

**RECORD OF PROCEEDINGS  
MINUTES OF REGULAR MEETING  
FEBRUARY 7<sup>TH</sup>, 2008**

The Medina Township Board of Trustees met in regular session at the Medina Township Hall on February 7<sup>th</sup>, 2008, to conduct the business of the Township. President Todd called the meeting to order at 7:04 pm with the following Trustees in attendance: Rita M. Holt, Michael D. Todd and Mead Wilkins. Also in attendance were the Fiscal Officer, Police Chief, Fire Chief, Zoning Inspector, Assistant Zoning Inspector and the general public.

**Roll Call**

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

Mr. Todd led the Pledge of Allegiance.

**Accounts Payables**

Mrs. Holt motioned to approve accounts payable checks #18334 to #18382 totaling \$41,869.46. Mr. Wilkins seconded the motion. Voting aye thereon: Mrs. Holt, Mr. Todd and Mr. Wilkins.

**Approval of Minutes**

Mr. Todd motioned to approve the following minutes: January 17, 2008, special meeting and the January 24, 2008, regular meeting. Mr. Wilkins seconded the motion. Voting aye thereon: Mrs. Holt, Mr. Todd and Mr. Wilkins.

**Approval of Payroll**

Mr. Todd motioned to approve payroll check #11779 to #11832 totaling \$33,709.62 with \$3,435.56 for deductions. Mr. Wilkins seconded the motion. Voting aye thereon: Mrs. Holt, Mr. Todd and Mr. Wilkins.

**REPORTS**

**Zoning Department**

The Zoning Inspector reported that for the month of January 2008, 9 permits were issued as follows:

New Construction	1	Deck	1
Accessory Building	2	Signs	5

For a total value of permits issued \$709,700.00. Fees collected \$551.20.

**Fire Department**

The Fire Chief reported that for the month of January 2008, the Fire Department responded to a total of 59 incidents: Alarm drops 27, carbon monoxide 5, assist EMS 11, fire calls 16. 16 calls were in Medina Township, 35 Medina City, 8 Montville. The combined operations calls were 42.

**Approval of Appropriations for Seminars/ Workshop/Conference**

Mrs. Holt motioned to approve the appropriation of \$120 for training for ice rescue for Shawn Kasson, Tony Riggs and Bobby Keister. Mr. Todd seconded the motion. Voting aye thereon: Mrs. Holt, Mr. Todd and Mr. Wilkins.

Mrs. Holt said there was a request for the apportionment of \$1935 for the FDIC Conference in Indianapolis for Parker Browne. The Trustees feel that it is expensive and would like more information stating who is going etc.

TM2/7/08

## REPORTS CON'T

### Approval of Appropriations for Seminars/Workshop/Conference

Mrs. Holt motioned to approve the appropriation for the 2<sup>nd</sup> Annual Northeast Ohio Firefighters Conference of \$200 for Gary Bromley. Mr. Wilkins seconded the motion. Voting aye thereon: Mrs. Holt, Mr. Todd and Mr. Wilkins.

Mr. Wilkins motioned to approve the appropriation of \$915 for Brian Mummert to attend 120 hour Firefighter One training at the Medina County Career Center from February 18 to April 23. Mr. Todd seconded the motion. Voting aye thereon: Mrs. Holt, Mr. Todd and Mr. Wilkins.

### Road Department

The Road Foreman reported that for the month of January 2008, the Road Department cleaned and maintained buildings, equipment and vehicles; installed repaired and replaced signs as needed; plowed and salted roads; received 3 salt deliveries; worked on sign and road inventory; refaced Blakslee Park sign; picked up dead deer; cleaned up fallen trees and limbs; cleaned up catch basins and opened culverts; picked up yard waste dumped in River Trace; had meeting regarding Remsen Culvert; met with OTARMA Insurance rep and responded to 2 daytime fire calls.

### Road Department Accumulation of Sick Time for Overtime

Mr. Wilkins said the road department will get sick leave accumulation for overtime in excess of 80 per pay period or 40 hours per week.

Mr. Todd motioned to approve the three (3) department reports presented. Mr. Wilkins seconded the motion. Voting aye thereon: Mrs. Holt, Mr. Todd and Mr. Wilkins.

## OLD BUSINESS

### Resolution for the Soil and Water Conservation District

Mr. Wilkins followed up with Jeff Van Loon and the concerns are whether or not they can have three (3) separate definitions between Hinckley, Liverpool Township and Medina Township and was told it was not a problem. Mr. Wilkins will check with Mr. Van Loon and then the Trustees will vote on the wording of the *Local Preference Area*.

