

**RECORD OF PROCEEDINGS
MINUTES OF REGULAR MEETING
AUGUST 4TH, 2011**

The Medina Township Board of Trustees met in regular session at the Medina Township Hall on August 4th, 2011, to conduct the business of the Township. President Todd called the meeting to order at 7:08 pm with the following Trustees in attendance: Michel D. Todd, Sarah (Sally) Gardner and Ray Jarrett. Also in attendance were the Fiscal Officer, Fire Chief, Service Department Foreman, Sports Field Director, Zoning Inspector and the general public.

Roll Call

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

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.

SITE PLANS

Summa Health Care – Ground Sign – 3780 Medina Road

Mr. Todd motioned to accept the recommendation of the Zoning Commission and approve a ground sign not to exceed 30 square feet in overall size and 10 feet in height for Summa Health Care located at 3780 Medina Road as presented. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Todd, Mr. Jarrett and Mrs. Gardner.

Kaiser Permanente

Mr. Todd said Kaiser Permanente has totally withdrawn their site plans.

Dairy Queen – Site – Front of Building – 2895 Medina Road

Mr. Todd motioned to accept the recommendation of the Zoning Commission and approve a 2 foot addition on the front of the building for Dairy Queen located at 2895 Medina Road not to exceed 36 square feet as presented. Mrs. Gardner seconded the motion. Voting aye thereon: Mr. Todd, Mrs. Gardner and Mr. Jarrett.

Dairy Queen – Site – Back of Building – 2895 Medina Road

Mr. Todd motioned to accept the recommendation of the Zoning Commission and approve the addition of a canopy over the existing drive thru window located at the back of the building not to exceed 48 square feet for Dairy Queen located at 2895 Medina Road as presented. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Todd, Mr. Jarrett and Mrs. Gardner.

Dairy Queen – Wall Sign – 2895 Medina Road

Mr. Todd motioned to accept the recommendation of the Zoning Commission and approve a wall sign not to exceed 44.66 square feet for Dairy Queen located at 2895 Medina Road. Mrs. Gardner seconded the motion. Voting aye thereon: Mr. Todd, Mrs. Gardner and Mr. Jarrett.

Dairy Queen – Pole Sign – 2895 Medina Road

Mr. Todd motioned to accept the recommendation of the Zoning Commission and approve the refurbishing of the existing, grandfathered pole sign not to exceed 27.63 square feet with a digital reader board to replace the existing reader board for Dairy Queen located at 2895 Medina Road as presented. The owner has been informed of the digital message sign regulation per Section 605 M. of the Medina Township Zoning Resolution and has agreed to abide by those requirements. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Todd, Mr. Jarrett and Mrs. Gardner.

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SITE PLANS CON'T

Halloween City – Site – 4927 Grande Shops Avenue

Mr. Todd motioned to accept the recommendation of the Zoning Commission and approve the temporary change of use for Halloween City to operate at 4927 Grande Shops Avenue as presented. Mrs. Gardner seconded the motion. Voting aye thereon: Mr. Todd, Mrs. Gardner and Mr. Jarrett.

Halloween City – Tenant Panel Sign – 4927 Grande Shops Avenue

Mr. Todd motioned to accept the recommendation of the Zoning Commission and approve a tenant panel sign not to exceed 24 square feet to be placed on the existing pole sign for Halloween City to be located at 4927 Grande Shops Avenue as presented. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Todd, Mr. Jarrett and Mrs. Gardner.

OTHER BUSINESS

Approval of Accounts Payable

Mr. Todd motioned to approve warrant #22148 to warrant #22196 totaling \$45,010.90. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Todd, Mr. Jarrett and Mrs. Gardner.

Approval of Payroll

Mr. Todd motioned to approve payroll check #15208 thru #15262 in the total amount of \$50,068.98 with \$4,776.63 going to OPERS, Deferred Compensation, post tax health and union dues. Mrs. Gardner seconded the motion. Voting aye thereon: Mr. Todd, Mrs. Gardner and Mr. Jarrett.

Approval of Minutes

Mr. Todd motioned to approve the minutes for the July 7, 2011, regular meeting and the July 14, 2011, emergency meeting. Mrs. Gardner seconded the motion. Voting aye thereon: Mr. Todd, Mrs. Gardner and Mr. Jarrett.

2011 Appropriation Changes

Mr. Todd motioned to approve the 2011 appropriation changes and incorporate the document titled, 2011 Appropriation Changes with the date of Regular Meeting August 4, 2011, by reference. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Todd, Mr. Jarrett and Mrs. Gardner.

