning an outdoor project, locate the nearest storm drains and **protect** them from debris and other materials.
- **Sweep up** and properly dispose of construction debris such as concrete and mortar.
- Use hazardous substances like paints, solvents, and cleaners in the smallest amounts possible; follow the direction on the label. Clean up spills **immediately**, and dispose of the waste safely. Store substances properly to avoid leaks.
- Purchase and use **nontoxic, biodegradable, recycled, and recyclable** products whenever possible.
- When cleaning paint brushes, dispose of the cleaning solvent and other hazardous wastes at the recycling center (CPF). Filter and reuse the solvent. Donate unused paint to local organizations.
- Direct downspouts away from paved surfaces and into **vegetative landscapes** such as a rain garden. This will allow rain water to infiltrate into the ground and reduce polluted runoff. Call the Medina County SWCD for a Rain Garden manual.



Medina County
Soil & Water
Conservation District

6090 Wedgewood Rd
Medina, Ohio 44256

330-722-2628 (3)

www.medinaswcd.org



The services of the Medina County SWCD and the Natural Resources Conservation Service are offered on a nondiscriminatory basis without regard to race, color, national origin, sex, religion, age, disability, political beliefs, marital or familial status.

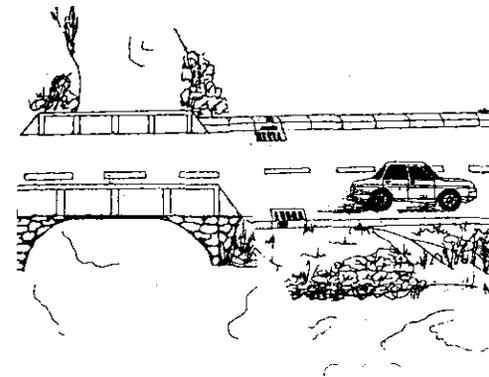
Water's Edge

In The Country And Throughout The City
Protecting Water Wherever You Live



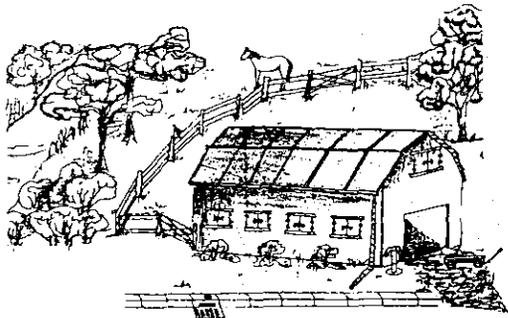
A Homeowner's Guide to:

Cleaner Water



How Does Rainwater Get Polluted?

When excessive rain falls and flows over yards, fields, and streets, it is called stormwater. As stormwater flows over driveways, lawns, and sidewalks, it picks up debris, chemicals, dirt, and other pollutants. Stormwater can flow into a storm sewer system or directly to a lake, stream, river, or wetland. Anything that enters a storm sewer system is discharged untreated into the water bodies we use for swimming, fishing, and providing drinking water. Polluted runoff is the nation's greatest threat to clean water.



By practicing healthy household habits, homeowners can keep common pollutants like animal waste, pesticides, automotive fluids, and grass clippings off the ground and out of stormwater. Adopt these healthy household habits and help protect lakes, streams, rivers, and wetlands. Remember to share these practices with your neighbors!

Homeowners Solutions To Stormwater Pollution:



Vehicle and Garage

- Use a commercial car wash or wash your car on a lawn or other unpaved surface to **minimize** the amount of dirty soapy water flowing into the storm drain and eventually into your local waterbody.
- Check your car, boat, motorcycle, and other machinery and equipment for leaks and spills. Make repairs as soon as possible. Clean up **spilled fluids** with an absorbent material like kitty litter or sand. Remember to properly dispose and don't rinse the spills into a nearby storm drain.
- **Recycle** used oil and other automotive fluids at participating service stations. Don't dump these chemicals down the storm drain or dispose of them in your trash.