### Longevity Pay Clarification

Mr. Wilkins motioned that longevity pay be for full time employees only after their third year of employment at \$100 per year for 2008, and this would be reviewed on an annual basis hereafter. Mrs. Holt seconded the motion. Voting aye thereon: Mrs. Holt, Mr. Todd and Mr. Wilkins. Mr. Todd motioned to amend the motion to state that this motion shall supersede all previous representations and agreements to Township personnel. Mr. Wilkins seconded the motion. Voting aye thereon: Mrs. Holt, Mr. Todd and Mr. Huffman.

### Pay Rates for Part-Time Road Department Personnel

Mr. Wilkins motioned that the 2008 pay rates for Paul Cugini, Sr. and Scott Vargo be \$15.78 per hour. Don Kessler and Jeff Kessler be \$17.17 per hour and part-time Firefighters who work for the Road Department be \$12.50 per hour. Mr. Todd seconded the motion. Voting aye thereon: Mrs. Holt, Mr. Todd and Mr. Wilkins.

### Appointment of ZC and BZA Members

Mrs. Holt motioned to table the appointments of the Zoning Commission and Zoning Board of Appeals Members. Mr. Wilkins seconded the motion. Voting aye thereon: Mrs. Holt, Mr. Todd and Mr. Wilkins.

TM2/7/08

**OLD BUSINESS CON'T**

**Job Descriptions**

Mr. Wilkins motioned to table Job Descriptions. Mr. Todd seconded the motion. Voting aye thereon: Mrs. Holt, Mr. Todd and Mr. Wilkins.

**Record Retention Policy**

Mr. Todd motioned to table the Record Retention Policy. Mr. Wilkins seconded the motion. Voting aye thereon: Mrs. Holt, Mr. Todd and Mr. Wilkins.

**NEW BUSINESS**

**Armstrong Cable Rate Increase**

Mr. Todd read a letter received from Armstrong Cable regarding a rate increase. This notice will be sent to all cable customers. (See attached)

**Information from OTA Conference**

Mrs. Holt discussed what she learned at the OTA Conference and passed out some literature to the other Trustees.

**Police Department**

The Police Chief reported that for the month of January 2008, there were 865 calls for service. 55 were criminal incidents with the majority being DUI's with 29 arrests.

Mr. Todd motioned to accept the Police Report. Mr. Wilkins seconded the motion. Voting aye thereon: Mrs. Holt, Mr. Todd and Mr. Wilkins.

**Sports Activity Permit Fee**

Mr. Wilkins verified with Mayor Leaver that the Sports Activity Permit fee will be discontinued at the point Blakslee Fields would come in line but there may be a maintenance fee.

**Flooding on Reagan Parkway and Route 3**

Mrs. Holt said she received several calls from residents regarding flooding on Route 3 just west of Reagan Parkway. She contacted the State Highway Department and discussed the problem with them. A letter will be sent to the State Highway Department regarding this issue.

**PUBLIC COMMENT**

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

Ed Unaitis (4985 Fenn Road) questioned two of the accounts payable checks, the Post Office drop box and putting the website address on the Township sign.

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

**Executive Session**

Mr. Todd motioned to enter into Executive Session with the Board of Trustees, Fiscal Officer, Road Foreman, Police Chief and Fire Chief to discuss personnel and personnel policies. Mrs. Holt seconded the motion. Voting aye thereon: Mrs. Holt, Mr. Todd and Mr. Wilkins. The Board entered into Executive Session at 8:21 pm. The Board reconvened at 9:17 pm. No decisions were made during that meeting.

TM2/7/08

**Budget Workshop Meeting Dates**

The Trustees will hold Budget Workshops on March 13 and March 27, 2008 at 6:00 pm.

**Vell's Bed and Breakfast**

Mrs. Ridgley said Mr. Vasilivich of Vell's Party Center wants the Township to say his approved Bed and Breakfast is a single family home. The Trustees said this is inappropriate and cannot be done.

Mr. Wilkins motioned to adjourn the meeting at 9:22 pm. Mr. Todd seconded the motion. Voting aye thereon: Mrs. Holt, Mr. Todd and Mrs. Wilkins.

