

YORK TOWNSHIP

Regular Meeting April 22, 2021

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

Present:

Trustee, Rick Monroe, Chairman
Trustee Todd Zieja
Trustee Bill Pavlick
Fiscal Officer Peggy Russell

Also Present:

Residents

Chairman Rick Monroe called the meeting to order at 6:30 p.m. and led the pledge of allegiance. Trustee Monroe stated the meeting is being recorded for transcription purposes only.

Approval of Minutes

Approval of Minutes – **Moved by Trustee Pavlick, second by Trustee Zieja to approve the Regular Meeting March 25, 2021** Roll: Monroe, yes; Pavlick, yes; Zieja, yes.

Invited Guests-

Greg Zuehlke – New member interested in Fire and EMS field, multiple family members in public safety and related fields around Medina.

RESOLUTION #21-04-01 to Hire Greg Zuehlke as Firefighter. Motion by Trustee Zieja, second by Trustee Pavlick. Roll: Monroe, yes; Pavlick, yes; Zieja, yes. Trustee Monroe did the swearing in

RESOLUTION #21-02-02 to Hire Roger Mittler as part time General Maintenance for \$13 per hour for 30 days. After successful review rate shall be \$14.00 per hour. Motion by Trustee Pavlick, second by Trustee Zieja. Roll: Monroe, yes; Pavlick, yes; Zieja, yes.

Fire Department – Chief Creamer unable to make tonight’s meeting due to work. Lt. Matt Behner delivered the monthly fire report of trainings and run details. (attached).

Grants – Waiting to hear on OHIO EMS Grant and FEMA Assistance to Firefighters Grant.

Survey -As of 2pm today (4/22/21) we have received 130 survey responses. The FD appreciates all that have completed this so far and ask for continued participation. Looking to have all info collected by May 7th.

Gov Deals - Sold 8 Fire Helmets on Gov Deals for \$650.

Town Hall, Zoning, Cemetery- Dorothy not present at tonight’s meeting. No Report.

Trustees

Trustee Pavlick –

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Branch Road is having issues with culvert by first bridge heading west after Columbia Rd. After inspecting the site Trustee Pavlick believes it is the county responsibility. He has contacted the county, they sent a man out and agree it is their responsibility and they will take care of it

OPWC Branch Road Project – One resident has signed off on the project. The other two parties are going to call to set up a time to meet with Trustee Pavlick and the Medina County Engineer to go over the plan and have them sign. The cost to use the road right of way is going to be between \$100 - \$300 per property.

Snow Plow Bid – Both Fabrizi and Tom Croston expressed interest in bidding on the upcoming snow plow bid packet, and were sent bid packets. Both parties are no longer interested in bidding. We are in big trouble. No one has offered to plow and salt. Trustee Pavlick will ask some of the larger landscapers to see if they might be interested. Trustee Pavlick has started looking into pricing salt bins. After checking with the engineer, the most salt York Township has ever used is 800 tons per season. This year we used 500 tons. We probably need about a 600-800 ton capacity for salt. Trustee Monroe said to pursue the salt bin because having salt on site is a time and money saver. Medina Township suggested we confirm with contractor before pouring concrete for salt bin. They had issues with the current contractor not pouring the proper depth. Trustees need to decide where to place the salt bin. Suggestions include Lawson Property, and the Old York School Property.

Roadside mow – Croston Construction will do the roadside mowing first pass around Memorial Day.

Trustee Zieja – Job Description – Trustee Zieja noted Fiscal Officer Russell's revisions, and made some changes, and sent it to the prosecutor's office for approval. Due to technical difficulties he was not able to have a finished copy for tonight's meeting. He will work more on that when he gets it back. At the last meeting, there was never a second or a vote to create the administrative assistant position.

RESOLUTION #21-04-03 Trustee Zieja made the motion to create an administrative assistant position. Second by Trustee Pavlick. Roll: Monroe, yes; Pavlick, yes; Zieja, yes.

Trash Can pick up issue- Through email discussions there was some difficulty having Rumpke pick up the trash cans from Mike Izzo. Trustee Zieja was just about to execute his plan of contacting Trustee Pavlick to accompany him over the weekend to Mr. Izzo's residence to further discuss how to pick up the trash cans when Dorothy offered to drive out and grab the trash cans and bring them to the township office for Rumpke to pick up. Mr. Izzo said it would not be necessary for Dorothy to go to that trouble and he brought them up. Kudos to Dorothy who is the glue that holds this township together.

