

<b>YORK TOWNSHIP TRUSTEES</b>		
Colene Conley	Richard Monroe	William Pavlick
Regular Meeting		May 23, 2013

Chairman Bill Pavlick called the meeting to order at 6:30 p.m. He led the pledge of allegiance.

**RESOLUTION #13-05-07 – Approve Minutes**

**Moved** by Conley, second by Monroe to approve the April 23, 2013 regular and May 6, 2013 special meeting minutes. Roll: Conley, yes; Monroe, yes; Pavlick, yes.

**RESOLUTION #13-05-08 – Approve Minutes**

**Moved** by Monroe, second by Pavlick to approve the May 9, 2013 special meeting minutes. Roll: Monroe, yes; Pavlick, yes; Conley, yes.

**Fiscal Officer:**

**RESOLUTION #13-05-09 – Approve Financial Reports**

**Moved** by Monroe, second by Conley to approve financial reports as presented for April – fund summary, revenue status and appropriation status. Roll: Monroe, yes; Conley, yes; Pavlick, yes.

**RESOLUTION #13-05-10 – Approve Appropriation Amendments**

**Moved** by Monroe, second by Conley to approve the amendments in appropriations as follows:

Cemetery Fund:		
Purchased Services		\$5,814.00
Supplies		<u>(26.00)</u>
Total:		<u>\$5,788.00</u>

Roll: Monroe, yes; Conley, yes; Pavlick, yes.

**FYI:**

- Audit for 2011 and 2012 has been released and can be found on the Auditor of State’s Website. Two audits can be done as “Agreed Upon Procedures”. The next audit for 2013 and 2014 will have be done as a regular audit and therefore cost more.
- Reminder of the need to do a requisition prior to obtaining a good or service so I can give you a PO #. If it is an emergency, you’ll need to do what has to happen, but I need to be informed at the same time (phone and/or e-mail) so I know to look for the requisition and the date of the emergency so the PO can be processed appropriately. The auditors do look for this and I’m getting several invoices with no PO, or dated prior to the PO again. The PO’s are to be dated prior to the purchase of a good or service.
- We have on file a letter from the Medina Co. Budget Commission allowing us to waive holding a public hearing for the tax budget. Since no one comes, it is not necessary to hold this. The tax budget will still be available for review and will still be approved by the trustees at the June 27<sup>th</sup> meeting.
- The state will be upgrading our computers this summer. I’d like to talk to Eric about linking my old screen with the new one like he did for Dorothy. The trustees were ok with that.

**Correspondence:**

- LaVerne Roberts – Resignation from Zoning board
- Medina Township – 5<sup>th</sup> Annual Flag Day Invitation
- Farm Bureau – Policy Development Meeting, May 24<sup>th</sup>
- Medina Co. San. Eng. – Clean-Up Day Fees
- Armstrong – Franchise Renewal

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Medina Township – Steering Committee  
OPERS – 1<sup>st</sup> Qtr. Newsletter  
Akron Regional Air Qlty – Spring Newsletter  
City of Medina – 4<sup>th</sup> of July Donation Request  
OPERS – Employer Notice: 2013 Board Elections  
Soil & Water – Early Summer Newsletter  
Medina Co. Commissioners – NOPEC Invitation

**RESOLUTION #13-05-11 – PO’s, BC’s, Payment of Bills and Payroll**

**Moved** by Conley, second by Monroe to approve the payment of the payroll and bills. (See attached Item A). Roll: Conley, yes; Monroe, yes; Pavlick, yes.

**Visitors:**

- Sheriff Tom Miller and Matt Linscott – Sheriff Miller was present to discuss the Shale Creek golf cart issue. He wanted the trustee input since he is ok to inspect the golf carts to make them street legal and ok not to do it. Colene asked if they were able to drive on other roads, such as Abbeyville Road. Sheriff Miller stated they would only be able to drive on the 25 mph streets, but can cross a higher mph road to get to the other portion of their development. The trustees stated they had discussed it and would be in favor of the golf cart inspection so the homeowners can use their golf carts. Sheriff Miller also wants something from the Homeowner’s Association stating that they are in favor of it.

**RESOLUTION #13-05-12 – Approve Licensing of Golf Carts in Shale Creek**

**Moved** by Monroe, second by Conley to approve the licensing of golf carts on the 25 mph or less streets in Shale Creek. Roll: Monroe, yes; Conley, yes; Pavlick, yes.

