

YORK TOWNSHIP

May 25, 2023 Regular Meeting

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

Present:

Trustee Bill Pavlick	Zoning Inspector, Steve Ibos
Trustee Rick Monroe	Cemetery/Town Hall, Theresa Forlini-Petrey
Trustee Colene Conley	Administrative Assistant, Kristy McElroy
Fiscal Officer Peggy Russell	Residents
Chief Jason Creamer	Guest(s)

Chairman Colene Conley called the regular meeting to order at 6:30pm and stated the meeting is being recorded for transcription purposes only. The Pledge of Allegiance was done at the Special Meeting prior to the Regular Meeting.

Approval of Minutes

Approval of Minutes – Regular Meeting April 27, 2023; Special Meeting, Personnel May 3, 2023; and Special Meeting, Employment May 17, 2023 **moved by Trustee Pavlick, second by Trustee Monroe.** Roll: Pavlick, yes; Monroe, yes; Conley, yes.

INVITED GUEST – Brandstetter Carroll Inc.

Nancy Nozik and Eric Chambers attended the meeting representing Brandstetter Carroll, an Architecture Firm whose main market served is Public Safety Facilities. They have been working with the Fire Department over the past few months on a study of the fire department facility and operations, including the current station along with current and future needs as a department. Nancy presented a slide show (attached) detailing a draft executive summary of their recommendations to meet future needs for the fire station. The overall full project projected cost is \$11,335,500 to allow the space the fire department needs now and for the anticipated growth of the department.

FIRE DEPARTMENT – Chief Jason Creamer

Operations/Alarm Report

- 38 incidents since the last Trustees meeting (attached).
- Mutual aid given six times and received twice.
- Year to date incidents 170
- Staffing crews have been busy completing annual hydrant inspections this month and have completed all 318 hydrants. This includes checking the operation of the hydrant, greasing/oiling the threads, and ensuring it is cleared of vegetation for visibility and operation. Will go out in August to clear weeds/vegetation again.

Administration

- Fire station replacement study presented by Brandstetter Carroll.
- Request acceptance of Hope Sawyer’s resignation due to some schedule changes and does not feel she is able to meet the needs of the fire department as well as she wanted to.
- **MOTION** to accept the resignation of Hope Sawyer **moved by Trustee Monroe, second by Trustee Pavlick.** Roll: Monroe, yes; Pavlick, yes; Conley, yes.
- Recommend hiring Matthew Hawthorne who is a 36hr Firefighter who moved to the area from Athens County where he was involved with the volunteer department. He is

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onboard to get his EMT and Firefighter level 1 training. All paperwork has been completed.

- **MOTION** to hire Matthew Hawthorne as Firefighter/EMT **moved by Trustee Monroe, second by Trustee Pavlick.** Roll: Monroe, yes; Pavlick, yes; Conley, yes.
- Recommend hiring Christian Vunderink who is has completed Firefighter level 1, is taking level 2 now and is scheduled to start EMT in July. All paperwork has been completed.
- **MOTION** to hire Christian Vunderink as Firefighter/EMT **moved by Trustee Monroe, second by Trustee Pavlick.** Roll: Monroe, yes; Pavlick, yes; Conley, yes.
- Request approval of \$1,661 for uniform t-shirts and a huge thank you to Capt. Sparks who has worked diligently to update our uniforms that were several years behind.
- **MOTION** to approve \$1,661 to purchase uniform t-shirts from Levinson's **moved by Trustee Monroe, second by Trustee Pavlick.** Roll: Monroe, yes; Pavlick, yes; Conley, yes.
- Recommendation to not renew the Fire Department's \$8,800 service with Lighthouse Solutions at this time. Trustee Monroe stated that there has been some misunderstanding with the Quote for Service and Contract, so a time to sit down with them needs to be scheduled. Chief Creamer and Trustee Conley will arrange a time to meet with them.

Fleet/ Station/ Maintenance

- **MOTION** to approve \$5,300 for new tires from Harrison Fleet for engine 51, the NFPA standard is 7-year replacement due to call volume we do ours at 10, **moved by Trustee Monroe, second by Trustee Pavlick.** Roll: Monroe, yes; Pavlick, yes; Conley, yes.
- **MOTION** to approve \$3,000 for annual preventative maintenance and pump testing of Engine 51 **moved by Trustee Pavlick, second by Trustee Monroe.** Roll: Pavlick, yes; Monroe, yes; Conley, yes.
- **MOTION** to approve \$3,000 for annual preventative maintenance and pump testing of Tanker 52 **moved by Trustee Pavlick, second by Trustee Monroe.** Roll: Pavlick, yes; Monroe, yes; Conley, yes.
- New Utility 56-1 had a set back with the truck cap, but we've gotten a quote and are moving forward on outfitting the truck with emergency equipment. Halls Public Safety will be installing everything for \$14,742.90. This was the biggest expected piece of the \$20,000 approved for placing the truck in service.
- Request approval of \$3,295.35 for installation of a backup camera and traffic control arrow on Engine 51-1 by Halls Public Safety **moved by Trustee Monroe, second by Trustee Pavlick.** Roll: Monroe, yes; Pavlick, yes; Conley, yes.
- **MOTION** to approve tuition of \$1,750 for AJ Holliday Firefighter Level 2 class at MCJVS **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 fire hydrants, ladders, vital signs, and EMS scenarios.

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Good of the Order

- This week is national Emergency Medical Services week, a big thank you to all the dedicated members of the department. We celebrated this past Monday with a Cookout sponsored by the Chiefs.

Counts

Week Ending	4/30/23	5/7/23	5/14/23	5/21/23	5/28/23	Total
(13) Mobile property (vehicle) fire	1					1
(16) Special outside fire			1			1
(32) Emergency medical service (EMS) incident	3	4	10	4	3	24
(55) Public service assistance	1	1	2	2		6
(61) Dispatched and canceled en route				1		1
(62) Wrong location, no emergency found			1	1		2
(73) System or detector malfunction		1				1
(74) Unintentional system/detector operation (no fire)	1			1		2
Total	6	6	14	9	3	38

ZONING – Stephan Ibos, Zoning Inspector

Cemetery

- Lewis Land
 - Need to get together with Trustee Monroe and Theresa to discuss mapping for a new section and get back with Lewis Land.
 - Will follow up to discuss the current contract and potential completion date.

Permitting

- Numbers currently to date:
 - **30 permits issued**
 - 9 permits outstanding
 - 3 new ponds
 - 1 lot split/combine on Norwalk
 - 1 lot split on Columbia w/ frontage on Water St. (driveways would be on south side of Water)
 - 1 pool
 - 1 new home
 - 2 accessory buildings
- Woodside Preserve Abbeyville Road
 - Meeting with Jim O’Connor from Pulte next week to discuss open items (drainage and storm water)
- Emerald Run Extension – if no questions the plat is ready to be signed off on by Trustees, these are meeting all requirements of R-1 district homes

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Training

- Valley City hosting training like what was hosted here by County Prosecutor Group for anyone interested in attending, must register by June 5, let Steve know if interested

BZA

- Working with property on Erhart Road for multifunction conditional use of the land for outdoor activities, petting zoo, and bed and breakfast; awaiting application.
- Working on a request for a lot split on Wolff Road for 15' shortage on meeting the 250' required ROW; awaiting application.

