

**RECORD OF PROCEEDINGS
MINUTES OF SPECIAL MEETING
AUGUST 24TH, 2006**

The Medina Township Board of Trustees met in special session at the Medina Township Hall on August 24th, 2006, to conduct the business of the Township. President Todd called the meeting to order at 7:31 pm with the following Trustees in attendance: Dianna Huffman, Michael D. Todd and Mead Wilkins. Also in attendance were the Police Chief 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. Wilkins motioned to open the floor for public comment. Mrs. Huffman seconded the motion.

There was no public comment.

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

SITE PLANS

Russell Park – Wall Sign – 3848 Medina Road

Mr. Todd motioned to accept the recommendation of the Zoning Commission and deny the wall sign for Russell Park to be located on the clock tower, as it does not meet the Zoning Resolution requirement under Section 605.I (1) Wall signs which reads, “Each business whether free standing or occupying one or more units of a multi-unit structure, shall be permitted one wall sign...”. Mrs. Huffman seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.

Russell Real Estate Services – Wall Sign – 3848 Medina Road

Mr. Todd motioned to accept the recommendation of the Zoning Commission and approve a wall sign for Russell Real Estate Services not to exceed 51 square feet as presented. Mrs. Huffman seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.

Medina County Federal Credit Union – Wall Sign – 3848 Medina Road

Mr. Todd motioned to accept the recommendation of the Zoning Commission and approve a wall sign for Medina County Federal Credit Union not to exceed 24 square feet as presented. Mr. Wilkins seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.

Foster’s Grill – Site –4885 Medina Grande Shoppes Avenue

Mr. Todd motioned to accept the recommendation of the Zoning Commission and approve the site plan for the business dba Foster’s Grill as presented. Mr. Wilkins seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins

SITE PLANS CON'T

Mattress Matters – Sign – 4885 Pearl Road Unit I-4– (Medina Grande Shoppes)

Mr. Todd motioned to accept the recommendation of the Zoning Commission and approve a temporary 15 square foot tenant panel sign to be located on the existing pylon sign in accordance with the letter dated July 24, 2006, to Mr. Amato from Zaremba Group, LLC “Contingent upon your obtaining the approval of Medina Township, Landlord will allow you the right to install a temporary sign on a panel of the existing pylon sign. When you obtain approval from the Township, please forward such approval to us and we will draft a letter agreement which will require the removal of said sign within five (5) days notice from Landlord. Mrs. Huffman seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.

The Retina Group – Site – 3591 Reserve Commons Drive, Ste 101

Mr. Todd motioned to accept the recommendation of the Zoning Commission and approve the change of use for The Retina Group of Northeast Ohio to be located at 3591 Reserve Commons Drive, Ste 101 in the Keystone Building as presented. Mrs. Huffman seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.

Traveler’s Choice Hotel – Change of Use – 2875 Medina Road

Mr. Todd motioned to accept the recommendation of the Zoning Commission and approve the change of use for Traveler’s Choice Hotel as presented. Mrs. Huffman seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.

Traveler’s Choice Hotel – Face Replacement on Ground Sign – 2875 Medina Road

Mr. Todd motioned to accept the recommendation of the Zoning Commission and approve the face replacement of the existing 161 square foot ground sign previously approved by a variance by the Medina Township Board of Zoning Appeals for Traveler’s Choice Hotel as presented. Mr. Wilkins seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.

Traveler’s Choice Hotel – Wall Sign #1 – 2875 Medina Road

Mr. Todd motioned to accept the recommendation of the Zoning Commission and approve a wall sign above the door (sign marked #1 on the application) on the front of the building not to exceed 15 square feet as previously approved by a variance granted by the Board of Zoning Appeals on November 15, 2000. Mr. Wilkins seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.

Travelers Choice Hotel – Wall Sign #2 – 2875 Medina Road

Mr. Todd motioned to accept the recommendation of the Zoning Commission and approve a wall sign (sign marked #2 on the application) on the west corner of the south side of the building not to exceed 15 square feet as previously approved by a variance granted by the Board of Zoning Appeals on November 15, 2000. Mrs. Huffman seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.

Social Security Administration – Site – Stonegate & N. Jefferson Street

Mr. Todd motioned to accept the recommendation of the Zoning Commission and approve the site plan for the proposed Social Security Administration as submitted. It was so noted that the front yard setback of 50 feet was approved previously by a variance granted by the Medina Township Zoning Board of Appeals. Mr. Wilkins seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.

SITE PLANS CON'T

Social Security Administration – Wall Sign – Stonegate & Jefferson Street

Mr. Todd motioned to accept the recommendation of the Zoning Commission and approve a wall sign for the Social Security Administration not to exceed 55 Square feet as presented. Mr. Wilkins seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.

Purchase of a Police Cruiser

Mr. Todd motioned to put forth a resolution authorizing Medina Township Police Department expenditures to make an emergency purchase of a vehicle to replace the one that was totaled in the accident dated prior to today. Mr. Wilkins seconded the motion.

Resolution No 0242006-037

Mr. Todd put forth the resolution as previously stated. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.

