

YORK TOWNSHIP TRUSTEES		
Colene Conley	Rick Monroe	Bill Pavlick
Regular Meeting		November 19, 2015

Chairman Colene Conley called the regular meeting to order at 6:30 p.m. She led the pledge of allegiance.

RESOLUTION #15-11-01 – Approve Minutes

Moved by Pavlick, second by Monroe to approve the minutes of the October 22, 2015 re-scheduled regular meeting. Roll: Pavlick, yes; Monroe, yes; Conley, yes.

REPORTS:
Fiscal Officer:

RESOLUTION #15-11-02 – Approve Financial Reports

Moved by Monroe, second by Pavlick to approve the financial reports for October – appropriation status, revenue status, fund summary and bank statements. Roll: Monroe, yes; Pavlick, yes; Conley, yes.

RESOLUTION #15-11-03 – Approve 2016 Materials Purchase Agreement with Medina County Engineer

Moved by Pavlick, second by Monroe to approve the 2016 Materials Purchase Agreement with the Medina County Engineer. Roll: Pavlick, yes; Monroe, yes; Conley, yes.

RESOLUTION #15-11-04 – Approve Winter Convention Expenses

Moved by Monroe, second by Pavlick to approve the Winter Convention expenses for the registration, room, parking and mileage reimbursement. Roll: Monroe, yes; Pavlick, yes; Conley, yes.

RESOLUTION #15-11-05 – Transfer \$5,000 from General Fund to Cemetery Fund

Moved by Monroe, second by Pavlick to approve the transfer of \$5,000 from the General Fund to the Cemetery Fund. Roll: Monroe, yes; Pavlick, yes; Conley, yes.

RESOLUTION #15-11-06 – Approve Resident Write-Off per LifeForce’s Recommendation

Moved by Pavlick, second by Monroe to approve the resident write-off per LifeForce’s recommendation of account #BARRIC. Roll: Pavlick, yes; Monroe, yes; Conley, yes.

RESOLUTION #15-11-07 – Approve Appropriation Amendments

Moved by Monroe, second by Pavlick to approve the following increases/decreases in appropriations:

General Fund:	Capital Outlay		\$45,102.50
Cemetery Fund:	Purchased Services		2,054.99
Zoning Fund:	Purch. Svcs.	(\$73.55)	
	Supplies	73.55	
	Capital Outlay	995.00	995.00
Fire Fund:	Fire – Purch. Svcs.	\$5,000.00	
	Capital Outlay	(5,000.00)	
	EMS – Fringe Benefits	(9.00)	
	Purch. Svcs.	9.00	
	Total:		<u>\$48,152.49</u>

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

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RESOLUTION #15-11-08 – Approve PO's/BC's, Payroll and Bills

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

Correspondence:

OTARMA – Receipt of 2015 MORE Grant \$500
Mid-Ohio Development – Economic Development 411
Fabrizi Trucking – Contact List for Winter 2015-2016
Ohio Dept. of Public Safety – License Plate Changes
Federal Field Service – Siren Maintenance Report (e-mailed)
Ohio LTAP – 4th Qtr. Newsletter
Buckeye Library – 10th Anniversary
Electronic Risks Consultants – General Info on State Contract
Homestead Insurance – Pavlick's Bond

FYI: Travel Centers of America has purchased Stop 'n Go. Effective December 2, 2015, the new system will be in effect. They are sending new cards for each vehicle.