Zoning Commission

- New Comprehensive Plan
 - A meeting took place in April with George Smerigan to discuss proposed changes from the Zoning Board as well as reviewing updated statistics.
 - Next meeting will be in July with George, in the interim he will be meeting with County Engineering to get feedback on possible additions/changes to the York Comprehensive plan, as well as compiling draft version. Looking to keep the Township rural, not looking at any changes regarding additional developments or smaller lot requirements.
 - A meeting will be set up in August/September with BZA and the Trustees for recommendations and feedback prior to releasing the final draft version that will be shared with Residents.

Code Enforcement

- Violations/Issues since 1/1/2022 – 124
 - Being worked – 43
 - Open – 6
 - Resolved/Closed – 4 (April/May)
 - W/Prosecutor – 2
 - Reopened – 0
 - Miles Driven – 286 April / 36 May

Maintenance Program

- Paul started the beginning of May and has been a large contributor to the team since day one, we talk often to sync up on projects for the day/week – Thank You
- Office and maintenance team meeting once a month
- We continue to improve our maintenance tracker, numbers to date:
 - 64 items that we designated as recurring and being tracked as such.
 - 66 items that we have identified as one time needs and are being tracked as such.
 - 27 closed
 - 11 in progress
 - 26 open (lower priority and will be scheduled as time permits)
 - 2 on hold – lower priority/may not be needed
 - Priorities
 - Cemetery – cutting grass, weed eating, footers, burials.
 - Park – park maintenance, lights at the memorial, pavers, grass cutting, tree pruning and weed eating.
 - Townhall – maintenance, cleaning, doors, foundation, airducts, basement

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- Township – road maintenance, zoning, signs and mowing of ROW
- Thanks to the Trustees for providing us with direction and resources to make all the improvements in the past month and upcoming months.

Approvals

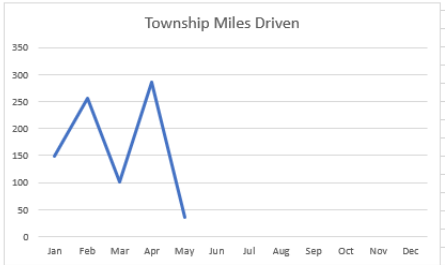
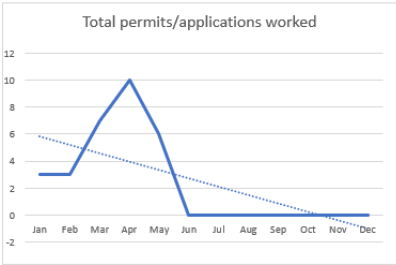
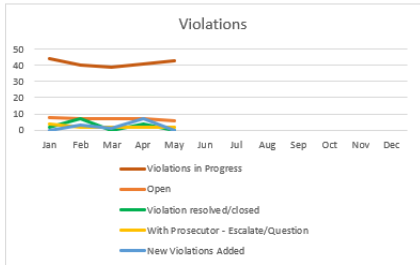
- At the April meeting it was approved to hold a public meeting prior to the start of today's meeting but we did not make the time requirement for advertising. We would like to adjust and hold a meeting on Thursday, June 22, 2023 at 6:30pm with regular Trustee meeting to follow immediately, to approve proposed text addition/changes by the York Township Zoning Commission. These changes are to support no zoning permit required for a structure of 144 square feet or less. Trustees stated that is fine.
- Quote received from Lighthouse Solutions for tablets for the Trustees' use for easier viewing of emails, documents, etc. when not at the office or on a computer. The Microsoft tablets are \$676.82 each and there is a \$135 setup fee for each. Trustees would like to proceed with the purchase of the tablets so Steve will put together the requisition for the purchase.
- **MOTION** to approve \$7,753 quote from Paint Medics for exterior cleaning and repainting of the Town Hall, painting would last around 7 years give or take if maintained and cleaned properly, **moved by Trustee Conley, second by Trustee Pavlick.** Roll: Conley, yes; Pavlick, yes; Monroe, yes.
- We have been doing a lot to maintain and update the website in-house, and direct residents to all the current information available there. We would like to add a Community Resource area with available utilities, local businesses, etc. Trustees approved this addition to the website. We are looking at adding the capability to add a mailing list to gather e-mails for future newsletters, comprehensive plan, and other Township items we need to share. We are also going to research options with Facebook as another way of reaching residents and getting information out.
- Trustees were previously provided with paperwork on hours and work that Theresa has been doing which needs to be discussed. Recommendation to retro-pay at \$15.00/hour for the hours she has put in with Lewis Land for 2023 as a one-time payment, 107 hours for a total of \$1,605.00. Also recommend increasing her Cemetery salary to \$400/month from \$200/month to better compensate for the time she is putting in.
- **MOTION** to make a one-time payment to Theresa Forlini-Petrey at a rate of \$15.00/hour for 107 hours for the work done this year with Lewis Land on the cemetery, **moved by Trustee Pavlick, second by Trustee Monroe.** Roll: Pavlick, yes; Monroe, yes; Conley, yes.
- **MOTION** to raise the monthly Cemetery payrate from \$200/month to \$400/month for Theresa Forlini-Petrey; Trustee Monroe would like to table this to discuss further with Theresa; **moved by Trustee Pavlick, second by Trustee Conley.** Roll: Pavlick, yes; Conley, yes; Monroe, no.

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May Charts:

<i>York Township Violation and Permit Tracker</i>													
ITEMS/MONTH	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Violations in Progress	44	40	39	41	43								0
Open	8	7	7	7	6								0
Violation resolved/closed	2	7	0	4	0								13
With Prosecutor - Escalate/Question	4	2	2	2	2								0
New Violations Added	0	3	1	7	0								11
Township Miles Driven	148	256	101	286	36								827
Lot Permits (split, back. Comb)	0	0	0	0	0								0
Deck Permits/patio cover/Perg.	1	0	1	3	1								6
Accessory Bldg/Solar Panel Permit	0	2	2	2	2								8
Swimming Pools/Ponds	0	0	0	0	2								2
New Home Permit	1	1	2	2	0								6
New Commercial Bldg	0	0	0	0	0								0
Sign Permit	0	0	0	0	0								0
Home Occupation	0	0	0	1	1								2
BZA request	0	0	0	0	0								0
Agricultural Exemptions	0	0	0	2	0								2
Site Plan Reviews	1	0	2	0	0								3
Total permits/applications worked	3	3	7	10	6	0	0	0	0	0	0	0	29

* 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



TRUSTEES

TRUSTEE PAVLICK

- Cemetery – Trustees have discussed the amount of labor that is invested into the cemetery with mowing and weed whacking, it takes 19+ hours per week with the current conventional headstones, would like to make a motion that any more cemetery plots that are sold be permitted flat headstones only. Discussion on what sections this could apply to, and research that needs to be done. Columbarium’s were discussed and could be a possibility in the future as well. Trustees agreed to revisit this discussion next month.
- Zero-turn mower – mulching blades have been purchased from Wellington Implement to prevent grass from being thrown all over headstones as much; hydraulic jack is in stock and would provide ability to complete some of the simple mower maintenance in-house.
- **MOTION** to approve the purchase of the hydraulic jack from Wellington Implement not to exceed \$500 **moved by Trustee Pavlick, second by Trustee Monroe.** Roll: Pavlick, yes; Monroe, yes; Conley, yes.