- John Millward from the Buckeye Homerun Club and Buckeye Baseball Booster Group was present to ask permission to hang banners on the home run fence except along Columbia Road. The banners are 3’ x 5’.

**RESOLUTION #13-05-13 – Support Buckeye Baseball for Banners**

**Moved** by Conley, second by Monroe to support the Buckeye Homerun Club and Buckeye Baseball Booster Group to allow the banners on the home run fence except along Columbia Road. Roll: Conley, yes; Monroe, yes; Pavlick, yes.

- Colene stated we received a donation of geraniums from a local flower grower who wishes to remain anonymous.

**REPORTS:**

**Zoning/Cemetery:**

- Dorothy is on vacation.
- Colene has monitored the phone calls this week.
- LaVerne Roberts has turned in her letter of resignation from the Zoning Commission Board.

**RESOLUTION #13-05-14 – Accept Resignation of LaVerne Roberts**

**Moved** by Monroe, second by Conley to accept the resignation of LaVerne Roberts from the Zoning Commission Board. Roll: Monroe, yes; Conley, yes; Pavlick, yes.

## YORK TOWNSHIP TRUSTEES

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May 23, 2013

### **Fire Department:**

- Chief Ken Barrett gave the trustees their monthly report. There was one structure fire. The department was able to stop both of the last two fires in the room of origin.
- Mock crash – all 4 grade levels were able to attend this year. The cars were displayed in front of the school over the weekend.
- Training – life flight landing zone. We'd like to do that training once a year.
- We've gone to different vendors to investigate the SCBA units since we have received the grant. Since there will be a new 2013 standard, they have not begun the tooling yet.
- We're also looking at a thermal imaging camera. The Association did a fundraiser toward that purchase.
- We've had bi-monthly officer meetings for the last year. We now have a mentor program with an officer and member to help that member.
- I've gone to a fire instructor update training. We are going to institute the various levels of training. The Chief from Litchfield and I are looking to do a Fire Fighter I class in the fall.
- Chief Roach and I attended the Sunoco Pipeline class at Medina Fire Dept. They will be switching to ethanes from gas and diesel. There are pluses and minuses to the change.
- Patches & Smokey have 3 appearances for June and there are 10 for June and July.
- Chief Roach and some others did a fire extinguisher class.
- I was approached by one of our firefighters, Chris Blair, who is getting married on Saturday on the square. He would like to know if the Engine, #56-1 could come to the church to drive them around the square and have pictures. The truck would be gone for about an hour and would leave if there is a call. The trustees said it was ok to take it.
- I'm again asking for permission to take the ladder truck to the fairgrounds for the Relay for Life Event. The trustees were ok with it.
- We've had three accidents at Branch and Columbia in the last month. The people at the intersection stated they thought it was like Smith and Columbia – a 4-way stop. Through traffic does not stop signs may be of help. They have been requested.

### **Trustees:**

#### **Bill Pavlick:**

- After several years and many calls, CSX has fixed the R/R crossing on Station Road just south of SR 57. It is now nice and smooth.
- I'll be calling Tom Croston regarding the roadside mowing to begin the weekend of June 8<sup>th</sup>. I will re-affirm the mowing for round 1 and round 2 are to be like last year.
- I've called Frank Jaram, old school property, to mow the property. He assured me it would be done prior to Memorial Day.
- The spring cleanup went fairly well. The after-hours time saw people dropping things off. Rick and his son, myself and the contractor needed to work on getting it together. I called the Sheriff's Dept. to ask for additional patrols which may have helped.
- I've asked the Sheriff's Dept. for additional patrol for a few weeks for the end of the year. I've seen radar set up on Wolff and Abbeyville Roads. Rick asked they check the stop sign in Lester since the residents have stated people are not stopping for the stop sign on Spieth at 57. Colene stated that Ohio Edison has changed out the lights in Lester also.

#### **Rick Monroe:**

- I attended a meeting at the Engineer's Office regarding Spellman and Indoe. The contractor who has received the bid, Smith Paving and Excavating of Norwalk did the streets in downtown Valley City a few years ago. The start date will be Monday, June

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24<sup>th</sup> with the hours of 6:30 a.m. – 5:30 p.m. M-F. The contractor asked if we had a dump site and I told him no. The recommendation of the County Engineer was to make the concrete 9" instead of 8". We are under budget enough that the additional 1" would still be under budget. Smith Paving will deal with the Engineer's Office. If there is an issue, the Engineer's Office will contact us.

