

# YORK TOWNSHIP

March 30, 2023

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

## Present:

Trustee Bill Pavlick  
Trustee Rick Monroe  
Trustee Colene Conley  
Chief Jason Creamer

Zoning Inspector, Steve Ibos  
Administrative Assistant, Kristy McElroy  
Residents

Chairman Colene Conley called the meeting to order at 6:30pm and led the pledge of allegiance. Trustee Conley stated the meeting is being recorded for transcription purposes only.

## **Approval of Minutes**

**MOTION** for Approval of Minutes – Public Hearing and Regular Meeting February 23, 2023 **moved by Trustee Monroe, second by Trustee Pavlick.** Roll: Monroe, yes; Pavlick, yes; Conley, yes.

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

### Operations/Alarm Report

- 36 Incidents since last Trustees Meeting.
- One building fire in Brunswick Hills, we sent an Engine Crew.
- We went live with our new reporting software March 1<sup>st</sup>, no charts on this month's report as I still learn how to use all the features.

### Administration

- We've received notification of award of \$3,000 for the TC Energy Community Grant for several Milwaukee Battery Tools such as a chainsaw and cut off saw and other battery operated tools to have on the fire engine.
- **MOTION** to accept \$3,000 TC Energy Community Grant **moved by Trustee Monroe, second by Trustee Pavlick.** Roll: Monroe, yes; Pavlick, yes; Conley, yes.
- Recommend hiring Joe Dorsey. Joe is a Firefighter 2/EMT currently. He was on the department several years ago and is looking to return now that he has more time. He has recently retired from Cleveland Fire Department.
- **MOTION** to hire Joe Dorsey as Firefighter/EMT **moved by Trustee Monroe, second by Trustee Pavlick.** Roll: Monroe, yes; Pavlick, yes; Conley, yes.
- We seek approval for \$18,013 for three sets of turn out gear, these are full sets from helmet to boots, and extra helmets, gloves and extrication gloves. Turn out gear has a lifespan of 10 years so we try to replace 3 sets every year; a full set includes helmet, pants, coat, hood, gloves and boots is \$4,827/set.
- **MOTION** to approve \$18,013 for turn out gear and extra helmets and gloves from MES and Atlantic Equipment **moved by Trustee Monroe, second by Trustee Pavlick.** Roll: Monroe, yes; Pavlick, yes; Conley, yes.
- Have two personal leaves of absence to approve, Hannah Naumilket has requested leave from 2/28/2023 until 06/28/2023 and Ben Norton has requested leave from 3/7/2023 for three months until 6/7/2023.

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- **MOTION** to accept personal leaves of absence as presented for Hannah Naumilket and Ben Norton **moved by Trustee Monroe, second by Trustee Pavlick.** Roll: Monroe, yes; Pavlick, yes; Conley, yes.

### Fleet/ Station/ Maintenance

- Ladder (old 56-1) all repairs made, plan to complete the sale and get to Career Center next week after spring break and they're back in session.
- The Pickup Utility truck (new 56-1) is progressing along and will hopefully be in full service soon. We've had the bed liner sprayed in and the staffing crews installed the running boards. The bed cap should be in, in April.
- Seek approval of up to \$2,000 for TPS Tire and Service in Brunswick for Preventive Maintenance and diagnostic/repair of a throttle issue on Ambulance 57-1.
- **MOTION** to approve preventative maintenance and diagnostic/repair of Ambulance 57-1 at TPS Tire and Service not to exceed \$2,000 **moved by Trustee Monroe, second by Trustee Pavlick.** Roll: Monroe, yes; Pavlick, yes; Conley, yes.

### Training

- Department training topics for the month consisted of training on new reporting software, handline stretching, incident command and scene size-up, and airway skills lab which was presented by Cleveland Clinic.

## ZONING and TOWN HALL/CEMETERY – Stephan Ibos, Zoning Inspector

### General Items:

- Posting signs in the subdivision not to park on the street when the snow exceeds 2".
  - A Resolution was moved and passed in January of 2012 to be able to post signs. I found several streets/subdivisions that do not have signs posted. Spoke to Mr. Karris and he said that adding additional signage to subdivisions does not require another Resolution, that the signs can be posted, keeping with the way the original subdivision signs were posted at the entrances to the each of the subdivision. If the Trustees agree I will add this to our list of maintenance items to be done when there is time, prior to next winter. Trustee Conley stated that the county can make the signs that are needed.
- We received email on Salt orders for next winter with a May 1<sup>st</sup> deadline for submission. Salt Storage Building capacity is 662.4 tons (40x50x8). Average usage around 400 tons (maximum 434 tons). I believe a question was asked at the last meeting whether we were going to use the salt building for storage this winter or purchase salt.

### Cemetery

- Lewis Land
  - Met with Steve, Rick and Theresa a proposed marker placement and priority needs, waiting on response for action. Discussed separating into 2 phases, Phase 1 would be where there are discrepancies and current lots for sale and Phase 2 would be where there will be lots for sale in the future. Trustee Monroe asked if the other Trustees approve beginning on Phase 1, Trustee Conley and Trustee Pavlick agreed.
  - Lewis Land inquired about providing bids for other cemeteries. My input is to wait for Mallet Creek to be finished and then to entertain other bids.

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- Cemetery Tree Removal – talking to the county prosecutor we can remove the branches that are overhanging the cemetery, but we can only remove the trees with the permission of the owner of the land where the trees reside and at our cost. Is this something we want to pursue? Trustee Monroe stated that everything that is dead is off our property right now and it is up to the property owners to take care of trees that need to be taken down.
- Would like to discuss adding an additional cost for services at the cemetery starting later than 2:30pm, our excavator said that he would have an additional charge for us. Trustees agreed this can be discussed at the next meeting.

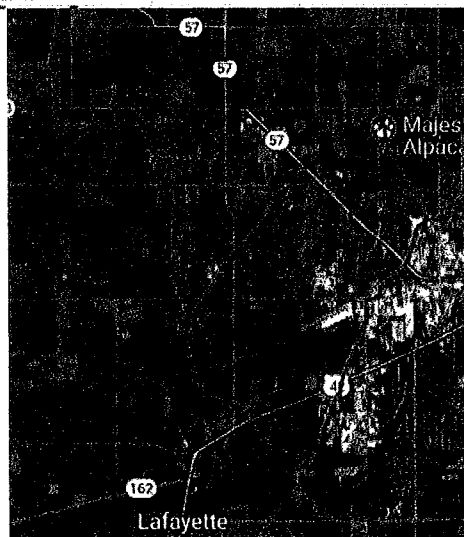
### Permitting:

- Numbers currently to date:
  - **Total of 11 permits issued this year.**
  - I have 3 permits outstanding.
    - 2 on Indoe Street – Garage and Accessory Building – Needs Zoning Commission approval.
    - New Home on Elyria Road
    - Pond on Sapphire
- Enclave at Woodside Preserve
  - Talked with County Engineering and Pulte is to re-establish Overland flood routes (2) in the Spring and reuse soil to reinforce deflection berm and final grade basin. All other open items.
- Emerald Run Extension – no updates as of 3/30/2023 from County Engineering.

### Training:

- March 23, 2023 General Township, Township Safety Sign Grant Program - Attended the training and I found out that the only townships able to claim grant dollars are those that have not received any thus far, York Township is not one of the townships in Medina County.
- Completed 2023 Coordinated Gas Line Response Exercise – training and test completed.
  - 2020 Emergency Response Guidebook (updated every 4 years)

FIPS	State F	State Abbrevia	County Name	Gas Transmission Mile	Hazardous Liquid Mile	Total Mile
39103	39	OH	Medina	134.65	32.02	166.67



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- April 20: General Township Webinar | FREE OPERS Update - this training discusses retirement and other important information for government employees.
- May 24: Zoning Inspectors' Webinar | \$20 Rehabbing Zoning Ordinances: Does Yours Need an Intervention? This workshop will discuss some different things with zoning regulations.
- **MOTION** to approve for Steve Ibos to attend the Zoning Inspector's Webinar through OTA for \$20 **moved by Trustee Monroe, second by Trustee Pavlick.** Roll: Monroe, yes; Pavlick, yes; Conley, yes.

### BZA:

- No updates, no new variance requests received, April meeting has been cancelled.

