

**RECORD OF PROCEEDINGS
MINUTES OF MEETING
DECEMBER 27TH, 2007**

The Medina Township Board of Trustees met in regular session at the Medina Township Hall on December 27th, 2007, to conduct the business of the Township. President Todd called the meeting to order at 7:04 pm with the following Trustees in attendance: Dianna Huffman, Michael D. Todd and Mead Wilkins. Also in attendance were the Police Chief, Fire Chief, Road Foreman, Assistant Road Foreman, Assistant Zoning Inspector and the general public.

Roll Call

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

Mr. Todd led the Pledge of Allegiance.

PUBLIC COMMENT

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

Doug Sunkel (5710 Lafayette Road) asked who was going to handle the ball fields.

Sally Gardner (3333 Foskett Road) thanked the Police and Road Departments for the traffic study that was done on S. Weymouth Road. Mrs. Gardner also read a letter regarding the Upper Branch of the Rocky River Watershed Balanced Growth Plan.

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

SITE PLANS

Excellence in Eyecare – Sign – 3609 Medina Road

Mr. Todd motioned to accept the recommendation of the Zoning Commission and deny the second sign request for Excellence in Eyecare as it exceeds the signage requirements per Section 605 I of the Medina Township Zoning Resolution. Mrs. Huffman seconded the motion. Voting aye thereon: Mrs. Huffman Mr. Todd and Mr. Wilkins.

Medina Medical Campus- Sign – 3443 Medina Road

Mr. Todd motioned to accept the recommendation of the Zoning Commission and approve the identification sign for Medina Medical Campus not to exceed 56 square feet in size and 12.4 feet in height as presented. Mr. Wilkins seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.

Approval of Accounts Payable

Mr. Todd motioned to approve accounts payable checks #18239 to #18274 totaling \$53,303.57. Mrs. Huffman seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.

Approval of Payroll

Mr. Todd motioned to approve payroll checks #11652 to #11677 totaling \$27,704.27 with deductions totaling \$4,351.02. Mr. Wilkins seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.

Mr. Todd motioned to approve payroll check #11678 totaling \$15.00. Mr. Wilkins seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.

TM12/27/07

Approval of Minutes

Mr. Todd motioned to approve the minutes for the December 12th, 2007, meeting. Mrs. Huffman seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.

OLD BUSINESS

Awarding of Bid for Baseball Fields

Mr. Todd read the letter of recommendation from Architect, Kerry Illes for the Blakslee Park Baseball Diamonds. Mr. Illes analyzed the bids and presented the Trustees with his recommendation. (See attached

Mr. Todd motioned to award the bid for the Baseball Park Diamond development to Agricultural Design, Incorporated in the amount of \$259, 683.35 based on the recommendation of Kerry Illes. Mr. Wilkins seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.

Signing of Maintenance Building Contract

The Trustees signed the contract for the Maintenance Building. Mr. Illes said they could possibly break ground between January 15th and 31st.

Comprehensive Plan Steering Committee

Mr. Todd motioned to table the Comprehensive Plan Steering Committee. Mr. Wilkins seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.

Comprehensive Plan Contract

Mr. Todd said they are waiting for an answer from Jacob, Edwards and Kelcey regarding the wording of the contract. Mr. Wilkins motioned to table the Comprehensive Plan Contract. Mr. Todd seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.

Resolution for the Soil and Water Conservation District

Mr. Todd incorporated the letter Sally Gardner read regarding the watershed issue. Mr. Todd motioned to table the Resolution for the Soil and Water Conservation District discussion. Mrs. Huffman seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.

Conservation Easement

Mr. Todd motioned to table the discussion of the Conservation Easement. Mrs. Huffman seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.

Park District

Mr. Wilkins said he has been playing phone tag. Mead will meet with the Park District the first part of January.

Job Descriptions

Mr. Wilkins is working on the job descriptions.

Public Records Retention Policy

Mr. Todd said the Public Records Retention Policy is being worked on.

Overtime Accrual towards Sick Hours for the Road Department

Mr. Wilkins is waiting to hear from Mr. Thorne of the Prosecutor's Office regarding this issue.

Mr. Todd explained the tabled items to the students that were in attendance.