Lawn and Garden

- Use pesticides and fertilizers **sparingly**.
- When use is necessary, apply these chemicals in the recommended amounts. Avoid application if the forecast calls for rain; otherwise, chemicals will be washed into your local stream.
- Select **native** plants and grasses that are drought and pest-resistant. Native plants require less water, fertilizer, and pesticides.
- **Sweep up** yard debris, rather than hosing it into a storm drain. Compost or recycle yard waste when possible.
- Don't over-water your lawn. Water during the **cool** times of the day, and do not let water runoff into the storm drain.
- Cover piles of dirt and mulch being used in landscaping projects to prevent these pollutants from blowing or washing off your yard and into local waterbodies.
- **Vegetate** bare spots in your yard to prevent soil erosion.
- Place cut grass, leaves and garden materials into a **compost** pile or bin.

Swimming Pool and Spa

- **Drain** your swimming pool only when a test kit does not detect chlorine levels.
- Whenever possible, drain your pool or spa into the **sanitary** sewer system.
- Properly store pool and spa chemicals to **prevent** leaks and spills, preferably in a covered area to avoid exposure to stormwater.



Septic System Use and Care

- Have your septic system **inspected** by a professional at least every 3 years, and have the septic tank **pumped** as necessary (usually every 3-5 years).
- Keep vehicles off the sewage system's drainfield.
- Plant only grass over and near the drainfield to avoid damage from roots.
- Flush responsibly. Flushing household chemicals like paint, pesticides, oil, and antifreeze can **destroy** the biological treatment **taking** place in the system. Take these items to the recycling center. Other items, such as diapers, paper towels, and cat litter, can **clog** the septic system and potentially damage components.

HOW TO GET HELP

Local building suppliers, contractors, county or municipal authorities, or the Medina County SWCD/NRCS office may be able to provide more information about planning and installing specific drainage measures around your home.

It is a good practice to install subsurface drains which are at least 4 inches in diameter and are surrounded with gravel or sand. If at all possible, the drain pipe should have 2 feet of cover.

Installing suitable downspouts to control roof water may be adequate to prevent ponding in low areas of your yard. Downspouts can empty into a subsurface drain or into outlet spreaders installed to discharge water in a thin layer over a grassy area away from the house foundation.

SEASONAL HIGH WATER TABLE: A water table can be defined as the upper surface of ground water or the level at which the soil is saturated with water. This level may fluctuate by several feet throughout the year depending on soil, landscape, and weather conditions. In many areas of Ohio the seasonal high water table is 1 to 3 feet below the ground surface for 4 months during the year.

The United States Department of Agriculture (USDA), The Natural Resources Conservation Service, and the Medina County Soil & Water Conservation District prohibits discrimination in its programs on the basis of race, color, national origin, sex, religion, age, disability, political beliefs, and marital or familial status. (Not all prohibited bases apply to all programs). Persons with disabilities who require alternative means for communication of program information (Braille, large print, audio-tape, etc.) should contact the USDA Office of Communications at (202) 720-5881 (voice) or (202) 720-7808 (TDD).

To file a complaint, write to the Secretary of Agriculture, U.S. Department of Agriculture, Washington, D.C. 20250, or call (202) 720-7327 (voice) or (202) 690-1538 (TDD).

DRAINAGE LAWS LANDOWNER RIGHTS & RESPONSIBILITIES

Ohio laws governing water rights and drainage are complex since they have been determined by case law which is constantly evolving. Serious disputes between landowners are often settled in court on a case by case basis.

The laws are not easily summarized. However, most people who work in the area of drainage or water management would agree that the following principles apply to individual landowners.

A landowner is generally required to accept the water that flows onto his/her property in a natural water course, so long as no additional water from another watershed has been added to such flow.

A landowner is generally obligated to outlet a natural water course onto his/her downstream neighbor at the same point the water left the property prior to any development of the site.