### Zoning Commission:

- New Site Plan received and distributed to the board for new garage and accessory building on Indoe. A copy was provided to each Trustee and the Fire Chief for review; will need Chief Creamer to let me know if there are any safety concerns with the site plan. Due to being in Mallet Creek it has to go through the Zoning Commission for approval, so there will be a site review at the next Zoning Commission meeting on Thursday, April 6, 2023.

### Code Enforcement:

- Violations/Issues since 1/1/2022 – 116
  - Being worked – 39
  - Open – 7
  - Resolved/Closed – 7
  - W/Prosecutor – 2
  - Reopened – 0
  - Miles Driven – 101 (505 for the year)

### Approvals:

- **MOTION** to approve placement of banners/signs along the baseball field fence for Buckeye Baseball sponsorship, they were reminded that they need to request approval by Trustees prior to putting the banners up. The signs will remain up through the end of the baseball season, last game is Saturday 5/13 but if they make the playoffs the season could extend out, **moved by Trustee Conley, second by Trustee Pavlick.** Roll: Conley, yes; Pavlick, yes; Monroe, yes.
- Trustees agreed to the installation of garbage cans at the Mallet Creek Cemetery per Option 1 below and for the purchase of the anchors and locks.
  - Option 1 - Reuse of two park garbage cans that are currently sitting in park shed. They would be secured using anchors and locks which would be about \$50.
  - Option 2 - Purchase two new cans like what is being used in the park today; Home Depot \$81.94 (for 2)
- **MOTION** to approve subscription for an individual, single user, Adobe Acrobat Pro for \$239.88/year to be installed on Kristy's computer. This will give us the ability to edit PDF documents, convert Word or Excel files to PDF's and vice-versa, and create fillable PDF forms, such as permit applications, that would be shared on the website, as well as other PDF documents that we share with other government entities, **moved by Trustee Monroe, second by Trustee Pavlick.** Roll: Monroe, yes; Pavlick, yes; Conley, yes.

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- Request approval for changing the current hall rental agreements for both regular rentals as well as non-profit group rentals. Documents were reviewed and approved by Heidi at the prosecutor’s office.
  - Grammar and punctuation corrections, rearrange existing text to flow smoother
  - Adding items for required clean-up
  - Further define non-profit groups and who is qualified for this rate

**RESOLUTION # 23-03-01 (attached) to accept the adoption of the proposed additions and language changes for the Youth Group and Non-Profit Group Town Hall Rental Agreement moved by Trustee Monroe, second by Trustee Pavlick. Roll: Monroe, yes; Pavlick, yes; Conley, yes.**

**RESOLUTION #23-03-02 (attached) to accept the adoption of the proposed additions and language changes for the York Township Hall Rental Agreement moved by Trustee Monroe, second by Trustee Pavlick. Roll: Monroe, yes; Pavlick, yes; Conley, yes.**

- Request approval for changing the language for pricing on purchase of cemetery lots  
Resident\* - \$500  
Non-resident - \$1,500  
*\*Resident is someone that owns property in, and resides in, York Township. All others will be considered non-residents.*

**RESOLUTION #23-03-03 (attached) to reduce the number of pricing tiers and to further clarify resident versus non-resident on the York Township Fee Schedule moved by Trustee Monroe, second by Trustee Pavlick. Roll: Monroe, yes; Pavlick, yes; Conley, yes.**

**February Charts and Graphs: As of February 22, 2022 (2:18PM)**

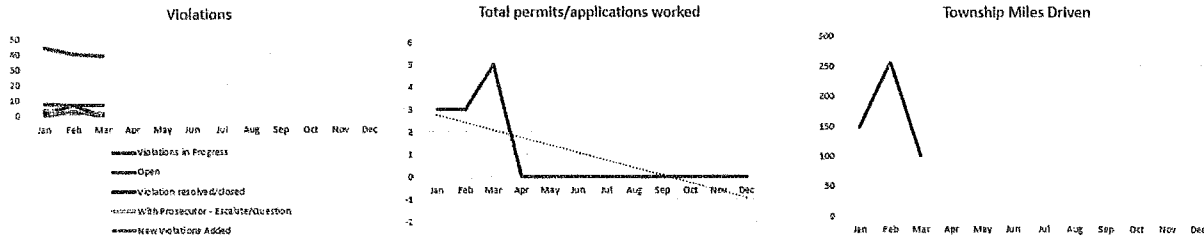
<b>York Township Violation and Permit Tracker</b>													
ITEMS/MONTH	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Violations in Progress	44	40	39										0
Open	8	7	7										0
Violation resolved/closed	2	7	0										9
With Prosecutor - Escalate/Question	4	2	2										0
New Violations Added	0	3	0										3
Township Miles Driven	148	256	101										505
Lot Permits (split, back, Comb)	0	0	0										0
Deck Permits/patio cover/Perg.	1	0	0										1
Accessory Bldg/Solar Panel Permit	0	2	2										4
Swimming Pools/Ponds	0	0	0										0
New Home Permit	1	1	2										4
New Commercial Bldg	0	0	0										0
Sign Permit	0	0	0										0
Home Occupation	0	0	0										0
BZA request	0	0	0										0
Agricultural Exemptions	0	0	0										0
Site Plan Reviews	1	0	1										2
Total permits/applications worked	3	3	5	0	0	0	0	0	0	0	0	0	11

\* 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

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## TRUSTEES

### TRUSTEE MONROE

- Salt ordering deadline is approaching, we need to make a decision if we will use the salt storage building for salt or for storage next winter. Trustee Pavlick recommended using it for storage for now, Trustee Monroe and Trustee Conley agreed.
- Talked with ODOT engineer regarding the roundabout drainage, it is being worked on.
- No contract with Melway Paving for Stone and Branch yet, Melway has to add the railroad onto the insurance policy so attorneys for both Melway and the Railroad have to look over all of that.
- While out driving on 3/18, noticed a stop sign was missing on the south side of Station facing 57, called ODOT and the Sheriff's office to ask for a Deputy or State Trooper to be out there until it was fixed, it was quickly replaced.
- Received a phone call on 3/17 regarding gravel that had been dumped on 18 and 252, called ODOT and they had also been made aware and were sending a truck to get it cleaned up.
- ODOT has had some talks about raising some speed limits on rural roads from 55mph to 60mph, not a Bill yet but is in the Ohio House.
- ODOT reported there were 129 crashes in ODOT construction zones last year. PLEASE SLOW DOWN, speed is the number one factor of these crashes.
- Attended ODOT open house in Ashland with Steve Ibos last week. Nothing really planned for York Township this year, but talked with someone there about a new traffic light and asked about adding sensors which are triggered and turn all directions to red lights when Emergency Vehicles approach it, waiting for pricing.
- County will be doing road repairs on Spieth, between Columbia and Abbeyville, in the next few weeks. Kristy stated that she added information to the website with a map showing the section of Spieth that will be closed.
- Spoke with Medina County Parks District regarding area at Fenn and 18. The Parks Board approved to sub out the engineering on the park area, the Township wants to have input on the area and still have a sign together. They will start planning late summer and will plant native plants and small trees in November and December.
- **MOTION** to approve Jeff Edwards Roofing from Orrville to make the roof repair for a leak in the Cemetery storage shed for \$350 **moved by Trustee Monroe, second by Trustee Pavlick.** Roll: Monroe, yes; Pavlick, yes; Conley, yes.

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- Ohio Department of Commerce paperwork needs to know who all with the Township will be selling cemetery plots; less is better so we just need to name a few people. Theresa Forlini-Petrey, Steve Ibos, and Trustee Monroe will be listed.
- **MOTION** to have Lake Refrigeration out of Chippewa Lake clean and inspect both Mini Split air conditioning/heating units in the office for \$300 **moved by Trustee Monroe, second by Trustee Conley.** Roll: Monroe, yes; Conley, yes; Pavlick, yes.
- Certified Pest Control will be sending over a quote to spray for bees and ants at the Office/Fire Complex, Park pavilion, Town Hall and Historical buildings. Expecting the quote to be around \$450.