Statement of Qualifications

Mr. Todd asked that an ad be placed asking for Statement of Qualifications of Consultants for the Comprehensive Plan update to be opened September 21, 2006, at 7:30 pm.

Selection of an Independent Accounting Firm for the State Audit

The Trustees had questions regarding the need for an outside accounting firm to do the state audit of Medina Township finances. Mr. Todd suggested a recess to review the paperwork.

Mr. Todd motioned to take a ten minute recess. The Board recessed at 8:20 pm. Mr. Wilkins seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins. The Board reconvened their meeting at 8:36 pm. After reviewing the paperwork for the selection of an independent accounting firm Mr. Todd motioned to table the selection due to insufficient information. Mrs. Huffman seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.

Purchase of Hospitalization by a Part-time Employee

Mrs. Huffman had a request by a part-time employee to purchase hospitalization through the Township Group Plan and the employee would pay 100% of the cost.

Disposal of Fire Department Equipment

Mr. Todd motioned to authorize the Medina Township Fire Department to dispose of the following obsolete equipment that is no longer of value to the Township:

VCR Ser# 36241184	Xerox work center printer Ser# 109498
HP printer Ser# CN9CG1R2N1	Computer Monitor IBM Ser# 23-702127
Fax Ser# 1LCFC121868	Gateway Monitor Ser# 8621911
Xerox printer Ser# 080069	Computer Ser# A1635
2 keyboards, 2 mouses, 2 surge protectors	

Mrs. Huffman seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.

Traffic Calming

Mr. Wilkins asked the status of the traffic calming policy.

Blakslee Park Update

Mr. Todd said the gas lines have been moved at the Blakslee Park property.

Current Fund Balances

Mr. Wilkins asked for the current fund balances.

TM8/24/06

Road Closure

Trustees received a fax from Medina City regarding the closing of Branch Road and the intersection of Branch Road and Commerce Drive at 8:00 am August 28, 2006, and lasting until 8:00 am September 18, 2006.

Approval of Payment of \$1000 Deductible to Crawford & Company

Mr. Todd motioned to authorize payment of \$1,000.00 to Crawford and Company for file #156-15105-JN for the deductible for our OTARMA Risk Sharing Policy. Mr. Wilkins seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.

Police Department Information Officer

Mr. Todd motioned to give Medina Township Police Department authorization to put out a help wanted ad for a part time records clerk to be paid \$9 per hour with hours not to exceed 24 hours per week. Mr. Wilkins seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.

Traffic Bureau

No decisions have been made regarding the traffic bureau.

Approval of Accounts Payable

Mr. Todd motioned to approve accounts payable checks #16895 to #16936 totaling \$35,667.49. 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 #10516 to #10532 totaling \$15,229.48 with taxes, deductions and adjustments of \$2,277.76. Mr. Wilkins seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.

Community Partner Program

Chief Arbogast explained the Community Partner Program that was implemented at the last meeting.

Changing of Voting Precinct D&E

Mr. Todd said voting precincts D&E will be moved. The Board of Elections will be sending out notices to all voters.

Medina Post Article

Mr. Todd asked if the other Trustees would like to write articles for the Medina Post.

Mail Drop Box

Mr. Lawson, Medina Postmaster, will notify us when and where a mail drop box will be located in Medina Township. He is in the process of finding the safest location for a snorkel box.

Approval of Minutes

Mrs. Huffman motioned to approve the following meeting minutes: May 31, 2006, June 1, 2006 and June 12, 2006. Mr. Wilkins seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.

Employee Appreciation Dinner

Mrs. Huffman asked if the Trustees still want to have an Employee Appreciation Dinner because a room needs to be reserved. Mr. Todd suggested a pizza party and Mr. Wilkins suggested a cookout possibly at Plum Creek Parkway.

Depository Contracts

Mr. Todd rescinded and tabled his motion for approval of the final resolution for the depository contracts until all the information is entered on the resolution form.

PUBLIC COMMENT

Chief Arbogast had a citizen complaint regarding sewage smell at Foskett and Franklin Road.

Chief Arbogast also said Medina Township Police, in cooperation with Montville Township Police, will have a DUI checkpoint September 1. A Safety Event will be held September 9 from 10 am to 2 pm in cooperation with Wal-Mart; Wadsworth Police Department is sponsoring a 9-11 memorial service; the Renaissance Fair Event at Western Reserve Masonic Community is on 9/23 and Forest Meadows Assisted Living Community will hold a Kids Day on September 30.

Bill Ostmann (3670 Hamilton Road) had a question regarding the Police Department.

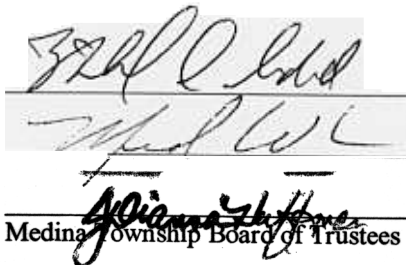
Mr. Todd motioned to close the floor for public comment. Mrs. Huffman seconded the motion.

Mr. Wilkins motioned to adjourn the meeting. Mr. Todd seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.

There being no further business to come before the Board the meeting was adjourned at 9:35 pm.



Medina Township Fiscal Officer



Medina Township Board of Trustees