

YORK TOWNSHIP

Organizational Meeting January 12, 2021

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

Present:

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

Chairman Pro Temp Todd Zieja called the organizational meeting to order at 6:30 p.m. and led the pledge of allegiance. Trustee Zieja 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 Trustee Rick Monroe as Chairman for 2021. Monroe, yes; Zieja, yes; Pavlick, yes.

Moved by Trustee Monroe, second by Trustee Zieja to elect Trustee Bill Pavlick as Vice Chairman for 2021. Monroe, yes; Zieja, yes; Pavlick, yes.

Trustee Monroe continued as chairman.

RESOLUTION #21-01-02 – Set Business Hours

Moved by Trustee Zieja, second by Trustee Pavlick 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 #21-01-03 – Road Assignments

Moved by Trustee Zieja, second by Trustee Pavlick 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 #21-01-04 – Mileage Reimbursement

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Moved by Trustee Zieja, second by Trustee Pavlick to set mileage reimbursement at 56¢ per mile, same as the Medina County Commissioners.

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

RESOLUTION #21-01-05 – Set Meeting Dates and Time

Moved by Trustee Zieja, second by Trustee Pavlick to set the meetings for the 4th Thursday at 6:30 p.m. as follows except for November 25 which is moved to Tuesday November 23, 2021:

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

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

RESOLUTION #21-01-06 – Establish Pay Dates

Moved by Trustee Pavlick, second by Trustee Zieja to establish the fourth Thursday of the month as payday for consistency with the employees. In months when the fourth Thursday is a holiday, the payday will be the preceding day.

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

RESOLUTION #21-01-07 – Payment of Utilities Online

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

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

RESOLUTION #21-01-08 – Hold Special Meetings as Necessary

Moved by Trustee Zieja, second by Trustee Pavlick 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.

Dorothy wanted to be clear that Rumpke did mail the mailer to arrive the week after Christmas. It was printed and mailed around the 15 of December per Rumpke. Because of delays in the USPS there were 6 million pieces of mail stalled in Cleveland. Late mail is beyond the township control.

Doris Morlock would like to sell her lot D back to the township in Section 35. She purchased a lot at her church. **Motion** to send check in the amount of \$350 by Trustee Pavlick second by Trustee Monroe to repurchase Lot D Section 35 for the amount of \$350 from Doris Morlock. : Monroe, yes; Pavlick, yes; Zieja, yes

RESOLUTION #21-01-09 – Zoning, Cemetery & Town Hall Fee Schedule

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

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

Zoning:

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

Residential, new home	\$500 + .05 per sq. ft.
Ancillary Residential permit	100 + .05 per sq. ft.
Commercial & Industrial	500 + .05 per sq. ft.
Ponds, Lakes	200
Pools	100 above ground 200 in ground
Signs	150
Home Occupation (Type 2)	100
Home Occupation w/ Conditional Use	400
Each additional request (same application)	50
Lot Splits (per lot)	150
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	\$400 each	\$500	None/Special arrangement
Baby Coffin (17 & under)	450 each	550	
Adult Coffin	800 each	1000	

Cemetery Footers

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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

Prices for burial increased due to the contractor performing these services increasing his prices. Perpetual care is expensive, and the township cannot absorb additional cost without trying to recover some money.

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

Mr. Dabernig Jr. purchased land from Mr. Weber to build a barn further back. After some difficulties with the County permit, he decided to postpone the building of the barn and would like a refund. **Motion to refund zoning fees of \$133.60 to Mr. Dabernig** by Trustee Monroe, second by Trustee Pavlick. Roll: Monroe, yes; Pavlick, yes; Zieja, yes

RESOLUTION #21-01-10 – Approve Blanket Certificates to Remain Open All Year

Moved by Trustee 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.

Fiscal Officer stated the permanent appropriations are very similar to the Temporary Appropriations with the following increases. In the Gas Tax Fund she increased appropriations by \$30K since the fund did better than expected in 2020. The Parks Fund was also increased by \$30K, bringing the Capital Improvements Line item to \$80K. Building a 4 vehicle storage barn is the goal for the upcoming year, hopefully not to exceed the amount set aside. If we build a barn for this price, it will leave us with a smaller carryover for year 22. We may need to dial back some park spending to rebuild the base.

RESOLUTION #21-01-11 Approve 2021 Permanent Appropriations. Moved by Trustee Monroe, second by Trustee Pavlick to approve the 2021 appropriations in the amount of \$1,728,166.52.00 as attached. (Item A) Roll: Monroe, yes; Pavlick, yes; Zieja, yes.

