

**YORK TOWNSHIP**

**December 22, 2022**

Trustees – Chairman William Pavlick, Richard Monroe, Colene Conley  
Fiscal Officer Margaret (Peggy) Russell

**Present:**

Trustee Bill Pavlick

Trustee Rick Monroe

Trustee Colene Conley

Fiscal Officer Peggy Russell

Chief Jason Creamer

Zoning Inspector, Steve Ibos

Cemetery/Town Hall, Theresa Forlini-Petrey

Administrative Assistant, Kristy McElroy

Residents

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

**Approval of Minutes**

Approval of Minutes – Regular Meeting November 23, 2022 **moved by Trustee Pavlick, second by Trustee Monroe.** Roll: Monroe, yes; Conley, yes; Pavlick, yes.

**FIRE DEPARTMENT**

**RESOLUTION #22-12-01** to hire Amanda Mason and Alex Elioff. Trustee Monroe swore in the two new fire department members. Motion to hire **moved by Trustee Conley, second by Trustee Monroe.** Roll: Monroe, yes; Conley, yes; Pavlick, yes. Chief Creamer shared background information on the new hires. Amanda graduated from the Career Centers' Public Safety Program; Alex is a 2012 graduate from the Career Center and is a full-time firefighter/paramedic at Brecksville Fire Department.

**FISCAL OFFICER**

**RESOLUTION #22-12-02** Approve Temporary Appropriations in the Amount of \$2,516,970.06 for expenses in first quarter of 2023. **Moved by Trustee Monroe, second by Trustee Conley.** Roll: Monroe, yes; Conley, yes; Pavlick, yes.

**RESOLUTION #22-12-03** Request all Available Tax Advances for 2023 **moved by Trustee Conley, second by Trustee Monroe.** Roll: Monroe, yes; Conley, yes; Pavlick, yes.

**RESOLUTION #22-12-04 to Approve Financial Reports for November 2022** including Appropriation Status, Revenue Status & Summary, Fund Status & Summary & **November 2022** Bank Statement. **Moved by Trustee Monroe, second by Trustee Conley.** Roll: Monroe, yes; Conley, yes; Pavlick, yes.

**RESOLUTION #22-12-05 to Approve Appropriation Supplemental for December 2022.** **Moved by Trustee Conley, second by Trustee Monroe.** Roll: Monroe, yes; Conley, yes; Pavlick, yes.

**Motion to Approve Payroll and Bills.** (see attached). **Moved by Trustee Monroe, second by Trustee Conley.** Roll: Monroe, yes; Conley, yes; Pavlick, yes.

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**Motion to Approve PO's and BC's as presented. Moved by Trustee Conley, second by Trustee Monroe.** Roll: Monroe, yes; Conley, yes; Pavlick, yes.

**Approve Resident Write-Off's per Life Force recommendation** to write off the following six resident accounts – #BRABIL, \$250.00; #DORTHO01, \$42.47; #HIGSUS, \$144.90; #LAPRIC, \$89.45; #MCNJAM01, \$49.27; #FONANI01, \$500.00. Total \$1,046.09.

**Approve Closure Authorization per Life Force recommendation** to write off the following six accounts patients not responding – #VOLJUS \$757.24; #SWAIVA \$715.24; #MYECAR \$640.16; #MARJOR \$858.50; #SAVROB \$745.20; #BURRIC \$805.82. Total \$4,522.16.

**Motion to approve the write-offs and closure authorizations moved by Trustee Monroe, second by Trustee Conley.** Roll: Monroe, yes; Conley, yes; Pavlick, yes.

Motion to accept donation from Thomas Kukay for \$1,000.00 to Fire Department **moved by Trustee Conley, second by Trustee Monroe.** Roll: Monroe, yes; Conley, yes; Pavlick, yes.

Motion to accept \$660 for rental payment from Don Ziegler for farming the land in the 4380 block of Abbeyville Road, contract from 2020 is what this payment is based on. **Moved by Trustee Pavlick, second by Trustee Monroe.** Roll: Monroe, yes; Conley, yes; Pavlick, yes.