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- Montville – went with Paul to look over the tractor; Ken Newmeyer who has also been hired will do more training. Ken will do the roadside mowing for Montville first and then York soon after Memorial Day. When ready to bring tractor here, Steve or Paul will follow behind for safety purposes.
- Fiscal Officer Russell stated we have the Road Maintenance and Equipment Agreement which was looked over by OTARMA with no additions or concerns. Trustee Pavlick stated that it is at Montville now, then when we have it back the Trustees will finish signing off on it. Trustee Pavlick stated we will also look into gravity tanks or other fuel storage tanks for the tractor.

TRUSTEE CONLEY

- Town Hall doors – Bent Nail has completed the refinishing and re-installation of the front doors, they look great.
- Thanked Steve for the tablet information, they will be helpful.
- Thanked other Trustees for approval to wash and paint the Town Hall.
- HB23 – was passed and increased the current limit for construction and reconstruction from \$15,000/mile to \$35,000/mile that goes into effect July 1st, 2023.
- Haury Rd. – was milled and the work is done, Trustee Monroe is not happy with the final outcome and we need to look at how to fix it. Looking at options for Water St., close since there are no houses down there and add a cul-de-sac or options for repairing if there are possibility of driveways from a lot split. Trustee Monroe will contact Greg Dobson to discuss options for Haury first, then move to Water/Lampson. He will work with Angie Sullivan from Medina County Highway Engineer on these as well as ask on the rest of Wolff Rd. paving for next year.
- **MOTION** to approve Schaefer Plumbing to install new waterlines and 2 spigots on sides of Town Hall not to exceed \$1,000 **moved by Trustee Conley, second by Trustee Pavlick.** Roll: Conley, yes; Pavlick, yes; Monroe, yes.
- Mulch – there is enough right now so we can turn it over to freshen up but may need some at the cemetery. Steve will get an estimate to add playground mulch.
- Perineal plants – great idea from Theresa for in the future at the Town Hall. Thanked Theresa for picking up planters, and Richardson Farms for putting them together.
- Thanked Paul and Steve for ordering and placing the Duck Crossing signs on Wolff.
- Daintree Lane – plows damaged a curb near the corner of Marks and Daintree over the winter; Perrin Asphalt can send a crew to repair with concrete.
- **MOTION** to approve Perrin Asphalt for \$4,850 for curb repair on Daintree Lane pending county approval **moved by Trustee Conley, second by Trustee Pavlick.** Roll: Conley, yes; Pavlick, yes; Monroe, yes.

TRUSTEE MONROE

- 6635 Norwalk – the house cannot be burned for Fire Department training per the EPA due to everything that would have to be removed which would be cost-prohibitive, it will have to be torn down.

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- TIF Agreement – (Taxation of Incremental Funding) we don't have one but Ohio Department of Commerce shows that we do so it may be listed for the wrong York Township. Has not been able to reach anyone at ODOC, Trustee Conley has a contact and will reach out to them.
- Certified Pest Control will be out Friday, May 26th to spray for bees and ants, will hold off on mouse traps in the Town Hall for now.
- Animal Crossing signs – we do not need to put anymore signs up for this.
- Chatham Township Fiscal Officer called looking for contact information for who we used to demo the old school as they have a school to demo.
- Cemetery – last month concerns were brought up about vehicles in there after dark, the Sheriff was called the next time and found a woman parked at the back with dogs in the vehicle, possibly homeless, she was told to leave.
- Treasurer's office – has fix-it loans available for low income homeowner repairs, information can be found on Medina County website under Treasurer Department.
- EMA agreement – spoke with someone about the agreement, after looking it over yesterday and discussing with our EMA director it is workable but Trustees have some reservation on signing it at this time.
- Branch and Stone – met with Melway Paving, County Highway Engineers, and the railroad company, paving will take place mid-July and last about 2 weeks. The railroad will supply flaggers for 2 days for Branch. Trustee Pavlick asked about the culverts that need to be replaced prior to paving, no timeline but Trustee Monroe is working on it.
- Spieth closure – the county is doing ditching work and will have Spieth closed just east of Columbia from May 30-June 9. The section they are working on will be completely closed to all traffic during the hours of 7:00am-3:30pm during working days.

FISCAL OFFICER

MOTION to approve Financial Reports for April 2023 including Appropriation Status, Revenue Status & Summary, Fund Status & Summary and Bank Reconciliation, Appropriation Supplemental, Payroll, Bills/invoices, PO's, BC's as submitted for May 2023; **moved by Trustee Pavlick, second by Trustee Monroe.** Roll: Pavlick, yes; Monroe, yes; Conley, yes.

MOTION to Approve Resident Write-Off's per Life Force recommendation to write off the following resident accounts – ##CIMMON - \$80.00; #CRUJEN - \$83.59; #KOSJAC - \$100.00; Total 263.59; **moved by Trustee Monroe, second by Trustee Pavlick.** Roll: Monroe, yes; Pavlick, yes; Conley, yes.

6635 Norwalk Road – on March 30, 2023 a motion was made to approve \$25,000 for purchase of property located at 6635 Norwalk Road, and pay back taxes on property of \$3,201.10. The prosecutor suggested appropriating an additional amount for title search. American Certified Title will handle all the paperwork and payments for the township to the tax agency, seller, and title fees.

MOTION to approve American Certified Title to perform title search, pay back property taxes and seller/granter an amount not to exceed \$32,500 for 6635 Norwalk Road, Medina OH 44256,

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moved by Trustee Monroe, second by Trustee Pavlick. Roll: Monroe, yes; Pavlick, yes; Conley, yes.

Sewage System 12-month inspection was completed on May 12, 2023, by the Medina County Health Department. The small flow mounded leaching system is operational.

Recapping visit from Kelly with KLM Risk Management. She recommended areas where the township could reduce risk for legal purposes including putting together a Township Employee Policy Manual. Kristy took the Township Policy class through OTA to help guide us through creating a handbook. The class suggested documents that every township should have in place, many of which are available in purchasing the Ohio Township Personnel Management Sourcebook, as well as viewing nearby townships policies.

Zach Thacker (former maintenance) turned in keys and last hours worked in 2022. When paid, OPERS fined the Township a total of \$4.84 for late fees and penalties for remittance submitted more than 30 days after earned. Zach gave Trustee Monroe a verbal resignation.