Visitors:

- Holly Camino, Buckeye Library – wanted to thank us for supporting the Library and Community and inform us of the 10 year anniversary which will be celebrated on Sat., Dec. 5th from 10:30 a.m. – 1:00 p.m.
- Mickey Kennedy was present to petition the trustees to allow them to install a Gold Star Family Monument on our property. Mickey represents the Hershel Woody William Medal of Honor Foundation. The goal is to place a Gold Star Family Memorial in as many communities as possible. The purpose is to recognize all the family members who sacrificed a loved one while serving in the Military and recognize all who have served with an engraved brick (that would be sold) placed around the Memorial. He then presented his preferences for the location. He wants it to be visible so people can see it. The timeframe would be such as to order the stone in January, receive them in May and have the etchings complete in mid-July and start the footings. He has several donors lined up. Mickey needs help in getting names of those who have served. It would include names from everyone for NE Ohio. The total cost is approximately \$96,000 with the donations we're receiving. If there were no donations, it would be about \$116,000. There is a similar monument in Columbia Station, but it is not a Gold Star Family Monument. It is a Vietnam Memorial. The size will be either 30' x 40' or 40' x 40'. The trustees asked that it be funded fully before breaking ground. Mickey stated it would. There are monuments in other communities, designs vary. The trustees discussed an area for the placement and liked the Lawson property since it would be seen as someone enters the town. The trustees will have Bill Thorne draw up a legal document so everyone is on the same page. The trustees have agreed to place the monument on the old Lawson property. Mickey will begin working with prospective donors. Ray Fein was also present with Mickey to speak on behalf of the monument.

RESOLUTION #15-11-09 – Allow Gold Star Family Monument on Township Property

Moved by Pavlick, second by Monroe to allow the Gold Star Family Monument be constructed at the Fenn and Norwalk Road property the township owns. Roll: Pavlick, yes; Monroe, yes; Conley, yes.

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Zoning:

- Dorothy Crouch spoke about the issues with flowers & plants disappearing from the cemetery. All but one are located in the back new part on the east side. Bill will ask the deputies to please do reports there when possible. There was discussion regarding a trail camera.
- There was an issue in Shale Creek regarding extending a driveway on a corner lot. I've reviewed it with Bill Thorne. It doesn't appear he would be able to do it per our code for visibility. Fred Boreman came and helped me with the measuring. The streets are private so not sure of the liability for the township. The HOA has approved it as long as they follow the local code. Dorothy will tell the gentleman he is denied for extending his driveway.
- The yellow house on the curve of Norwalk Road has had a couple of trailers and cab sitting there. They will be receiving a violation notice.
- On Wolff Road, there is an issue with too steep of a grade for a drive and possible issue with the placement of a storage shed and correct usage.
- Some gentlemen came to speak with us to put in a Dollar General on SR 18 across from the Welco property. They will be revising their plans and come back to the township. Dorothy gave them a list of things to check on including speaking with ODOT and the EPA.

Fire Department:

- Ken Barrett gave the trustees the monthly summary.
- Training included a CPR renewal for half the members; hose advance training; pump hydraulics.
- The hose has been ordered since we received the OTARMA grant. Colene will apply again since several hoses have not passed the hose testing.
- We have 3 people in medic school – Hannah Echle and Todd Kemp at Parma and Alan Pratt will be starting in January at Akron City.
- We did another class here for a CPR/First Aid Refresher for Free Enterprises.

RESOLUTION #15-11-10 – Amend Resolution #14-10-17

Moved by Pavlick, second by Monroe to amend Resolution #14-10-17 for the Firehouse Software 5-year contract from \$7,399 for the 5 years to \$1,899 each year for a total of \$9,495.00. Roll: Pavlick, yes; Monroe, yes; Conley, yes.

RESOLUTION #15-11-11 – Approve FH Medic. FH Medic-Limited and FH Inspector

Moved by Monroe, second by Pavlick to approve FH Medic @ \$1,500; FH Medic – Limited @\$750 and FH Inspector for iPad @ \$150. Roll: Monroe, yes; Pavlick, yes; Conley, yes.

RESOLUTION #15-11-12 – Approve Agreement with Gatchell Grant Resources, LLC

Moved by Monroe, second by Pavlick to approve Agreement with Gatchell Grant Resources, LLC to write a 2015 AFG Grant for Operations and Safety (Item B). Roll: Monroe, yes; Pavlick, yes; Conley, yes.

