

<b>YORK TOWNSHIP TRUSTEES</b>		
Colene Conley	Richard Monroe	William Pavlick
Regular Meeting		May 26, 2016

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

**RESOLUTION #16-05-07 – Approve Minutes**

**Moved** by Monroe, second by Pavlick to approve the April 28, 2016 regular minutes and May 10, 2016 and May 16, 2016 special minutes. Roll: Monroe, yes; Pavlick, yes; Conley, yes.

**Fiscal Officer:**

**RESOLUTION #16-05-08 – Approve Financial Reports**

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

**RESOLUTION #16-05-09 – Transfer \$13,000 from General Fund to Cemetery Fund**

**Moved** by Monroe, second by Conley to transfer \$13,000 from General Fund to Cemetery Fund. Roll: Monroe, yes; Conley, yes; Pavlick, yes.

**RESOLUTION #16-05-10 – Approve Appropriation Amendments**

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

Cemetery Fund:	Pers. Svcs.	\$1,400.00	
	Fringe Ben.	200.00	
	Purch. Svcs.	1,500.00	
	Supplies	<u>1,400.00</u>	\$4,500.00
Zoning Fund:	Personal Services	\$10,000.00	
	Fringe Benefits	1,400.00	
	Purch. Svcs.	(20.00)	
	Supplies	250.00	
	Other Expenses	<u>20.00</u>	<u>\$11,650.00</u>
	Total:		<u>\$16,150.00</u>

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

**RESOLUTION #16-05-11 – Approve 2017 Workers Comp Group Retrospective Program**

**Moved** by Monroe, second by Conley to approve the 2017 Workers Comp Group Retrospective Program at a fee of \$1,291 with CareWorks. Roll: Monroe, yes; Conley, yes; Pavlick, yes.

**RESOLUTION #16-05-12 – Approve Write-Off per LifeForce**

**Moved** by Conley, second by Monroe to approve the write-off per LifeForce’s recommendation of Account #BOKCAR as both a resident and financial hardship. Roll: Conley, yes; Monroe, yes; Pavlick, yes.

**RESOLUTION #16-05-13 – Approve Write-Off per LifeForce for Residents**

**Moved** by Monroe, second by Conley to approve the write-off per LifeForce’s recommendation of the following accounts: #CORCHA01, #FULELL, #MATKAY, #NIEDEN, #PARCLI and #REERIO. Roll: Monroe, yes; Conley, yes; Pavlick, yes.

## YORK TOWNSHIP TRUSTEES

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May 26, 2016

**RESOLUTION #16-05-14 – Approve Forwarding to Collection Agency per LifeForce Moved** by Monroe, second by Conley to approve the forwarding to Collection Agency per LifeForce's recommendation account #SCHLOG. Roll: Monroe, yes; Conley, yes; Pavlick, yes.

**RESOLUTION #16-05-15 – Approve Participating in OhioCheckBook Moved** by Conley, second by Monroe to approve the participation in OhioCheckBook with the Treasurer of State. Roll: Conley, yes; Monroe, yes; Pavlick, yes.

**RESOLUTION #16-05-16 – PO's, BC's, Payment of Bills and Payroll Moved** by Monroe, second by Conley to approve the payment of the payroll and bills. (See attached Item A). Roll: Monroe, yes; Conley, yes; Pavlick, yes.

### Correspondence:

CareWorksComp – Retrospective Rating Program  
Burnham & Flower – Date of Hire Eligibility Period  
OhioCheckbook.com – Info to enroll York Township (e-mail forwarded)  
CareWorksComp – Retrospective Enrollment Info  
Medina Co. Engineer – Street Light Info  
CoRN – Community Garage Sale  
Ohio Dept. of Taxation – New Cemetery Property Approved Tax Exemption  
Ohio LTAP – 2<sup>nd</sup> Qtr. Newsletter

### FYI:

- 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 25<sup>th</sup> meeting.