MOTION to accept verbal resignation of Zach Thacker and approve \$4.84 in OPERS late fees submitted, **moved by Trustee Monroe, second by Trustee Conley.** Roll: Monroe, yes; Conley, yes; Pavlick, yes.

PUBLIC COMMENT

Norm Hinman

- Why isn't the land behind the Salt Barn getting mowed? Trustee Conley said we are getting there and need to get the tractor here.
- Any update on the traffic lights and traffic backing up at 18 and 252? Trustee Monroe has tried many times to get this taken care of but is not getting anywhere.
- Deer in the area are overpopulated and need to be controlled.

Ken Barco

- The cemetery looks beautiful.
- Berm behind Wellington Implement on Stone washes out and needs to be fixed. Trustee Monroe stated we have several spots that need attention including berming and paving; need to get addresses from Trustees for all areas that need attention.
- The definition of "resident" for Cemetery and Town Hall needs to be looked at to better interpret who a resident is. Concerns of wording and those that put property/land into Trusts or LLC's, etc. Steve offered to look into this.

Terry Gershbacher

- Where is the road closure on Spieth? The county is closing it east of the roundabout from addresses 6519 to 6287.
- Where are the grindings from paving of Branch and Stone going to be put? Trustee Monroe said the grindings will come back here to the township.

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MOTION to Adjourn at 8:38pm moved by Trustee Monroe, second by Trustee Pavlick.
Roll: Monroe, yes; Pavlick, yes; Conley, yes.

Trustee Colene Conley, Chairman

Margaret Russell, Fiscal Officer

Upcoming Trustee Meetings:

Regular Meeting – Thu, June 22, 2023 at 6:30pm

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

CORRESPONDANCE

- None

Payment Listing

5/1/2023 to 5/31/2023

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
203-2023	05/08/2023	05/08/2023	CH	Lorain-Medina Rural Electric Coop, Inc.	\$8.10	O
204-2023	05/08/2023	05/08/2023	CH	Verizon Wireless	\$325.44	O
205-2023	05/08/2023	05/08/2023	CH	Medina Co. Sanitary Engineer	\$32.70	O
206-2023	05/15/2023	05/09/2023	EP	Travis Auth	\$694.55	O
207-2023	05/15/2023	05/09/2023	EP	Kenneth Barrett	\$1,260.60	O
208-2023	05/15/2023	05/09/2023	EP	Patrick K Barrett	\$1,875.63	O
209-2023	05/15/2023	05/09/2023	EP	Matthew M Behner	\$853.51	O
210-2023	05/15/2023	05/09/2023	EP	Gary Bromley	\$497.01	O
211-2023	05/15/2023	05/09/2023	EP	Alex A Colon	\$37.82	O
212-2023	05/15/2023	05/09/2023	EP	Colene S Conley	\$1,034.58	O
213-2023	05/15/2023	05/09/2023	EP	Jason D Creamer	\$1,961.45	O
214-2023	05/15/2023	05/09/2023	EP	John Dean Creamer	\$90.07	O
215-2023	05/15/2023	05/09/2023	EP	Floyd E Echle	\$314.62	O
216-2023	05/15/2023	05/09/2023	EP	Ronald Michael Eckart	\$721.17	O
217-2023	05/15/2023	05/09/2023	EP	Alexander Elioff	\$292.76	O
218-2023	05/15/2023	05/09/2023	EP	Theresa Forlini-Petrey	\$485.36	O
219-2023	05/15/2023	05/09/2023	EP	Philip N Geneaux	\$657.25	O
220-2023	05/15/2023	05/09/2023	EP	Dylan J Glavasevic	\$1,919.72	O
221-2023	05/15/2023	05/09/2023	EP	Adrienne J. Holliday	\$610.46	O
222-2023	05/15/2023	05/09/2023	EP	Stephan Ibos	\$2,076.73	O
223-2023	05/15/2023	05/09/2023	EP	Mary E Lenarth	\$396.44	O
224-2023	05/15/2023	05/09/2023	EP	Tal Lewis	\$607.14	O
225-2023	05/15/2023	05/09/2023	EP	Zachary Lohr	\$1,569.33	O
226-2023	05/15/2023	05/09/2023	EP	Amanda Mason	\$1,224.19	O
227-2023	05/15/2023	05/09/2023	EP	Kristyne McElroy	\$1,222.63	O
228-2023	05/15/2023	05/09/2023	EP	Nicholas A Mehalic	\$675.38	O
229-2023	05/15/2023	05/09/2023	EP	Richard M Monroe	\$1,033.50	O
230-2023	05/15/2023	05/09/2023	EP	William Edward Pavlick	\$1,061.00	O
231-2023	05/15/2023	05/09/2023	EP	Alan Pratt	\$2.74	O
232-2023	05/15/2023	05/09/2023	EP	David Rodriguez	\$91.59	O
233-2023	05/15/2023	05/09/2023	EP	Margaret M Russell	\$1,662.39	O
234-2023	05/15/2023	05/09/2023	EP	Hope E Sawyer	\$357.97	O
235-2023	05/15/2023	05/09/2023	EP	Dean Smith	\$1,723.75	O
236-2023	05/15/2023	05/09/2023	EP	Daniel C Sparks	\$1,790.85	O
237-2023	05/15/2023	05/09/2023	EP	Kevin J Swantek	\$75.34	O
238-2023	05/15/2023	05/09/2023	EP	Edward S Szoke	\$1,208.11	O
239-2023	05/15/2023	05/09/2023	EP	Patrick J Villeneuve	\$221.95	O
240-2023	05/15/2023	05/09/2023	EP	Jesse R Yount	\$1,396.37	O
241-2023	05/15/2023	05/09/2023	EP	Gregory Zuehlke	\$2,722.91	O
243-2023	05/15/2023	05/09/2023	EW	Internal Revenue Service	\$7,688.35	O
244-2023	05/13/2023	05/13/2023	CH	Columbia Gas	\$159.85	O
245-2023	05/08/2023	05/13/2023	CH	Westfield Bank	\$75.00	O
246-2023	05/22/2023	05/22/2023	CH	WEX Bank	\$898.79	O
247-2023	05/22/2023	05/22/2023	CH	Ohio Edison Co.	\$1,743.75	O
248-2023	05/22/2023	05/22/2023	CH	Columbia Gas	\$66.09	O
249-2023	05/22/2023	05/22/2023	CH	Ohio Public Employees Retirement System	\$4.84	O