Trustees:

Rick Monroe:

- The additional land we have purchased for the cemetery should be completed soon. The deed should be coming.
- A Haury Road resident spoke to me regarding her drive culvert which is in need of being replaced. It is not in the right-of-way so it is up to the owner. She will tell the landlord.

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- I've received a call from Scott Terchek from ODOT regarding the township roads that need repairs from the round a-bout detour. Colene said they are coming tomorrow to make the repairs.
- I met with Jim Howell from HSH Excavating for ditching on Stone, Beck and Erhart Roads. He is the 7th contractor I've spoken with. The rate is \$1,600 per day for the trackhoe, operator, tandem axle truck, flagger and signage. We're look at 3 – 4 days of work. I'd like to open a purchase order for 4 days of work.

RESOLUTION #15-11-13 – Hire HSH Excavating to do Ditching

Moved by Monroe, second by Pavlick to hire HSH Excavating to do ditch work on Stone, Beck and Erhart Roads at a cost of \$1,600 per day for 4 days of work. Roll: Monroe, yes; Pavlick, yes; Conley, yes.

- The Beck and Stone Road name sign is missing again.
- The lady on Lester Road has received enough wood to replace what was taken when the trees were cut.
- Federal Field Services did the maintenance on our sirens. Rick will call Dan Bodette regarding the Beck Road one not going off and the one at the station being locked.
- I would like the porta-john service to go back to twice a month service and remove the Historical Society one.

Colene Conley:

- I don't know who knew Charlie Siman, but he was a Chatham trustee who passed away with his calling hours tomorrow.
- The ODNR board is set to meet on November 23rd for the funding of our York property for the old school property.
- All of the township roads have been striped with the appropriate markings. Colene will call them regarding a section of Steigler.
- Scott Terchek sent an email regarding Karvo doing the paving work tomorrow taking care of bad areas on the detour route.
- Mickey had called all of the trustees regarding the monument.
- When 880 Construction put in the new ramp and rails, the rails are very much into the parking lot. We are afraid the rails will be hit so I'd like to get that entrance blocked off. I'll call the County for resources. Norm Hinman stated he thought we needed two entrances. From a safety standpoint, Ken Barrett suggested the entrance be blocked off. It was suggested to get those concrete poles. Rick will look into getting them from Grainger.
- I had a resident on Pioneer Way call regarding putting up a Subdivision Sign at Wolff Road. The County Engineer's Office staked the right-of-way for us.

Bill Pavlick:

- I spoke with Mr. Molnar regarding a meeting to discuss possible paving of some roads with their process. He'll be back around in early spring so we can meet. Ideal recycling roads are hot mix without a lot of patching. I also spoke with Dan Becker who said the company has changed names. It is a very slow process and it is recommended to close the road. If we did county specs, Mr. Molnar said we'd get 3 years out of it. Dan would also like us to get together so we can go over possible roads to pave. He's already had 5 townships give him a list of their roads.. Andy Conrad had also told Rick we should get together. The only two township that used hot mix this year were Sharon and

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Montville Townships. Everyone else has gone back to chip seal since it is 4 times cheaper to chip seal.

- I spoke with D & L Recycling regarding our cleanup day money.
- Bill stated he will have dispatch set off the Beck Road siren when he's in the area.
- We have received approval from the EPA for the new restroom.
- I'm going to call C. Martin Trucking to move the dumpster back.

Comments:

- Norm Hinman still doesn't like the location of the Honor Roll sign from the Town Hall.
 - The Historical Society people were disappointed they didn't see any trustees during the Fall Foliage Tour.

RESOLUTION #15-11-14 – Adjourn

Moved by Monroe, second by Pavlick to adjourn at 8:23 p.m. Roll: Monroe, yes; Pavlick, yes; Conley, yes.