Put more simply, water should enter and leave your property where it did prior to any construction activities. Changing the flow of water in a manner that causes damage to an upstream or downstream neighbor may result in legal liabilities for those damages.

At this time, there is no government agency that has any authority to issue orders or otherwise resolve conflicts over water rights or drainage problems between neighbors. The exception may be the few cities that have drainage or storm water ordinances. The Medina County Soil and Water Conservation District can assist landowners who voluntarily wish to correct drainage problems.

(This is a brief summary of "Water Rights in Ohio", Wright, Paul L., et. Al). AGDEX 817, a bulletin available through local Extension offices.

Drainage Around Your Home



"Local leadership for soil and water conservation."

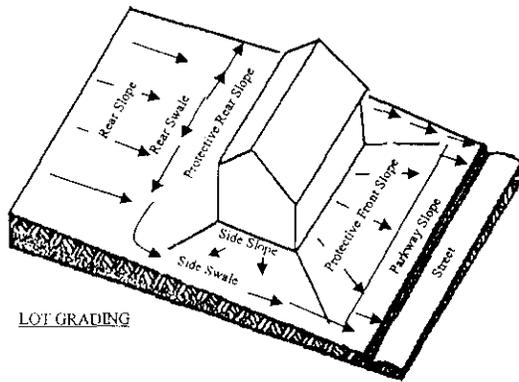
Medina County Soil and Water
Conservation District
and

USDA Natural Resources Conservation Service
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You may have a drainage problem around your home if the basement is wet, the yard is flooded periodically, water ponds on your lawn for long periods after rain, or trees, shrubs, and other plants grow poorly. About 85 percent of the land in Ohio is affected by a seasonal high water table.

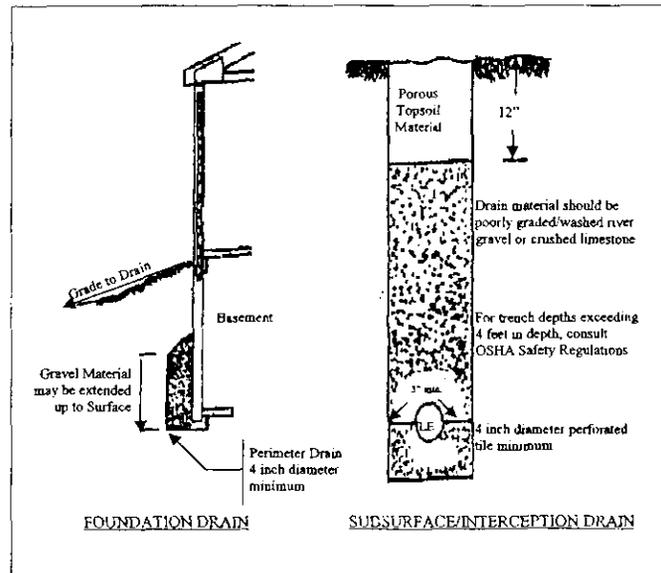
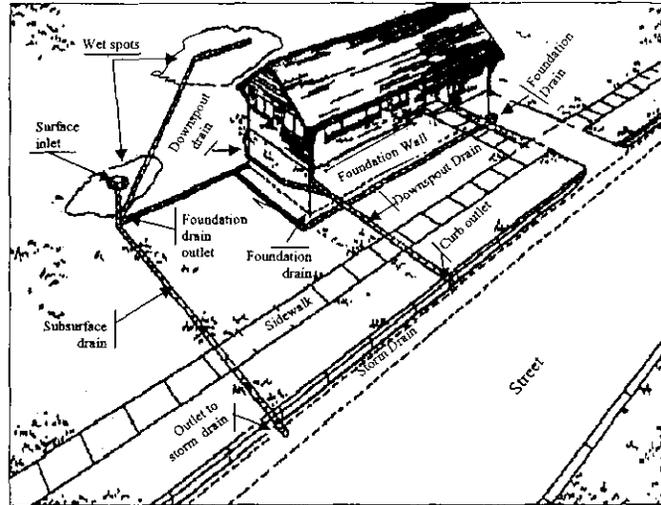
There is a difference in the way you handle excess water, depending on whether the problem is with surface water or subsurface water. In some cases, both surface and subsurface drainage systems will be needed in order to solve the problem.

