

YORK TOWNSHIP

Organizational Meeting January 7, 2020

Trustees – Chairman William Pavlick, Richard Monroe, Todd Zieja
Fiscal Officer Margaret (Peggy) Russell

Present:

Trustee Bill Pavlick, Chairman
Trustee Rick Monroe
Trustee Todd Zieja
Fiscal Officer Peggy Russell
Dorothy Crouch – Zoning, Cemetery
Chief Ken Barrett

Chairman Pro Temp Bill Pavlick called the organizational meeting to order at 5:00 p.m. and led the pledge of allegiance. Trustee Pavlick stated the meeting is being recorded for transcription purposes only.

Elect Chairman and Vice Chairman

Moved by Trustee Pavlick, second by Trustee Zieja to elect Todd Zieja as Chairman and Rick Monroe as Vice Chairman for 2020. Monroe, yes; Zieja, abstain; Pavlick, yes.

Trustee Todd Zieja continued as chairman.

RESOLUTION #20-01-01 – Set Business Hours

Moved by Trustee Pavlick, second by Trustee Monroe that the business hours would be as follows:
Office: Mon. - Thurs. 8:00 - 4:30; lunch 12:30 - 1:30; office closed to the public on
Wednesday

Zoning - until 7:00 p.m.; Fiscal Officer - by appointment

Roll: Monroe, yes; Pavlick, yes; Zieja, yes

RESOLUTION #20-01-02 – Road Assignments

Moved by Trustee Pavlick, second by Trustee Monroe to approve the following road assignments:

Todd Zieja: Bent Oak (.10), Cemetery (.12 – inactive), Crosswind Court (.03), Heather Glen (.20), Pilgrim Dr. (.09), Pioneer Way (.43), Seven Bridges (.467), Spieth (2.46), Stillwater (.41) and Wolff (4.30) – approx. 8.607 miles

Rick Monroe: Beck (.89), Erhart (1.11), Hastings (.31), Haury (.10), Indoe (.05), Lampson (.11), Lester (.98), Province (.06), Royal Brook (.36), Spellman (.08), Stone (3.65) and Water (.13) – approx. 7.83 miles

Bill Pavlick: Arapaho Way (.283), Atwood Drive (.05), Bachtell (.46), Branch (2.73), Daintree Lane (.389), East (.16), Emerald Run (.38), Gayer (.27), Hunters Trail (.40), Lake Dawn (.16), Livia Lane (.37), Sapphire (.41), Station (1.70) and Steigler (.44) – approx. 8.202 miles

Roll: Monroe, yes; Pavlick, yes; Zieja, yes

RESOLUTION #20-01-03 – Mileage Reimbursement

Moved by Trustee Pavlick, second by Trustee Monroe to set mileage reimbursement at 57.5¢ per mile, same as the Medina County Commissioners who in January of 2019 changed policy to set

YORK TOWNSHIP

Organizational Meeting January 7, 2020

Trustees – Chairman William Pavlick, Richard Monroe, Todd Zieja
Fiscal Officer Margaret (Peggy) Russell

the county rate the same as the IRS rate instead of the 8.5 less than the IRS rate. Union negotiations were cited as a factor.

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

RESOLUTION #20-01-04 – Set Meeting Dates and Time

Moved by Trustee Monroe, second by Trustee Pavlick to set the meetings for the 4th Thursday at 6:30 p.m. as follows except for November 26 which is moved to Thursday November 19, 2020 and December 24 changed to Monday December 28, 2020:

January 23 th	February 27 nd	March 26 nd
April 23 th	May 28 th	June 25 th
July 23 th	August 27 th	September 24 th
October 22 th	November 19 th	December 28 th

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

RESOLUTION #20-01-05 – Establish Pay Dates

Moved by Monroe, second by Zieja to establish the fourth Thursday of the month as payday for consistency with the employees.

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

RESOLUTION #20-01-06 – Payment of Utilities Online

Moved by Monroe, second by Zieja to pay any utilities (phone, electric, gas, trash pickup) if possible, online before the due date.

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

RESOLUTION #20-01-07 – Hold Special Meetings as Necessary

Moved by Zieja, second by Monroe to hold emergency and special meetings as deemed necessary and make the notification as required by law. In accordance with the Ohio Revised Code Section 121.22 adopting the Notice of Special Meetings, Schedule of Public Meetings, rules for the Notification of Meetings to the Public and news Media and Open Meetings Sunshine Law. Special Meetings require 24 hours’ notice, with specific purpose. Emergency Meetings need to be within 24 hours with specific purpose.