Colene Conley, Chairman

Beverly Fry, Fiscal Officer

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ITEM A

YORK TOWNSHIP, MEDINA COUNTY

11/30/2015 11:28:20 AM

Payment Listing

UAN v2015.3

November 2015

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
407-2015	11/03/2015	11/05/2015	CH	First American Title Insurance Co.	\$45,102.50	O
407-2015	11/09/2015	11/10/2015	NEG ADJ	First American Title Insurance Co.	-\$17.00	O
408-2015	11/05/2015	11/05/2015	CH	MBI Benefits/Alegeus	\$67.94	O
409-2015	11/05/2015	11/05/2015	CH	Verizon Wireless	\$160.93	O
410-2015	11/06/2015	11/09/2015	CH	MBI Benefits/Alegeus	\$199.91	O
411-2015	11/09/2015	11/09/2015	CH	MBI Benefits/Alegeus	\$114.43	O
412-2015	11/09/2015	11/09/2015	CH	MBI Benefits/Alegeus	\$9.25	O
413-2015	11/12/2015	11/12/2015	CH	Lorain-Medina Rural Electric Coop, Inc.	\$12.42	O
413-2015	11/30/2015	11/30/2015	POS ADJ	Lorain-Medina Rural Electric Coop, Inc.	\$0.05	O
414-2015	11/12/2015	11/12/2015	CH	MBI Benefits/Alegeus	\$67.79	O
415-2015	11/16/2015	11/16/2015	CH	MBI Benefits/Alegeus	\$4.23	O
416-2015	11/25/2015	11/23/2015	EP	Kenneth Barrett	\$744.29	O
417-2015	11/25/2015	11/23/2015	EP	Colene S Conley	\$817.30	O
418-2015	11/25/2015	11/23/2015	EP	Jason D Creamer	\$193.13	O
419-2015	11/25/2015	11/23/2015	EP	Dorothy A Crouch	\$2,750.28	O
420-2015	11/25/2015	11/23/2015	EP	William J Crouch	\$273.17	O
421-2015	11/25/2015	11/23/2015	EP	Beverly E Fry	\$1,134.52	O
422-2015	11/25/2015	11/23/2015	EP	John Kollar	\$597.76	O
423-2015	11/25/2015	11/23/2015	EP	Mary E Lenarth	\$488.66	O
424-2015	11/25/2015	11/23/2015	EP	Richard M Monroe	\$817.30	O
425-2015	11/25/2015	11/23/2015	EP	William Edward Pavlick	\$817.30	O
427-2015	11/25/2015	11/23/2015	EW	FirstMerit Bank	\$1,068.30	O
428-2015	11/25/2015	11/23/2015	EW	Ohio Department of Taxation	\$219.83	O
429-2015	11/25/2015	11/23/2015	EW	Public Employers Retirement System	\$2,618.11	O
430-2015	11/16/2015	11/24/2015	CH	FirstMerit Bank	\$78.18	O
431-2015	11/17/2015	11/24/2015	CH	Ohio Edison Co.	\$1,604.28	O
432-2015	11/20/2015	11/24/2015	CH	MBI Benefits/Alegeus	\$88.03	O
433-2015	11/23/2015	11/24/2015	CH	MBI Benefits/Alegeus	\$79.23	O
434-2015	11/27/2015	11/30/2015	CH	Armstrong	\$58.95	O
435-2015	11/27/2015	11/30/2015	CH	Frontier (Verizon North)	\$209.77	O
436-2015	11/27/2015	11/30/2015	CH	MBI Benefits/Alegeus	\$339.50	O
437-2015	11/30/2015	11/30/2015	CH	Armstrong	\$46.98	O
438-2015	11/30/2015	11/30/2015	CH	Columbia Gas	\$147.40	O
439-2015	11/30/2015	11/30/2015	CH	MBI Benefits/Alegeus	\$5.78	O
18536	10/22/2015	10/22/2015	AW	Positive Promotions	\$502.79 *	C
18536	10/29/2015	11/02/2015	NEG ADJ	Positive Promotions	-\$183.26 *	C
18536	11/03/2015	11/05/2015	NEG ADJ	Positive Promotions	-\$183.26	O
18546	11/19/2015	11/18/2015	AW	880 Construction Co., Inc.	\$3,125.00	O
18547	11/19/2015	11/18/2015	AW	Aetna Insurance	\$4,465.36	O
18548	11/19/2015	11/18/2015	AW	Albright Security	\$842.72	O
18549	11/19/2015	11/18/2015	AW	C. Martin Trucking	\$106.26	O
18550	11/19/2015	11/18/2015	AW	Circle Lawn Care	\$1,290.00	O
18551	11/19/2015	11/18/2015	AW	Company Health Care	\$403.00	O
18552	11/19/2015	11/18/2015	AW	Consumer's Life Insurance Co.	\$30.00	O
18553	11/19/2015	11/18/2015	AW	Croston, Tom DBA	\$1,300.00	O
18554	11/19/2015	11/18/2015	AW	Delta Dental of Ohio	\$225.36	O