Auditors Report by Erica Graffain

Erica Graffain, Representative from the Auditor's Office explained that the reason for a visit by the Auditor's Office on properties is due to new construction and appraisals. There is a video being shown at the Auditor's Fair Booth regarding AESOP. If your property may go into foreclosure you can still contact the Auditor's Office to see if they can help you (330-725-9767).

Department Purchase Orders and Training Requests

Mrs. Gardner motioned for a purchase order requisition to Tri-City Communications in Barberton for the Fire Department to install new 6-bay radio chargers into 208-1 and then take chargers from 208-1 and install them in 201-1 in the amount of \$1100.00. The parts were \$500.00, labor was \$600.00. Mr. Todd seconded the motion. Voting aye thereon: Mrs. Gardner, Mr. Todd and Mr. Jarrett.

Mr. Todd asked if there was a discussion regarding dispatch. Chief Crumley said they met last week with the department heads and Mayor but nothing has been hammered out.

Mrs. Gardner motioned for an appropriation in the amount of zero dollars for Chief Crumley to attend Fire Corps Fire Safety Programs at the Ohio Fire Academy on August 20 to learn more of what Fire Corps has to offer. Mr. Todd seconded the motion. Voting aye thereon: Mrs. Gardner, Mr. Todd and Mr. Jarrett.

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OTHER BUSINESS CON'T

Department Purchase Orders and Training Requests

Mr. Todd motioned to approve the contract with Pitney Bowes U. S. Mailing Solutions for a 60 month contract at \$44.00 per month for a total amount of 42,640.00 for a postal meter contract renewal. Mrs. Gardner seconded the motion. Voting aye thereon: Mr. Todd, Mrs. Gardner and Mr. Jarrett.

Executive Session

Mr. Todd motioned to enter into Executive Session to discuss pending legal matters with the Medina Township Board of Trustees and Township Legal Counsel, Medina County Prosecutor Bill Thorne. Mrs. Gardner seconded the motion. Voting aye thereon: Mr. Todd, Mrs. Gardner and Mr. Jarrett. Mr Thorne asked that more be added to the motion so Mr. Todd withdrew his previous motion.

Mr. Todd motioned to enter into Executive Session to discuss pending litigation, potential real estate transaction and security with Township Legal Counsel, Medina County Prosecutor Bill Thorne and the Medina Township Board of Trustees. Mrs. Gardner seconded the motion. Voting aye thereon: Mr. Todd, Mrs. Gardner and Mr. Jarrett. The Board entered into Executive Session at 7:51 pm.

Mr. Todd motioned to reconvene from Executive Session where the Board of Trustees was present with Medina Township Legal Counsel Medina County Prosecutor Bill Thorne to discuss pending litigation, security and real estate transaction. Mrs. Gardner seconded the motion. Voting aye thereon: Mr. Todd, Mrs. Gardner and Mr. Jarrett. The Board reconvened at 8:15 pm.

OLD BUSINESS

LST Contract

Mr. Todd tabled the LST Contract because there has been no movement on it.

Comprehensive Plan

Mr. Todd said the recommended number of members for the Steering Committee is between 10 and 12. Mrs. Gardner had said there were some members who did not regularly attend the meetings and feels they should be replaced. Mr. Todd asked Mrs. Gardner and Mr. Jarrett if they had given any more thought as to the composition of the Board. The Trustees want to keep continuity on the Board. The Trustees said they will make a decision at their next meeting. Mr. Todd said, and Mr. Jarrett and Mrs. Gardner agreed, that whoever is left from the previous Board that you don't have an issue with will be back on the new Board and then Trustees can add 1 or 2 people, whoever they see fit, to make it an odd number. All the Trustees agreed.

Township Newsletter

Mrs. Gardner feels a newsletter should not go out at this time because of the upcoming election. There are changes from the State of Ohio to the rules regarding pictures and articles of and about Trustees in newsletters. Mr. Todd would like to put a newsletter out in March 2012. He also proposed keeping everyone's name and pictures out of the newsletters. Mr. Jarrett and Mrs. Gardner agreed. They will pass a resolution when they get closer to preparing a newsletter.

Health Department Off-Site Clinic Contract

Mr. Todd said to remove this item from the agenda because Trustees have not heard back from the Prosecutor's Office.

