

**RECORD OF PROCEEDINGS
MINUTES OF REGULAR MEETING
APRIL 14TH, 2011**

The Medina Township Board of Trustees met in regular session at the Medina Township Hall on April 14th, 2011, to conduct the business of the Township. President Todd called the meeting to order at 7:07 pm with the following Trustees in attendance: Michel D. Todd and Sarah (Sally) Gardner. Also in attendance were the Fiscal Officer, Linda DeHoff, Police Chief, Fire Chief, Road Foreman, 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 Mrs. Gardner. Mr. Jarrett was absent.

Pledge of Allegiance

Mr. Todd led the Pledge of Allegiance.

Moment of Silence

Mr. Todd asked for a moment of silence for our military personnel at home and overseas.

Approval of Accounts Payable

Mr. Todd motioned to approve warrant #21784 to warrant #21825 in the amount of \$29,952.31. Mrs. Gardner seconded the motion. Voting aye thereon: Mr. Todd and Mrs. Gardner

Approval of Payroll

Mr. Todd motioned to approve payroll check #14906 to payroll check #14955 in the total amount of \$47,802.14 with \$3,582.44 going to union dues, post tax health, OPERS, 457's and adjustments. Mrs. Gardner seconded the motion. Voting aye thereon: Mr. Todd and Mrs. Gardner.

Approval of Supplemental Appropriations

Mr. Todd motioned to approve the appropriation supplement for March 2011, with the budgetary correction for \$660.00 for the townhall sign repairs. Mrs. Gardner seconded the motion. Voting aye thereon: Mr. Todd and Mrs. Gardner.

Approval of Bank Reconciliation for January 2011

Mr. Todd motioned to approve the bank reconciliation up to January 31, 2011. Mrs. Gardner seconded the motion. Voting aye thereon: Mr. Todd and Mrs. Gardner.

Approval of Minutes

Mr. Todd motioned to approve the minutes for the March 31, 2011, regular meeting. Mrs. Gardner seconded the motion. Voting aye thereon: Mr. Todd and Mrs. Gardner. Mr. Todd motioned to approve the April 6 special meeting minutes. Mrs. Gardner seconded the motion. Voting aye thereon: Mr. Todd and Mrs. Gardner.

Approval of Fiscal Officer Blanket, Purchase Order and Super Blankets

Mr. Todd motioned to approve the Blankets, Purchase Orders and Super Blankets and incorporate this document that is for meeting date April 14, 2011, with a total amount of \$89,095.10 by reference and also each attached document. Mrs. Gardner seconded the motion. Voting aye thereon: Mr. Todd and Mrs. Gardner.

REPORTS

Fire Department

Chief Crumley reported that for the month of March 2011, the department responded to 38 calls for service and 33 fire inspections (see attached).

The Chief presented Trustees with a contract from Gatchell Grant Resources LLC that does grant writing and said Asst. County Prosecutor Bill Thorne reviewed the contract. Mr. Todd read the contract and said there are a few items that needed clarification. Mrs. Gardner said the method of payment needs to be changed to 30 days. Mr. Todd said a sentence needs to be included that says "this agreement is limited specifically to this one grant proposal".

Zoning Department

Elaine Ridgley, Zoning Inspector, reported that for the month of March 2011, 14 permits were issued as follows:

Comm. Change of Use	1	Temporary Sales Area	2
Signs	6	Accessory Building	4
Turndown	1		

Total value of permits issued of \$81,200.00. Total fees collected \$2,786.64. There were violations issued to Bill Doraty KIA and Panera Bread. There was \$1,250.00 returned in security deposit fees.

Service Department

Denny Miller, Road Foreman, reported that for the month of March 2011, the department plowed and salted roads; bermed roads; moved file cabinets and desks at townhall; cold patched roads; had new furnace exhaust pipe installed at FS#2 by Medina Heating; met with Medina County Health Department personnel regarding using Service Department as an emergency off-site clinic; met with Dan Becker regarding Remsen Road culvert; fixed plow damage on corner of roads; installed new internet cable line to Trustees office from Zoning office.

Police Department

Chief Arbogast reported that for the month of March 2011, the department responded to 736 calls for service (see attached). Chief Arbogast warned residents not to leave their purses or other valuables in their cars because of incidents of smash and grabs happening in the Township, Medina City and Brunswick. Bike to Biker will be held at the Service Department this year so the Police Department can work closer with the schools regarding bike safety. The tentative date is Saturday, May 21, 2011.

Mr. Todd motioned to approve the department reports for the month of March 2011. Mrs. Gardner seconded the motion. Voting aye thereon: Mr. Todd and Mrs. Gardner.