Trustee Monroe – Cemetery has 40 lots left in the back section. We have hundreds of lots available in other sections and three acres to the west. Susan Eichorn will plot the lines for us and mark them like Fred Boreman did. She is very busy right now. We will hold off on the boundary of green spaces until fall or spring.

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Issue 1 money – The engineer is looking around the county for projects in the \$60K and up range to use the funds. Trustee Monroe asked the other trustees to look at culverts on their roads that needed work so we could jump on these. He also mentioned some county roads in the township that needed attention.

ODOT – Informed ODOT about several missing road signs and markers. They came out the next day and installed new signage. They will also look at the ditching project on SR57 and will be back to him.

GMC – Went in for lights, after some complications, they called and everything is working well tonight. Jesse Yount, the primary driver of the truck and Trustee Monroe went to pick up the truck and affirm everything was in proper working order.

Tree Trimming – Last meeting Trustee Monroe asked for a list of trees on their roads that needed trimming. Would they please get him those lists.

Fire Department Survey – The deadline for submission is coming up. He asked everyone to respond to help determine the future of Fire and EMS.

Fiscal Officer

RESOLUTION #21-04-04 to Approve Financial Reports for March 2021 – Moved by Trustee Pavlick, second by Trustee Zieja to approve the financial reports for March including Appropriation Status, Revenue Status & Summary, Fund Status & Summary & Bank Statement. Roll: Monroe, yes; Pavlick, yes; Zieja, yes.

Motion to Approve Payroll and Bills (Attached). Notably: Blade to Blade - \$1,465.00; CQ Printing \$1,444.81; Dicar Corp \$1,925.00; Do-Cuts \$1,066.63; Fabrizi \$1,216.20; KJC Nursery \$3,000.00; Lafayette Twp \$11,758.00; Medina County Treasurer \$11,481.00; **Moved by** Trustee Zieja, second by Trustee Pavlick. Roll: Monroe, yes; Pavlick, yes; Zieja, yes.

Motion to Approve PO's BC's – Moved by Trustee Zieja, second by Trustee Pavlick to approve Purchase Orders and Blanket Certificates as presented. Roll: Monroe, yes; Pavlick, yes; Zieja, yes.

Motion to Approve Resident Write-Off's per Life Force recommendation to write off the following resident accounts – #BLAWIL, #PETALB, #GORROB, . Moved by Trustee Zieja, second by Trustee Pavlick. Roll: Monroe, yes; Pavlick, yes; Zieja, yes.

Motion to Approve Closure Authorization per Life Force recommendation to close the following accounts – #RESJEF, #FREDAVO1, #HAIJOS - Patient not responding,

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recommend forward to collections. **Moved** by Trustee Pavlick, second by Trustee Zieja. Roll: Monroe, yes; Pavlick, yes; Zieja.

Motion to Approve Closure Authorization per Life Force recommendation to close the following accounts – #LANDIA. Patient received payment from insurance company, recommend forward to collections. **Moved** by Trustee Zieja, second by Trustee Pavlick. Roll: Monroe, yes; Pavlick, yes; Zieja.

Motion to Approve Attorney request for 50% reduction from \$749.40 to \$374.70 per Life Force recommendation for the following accounts – #FALKEL. **Moved** by Trustee Zieja, second by Trustee Pavlick. Roll: Monroe, yes; Pavlick, yes; Zieja.

The Fire Department responded to a call in Valley City for mutual aid. Generally Valley City, Litchfield and York honor mutual aid calls as resident calls for billing purposes and write off balances after insurance payments have been applied. The three resident write off's just approved had average charges of \$750. After copay and deductible applied the remaining balances vary from \$47.61 to \$333.27. #MATLOR bill of \$774.88 was all applied to her deductible. Life force submitted a closure authorization inquiring if the patients bill can be discounted. Average of 3 write-off = \$113.00 ½ would be \$387.44. The highest resident write off this month is \$333.27. Or we could write off the whole thing. **Motion to Approve request for 50% reduction from \$774.88 to \$387.44 per Life Force recommendation for the following accounts – #MATLOR.** **Moved** by Trustee Zieja, second by Trustee Pavlick. Roll: Monroe, yes; Pavlick, yes; Zieja.