Payment Listing

5/1/2023 to 5/31/2023

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
250-2023	05/25/2023	05/24/2023	CH	Armstrong	\$278.90	O
21593	05/25/2023	05/23/2023	AW	Huntington National Bank	\$3,596.00	O
21594	05/25/2023	05/23/2023	RW	Linda Doren	\$200.00	O
21595	05/25/2023	05/23/2023	RW	Theresa Forlini-Petrey	\$200.00	O
21596	05/25/2023	05/23/2023	AW	Amazon Capital Services, INC	\$248.27	O
21597	05/25/2023	05/23/2023	AW	Anthem Life	\$20.64	O
21598	05/25/2023	05/23/2023	AW	Atlantic Emergency Solutions	\$3,662.56	O
21599	05/25/2023	05/23/2023	AW	Breathing Air Systems	\$825.30	O
21600	05/25/2023	05/23/2023	AW	Emery Gal	\$1,124.40	O
21601	05/25/2023	05/23/2023	AW	Fire Force, Inc.	\$528.19	O
21602	05/25/2023	05/23/2023	AW	Harrison Fleet Tire Service, Inc.	\$5,155.70	O
21603	05/25/2023	05/23/2023	AW	Herrmann Excavating LLC	\$550.00	O
21604	05/25/2023	05/23/2023	AW	Kiefer Equipment Co.	\$105.98	O
21605	05/25/2023	05/23/2023	AW	Life Force Management, Inc.	\$450.07	O
21606	05/25/2023	05/23/2023	AW	Medina Co. Engineer	\$154.20	O
21607	05/25/2023	05/23/2023	AW	Medina Co. Recorder	\$20.00	O
21608	05/25/2023	05/23/2023	AW	Medina Co Township Association	\$600.00	O
21609	05/25/2023	05/23/2023	AW	Municipal Emergency Services, INC	\$162.68	O
21610	05/25/2023	05/23/2023	AW	Ohio Insurance Services Agency, INC.	\$7,939.02	O
21611	05/25/2023	05/23/2023	AW	Bureau of Workers Compensation	\$1,276.00	O
21612	05/25/2023	05/23/2023	AW	Ohio Public Entity Consortium	\$4,807.60	O
21613	05/25/2023	05/23/2023	AW	Richardson Farms	\$384.80	O
21614	05/25/2023	05/23/2023	AW	Repro Depot	\$30.20	O
21615	05/25/2023	05/23/2023	AW	Schaefer, Inc. Plumbing, Heating/Cooling	\$100.00	O
21616	05/25/2023	05/23/2023	AW	Sherman & Sons Lawn Care LLC	\$985.00	O
21617	05/25/2023	05/23/2023	AW	Snider Recreation Inc.	\$412.00	O
21618	05/25/2023	05/23/2023	AW	Wellington Implement Co.	\$432.26	O
21619	05/25/2023	05/24/2023	AW	Amazon Capital Services, INC	\$238.99	O
Total Payments:					\$79,918.54	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$79,918.54	

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.

FIRE STATION FEASIBILITY STUDY EXECUTIVE SUMMARY

York Township Fire Station



May 25, 2023



EXECUTIVE SUMMARY



Facility & Site Assessment

8,120sf building shared with Township offices. Overall good condition, lack of adequate space for Fire Department.

Facility Space Needs

21,800sf building
2.4-acre site

Site Analysis

Recommended site: West of existing station

Conceptual Planning

Site Plan and Floor Plan Layouts

Recommendations

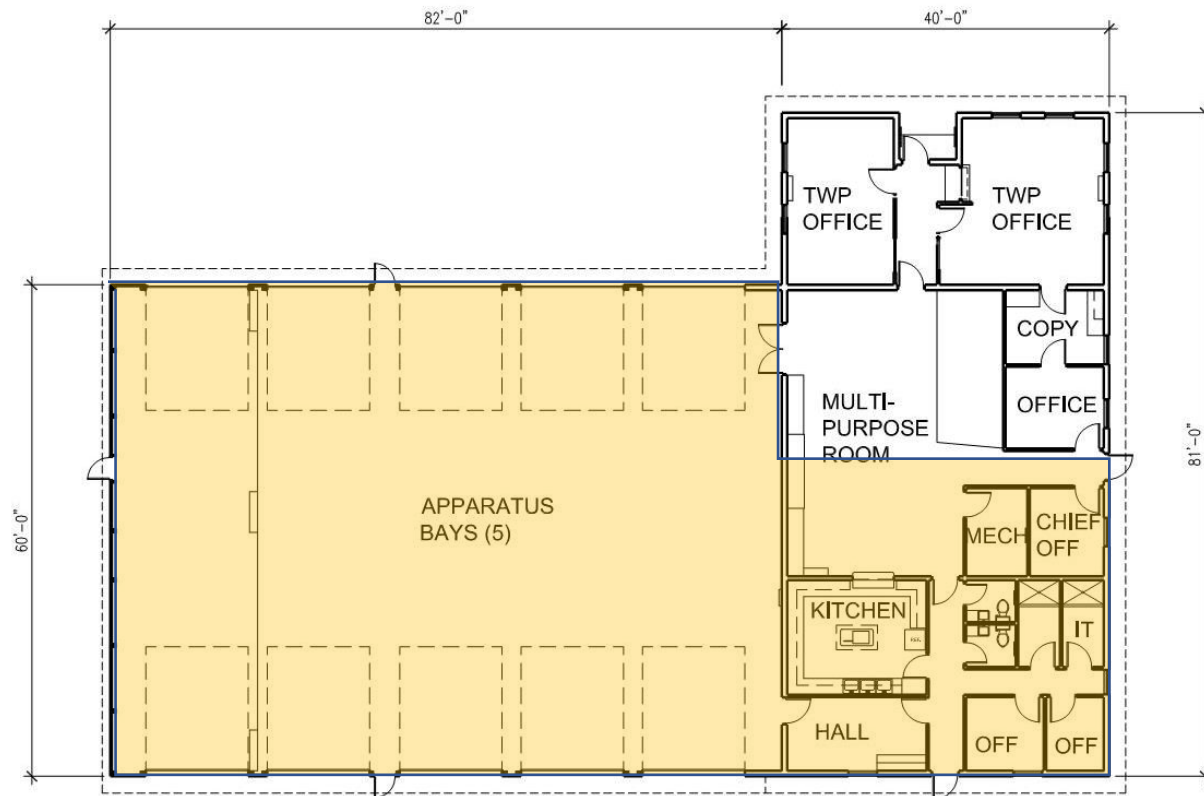
New Facility
\$11,335,500

To meet current and future needs of the York Township Fire Department, a new 21,800sf Fire Station is recommended on the site west of the existing Fire Station with an anticipated project cost of \$11,335,500.

FACILITY ASSESSMENT

8,120 sf total

6,500 used by Fire Dept



EXISTING FLOOR PLAN



FACILITY ASSESSMENT



Generally good condition.

Minor issues with site and building.

Lack of adequate space.

Shared space with Township.

No gear storage isolation/ventilation.