The county engineer is waiting to hear from York Township the verdict on paving the York Township portions of Gayer and Stiegler since Liverpool Township is also paving their portion of these roads. If we coordinate if should allow for better pricing in the bid process. Trustee Monroe would like to get back to the engineer on January 13, 2021 since they are waiting to hear from us. Trustee Pavlick wanted to get information on how much it would cost to seal the developments and wait and see which project the township should do this year. Fiscal Officer Russell reminded them of the additional \$30K she just allocated in the Gas Tax Fund, which is approximately the

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amount it will cost to pave these two roads. The Road and Bridge Fund has \$150K dedicated to repairs and maintenance of Township Roads. Approximately \$50K will be used in the OPWC project, leaving \$100K for the trustees to use on other projects. We also have \$100K set aside in the general fund from the Worker's Comp refund distribution that we talked about using for roads also. Trustee Pavlick asked Trustee Monroe if he would get quote numbers from the Medina County Engineer on sealing the development street joints when he informed them about the decision to pave Gayer and Stiegler.

RESOLUTION #21-01-12 Moved by Trustee Zieja, second by Trustee Pavlick to authorize the Medina County Engineer to put York Township portion of Gayer and Stiegler out for bid at an estimated cost of \$30K for chip and seal paving. Roll: Monroe, yes; Zieja, yes; Pavlick, yes.

RESOLUTION #21-01-13 To enter into a purchase agreement with the Board of Commissioners of Medina County and the County Engineers to purchase materials that may be required from time to time for the construction, maintenance or repair of any township road, building or property. Moved by Trustee Pavlick second by Trustee Zieja. Roll: Monroe, yes; Zieja, yes; Pavlick, yes.

Motion to pay Fabrizi \$10,095.00 for December snow removal and salt. **Moved by Trustee Pavlick second by Trustee Zieja.** Roll: Monroe, yes; Zieja, yes; Pavlick, yes.

Fiscal Officer Russell is registered for two Grant Continuing Educations Seminars. The first seminar teaches how to find and write successful grant applications. The second teaches government officials how to administer grant finances. The township has been the beneficiary of many grants over the past few years since I have been here. The fire department has been very proactive in writing for grants. Chief Jason Creamer has brought in over \$50K in grants this last year. Trustee Pavlick is working with OPWC to get the township \$194K in the upcoming years. Over the past two years, Trustee Monroe has brought in over \$400K in grants for the Roads, General Fund and was the leading motivation for acquiring the COVID funding. The amount of grants won by the township are increasing each year.

Fiscal Officer Russell wants to thank Chief Jason Creamer for his exemplary work the first quarter. In addition to his full time job, the demands of a young family, taking charge of the Fire Department during an extremely busy season, he jumped in to assist the township trustees in designing, finding, purchasing, setting up the amplification system for the town hall. The original paperwork for the Township to purchase microphones and speaker to amplify the meetings stated the expense should not exceed \$1,000. The purchase actually came to \$1,125.94. **Motion to Approve additional \$125.94 for the Channel Microphone System & Speaker from the 2272 Fund.** Motion by Trustee Zieja, second by Trustee Pavlick . Roll: Monroe, yes; Zieja, yes; Pavlick, yes.

Don Ziegler has paid \$660 for rental of farmland from York Township. Motion to receive \$660 from Don Ziegler for farmland rental. Motion by Trustee Pavlick, second by Trustee Zieja . Roll: Monroe, yes; Zieja, yes; Pavlick, yes.

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Margaret Russell returned \$98.00 to the bank account by taking advantage of the UHC Motion app. Enrollees can get a free FitBit, or upgrade to an Apple Watch by jumping through some hoops. By using the Free Motion App we have the possibility to return money to the HRA fund for the township. Members and spouses can each participate, and participants can return up to \$3 per day for achieving goals. There is the potential to earn \$90-\$93 per month per person participating.

Public Comment

Andy Kavc – Thought the PA system was good. He criticized the first attempts of the board at using the new technology. Dorothy reviewed the information she learned about the proper method of working the new system.

Andy complained about the lateness of the Rumpke informational flyer. Trustee Pavlick wanted Andy to be aware that Rumpke sent out the mailer December 12, 2020, first class. The board and Rumpke could not predict the postal service delays. Pavlick does not want to hear Andy's constant complaining all the time.

Terry Gerspacher – Wanted to know how will the board get the word out to the people about the need for a levy for township roads. Fiscal Officer Russell recommended the board put together a fact sheet that we can send after the prosecutor looks over the language. He suggested the levy language be clearer that the township has 25.022 miles of road that the trustees are responsible for maintaining. Terry thinks many people think the county maintains all our roads. Terry also wanted the board to check into the names on the opt-out list from last year that did not make the opt out list this year to find out how they are handling their trash.

Dave Hull – wondered why the hand sanitizer units purchased with the COVID funds were still not mounted in the town hall. Trustee Monroe said we are working on that, Dorothy said William Crouch will put them in.