CARES Act Coronavirus Relief Fund Local Government Assistance Program Final Report submitted to the Ohio Grants Partnership on April 06, 2021.

Westfield Checking and Savings accounts have been successfully opened and funded. \$2.4 million transferred from Star Ohio (current interest .07) to Westfield Savings (current interest for next 6 months .20). \$50,000 transferred from Westfield Savings to Checking to begin running payroll and electronic transfers out of this account.

Snow Plow Bid placed on website for bidding by Webworks LLC. Legal ad ran Friday April 9, 2021 and Friday April 16, 2021. No bids were submitted.

Dell Hardware Donation – We are authorized to accept the donation once the set up and data transfer to the new UAN hardware has been completed on 4/9/2021. The following software will remain on the system and will also be donated to your entity – Windows 10 Operating System and Microsoft Office 2016 (Word, Excel, Power point and Outlook. The hardware is donated as is with no implied warranty. If our entity decides **Moved** by Trustee Zieja, second by Trustee Pavlick. Roll: Monroe, yes; Pavlick, yes; Zieja, yes.

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UHC Motion Rewards Accept \$261.25 from Margaret Russell for HRA Reimbursement. **Motion** to accept UHC Donation by Trustee Zieja, second by Trustee Pavlick. Roll: Monroe, yes; Pavlick, yes; Zieja, yes.

Public Records Request

4/12/2021 – Deltek requested electronic copy of the specifications associated with Snow Removal YORK TOWNSHIP

4/6/2021 Medina Township Fiscal Officer requested salary and benefits information for Trustee Zieja.

3/26/2021 Ken Barco requested information regarding how the inside millage for the General Fund has historically been split between the General Fund and the Roads Fund over the years.

2/10/2021 Ohio Open The Books -An electronic copy of any and all employees for year of 2020, (fiscal or calendar year). Each employee record should contain the employer name, employer zip code, year of compensation, first name, middle initial, last name, hire date (mm-dd-yyyy), base salary amount, bonus amount, overtime amount, gross annual wages and position title. This data should be broken down by employer, employee and year.

2/8/2021 Roger Mittler requested the Garbage Opt Out list for 2021

1/6/2021 Ken Barco requested the Garbage Opt Out list for 2020 and 2021 when completed.

Public Comment – Dave Hull liked how the fire department survey was broken down according to costs and service. Wondered what the current operating costs are in comparison. In North Olmsted, a hired grant writer was able to obtain \$600K for road work.

Richard Hill – When he was chief, the private department had hired a grant writer for the department. Can someone call the Railroad and get cold patch on Lester Road RR. Trustee Monroe said the Railroad is a tough utility to work with. Have to involve state senators and legislators to get any action.

Andy Kavc – Wants the trustees to work on fixing the PA system. Heard that ODOT is planning to tear up the roundabout in September. They are still waiting for some property owners to sign off. Wondered what Floyd did to earn money from the township. He wants a list of employees so he can understand where the township money goes.

Jessica Gerspacher – Wondered about the status on the township sending out a postcard with information on the roads levy. Trustee Zieja said we do not have a plan. He does not have an answer why no information was given out.

Motion to Adjourn by Zieja, second by Pavlick. Roll: Monroe, yes; Pavlick, yes; Zieja, yes. Meeting adjourned 7:15pm.

Richard Monroe, Chairman

Margaret Russell, Fiscal Officer

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CORRESPONDANCE

Bankruptcy Court Schmidlin

LifeForce Monthly Report (RT)

Medina County Soil & Water Conservation District Newsletter (RT)