\_\_\_\_\_  
Medina Township Fiscal Officer

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Medina Township Board of Trustees

***ROAD DEPT. REPORT  
JANUARY 2008***

***CLEAN AND MAINTAIN BUILDINGS, EQUIPMENT AND VEHICLES***

***INSTALL, REPAIR AND REPLACE SIGNS AS NEEDED***

***WORK ON SIGN AND ROAD INVENTORY***

***PLOW AND SALT ROADS***

***RECEIVED 6 SALT DELIVERIES TOTALING 455.45 TONS***

***HAD NAMES CHANGED ON BLAKSLEE PARK SIGN***

***PICKED UP DEAD DEER***

***CLEANED UP FALLEN TREES AND LIMBS***

***CLEANED OFF CATCH BASINS AND OPENED CULVERTS***

***PICKED UP YARD WASTE DUMPED IN RIVER TRACE***

***MET WITH MEAD AND DAN BECKER ABOUT REMSEN CULVERT***

***MET WITH CATHY FROM OTARMA***

***RESPONDED TO 2 DAYTIME FIRE CALLS***

Medina Township Fire Department  
 January 2008 Activity Report

<b>Type of Alarms</b>		Count	Percentage
A	Alarm Drop	27	45.76%
AH	Alarm Drop High Potential	0	0.00%
C	Carbon Monoxide	5	8.47%
E	Assist EMS (LST)	11	18.64%
F	Fire Call	16	27.11%
M	Motor Vehicle Accident	0	0.00%
<b>Total Incident Count</b>		59	
<b>Breakdown of Location of Calls</b>			
	Medina Twp	16	
	Medina City	35	
	Montville	8	
<b>Total Calls</b>		59	
<b>Combined Ops</b>			
Automatic Aid Received		9	
	Duty Crew	8	
	Duty Officer	1	
Automatic Aid Given		42	
	Duty Crew	27	
	Medina City	24	
	Montville	3	
	Duty Officer	15	
	Medina City	10	
	Montville	5	



# Medina Township

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

ZONING REPORT – JANUARY, 2008

## MONTHLY TOTALS

1	New Construction	
2	Accessory Buildings/Addition	
1	Deck	
5	Signs	
9	<b>TOTAL PERMITS</b>	<b>TOTAL VALUE \$709,700</b>

Fees collected on permits total excluding signs	\$ 126.20
Fees collected on sign permits:	<u>\$ 425.00</u>
<b>Total Fees Collected</b>	<b>\$ 551.20</b>

Respectfully Submitted,  
Mary Ann Heiss  
Assistant Zoning Inspector  
February 7, 2008

# MEDINA TWP. POLICE

## REPORTS RECEIVED SUMMARY

DATE: 2/6/2008

For the Period from 01/01/2008 To 01/31/2008

PAGE: 1 OF 1

OFFENSE / INCIDENT TYPE	OFFENSE CODE	REPORTED			C L E A R E D		
		TOTAL	UN-FOUNDED	ACTUAL	BY ARREST	EXCEPTION-ALLY	PERCENT
ASSIST CITIZEN	10A	1		1			
WARRANT ARREST	15	5		5	5		100
Unruly Juvenile Offenses	2151.022	1		1		1	100
Felonious assault - deadly weapon or dangerous ordnance	2903.11A2	1		1			
Assault - knowingly harm victim	2903.13A	1		1			
Menacing	2903.22	2		2			
Breaking and entering	2911.13	2		2			
Breaking and entering - commit theft/felony - unoccupied	2911.13A	1		1			
Safecracking	2911.31	1		1			
Theft	2913.02	7		7	1	1	29
Theft - without consent	2913.02A1	2		2			
Theft - beyond express / implied consent	2913.02A2	1		1	1		100
Misuse of credit card	2913.21	1		1			
Disorderly conduct	2917.11	1		1			
Disorderly conduct - interfering with others	2917.11A4	1		1			
Disorderly conduct - intoxicated annoy or alarm (PI)	2917.11B1	1		1	1		100
Telecommunications harassment	2917.21	2		2			
Possession of drugs - marijuana	2925.11C3	2		2	2		100
Drug paraphernalia	2925.14	1		1	1		100
THEFT	36	1		1			
MISSING PERSON	38	1		1			
Offenses involving underage persons - minor consuming intoxicants	4301.69E	2		2	2		100
DUS License Forfeiture / Administrative	4510.11A	1		1	1		100
Persons under the influence of alcohol, drugs, or a combination of both of them	4511.19A1a	3		3	3		100
DUI - breath-concentration > .08 of 1 gram and < .17 of 1 gram per 210 liters of persons breath	4511.19A1d	1		1	1		100
DUI - < 21Blood-Concentration > .02 of 1% & < .08 of 1% per unit volume of alcohol	4511.19B1	1		1	1		100
DUI - < 21Breath-Concentration > .02 of 1 gram & < .08 of 1 gram per 210 liters of person's breath	4511.19B3	1		1	1		100
RAPE	48	1		1			
HARASSMENT / PHONE CALLS	70	1		1			
TRAFFIC STOP CITATION	86C	7		7	7		100
TRAFFIC STOP WARNING	86W	1		1			
		<u>55</u>		<u>55</u>	<u>27</u>	<u>2</u>	<u>53</u>