**TRUSTEE PAVLICK – no report**

**TRUSTEE CONLEY – no report**

**FISCAL OFFICER – read by Kristy McElroy**

- Bank Statements for January and February have been reconciled. Charles Harris finished working on our Hinkle notes for 2022. Our year end information was submitted to the State Auditor and we officially closed 2022. Ohio Checkbook authorization was granted, and year end notification made to the Gazette.
- **MOTION** to Approve Financial Reports for February 2023 including Appropriation Status, Revenue Status & Summary, Fund Status & Summary and January and February Bank reconciliation **moved by Trustee Monroe, second by Trustee Pavlick.** Roll: Monroe, yes; Pavlick, yes; Conley, yes.
- **MOTION** to Approve Appropriation Supplemental for February 2023 **moved by Trustee Conley, second by Trustee Monroe.** Roll: Conley, yes; Monroe, yes; Pavlick, yes.
- **MOTION** to Approve Payroll and Bills (see attached) **moved by Trustee Pavlick, second by Trustee Monroe.** Roll: Pavlick, yes; Monroe, yes; Conley, yes.
- **MOTION** to Approve PO's and BC's as presented **moved by Trustee Monroe, second by Trustee Pavlick.** Roll: Monroe, yes; Pavlick, yes; Conley, yes.
- **MOTION** to approve Sedgwick Renewal Invoice for Worker's Compensation third party administration services pursuant to a service agreement between York Township and Sedgwick for \$1,595.00 **moved by Trustee Pavlick, second by Trustee Monroe.** Roll: Pavlick, yes; Monroe, yes; Conley, yes.
- Medina County Board of Commissioners recommended an agreement to establish the Medina County Office of Emergency Management Agency and Homeland Security. First Amended Agreement to Establish the Medina County Office of Emergency Management Agency and Homeland Security as distributed by the commissioners on February 9, 2023 and emailed to Trustees on March 15, 2023.
- **RESOLUTION #23-03-04** to accept First Amended Agreement to Establish the Medina County Office of Emergency Management Agency and Homeland Security as distributed by the commissioners on February 9, 2023 **moved by Trustee Monroe, second by Trustee Pavlick.** Roll: Monroe, yes; Pavlick, yes; Conley, yes.

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- The Prosecutor signed on behalf of the Township to accept the material terms of the subdivision settlement participation forms consistent with the terms of the Allergen, CVS, Teva, Walmart and Walgreens settlement agreements.
- **MOTION** to approve the ability for Steve Ibos to authorize up to \$1,000.00 in purchase requisitions as part of the Administrator position **moved by Trustee Monroe, second by Trustee Pavlick**. Roll: Monroe, yes; Pavlick, yes; Conley, yes.
- OTARMA Insurance – the 2023 Chevrolet Silverado 2500 HD pickup truck for the Fire Department has been added to the insurance policy.
- 2023 Community Clean-up and Voucher Program Information is in Trustee packets. This needs to be discussed. We have received a few calls from residents asking when clean-up days will be.

### PUBLIC COMMENT

- **Terry Gerspacher** – someone asked him to ask if trash that is cleaned up from along township roads/ditches be placed in the township dumpsters? Yes, we can arrange for that. There is a house near Columbia and 18 that appears to have the septic leaking into the ditch. Trustee Pavlick said to call the Health Department.
- Trustee Conley discussed the trash in the ditch on Branch between Columbia and the tracks due to residents not bagging trash before putting it in the containers, if the person Terry knows would be interested in cleaning up that area as well.
- **Ken Barco** – with the update to clarify resident vs. non-resident on the cemetery plot purchases, does that take into consideration tenants of rental properties? Trustee Monroe said yes, it does.
- **Norm Hinman** – what is the employee situation for maintenance? Trustee Pavlick said he is here today and they will be hiring him tonight. Stone Rd. a lot of money was put into it and a poor patching job was done last time. Trustee Monroe said that is not true. The same trucks that went down Stone also went down Beck and nothing is being done about Beck. Reflector posts on culverts on Beck are in bad shape because the land is going out from under them, would like to see Beck culverts made a priority. Trustee Monroe said they are being addressed.

**MOTION** to go into Executive Session at 7:28pm to discuss personnel - the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of an employee; and to discuss a real estate purchase. Steve Ibos and Paul Lindenberg were invited; **moved by Trustee Monroe, second by Trustee Pavlick**. Roll: Monroe, yes; Pavlick, yes; Conley, yes.

**MOTION** to return to Regular Session at 7:54pm, no decisions were made, **moved by Trustee Monroe, second by Trustee Pavlick**. Roll: Monroe, yes; Pavlick, yes; Conley, yes.

**MOTION** to purchase the land and house at 6635 Norwalk Rd. with Fund 2171, for \$25,000 paid to the resident and we will pay the back taxes on the property of \$3,201.10 **moved by Trustee Monroe, second by Trustee Pavlick**. Roll: Monroe, yes; Pavlick, yes; Conley, yes.



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**MOTION** to hire Paul Lindenberg for the maintenance position, working under Steve Ibos at payrate of \$21.00 per hour, full-time of 40 hours per week or can drop down to 32 hours in the winter, with the same 11 paid holidays as Medina County and anticipated start date of April 16, 2023. Trustee Pavlick stated that he will be contacting the Prosecutor to verify that Trustees can approve Paul’s request of being paid every other week since there is some resistance from the Fiscal Officer on this. Trustee Pavlick stated that as a full-time employee waiting a month to be paid is ridiculous; **moved by Trustee Conley, second by Trustee Pavlick.** Roll: Conley, yes; Pavlick, yes; Monroe, yes.

**MOTION** to Adjourn at 8:00pm **moved by Trustee Monroe, second by Trustee Pavlick.** Roll: Monroe, yes; Pavlick, yes; Conley, yes.

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Trustee Colene Conley, Chairman

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Margaret Russell, Fiscal Officer

**Upcoming Trustee Meetings:**

Regular Meeting – Thu, April 27, 2023 at 6:30pm

Regular Meeting – Thu, May 25, 2023 at 6:30pm

*Correspondence*

**Trustee Meeting Packet**

- Medina County Recycle Program 2023 Clean-up and Voucher Program

**Emailed**

- ODOT STIP Planning Meeting emailed 3/1/23
- Rumpke Complaint Letter emailed 3/14/23
- County Commissioners First Amended Agreement MCO Emergency Management emailed 3/15/2023
- Winter Salt Contract Information Emailed 3/24/23 -NEEDS TRUSTEE ATTENTION

**Binder/Table**

- Ad – Cutter Tree Solutions

## Payment Listing

March 2023

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
99-2023	03/01/2023	03/01/2023	CH	Verizon Wireless	\$326.08	O
100-2023	03/01/2023	03/01/2023	CH	Columbia Gas	\$400.10	O
101-2023	03/06/2023	03/06/2023	CH	Medina Co. Sanitary Engineer	\$32.14	O
102-2023	03/08/2023	03/08/2023	CH	Westfield Bank	\$75.00	O
103-2023	03/08/2023	03/08/2023	CH	Lorain-Medina Rural Electric Coop, Inc.	\$8.10	O
104-2023	03/09/2023	03/08/2023	CH	WEX Bank	\$640.90	O
105-2023	03/23/2023	03/15/2023	EP	Kenneth Barrett	\$796.03	O
106-2023	03/23/2023	03/15/2023	EP	Patrick K Barrett	\$1,902.89	O
107-2023	03/23/2023	03/15/2023	EP	Matthew M Behner	\$1,035.94	O
108-2023	03/23/2023	03/15/2023	EP	Gary Bromley	\$464.99	O
109-2023	03/23/2023	03/15/2023	EP	Alex A Colon	\$263.88	O
110-2023	03/23/2023	03/15/2023	EP	Colene S Conley	\$1,034.58	O
111-2023	03/23/2023	03/15/2023	EP	Jason D Creamer	\$1,961.45	O
112-2023	03/23/2023	03/15/2023	EP	John Dean Creamer	\$1,201.34	O
113-2023	03/23/2023	03/15/2023	EP	Floyd E Echle	\$403.88	O
114-2023	03/23/2023	03/15/2023	EP	Ronald Michael Eckart	\$506.88	O
115-2023	03/23/2023	03/15/2023	EP	Alexander Elioff	\$58.30	O
116-2023	03/23/2023	03/15/2023	EP	Theresa Forlini-Petrey	\$485.36	O
117-2023	03/23/2023	03/15/2023	EP	Philip N Geneaux	\$825.66	O
118-2023	03/23/2023	03/15/2023	EP	Dylan J Glavasevic	\$839.62	O
119-2023	03/23/2023	03/15/2023	EP	Adrienne J. Holliday	\$1,017.00	O
120-2023	03/23/2023	03/15/2023	EP	Stephan Ibos	\$1,980.64	O
121-2023	03/23/2023	03/15/2023	EP	Mary E Lenarth	\$396.44	O
122-2023	03/23/2023	03/15/2023	EP	Tal Lewis	\$830.34	O
123-2023	03/23/2023	03/15/2023	EP	Zachary Lohr	\$810.60	O
124-2023	03/23/2023	03/15/2023	EP	Amanda Mason	\$887.52	O
125-2023	03/23/2023	03/15/2023	EP	Kristyne McElroy	\$1,044.77	O
126-2023	03/23/2023	03/15/2023	EP	Nicholas A Mehalic	\$696.51	O
127-2023	03/23/2023	03/15/2023	EP	Richard M Monroe	\$1,033.50	O
128-2023	03/23/2023	03/15/2023	EP	Hannah Marie Naumilket	\$695.55	O
129-2023	03/23/2023	03/15/2023	EP	Benjamin Norton	\$1,824.11	O
130-2023	03/23/2023	03/15/2023	EP	William Edward Pavlick	\$1,061.00	O
131-2023	03/23/2023	03/15/2023	EP	Alan Pratt	\$144.75	O
132-2023	03/23/2023	03/15/2023	EP	David Rodriguez	\$45.21	O
133-2023	03/23/2023	03/15/2023	EP	Margaret M Russell	\$1,662.39	O
134-2023	03/23/2023	03/15/2023	EP	Dean Smith	\$2,032.56	O
135-2023	03/23/2023	03/15/2023	EP	Daniel C Sparks	\$2,200.46	O
136-2023	03/23/2023	03/15/2023	EP	Kevin J Swantek	\$39.55	O
137-2023	03/23/2023	03/15/2023	EP	Edward S Szoke	\$1,208.11	O
138-2023	03/23/2023	03/15/2023	EP	Patrick J Villeneuve	\$23.37	O
139-2023	03/23/2023	03/15/2023	EP	Jesse R Yount	\$308.74	O
140-2023	03/23/2023	03/15/2023	EP	Monica D Zieja	\$1,109.07	O
141-2023	03/23/2023	03/15/2023	EP	Gregory Zuehlke	\$2,091.16	O
143-2023	03/23/2023	03/15/2023	EW	Public Employers Retirement System	\$2,600.62	O
144-2023	03/23/2023	03/15/2023	EW	Internal Revenue Service	\$7,331.67	O
145-2023	03/23/2023	03/15/2023	EW	Ohio Department of Taxation	\$756.17	O

