

**RECORD OF PROCEEDINGS
MINUTES OF REGULAR MEETING
JUNE 5TH, 2008**

The Medina Township Board of Trustees met in regular session at the Medina Township Hall on June 5th, 2008, to conduct the business of the Township. President Todd called the meeting to order at 7:02 pm with the following Trustees in attendance: Michael D. Todd and Mead Wilkins. Also in attendance were the Fiscal Officer, Police Chief, Fire Chief, Road Foreman, 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 Mr. Todd and Mr. Wilkins. Mrs. Holt was absent due to illness.

Mr. Todd led the Pledge of Allegiance.

Oath of Office for Rick Bromley

Chief Crumley administered the oath of office as a Medina Township Firefighter to Rick Bromley.

Appropriation for Ohio Fire Chief's Conference

Mr. Todd motioned to approve the appropriation for Chief Crumley to go to the Ohio Fire Chief's Conference from July 17 to July 23, in Sandusky, for the amount of \$1,045.00. Mr. Wilkins seconded the motion. Voting aye thereon: Mr. Todd and Mr. Wilkins.

Approval to take 204-1 to Ohio Fire Chief's Conference

Mr. Wilkins motioned to approve taking 204-1 to the Ohio Fire Chief's Conference Educational Trade Show July 18 to July 20 for display by E. J. Metals. E. J. Metal and Finley Fire to pay expenses for personnel will be covered in addition to equipment being negotiated at this time. Mr. Todd seconded the motion. Voting aye thereon: Mr. Todd and Mr. Wilkins.

Med Control License and Burglar Alarm System for Fire Stations

Mr. Todd motioned to approve the appropriation for expenditure an amount not to exceed \$10,000.00 for the Nettleton Road and Fenn Road Fire Stations. Mr. Wilkins seconded the motion. Voting aye thereon: Mr. Todd and Mr. Wilkins.

SITE PLANS

Lesiak, Hensel, Hatcock –Site – 3995 Medina Road

Mr. Todd motioned to accept the recommendation of the Zoning Commission and approve the change of use for Lesiak, Hensel, Hatcock in Suite 210 Western Reserve Office Park located at 3995 Medina Road. Mr. Wilkins seconded the motion. Voting aye thereon: Mr. Todd and Mr. Wilkins.

Buffalo Wild Wings – Freezer Addition – 5050 Eastpointe Drive

Mr. Todd motioned to accept the recommendation of the Zoning Commission and approve the addition of an exterior freezer consisting of 8' x 8' x 8' in the landscape strip as presented for Buffalo Wild Wings located at 5050 Eastpointe Drive. Mr. Wilkins seconded the motion. Voting aye thereon: Mr. Todd and Mr. Wilkins.

North Ohio Heart Center – Sign – 3443 Medina Road

Mr. Todd motioned to accept the recommendation of the Zoning Commission and approve the wall sign for North Ohio Heart Center not to exceed 48 square feet as presented. Mr. Wilkins seconded the motion. Voting aye thereon: Mr. Todd and Mr. Wilkins.

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SITE PLANS CON'T

Valvoline Instant Oil Change – Ground Sign – 3275 Medina Road

Mr. Todd motioned to accept the recommendation of the Zoning Commission and approve the refacing of the existing ground sign for Valvoline Instant Oil Change located at 3275 Medina Road, not to exceed 17 square feet as presented. Mr. Wilkins seconded the motion. Voting aye thereon: Mr. Todd and Mr. Wilkins.

Valvoline Instant Oil Change – Wall Sign – 3275 Medina Road

Mr. Todd motioned to accept the recommendation of the Zoning Commission and approve the new wall sign façade for Valvoline Instant Oil Change not to exceed 56 square feet. Mr. Wilkins seconded the motion. Voting aye thereon: Mr. Todd and Mr. Wilkins.

Approval of Accounts Payable

Mr. Todd motioned to approve warrant #18633 to 18683 totaling \$128,025.16. Mr. Wilkins seconded the motion. Voting aye thereon: Mr. Todd and Mr. Wilkins.

Approval of Payroll for week ending June 13, 2008

Mr. Todd motioned to approve payroll expenditures for the pay period ending June 13, 2008, the amount not to exceed \$75,000.00. Mr. Wilkins seconded the motion. Voting aye thereon: Mr. Todd and Mr. Wilkins.

REPORTS

Zoning Department

The Zoning Inspector reported that for the month of May 2008, 30 permits were issued as follows:

Comm Change of Use	6	Residential	3
Accessory Building	2	Residential Additions	4
Decks	5	Pools	2
Signs	5	Turndowns	2
Void	1		

For a total value of permits issued \$1,102,773.00. Fees collected \$4,593.41.