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Payment Listing

UAN v2015.3

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Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
18555	11/19/2015	11/18/2015	AW	Dura Mark	\$31,500.00	O
18556	11/19/2015	11/18/2015	AW	Federal Field Services, LLC	\$2,208.40	O
18557	11/19/2015	11/18/2015	AW	FirstMerit Bank	\$26.84	O
18558	11/19/2015	11/18/2015	AW	Gatchell Grant Resources, LLC	\$2,178.00	O
18559	11/19/2015	11/18/2015	AW	Generation Consultants, LLC	\$150.00	O
18560	11/19/2015	11/18/2015	AW	Great Lakes Portables, LLC	\$274.92	O
18561	11/19/2015	11/18/2015	AW	Home Depot Credit Services	\$74.52	O
18562	11/19/2015	11/18/2015	AW	Life Force Management, Inc.	\$807.64	O
18563	11/19/2015	11/18/2015	AW	Marks Cleaning Service, Inc.	\$327.06	O
18564	11/19/2015	11/18/2015	AW	Medina Co. Sanitary Engineer	\$25.70	O
18565	11/19/2015	11/18/2015	AW	NAPA	\$109.00	O
18566	11/19/2015	11/18/2015	AW	Ohio CAT	\$1,144.14	O
18567	11/19/2015	11/18/2015	AW	Southwest General Health Center	\$35.00	O
18568	11/19/2015	11/18/2015	AW	Staples	\$1,183.17	O
18569	11/19/2015	11/18/2015	AW	Stop'n Go	\$386.19	O
18570	11/19/2015	11/18/2015	AW	Sutphen Corporation	\$110,000.00	O
18571	11/19/2015	11/18/2015	AW	Treasurer, State of Ohio	\$2,111.50	O
18572	11/19/2015	11/18/2015	AW	Warren Fire Equipment	\$637.22	O
18573	11/19/2015	11/18/2015	AW	Wolff Brothers	\$42.59	O
18574	11/19/2015	11/18/2015	AW	Yorktowne Heating & Cooling	\$255.00	O
18575	11/19/2015	11/18/2015	RW	Patty Reisner	\$100.00	O
18576	11/19/2015	11/18/2015	RW	Kaitlin Wooten	\$100.00	O
18577	11/19/2015	11/19/2015	AW	Firehouse Software	\$4,299.00	O

Total Payments: \$230,500.83

Total Conversion Vouchers: \$0.00

Total Less Conversion Vouchers: \$230,500.83

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.

ITEM B

CONTRACT FOR SERVICES

Between
Erhart York Volunteer Fire Department
6609 Norwalk Road
Medina, Ohio 44256-8933

and
Gatchell Grant Resources, LLC
Vera V. Gatchell/Didi Everhart
5202 14th Street SW
Canton, Ohio 44710

*This document represents a contractual agreement effective November 1, 2015, between **Gatchell Grant Resources, LLC** (hereinafter referred to as "GGR") and **Erhart York Volunteer Fire Department** (hereinafter referred to as "Fire Department").*

Section I
Responsibilities

Grant Advisors

Under this agreement, GGR will develop a specific grant: [2015 AFG Grant for Operations and Safety].