### Visitors:

- Fritz Friess and Barbara Grimm, 4731 Erhart Road, were present. I spoke with Rick Monroe this morning. We have been dealing with a situation with our neighbor. He has put up a sign that doesn't fit the code. Dorothy stated there are several things going on, not just one. Some of them are civil matters. About 4 years ago, we had an issue regarding drainage. Rick told me at that time I had to get a Home Occupation permit. The neighbor doesn't speak with me because he thinks I turned him in for his home business. He has 7 vehicles, loads the trucks in the evening and makes a lot of noise. I've been speaking with Dorothy several times over different things. The neighbor now has 4" drainage pipe lying along the edge. Neither of us knows where the property line is to know if the drainage pipe will be on his property. It really needs to be surveyed. Dorothy will meet with the neighbor next week. Dorothy has made several trips there to see the neighbor's property. Fritz was told it is a civil matter. Dave Hull stated they could go online to the Engineer's Office website and look at the geo map and have an idea.
- Paul Peyton thanked Colene for helping them on Sunday. Paul also asked about using the Town Hall freezer for ice cream on Sunday.

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### REPORTS:

#### Zoning/Cemetery:

- Dorothy received a phone call from the Park District regarding our park regulations. Several people have been calling the Park District asking to reserve our park because they said the info was on our park regulations. Dorothy walked over to the park to look at our rules and the description the Park District gave her is not listed in our rules.
- I spoke with George Smerigan regarding the front fencing we spoke about last month. He gave me an amendment to give to the Zoning Commission to make it work. George will be at next week's meeting to review the sign code and fence.
- The 1 acre parcel that Frank Jarem kept is going up for sale through Gerspacher Realty.
- Bob Kaiser on SR 18 has a conditional rear lot, approximately 19 acres. He wants to build a barn, but there is no home yet. He also wants to claim it is agricultural. He has planted fruit trees and vegetable plants. He sells items at the Medina Co. Farm Market. The trustees felt it was ag exempt.
- Some of the Burkett items have been cleaned up.
- I've received a call that someone is living in a trailer on Lampson. I'll keep an eye on it.
- Rick told me about the house on W. Smith Road where a lot of junk has been dumped. The house was in really bad shape, it has been removed.
- The lady is still calling about putting a tree at the cemetery. She will pay for the tree and installation. We'll have to get a price for both the tree and installation.
- Someone has put up a barn to store equipment, salt and hay without a permit. The trustees looked at the picture and agreed he needs a permit.
- Pulte came in for a variance on their signs. Do they have to take down the current sign? Should it be moved north of the trees? Should they leave it until the variance? It was agreed to leave it up so the Zoning Board can do a site visit.
  - The sign was moved by the landscapers.

#### Fire Department:

- Chief Ken Barrett gave the trustees their monthly report.
- Training was done at the house on Marks Road. It will be up for approximately the next month.
- Went over the operation of the grass truck.
- Metro ER dr. came in for training on trauma.
- The mock crash was done at the school on May 11<sup>th</sup>. The weather didn't allow the helicopter to fly.
- Part of the grant equipment has arrived and some training was done on what has arrived. In 2 weeks, the balance will come.
- Memorial Day Parade will be Sunday and we'll be hosting hot dogs again.
- The Relay for Life will be at the Fairgrounds on June 4<sup>th</sup> and 5<sup>th</sup>.
- The Hamilton Road garage was a 2-story house with a walk out basement. It is collapsing in and is now a 1-story garage. The fire code states they should be cited, all dangerous items repaired or the building removed. It was built in 1850. I'll work up the letter for you.
- We received a question regarding the bio-waste on Stone Road near SR 18. I spoke with ODOT regarding it and everything was done the proper way. It's the sludge from the Valley City waste plant.