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NEW BUSINESS

September 15, 2011, Trustees Meeting Time Change

Mr. Todd stated that the Medina County Engineer's Annual Trustees Dinner is September 15, 2011, at 6:00 pm and the Trustees regular meeting starts at 7:00 pm. The Trustees would like to change the time for those Trustees who would like to attend.

Mr. Todd motioned to change the September 15 Regular Trustees Meeting scheduled for 7pm to change it to 8 pm. Mrs. Gardner seconded the motion. Voting aye thereon: Mr. Todd, Mrs. Gardner and Mr. Jarrett.

Medina County Township Association Annual Steak Dinner Date Conflict

Mr. Todd said there is a Trustee Meeting date conflict regarding the Medina County Township Association Annual Steak Dinner. The Trustees would like to change the date for those who would like to attend the dinner.

Mr. Todd motioned to change the regularly scheduled meeting for the Medina Township Board of Trustees from August 18, 2011, at 7:00 pm to August 19, 2011, at 6:00 pm. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Todd, Mr. Jarrett and Mrs. Gardner.

PUBLIC COMMENT

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

Kathleen Goodwin (4626 Nettleton Road) has an issue concerning her neighbor's mailbox that is in her yard and she says people are confused as to who lives there. Mr. Todd said that is a Post Office issues and the only thing the Trustees can do is write a letter on her behalf. She also said the neighbor does not pick up her trash and she has to pick it up.

Jim Traynor (4004 Remsen Road) commended the road department for the nice job that was done on Remsen Road.

Don Kessler (5126 Baker Road) visited Fire Station #2 and saw that the windows were dirty and the landscaping had weeds. He asked why it wasn't being taken care of by the duty crew. He asked why 5 firefighters are needed to flush fire hydrants and why this is being done on the weekend. He also said that half of the fire hydrants need to have the weeds cut around them because they can't be seen. Chief Crumley said the firefighters flush hydrants on the highly traveled roads on the weekend for safety reasons. Chief Crumley said he will look into this.

Kathleen Goodwin (4626 Nettleton Road) said that Windfall Industries is available to help if they need them. Chief Crumley said he has the duty crew who is supposed to be doing the cleanup.

Mr. Todd motioned for the Township Board of Trustees to close public comment. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Todd, Mr. Jarrett and Mrs. Gardner.

OTHER COMMENTS

Safety Photo Hint

Mrs. Gardner said a Firefighter had a hint recommending taking a photo of your children or a senior family member as you are walking into the Zoo, Mall, Cedar Point or anywhere as you are going into the venue. That enables you to show a picture of them showing what they are wearing at that time.

OTHER COMMENTS CON'T

Wellness Checks on Senior Residents

Mrs. Gardner asked that anyone who knows of a senior resident who does not have air conditioning or does not have anyone to regularly check up on them to please notify the Township with their name and number. They will be added to a list so phone calls or stop-ins can be done to check on them.

REPORTS

Service Department

Denny Miller, Road Foreman, reported that for the month of July, 2011, the department finished the Nettleton Road project; met with Mr. Eady reading landscaping in road right-of-way; cold patched roads; mowed berms and ditches; trimmed trees that are hanging over curb line or blocking signs in developments; prepared list of concrete that needs to be replaced; brought 8 large sandstones from Nettleton Culvert to Service Department to use as landscaping and other everyday business.

Mr. Miller asked if they wanted the Holt property mowed before trees started growing. Mrs. Gardner said no, the park district would handle it.

Fire Department

Chief Crumley reported that for the month of July 2011, the department responded to 33 calls for service and 19 fire inspections (see attached). They also participated in 6 public relations activities.

Mr. Miller suggested that the Township join in with Weymouth Country Club for the Fourth of July fireworks display to make it a Township function. Mr. Todd said it is too expensive. Mr. Jarrett said the Township can only donate to a 501C3. Mr. Todd would like to join with Weymouth Days for a Township function and if anyone has any ideas please contact the Township.

Zoning Department

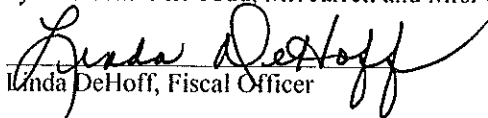
Elaine Ridgley, Zoning Inspector, reported that for the month of July 2011, 25 permits were issued as follows:

Comm. Change of Use	3	Temporary Comm. Structures	2
Signs	10	Accessory Buildings	2
Decks	2	Residential Additions	2
Residential	1	Turndowns	2
Void	1		

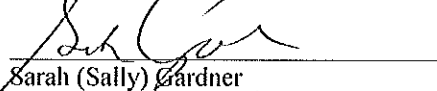
Total value of permits issued of \$603,250.00. Total fees collected \$2,812.00. There were no Violations sent out. There was \$1,500.00 returned in security deposit fees.