Road Department

The Road Foreman reported that for the month of April 2008, the Road Department maintained buildings, equipment and vehicles; installed repaired and replaced signs as needed; cleaned up cemeteries; cleaned off catch basins and unblocked culverts; cold patched roads; picked up yard waste dumped in River Trace; took landscape rocks to Blakslee; moved old vehicles to new service garaged; picked up and took Community Pick-it-up Day trash to recycle center; checked and filled sinkholes in the Reserve; replaced yard hydrant at cemetery; worked on parking lot drainage at Blakslee; checked new building construction.

For the month of May 2008, the Road Department repaired berms; checked building and ballfield construction; installed conduit for future ballfield building; picked up yard waste in River Trace; cut and chipped trees at complex and cemetery; swaled ditch on Nettleton; opened culverts and catch basins; mowed roadsides; responded to two (2) daytime fire calls.

Mr. Wilkins said the pines were removed on the boundary of the Townhall and Armbruster property and it was a great improvement. He inquired about the status of the road and sign inventory. He also asked about the dip on Huffman Road. Mr. Kerr said they are getting prices for that project.

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OTHER ROAD BUSINESS

Hood Road Repaving

Mr. Wilkins motioned to proceed with the bids for the Hood Road paving contract. Mr. Todd seconded the motion. Voting aye thereon: Mr. Todd and Mr. Wilkins.

Grindings from Kokosing

Mr. Kerr, Road Foreman, said they have an opportunity to buy grindings from Kokosing at a cost of \$6.00 per ton compared to \$13.00 to \$15.00 per ton for virgin stone. This will be used for the maintenance building driveway.

Cemetery Fencing

Mr. Kerr suggested using five (5) L-shaped corners along the Eastwood property and along both sides of the Cemetery driveways. Mr. Wilkins said plastic fencing that resembles wrought iron will be used. Mr. Kerr is getting prices.

Tree Trimming

Mr. Kerr said there are numerous trees hanging over the roadways that need to be trimmed. He would like approval to hire an outside contractor for this project not to exceed \$25,000.00.

Mr. Wilkins motioned to approve a contract for trimming the trees overhanging the roadway not to exceed \$24,999.00. Mr. Todd seconded the motion. Voting aye thereon: Mr. Todd and Mr. Wilkins.

Split Rail Fence for Maintenance Building Driveway

Mr. Kerr would like to install a 2-rail split rail fence between the maintenance building and the ball fields. The Trustees agreed. Mr. Kerr and Mr. Miller will do the installation of the fence.

Proposed Signs for Maintenance Building & Blakslee Park

Mr. Kerr presented the Trustees with the new sizes for the signs for the Maintenance Building and Blakslee Park with the cost totaling \$3,498.00.

Mr. Todd motioned to put a purchase order together for the signs at Blakslee Fields not to exceed \$4,000.00. Mr. Wilkins seconded the motion. Voting aye thereon: Mr. Todd and Mr. Wilkins.

Gates at Blakslee Park and Maintenance Building

Mr. Kerr asked if gates are to be put up across the driveways at Blakslee and the Maintenance Building for security purposes. Mr. Wilkins said the Police Department would have to secure the field and maintenance building and then lock the gates. A security system will be researched.

Salt Shed

There was a discussion regarding the purchasing of blocks and tarp covering for the new salt shed. Mr. Kerr and Mr. Miller said they would be able to do most of the work themselves. They will discuss this with Kerry Illes, Architect.

Epoxy Floor Coating for Maintenance Building

Mr. Kerr said they would like to use epoxy floor coating for the new maintenance building wash bay and walkways for safety purposes.

Mr. Wilkins motioned to approve up to \$12,000.00 for floor covering, labor, supervision, tools and freight for the new maintenance garage as well the office space, pedestrian traffic space and the wash bay flooring. Mr. Todd seconded the motion. Voting aye thereon: Mr. Todd and Mr. Wilkins.

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OTHER ROAD BUSINESS CON'T

Re-stripping of Roads

Mr. Wilkins will be doing a road survey with Fred Boreman to evaluate the Township roads.

REPORTS CON'T

Police Department

Chief Arbogast said for the month of April 2008, the department had approximately 1000 calls for service. The Department is applying for several grants. The new Police cars have been delivered. These cars function in a way that will help reduce gas consumption. Mr. Todd said all grants must be approved by the Board of Trustees before applying for them.

Grant Writers Hours

Mr. Todd motioned to amend the maximum amount of hours available for the part-time Grant Writer/Public Relations positions for the Township not to exceed 70 hours per week between the two (2) positions for the months of June and July. We will revisit that issue August 1st, and if we do not amend that issue on August 1st, then it will go back to 50 hours. Mr. Wilkins seconded the motion. Voting aye thereon: Mr. Todd and Mr. Wilkins.

Bad Checks

Chief Arbogast said there are numerous bad checks being passed in the Township and discussed how it is being investigated. The problem is nationwide.