TM12/27/07

OLD BUSINESS CONT

Wildland/Urban Interface & Support Utility Fire Truck

Chief Crumley presented the Trustees with the contract to be signed for the Wildland/Urban Interface Truck.

Radios for the Wildland/Urban Interface & Support Utility Fire Truck

Mrs. Huffman motioned to spend \$2,895.00 for radios for the new Wildland/Urban Interface Truck. Mr. Todd seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.

NEW BUSINESS

Travel Expense Reimbursement Record

Mr. Todd motioned to approve the Medina Township Travel Expense Record as presented by Fiscal Officer, Terry George and incorporate this document by reference. Mr. Wilkins seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.

Approval of Appropriation Increases, Supplemental Appropriation Change and Fund Balance Changes

Mr. Todd motioned to approve the 2007 budget appropriation increases as conveyed by Fiscal Officer, Terry George, on the form dated December 27, 2007, and incorporate this document by reference. Mrs. Huffman seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.

Mr. Todd motioned to approve the supplemental appropriations as presented to the Board of Trustees by Fiscal Officer, Terry George, and incorporate this document dated December 27, 2007, by reference. Mr. Wilkins seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.

Mr. Todd motioned to approve the audited balances and the decrease and increase in the fund balances as changed by the recommendations of Charles Harris and Associates, Auditors, and presented to this Board by Fiscal Officer, Terry George. Mr. Wilkins seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.

Retirement of Captain Larry Huffman

Chief Crumley read the letter of retirement from Larry Huffman effective December 31, 2007. He is retiring due to health reasons.

Mr. Todd motioned to accept the letter of notification of retirement from Captain Larry Huffman. 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. Mrs. Huffman seconded the motion.

Abbe Sublett (315 N. Jefferson Street) attended the meeting for her Civics class to learn how government operates.

Krista Voeckel (3471 Nichols Road) attended the meeting for her Civics class.

Brad Bergman (4086 Timber Trail) was the driver for Abbe and Krista.

Brittanni Bell (594 N. Harmony) attended the meeting for her Civics class.

TM112/27/07

PUBLIC COMMENT CON'T

Chief Arbogast commented on the need for the Wildland/Urban truck.

Alliss Strogin asked if the Trustees meeting could be changed for the library opening.

Allis Strogin asked if Trustees would approve her OTA Conference expenditures.

OTA Conference

Mr. Todd motioned for approval for expenditures for Alliss Strogin and Rita Holt for travel to the Ohio Township Association Winter Conference and Trade Show held at the Hyatt Regency in Columbus from January 30 to February 2 2008. Mr. Wilkins seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.

Carol Unaitis (4985 Fenn Road) asked for the results of Shop with a Cop.

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

Gary Hallman Letter Regarding the Life Support Team


Mr. Todd read a letter that was received from Gary Hallman, President of Medina General Hospital, regarding rumors about the Life Support Team. (See attached)

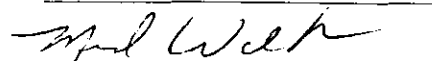
Dianna Huffman's Signature Stamps

Mr. Todd motioned that based on the fact that Mrs. Huffman's signature stamps are of no value to the Township they will be disposed of accordingly. (The three (3) stamps will be given to Mrs. Huffman because they are in her name) Mr. Wilkins seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.

Mr. Todd motioned to adjourn the meeting at 8:04 pm. Mr. Wilkins thanked Dianna for her service and Dianna thanked everyone. 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
Audited Balances**