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May 26, 2016

### **Trustees:**

#### **Rick Monroe:**

- A neighbor called about the bio-waste on Stone Road who called the EPA and was told it was being done properly and the EPA is under-funded.
- Stone Road culverts were replaced and extended out as Fred Boreman suggested.
- The paving is now complete. There were several changes per Fred Boreman. Fred would like to have a meeting with us to review. Bill stated it was the smoothest job he's seen of all the pavers. There is some striping to be done as well as berming. They had to go to Portage Co. for an emergency and will be back.
- ODOT was out and jet-vacked SR 18 here in town. They had a couple of sewer grates to repair.
- At SR 18 and Stone there was some standing water. ODOT fixed the crushed culvert and jet-vacked it.
- I spoke with Matt Simons at ODOT to speak about the mowing at the roundabout. If he can get a crew, he'll send them out.
- There were several questions regarding Armstrong and whether we would continue to receive our franchise fees. We will continue to get it, it will just come quarterly.
- I've spoken with Dan Bodette regarding the station fire siren. He doesn't have a truck out here. It's a 1960 siren and can't get parts. Several others are also having problems and they are going to see if a company will make those parts. Rick also asked him to get a price on one like the other 4 sirens.
- Cemetery: we are receiving compliments on the mowing. Leonard Shaken has done a good job on straightening headstones. I'd like permission to have him continue working on some. I've got someone to come meet for a price to move a couple of the larger ones.
  - A resident wants to make a donation toward the cemetery work.
- The 411's behind the shed didn't work out for the cemetery. I asked Greg Dobson for a price to move them by the new restroom. He will do it at no charge for us.
- On Tuesday, Preston Mule works for Aspire Gas who stated they want to replace the gasline at the cemetery because it is very old and needs replaced. Nothing can be built on 25' from either side of the gas line. The suggestion is to re-route it along the west edge of the new property line. Preston will work with us and would cap the old pipe.
- I'd like to thank Ron and Nick Pfaff for putting up the flags along SR 18. If we were to buy the brackets and flags, Pfaff's would donate the use of their bucket truck again to put them in the cemetery.
- Do we want to put the fire levy on? Park, road? Bev stated that she would like to do a forecast before deciding on a park levy.
- Rick will get with Fred to set a meeting for Thursday, June 2<sup>nd</sup> at 5:30 p.m. to review the roads.

#### **Colene Conley:**

- The transfer for the land went well. The invoices need to be submitted for reimbursement.
- I asked about other grants that are available. There some for ballfields or walking paths. Erin Dolata told me that they have some drawings for ballfields which he has brought for us to look at. There are 3 ballfields and room for a rugby field. Would you like me to begin applying for a grant for this? The trustees agreed and she needs it to be in by June 1<sup>st</sup>.

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- I am going to be riding the roads with Granger Paving using the list Fred gave us 2 years ago to see what areas may need to be repaired and what may need joint sealing. Aero Mark did the sealing on Fenn between SR 42 and SR 3 which is a nice job. I will speak with him.
- Spieth and Wolff Roads are very smooth from the paving.
- A resident called regarding the truck traffic on Branch Road. I gave her Andy Conrad's number and told her they are allowed on the township and county roads.
- I was contacted in regards to the dedication for the Gold Star Monument by Tony DeLinardo whose dad was very active with the Marines. He wants to donate his dad's pictures. He brought them to me at church. There is a wall at the Educational Building at church where they will go. There is a picture from the Iwo Jimo that we can give to Woody.
- Someone called regarding missing road signs. We'll have John do an inventory and see if they need to be replaced. Ken Barrett asked if those number signs are required because most people go by the name of the road, not the number.
- Someone called regarding the Buckeye High School sign and how it looked shaggy. The grass needs to be cut. It was cut when I came past this evening.
- Mr. Moody from the EPA is very nice. He has worked well for us.

**Bill Pavlick:**

- I got quotes for Station Road by the R/R for putting in a catch basin. The R/R wants a \$5 million certificate of insurance. I called the R/R again to see if they aren't responsible for the catch basin since they have a 50' right of way.
- Roadside mowing will begin on Tuesday, May 31<sup>st</sup>.
- I asked Leonard Shaken about the sidewalk on the east side of the station. It looks very nice. He put plastic on the sidewalk, saved the sod and it looks really nice. He's going to work up a quote for us on repairs to the parking lot.
- Got Grass called regarding the trees we purchased. Dan Thoryk has said the burlap at the bottom of the trees is going to hold water and rot the trees. Dan will give a quote to cut it and mulch. I'm going to speak with Kurt Cekada about it since we purchased the trees from him.

**RESOLUTION #16-05-17 – Exercise Balance of 2 Year Lawn Maintenance Contract**  
**Moved** by Pavlick, second by Conley to exercise the other 2 years for the lawn maintenance with Got Grass to make it a 3-year contract. Roll: Pavlick, yes; Conley, yes; Monroe, yes.

- I need to speak with Mike Sweet regarding his treatment because the lawn grew 7" in one week.
- Spring cleanup went really well.
- I will be going this weekend to pick up the pressure washer.