Martin Public Seating – Status of Kristy's desk, are we leaving that PO open? Yes, we are going to finalize that and Trustee Colene will contact Kirt Virgin to schedule installation of workstation.

National Opioid Settlements – We received confirmation from Adrienne Bell, Case Manager from BrownGreer PLC that our portion of the Opioid Settlement will be sent to the county. The Ohio MOU states, "If the LG Share is less than \$500 then that amount will instead be distributed to the county in which the Local Government lies to allow practical application of the abatement remedy." York Township, Medina portion \$210.22.

**Worker's Comp** - The 2023 premium was paid in full in December, which allows us to take advantage of the 2% rebate. We should not owe much for the 2023 true up. Next year the fire department, due to the passage of the levy in May, will have more staffing which reduces the amount of Worker's Comp since they are no longer "volunteers" during staffing hours. This may change our true up for 2024.

**Brief Year in Review** – In January of 2022 \$120K at Westfield checking, \$2.5 million at Westfield Savings and just over \$606K at Star Ohio. The Huntington Account, open to continue to have access to the credit card statements, informed me they will start charging a \$5.00 fee per month if the account does not have any activity. I will deposit a check or two each month to waive fees. Westfield continues to provide lower fees and better interest, latest 3.55%. Between Westfield and Star Ohio and increasing interest rates, monthly interest is over \$10K, which we will use for roads. We have \$120K in the checking account, \$2.8 mil in savings, and \$615K at Star Ohio. The township has no debt obligations.

**Set Organizational Meeting** for January 5, 2023 at 5:00pm.

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**300AP Annual Report.** The 2022 report will be submitted in January 2023. Congratulations to the Fire Department and the Township for no work-related injuries in 2022. Keep up the good work. Be safe and work smart.

**Ohio811** – Invoice for 2023 calculated to be \$502.82. This assessment amount reflects transmissions based on database selection during the 12-month measurement. Steve Ibos does not feel the reports have enough information not found elsewhere to renew. Discussion resulted in the decision not to renew; Steve will handle the cancellation process.

**Columbia Gas** – Provision is our current provider. We had a variable rate. After calling to see if there are any cancellation fees to change providers, I was informed there are not. However, their fixed rate was .83 per ccf versus Constellation, for whom the county negotiated a fixed rate of .87 per ccf. I switched us to the lower fixed rate for a year and stayed with Provision.

### **FIRE DEPARTMENT – Chief Jason Creamer**

#### **Operations/Alarm Report** (Incident Count Attached below)

1. 38 incidents since the last Trustees Meeting.
2. One building fire was in Valley City, we sent an Engine Crew.
3. We received mutual aid once and gave mutual aid seven times. Litchfield 1, Lafayette 1, Valley City 3, and LST 2.

#### **Administration**

1. Two applicants, Amanda Mason and Alex Elioff, were presented for hire at the beginning of the meeting. We are looking to hire three to four more which would bring the roster from 29 to 35.
2. Assistant Chief Szoke and I recommend the Fire Department Officers for 2023. Motion to accept recommendations as presented **moved by Trustee Monroe, second by Trustee Conley**. Roll: Monroe, yes; Conley, yes; Pavlick, yes.
  - a. Ed Szoke, Assistant Chief
  - b. Ken Barrett, Deputy Chief
  - c. Patrick Barrett, Captain
  - d. Dan Sparks, Captain
  - e. John Creamer, Lieutenant
  - f. Phil Geneaux, Lieutenant
  - g. Matt Behner, Lieutenant
3. 54-1 sold for \$23,526.00, check is on its way to us from GovDeals
4. Approval to complete ESO Suite for \$9,830.94. This suite will replace Emergency Reporting, Aladtec, and Health EMS. Annual recurring is \$8800.00. **Moved by Trustee Monroe, second by Trustee Conley**. Roll: Monroe, yes; Conley, yes; Pavlick, yes.
5. Brandstetter Carol presented the first part of their assessment which was mostly what we have now. They did make a spreadsheet on concept spaces to meet needs, that will be a

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working document moving forward. The bottom line of site assessment is lack of space for Fire and Township.