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

RESOLUTION #20-01-08 – Zoning, Cemetery & Town Hall Fee Schedule

Discussion of changes to the fees resulted in the following motion.

Moved by Monroe, second by Pavlick to adopt the following fee schedule:

Zoning:

Residential, new home	\$400 + .02 per sq. ft.
Ancillary Residential permit	100 + .02 per sq. ft.
Commercial & Industrial	450 + .02 per sq. ft.
Ponds, Lakes	150
Pools	100 above ground 200 in ground
Signs	100

YORK TOWNSHIP

Organizational Meeting January 7, 2020

Trustees – Chairman William Pavlick, Richard Monroe, Todd Zieja

Fiscal Officer Margaret (Peggy) Russell

Home Occupation (Type 2)	100
Home Occupation w/ Conditional Use	400
Each additional request (same application)	50
Lot Splits (per lot)	100
Variance	400
Site Plan Review w/Change of use	300
Conditional Use	400
Zoning Resolution Amendment	500
Each additional request	100
Late Fee – Zoning Violation (same builder)	
First	500
Second	1000
Third	1,500
Fourth	2,500

Gravesite Purchase:

Resident Taxpayer	\$500 each
Non-resident Taxpayer	750 each
Non-resident	1,500 each

Interments:

	<u>Mon.-Fri.</u>	<u>Sat.</u>	<u>Sunday</u>
Ashes	\$350 each	\$500	None/Special arrangement
Baby Coffin (17 & under)	400 each	500	
Adult Coffin	750 each	950	

Cemetery Footers

Two ft.	\$300
Three ft	400
Four ft.	500
Above Four ft.	To be determined by size

Town Hall:

Private party (returnable \$200 security deposit)	\$100 + security deposit
Wedding or anniversary (returnable \$300 security deposit)	200 + security deposit

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

Discussion ensued about changes to the development site review fees. The township has not differentiated between the different types of development fee schedules. We need to update to correct fee schedules for all types of developments and update Consultation Fees.

YORK TOWNSHIP

Organizational Meeting January 7, 2020

Trustees – Chairman William Pavlick, Richard Monroe, Todd Zieja
Fiscal Officer Margaret (Peggy) Russell

RESOLUTION 20-01-09 – To set General Development Application and Plan Review of non-refundable fees to be \$750 for application and \$100 per dwelling. Moved by Trustee Monroe, second by Trustee Pavlick. Roll: Monroe, yes; Pavlick, yes; Zieja, yes.

RESOLUTION 20-01-10 – To set General Development Application and Review of fees for professional consultation fees to be as follows: A \$1,500.00 deposit for professional consultant services is the initial deposit. If Consultant Services exceed \$1,500.00, the applicant shall deposit with the township any additional amount prior to final action by the trustees on the application. Any unused deposited funds will be returned to the applicant upon final action on the General Development Plan. Moved by Trustee Monroe, second by Trustee Pavlick. Roll: Monroe, yes; Pavlick, yes; Zieja, yes.

RESOLUTION 20-01-11 – To set Final Development Plan Application and Plan Review of non-refundable fees to be \$750 for application and \$100 per dwelling unit. Moved by Trustee Monroe, second by Trustee Pavlick. Roll: Monroe, yes; Pavlick, yes; Zieja, yes.

RESOLUTION 20-01-12 – To set Final Development Application and Review of fees for professional consultation fees to be as follows: A \$1,500.00 deposit for professional consultant services is the initial deposit. If Consultant Services exceed \$1,500.00, the applicant shall deposit with the township any additional amount prior to final action by the trustees on the application. Any unused deposited funds will be returned to the applicant upon final action on the Final Development Plan. Moved by Trustee Monroe, second by Trustee Pavlick. Roll: Monroe, yes; Pavlick, yes; Zieja, yes.

New Non-refundable Development Fee Schedule (to be added to current Fee Schedule for all developments)

General Development Plan Application & Review \$750 + \$100 per dwelling
General Development Consultation Fees \$1,500.00 + any additional consultation fees

Final Development Plan Application & Review \$750 + \$100 per dwelling
Final Development Consultation Fees \$1,500.00+ any additional consultation fees

RESOLUTION #20-01-13 – Approve Blanket Certificates to Remain Open All Year
Moved by Monroe, second by Trustee Pavlick to issue blanket certificates with a limit of \$50,000 and to remain open until December 31st each year instead of expiring every 90 days.
Roll: Monroe, yes; Zieja, yes; Pavlick, yes.