**Payment Listing**

March 2023

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
146-2023	03/23/2023	03/15/2023	EW	Ohio Department of Taxation School	\$60.31	O
147-2023	03/20/2023	03/20/2023	CH	Columbia Gas	\$113.85	O
148-2023	03/20/2023	03/20/2023	CH	Ohio Edison Co.	\$1,798.10	O
149-2023	03/25/2023	03/29/2023	CH	Armstrong	\$278.90	O
21538	03/30/2023	03/29/2023	RW	Tina Sejka	\$200.00	O
21539	03/30/2023	03/29/2023	AW	Huntington National Bank	\$1,049.13	O
21540	03/30/2023	03/29/2023	AW	Albright Security	\$100.00	O
21541	03/30/2023	03/29/2023	AW	Amazon Capital Services, INC	\$1,726.18	O
21542	03/30/2023	03/29/2023	AW	Anthem Life	\$20.64	O
21543	03/30/2023	03/29/2023	AW	Cleveland Clinic At Work	\$400.00	O
21544	03/30/2023	03/29/2023	AW	Dobson Excavating	\$350.00	O
21545	03/30/2023	03/29/2023	AW	Falls Flag & Banner Co.	\$503.01	O
21546	03/30/2023	03/29/2023	AW	Herrmann Excavating LLC	\$1,150.00	O
21547	03/30/2023	03/29/2023	AW	Integrity Verifications	\$147.00	O
21548	03/30/2023	03/29/2023	AW	Life Force Management, Inc.	\$874.47	O
21549	03/30/2023	03/29/2023	AW	Medina Co. Commissioners	\$250.00	O
21550	03/30/2023	03/29/2023	AW	Medina Co. Fire Chiefs' Assoc.	\$100.00	O
21551	03/30/2023	03/29/2023	AW	Medina Co. Engineer	\$4,381.80	O
21552	03/30/2023	03/29/2023	AW	Municipal Emergency Services, INC	\$1,473.64	O
21553	03/30/2023	03/29/2023	AW	Ohio Insurance Services Agency, INC.	\$7,939.02	O
21554	03/30/2023	03/29/2023	AW	Ohio Public Entity Consortium	\$254.43	O
21555	03/30/2023	03/29/2023	AW	Sedgwick Claims Management Services, Inc.	\$1,595.00	O
21556	03/30/2023	03/29/2023	AW	Sherman & Sons Lawn Care LLC	\$2,914.75	O
21557	03/30/2023	03/29/2023	AW	The Gazette	\$21.22	O
21558	03/30/2023	03/29/2023	AW	Treasurer, State of Ohio	\$1,710.00	O
Total Payments:					\$76,506.38	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$76,506.38	

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.

The Board of Trustees of York Township, Ohio, met in regular session on March 30, 2023, commencing at 6:30 pm, at the York Township Fire Complex, 6609 Norwalk Road, Medina, Ohio 44256 with the following members present:

Colene Conley      Richard Monroe      William Pavlick

The Fiscal Officer advised the Board that the notice requirements of Section 121.22 of the Revised Code and the implementing rules adopted by the Board pursuant thereto were complied with for the meeting.

Richard Monroe moved the adoption of the following Resolution.

RESOLUTION No. 23-03-01

RESOLUTION #23-03-01 to accept the adoption of the proposed additions and language changes for the Youth Group and Non-Profit Group Town Hall Rental Agreement

WHEREAS to make the agreement flow more clearly, further cover the requirements for the renter under the agreement, and further define which 501(c)(3) groups are qualified for the non-profit pricing.

**CURRENTLY READS:**

Youth Group & Non-profit Group Hall Rental Agreement

*The Hall is rented for the use of Residents of York Township*

Organization Name: \_\_\_\_\_

Dates of Function: \_\_\_\_\_ Function: \_\_\_\_\_

**Contact Person #1**

Name \_\_\_\_\_ Phone# \_\_\_\_\_

(key holder) Address: \_\_\_\_\_

Driver's License: \_\_\_\_\_

Contact Person #2 Name: \_\_\_\_\_ Phone: \_\_\_\_\_ -

(key holder) Address: \_\_\_\_\_

Driver's License:- \_\_\_\_\_

**Rental information & Prices:**

A refundable deposit of \$200.00 is required to use the Hall as of Jan. 08, 2019. The deposit will be refunded at the end of your season/session if the requirements are met and there is not damage to the hall.

Checks made out to York Township.

If you are not going to use the hall on your scheduled date, please email Theresa at [tm4petrey@yorktwp.org](mailto:tm4petrey@yorktwp.org)

**Rental time 9am – 11pm      Must be 21 years or older to rent the Township Hall.**

Deposit & Rental must be paid at time of booking. To Reserve a date to rent the Town hall, a rental contract must be completed, and the applicable payments paid. We are unable to hold your date(s) without a completed contract and payment. Check or Money orders are accepted from the York township resident.

X\_\_\_ No Alcoholic beverages, drugs, gambling are permitted in the building or on the premises.

X\_\_\_ The Town Hall is a Non-Smoking, Non-Vaping facility

X\_\_\_ Functions must be over and cleaned up completed by 11pm. Please plan accordingly.

**Decorating:**

X\_\_\_ No nails, pins, tacks, staples, tape, tack, or painters tape or like items that will penetrate any portion of the building, inside or out. Nothing is to be taped, pinned or hung from the curtains or curtain rods. **Table decorations are suggested.**

**Required Clean up:**

- All items removed from the Refrigerator & Freezer.
- Wash off all tables, counters & Inside refrigerator, microwave, in & on the stove. (Plastic cloths are suggested for crafts/ to protect the tables) Cleaning supplies provided.
- Sweep & mop all floors with water– Kitchen, hallways, main hall, bathrooms. Mop & bucket provided.
- Four tables in “U” shape in hall, w/ 9 chairs surrounding the tables. 4 rows of 5 chairs. Layout posted on the refrigerator for reference.
- All wooden & metal chairs in closet & table put away in hallway. Layout posted for reference.
- The Bathrooms must be cleaned and in good condition & flushed before leaving.
- All trash should be taken out to the dumpster
- Turn off all lights & fans when you leave. (Air conditioning set to 77 degrees – Heat to 65 degrees)

X\_\_\_ Please remember you are responsible for your guests. NO children should be on the stage unless they are part of a program. (Skateboards, scooters, bicycles, roller skates, bounce houses should not be brought to the hall property)

X\_\_\_ Signing off that you are the main key holder you are required per the rental agreement, to be at the townhall during the entirety of the event, including before, during & after to ensure the

requirements of the rental agreement are met before returning the key. The key should be in possession of the renter only, not the guests. Closing up & inspection of final cleaning of the townhall is the responsibility of the signee/renter.