Department Purchase Orders and Training Requests

Mrs. Gardner motioned to approve purchase order requisition #2181-1234 for fire, police and admin. It's the first stage of Phase II, the facility needs assessment. It is for CR Architects & Design out of Cincinnati for \$3,325.00 Mr. Todd seconded the motion. Voting aye thereon: Mrs. Gardner and Mr. Todd.

Mrs. Gardner motioned for an appropriation of \$800.00 for the 2011 Planning and Zoning Workshop in Akron (The Tangiers) on 5/13. It is continuing educational requirements and that would take care of 10 members of Zoning or the BZA etc., who want to go. Mr. Todd Seconded the motion. Voting aye thereon: Mrs. Gardner and Mr. Todd.

TM4/14/11

Department Purchase Orders and Training Requests Con't

Mrs. Gardner motioned for an appropriation for \$425.00 for the 2011 Administrative Assistant Conference that is in Columbus on May 5 and 6 to further knowledge of the Ohio Open Records Law and some Microsoft office, and that's for Julie Riffle from the Fire Department. Mr. Todd seconded the motion. Voting aye thereon: Mrs. Gardner and Mr. Todd.

Mrs. Gardner motioned for the appropriation in the amount of \$7,320.00, and it is in the budget, for the State Fire School at Bowling Green 5/9/11 through 5/13/11. It is engine truck company operations; vehicle and machine rescue for eight firefighters. Mr. Todd seconded the motion. Voting aye thereon: Mrs. Gardner and Mr. Todd.

Mr. Todd motioned to appropriate \$9,030.00 under purchase request #2181-1235 for auditing services from Charles E. Harris and Associates. Mrs. Gardner seconded the motion. Voting aye thereon: Mr. Todd and Mrs. Gardner.

Mr. Todd motioned to appropriate \$594.00 for requisition #2081-1597 for Microsoft Office 2010, Government (JAG LE Grant). Mrs. Gardner seconded the motion. Voting aye thereon: Mr. Todd and Mrs. Gardner.

Mr. Todd motioned to appropriate \$9,600.00 for requisition #2081-1598 for the purchase of 2 Toughbook Panasonic CF 31 computer systems (JAG LE Grant). Mrs. Gardner seconded the motion. Voting aye thereon: Mr. Todd and Mrs. Gardner.

Mr. Todd motioned to appropriate \$1,000.00 under requisition #2181-1236 to North Gateway Tire for repair of car #6. Mrs. Gardner seconded the motion. Voting aye thereon: Mr. Todd and Mrs. Gardner.

Mrs. Gardner motioned to appropriate for purchase order requisition #2181-1201 for the Fire Department to Williams Detroit Diesel in Brunswick, Ohio, the amount of \$10,000.00 for the annual pump test and maintenance for engine 201-1, engine 201-2, and tanker 202-1. Another vehicle has been added, 208-1. Mr. Todd seconded the motion and the amendment. Voting aye thereon: Mrs. Gardner and Mr. Todd.

OLD BUSINESS

LST Contract

Mr. Todd said they would like to meet with Mr. Thorne to discuss the LST Contract after Mr. Jarrett returns from vacation. We will contact Mr. Thorne for a meeting date.

Comprehensive Plan and Newsletter

Mr. Todd tabled the Comprehensive Plan and Newsletter.

Township Auction

Lists are being put together by all departments. Letters will be sent to other Townships asking if they want to join in the auction. It will be sometime in July.

Community Pick-it-up-Day and DEA Unwanted Prescription Drug Drop Off

Mr. Todd said Community Pick-it-up Day and the DEA's Unwanted Prescription Drug Drop Off will be April 30, 2011; 8:30 am to 1:30 pm for pick-it-up and drug drop off will be from 8:30 am to 2:00 pm, at 3718 Weymouth Road (Service Department Bldg).

Flag Day

Flag Day preparations are progressing. SantoSuossos Italian Restaurant is donating all the food again this year.

TM4/14/11

OLD BUSINESS CON'T

Health Department Off-Site Clinic

Mrs. Gardner informed the Health Department that there were a few issues with the contract for the off-site clinic. Mr. Todd will discuss the issues with Bill Thorne, Asst. County Prosecutor.

Frontier Land Lines Contract

Mrs. Gardner gave the Trustees a copy of Mr. Thorne's review of the Frontier contract. There are a few things that Frontier needs to address. She will contact Frontier Monday.

NEW BUSINESS

Medina County Safety Council/Bureau of Workers Compensation

Chief Arbogast asked permission to join the Medina County Safety Council. The cost is \$100. If they attend 10 out of the 12 meetings the township can save 2 to 4 percent on our workers compensation premium.