Touch A Truck – Discover Church

Ohio EPA – Renewing National Pollutant Discharge

Payment Listing

April 2021

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
126-2021	04/07/2021	04/07/2021	CH	Verizon Wireless	\$337.38	O
127-2021	04/07/2021	04/07/2021	CH	Columbia Gas	\$215.64	O
128-2021	04/07/2021	04/07/2021	CH	Lorain-Medina Rural Electric Coop, Inc.	\$12.47	O
129-2021	04/22/2021	04/16/2021	EP	Travis Auth	\$210.46	O
130-2021	04/22/2021	04/16/2021	EP	Kenneth Barrett	\$84.31	O
131-2021	04/22/2021	04/16/2021	EP	Patrick K Barrett	\$653.80	O
132-2021	04/22/2021	04/16/2021	EP	Dennis Basch	\$83.11	O
133-2021	04/22/2021	04/16/2021	EP	Matthew M Behner	\$1,082.08	O
134-2021	04/22/2021	04/16/2021	EP	Gary Bromley	\$790.37	O
135-2021	04/22/2021	04/16/2021	EP	Alex A Colon	\$89.00	O
136-2021	04/22/2021	04/16/2021	EP	Jason D Creamer	\$1,298.77	O
137-2021	04/22/2021	04/16/2021	EP	John Dean Creamer	\$206.63	O
138-2021	04/22/2021	04/16/2021	EP	Dorothy A Crouch	\$3,057.85	O
139-2021	04/22/2021	04/16/2021	EP	William J Crouch	\$273.29	O
140-2021	04/22/2021	04/16/2021	EP	Floyd E Echle	\$197.44	O
141-2021	04/22/2021	04/16/2021	EP	Ronald Michael Eckart	\$178.23	O
142-2021	04/22/2021	04/16/2021	EP	Brodie Gagne	\$118.63	O
143-2021	04/22/2021	04/16/2021	EP	Philip N Geneaux	\$899.51	O
144-2021	04/22/2021	04/16/2021	EP	Adrienne J. Gray	\$453.32	O
145-2021	04/22/2021	04/16/2021	EP	Mary E Lenarth	\$426.60	O
146-2021	04/22/2021	04/16/2021	EP	Tal Lewis	\$717.55	O
147-2021	04/22/2021	04/16/2021	EP	Zachary Lohr	\$691.58	O
148-2021	04/22/2021	04/16/2021	EP	Nicholas A Mehalic	\$60.03	O
149-2021	04/22/2021	04/16/2021	EP	Richard M Monroe	\$944.13	O
150-2021	04/22/2021	04/16/2021	EP	Hannah Marie Naumilket	\$616.33	O
151-2021	04/22/2021	04/16/2021	EP	William Edward Pavlick	\$1,018.20	O
152-2021	04/22/2021	04/16/2021	EP	Kristen Ann Piatt	\$123.13	O
153-2021	04/22/2021	04/16/2021	EP	Alan Pratt	\$290.46	O
154-2021	04/22/2021	04/16/2021	EP	Margaret M Russell	\$1,676.94	O
155-2021	04/22/2021	04/16/2021	EP	Dean Smith	\$69.26	O
156-2021	04/22/2021	04/16/2021	EP	Paige Smith	\$248.97	O
157-2021	04/22/2021	04/16/2021	EP	Daniel C Sparks	\$722.23	O
158-2021	04/22/2021	04/16/2021	EP	Kevin J Swantek	\$46.17	O
159-2021	04/22/2021	04/16/2021	EP	Edward S Szoke	\$812.89	O
160-2021	04/22/2021	04/16/2021	EP	Patrick J Villeneuve	\$290.60	O
161-2021	04/22/2021	04/16/2021	EP	Jesse R Yount	\$895.98	O
162-2021	04/22/2021	04/16/2021	EP	Todd Anthony Zieja	\$824.96	O
164-2021	04/22/2021	04/16/2021	EW	Huntington National Bank	\$4,158.25	O
165-2021	04/22/2021	04/16/2021	EW	Ohio Department of Taxation	\$435.85	O
166-2021	04/22/2021	04/16/2021	EW	Public Employers Retirement System	\$2,809.23	O
167-2021	04/21/2021	04/21/2021	CH	Ohio Edison Co.	\$1,153.37	O
168-2021	04/15/2021	04/21/2021	CH	Huntington National Bank	\$133.91	O
169-2021	04/23/2021	04/22/2021	CH	Columbia Gas	\$58.85	O
20596	04/22/2021	04/21/2021	RW	James Crail	\$105.44	V
20596	04/22/2021	04/21/2021	RW	James Crail	-\$105.44	V
20597	04/22/2021	04/21/2021	RW	James Crail	\$105.44	V