X\_\_\_\_\_ The Flag for the United States of America & The Ohio State Flags are not to be removed or moved from their location. Items on the stage are not to be moved or used for Rental purposes. Please consult the Town hall coordinator if you need them moved for a function. You will be held responsible for the damages caused by the moving.

X\_\_\_\_\_ Your deposit will be returned to you after the trustee meeting following your rental if all the cleanup requirements are complete, there is no damage to the hall, or it's contents and the rental agreement is followed.

X\_\_\_\_\_ The Township shall always have unfettered access to the premises to confirm compliance.

X\_\_\_\_\_ York Township reserved the right to terminate this agreement or to remove applicant and any of the applicant's guests in the event the requirements of this agreement are violated or in the event of any dangerous disruptive, or unlawful activity is permitted to occur on York Township property during the time covered by this agreement.

**\*There can be no parking in the Fire Department lot or in any fire lanes \***

X\_\_\_\_\_ Cancellation Policy – If cancelled less than 30 days before the day of the event will forfeit the (deposit &/Or security deposit). OR can be re-scheduled with one calendar year.

I have read the above requirements and fully understand my responsibilities of York Town Hall.

X\_\_\_\_\_ Renter agrees to indemnify and hold harmless York Township from and against any liability for personal injury or property damage resulting from renters use. (Including guests) at the York Town Hall on

(Rental date): \_\_\_\_\_

**Date & Signature Renter:**

\_\_\_\_\_

Office use only:

Deposit Amount: \_\_\_\_\_ Check #: \_\_\_\_\_ Receipt # & Deposit date: \_\_\_\_\_

Key Information: \_\_\_\_\_ Key Returned date: \_\_\_\_\_ Hall Condition: \_\_\_\_\_

**AMEND TO READ AS FOLLOWS:**

**Youth Group & and Non-Profit Group Town Hall Rental Agreement**

*The Hall is rented for the use of available for rent by residents of York Township only.*

**Must be 21 years or older to rent the Township Hall**

**Rental day is 9am – 11pm**

**Organization Name:**

\_\_\_\_\_

**Date(s) of Function:** \_\_\_\_\_ **Function:** \_\_\_\_\_

\_\_\_\_\_

**Contact Person #1**

**Name** \_\_\_\_\_ **Phone#** \_\_\_\_\_

**(key holder)**                      **Address:** \_\_\_\_\_

\_\_\_\_\_

**Driver's License:** \_\_\_\_\_

\_\_\_\_\_

**Contact Person #2**

**Name** \_\_\_\_\_ **Phone#** \_\_\_\_\_

**(key holder)**                      **Address:** \_\_\_\_\_

\_\_\_\_\_

**Driver's License:** \_\_\_\_\_

\_\_\_\_\_

**Rental information & and prices fees:**

A refundable security deposit of \$200.00 is required to use the Town Hall as of Jan. 08, 2019. The deposit will be refunded after the monthly Trustee meeting following your function or at the end of your season/session if the calendar year if applicable, provided that all the requirements are met and there is not damage to the hall. Please make checks made-out payable to York Township. The rental fee is waived for authorized Youth Groups and Non-Profit Groups who provide proof of non-profit 501(c)(3) status.

If you are not going to use the hall on your a scheduled date, please email Theresa at [tm4petrey@yorktwp.org](mailto:tm4petrey@yorktwp.org).

~~Rental time 9am – 11pm Must be 21 years or older to rent the Township Hall.~~

Deposit & and Rental Fee must be paid at time of booking. To reserve a date(s) to rent the Town Hall, a rental contract must be completed, and the applicable payments paid in full. We are unable to hold your date(s) without a completed contract and payment. Check or Money Orders are accepted and

must be from the York Township resident that is signing this contract. We are unable to accept payment from anyone other than the person(s) signing this contract.

X\_\_\_\_ No alcoholic beverages, drugs, or gambling are permitted in the building or on the premises.

X\_\_\_\_ The Town Hall is a non-smoking, non-vaping facility.

X\_\_\_\_ Functions must be over and cleaned up must be completed by 11pm. Please plan accordingly.

**Decorationsing:**

X\_\_\_\_\_ No nails, pins, tacks, staples, tape, sticky-tack, or painters' tape or like items that will attach to or penetrate any portion of the building, inside or out. Nothing is to be taped, pinned, or hung from the curtains or curtain rods. **Table decorations are suggested.**

**Required Clean-up (detailed cleaning checklist will be provided on day of rental):**

- 
- All items removed from the refrigerator and freezer.
  - ~~Wash off all tables, counters & inside refrigerator, microwave, in & on the stove.~~ Wash/wipe down all tables, counters, refrigerator, microwave, and stove. (Plastic table coverings ~~cloths~~ are suggested for crafts/to protect the tables). Cleaning supplies provided.
  - Sweep and mop (water only, no chemicals) ~~all floors~~ kitchen, hallways, main hall, and bathrooms. ~~with water—Kitchen, hallways, main hall, bathrooms.~~ Brooms, mops and buckets provided.
  - Place 4 ~~Four~~ tables in "U" shape in hall, with 9 chairs surrounding the tables. Place 4 rows of 5 chairs facing the tables and stage. Layout posted on the refrigerator for reference.
  - All additional wooden and metal chairs are returned to ~~in~~ closet and tables put away in hallway. Layout posted for reference.
  - The bathrooms must be cleaned and in good condition and toilets flushed before leaving.
  - All trash ~~should be~~ taken out to the dumpster. Key for lock is provided.
  - Turn off all lights and fans when you leave. (Set air conditioning ~~set~~ to 77 degrees Fahrenheit or heat to 65 degrees Fahrenheit, based on time of year)

X\_\_\_\_ ~~Please remember you are~~ Renter is responsible for ~~your~~ all guests and persons entering the Town Hall. NO children should be on the stage area unless they are part of a program. ~~(Skateboards, scooters, bicycles, roller skates, and bounce houses should not be brought to the hall property~~ are prohibited in the Town Hall and on Town Hall property)

X\_\_\_\_ ~~Signing off that you are the~~ As the main key holder you are required per the rental agreement, to be at the Town Hall during the entirety of the event, including before, during and after, to ensure the requirements of the rental agreement are met before returning the key. The key ~~should~~ must be in possession of the renter(s) named in this agreement ~~only~~ at all times, not the guests. ~~Closing up &~~ Inspection of final cleaning and locking up of the Town Hall is the responsibility of the ~~signee/~~renter(s) named in this agreement.

X\_\_\_\_ ~~The Flag for the~~ United States of America and ~~the Ohio~~ State of Ohio flags are not to be removed or moved from their locations. Items on the stage are not to be moved or used for rental purposes.



Please consult the Town Hall Coordinator prior to the date of your rental if you need ~~them~~ the flags or other items moved ~~for a function~~. You will be held responsible for ~~the~~ damages caused by ~~the~~ moving the flags or any other items.

X ~~\_\_\_\_\_ You~~ A check for the security deposit will be ~~returned~~ issued to you after the Trustee meeting following your rental if all the cleanup requirements are complete per the cleaning list provided, there is no damage to the interior or exterior of the hall, or its contents and the rental agreement is followed. Trustees reserve the right to withhold any or all of the security deposit and to restrict and/or deny future Town Hall rental requests at their discretion due to, but not limited to, any of the following reasons: Rental Agreement is not adhered to, cleaning list is not completed to their satisfaction, or damage is found to the Town Hall or township property.

X ~~\_\_\_\_\_ The~~ York Township employees and officials ~~shall always~~ have unfettered access to the premises during all rentals to confirm compliance.

X ~~\_\_\_\_\_ York~~ Township reserves the right to terminate this agreement at any time or to remove ~~applicant~~ the renter(s) and/or any of the ~~applicant's~~ renter(s) guests in the event that the requirements of this agreement are violated, or in the event ~~of any~~ dangerous, disruptive, or unlawful activity is ~~permitted~~ found to be occurring or has occurred ~~to occur~~ on York Township property during the time covered by this agreement. Township property is monitored by security cameras and the Medina County Sheriff's Office.

