

**RECORD OF PROCEEDINGS
MINUTES OF MEETING
JANUARY 25TH, 2007**

The Medina Township Board of Trustees met in special session at the Medina Township Hall on January 25th, 2007, to conduct the business of the Township. President Todd called the meeting to order at 7:02 pm with the following Trustees in attendance: Dianna Huffman, Michael D. Todd and Mead Wilkins. Also in attendance were the Fire Chief, Fiscal Officer, 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

Mrs. Huffman motioned to open the floor for public comment. Mr. Wilkins 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

H & R Block – Site – Plaza 71

Mr. Todd motioned to accept the recommendation of the Zoning Commission and approve the use for H & R Block to be located in Plaza 71 as presented. Mr. Wilkins seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.

H & R Block - Sign – Plaza 71

Mr. Todd motioned to accept the recommendation of the Zoning Commission and approve the wall sign for H & R Block not to exceed 20 square feet as presented. Mrs. Huffman seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.

Labcorp – Site – 5041 Victor Drive

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

Labcorp – Sign – 5041 Victor Drive

Mr. Todd motioned to accept the recommendation of the Zoning Commission and approve a panel on the existing pole sign for Labcorp not to exceed 4 square feet. Mr. Wilkins seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.

Merrill Lynch – Ground Sign – 4018 Medina Road

Mr. Todd motioned to accept the recommendation of the Zoning Commission and deny the addition of Merrill Lynch on the existing ground sign located at 4018 Medina Road. The sign, as proposed, exceeds the zoning requirements of Section 605.H. Ground Signs for size and height. Mrs. Huffman seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.

Fabric Obsessions – Site – 3725 Medina Road

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

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SITE PLANS CON'T

Fabric Obsessions – Wall Sign – 3725 Medina Road

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

Fed Ex/Kinkos – Tenant Panel Sign – 4885 Grande Shoppes Ave.

Mr. Todd motioned to accept the recommendation of the Zoning Commission and approve a tenant panel sign for Fed Ex/Kinkos to be located on the existing identification sign for Medina Grande Shoppes not to exceed 15.29 square feet as presented. Mrs. Huffman seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.

Western Reserve North – Site – 4955 Foote Road

Mr. Todd motioned to accept the recommendation of the Zoning Commission and approve the site plan as presented for the Western Reserve Building located on 4955 Foote Road subject to the following:

1. Lighting poles not to exceed 20 feet in height.
2. Mounding and proper landscaping be placed on the eastern and northern boundaries of said property.
3. Deed Restrictions and Declarations and Covenants drafted that address dumpster access, shared access to driveway, access to the property to the south of the Western Reserve Complex and assign responsibility for landscaping and other maintenance.
4. This approval is contingent upon the lot split and the acquisition of 45 feet at the southern boundary and the replatting of the plot before any zoning permits are issued.
5. Location of fire hydrant to be shown on plan.
6. Indicate height of canopy connecting buildings labeled 2A and 2B on plan.
7. Applicant is to contact LST to make sure clearance is adequate for safety vehicle access.

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

Wilkins.

Western Reserve North – Identification Sign – 4955 Foote Road

Mr. Todd motioned to accept the recommendation of the Zoning Commission and approve an identification sign for Western Reserve North not to exceed 75 square feet and 20 feet in height as presented. Mrs. Huffman seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.

Western Reserve North - Portico Signs – 4955 Foote Road

Mr. Todd motioned to accept the recommendation of the Zoning Commission and deny the request for sixteen (16) 16 square feet portico signs for Western Reserve North as the request exceeds the requirements of the zoning resolution Section 605 I.1. Wall, Roof and Awning Signs. Mrs. Huffman seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.

Approval of Accounts Payable

Mr. Todd motioned to approve accounts payable checks #17302 to #17372 totaling \$51,036.17. 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 #10871 to #10888 totaling \$16,227.12 with \$2,530.64 being placed in OPERS and other deferred compensation contributions. Mrs. Huffman seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.

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OLD BUSINESS

Public Records Policy

A letter will be sent to James Bennett of the Prosecutors Office requesting a Public Records Policy.

Tabled Agenda Items

The following items were tabled: Unused Paid Sick Leave at Retirement and Star Ohio.

NEW BUSINESS

Advances of Taxes Resolution

Mr. Todd put forth the following resolution to request and Advance of Taxes to the Auditor of Medina County, Ohio, January 25th, 2007.

Resolution No. 01252007-002

YOU ARE HEREBY REQUESTED to issue your warrant upon the County Treasurer of said County in favor of Therese George, Fiscal Officer of Medina Township in said County for all available dollars, of the current collection of taxes assessed and collected for and in behalf of said Township which shall be held and treated as an advance payment on the current collection of taxes due said Township at the ensuing settlement, 2007 as provided by law. Mr. Wilkins seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.

Temporary Appropriations Resolution

Resolution No 01252007-003

Mr. Todd put forth the following resolution asking for a temporary budget based off the document provided to the Township Trustees by Fiscal Officer, Therese George, dated January 21, 2007, and it is a 12 page document and it has appropriated amounts for our accounts (see attached). Mr. Wilkins seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.

Supplemental Appropriations

Resolution No 01252007-004

Mr. Todd put forth the following resolution to give supplemental appropriations for the year end budget for 2006, incorporating for reference the document dated 12/31/2006, titled Supplemental Appropriations. It is a 4 page document that has the debit and credit accounts and where they came from and what they were for in that document. Mr. Wilkins seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.

Inventory

Mr. Todd requested a uniform policy regarding the inventory

Road Mileage

Mrs. Huffman said the road mileage for the Township is 42.02 miles

Meeting Date Change for Thanksgiving Week

The Trustees meeting is going to be Thanksgiving Day. We will look into changing the date

Zoning Letters of Intent

Mr. Wilkins said a questionnaire would be sent to the applicants for the Zoning Boards.

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Appointment of Charlotte Karson and Ray Jarrett

Mr. Todd motioned to appoint Charlotte Karson for a five year term to the Zoning Board of Appeals and Ray Jarrett for a five year term to the Zoning Board beginning retroactively to January 1, 2007. Mr. Wilkins seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins.

Bicycle/Pedestrian Task Force Commission

Mr. Todd said a Bicycle/Pedestrian Task Force Commission would be created with Mr. Ratajcek as the possible Chairman. An Organizational Meeting will be held February 15, 2007, at 6:00 pm at the Medina Township Hall. All Medina Township Residents are invited to create the Bicycle/Pedestrian Task Force Commission.

Safe Deposit Box

The Trustees will ask the County Prosecutor if we have to continue to keep the safety deposit box. The few items that are in there can be stored in the fireproof box at the townhall.

PUBLIC COMMENT

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

Rita Holt (4420 Nettleton Rd.) asked about the annual cost of LST for Medina Township and the road striping.

Chief Crumley commented on the LST.

Scott Jaenke (4064 N. Huntington St.) thanked Trustees for passing a Traffic Calming Policy.

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

Executive Session

Mr. Todd motioned to enter into Executive Session with the Township Trustees, the Fiscal Officer and Chief Arbogast to discuss and prepare for contract negotiations with the Police Department. Mr. Wilkins seconded the motion. Voting aye thereon: Mrs. Huffman, Mr. Todd and Mr. Wilkins. The Board entered into Executive Session at 8:33 pm. The Board reconvened at 9:19 pm. No decisions were made during that meeting.

Mr. Todd motioned to adjourn the meeting at 9:20 pm. Mrs. Huffman 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 9:20 pm.


Medina Township Fiscal Officer


Medina Township Board of Trustees