

# YORK TOWNSHIP

June 27, 2024

Trustees – Chairman Richard Monroe, Todd Zieja, and Christopher Kosman  
Fiscal Officer Margaret (Peggy) Russell

## Present:

Trustee Rick Monroe

Trustee Chris Kosman

Fiscal Officer Peggy Russell

Chief Jason Creamer

Zoning Inspector/Twp Administrator, Steve Ibos

Cemetery/Town Hall, Theresa Forlini-Petrey

Residents

## Absent:

Trustee Todd Zieja

Chairman Rick Monroe called the meeting to order at 7:00pm and led the pledge of allegiance. Trustee Monroe stated the meeting is being recorded for transcription purposes only.

## Approval of Minutes

- **MOTION** to approve Regular Meeting May 23, 2024 minutes, **moved by Trustee Kosman, second by Trustee Monroe.** Roll: Kosman, yes; Monroe.
- **MOTION** to approve Public Hearing, Comprehensive Plan Update and Special Meeting June 6, 2024 minutes, **moved by Trustee Kosman, second by Trustee Monroe.** Roll: Kosman, yes; Monroe, yes.

## FIRE DEPARTMENT – Chief Jason Creamer

- Trustee Kosman and Chief Creamer interviewed 2 excellent candidates for the position of Assistant Chief. Both candidates offer impressive skill sets and are an asset to the Fire Department. It was a difficult decision.
- **RESOLUTION 24-06-03** Recommend Patrick Barrett be promoted to the rank of Assistant Chief effective July 1st, 2024, **moved by Trustee Kosman, second by Trustee Monroe.** Roll: Kosman, yes; Monroe, yes.
- Approval to provide mutual aid to the Life Support Team for EMS at the Medina County Fair, assisting to cover special events on Monday 7/29, Wednesday 7/31, and Friday 8/2. Our first priority will be to ensure we have coverage for the township before staffing fair events. The last two years the Fair Board passed along a nice donation to the department that more than covered our expenses. Trustees are ok with decision.
- **MOTION** to approve payment of up to \$2,000 to Bricker & Graydon Law Firm, for legal assistance on a voted bond issue for fire station. Moving forward in November is possible but would require a special meeting in the beginning of July; **moved by Trustee Kosman, second by Trustee Monroe.** Roll: Kosman, yes; Monroe, yes
- **MOTION** to approve payment of \$2,084.40 for EMSAR maintenance parts and annual maintenance agreement. This is the service for our cots, stair chairs, and cot power loads; **moved by Trustee Kosman, second by Trustee Monroe.** Roll: Kosman, yes; Monroe, yes.
- **MOTION** to approve payment of up to \$2,000 to TPS for annual preventative maintenance of Medic 2, it's the last truck that needs annual PM; **moved by Trustee Kosman, second by Trustee Monroe.** Roll: Kosman, yes; Monroe, yes.
- **MOTION** to approve to sell our old hydraulic rescue tool set on Gov Deals. This consists of a hydraulic power unit, cutter, spreader and accessory tips, two rams, and two 20-foot

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hoses, **moved by Trustee Kosman, second by Trustee Monroe.** Roll: Kosman, yes; Monroe, yes.

- Approval to participate in the immediately neighboring Fourth of July Parades with one truck (Medina, Lafayette), several members have asked about participating and Township coverage would still be the first priority. Trustees ok with decision.
- Trustee Kosman said with the appointment of Patrick to the Assistant Chief position, removing one Captain position and the Deputy Chief position with Ken's Barrett's retirement, he would like to suggest the following pay rate changes. The reason for this change is Asst. Chief Barrett, Capt. Sparks, and I will make up the "executive" team of the Fire Department, sharing several more responsibilities. With the positions cut this would not affect the budget even if we discuss adding a Lieutenant in the future.
  - Captain:
    - Current Pay: \$24.21/hr
    - Proposed pay: \$25.50/hr
  - Assistant Chief:
    - Current Pay: \$758.80 salary for minimum of 24 hours work
    - Proposed pay: \$29.32/hr
  - Chief:
    - Current Pay: \$1,169.46 salary for minimum of 30 hours work
    - Proposed pay: \$33.72/hr
- **RESOLUTION #24-06-04** to accept proposed payrate changes for Captain, Assistant Chief and Chief as submitted effective July 1, 2024, **moved by Trustee Kosman, second by Trustee Monroe.** Roll: Kosman, yes; Monroe, yes.