FACILITY SPACE NEEDS

Common Areas

Public Vestibule
Triage Room
Classroom/Training Room for 40
Public Restrooms

Fire Station

Administration: 4 offices, records, supplies
Station Support:
 Kitchen/Dining
 Day Room
 Study/Library/Media Room
 Bunk Rooms (5)
 Showers/Restrooms/Locker Rooms

Apparatus Bays: 6 at 18'x80'
Gear Storage
Decon, Work Room, SCBA, Gear Wash
Training Tower

Building Support

Mechanical, Electrical, IT, Radio, Storage



Site Development

Front apron

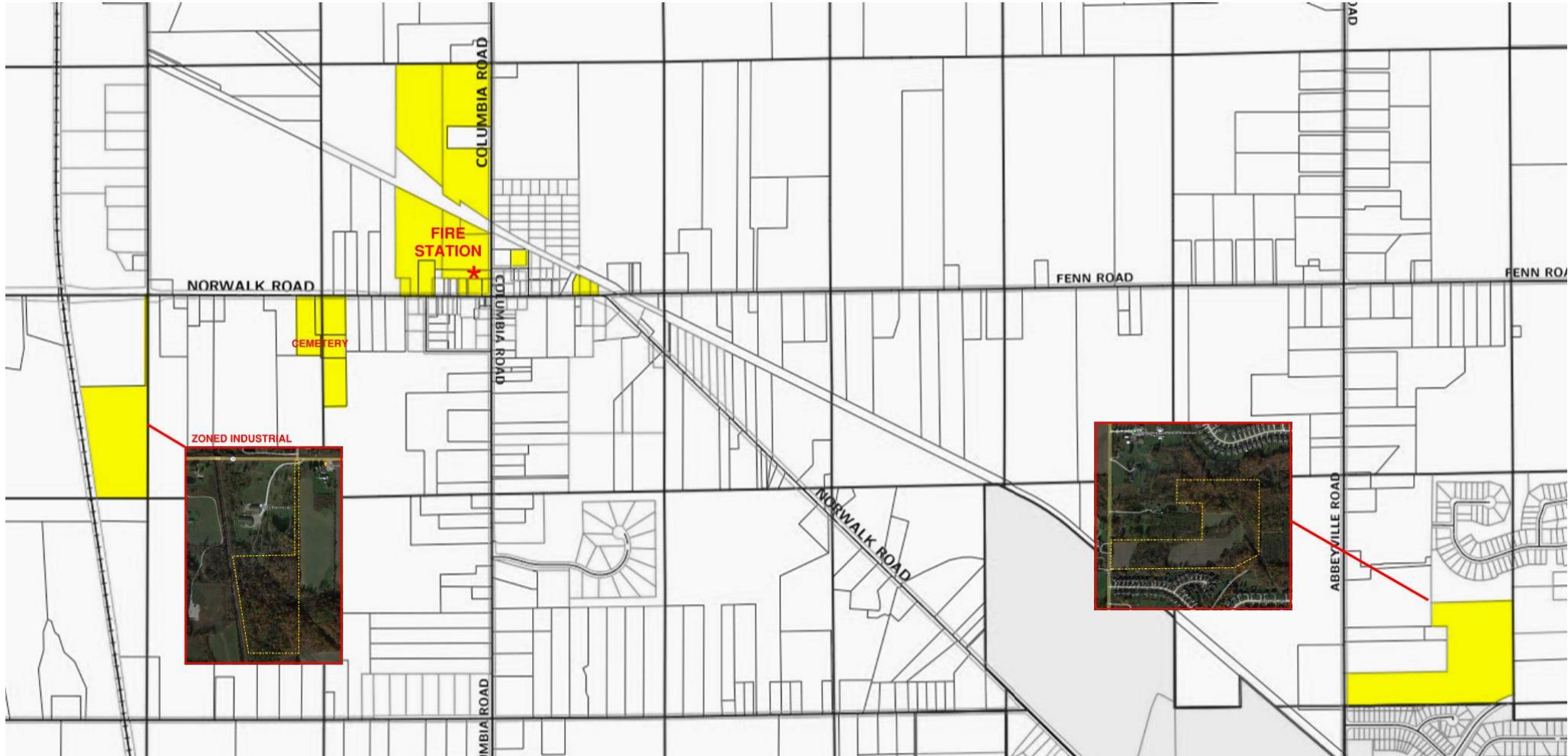
Access to rear bays

