

**RECORD OF PROCEEDINGS
MINUTES OF REGULAR MEETING
FEBRUARY 3RD, 2011**

The Medina Township Board of Trustees met in regular session at the Medina Township Hall on February 3rd, 2011, to conduct the business of the Township. Vice-President Gardner called the meeting to order at 7:05 pm with the following Trustees in attendance: Sarah (Sally) Gardner and Ray Jarrett. Also in attendance were Therese George, Fiscal Officer, Police Chief, Fire Chief, Road Foreman, Sports Field Manager, Zoning Inspector and the general public.

Roll Call

Mrs. Gardner asked for a roll call of all members present. Trustees present were Mrs. Gardner and Mr. Jarrett. Mr. Todd was absent due to an illness in the family.

Pledge of Allegiance

Mrs. Gardner led the Pledge of Allegiance.

Moment of Silence

Mrs. Gardner asked for a moment of silence for our military personnel at home and overseas.

SITE PLANS

Valley Mitsubishi – Directional Sign – 2825 Medina Road

Mrs. Gardner motioned to accept the recommendation of the Zoning Commission and approve a directional sign not to exceed 4 square feet to be placed on the existing pole sign with a minimum of 1 foot clearance between the existing sign and the directional sign for Valley Mitsubishi located at 2825 Medina Road as presented. Mr. Jarrett seconded the motion. Voting aye thereon: Mrs. Gardner and Mr. Jarrett.

Valley Mitsubishi – Directional Sign-2825 Medina Road

Mrs. Gardner motioned to accept the recommendation of the Zoning Commission and approve a directional sign for Valley Mitsubishi located at 2825 Medina Road not to exceed 4 square feet to be placed on Gateway Drive as presented. Mr. Jarrett seconded the motion. Voting aye thereon: Mrs. Gardner and Mr. Jarrett.

Fenn Crossings-Tenant Panels – 3823-3839 Pearl Road

Mrs. Gardner motioned to accept the recommendation of the Zoning Commission and approve 4 tenant panels not to exceed 35 square feet total to be placed on the existing identification sign for Fenn Crossings located at 3823-3839 Pearl Road. Mr. Jarrett seconded the motion. Voting aye thereon: Mrs. Gardner and Mr. Jarrett.

Royal Buffet & Grille – Wall Sign –Fenn Crossings

Mrs. Gardner motioned to accept the recommendation of the Zoning Commission and approve a wall sign not to exceed 56 square feet for Royal Buffet & Grille located on Pearl Road in Fenn Crossings as presented. Voting aye thereon: Mrs. Gardner and Mr. Jarrett.

EZ Win Internet Sweepstakes Café – Wall Sign - 2767 Medina Road

Mrs. Gardner motioned to accept the recommendation of the Zoning Commission and approve a wall sign not to exceed 40 square feet for EZ Win Internet Sweepstakes Café located at 2767 Medina Road (Plaza 71) as presented. Mr. Jarrett seconded the motion. Voting aye thereon: Mrs. Gardner and Mr. Jarrett.

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OTHER BUSINESS

Approval of Parkview Savings Purchase Order

Mr. Gardner motioned to approve the purchase order and payment to Parkview Federal Savings for the employee health savings account in the amount of \$37,500.00. Mr. Jarrett seconded the motion. Voting aye thereon: Mrs. Gardner and Mr. Jarrett.

Approval of Accounts Payables

Mrs. Gardner motioned to approve warrant #21587 to #21631 totaling \$85,164.99. Mr. Jarrett seconded the motion. Voting aye thereon: Mrs. Gardner and Mr. Jarrett.

Approval of Payroll

Mrs. Gardner motioned to approve payroll check #14722 in the amount of \$256.06. Mr. Jarrett seconded the motion. Voting aye thereon: Mrs. Gardner and Mr. Jarrett.

Approval of Payroll

Mrs. Gardner motioned to approve payroll checks #14723 to #14779 in the amount of \$52,543.59 with deductions totaling \$4,927.75. Mr. Jarrett seconded the motion. Voting aye thereon: Mrs. Gardner and Mr. Jarrett.

Approval of Payroll

Mrs. Gardner motioned to approve payroll check #14780 in the amount of \$75.10 to replace incorrect check. Mr. Jarrett seconded the motion. Voting aye thereon: Mrs. Gardner and Mr. Jarrett.

Approval of Minutes

The minutes will be approved at the next meeting when Mr. Todd is available.

Temporary Budget Appropriation Increases

Mrs. Gardner motioned to approve the Temporary Budget Appropriation Increases as presented. Mr. Jarrett seconded the motion. Voting aye thereon: Mrs. Gardner and Mr. Jarrett.

Approval of Regular PO's, Blankets, Super Blankets and Then and Now's

Mrs. Gardner motioned to approve the regular purchase orders, blankets, super blankets and then and now's as presented. Mr. Jarrett seconded the motion. Voting aye thereon: Mrs. Gardner and Mr. Jarrett.

Approval of Purchase Orders and Training requests

Mrs. Gardner motioned to approve a regular purchase order to the Medina County Treasurer in the amount of \$10,179.46 for annual property special assessment. Mr. Jarrett seconded the motion. Voting aye thereon: Mrs. Gardner and Mr. Jarrett.