	<u>GF</u>	<u>2011</u>	<u>2021</u>	<u>2031</u>	<u>2041</u>	<u>2081</u>	<u>2111</u>	<u>2231</u>	<u>2901</u>	
2003 Audited Beginning Balance	764,515.19	66,565.31		817,850.86		60,060.38	79,844.38	119,286.38		
2003 Excess	-185,326.19	15,328.59		-37,768.09		26,235.29	31,277.12	34,326.10		
2003 Ending Balance	579,189.00	81,893.90	206,545.15	780,082.77	14,686.92	86,295.67	111,121.50	153,553.72	132,576.26	2,145,944.89
2004 Excess	-5,110.00	652.00	65,027.00	307,029.00	216.00	-21,896.00	156,910.00	16,587.00	37.00	
2004 Ending Balance	574,079.00	82,545.90	271,572.15	1,087,111.77	14,902.92	64,399.67	268,031.50	170,140.72	132,613.26	
2005 Excess	-57,813.00	6,765.00	95,245.00	192,932.00	1,377.00	-18,853.00	58,706.00	15,894.00	13,531.00	
2005 Ending Balance	516,266.00	89,310.90	366,817.15	1,280,043.77	16,279.92	45,546.67	326,737.50	186,034.72	146,144.26	
2004 Beginning Balances	752,141.27	84,958.15	138,164.36	736,031.04	14,686.92	46,650.75	89,076.85	151,659.29	132,576.26	
2002/2003 Adjustments (Row 13-Row 9)	172,952.27	3,064.25	(68,380.79)	(44,051.73)	-	(39,644.92)	(22,044.65)	(1,894.43)	-	
Decrease Fund Balance	172,952.27	3,064.25								
Increase Fund Balance			68,380.79	44,051.73	0.00	39,644.92	22,044.65	1,894.43	0.00	

REVIEWED BY MEDINA TWP. TRUSTEES

Date 12/27/07

Trustee Chm. [Signature]

Trustee [Signature]

Trustee [Signature]

APPROVED

SUPPLEMENTAL APPROPRIATIONS
MEDINA TOWNSHIP, MEDINA COUNTY

ROAD + BRIDGE

Date	Appropriation Code	Tran Number	Debit Amount	Credit Amount	Resolution Number	Reason
11/28/2007	2031-330-223-0000	11000357	\$0.00	100.00		DENTAL INSURANCE PREMIUM
11/28/2007	2031-330-314-0000	11000357	-100.00			DENTAL INSURANCE PREMIUM

APPROVED

REVIEWED BY MEDINA TWP. TRUSTEES

Date 12/27/07

Trustee Chm. [Signature]

Trustee [Signature]

Trustee [Signature]

Medina Township Board of Trustees
 Regular Meeting - December 27, 2007

2007 Budget
 Appropriation Increases

	Current Appropriation	Revised Appropriation	Amount of Increase	Account Description	Purpose
General Fund - Admin.					
1000- 110-190	\$ 28,000.00	\$ 32,500.00	4,500.00	Salaries - Admin.	
1000- 110-212	13,020.00	17,500.00	4,480.00	Social Security	
1000- 110-314	7,000.00	15,000.00	8,000.00	Tax Collection Fees	
1000- 110-321	2,500.00	2,900.00	400.00	Rents & Leases	copier & postage machine leases
1000- 110-430	150.00	750.00	600.00	Small Tools & Minor Equip.	bar code reader for inventory
1000- 110-519	-	200.00	200.00	Other Dues & Fees	MCTA dues
1000- 110-740	1,000.00	1,300.00	300.00	Machinery, Equip. & Furniture	Secretary desk
General Fund - Town Hall					
1000- 120-323	1,400.00	1,750.00	350.00	Repairs & Maint.	repl. Town hall door
1000- 120-353	3,500.00	4,500.00	1,000.00	Natural Gas	
1000- 120-370	18,750.00	58,750.00	40,000.00	Payment to Another Political Sub.	2007 dispatch fees - Police & LST
1000- 120-420	70.00	275.00	205.00	Operating Supplies	town hall supplies
General Fund - Police Dept.					
1000- 210-213	4,350.00	7,000.00	2,650.00	Medicare	
1000- 210-221	72,000.00	80,000.00	8,000.00	Health Insurance	
General Fund - Street Lights					
1000- 310-351	7,000.00	7,300.00	300.00	Electricity	
General Fund - Blakeslee Field					
1000- 760-730-780	3,800.00	6,100.00	2,300.00	Improvement of Sites	Blakeslee irrigation- addt. Parts
Road & Bridge					
2031- 330-319	2,750.00	3,350.00	600.00	Other Profess. & Tech Svs.	
2031- 330-360	4,000.00	15,000.00	11,000.00	Contract Svs.	Hood Rd. patching
2031- 330-420	12,000.00	14,000.00	2,000.00	Operating Supplies	
Cemeteries					
2041- 760-740	-	1,500.00	1,500.00	Machinery & Equip.	Clamp to move headstones
Police Department					
2081- 210-314	2,000.00	3,800.00	1,800.00	Tax Collection Fees	
2081- 210-323	20,000.00	26,000.00	6,000.00	Repairs & Maint.	vehicle accident repairs
2081- 210-330	-	500.00	500.00	Travel & Meetings	
2081- 210-341	16,000.00	16,500.00	500.00	Telephone	
2081- 210-351	4,000.00	4,700.00	700.00	Electricity	
2081- 210-430	5,000.00	9,200.00	4,200.00	Small Tools & Minor Equip.	guns, radio for car #25, handheld radios
Fire Department					
2111- 220-190	175,000.00	220,000.00	45,000.00	Salaries	
2111- 220-212	9,000.00	12,000.00	3,000.00	Social Security	
2111- 220-213	2,600.00	3,200.00	600.00	Medicare	
2111- 220-214	150.00	2,661.00	2,511.00	Volunteer Firefighters Fund	VFIS insurance
2111- 220-314	5,000.00	8,800.00	3,800.00	Tax Collection Fees	
2111- 220-420	12,000.00	14,000.00	2,000.00	Operating Supplies	
Permissive MVL Tax					
2231- 760-740	-	10,543.00		Improvement of Sites	Hood Rd. patching