Public parking: 12 spaces

Fire Dept parking: 9 spaces

Access to Salt Barn

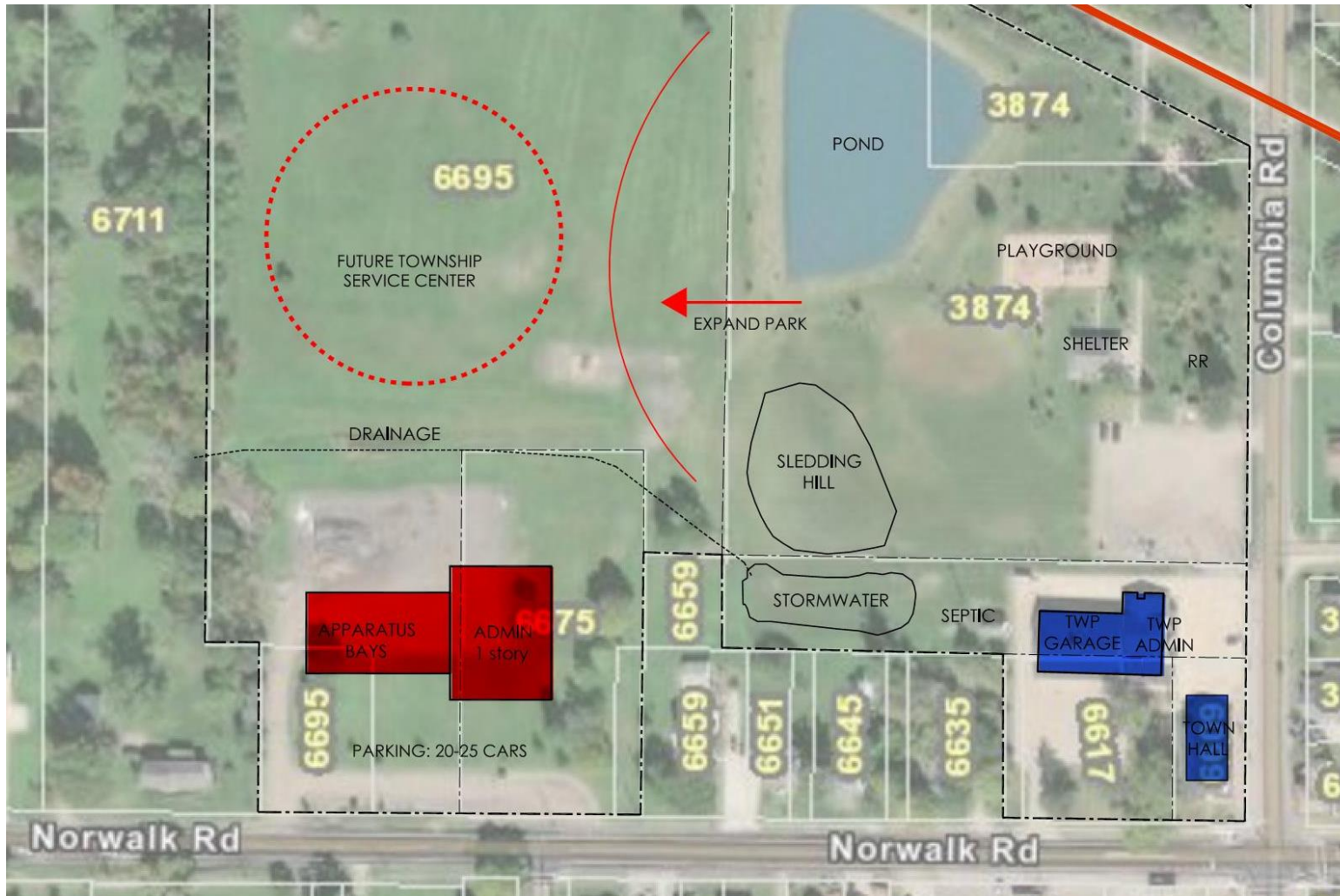
SITE ANALYSIS



TOWNSHIP-OWNED LAND



SITE ANALYSIS

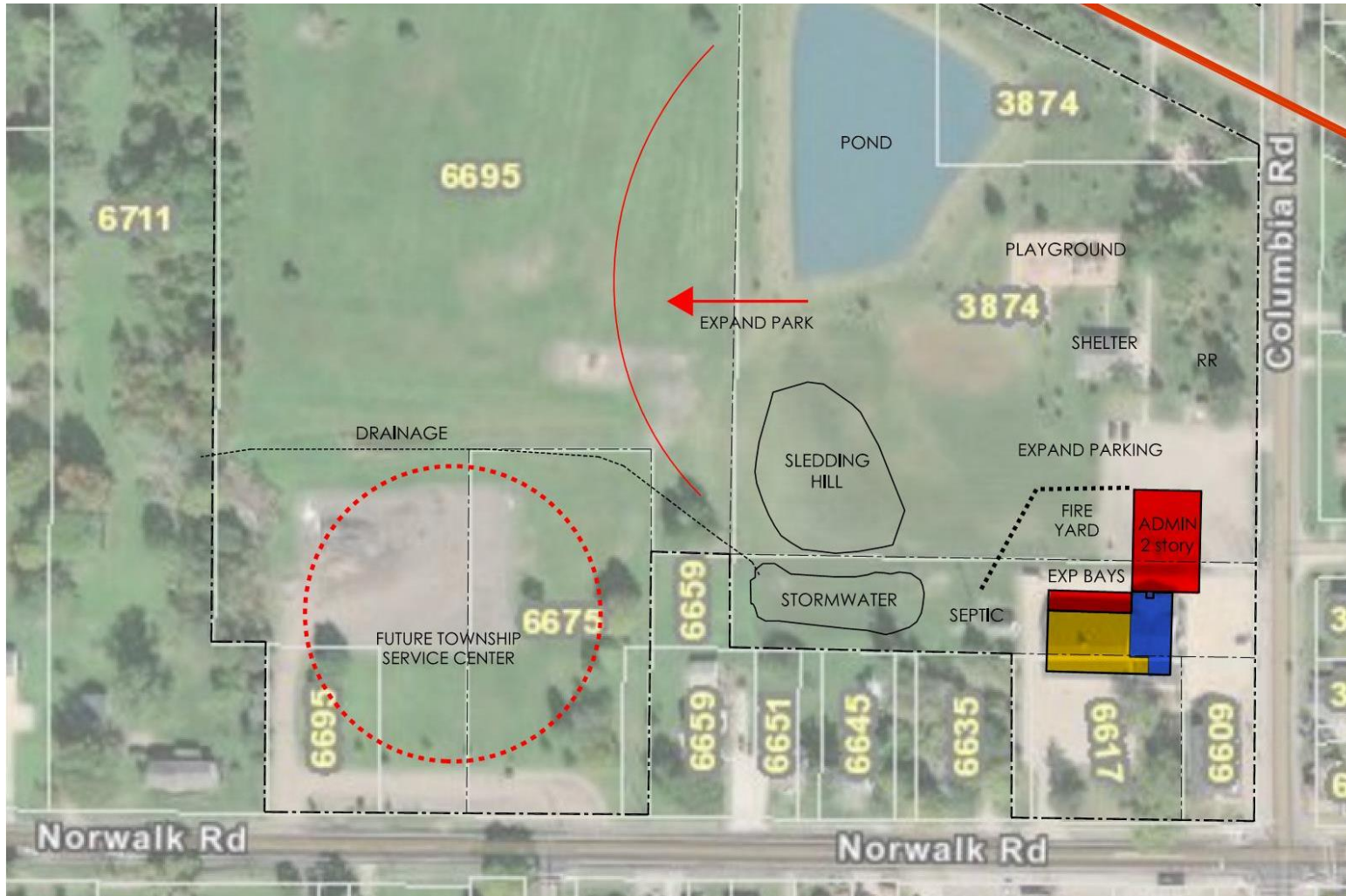


- New facility to the west.
- Access off Norwalk Road.
- Maintain Salt Barn access.
- Future Township Service.
- Existing Fire Station used for Township Offices and Garage.

SITE CONCEPT 1



SITE ANALYSIS



- Expand existing facility.
- Encroach on Park.
- Difficult bay access.
- Need 2-story footprint.
- Limited parking.