RESOLUTION #20-01-14 Approve 2020 Permanent Appropriations. Moved by Trustee Monroe, second by Trustee Pavlick to approve the 2020 appropriations in the amount of \$1,391,229.00 as attached. (Item A) Roll: Monroe, yes; Pavlick, yes; Zieja, yes.

YORK TOWNSHIP

Organizational Meeting January 7, 2020

Trustees – Chairman William Pavlick, Richard Monroe, Todd Zieja
Fiscal Officer Margaret (Peggy) Russell

Prosecutor Forrest Thompson sent Oath of Office for newly elected Fiscal Officer, Peggy Russell, and newly elected Trustee, William Pavlick. A copy was placed in each employee file and provided to Trustee Pavlick.

Contracts for contractors as requested by KLA Risk Assessments. Contracts are no longer being written by the prosecutor's office. They will review contracts. At what dollar limit is a contract necessary? \$45,000 for roads, \$35,000.00 for everything else. Tom Croston has a contract that was written up by the Medina County Engineer and we just keep updating it. Matt Behner is a weekly service, and should have a contract. The other people we work with including Over the Top Tree Service, and Greg Dobson are considered services and therefore do not need a contract. They provide us with liability forms where the township is listed as additional insured. Trustee Pavlick will contact Fred Boreman to see if he can put a simple contract together for our regular contractors (Blade to Blade). Fiscal Officer Russell is verifying that York Township is listed on Liability Forms as an additional insured. The trustees will work on an inspection form for the roads and the park/playground equipment.

Fiscal Officer Russell collected the Burnham and Flowers Cards as we believe they are no longer in effect in 2020.

Town Hall, Zoning, Cemetery-

RESOLUTION #20-01-15 Motion by Trustee Monroe, second by Trustee Pavlick to approve Richard Hill request to be reappointed to the Board of Zoning Appeals. Roll: Monroe, yes; Pavlick, yes; Zieja, yes.

RESOLUTION #20-01-16 Motion by Trustee Monroe, second by Trustee Pavlick to approve Lowell Wolff request to reappoint to the Zoning Board. Roll: Monroe, yes; Pavlick, yes; Zieja, yes.

Mr. Clevenger called again about the light out at Lake Dawn. Trustee Pavlick called First Energy to check on it, but after three weeks nothing has been done. He will call again.

Rumpke – residents are confused about what goes into recycling. Can we have a meeting? Rumpke has listed what is recyclable in the letter, and more information is available on their website.

Trustee Zieja has removed duplicates from the opt-out list. We are at 100 people, which is our limit (6%) and it is closed. Dorothy has been fielding a lot of calls (every 5 minutes, 7 pages of questions on trash service.) Trustee Zieja will provide Dorothy with the current opt out list. Trustee Pavlick is going to the Prosecutor on Thursday to discuss the legal questions of opt out, and the questions of the legality of the current trash haulers charging to pick up the bins used at residences. A resident asked a question about vacant houses and trash collection. Residents must submit annually, but vacant houses do not count toward the opt-out numbers, but need to be registered each year and will not be charged for trash.

YORK TOWNSHIP

Organizational Meeting January 7, 2020

Trustees – Chairman William Pavlick, Richard Monroe, Todd Zieja
Fiscal Officer Margaret (Peggy) Russell

Do residents need to call Rumpke to register for service. We have been under the impression that if you would like unlimited service, you need to do nothing. You will automatically be signed up, bins dropped off, and service will begin March 2, 2020. If you want to change the bins, change to bag service then you must contact Rumpke. The flyer stated everyone must sign up by January 31, 2020. Which is true?

When a resident sells the house and it is vacant, call Rumpke and they will stop servicing the home.

Dick Hill questioned repair of township roads. Wondered of when they upgraded years ago from a single lane of paving to both lanes paved if we could put more money into the berming, since this is the part of the road that shows the greatest wear and tear. Once the berm is fixed, can we put tar on to seal out the water which also causes damage? Expanding the berms leads to center driving, relieving pressure on the roads. We have a bid from the engineer, and we consult Fred Boreman who acts on behalf of the Township in the best interests of the roads. We generally defer to his opinion.