SURFACE: Every dwelling should have a grading and landscaping plan that provides control of all surface water runoff on the lot. Additions to the landscape plan, maturity of shrubbery, soil erosion and similar changes tend to change drainage patterns and direction. This surface water is often directed against the foundation wall.



LOT GRADING

The above drawing illustrates the most common drainage problem of a sloping lot. The uphill side of the house must have a drainage waterway (swale) to direct the water around the house. This drainage swale should be at least 10 feet from the house and sloped to convey accumulated water away from the dwelling efficiently, and into a proper outlet.



SUBSURFACE: Subsurface drainage systems are generally constructed of perforated, corrugated plastic tubing. Excess water is drained through pipelines which are placed underground. The pipelines drain excess water from the lawn and/or foundation into outlet ditches or storm sewers.

Control of external water around and beneath a house is essential. Mildew, wood destroying fungi and wet insulation will result when surface water floods or saturates the ground around and under a house. Techniques that will reduce external water problems are:

- 1) A functioning lot drainage system
- 2) Properly installed and maintained gutters, downspouts, and drains to conduct the water
- 3) A waterproofed foundation wall with properly installed footer drains
- 4) A waterproofed floor slab
- 5) A sump pump

WET BASEMENT: Water generally enters a basement through the basement wall, or through the joints between the basement wall and the basement floor.

If water is entering through the wall, the parging (exterior mortar coat) or waterproof seal, is either cracked, too thin or missing, or the footer drains may be inadequate or missing. This can be checked by exposing the exterior wall where the most severe interior leakage is taking place. You can make spot repairs to the parging. If the parging or waterproof seal is missing and the leakage is widely distributed, you need a contractor who specializes in such things. In any case, make sure that the exterior surface grading is taking the water away from the wall before you proceed.

If water is entering through the joint between the wall and the basement floor slab, or through cracks in the floor, you have water under pressure beneath the floor. Foundation drains relieve this pressure.

If you have water along or beneath the basement floor, your home either does not have footer drains or they are not functioning properly. In most cases, the exterior wall will require excavation down to the footer and a functioning drain installed.

WHAT IS A HEADWATER STREAM?

A river is often shown as a meandering blue line on a map. It has a starting point and an ending point. In reality, a river system is a network of fine lines that join each other in covering a large area of land, a watershed. These smaller streams combine to form the rivers that we recognize as landmarks.

The Ohio Environmental Protection Agency defines a headwater stream as a stream that drains less than 20 square miles. A stream with a watershed of less than 1 square mile (640 acres), is a primary headwater stream. A healthy, natural river system has hundreds of primary headwater streams branching out over the landscape. A river is the sum of its parts.

Small streams flowing through yards, shopping centers, farms, and forests combine to form the rivers that shape our landscape. Each stream contributes its share of water, carrying other substances it gathers along the way.

Often, headwater streams are overlooked, or mistaken for ditches or 'low spots'. Since they are small, many people think they are insignificant to the river system. But how we treat each headwater stream affects the quality of the river it flows into. Just as the flavor of a gourmet meal is affected by the quality of the ingredients, the water quality of a river depends upon the water quality of the streams flowing into it.

PRODUCED FOR THE
NEO PIPE
WORKGROUP BY:

Cuyahoga Soil & Water
Conservation District
www.cuyahogaswcd.org

Lake County Soil & Water
Conservation District
www.lakecountyohio.org/soil

Medina County Soil & Water
Conservation District
www.medinaswcd.org



The Northeast Ohio Public Involvement/ Public Education Work Group, called NEO PIPE, is a cooperative effort of a variety of Soil and Water Conservation Districts and other agencies that seek to increase public awareness of storm water issues in Northeast Ohio and to provide the public with opportunities to help better manage storm water runoff. Participation is open to anybody who shares the same interest. For more information visit www.noaca.org/neoPIPE.html.