**RESOLUTION #16-05-18 – Adjourn**

**Moved** by Monroe, second by Conley to adjourn at 8:21 p.m. Roll: Monroe, yes; Conley, 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

6/2/2016 10:58:49 AM

### Payment Listing

UAN v2016.2

May 2016

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
187-2016	05/02/2016	05/05/2016	CH	MBI Benefits/Alegeus	\$5,759.23	C
188-2016	05/04/2016	05/05/2016	CH	MBI Benefits/Alegeus	\$114.22	C
189-2016	05/05/2016	05/05/2016	CH	MBI Benefits/Alegeus	\$445.30	C
190-2016	05/09/2016	05/10/2016	CH	MBI Benefits/Alegeus	\$177.16	C
191-2016	05/09/2016	05/10/2016	CH	Verizon Wireless	\$161.17	C
192-2016	05/10/2016	05/16/2016	CH	MBI Benefits/Alegeus	\$172.99	C
193-2016	05/11/2016	05/16/2016	CH	Lorain-Medina Rural Electric Coop, Inc.	\$12.47	C
194-2016	05/11/2016	05/16/2016	CH	MBI Benefits/Alegeus	\$114.81	C
195-2016	05/12/2016	05/16/2016	CH	Columbia Gas	\$116.34	C
196-2016	05/13/2016	05/16/2016	CH	FirstMerit Bank	\$61.59	C
197-2016	05/17/2016	05/18/2016	CH	MBI Benefits/Alegeus	\$226.73	C
198-2016	05/18/2016	05/18/2016	CH	MBI Benefits/Alegeus	\$1.43	C
199-2016	05/19/2016	05/19/2016	CH	Ohio Edison Co.	\$1,493.94	C
200-2016	05/26/2016	05/23/2016	EP	Kenneth Barrett	\$783.12	C
201-2016	05/26/2016	05/23/2016	EP	Colene S Conley	\$362.52	C
202-2016	05/26/2016	05/23/2016	EP	Dorothy A Crouch	\$2,451.82	C
203-2016	05/26/2016	05/23/2016	EP	William J Crouch	\$273.17	C
204-2016	05/26/2016	05/23/2016	EP	Beverly E Fry	\$1,197.63	C
205-2016	05/26/2016	05/23/2016	EP	John Kollar	\$984.41	C
206-2016	05/26/2016	05/23/2016	EP	Mary E Lenarth	\$446.00	C
207-2016	05/26/2016	05/23/2016	EP	Richard M Monroe	\$816.85	C
208-2016	05/26/2016	05/23/2016	EP	William Edward Pavlick	\$853.43	C
210-2016	05/26/2016	05/23/2016	EW	FirstMerit Bank	\$1,491.98	C
211-2016	05/26/2016	05/23/2016	EW	Ohio Department of Taxation	\$214.84	C
212-2016	05/26/2016	05/23/2016	EW	Public Employers Retirement System	\$216.00	C
213-2016	05/26/2016	05/23/2016	EW	Public Employers Retirement System	\$2,388.47	C
214-2016	05/20/2016	05/26/2016	CH	MBI Benefits/Alegeus	\$75.46	C
215-2016	05/26/2016	05/26/2016	CH	Armstrong	\$58.95	C
216-2016	05/31/2016	05/31/2016	CH	Armstrong	\$46.98	C
217-2016	05/31/2016	05/31/2016	CH	Frontier (Verizon North)	\$269.54	C
218-2016	05/31/2016	05/31/2016	CH	MBI Benefits/Alegeus	\$28.39	C
18715	03/30/2016	03/29/2016	AW	Staples	\$161.74 *	V
18715	05/26/2016	05/26/2016	AW	Staples	-\$161.74	V
18761	05/05/2016	04/28/2016	AW	Silva, Timothy	\$600.00	C
18764	05/05/2016	05/05/2016	AW	Home Depot Credit Services	\$319.70	C
18765	05/12/2016	05/12/2016	AW	Transfer Title Agency, Inc.	\$104,454.86	C
18766	05/26/2016	05/24/2016	AW	Action Septic Service, Inc.	\$125.00	O
18767	05/26/2016	05/24/2016	AW	Aetna Insurance	\$6,103.33	O
18768	05/26/2016	05/24/2016	AW	Akron, Health, Environmental & Computing	\$1,095.00	C
18769	05/26/2016	05/24/2016	AW	Area Trucking	\$262.52	O
18770	05/26/2016	05/24/2016	AW	Buckeye Painting & Decorating	\$1,450.00	O
18771	05/26/2016	05/24/2016	AW	Burnham & Flower Insurance Group	\$75.00	O
18772	05/26/2016	05/24/2016	AW	C. Martin Trucking	\$126.53	O
18773	05/26/2016	05/24/2016	AW	CareWorksComp	\$1,291.00	O
18774	05/26/2016	05/24/2016	AW	Consumer's Life Insurance Co.	\$30.00	C
18775	05/26/2016	05/24/2016	AW	Croston, Tom DBA	\$850.00	C