### TOWNSHIP ADMINISTRATION – Stephan Ibos, Zoning Inspector/Township Administrator

- TC Energy – has been doing work around the township. They inform neighbors by knocking on their door prior to work, and the township has received many phone calls regarding the work. In the future, TC Energy will inform the township of any work orders so we can be prepared to answer questions.
- Cemetery Deed – We have almost completed the combination of the 4 parcels and the accompanying paperwork. Ohio Real Estate Title is helping with this.
- Enclave – Drafted a letter approving the light for safety purposes at the entrance of the subdivision to be signed by the trustees. Either pole is suitable for installation of the light, which will be paid for by the subdivision.
- Park Sign – two signs have been ordered and pictures distributed with suggested placement of park signs. The third sign for the Gold Star Memorial will be paid for by the Rolling Thunder Ch. 8 organization and placed where the township determines.
- Town Hall – Dave Herrmann originally won the bid to excavate the town hall foundation. Due to health issues, he is not able to perform the work. Two new quotes were solicited from Rim Excavating for \$3,500 and Phil Archer Trucking and Excavating for \$3,825. Due to the ability of Phil Archer Trucking to have the sump pump installed and a

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contractor available to do the electric service at reasonable price, Steve recommends going with Phil.

- **MOTION** to approve Phil Archer Trucking and Excavating for excavation of Town Hall foundation not to exceed \$4,000, **moved by Trustee Kosman, second by Trustee Monroe.** Roll: Kosman, yes; Monroe, yes.
- OTARMA Cyber Audit – went well. Provided Trustees with an outline of some items we need to look at for higher security.

### CEMETERY/TOWN HALL – Theresa Forlini-Petrey

- Columbarium – installed Tuesday, June 25<sup>th</sup>, 2024. Thank you to all who were involved in making this happen.
  - Discussion and approval of Columbarium prices ensued. A regulations/brochure draft designed by Kristy was given for trustees to look over. Prices and rules were discussed. We will finalize and approve at the July meeting.
- Request to open cemetery plots at Mallet Creek. These are marked off on our older maps NOT to sell, plots are blocked off to add a road and grow the cemetery into the adjoining lots. Since the lots are being developed can we open these up for purchase? Trustees agree there will probably not be expansion and we can delete the roads and open the sections up for sale.
- Steve Ibos said he and Theresa will be working on creating a 5- and 10-year plan for the cemetery.
- Branch Road – We have a Monument that has fallen so we are looking into the most cost-effective and best way to fix this monument (photo to be included in Trustee packet) and will be meeting with E-Gal & Midwest on Wednesday.
- Abbeyville – Trustee Kosman said he spoke with a neighboring property owner regarding property lines, will meet with him soon.

### TRUSTEES

#### TRUSTEE KOSMAN

- Worked with Jason to interview FD Assistant chief candidates. Appreciated the ability to get to know some of our excellent, qualified staff in their work capacity.
- Cemetery – been working with Theresa on the Cemetery.

#### TRUSTEE MONROE

- Columbus – Went to the OTA county officers meeting in Columbus. Always get good information relayed here.
- Albright – Park locks are in and being installed. They will be timed to correspond with park hours. Hopefully this will help with the abuse of the bathrooms and cut down on vandalism and mess.
- The snowplow bid advertisement went out and will be in the Gazette July 2 and July 9, 2024. Bid documents are to be opened July 24 at 10 am. Bid awarded at the July meeting.