- Jacqueline Goldsmith's fence has been removed out of the right-of-way. It was done within one day and she is happy.
- Mid-Ohio Concrete was out for the Armbruster sidewalk issue. They scratched the surface and planted seed. They didn't add any topsoil to eliminate the drop off. They will be called again.
- Fabrizi has completed the yard repairs from snow/ice removal.
- Branch and Columbia Road Intersection – I spoke with Pat Crouch at the Engineer's Office to install signs for "Cross Traffic Does Not Stop" as soon as possible.
- We have several signs that are leaning and need repairs. Pat Crouch said it is probably \$37/hour for the county truck to do those repairs. The County also has a truck designed to do sign work. The trustees agreed that the County should schedule the work.
- Last fall, we had PS Construction crack seal the concrete parking lot. I'm not happy with the work. I asked Fred to look at it. He's not happy either. I'd like to have Fred and I meet with the representative from PS Construction to go over the parking lot.
- Fred has completed a road survey for us and would like to meet with us. He said it would be a long meeting; he has a lot to review. We will meet Tuesday, May 28<sup>th</sup> at 6:00 p.m.
- We had talked about turning over the mulch. We'll meet at 3:30 tomorrow to do it.
- The Shale Creek Clubhouse is now open. It looks nice.

### Colene Conley:

- I was called out at a drive culvert about a month ago. I met with Dan Becker and another Engineer. The 6231 Wolff homeowner said everything worked fine until the new culvert was done. The Engineer's Office did a profile and stated the ditch should be cleaned about 140'. Greg Dobson looked at the job and said that some of the roots may be hit. Fred Boreman looked at the area also.

### **RESOLUTION #13-05-15 – Hire Greg Dobson for Ditching Work**

**Moved** by Conley, second by Monroe to have Greg Dobson do the ditching work near 6231 Wolff Road. Roll: Conley, yes; Monroe, yes; Pavlick, yes.

- There was a hidden drive sign near Mr. Carver on Spieth Road. I've contacted the County to take care of it.
- Spieth and Elyria Road – looks like the new lamps have been replaced so I'll ask one of the residents that had concerns if it is illuminated better.
- Again, when I met a flower grower in our township, he donated the flowers.
- The Eisenbrown's have been working hard with managing the parade. I've referred some calls to her. There have been a couple of businesses and the SPCA were interested.
- The groundhogs must have had a family reunion by the pole building at the cemetery. Don Dobson looked at it. He said the best thing to do would be to put tar coated metal siding around the building. It would cost \$900. Rick said there is also a rat/mouse problem.

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**RESOLUTION #13-05-16 – Hire Don Dobson for Cemetery Building Work**

**Moved** by Conley, second by Monroe to hire Don Dobson to put the tar coated metal siding around the building at a cost of \$900. Roll: Conley, yes; Monroe, yes; Pavlick, yes.

- Rick wondered about the additional cost to do it on the backside of the mausoleum since the same thing is happening there.
- I was invited by Christine Fozio, Medina Co. EMA to go to a FEMA sponsored class. She also asked for other trustee names. A grant has been received to cover the class. I told her we had trustees on the Board that she should speak with.
- I've not received any calls back on the ramp. I would like to see if Fred is qualified to help with the ramp portion of the grant application.
- I see we've received another letter from Mayor Hanwell asking for a donation for the July 4<sup>th</sup> fireworks. Rick will call this year and ask that they not send letters any more.
- We have an individual celebrating an 80<sup>th</sup> birthday. They have done a lot for the community and I would like us to do a plaque for them as a Person of the Year.

**Comments:**

- Linda Adamsky from Hunter's Trail wondered what we could do about the cars that come down the street and sit there at the end. There are assorted ages of people doing whatever that don't live there. Bill will talk with dispatch. Bob Adamsky asked if the Homeowner's could come and ask if the road could be undedicated, put up a gate and they would take care of it themselves. The trustees will check it out.
- Colene wants to have an executive session regarding a complaint against a public official.