Motion to Adjourn by Trustee Monroe, second by Trusteed Pavlick. Roll: Monroe, yes; Pavlick, yes; Zieja, yes.

Meeting adjourned 7:55p

Todd Zieja, Chairman

Margaret Russell, Fiscal Officer

ITEM A

TOWNSHIP ANNUAL APPROPRIATION RESOLUTION #20-01-14

Rev. Code, Sec. 5705.38

The Board of Trustees of York Township, Medina County, Ohio, met in regular session on the 7th day of January, 2020 at the office of York Township with the following members present:

Richard Monroe, William Pavlick and Todd Zieja

Mr. Monroe moved the adoption of the following resolution:

BE IT RESOLVED by the Board of Trustees of York Township, Medina County, Ohio that to provide for the current expenses and other expenditures of said Board of Trustees,

YORK TOWNSHIP

Organizational Meeting January 7, 2020

Trustees – Chairman William Pavlick, Richard Monroe, Todd Zieja
Fiscal Officer Margaret (Peggy) Russell

during the fiscal year, ending December 31, 2020, the following sums be and the same are hereby set aside and appropriated for the several purposes for which expenditures are to be made for and during said fiscal year, as follows, viz:

Mr. Pavlick seconded the Resolution and the roll being called upon its adoption the vote resulted as follows:

Monroe yes
Pavlick yes
Zieja yes

Adopted January 7, 2020

Fiscal Officer
Board of Trustees

THE STATE OF OHIO, MEDINA COUNTY, ss:

I, Margaret Russell, Fiscal Officer of the Board of Trustees of York Township, Medina County, Ohio, and in whose custody the Files, Journals and Records of said Board are required by the laws of the State of Ohio to be kept, do hereby certify that the foregoing ***Annual Appropriation Resolution*** is taken and copied from the original Resolution now on file with said Board, that the foregoing Resolution has been compared by me with the said original and that the same is a true and correct copy thereof.

WITNESS my signature, this 7th day of January,
2020.

Township Fiscal Officer

**ANNUAL APPROPRIATION RESOLUTION
BOARD OF TOWNSHIP TRUSTEES**

YORK TOWNSHIP
Organizational Meeting January 7, 2020
Trustees – Chairman William Pavlick, Richard Monroe, Todd Zieja
Fiscal Officer Margaret (Peggy) Russell

York Township,
Medina County, Ohio.

For the Fiscal Year Ending
December 31, 2020

Filed _____, 20____

Michael E. Kovack
County Auditor

By _____
Deputy

PERMANENT APPROPRIATIONS 2020

FUND	APPROPRIATIONS
General (1000)	
Administrative (110)	
Salaries & Fringe Benefits	\$ 241,886.00
Other	\$ 43,000.00
	43,000.00
Townhall (120)	
Salaries & Fringe Benefits	\$ 29,050.00
Other	\$ 58,100.00
	58,100.00
Zoning (130)	

YORK TOWNSHIP

Organizational Meeting January 7, 2020

Trustees – Chairman William Pavlick, Richard Monroe, Todd Zieja
Fiscal Officer Margaret (Peggy) Russell

	\$	
Salaries & Fringe Benefits	41,450.00	
	\$	
Other	<u>4,000.00</u>	
Cemetery (410)		
	\$	
Salaries & Fringe Benefits	5,775.00	
	\$	
Other	27,500.00	
	\$	
Health (420)	600.00	
	\$	
Capital Outlay (760)	<u>8,500.00</u>	
		\$
Total General Fund		<u><u>459,861.00</u></u>
MVL (2011)		
	\$	
Other	<u>18,000.00</u>	
		\$
Total MVL		<u><u>18,000.00</u></u>
Gas Tax (2021)		
	\$	
Other	<u>117,000.00</u>	
		\$
Total Gas Tax		<u><u>117,000.00</u></u>
Road & Bridge Fund (2031)		
	\$	
Salaries & Fringe Benefits	7,800.00	
	\$	
Other	<u>171,000.00</u>	
		\$
Total Road & Bridge		<u><u>178,800.00</u></u>
Cemetery (2041)		
Salaries & Fringe Benefits	\$	-

YORK TOWNSHIP

Organizational Meeting January 7, 2020

Trustees – Chairman William Pavlick, Richard Monroe, Todd Zieja
Fiscal Officer Margaret (Peggy) Russell