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- Melway Paving – set to start paving Wolff Road Project in September or October. Will meet with Terry to discuss patching projects around the township.
- Dave Hermann needs to increase prices for graves from \$550 to \$650. Other estimates from contractors are in the area of \$800 to \$1200. We are still getting a good price.

**TRUSTEE ZIEJA - absent**

### FISCAL OFFICER

- **MOTION** to approve Financial Reports for May 2024 including Appropriation Status, Revenue Status & Summary, Fund Status & Summary and Bank Reconciliation. June Appropriation Supplemental, Payroll, bills/invoices, PO's, BC's as submitted; **moved by Trustee Monroe, second by Trustee Kosman.** Roll: Monroe, yes; Kosman, yes.
- **MOTION** to approve payment to Lighthouse Solutions for additional \$4,680 for Microsoft, Cloud Services, and Annual Network Management Fee. Total for Annual Services for Township portion, 6/01/24-5/31/25 is \$8,630.00. Jeff is working on a prorated invoice for the Fire Department based on cancelation of Microsoft services in January of 2025. Bryan provided us with a Master Service Agreement, Response Times and Items general not covered list; **moved by Trustee Kosman, second by Trustee Monroe.** Roll: Kosman, yes; Monroe, yes.
- **MOTION** to approve corrected payment for Video Surveillance Equipment from \$250 to \$410 for misquoted labor costs omitted; **moved by Trustee Monroe, second by Trustee Kosman.** Roll: Monroe, yes; Kosman, yes.
- **RESOLUTION #23-06-05** to approve FY25 Tax Budget as submitted. (Attached) Copies emailed to Trustees June 19, 2024; **moved by Trustee Kosman, second by Trustee Monroe.** Roll: Kosman, yes; Monroe, yes.
- OTARMA – Renewal for Liability and Property Insurance totals \$32,603.29 for Anniversary. This includes an OTARMA Loyalty Discount of \$2,362.71.
- **MOTION** to approve payment for OTARMA Liability and Property Insurance and Faithful Performance Renewal for 2024-2025 for \$32,603.29; **moved by Trustee Kosman, second by Trustee Monroe.** Roll: Kosman, yes; Monroe, yes.

### PUBLIC COMMENT

**Andy Kavc** – Has any decision been made on placement of cemetery bench? No.

**Dave Hull** – Did we hire a part-time maintenance man? Yes.

**Norm Hinman** – How much money was spent tonight by the Fire Department? \$6,084.40.

Why don't we purchase a roadside mowing tractor and store it in a local storage unit, it's ridiculous that it's taken so long to fix the mower. We have the mower and are working our way through the township. Everyone should talk louder.

**Donna Surmitis** – Can we use microphones for meetings so people can hear better? Trustee Monroe said we should revisit the sound system. Dave Hull suggested closed caption capabilities with the new television apparatus.

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**MOTION** to adjourn at 7:58 pm **moved by Trustee Monroe, second by Trustee Kosman.**  
Roll: Monroe, yes; Kosman, yes.

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Trustee Richard Monroe, Chairman

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Margaret Russell, Fiscal Officer