- 6. Approval for Amanda Mason to attend Firefighter 1 at MCCC for \$1,850. **Moved by Trustee Monroe, second by Trustee Conley.** Roll: Monroe, yes; Conley, yes; Pavlick, yes.

**Fleet/ Station/ Maintenance**

- 1. Attic lights were still fluorescent and the ballasts went, they are being replaced with a surface mount LED.

**Training**

- 1. In the past month the department has completed a total of 108 hours of training.
- 2. Department training for the month consisted of Smell of Smoke Calls, Chimney Fires, EMS scenarios and equipment, and RIT equipment.

**Community Relations**

- 1. Merry Christmas and Happy New Year!
- 2. Staffing from midnight tonight until midnight tomorrow night due to severe winter weather expected.

**Incident Type Count per Station for Date Range**

Start Date: 11/22/2022 | End Date: 12/22/2022

INCIDENT TYPE	# INCIDENTS
<b>Station: 1 - STATION ONE</b>	
111 - Building fire	1
151 - Outside rubbish, trash or waste fire	1
321 - EMS call, excluding vehicle accident with injury	23
322 - Motor vehicle accident with injuries	3
324 - Motor vehicle accident with no injuries.	1
460 - Accident, potential accident, other	1
553 - Public service	1
600 - Good intent call, other	1
611 - Dispatched & cancelled en route	4
671 - HazMat release investigation w/no HazMat	2

**# Incidents for 1 - Station One: 38**

446                      370                      76                      21%  
Incidents YTD      Prior YTD            ▲ over PYTD            % over PYTD

**ZONING – Stephan Ibos, Zoning Inspector**

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**BZA**

1. 6078 Wolff Road – New Generator add for Wolff Bros Supply Inc
2. 6078 Wolff Road – Addition (lean-to) constructed on existing cold storage building
3. Lot Split on Marks Road for Habitat for Humanity was pulled off the table
4. Meeting will be January 12, 2023 at 6:30pm for the Wolff Bros. variances

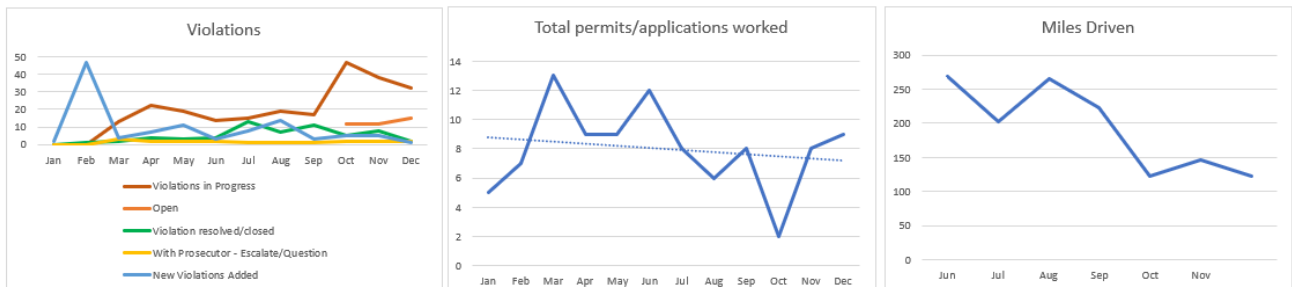
**Zoning Commission**

1. Amendment changes for AG Exempt wording has been approved with conditions. Zoning Board will review at their January meeting and make recommendations for the Trustees.

**Approvals**

1. New Comprehensive plan – received word today, December 22, 2022, that the County did pass the resolution for funding York Township 50% of costs associated with updating the Comprehensive Plan.
2. Requisition for Professional Services Proposal for new Township Comprehensive Plan – Tactical Planning LLC, George Smerigan consultant - \$6,500 (50% of that will be paid by county). **Moved by Trustee Conley, second by Trustee Monroe.** Roll: Monroe, yes; Conley, yes; Pavlick, yes.