**RESOLUTION #13-05-17 – Executive Session**

**Moved** by Conley, second by Monroe to go into executive session at 7:52 p.m. regarding a complaint against a public official. Roll: Conley, yes; Monroe, yes; Pavlick, yes.

The three trustees went into executive session at 7:52 p.m. to review a complaint against a public official. Chief Ken Barrett and Fiscal Officer Bev Fry were also invited to attend.

The three trustees returned to open session at 8:17 p.m. after reviewing a complaint against a public official.

**RESOLUTION #13-05-18 – Adjourn**

**Moved** by Conley, second by Monroe to adjourn at 9:18 p.m. Roll: Conley, yes; Monroe, yes; Pavlick, yes.

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William Pavlick, Chairman

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Beverly Fry, Fiscal Officer

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**ITEM A**

YORK TOWNSHIP, MEDINA COUNTY

6/3/2013 3:10:00 PM

**Payment Listing**

UAN v2013.2

May 2013

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
200-2013	05/09/2013	05/13/2013	CH	Lorain-Medina Rural Electric Coop, Inc.	\$12.47	O
201-2013	05/09/2013	05/13/2013	CH	Verizon Wireless	\$11.01	O
202-2013	05/13/2013	05/13/2013	CH	Columbia Gas	\$161.35	O
203-2013	05/14/2013	05/16/2013	CH	FirstMerit Bank	\$45.09	O
204-2013	05/15/2013	05/16/2013	CH	PowerNet Global Communications	\$8.02	O
205-2013	05/23/2013	05/20/2013	EP	Kenneth Barrett	\$740.69	O
206-2013	05/23/2013	05/20/2013	EP	Colene S Conley	\$813.52	O
207-2013	05/23/2013	05/20/2013	EP	Jason D Creamer	\$88.32	O
208-2013	05/23/2013	05/20/2013	EP	Dorothy A Crouch	\$2,308.81	O
209-2013	05/23/2013	05/20/2013	EP	William J Crouch	\$245.64	O
210-2013	05/23/2013	05/20/2013	EP	Beverly E Fry	\$1,128.47	O
211-2013	05/23/2013	05/20/2013	EP	Mary E Lenarth	\$370.52	O
212-2013	05/23/2013	05/20/2013	EP	Richard M Monroe	\$813.52	O
213-2013	05/23/2013	05/20/2013	EP	William Edward Pavlick	\$813.52	O
215-2013	05/23/2013	05/20/2013	EW	FirstMerit Bank	\$969.10	O
216-2013	05/23/2013	05/20/2013	EW	Ohio Department of Taxation	\$214.86	O
217-2013	05/23/2013	05/20/2013	EW	Public Employers Retirement System	\$2,244.58	O
218-2013	05/17/2013	05/20/2013	CH	Ohio Edison Co.	\$1,274.42	O
219-2013	05/29/2013	05/28/2013	CH	Frontier (Verizon North)	\$114.51	O
220-2013	05/29/2013	05/30/2013	CH	Armstrong	\$97.90	O
221-2013	05/30/2013	05/30/2013	CH	Frontier (Verizon North)	\$167.22	O
17516	05/23/2013	05/21/2013	AW	Action Septic Service, Inc.	\$125.00	O
17517	05/23/2013	05/21/2013	AW	Adamsky Lawn Service	\$2,317.14	O
17518	05/23/2013	05/21/2013	AW	Auto Image	\$425.65	O
17519	05/23/2013	05/21/2013	AW	B & C Communications	\$3,588.00	O
17520	05/23/2013	05/21/2013	AW	Boreman, Fred	\$720.00	O
17521	05/23/2013	05/21/2013	AW	Cekada, Kirk	\$200.00	O
17522	05/23/2013	05/21/2013	AW	Conley, Colene	\$18.34	O
17523	05/23/2013	05/21/2013	AW	CQ Printing	\$1,155.71	O
17524	05/23/2013	05/21/2013	AW	Croston, Tom DBA	\$850.00	O
17525	05/23/2013	05/21/2013	AW	Dash, Fred	\$180.00	O
17526	05/23/2013	05/21/2013	AW	Dobson, Don Excavating	\$200.00	O
17527	05/23/2013	05/21/2013	AW	Dobson Excavating, Greg	\$700.00	O
17528	05/23/2013	05/21/2013	AW	Fire Companies.com	\$389.97	O
17529	05/23/2013	05/21/2013	AW	Fire Service, Inc.	\$101.00	O
17530	05/23/2013	05/21/2013	AW	FirstMerit Bank	\$466.91	O
17531	05/23/2013	05/21/2013	AW	Harrison Fleet Tire Service, Inc.	\$140.90	O
17532	05/23/2013	05/21/2013	AW	Home Depot Credit Services	\$29.97	O
17533	05/23/2013	05/21/2013	AW	J.A.C.S. Maintenance Svcs., Inc.	\$726.56	O
17534	05/23/2013	05/21/2013	AW	LEK Internet Services	\$150.00	O
17535	05/23/2013	05/21/2013	AW	Linde Gas North America LLC	\$135.24	O
17536	05/23/2013	05/21/2013	AW	C. Martin Trucking	\$1,066.76	O
17537	05/23/2013	05/21/2013	AW	Medical Mutual of Ohio	\$7,005.15	O
17538	05/23/2013	05/21/2013	AW	Medina Co Emergency Mgmt	\$33.00	O
17539	05/23/2013	05/21/2013	AW	Medina Co. Engineer	\$37.97	O
17540	05/23/2013	05/21/2013	AW	Medina Co. Sanitary Engineer	\$12.60	O