Mr. Todd motioned to permit Chief David Arbogast to attend the Medina County Safety Council meetings for the purpose of reducing our Bureau of Workers Compensation premium and approve the expenditure of \$100.00 for him to become a member of the Medina Safety Council as well. Mrs. Gardner seconded the motion. Voting aye thereon: Mr. Todd and Mrs. Gardner.

Mr. Todd motioned to take a 5 minute recess at 7:54 pm. Mrs. Gardner seconded the motion.

Mr. Todd motioned for the Medina Township Board of Trustees to reconvene their regularly scheduled meeting at 7:59 pm.

OLD BUSINESS

Letter Regarding Grant for Wetlands on Fenn Road

Mr. Todd explained the purpose of the recess. It was for the grant that the Township applied for to preserve some wetlands on Fenn Road. We received a letter asking for some explanation of point reductions that was received on the propriety schedule from the Ohio EPA. It would make our ranking higher on the list for being awarded the monies.

Remsen Road Culvert Emergency Repair

Mr. Miller presented Trustees with the bids requested for under the emergency repair plan adopted by Trustees 2 weeks ago. There were 3 bids but only 2 were up for consideration. The County Engineer's estimate for the project was \$49,455.00. The bids were as follows:

N&N Construction \$47,995.00

Leiby Construction \$58,527.50

The unacceptable bid was Medina Excavating \$66,131.00

Mr. Todd motioned to approve the emergency repair contract for the Remsen Road Culvert #6 Project in the amount of \$47,995.00 to N&N Construction from Wakeman Ohio. Mrs. Gardner seconded the motion. Voting aye thereon: Mr. Todd and Mrs. Gardner.

Mr. Miller said N&N Construction is going to need dirt for the project and he asked if they could trade N&N some of the dirt the Township has from other projects for extra paving. Mr. Todd said it is okay as long as they don't go over budget.

TM4/14/11

PUBLIC COMMENT

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

Matt Galla (3503 Hamilton Road) asked the Township not to invite Mr. Batchelder to the Flag Day ceremonies because of S.B.5 and the possibility of trouble. Mr. Todd said Flag Day is not a political event. We respect the people for the position they hold not for their decisions. Mrs. Gardner agreed with Mr. Todd. Mr. Galla had comments about the Tangier Club.

Denny Miller, Road Foreman, said the streetlight has been installed at Marks and Hamilton Roads.

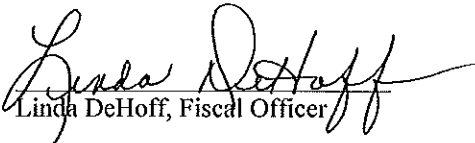
Denny Miller, Road Foreman, asked for permission to close Remsen Road due to the culvert repair as soon as possible. The Trustees gave him permission to close the road.


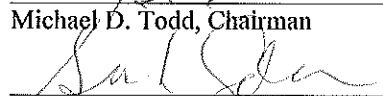
Robin Gray (4074 Remsen Road) asked how much land was involved with the Western Reserve Land Conservancy purchase. She was told it is 31 acres and it is level 3 wetlands.

Denny Miller, Road Foreman, asked if abstracts of driving records were needed for the summer help and was told yes, it was needed.

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

Mr. Todd motioned to adjourn the meeting at 8:20 pm. Mrs. Gardner seconded the motion. Voting aye thereon: Mr. Todd and Mrs. Gardner.


Linda DeHoff, Fiscal Officer


Michael D. Todd, Chairman

Sarah (Sally) Gardner

Medina Township Fire Department

March 2011 Activity Report

Type of Alarms		Count	Percentage
A	Alarm Drop	7	14.89%
	6 Commercial		
	2- Western Reserve Masonic - burnt food		
	2- Rodeway Inn		
	2- Buffalo Wild Wings - smoke from grill		
E	Assist EMS (LST)	30	63.83%
	8- Fall		
	5- Sudden Illness		
	3- Unresponsive/passed out		
	3- Shortness of Breath		
	3- Chest Pain		
	2- Difficulty Breathing		
	1- Diabetic Shock		
	1- Stroke		
	1- Psych evaluation		
	1- Investigate driver slumped over steering wheel		
	1- Dizziness		
	1- 85 year old with high fever		
F	Fire Call	5	10.64%
	1- Grass Fire		
	1- odor of Natural Gas inside home		
	1- odor of smoke inside home		
	1- Traffic control for power lines down		
	1- Mutual aid to Medina City - dispatched & cancelled		
M	Motor Vehicle Accident	5	10.64%
CO	Carbon Monoxide	0	0.00%
HZ	Haz Mat	0	0.00%
Total Incident Count		47	*Mutual aid given=1 Medina City
			*Mutual aid received=0
Total Calls During Staffing Hours		38	
Mon. Thru Fri. 7am-3pm			
Inspections conducted			
	Annual Fire Safety Inspections	26	
	Re-Inspections	4	
	Annual Fire Alarm Tests	1	
	Annual Sprinkler Tests	1	
	Semi Annual Hood tests	1	
Total Inspections		33	
Public Relation Activities			
	Western Reserve Masonic bingo		