~~\*There can be~~ is no parking in the Fire Department lot or in any fire lanes. Violators will be towed. \*

X ~~\_\_\_\_\_ Cancellation Policy~~ – if cancelled less than 30 days before the day of the event, renter(s) will ~~forfeit the ( security deposit and/or security deposit rental fee)~~. Township Trustees and/or Town Hall Coordinator may, at their discretion, allow deposit and/or rental fee to be used for a future rental within ~~OR can be re-scheduled with one calendar year~~.

~~I have read the above requirements and fully understand my responsibilities of York Town Hall.~~

X ~~\_\_\_\_\_ Renter~~ agrees to indemnify and hold harmless York Township from and against any liability for personal injury to renter(s) or guests, or property damage ~~resulting from renters use. (Including guests)~~ during the use of ~~at the~~ York Town Hall on (rental date(s): \_\_\_\_\_).

I have read the above requirements and fully understand my responsibilities of the rental of York Town Hall.

~~Date & Signature Renter:~~

\_\_\_\_\_

Signature of renter: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_

Signature of renter: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_

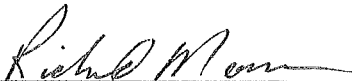
Office use only:


Deposit Amount: \_\_\_\_\_ Check #: \_\_\_\_\_ Receipt #: \_\_\_\_\_ Deposit date: \_\_\_\_\_

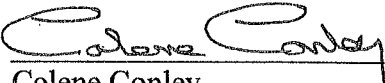
Key Information: \_\_\_\_\_ Key Returned date: \_\_\_\_\_ Hall Condition: \_\_\_\_\_

Notes: \_\_\_\_\_

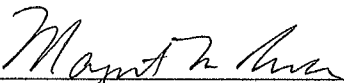
Upon roll call on the adoption of the Resolution, the vote was as follows:

  
Richard Monroe

  
William Pavlick

  
Colene Conley

Adopted the 30th day of March, 2023

  
Margaret Russell, Fiscal Officer  
York Township  
Medina County, Ohio

The Board of Trustees of York Township, Ohio, met in regular session on March 30, 2023, commencing at 6:30 pm, at the York Township Fire Complex, 6609 Norwalk Road, Medina, Ohio 44256 with the following members present:

Colene Conley          Richard Monroe          William Pavlick

The Fiscal Officer advised the Board that the notice requirements of Section 121.22 of the Revised Code and the implementing rules adopted by the Board pursuant thereto were complied with for the meeting.

Richard Monroe moved the adoption of the following Resolution.

RESOLUTION No. 23-03-02

RESOLUTION #23-03-01 to accept the adoption of the proposed additions and language changes for the York Township Hall Rental Agreement.

WHEREAS to make the agreement flow more clearly, and to further cover the requirements for the renter under the agreement.

***CURRENTLY READS:***

**York Township Hall Rental Agreement**

*The Hall is rented for the use of Residents of York Township.*

**Name of Renters & Key Holders** \_ - \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Driver's License:** \_\_\_\_\_

**Dates of Function:** \_\_\_\_\_ **Function:** \_\_\_\_\_

**Rental information & Prices:**

Private Parties (Baby showers, Bridal, Birthday's & Etc.) \$100 Rental & \$200 Security Deposit

Wedding & Anniversary Parties \$200 Rental & \$300 Security Deposit

(Bride or Groom/or Bride or Grooms parents must reside in York Twp)

**Rental time 9am – 11pm**

**Must be 21 years or older to rent the Township Hall.**

Deposit & Rental must be paid at time of booking. Paid by York township Resident. To Reserve a date to rent the Town hall, a rental contract must be completed, and the applicable payments paid. We are

unable to hold your date(s) without a completed contract and payment. Check or Money orders from York township resident only is accepted.

X\_\_\_ No Alcoholic beverages, drugs, gambling are permitted in the building or on the premises.

X\_\_\_ The Town Hall is a Non-Smoking, Non-Vaping facility

X\_\_\_ Functions must be over and cleaned up completed by 11pm. Please plan accordingly.

**Decorating:**

X\_\_\_\_\_ No nails, pins, tacks, staples, tape, tack, 3m, or painters tape or like items that will penetrate any portion of the building, inside or out. Nothing is to be taped, pinned, or hung from the curtains or curtain rods.

**Table decorations are suggested.**

**Required Clean up:**

- All items removed from the Refrigerator & Freezer.
- Wash off all tables, counters & Inside refrigerator, microwave, in & on the stove with cleaning supplies provided.
- Sweep & mop all floors with water– Kitchen, hallways, main hall, bathrooms. Mop & bucket provided
- Four tables in “U” shape in hall, w/ 9 chairs surrounding the tables. 4 rows of 5 chairs. Layout posted on the refrigerator for reference.
- All wooden & metal chairs in closet & table put away in hallway. Layout posted for reference.
- The Bathrooms must be cleaned and in good condition & flushed before leaving.
- All trash should be taken out to the dumpster.
- Turn off all lights & fans when you leave. (Air conditioning set to 77 degrees – Heat to 65 degrees)

X\_\_\_ Please remember you are responsible for your guests. NO children should be on the stage unless they are part of a program. (Skateboards, scooters, bicycles, roller skates, bounce houses should not be brought to the hall property)

X\_\_\_\_\_ Signing off that you are the main key holder you are required per the rental agreement, to be at the townhall during the entirety of the event, including before, during & after to ensure the requirements of the rental agreement are met before returning the key. The key should be in the possession of the renter only, not the guests. Closing up & inspection of final cleaning of the townhall is the responsibility of the Signee/renter.

X\_\_\_\_\_ The United States of America & The Ohio State flags are not to be removed from their location. Items on the stage are not to be moved or used for rental purposes. Please consult the Town hall coordinator if you need them moved for a function.

X\_\_\_ Your deposit will be returned to you after the trustee meeting following your rental if all the cleanup requirements are completed per the cleaning checklist, there is no damage to the hall, or its contents and the rental agreement is followed.

X\_\_\_\_\_ The Township shall always have unfettered access to the premises to confirm compliance.

X\_\_\_\_\_ York Township reserved the right to terminate this agreement or to remove applicant and any of the applicant’s guests in the event the requirements of this agreement are violated or in the event of any dangerous disruptive, or unlawful activity is permitted to occur on York Township property during the time covered by this agreement.

**\*There can be no parking in the Fire Department lot or in any fire lanes \***

X\_\_\_\_\_ Cancellation Policy – If cancelled less than 30 days before the day of the event will forfeit the security deposit OR can be re-scheduled with one calendar year.

I have read the above requirements and fully understand my responsibilities of York Town Hall.

X\_\_\_\_\_ Renter agrees to indemnify and hold harmless York Township from and against any liability for personal injury or property damage resulting from renters use. (Including guests) at the York Town Hall

on (Rental dates): \_\_\_\_\_

**Date & Signature Renter:**

\_\_\_\_\_

Office use only:

Deposit Amount: \_\_\_\_\_ Check #: \_\_\_\_\_ Receipt # & Deposit date: \_\_\_\_\_

Key Information: \_\_\_\_\_ Key Returned date: \_\_\_\_\_ Hall

Condition: \_\_\_\_\_

1/2023

***AMEND TO READ AS FOLLOWS:***

**York Township Town Hall Rental Agreement**

***The Hall is ~~rented for the use of~~ available for rent by residents of York Township only.***

**Must be 21 years or older to rent the Township Hall**

**Rental day is 9am – 11pm**

**Name of Renter(s) & Key Holder(s)** \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Driver's License: \_\_\_\_\_

Date(s) of Function: \_\_\_\_\_ Function: \_\_\_\_\_

**Rental information & and prices fees:**

Private Parties (Baby Showers, Bridal Showers, Birthday's, & etc.) \$100 Rental and \$200 Security Deposit

Wedding or Anniversary Parties \$200 Rental and \$300 Security Deposit

\*Bride or Groom/or a parent of the Bride or Grooms-parents must reside in York Twp Township and sign this agreement.

~~Rental time 9am - 11pm - Must be 21 years or older to rent the Township Hall.~~

Deposit & and Rental Fee must be paid at time of booking. To reserve a date(s) to rent the Town Hall, a rental contract must be completed, and the applicable payments paid in full. We are unable to hold your date(s) without a completed contract and payment. Check or Money Orders are accepted and must be from the York Township resident that is signing this contract. We are unable to accept payment from anyone other than the person(s) signing this contract.