Mrs. Gardner said the phone system is in the process of being changed over.

Mr. Todd motioned to adjourn the meeting at 8:49 pm. Mr. Jarrett seconded the motion. Voting aye thereon: Mr. Todd, Mr. Jarrett and Mrs. Gardner.


Linda DeHoff, Fiscal Officer


Michael D. Todd, Chairman


Sarah (Sally) Gardner


Ray Jarrett

Medina Township Service Dept July 2011 Report

Finish Nettelton Rd. project

Met with Mr. Eady on Bagdad Rd. about landscaping in road right-o-way , he says he hired Greenkeepers to remove and install catch basin to catch water from his driveway

Cold patch roads

Mow berms and ditches

Start trimming trees in developments that are hanging over curb line or blocking signs

Started making list of concrete that needs replaced so I can start getting quotes

Hauled 8 large sandstones from Nettelton culvert project back to Service Dept. to use for landscaping

Other everyday business

Report Submitted By : Denny Miller Road Foreman

Medina Township Fire Department July 2011 Activity Report

Type of Alarms		Count	Percentage			
A	Alarm Drop	7	21.21%			
	4 Commercial					
	1- Heartland Community Church - duct detector					
	1- Gateway Mini Storage - Faulty duct detector					
	2- Western Reserve Masonic - someone pulled pull station & attic heat detector					
E	Assist EMS (LST)	14	42.42%			
	2- Seizures					
	1- Unresponsive					
	1- throwing up blood					
	1- Allergic Reaction					
	1- Assist LST with combative elderly male patient					
	1- Lift assist					
	1- Shortness of Breath					
	1- General weakness					
	1- Dog Bite					
	1- 8 Y/O passed out bumped head					
	1- Disoriented male					
	1- Chest Pain					
	1- Fall					
F	Fire Call	8	24.24%			
	1- Structure Fire - mutual aid from medina city					
	1- Structure Fire - mutual aid to Valley City					
	2- Brush, Tree waste open burn at Prince of Peace Church					
	1- Odor investigation - smell of something burning					
	1- Open burn complaint					
	1- Unknown altercation at Wal Mart call received at fire station - investigation					
	1- Light fixture arcing at Gordon Food Service					
M	Motor Vehicle Accident	3	9.10%			
CO	Carbon Monoxide	1	3.03%			
HZ	Haz Mat	0	0.00%			
Total Incident Count		33*		*Mutual aid given=1 Valley City		
				*Mutual aid received=1 Medina City		
Total Calls During Staffing Hours		19*				
Mon. Thru Fri. 7am-3pm						
Inspections conducted						
	Annual Fire Safety Inspections	16		*Numbers subject to change		
	Re-Inspections	1		with receipt of run times from		
	Annual Fire Alarm Tests	0		dispatch		
	Annual Sprinkler Tests	1				
	Semi Annual Hood tests	1				
Total Inspections		19				
Public Relation Activities						
	Red Maple Court block party			Weymouth CC & Medina City Fireworks		
	Western Reserve Masonic Parade			Kindercare on Stonegate kids safety day		
	Medina City Fourth of July Parade			Western Reserve Masonic Bingo		



Medina Township

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

ZONING REPORT – JULY, 2011

MONTHLY TOTALS

- 3 Commercial Change of Use
- 2 Commercial Temporary Structures
- 1 Single Family
- 2 Residential Additions
- 2 Accessory Buildings
- 2 Decks
- 2 Turndown
- 1 Void
- 10 Signs

25 TOTAL PERMITS **TOTAL VALUE: \$ 603,250**

Respectfully Submitted,
Mary Ann Heiss
Assistant Zoning Inspector
August 4, 2011

Fees collected on permits total excluding signs	\$ 2,387.00	
Fees collected on sign permits:	\$ 425.00	
TOTAL PERMIT FEES COLLECTED:	\$ 2,812.00	\$2,812.00
Fees collected in June & July for Zoning Comm. Agenda	\$ 150.00	
Fees collected in June & July for BZA Agenda	825.00	
TOTAL FEES COLLECTED:	\$ 975.00	<u>975.00</u>
GRAND TOTAL:		\$ 3,787.00

Deposits returned in July: \$ 1,500