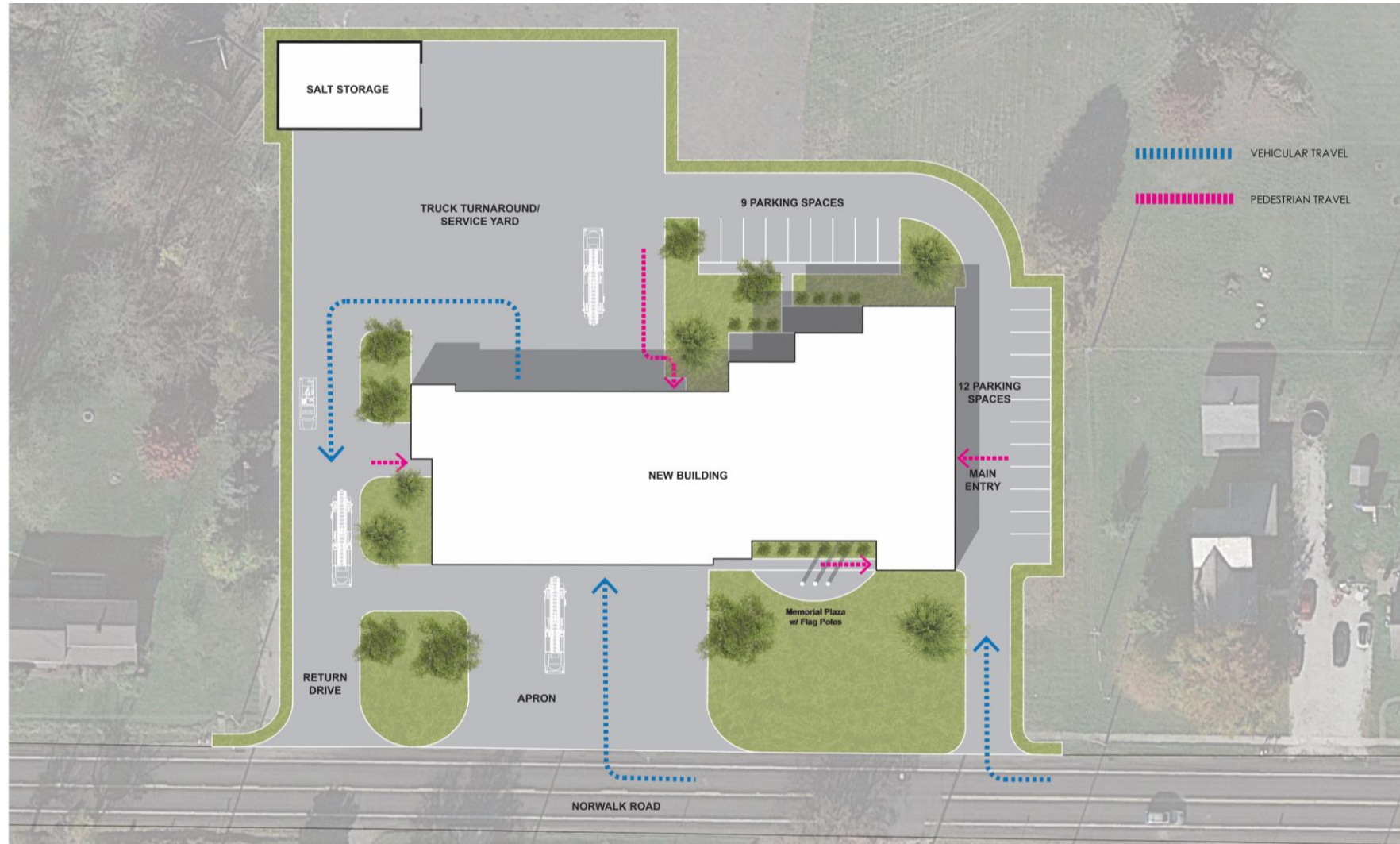
SITE CONCEPT 2



CONCEPTUAL PLANNING



CONCEPTUAL PLANNING

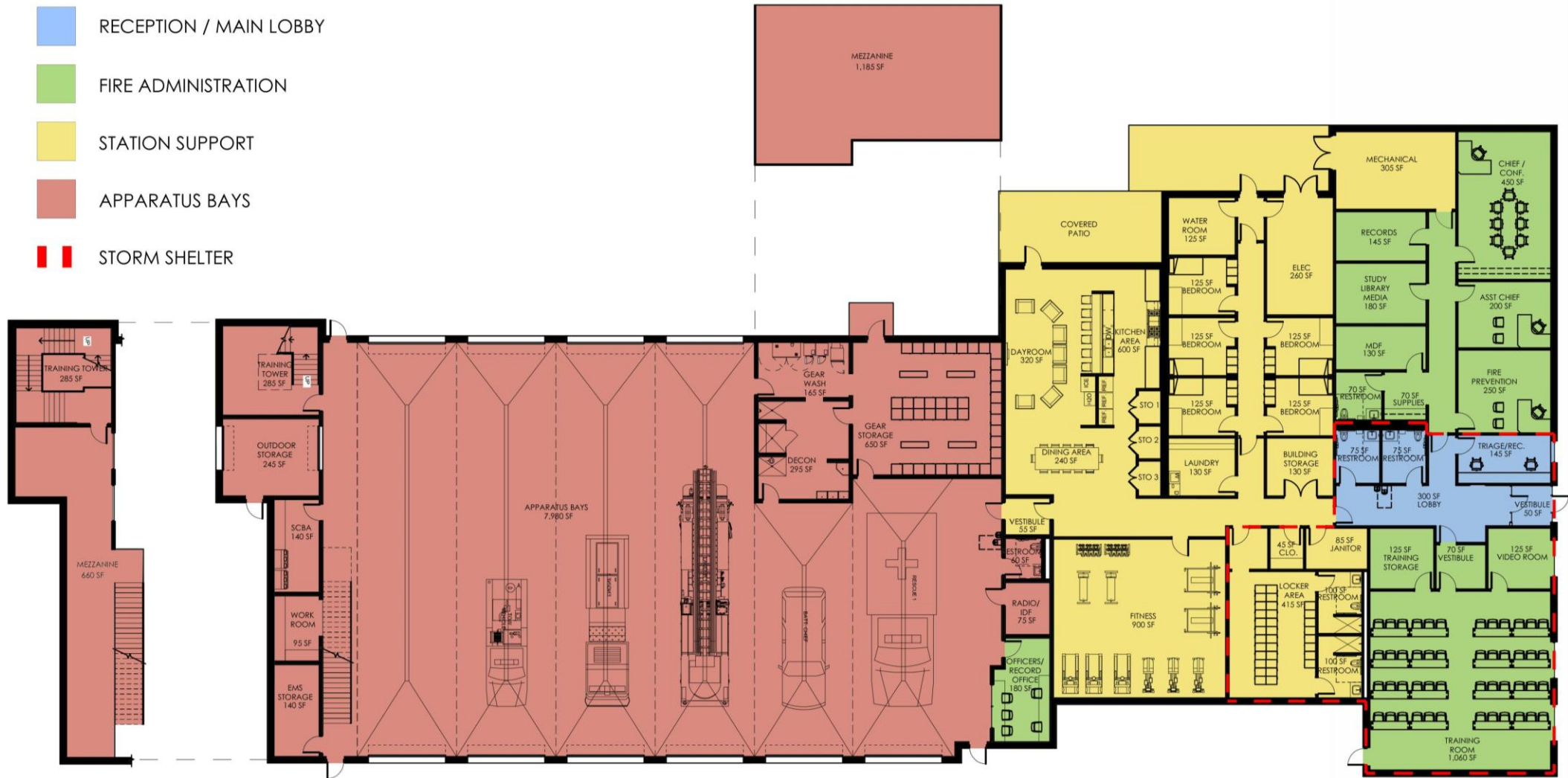


CONCEPTUAL SITE PLAN



CONCEPTUAL PLANNING

- RECEPTION / MAIN LOBBY
- FIRE ADMINISTRATION
- STATION SUPPORT
- APPARATUS BAYS
- STORM SHELTER



CONCEPTUAL FLOOR PLAN



ANTICIPATED PROJECT COST



Building Construction:	\$8,925,000
Contingency/Soft Costs:	\$1,338,750
Furniture, Fixtures, Equipment Market Conditions Allowance 10%	
Owner Costs:	\$1,071,750
Plan Review Fees Commissioning Administrative/Legal/Design Fees Utility connection fees Special Inspections	
TOTAL	\$11,335,500

WHY?



Meet both current and future needs of the Fire Department.

Township can utilize the existing building at no cost.

Cost of office space if new: \$525,000

1,500 sf @ \$350/sf

Cost of new Township Service Garage: \$1,500,000

5 bays, 5,000 sf @ \$300/sf

TOTAL \$2,025,000

NEXT STEPS

1

Decision to place Levy on the ballot.

When?

Dates for Trustee reading/approval

2

Community Input

- Stakeholder meeting with Community Group
- October 14, 2023 Fundraiser