X\_\_\_\_ No alcoholic beverages, drugs, or gambling are permitted in the building or on the premises.

X\_\_\_\_ The Town Hall is a non-smoking, non-vaping facility.

X\_\_\_\_ Functions must be over and cleaned up must be completed by 11pm. Please plan accordingly.

**Decorationsing:**

X\_\_\_\_\_ No nails, pins, tacks, staples, tape, sticky-tack, or painters' tape or like items that will attach to or penetrate any portion of the building, inside or out. Nothing is to be taped, pinned, or hung from the curtains or curtain rods. **Table decorations are suggested.**

**Required Clean-up (detailed cleaning checklist will be provided on day of rental):**

- All items removed from the refrigerator and freezer.
- ~~Wash off all tables, counters & inside refrigerator, microwave, in & on the stove.~~ Wash/wipe down all tables, counters, refrigerator, microwave, and stove. (Plastic table coverings cloths are suggested for crafts/to protect the tables). Cleaning supplies provided.
- Sweep and mop (water only, no chemicals) ~~all floors~~ kitchen, hallways, main hall, and bathrooms. ~~with water - kitchen, hallways, main hall, bathrooms.~~ Brooms, mops and buckets provided.
- Place 4 ~~Four~~ tables in "U" shape in hall, with 9 chairs surrounding the tables. Place 4 rows of 5 chairs facing the tables and stage. Layout posted on the refrigerator for reference.
- All additional wooden and metal chairs are returned to ~~in~~ closet and tables put away in hallway. Layout posted for reference.
- The bathrooms must be cleaned and in good condition and toilets flushed before leaving.
- All trash ~~should~~ be taken out to the dumpster. Key for lock is provided.
- Turn off all lights and fans when you leave. (Set air conditioning ~~set~~ to 77 degrees Fahrenheit or heat to 65 degrees Fahrenheit, based on time of year)

X\_\_\_\_ ~~Please remember you are~~ Renter is responsible for ~~your~~ all guests and persons entering the Town Hall. NO children should be on the stage area unless they are part of a program. ~~(Skateboards, scooters, bicycles, roller skates, and bounce houses should not be brought to the hall property are prohibited in the Town Hall and on Town Hall property)~~

X\_\_\_\_ ~~Signing off that you are the~~ As the main key holder you are required per the rental agreement, to be at the Town Hall during the entirety of the event, including before, during and after, to ensure the requirements of the rental agreement are met before returning the key. The key ~~should~~ must be in possession of the renter(s) named in this agreement ~~only~~ at all times, not the guests. ~~Closing up & Inspection of final cleaning and locking up of the Town Hall is the responsibility of the signee/renter(s) named in this agreement.~~

X\_\_\_\_ ~~The Flag for the~~ United States of America and ~~the Ohio~~ State of Ohio flags are not to be removed or moved from their locations. Items on the stage are not to be moved or used for rental purposes. Please consult the Town Hall Coordinator prior to the date of your rental if you need ~~them~~ the flags or other items moved ~~for a function~~. You will be held responsible for ~~the~~ damages caused by ~~the~~ moving the flags or any other items.

X\_\_\_\_ ~~Your~~ A check for the security deposit will be ~~returned~~ issued to you after the Trustee meeting following your rental if all the cleanup requirements are complete per the cleaning list provided, there is no damage to the interior or exterior of the hall, or its contents and the rental agreement is followed. Trustees reserve the right to withhold any or all of the security deposit and to restrict and/or deny future Town Hall rental requests at their discretion due to, but not limited to, any of the following reasons: Rental Agreement is not adhered to, cleaning list is not completed to their satisfaction, or damage is found to the Town Hall or township property.

X\_\_\_\_ ~~The~~ York Township employees and officials ~~shall always~~ have unfettered access to the premises during all rentals to confirm compliance.

X\_\_\_\_ York Township reserves the right to terminate this agreement at any time or to remove ~~applicant~~ the renter(s) and/or any of the ~~applicant's~~ renter(s) guests in the event that the requirements of this agreement are violated, or in the event ~~of~~ any dangerous, disruptive, or unlawful activity is ~~permitted~~ found to be occurring or has occurred ~~to occur~~ on York Township property during the time covered by this agreement. Township property is monitored by security cameras and the Medina County Sheriff's Office.

**\*There ~~can be~~ is no parking in the Fire Department lot or in any fire lanes. Violators will be towed. \***

X\_\_\_\_ **Cancellation Policy – if cancelled less than 30 days before the day of the event, renter(s) will forfeit the ~~( security deposit and/or security deposit rental fee)~~. Township Trustees and/or Town Hall Coordinator may, at their discretion, allow deposit and/or rental fee to be used for a future rental within ~~OR can be re-scheduled with one calendar year.~~**

~~I have read the above requirements and fully understand my responsibilities of York Town Hall.~~

X\_\_\_\_ Renter agrees to indemnify and hold harmless York Township from and against any liability for personal injury to renter(s) or guests, or property damage ~~resulting from renters use. (Including guests)~~

during the use of ~~at the~~ York Town Hall on (rental date(s): \_\_\_\_\_.

I have read the above requirements and fully understand my responsibilities of the rental of York Town Hall.

**Date & Signature Renter:**

\_\_\_\_\_

Signature of renter: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_

Signature of renter: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_

**Office use only:**

Deposit Amount: \_\_\_\_\_ Check #: \_\_\_\_\_ Receipt #: \_\_\_\_\_ Deposit date: \_\_\_\_\_

\_\_\_\_\_

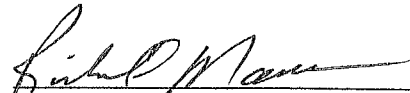
Key Information: \_\_\_\_\_ Key Returned date: \_\_\_\_\_ Hall Condition: \_\_\_\_\_

\_\_\_\_\_

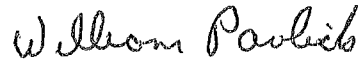
Notes:

\_\_\_\_\_

Upon roll call on the adoption of the Resolution, the vote was as follows:



Richard Monroe

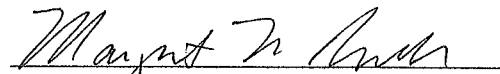


William Pavlick



Colene Conley

Adopted the 30th day of March, 2023



Margaret Russell, Fiscal Officer  
York Township  
Medina County, Ohio



The Board of Trustees of York Township, Ohio, met in regular session on March 30, 2023, commencing at 6:30 pm, at the York Township Fire Complex, 6609 Norwalk Road, Medina, Ohio 44256 with the following members present:

Colene Conley          Richard Monroe          William Pavlick

The Fiscal Officer advised the Board that the notice requirements of Section 121.22 of the Revised Code and the implementing rules adopted by the Board pursuant thereto were complied with for the meeting.

Richard Monroe moved the adoption of the following Resolution.

RESOLUTION No. 23-03-03

RESOLUTION #23-03-03 to reduce the number of pricing tiers and to further clarify resident versus non-resident on the York Township Fee Schedule.

WHEREAS today we have three (3) levels of pricing that are offered, Resident Taxpayer, Non-Resident Taxpayer and Non-Resident, there is no definition for Taxpayer and Resident.