- In conjunction with the Fire Chief or designee, GGR will develop a proposal according to the Fire Department wishes.*
- Submit the specified grant proposal on time unless otherwise directed to by the Fire Department. Grant shall not be submitted unless approval has been given by the Fire Chief or designee.*

Fire Department

The Fire Department agrees:

- Not to share any information or procedures concerning this contract or process with any other entities or their agents. In addition, the Fire Department agrees not to use this or any part of this grant proposal in other future grant proposals to be submitted by the Fire Department without expressed permission from GGR.*

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- *Not to release a copy of the grant proposals or the funded grants to any individual or entity in order to protect the technology and grant design which is developed and owned by GGR. The Fire Department agrees that the grant mode, concept, and formatting are the sole property of GGR.*
- *To provide any aid and assistance to GGR in researching and developing the proper information necessary in order to facilitate said grant proposal.*
- *When the Fire Department is actually submitting the grant proposal, will do so on time and agrees not to hold GGR responsible for not submitting the grant proposal on time.*
- *In the event that a grant permits "administration fees", Fire Department agrees to utilize the services of GGR and not a third party source unless GGR declines the offer.*

Section II Method of Payment

The Fire Department Agrees:

- *To pay GGR a non-refundable six hundred fifty dollar (\$650.00) fee for the specified grant proposal. [2015 AFG Grant for Operations and Safety].*
- *Payment shall be made by check payable to: **Gatchell Grant Resources, LLC***
- *To pay the fee for the specified grant within fourteen (14) calendar days of the signing of this agreement. The Fire Department also understands that this fee may be refundable if applicable in the grant application and according to the grant guidelines.*
- *A fee of eight percent (8%) of the grant award will be paid to GGR at the time the grant contracted for is awarded by the grant funder. This amount shall not exceed three thousand dollars (\$3,000.00). It is also understood that some grant funders make payments to the awarded Fire Department over a period of time and not in a lump sum, depending on the type of grant awarded. Therefore, upon issuance of the grant award contracted for by the grant funder, the Fire Department agrees within thirty (30) days of the award date, make full payment of the eight percent (8%) fee to GGR, again not to exceed the \$3,000.00 cap.*
- *GGR agrees that if this grant application is not awarded the first time, GGR will re-write the grant application the following year for FREE. The eight percent (8%) award fee still applies.*
- *This contract may be terminated by the Fire Department upon thirty (30) days written notice to GGR. Upon notice of termination, GGR shall be entitled to fees for work performed up to the date of receipt of the written notice of termination.*
- *For the eight percent (8%) fee GGR agrees to assist with any reports required to be submitted to the grant funder.*

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- The Fire Department has the sole discretion as to what grant that they want to apply for. However, GGR will advise as to eligibility and potential for success of grant being submitted.
- Renewal of this contract will be voluntary on the part of the Fire Department as it may choose to renew or to terminate Fire Department grant writing services.

**Section III
Agreements**

This Agreement is binding between all present and future agents of Fire Department. In the even the authority of the responsible parties detailed in the documentation of this agreement is transferred for any reason, to include occupation, retirement, disability or death, demotion, the agreement shall remain binding with Fire Department.

IN WITNESS THEREOF, all parties have caused this contract to be executed by their duly authorized officials:

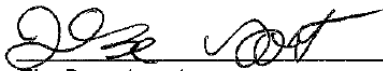
ERHART YORK VOLUNTEER FIRE DEPARTMENT



Fire Chief

11/4/15

Date



Fire Department

11/4/15

Date

GATCHELL GRANT RESOURCES, LLC



Vera V. Gatchell

Date



Diell Everhart

Date