**December Charts and Graphs: As of December 22, 2022 (1:20PM)**



*Added Open Violation line but will not show till next month*

<b>York Township Violation and Permit Tracker</b>													
ITEMS/MONTH	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Violations in Progress	0	0	13	22	19	14	15	19	17	47	38	32	44
Open										12	12	15	12
Violation resolved/closed	0	1	2	4	3	4	13	7	11	5	8	2	60
With Prosecutor - Escalate/Question	0	0	3	2	2	2	1	1	1	2	2	2	2
New Violations Added	2	47	4	7	11	3	8	14	3	5	5	1	110
Township Miles Driven						269	203	265	223	122	147	123	1352
Lot Permits (split, back, Comb)	1	0	2	1	1	2	0	1	1	0	2	3	14
Deck Permits/patio cover/Perg.	0	3	4	3	4	4	2	2	1	0	0	0	23
Accessory Bldg/Solar Panel Permit	0	3	4	1	1	1	1	2	4	1	1	2	21
Swimming Pools/Ponds	0	0	1	3	0	4	0	0	0	1	0	1	10
New Home Permit	2	0	1	0	1	1	4	0	1	0	1	1	12
New Commercial Bldg	0	1	0	0	0	0	0	0	0	0	0	0	1
Sign Permit	0	0	0	0	1	0	0	0	0	0	0	0	1
Home Occupation	0	0	0	0	0	0	0	0	0	0	0	0	0
BZA request	2	0	0	0	0	0	0	1	0	0	2	2	7
Agricultural Exemptions	0	0	0	1	1	0	1	0	1	0	1	0	5
Site Plan Reviews	0	0	1	0	0	0	0	0	0	0	1	0	2
<b>Total permits/applications worked</b>	<b>5</b>	<b>7</b>	<b>13</b>	<b>9</b>	<b>9</b>	<b>12</b>	<b>8</b>	<b>6</b>	<b>8</b>	<b>2</b>	<b>8</b>	<b>9</b>	<b>96</b>

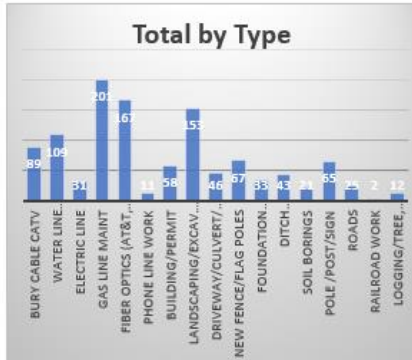
\* Total open Violations  
 \*\* Reopened one violation in July  
 \*\*\* closed 1 violation with prosecutor to date  
 \*\*\*\* added one AG exempt from 2019 that never got recorded

**811 Notifications**

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## TOWN HALL/CEMETERY – Theresa Forlini-Petrey

Townhall:

1. Would like to update wording slightly on both versions of the rental contract to read for clarification for future rentals, email was sent on December 9<sup>th</sup> with updated wording. Motion to accept changes **moved by Trustee Conley, second by Trustee Monroe**. Roll: Monroe, yes; Conley, yes; Pavlick, yes.
2. Since the new year is approaching, I just wanted to touch base with everyone on their thoughts on any price adjustments for the upcoming year for the town hall. Prices haven't been adjusted since at least 2019, but we are right in line with most town hall rentals in the surrounding areas. For profit there were 26 rentals this year. We will leave pricing as it is for now.

Geocaching:

1. Sent some geocaching rules and regulations on December 9<sup>th</sup>; Medina Park District has rules and regulations that we can use as base for ours but have added more as there are a variety of different caches. Rules and regulations, application and website information provided to Trustees for review. Can add a tab on website for Geocaching to cover all York Township properties with all the information, there are currently a few caches already on township properties. Trustees agreed that this is ok to present to Mr. Karris, Medina County Prosecutor for approval.