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**Payment Listing**

UAN v2016.2

May 2016

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
18776	05/26/2016	05/24/2016	AW	Delta Dental of Ohio	\$225.36	O
18777	05/26/2016	05/24/2016	AW	Demko, Paul	\$240.00	O
18778	05/26/2016	05/24/2016	AW	Fabrizi Trucking & Paving Co., Inc.	\$261.00	O
18779	05/26/2016	05/24/2016	AW	Falls Flag & Banner Co.	\$288.45	O
18780	05/26/2016	05/24/2016	AW	FirstMerit Bank	\$125.92	C
18781	05/26/2016	05/24/2016	AW	Forever Fence & Rail	\$899.80	C
18782	05/26/2016	05/24/2016	AW	Generation Consultants, LLC	\$150.00	O
18783	05/26/2016	05/24/2016	AW	Got Grass Landscaping	\$1,956.75	C
18784	05/26/2016	05/24/2016	AW	Great Lakes Portables, LLC	\$482.72	O
18785	05/26/2016	05/24/2016	AW	Home Depot Credit Services	\$668.53	O
18786	05/26/2016	05/24/2016	AW	Life Force Management, Inc.	\$1,078.17	O
18787	05/26/2016	05/24/2016	AW	Luna Marketing, Inc.	\$94.00	O
18788	05/26/2016	05/24/2016	AW	Medina Co. Engineer	\$650.50	O
18789	05/26/2016	05/24/2016	AW	Medina Co. Sanitary Engineer	\$19.00	O
18790	05/26/2016	05/24/2016	AW	Medina Co Township Association	\$240.00	O
18791	05/26/2016	05/24/2016	AW	Ohio Business Machines	\$14.50	O
18792	05/26/2016	05/24/2016	AW	Ohio CAT	\$2,163.00	O
18793	05/26/2016	05/24/2016	AW	Old Schoolhouse Catering	\$82.75	O
18794	05/26/2016	05/24/2016	AW	Power Hawk Technologies	\$2,119.02	O
18795	05/26/2016	05/24/2016	AW	Reinhardt Supply Co.	\$176.15	O
18796	05/26/2016	05/24/2016	AW	Repro Depot	\$359.00	O
18797	05/26/2016	05/24/2016	AW	Shaken, Leonard	\$3,085.00	O
18798	05/26/2016	05/26/2016	AW	Staples	\$286.61	O
18799	05/26/2016	05/26/2016	AW	Stonewall Uniform	\$673.50	O
18800	05/26/2016	05/26/2016	AW	Sweet Lawns	\$1,276.00	O
18801	05/26/2016	05/26/2016	AW	Tractor Supply Co. #311	\$117.32	O
18802	05/26/2016	05/26/2016	AW	TravelCenters of America	\$296.15	O
18803	05/26/2016	05/26/2016	AW	Treemasters Tree Service, Inc.	\$156.00	O
18804	05/26/2016	05/26/2016	AW	Warren Fire Equipment	\$162.47	O
18805	05/26/2016	05/26/2016	AW	Zero Waste USA	\$63.50	O
18806	05/26/2016	05/26/2016	AW	Croston, Tom DBA	\$150.00	C
18807	05/26/2016	05/26/2016	RW	Jessica Ehrman	\$100.00	O
18808	05/26/2016	05/26/2016	RW	Pulte Homes	\$3.27	O
18809	05/26/2016	05/26/2016	AW	United States Postmaster	\$94.00	O
Total Payments:					\$157,196.58	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$157,196.58	

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