APPROVED

REVIEWED BY MEDINA TWP. TRUSTEES

Date: 12/27/07

Trustee Chm. [Signature]

Trustee [Signature]

Trustee [Signature]



PROPOSAL and CONTRACT
Medina Township, Ohio
Wildland / Urban Interface and Support Utility Fire Apparatus

December 21, 2007

Medina Township Board of Trustees
Medina Township Fire Department
3803 Huffman Road
Medina, OH 44256

Re: Proposal and contract for Wildland / Urban Interface Apparatus

EJ Metals, Inc. is pleased to provide the following proposal and contract:

Base GSA price for Assault Force 300: \$ 96,043.06
Modifications per the Medina Township specifications: \$ 33,570.41


Total apparatus price: \$129,613.47

As per the Memorandum of Understanding (MOU) entered into between the State of Ohio, Division of Natural Resources, Division of Forestry and the Medina Township Fire Department, FDID# 52-121, to utilize GSA purchasing, EJ Metals, Inc. of Hortonville, WI agrees to furnish the following fire apparatus.


EJ Metals, Inc. agrees to furnish the combination of the Assault Force 300 and the modifications shall provide the complete Ford F-450 chassis, aluminum fire apparatus body, high-pressure Class A fire-fighting foam system and equipment on US General Services Administration (GSA), per Disaster Recovery Purchasing, contract #GS-30F-0014T, Section 833 of 2007 Public Law 1089-364.

All 23 pages of the Medina Township Fire Department specifications and Addendums "A" and "B", intact, shall be a part of this contract, with any exceptions as noted and agreed to between the fire department and EJ Metals, Inc.


MEDINA TOWNSHIP BOARD OF TRUSTEES for the
MEDINA TOWNSHIP FIRE DEPARTMENT


Chairman


Trustee


Trustee

EJ METALS, INC.


Kevin Quinn, President
12-21-07



RECEIVED

DEC 21 2007

MEDINA TOWNSHIP

December 20, 2007

Mr. Michael Todd
4020 Cook Road
Medina, OH 44256

Dear Michael:

As you are very aware, Medina General Hospital is in conversation with University Hospitals of Cleveland to structure an affiliation.

The purpose of this letter is to inform you that the hospital's affiliation plans with University Hospitals will not affect any existing or future relationships with any of the Hospital's EMS partners, and especially the Hospital's LST department. What I am telling you that as far as the above business relationships go, it is business as usual.

I hope that this letter addresses your concerns and any unsubstantiated rumors that are being discussed.

Please contact me if you may have any questions or concerns.

Very truly yours,


Gary D. Hallman
President & CEO

GDH:cjf

Copy to: Chief David Arbogast, Medina Township PD
Chief Mark Crumley, Medina Township FD