Dave asked when will the opt out list be available. Trustee Zieja said we have reached 100 names, but are waiting for all paperwork to come in over the course of the month. Then we will have a clear idea of how many people in total do not want trash. Dave wanted to know how can he find out what the assessment will look like on those certified as delinquent. Russell said we have a number T45001 which will be York Townships permanent number for trash assessments. From Erica Graffein at the Auditor's office – The charges go on each half year. When York receives our settlement, we can then request a breakdown by parcel.

Dave wanted to know why the Ohio Checkbook information was only posted through 2019. Fiscal Officer Russell said when she submits the year end paperwork to the Auditor of State she also checks the button to upload the information to Ohio Checkbook. This only occurs annually as part of year end tasks.

Trustee Zieja thanked Peggy and Dorothy for dealing with all the challenges from the current year. It has been a very hard year on everyone. He appreciates Bill and Rick for their hard work. Trustee Monroe thanked Trustee Zieja for always being there to answer his calls.

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

Meeting adjourned 7:25p

Richard Monroe, Chairman

Margaret Russell, Fiscal Officer

Item A

PERMANENT APPROPRIATIONS 2021

FUND	APPROPRIATIONS
General (1000)	
Administrative (110)	
	\$
Salaries & Fringe Benefits	255,756.52
	\$
Other	<u>45,250.00</u>
Townhall (120)	
	\$
Salaries & Fringe Benefits	28,850.00
	\$
Other	<u>53,700.00</u>
Zoning (130)	
	\$
Salaries & Fringe Benefits	41,450.00
	\$
Other	<u>5,300.00</u>
Cemetery (410)	
	\$
Salaries & Fringe Benefits	2,350.00
	\$
Other	29,500.00
Health (420)	\$ -
	\$
Capital Outlay (760)	<u>107,300.00</u>

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		\$	
Total General Fund			<u><u>569,456.52</u></u>
MVL (2011)			
	\$		
Other	<u>5,000.00</u>		
		\$	
Total MVL			<u><u>5,000.00</u></u>
Gas Tax (2021)			
	\$		
Other	<u>155,000.00</u>		
		\$	
Total Gas Tax			<u><u>155,000.00</u></u>
Road & Bridge Fund (2031)			
	\$		
Salaries & Fringe Benefits	7,800.00		
	\$		
Other	<u>172,000.00</u>		
		\$	
Total Road & Bridge			<u><u>179,800.00</u></u>
Cemetery (2041)			
	\$	-	
Salaries & Fringe Benefits			
	\$		
Other	<u>15,000.00</u>		
		\$	
Total Cemetery			<u><u>15,000.00</u></u>
Park Levy (2171)			
	\$		
Salaries & Fringe Benefits	8,000.00		
	\$		
Other	<u>130,600.00</u>		
		\$	
Total Park Levy			<u><u>138,600.00</u></u>
Zoning (2181) - Closed	\$	-	

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		<u>\$ -</u>
Total Zoning		
Fire Levy (2191)		
Fire (220)		
	\$	
Salaries & Fringe Benefits	98,200.00	
	\$	
Other	<u>184,810.00</u>	
EMS (230)		
	\$	
Salaries & Fringe Benefits	99,100.00	
	\$	
Other	<u>49,100.00</u>	
Total Fire Fund		<u>\$ 431,210.00</u>
Perm MVL (2231)		
	\$	
Other	<u>20,000.00</u>	
Total Perm MVL		<u>\$ 20,000.00</u>
EMS Service Fund (2281)		
	\$	
Other	<u>10,100.00</u>	
Total EMS Service		<u>\$ 10,100.00</u>
MISC Special Revenue (2901)		
	\$	
Other	<u>60,000.00</u>	
Total MISC Special Revenue		<u>\$ 60,000.00</u>
Public Works Commission		
	\$	
Other	<u>144,000.00</u>	
Total Public Works		<u>\$ 144,000.00</u>

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		\$
TOTAL		1,728,166.52

RECAPITULATION OF FUNDS

		\$
1000	General	569,456.52
2011	Motor Vehicle Fund	\$ 5,000.00
2021	Gas Fund	\$ 155,000.00
2031	Road & Bridge Fund	\$ 179,800.00
2041	Cemetery Fund	\$ 15,000.00
2171	Parks and Recreation Fund	\$ 138,600.00
2181	Zoning Fund	\$ -
2191	Fire and Rescue Fund	\$ 431,210.00
2231	Permissive Motor Vehicle License Fund	\$ 20,000.00

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	Emergency Medical Services	\$
2281	Fund	10,100.00
		\$
2901	Misc. Special Revenue	60,000.00
		\$
4401	Capital Improvement Fund	144,000.00
		<hr/>
	TOTAL	\$
		<u>1,728,166.52</u>

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