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6/3/2013 3:10:00 PM

**Payment Listing**

UAN v2013.2

May 2013

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
17541	05/23/2013	05/21/2013	AW	Medina Co Township Association	\$215.00	O
17542	05/23/2013	05/21/2013	AW	Medina Hardware	\$111.70	O
17543	05/23/2013	05/21/2013	AW	Miller & Company	\$132.25	O
17544	05/23/2013	05/21/2013	AW	NAPA	\$0.11	O
17545	05/23/2013	05/21/2013	AW	Ohio CAT	\$3,543.03	O
17546	05/23/2013	05/21/2013	AW	Ohio Public Entity Consortium	\$259.50	O
17547	05/23/2013	05/21/2013	AW	Oxbow Engineering, Inc.	\$135.00	O
17548	05/23/2013	05/21/2013	AW	Reinhardt Supply Co.	\$74.34	O
17549	05/23/2013	05/21/2013	AW	Repro Depot	\$147.70	O
17550	05/23/2013	05/21/2013	AW	Schaefer, Inc. Plumbing, Heating/Cooling	\$91.00	O
17551	05/23/2013	05/21/2013	AW	Staples	\$86.50	O
17552	05/23/2013	05/21/2013	AW	Stonewall Uniform	\$217.50	O
17553	05/23/2013	05/21/2013	AW	Stop'n Go	\$274.54	O
17554	05/23/2013	05/21/2013	AW	Sweet Lawns	\$1,190.00	O
17555	05/23/2013	05/21/2013	AW	Treemasters Tree Service, Inc.	\$2,000.00	O
17556	05/23/2013	05/21/2013	AW	Warren Fire Equipment	\$643.04	O
17557	05/23/2013	05/21/2013	AW	Wayne Co. Fire Rescue Assn.	\$200.00	O
17558	05/23/2013	05/21/2013	AW	Wilmington, Steve	\$240.00	O
17559	05/23/2013	05/21/2013	RW	Linda Adamsky	\$100.00	O
17560	05/23/2013	05/21/2013	RW	Maria Dennis	\$100.00	O
17561	05/23/2013	05/21/2013	RW	Robin Leneghan	\$100.00	O
Total Payments:					\$43,280.62	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$43,280.62	

Type: AM - Accounting Manual Warrant, AW - Accounting Warrant, IM - Investment Manual Warrant, IW - Investment Warrant, PM - Payroll Manual Warrant, PR - Payroll Warrant, RW - Reduction of Receipt Warrant, SW - Skipped Warrant, WH - Withholding Warrant, WM - Withholding Manual, WS - Special Warrant, CH - Electronic Payment Advice, IL - Investment Loss, EP - Payroll EFT Voucher, CV - Payroll Conversion Voucher, SV - Payroll Special Voucher, EW - Withholding Voucher, POS ADJ - Positive Adjustment, NEG ADJ - Negative Adjustment, POS REAL - Positive Reallocation, NEG REAL - Negative Reallocation

Status: O - Outstanding, C - Cleared, V - Voided, B - Batch

\* Asterisked amounts are not included in report totals. These transactions occurred outside the reported date range but are listed for reference.