	\$		
Other	<u>15,000.00</u>		
Total Cemetery		\$	<u>15,000.00</u>
Park Levy (2171)			
	\$		
Salaries & Fringe Benefits	8,000.00		
	\$		
Other	<u>68,000.00</u>		
Total Park Levy		\$	<u>76,000.00</u>
Zoning (2181) - Closed			
	\$	-	
Total Zoning		\$	<u>-</u>
Fire Levy (2191)			
Fire (220)			
	\$		
Salaries & Fringe Benefits	94,468.00		
	\$		
Other	<u>182,810.00</u>		
EMS (230)			
	\$		
Salaries & Fringe Benefits	91,444.00		
	\$		
Other	<u>47,100.00</u>		
Total Fire Fund		\$	<u>415,822.00</u>
Perm MVL (2231)			
	\$		
Other	<u>20,000.00</u>		
Total Perm MVL		\$	<u>20,000.00</u>
EMS Service Fund (2281)			
	\$		
Other	<u>9,050.00</u>		

YORK TOWNSHIP

Organizational Meeting January 7, 2020

Trustees – Chairman William Pavlick, Richard Monroe, Todd Zieja
Fiscal Officer Margaret (Peggy) Russell

Total EMS Service		\$ <u>9,050.00</u>
MISC Special Revenue (2901)	\$ <u>60,000.00</u>	
Other		
Total MISC Special Revenue		\$ <u>60,000.00</u>
Public Works Commission		
Other	\$ <u>21,696.00</u>	
Total Public Works		\$ <u>21,696.00</u>
TOTAL		\$ <u>1,391,229.00</u>

RECAPITULATION OF FUNDS

1000 General	\$ 459,861.00
2011 Motor Vehicle Fund	\$ 18,000.00
2021 Gas Fund	\$ 117,000.00
2031 Road & Bridge Fund	\$ 178,800.00

YORK TOWNSHIP

Organizational Meeting January 7, 2020

Trustees – Chairman William Pavlick, Richard Monroe, Todd Zieja
Fiscal Officer Margaret (Peggy) Russell

2041	Cemetery Fund	\$ 15,000.00
2171	Parks and Recreation Fund	\$ 76,000.00
2181	Zoning Fund	\$ -
2191	Fire and Rescue Fund	\$ 415,822.00
2231	Permissive Motor Vehicle License Fund	\$ 20,000.00
2281	Emergency Medical Services Fund	\$ 9,050.00
2901	Misc. Special Revenue	\$ 60,000.00
4401	Capital Improvement Fund	\$ 21,696.00
	TOTAL	<hr/> <u>\$</u> <u>1,391,229.00</u>

William Parks
William Parks
 William Parks

Permanent Appropriations 2020

FUND	APPROPRIATIONS	
General (1000)		
Administrative (110)		
Salaries & Fringe Benefits	\$	241,886.00
Other	\$	43,000.00
Townhall (120)		
Salaries & Fringe Benefits	\$	29,050.00
Other	\$	58,100.00
Zoning (130)		
Salaries & Fringe Benefits	\$	41,450.00
Other	\$	4,000.00
Cemetery (410)		
Salaries & Fringe Benefits	\$	5,775.00
Other	\$	27,500.00
Health (420)	\$	600.00
Capital Outlay (760)	\$	8,500.00
Total General Fund		\$ 459,861.00
MVL (2011)		
Other	\$	18,000.00
Gas Tax (2021)		
Other	\$	117,000.00
Road & Bridge Fund (2031)		
Salaries & Fringe Benefits	\$	7,800.00
Other	\$	171,000.00
Cemetery (2041)		
Salaries & Fringe Benefits	\$	-
Other	\$	15,000.00
Park Levy (2171)		
Salaries & Fringe Benefits	\$	8,000.00
Other	\$	68,000.00
Zoning (2181) - Closed	\$	-

Fire Levy (2191)			
Fire (220)			
Salaries & Fringe Benefits	\$	94,468.00	
Other	\$	182,810.00	
EMS (230)			
Salaries & Fringe Benefits	\$	91,444.00	
Other	\$	47,100.00	
Total Fire Fund			\$ 415,822.00
Perm MVL (2231)			
Other	\$	20,000.00	
EMS Service Fund (2281)			
Other	\$	9,050.00	
MISC Special Revenue (2901)	\$	60,000.00	
Other			
Public Works Commission			
Other	\$	21,696.00	
TOTAL	\$	1,391,229.00	