Mr. Jarrett motioned to approve purchase order requisition #2181-1228 for a total of \$2,800.00 to Patrick Murphy, Willoughby, Ohio, Police Contract Negotiator and also \$200.00 for mileage. Mrs. Gardner seconded the motion. Voting aye thereon: Mr. Jarrett and Mrs. Gardner.

Mrs. Gardner motioned for appropriation for Ray Jarrett to attend the OTA Winter Conference in the amount of \$800.00, in Columbus, Ohio, on the 9, 10, 11 and 12 of February and that would be the Ohio Township Association Winter Conference. Mr. Jarrett said not to exceed \$800. Mr. Jarrett seconded the motion. Voting aye thereon: Mrs. Gardner and Mr. Jarrett.

OTHER BUSINESS CON'T

Approval of Purchase Orders and Training Requests

Mrs. Gardner motioned for appropriation for zero amount dollars for ice rescue training appropriate at the Wayne County Fire Department February 5, this Saturday, to increase the following peoples knowledge on ice rescue: Steve Schmitt, Steve Schulte, Katherine Holland and Mike Zevchek. Mr. Jarrett seconded the motion. Voting aye thereon: Mrs. Gardner and Mr. Jarrett.

REPORTS

Fire Department

Chief Crumley reported that for the month of January 2011, the department responded to 19 calls for service and 23 fire inspections (see attached). The Chief discussed the gasoline tanker accident on Huffinan Road and the car accident on Plum Creek and Hamilton Road. The Chief contacted Mike Salay of the Engineer's Office to ask for a guard rail over there.

Police Department

Chief Arbogast reported that for the month of January 2011 the department responded to 715 calls for service (see attached). He said Medina Township has 107 active warrants. The Chief said if the levy passes he will then be able to come up to full force and work with young drivers because we have had a lot of youth fatalities in the County.

Road Department

Denny Miller, Road Foreman, reported that for the month of January 2011, the department plowed and salted roads; finished the waterline project at the service department; had 637.59 tons of salt delivered; scheduled 212 ball games for a total of \$7,420.00; delivered Merrill work agreement for Nettleton Road; prepared lawn maintenance quote packets.

Zoning Department

Elaine Ridgley, Zoning Inspector, reported that for the month of January 2011, 10 permits were issued as follows:

Comm. Change of Use	2	Temporary Trailer	1
Signs	6	Residential Addition	1

Total value of permits issued of \$813,500.00. Total fees collected \$1445.98. There was 1 zoning violation issued to Bill Doraty KIA, the final court date for McAfee is coming up and the APPC Plumbing violation is back in the Prosecutors Office.

OLD BUSINESS

Mrs. Gardner said due to Mr. Todd being absent the following items will be tabled: Frontier Land lines, LST Contract, SPCA Rescue Services invoice, Comprehensive Plan and the Township Newsletter.

Lawn Maintenance Contract 2011 Season

Denny Miller and Jeff Kessler are working on a quote packet for the 2011 Lawn Maintenance season. A request for quotes will be put in the Gazette, Sun and Post for February 8 and 15. The mandatory pre-bid meeting date is February 17, 201, at the Service Department with the RFP opening date at the March 3, 2011, Trustees Meeting.

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OLD BUSINESS CON'T

Cole & Russell Architects II

Mrs. Gardner said payment of the final invoice of \$12,198.99 for Phase I of the "Facilities Needs Study" was paid. Cole & Russell credited the \$198.99 that was over the capped amount of \$12,000.00. The Trustees would like to proceed with Phase II of the study as approved previously.

Mrs. Gardner motioned to proceed with Part II of the Facility Needs Assessments and Options Analyst with C&R, the cost not to exceed \$12,000.00 unless notified in writing before the time that dollar amount is incurred. Mr. Jarrett seconded the motion. Voting aye thereon: Mrs. Gardner and Mr. Jarrett.

Jag LE Grant-Equipment Upgrade

Chief Arbogast said the department was awarded a Jag LE Grant of \$9,400.00 with the department having to match 10% or \$900.00 for mobile data terminal upgrades in the police cars. All the cars will have GPS's installed which will enable them to determine exactly where every accident happens so they can determine how bad or good the intersection is. This is from a 1 year Jag LE Grant.

Friends of Medina Township Resolution

Mrs. Gardner tabled this until Mr. Todd is available.

NEW BUSINESS

Budget Workshop Dates

The Budget Workshop dates were set for February 22 for Fire, Administration and Zoning and February 23 for Road & Bridge, Parks and Police. The meetings will start at 6:00 pm. These are workshops only.

Armstrong Rate Adjustment

Mrs. Gardner read the letter subscribers would receive from Armstrong regarding the rate increase (see attached). Mrs. Gardner explained why there is no cable competition in the Township. It is not financially feasible for another cable company to come into the Township.

Disposal of Zoning Stamps for Zoning Commission, Zoning Board of Appeals and Trustees

Mrs. Gardner motioned to dispose of Zoning Commission, Zoning Board of Appeals and Trustees stamps. Mr. Jarrett seconded the motion. Voting aye thereon: Mrs. Gardner and Mr. Jarrett.