Mr. Todd motioned to accept the department reports. Mr. Wilkins seconded the motion. Voting aye thereon: Mr. Todd and Mr. Wilkins.

OLD BUSINESS

Training Policy

Mr. Todd motioned to table the training policy. Mr. Wilkins seconded the motion.

Cell Phone Policy

Mr. Wilkins motioned to table the cell phone policy. Mr. Todd seconded the motion.

Record Retention Policy

The Prosecutor's Office is finishing up their approval of the Record Retention Policy.

Jividen Property

Mr. Jividen did not attend this meeting, he will be asked to attend the next meeting.

Grace Brothers

Mr. Wilkins explained the proper way to plant trees and stated the way the trees were planted at Blakslee is correct and any trees that are dying will be replaced.

Mr. Wilkins motioned to approve payment to Grace Brothers for the work done at Blakslee Park, check #18630 in the amount of \$24,985.00. Mr. Todd seconded the motion. Voting aye thereon: Mr. Todd and Mr. Wilkins.

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NEW BUSINESS

Dispatch Services

Mr. Todd motioned to approve the amount of \$62,560.00 for payment to Medina City for 2008 dispatch service fees to be paid 1/3 Fire, 1/3 Police and 1/3 general fund. Mr. Wilkins seconded the motion. Voting aye thereon: Mr. Todd and Mr. Wilkins.

Approval of Training for Police Chief

Mr. Todd motioned to approve \$500 for Chief Arbogast to attend Managing Citizen Complaints and Employee Discipline, a Professional Development Course in Columbus from June 23 to June 25, 2008. Mr. Wilkins seconded the motion. Voting aye thereon: Mr. Todd and Mr. Wilkins.

Mr. Todd motioned to approve \$500 for Chief Arbogast to attend the Ohio Victim Service Providers in London, Ohio, July 6 to July 11, 2008, for Advocacy Skills and Criminal/Victim Services. Mr. Wilkins seconded the motion. Voting aye thereon: Mr. Todd and Mr. Wilkins.

PUBLIC COMMENT

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

The Trustees discussed the Fire District Meeting.

Chief Crumley reported on the LST Board meeting and said the next LST Board Meeting will be July 24 at 8:00 am at Medina General Hospital.

Mr. Todd commented on the possibility of a newsletter.

Sally Gardner asked if the meeting date changes will be on the website.

OTHER BUSINESS

Cash Transfers

Mr. Wilkins motioned to approve the cash transfer from the General Fund account #1000-910-910-0000 to the Road & Bridge Fund account # 2031-931-0000 (document incorporated by reference). Mr. Todd seconded the motion. Voting aye thereon: Mr. Todd and Mr. Wilkins.

Appropriations Increases for Community Partners Account

Mr. Todd motioned to increase the appropriation in the Other-Supplies/Materials category from \$1500.00 to \$2500.00 in the Community Partners account.

Mr. Todd motioned to appropriate \$390.00 in the advertising account for Community Partners. Mr. Wilkins seconded the motion. Voting aye thereon: Mr. Todd and Mr. Wilkins.

Frank Russo, Cuyahoga County Auditor Estate Tax Refund

Mr. Todd motioned to appropriate \$788.72 into fund #1000-110-370 for a refund of overestimated estate tax payable to Frank Russo, Cuyahoga County Auditor. Mr. Wilkins seconded the motion. Voting aye thereon: Mr. Todd and Mr. Wilkins.

Approval of PO Requisition for Firefighter Physicals

Mr. Wilkins motioned to approve the PO Requisitions for \$5,000.00 for Firefighter physicals through On-the-Clock-Care. Mr. Todd seconded the motion. Voting aye thereon: Mr. Todd and Mr. Wilkins.

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OTHER BUSINESS CON'T

Approval of PO Requisition for Cabinet Mounting Equipment

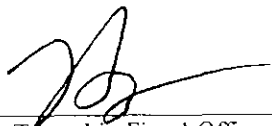
Mr. Wilkins motioned to approve the PO Requisition for cabinet mounting equipment for the new truck. Mr. Todd seconded the motion. Voting aye thereon: Mr. Todd and Mr. Wilkins.

PUBLIC COMMENT CON'T

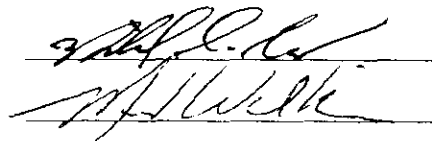
Chief Arbogast asked how the money flow was for the first half of tax collection. Mrs. George will have a fund report at the next regular meeting with that information.

Chief Crumley asked about the status of the 2006-2007 audit.

Mr. Todd motioned to adjourn the meeting. Mr. Wilkins seconded the motion. Voting aye thereon: Mr. Todd and Mr. Wilkins. There being no further business to come before the Board the meeting was adjourned at 8:47 pm.



Medina Township Fiscal Officer



Medina Township Board of Trustees