This publication was made possible with funding provided by USEPA- Great Lakes National Program Office

Graphic services provided by NOACA

WHERE RIVERS BEGIN

The Benefits of Small Streams and Wetlands

How Small Streams and Wetlands Benefit the Environment

Protect Water Quality

Many materials wash into our streams, including leaves, dead insects and polluted runoff from agricultural lands and our urban communities. Stream networks and wetlands can filter, process, store and modify such pollutants as fertilizers and automotive fluids, thereby protecting downstream water quality.

Maintain Water Supplies

Protecting headwater streams, wetlands, and their surrounding vegetation, or buffers helps maintain water quality and water levels in wells and streams. In wet seasons, unaltered headwater streams and wetlands replenish groundwater; connections between groundwater and naturally

functioning streams and wetlands maintain stream flow during dry seasons. Human modification to small streams, wetlands, and their buffers disrupts the natural movement of surface water to groundwater storage, reducing both water quantity and quality in a stream and river system.



Lake Co. SWCD



Cuyahoga SWCD

Provide Natural Flood Control

In their natural state, small streams and wetlands absorb significant amounts of rainwater, runoff and snowmelt. As regions become more urbanized, humans intentionally alter many natural stream channels by replacing them with storm sewers, ditches, and other artificial waterways. When man-made structures replace natural stream channels and floodplains, floods increase in frequency and size.

Trap Sediment

Intact headwater streams and wetlands can trap and retain sediment generated by naturally-occurring erosion, reducing the volume transported to downstream ecosystems.

Land disturbances such as urban construction can double the amount of sediment entering headwater streams. Increased sediment raises water purification costs for municipal and industrial users and requires extensive dredging to maintain navigational channels. Sedimentation also degrades aquatic habitats, killing plants and animals.

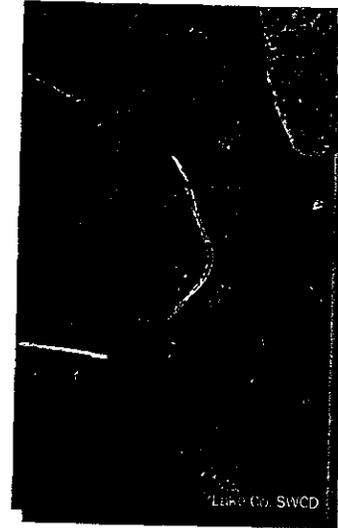
Sustain Downstream Ecosystems

Ecological processes that recycle organic carbon are essential to every food web on the planet. In freshwater ecosystems, much of the nutrient recycling occurs in small streams and wetlands. Microorganisms transform organic matter, such as leaf litter, fallen logs, and dead salamanders, into food for other organisms in the aquatic food web. Like nitrogen and phosphorus, carbon is essential to life but can be harmful to ecosystems if it is present in excess or in the wrong chemical form. If all organic material received by headwater streams and wetlands washed directly downstream, the surplus of decomposing material could deplete oxygen in downstream rivers, thereby damaging and even killing fish and other aquatic life.

Maintain Biological Diversity

A large variety of headwater systems provides diverse habitats for plants and animals. Many aquatic and streamside species can live only in headwater ecosystems. Even fish commonly found in large rivers rely on small streams for critical parts of their life cycles and as a refuge from environmental extremes. Wetlands add habitat diversity to headwater systems and increase the variety of species a headwater system may support. The natural processes that occur in small streams and wetlands provide a host of benefits. Scientific research shows that healthy headwater systems are critical to the proper functioning of larger streams, rivers, lakes and estuaries downstream.

The goals of protecting water quality, maintaining healthy plant and animal populations, navigable waterways, and other downstream resources are not achievable without careful protection of headwater stream systems.



Lake Co. SWCD