NOACA Notification of Third Quarter SFY 2011 Proposed Transportation Projects in Medina County

Mrs. Gardner read the letter received from NOACA regarding a Medina County Public Transportation bus wash system and emergency generator. They are asking the Trustees to either support, not support or comment.

Speed Limit Signs on North Huntington

Mr. Miller asked if they could put regular size stop signs on N. Huntington because they can't keep them the larger signs from standing up straight due to the wind.

PUBLIC COMMENT

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

Robin Gray (4074 Remsen Road) asked how many people live in the township. She also asked about the Doraty situation and asked for elaboration and location of the Cole & Russell Phase II facility study. Mr. Jarrett offered to let her see the Phase I results. She asked about Friends of Medina Township and Linda DeHoff explained.

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Mrs. Gardner motioned to close the floor for public comment. Mr. Jarrett seconded the motion.

OTHER BUSINESS

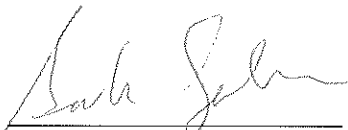
Resignation of Therese George, Fiscal Officer

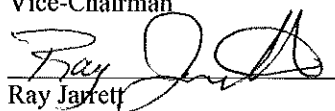
Mrs. Gardner read the letter from Therese George, Fiscal Officer, stating she was resigning her office effective March 31, 2011. Mrs. George explained the reason she was leaving was due to the fact that not only does she have a full-time job, but she now is planning to move her mother to Medina and the job of Fiscal Officer is very time consuming, at least 20 hours a week. Mrs. Gardner and Mr. Jarrett thanked her for all she has done in getting the township fiscally sound.

Mrs. Gardner motioned to adjourn the meeting at 8:22 pm. Mr. Jarrett seconded the motion. Voting aye thereon: Mrs. Gardner and Mr. Jarrett.



Therese George, Fiscal Officer



Sarah (Sally) Gardner,
Vice-Chairman


Ray Jarrett

Medina Township Fire Department January 2011 Activity Report

Type of Alarms		Count	Percentage		
A	Alarm Drop	3	15.80%		
	2 Commercial				
	1- Western Reserve Masonic - faulty smoke detector				
	1- Rodeway Inn				
E	Assist EMS (LST)	7	36.84%		
	2- difficulty breathing				
	1- Unresponsive still breathing				
	1- Assisted getting person with broken leg of ice				
	1- report of female slumped over wheel of vehicle in parking lot				
	1- Lift Assist				
	1- unconscious				
F	Fire Call	4	21.05%		
	1- Structure Fire mutual aid to Valley City				
	2- Vehicle Fires				
	1- Open burn with heavy smoke complaint				
M	Motor Vehicle Accident	2	10.53%		
CO	Carbon Monoxide	2	10.53%		
HZ	Haz Mat	1	5.25%		
Total Incident Count		19		*Mutual aid given=1 Valley City	
				*Mutual aid received=0	
Total Calls During Staffing Hours		9			
Mon. Thru Fri. 7am-3pm					
Inspections conducted					
	Annual Fire Safety Inspections	4			
	Re-Inspections	14			
	Annual Fire Alarm Tests	0			
	Annual Sprinkler Tests	2			
	Semi Annual Hood tests	2			
	Bldg Final/Remodel	1			
Total Inspections		23			
Public Relation Activities					
*Please note: still waiting for run times from dispatch these numbers are subject to change					

Medina Township Service Dept. January 2011 Report

- Plow and salt roads
 - Finished waterline project at Service Dept.
 - Ordered salt totaling 637.59 tons
 - Jeff scheduled 212 baseball games for Blakslee Park which totals an income of \$ 7420.00 so far this year
-
- Delivered Nettelton Rd work agreement to Leslie Merrill
 - Work on Lawn maint. contract for township properties

Report Submitted By Denny Miller Road Foreman



Medina Township

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

ZONING REPORT – JANUARY, 2011

MONTHLY TOTALS

2	Commercial Change of Use		
1	Temporary Trailer		
1	Residential Addition		
6	Signs		
10	TOTAL PERMITS	<u>TOTAL VALUE:</u>	\$ 813,500
	Fees collected on permits total excluding signs	\$	920.98
	Fees collected on sign permits:	\$	<u>525.00</u>
	TOTAL PERMIT FEES COLLECTED:	\$	1,445.98
	Fees collected in Dec. & Jan. for Zoning Comm. Agenda	\$	75.00
	Fees collected in Dec. & Jan. for BZA Agenda	<u>0.00</u>	
	TOTAL FEES COLLECTED:	\$	75.00
	GRAND TOTAL:		<u>\$ 1,520.98</u>

Respectfully Submitted,
Mary Ann Heiss
Assistant Zoning Inspector
February 3, 2011

Violations: 2011 - #001 Doraty KIA of Medina

McAfee court date February 4th
APPC Plumbing being handled by MC Prosecutor's Office
Deposits returned in December: \$1500.00