# MEDINA TWP. POLICE

## CALLS RECEIVED SUMMARY

DATE : 2/6/2008

For the Period from 01/01/2008 To 01/31/2008

PAGE : 1 OF 1

NATURE OF INCIDENT DESCRIPTION	NATURE CODE	REPORTED	CLEARED
ACCIDENT NO INJURY	02		29
ACCIDENT INJURY	04		1
ASSAULT	08		1
ASSIST	10		21
ASSIST CITIZEN	10A		25
BURGLARY	12		2
BURGLARY IN PROGRESS	12A		1
ALARM RESPONSE	12B		46
WARRANT ARREST	15		14
ANIMAL COMPLAINT	18		3
DOMESTIC VIOLENCE	20		1
DISTURBANCE	20D		2
PRISONER TRANSPORT	21		1
DRUNK	24		1
FIGHT	26		3
DISORDERLY CONDUCT	26A		1
FIRE / FIRE ALARM	28		8
RESCUE SQUAD	29		34
THEFT	36		18
MISSING PERSON	38		1
RAPE	48		1
COMMUNITY POLICING ACTIVITY	55		191
VACATION WATCH	55V		120
SUSPICIOUS PERSON	60		14
SUSPICIOUS AUTO	60A		8
SUSPICIOUS ACTIVITY	60B		14
VANDALISM	64		1
HARASSMENT / PHONE CALLS	70		3
HARASSMENT / THREATS	70A		3
LOCKOUT	72		6
	81		1
TRAFFIC COMPLAINT	86		22
TRAFFIC STOP CITATION	86C		47
TRAFFIC STOP DUI	86D		2
TRAFFIC STOP DUS	86S		13
TRAFFIC STOP WARNING	86W		165
DISABLED VEHICLE	87		26
	89C		1
911 HANG UP	91		14

Upper West Branch Watershed Balanced Growth Initiative

The Medina Township Trustees are designating the entire Route 3 corridor in Medina Township a *Local Preference Area*.

A *Local Preference Area* is as an area which, " Based upon predetermined, universal criteria established by the Watershed Planning Partnership, might otherwise be considered to be a Priority Development Area (PDA), but in the Medina Township Route 3 corridor situation, is [REDACTED] defined as a Priority Conservation Area (PCA) because it is a critically important resource area and an environmentally sensitive area that shall be protected according to Medina Township's comprehensive plan and zoning regulations.

OR

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# ARMSTRONG®

ONE WIRE . INFINITE POSSIBILITIES .

January 11, 2008

Ms. Therese George  
Twp Hall, 3799 Huffman Road  
Medina OH 44256

**RE: RATE ADJUSTMENT**

Dear Ms. George,

The attached notice will be sent to all Armstrong cable customers in your community in their next monthly billing statement. This notice announces a rate adjustment to our basic level of service. All our other prices will remain the same.

Armstrong's products are competitively priced and remain several dollars less per month than similar offerings from most other cable operators in the region. This change is less than most price adjustments by other major video suppliers including Time-Warner, Comcast, Direct TV and Verizon FIOS.

We will continue to enhance all of our products in the months ahead. Armstrong's immensely popular Zoom Internet service will add more features and go faster than ever.

We're also pleased to be at the forefront of high definition television technology with our Armstrong HD product. We now have all the popular channels with more to come in 2008!

And we continue to offer new competitively priced services such as Armstrong Telephone.

Armstrong will remain actively involved in the communities we serve, giving to charities, sponsoring and even creating events, and making our areas better places to live.

We look forward to working with you to maintain and improve the quality of life in this region. As always, please call me if I can be of any assistance.

Sincerely,

A handwritten signature in cursive script that reads "Karen Wolff".

Karen Wolff  
General Manager



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## IMPORTANT NOTIFICATION

Dear Subscriber,

Armstrong is committed to providing great service for the lowest possible cost, while continuing to invest in technologies which offer you the best choices for Television, Telephone and Internet service.

As you know, we deal with a variety of increasing costs every year. Just like you have experienced, our fuel expenses have increased dramatically in the past 12 months, with no end in sight.

Beginning with your next billing statement, the monthly price for Basic Cable service will be \$48.45. All other prices will remain the same.

**If you are currently enjoying a promotion on one or more of your services, the price on those services will remain in effect until your promotion's scheduled expiration date.**

Armstrong's rates remain significantly less than other cable television companies in the region. However, we realize that any change is unwelcome. **We are pleased to continue offering a \$1.00 per month discount for customers that utilize our Direct Debit payment option.** If you are not enrolled in the program, contact our Customer Service Center today.

And remember, with Armstrong, you receive unparalleled customer service. We offer free, local 24-hour service and technical support.

**We value your business. Thank you for being an Armstrong customer.**