***CURRENTLY READS:***

***Gravesite Purchase:***

***Resident Taxpayer            \$500 each***

***Non-Resident Taxpayer    \$750 each***

***Non-resident                 \$1,500 each***

***\*Limit of 4 individual lots per person and 8 individual lots per household.***

***AMEND TO READ AS FOLLOWS:***

***Gravesite Purchase:***


***Resident Taxpayer            \$500 each***

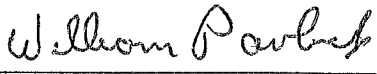
***Non-Resident                 \$1,500 each***

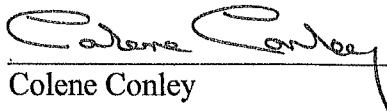
***\*Resident is a person who owns property in, and resides in, York Township. All others will be considered Non-Residents.***

***\*\*Limit of 4 individual lots per person and 8 individual lots per household.***

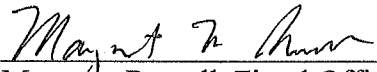
Upon roll call on the adoption of the Resolution, the vote was as follows:

  
Richard Monroe

  
William Pavlick

  
Colene Conley

Adopted the 30th day of March, 2023

  
Margaret Russell, Fiscal Officer  
York Township  
Medina County, Ohio

FIRST AMENDED AGREEMENT TO ESTABLISH  
THE MEDINA COUNTY OFFICE OF EMERGENCY MANAGEMENT AGENCY AND  
HOMELAND SECURITY

WHEREAS, the Medina County Emergency Management Agency was first established through action taken by the Board of Commissioners of Medina County on January 6, 1990, through Resolution No. 90-39, and subsequently approved by a majority of the other political subdivisions in the County by either explicit approval of this Agreement, by resolution or ordinance, or by implicit approval through participation in the countywide emergency planning process and/or by choosing not to establish a separate program for emergency management; and

WHEREAS the Medina County Emergency Management Agency was originally organized under Ohio Revised Code 5915; and

WHEREAS, effective October 29, 1995, Ohio Revised Code Chapter 5915 was amended and recodified by SB162 placing Emergency Management Agencies under Title 55 "Roads, Highways and Bridges"; and

WHEREAS all political subdivisions in Medina County have participated in the establishment of a countywide all-hazards emergency operations plan, cooperated in the preparation, and conduct of the annual exercise applicable to all political subdivisions in the County and no individual subdivision has submitted an independent all-hazards emergency management plan; and

WHEREAS the coordination of emergency management services for the benefit of Medina County and its residents continues to be of paramount importance to all of the local political subdivisions in the County; and

WHEREAS the undersigned political subdivisions desire to continue the coordination of emergency services through a countywide emergency management agency, in the manner provided by law, and particularly as provided in Ohio Revised Code Chapter 5502, and to exercise any and all powers set forth therein to coordinate and unify the emergency management activities of the participating subdivisions that do not opt to develop a separate and independent emergency operations plan; and

WHEREAS, it is further declared to be the purpose of this agreement and the policy of the participants hereto, that all emergency management functions of the participants be coordinated to the maximum extent with comparable functions of the State of Ohio and of the Federal government, including their various departments and agencies, and other states and localities, and of private agencies of every type, to the end that the most effective preparation and use can be made of the participants manpower, resources and facilities for dealing with any disaster or emergency situation that may occur; and

WHEREAS it is hereby found and declared to be necessary to create a countywide emergency management agency to be known as the "Medina County Office of Emergency Management and Homeland Security" here ad after referred to as MCEMA; to confer upon the executive committee and the director of emergency management, certain emergency powers

provided herein; and to provide for the rendering of cooperation and mutual aid, if necessary, to surrounding and contiguous political subdivisions of the State and adjoining states.

NOW, THEREFORE, BE IT AGREED:

1. That an organization to be known as the MCEMA be formed to perform the services of coordinating the emergency management activities within the County of Medina, by and between the political subdivisions herein, in accordance with the provisions hereinafter set forth.
2. That the MCEMA, hereby authorized, is to render the service of coordinating the emergency management activities of the parties hereto and to exercise for and on behalf of each party hereto such power and authority incident thereto as it may lawfully do, consistent with State statutes and such regulations as have been or shall be promulgated by the Governor of the State, the provisions of this resolution/ordinance/agreement as hereinafter set forth, and the power of the parties hereto authorized, in coordinating such emergency management activities with and within Medina County.
3. That a representative from each political subdivision entering into the agreement, selected by the political subdivision's chief executive, shall constitute a countywide advisory group for the purpose of appointing an executive committee under ORC Section 5502.26 through which the countywide agency shall implement emergency management in the county. The group shall meet at the call of the executive committee when a majority of the committee members deems it necessary.
4. That the executive committee shall consist of at least the following seven members: one Medina County Commissioner; five chief executives representing the municipal corporations and townships entering into the agreement; and one nonelected representative. The executive committee shall also appoint 5 additional members, one of whom shall be a second Medina County Commissioner and one of whom shall be a non-elected person acceptable to the Board of Medina County Commissioners, and the remaining additional members either elected or non-elected, as deemed appropriate by the executive committee.
5. That the executive committee shall appoint a director/coordinator of emergency management whose duties are prescribed herein by Chapter 5502 of the Ohio Revised Code.
6. That the director will have all such powers as is granted under this agreement and under statute.
7. That the director of emergency management shall be responsible for coordinating, organizing, administering, and operating emergency management in accordance with the agency's program established under this Chapter 5502 of the Revised Code, subject to the direction and control of the executive committee. All agencies, boards, and divisions having emergency management functions within each political subdivision within the county shall cooperate in the development of the all-hazards emergency operations plan, shall cooperate in the preparation and conduct of the annual exercise. The director may appoint, from time to time, a deputy director and/or such other assistants as the director

deems advisable, who shall hold office during their pleasure. The director and the assistants to the director shall not be compensated for services rendered unless approved by action of the executive committee. The director may, with the prior consent of the executive committee, employ such technical, clerical, stenographic and other personnel as deemed necessary and fix their compensation when they are to be compensated. The salary of the director and the salaries of other paid personnel shall be paid from the MCEMA fund.

8. That the executive committee shall have general direction of the MCEMA and shall be responsible for the carrying out of the provisions of this agreement through the director of emergency management. In performing duties pursuant to this agreement, the executive committee is authorized to cooperate with other political subdivisions, with the State of Ohio, with other states and the Federal government through appropriate channels, and with private agencies in all matters pertaining to emergency management activities of Medina County, the State of Ohio and the United States as provided and encouraged under Revised Code Section 5502.35.
9. That the MCEMA, under Revised Code Section 5502.30, while performing emergency management services in this state pursuant to an arrangement, agreement, or compact for mutual aid and assistance, or any agency, member, agent, or representative of any of them, or any individual, partnership, corporation, association, trustee, or receiver, or any of the agents thereof, in good faith carrying out, complying with, or attempting to comply with any state or federal law or any arrangement, agreement, or compact for mutual aid and assistance, or any order issued by federal or state military authorities relating to emergency management, is not liable for any injury to or death of persons or damage to property as the result thereof during training periods, test periods, practice periods, or other emergency management operations, or false alerts, as well as during any hazard, actual or imminent, and subsequent to the same except in cases of willful misconduct.
10. That the executive committee shall prepare a budget for each year, under such rules and regulations as it may prescribe. The funds provided for in said budget and all other funds received from whatever source, or by whatever means, for emergency management by the MCEMA shall be paid to the treasurer of Medina County into a special fund known as the MCEMA Fund.
11. That each participating political subdivision hereto agrees to pay into the MCEMA fund, promptly upon demand and invoice therefore, the amount assessed against it, based upon the annual itemized report on distribution of estimated undivided local government funds required by O.R.C. §5747.51(J) for the undivided local government fund, the County's proportionate share being increased to include the percentage established for the park districts, and to do and perform all and singular, the obligations herein assumed.

12. That this agreement may be amended or altered at any time by a majority of the parties hereto.
13. That this agreement shall be in full force and effect when no less than a majority of the political subdivisions within Medina County, including the Board of County Commissioners of Medina County, have subscribed to this agreement and/or submitted their annual cost allocation.
14. That this agreement may be terminated as to the Board of County Commissioners by a majority of its members, as to any township by a majority of the board of trustees, and as to any municipal corporation by a majority of its council, and service of written notice thereof on the director of emergency management within thirty (30) days after the adoption of the budget for the ensuing fiscal year by the agency.
15. A reference to any portion of a statute herein applies to all reenactments or amendments thereof. If statutes are enacted to replace current statutes, the statute latest in date of enactment prevails.

York Township  
Political Subdivision Name

#23-03-04  
Resolution/Ordinance #

3-30-2023  
Date of approval

Colene Conley  
Chief Executive Officer Printed Name

Colene Conley  
Signature

Richard Monne  
Chief Executive Officer Printed Name

Richard Monne  
Signature

William Pavlick  
Chief Executive Officer Printed Name

William Pavlick  
Signature

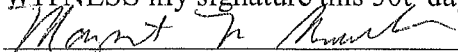
***Please attach a certified copy of the adopted legislation to this signed agreement and return both documents to:***

***MCEMA  
5834 Heatherhedge Drive  
Chippewa Lake, Ohio 44215***

The State of Ohio, Medina County, ss

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

WITNESS my signature this 30<sup>th</sup> day of March 2023



Fiscal Officer of the Board of Trustees of York Township, Medina County, Ohio