your copy

CONTRACT FOR SERVICES  COPY

RECEIVED
APR 13 2010 *gr*
MEDINA TOWNSHIP
FIRE DEPARTMENT

Between
Medina Township
3803 Huffman Road
Medina, Ohio 44256
and
Gatchell Grant Resources, LLC
Vera V. Gatchell/Didi Everhart
5202 14th Street SW
Canton, Ohio 44710

This document represents a contractual agreement effective March 18, 2011, between **Gatchell Grant Resources, LLC** (hereinafter referred to as "GGR") and **Medina Township** (hereinafter referred to as "Fire Department").

Section I
Responsibilities

Grant Advisors

Under this agreement, GGR will develop a specific grant: [2011 AFG Grant for Operations and Safety].

- In conjunction with the Fire Chief or designee, GGR will develop a proposal according to the Fire Department wishes.
- Submit the specified grant proposal on time unless otherwise directed to by the Fire Department. Grant shall not be submitted unless approval has been given by the Fire Chief or designee.

Fire Department

The Fire Department agrees:

- ~~Not to share any information or procedures concerning this contract or process with any other entities or their agents. In addition, the Fire Department agrees not to use this or any part of this grant proposal in other future grant proposals to be submitted by the Fire Department without expressed permission from GGR.~~

**Section III
Agreements**

This Agreement is binding between all present and future agents of Fire Department. In the event the authority of the responsible parties detailed in the documentation of this agreement is transferred for any reason, to include occupation, retirement, disability or death, demotion, the agreement shall remain binding with Fire Department.

IN WITNESS THEREOF, all parties have caused this contract to be executed by their duly authorized officials:

MEDINA TOWNSHIP

Trustee

Date

Fiscal Officer

Date

GATCHELL GRANT RESOURCES, LLC

Vera V. Gatchell

Vera V. Gatchell

Date

Diell Everhart

Diell Everhart

Date



Medina Township

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

ZONING REPORT – MARCH, 2011

MONTHLY TOTALS

- 1 Commercial Change of Use
- 2 Temporary Sales Areas
- 4 Accessory Buildings
- 6 Signs
- 1 Turndown

14 TOTAL PERMITS TOTAL VALUE: \$ 81,200

Respectfully Submitted,
Mary Ann Heiss
Assistant Zoning Inspector
April 14, 2011

Fees collected on permits total excluding signs	\$ 1,386.64
Fees collected on sign permits:	\$ 1,400.00
TOTAL PERMIT FEES COLLECTED:	\$ 2,786.64
Fees collected in Feb. & March for Zoning Comm. Agenda	\$ 125.00
Fees collected in Feb. & March for BZA Agenda	275.00
TOTAL FEES COLLECTED:	\$ 400.00
GRAND TOTAL:	\$ 3,186.64

Violation 2011 - 004 Panera Bread
 Violation 2011 - 005 Doraty KIA of Medina
 Working on Panera Bread Awning/Signs
 Deposits returned in March: \$1,250.00

SUMMARY REPORT FOR THE MONTH OF MARCH, 2011

Medina Township Police Department

Criminal Offenses:	36
Arrests	18
Alarm Drops	46
Suspicious Activity	39
Traffic Enforcement	199
Traffic Crashes	32
Misc. Reports or actions	332
Total Calls for Service	736



Pick it up 04/30/2011 and RX Turn in program.

April is Child Abuse Awareness Month.

Respectfully,

Chief David L. Arbogast

Medina Township Service Dept. March 2011 Report

Berm roads that got washed away from heavy rains

Move file cabinets and desk around at townhall

Cold patch roads as needed

Plow and salt roads

Had new furnace exhaust pipe installed at Fire station # 2 by Medina Heating

Met with Medina County Health Dept. personel to go over using the Service Dept. for an off site clinic

Met with Dan Becker at culvert # 6 on Remsen Rd. to discuss options for replacement or repair of culvert

Fixed plow damage on corners of roads from plowing

Install new internet cable line to Trustees office from the Zoning office

Report Submitted By : Denny Miller Road Foreman