Payment Listing

April 2021

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
20597	04/22/2021	04/21/2021	RW	James Crail	-\$105.44	V
20598	04/22/2021	04/21/2021	RW	James Crail	\$105.44	O
20599	04/22/2021	04/21/2021	AW	Huntington National Bank	\$1,056.08	O
20600	04/22/2021	04/21/2021	AW	Action Septic Service, Inc.	\$125.00	O
20601	04/22/2021	04/21/2021	AW	Blade To Blade, LLC	\$1,465.00	O
20602	04/22/2021	04/21/2021	AW	Cleveland Clinic At Work	\$510.00	O
20603	04/22/2021	04/21/2021	AW	CQ Printing	\$1,444.81	O
20604	04/22/2021	04/21/2021	AW	Dicar Corporation	\$1,925.00	O
20605	04/22/2021	04/21/2021	AW	Do-Cut's Power Equipment Warehouse	\$1,066.63	O
20606	04/22/2021	04/21/2021	AW	Emergency Medical Products, Inc.	\$915.00	O
20607	04/22/2021	04/21/2021	AW	Fabrizi Trucking & Paving Co., Inc.	\$1,216.20	O
20608	04/22/2021	04/21/2021	AW	Falls Flag & Banner Co.	\$291.23	O
20609	04/22/2021	04/21/2021	AW	Integrity Verifications	\$274.00	O
20610	04/22/2021	04/21/2021	AW	Kiefer Equipment Co.	\$172.15	O
20611	04/22/2021	04/21/2021	AW	KJC Nursery	\$3,000.00	O
20612	04/22/2021	04/21/2021	AW	Lafayette Township	\$11,758.00	O
20613	04/22/2021	04/21/2021	AW	Life Force Management, Inc.	\$295.74	O
20614	04/22/2021	04/21/2021	AW	Medina Co. Treasurer	\$11,481.00	O
20615	04/22/2021	04/21/2021	AW	Municipal Emergency Services, INC	\$42.75	O
20616	04/22/2021	04/21/2021	AW	Medina Co. Sanitary Engineer	\$65.66	O
20617	04/22/2021	04/21/2021	AW	Ohio Insurance Services Agency, INC.	\$9,266.72	O
20618	04/22/2021	04/21/2021	AW	Repro Depot	\$277.60	O
20619	04/22/2021	04/21/2021	AW	Schaefer, Inc. Plumbing, Heating/Cooling	\$90.00	O
20620	04/22/2021	04/21/2021	AW	The Gazette	\$278.10	O
20621	04/22/2021	04/21/2021	AW	Treasurer, State of Ohio	\$876.00	O
20622	04/22/2021	04/21/2021	AW	Staples	\$316.12	O
20623	04/22/2021	04/21/2021	AW	WEX Bank	\$302.60	O
20624	04/22/2021	04/21/2021	AW	Wolff Brothers	\$322.58	O
Total Payments:					\$78,407.17	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$78,407.17	

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.

Erhart/York Township Fire Department

Medina, OH

This report was generated on 4/22/2021 3:43:34 PM



Incident Type Count per Station for Date Range

Start Date: 03/25/2021 | End Date: 04/22/2021

INCIDENT TYPE	# INCIDENTS
Station: 1 - STATION ONE	
151 - Outside rubbish, trash or waste fire	1
321 - EMS call, excluding vehicle accident with injury	14
322 - Motor vehicle accident with injuries	1
554 - Assist invalid	6
561 - Unauthorized burning	1
611 - Dispatched & cancelled en route	1
714 - Central station, malicious false alarm	1
# Incidents for 1 - Station One:	25

ACTIVITY CODE	# OF ITEMS	TIME SPENT	% TOTAL TIME
1 - Station One			
Alarm - Alarm Response	76	46:30	12.30%
Hydrant - Hydrant Testing / Service	8	26:00	6.88%
Insp - Inspection	2	1:32	0.41%
Maintenance - Station, Apparatus, Equipment Work	12	28:20	7.49%
Officer - Administrative Work	26	52:45	13.95%
PR/ED - Public Relations/Education	5	25:00	6.61%
Pre-Plan - Pre-Plan Tour of Building	1	1:00	0.26%
Training - Company Training	85	197:00	52.10%
Station Totals	215	378:07	100.00%
Grand Totals	215	378:07	100.00%

PLEASE PRINT CLEARLY

YORK TOWNSHIP SIGN IN SHEET

DATE April 22, 2021
Regular Trustees Meeting

PLEASE SIGN IN

NAME

ADDRESS

- 1. ANDREW KAUC [REDACTED] RD
- 2. DAVID FULL [REDACTED] RD
- 3. _____
- 4. _____
- 5. _____
- 6. _____
- 7. _____
- 8. _____
- 9. _____
- 10. _____
- 11. _____
- 12. _____
- 13. _____
- 14. _____
- 15. _____