Cemetery:

1. Do we want to add holiday pricing to our Cemetery Fees? The holiday pricing is the same as our Saturday pricing, our grave digger would charge us Saturday pricing for any holiday burials. We do not have this indicated in our pricing. Holidays are considered New Year's Day, Christmas Day, Memorial Day, Fourth of July, Labor Day, and Thanksgiving. These holidays are consistent across the board at most cemeteries. Trustees approved to update pricing on website to add "and holidays" to the Sat. pricing.
2. Again, since the new year is approaching, I just wanted to revisit the cemetery pricing list. We haven't adjusted our pricing at least since 2019, but we are comparable to most of the cemeteries as well. We will wait another year and adjust then if needed.
3. I would like to add a few updates on our wording

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- a. Cremains - “Any Urn/Vault over 12” x 12” will have additional charges based on the size & material. Can we proceed with the suggestions that were emailed over?
  - b. Vault materials accepted are Cement, Steel or Majestic Resin.
4. Cemetery Policy Update emailed on Dec 14<sup>th</sup> - anything you would like to add or subtract? Proceed with sending the submitted suggestions to the prosecutor for review **moved by Trustee Conley, second by Trustee Monroe.** Roll: Monroe, yes; Conley, yes; Pavlick, yes.

Winter coloring contest:

1. Kristy and I would like to organize a winter coloring contest for township residents. Break into 6 age groups and have a gift card or prize for one winner of each group. Suggestion to contact the convenient store across the street to purchase ice cream for winner. Ok to organize.

### TRUSTEES – no reports

### PUBLIC COMMENT

Brenda Swartz –her husband and brother-in-law own 16 plots at cemetery, what is required to transfer to oldest kids in case something happens to them, so plots stay in the family? Theresa explained how to complete a directive for the plots and can provide a form if needed.

Norm Hinman – took a drive around and didn’t see many problems on Stone; Water St. has not been taken care of, has a very large hole that needs to be fixed. Trustee Monroe stated a few different things have been tried over there. Confused on letter for Rumpke opt-out, discussed with Kristy today for some clarification. Wipe-out of a mailbox on Beck Rd. again but does not know who did it, just so township is aware.

Brenda Swartz – found out today that her Town Hall rental deposit is not being returned and has not received a letter. Admitted they did not mop but otherwise all cleaning was done so does not understand why her deposit will not be returned. Would like to see pictures and proof of what was not done. Trustee Pavlick states they have the letter, and that she signed the contract acknowledging that town hall would be returned in same manner it was received and would complete cleaning per contract. Pictures shown and explained to Brenda, will forward to her as requested.

Motion to go into Executive Session to discuss employee compensation at 7:23pm, Fire Chief Creamer and Theresa were invited, **moved by Trustee Pavlick, second by Trustee Monroe.** Roll: Monroe, yes; Conley, yes; Pavlick, yes.

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Motion to return to Regular Session at 8:10pm, no decisions were made, **moved by Trustee Monroe, second by Trustee Conley.** Roll: Monroe, yes; Conley, yes; Pavlick, yes.

Chief Creamer requests approval to accept the resignation of Brody Gagne **moved by Trustee Monroe, second by Trustee Conley.** Roll: Monroe, yes; Conley, yes; Pavlick, yes.

**Motion to Adjourn at 8:11pm moved by Trustee Monroe, second by Trustee Conley.** Roll: Monroe, yes; Conley, yes; Pavlick, yes.

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William Pavlick, Chairman

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Margaret Russell, Fiscal Officer

**Upcoming Trustee Meetings:**

Organizational Meeting – January 5, 2023 at 5:00pm

Regular Meeting – to be determined

**CORRESPONDANCE**

**Trustee Meeting Packet**

- Ohio Cemetery Association Membership Legal Fees Information
- Don Ziegler 2022 Rental Payment
- Medina County Phase II Stormwater Program Report

**Emailed**

- ABC Group email notice