**Upcoming Trustee Meetings:**

Regular Meeting – July 25, 2024 at 7:00pm

Regular Meeting – August 22, 2024 at 7:00pm

**Payment Listing**

June 2024

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
489-2024	06/04/2024	06/04/2024	CH	Verizon Wireless	\$326.60	O
490-2024	06/04/2024	06/04/2024	CH	Treasurer, State of Ohio	\$948.00	O
491-2024	06/06/2024	06/10/2024	CH	Westfield Bank	\$75.00	O
492-2024	06/14/2024	06/10/2024	EP	Tanner Aungst	\$344.71	O
493-2024	06/14/2024	06/10/2024	EP	Patrick K Barrett	\$1,272.25	O
494-2024	06/14/2024	06/10/2024	EP	Matthew M Behner	\$294.97	O
495-2024	06/14/2024	06/10/2024	EP	Gary Bromley	\$750.98	O
496-2024	06/14/2024	06/10/2024	EP	Jason D Creamer	\$1,000.55	O
497-2024	06/14/2024	06/10/2024	EP	John Dean Creamer	\$395.81	O
498-2024	06/14/2024	06/10/2024	EP	Ronald Michael Eckart	\$48.25	O
499-2024	06/14/2024	06/10/2024	EP	Alexander Elioff	\$262.22	O
500-2024	06/14/2024	06/10/2024	EP	Theresa Forlini-Petrey	\$330.54	O
501-2024	06/14/2024	06/10/2024	EP	Philip N Geneaux	\$155.26	O
502-2024	06/14/2024	06/10/2024	EP	Dylan J Glavasevic	\$1,521.11	O
503-2024	06/14/2024	06/10/2024	EP	Matthew K Hawthorne	\$90.19	O
504-2024	06/14/2024	06/10/2024	EP	Brandon Hayner	\$505.60	O
505-2024	06/14/2024	06/10/2024	EP	Adrienne J. Holliday	\$451.86	O
506-2024	06/14/2024	06/10/2024	EP	Stephan Ibos	\$1,028.76	O
507-2024	06/14/2024	06/10/2024	EP	Christopher R Kosman	\$553.31	O
508-2024	06/14/2024	06/10/2024	EP	Jozsef J Lenarth	\$230.14	O
509-2024	06/14/2024	06/10/2024	EP	Mary E Lenarth	\$198.23	O
510-2024	06/14/2024	06/10/2024	EP	Tal Lewis	\$573.32	O
511-2024	06/14/2024	06/10/2024	EP	Paul R Lindenberg Jr.	\$1,225.08	O
512-2024	06/14/2024	06/10/2024	EP	Zachary Lohr	\$810.49	O
513-2024	06/14/2024	06/10/2024	EP	Aiden Martin	\$209.87	O
514-2024	06/14/2024	06/10/2024	EP	Amanda Mason	\$950.62	O
515-2024	06/14/2024	06/10/2024	EP	Kristyne McElroy	\$591.85	O
516-2024	06/14/2024	06/10/2024	EP	Nicholas A Mehalic	\$0.72	O
517-2024	06/14/2024	06/10/2024	EP	Alexander G Miller	\$177.57	O
518-2024	06/14/2024	06/10/2024	EP	Richard M Monroe	\$501.14	O
519-2024	06/14/2024	06/10/2024	EP	Kenneth Neumeyer	\$557.75	O
520-2024	06/14/2024	06/10/2024	EP	David Rodriguez	\$114.51	O
521-2024	06/14/2024	06/10/2024	EP	Margaret M Russell	\$769.03	O
522-2024	06/14/2024	06/10/2024	EP	Ian R Shirey	\$516.72	O
523-2024	06/14/2024	06/10/2024	EP	Dean Smith	\$40.91	O
524-2024	06/14/2024	06/10/2024	EP	Daniel C Sparks	\$311.00	O
525-2024	06/14/2024	06/10/2024	EP	Edward S Szoke	\$567.45	O
526-2024	06/14/2024	06/10/2024	EP	Christian Vunderink	\$12.49	O
527-2024	06/14/2024	06/10/2024	EP	Jesse R Yount	\$206.88	O
528-2024	06/14/2024	06/10/2024	EP	Monica D Zieja	\$925.38	O
529-2024	06/14/2024	06/10/2024	EP	Todd Anthony Zieja	\$419.50	O
530-2024	06/14/2024	06/10/2024	EP	Gregory Zuehlke	\$1,508.79	O
532-2024	06/14/2024	06/10/2024	EW	Internal Revenue Service	\$4,993.28	O
533-2024	06/14/2024	06/10/2024	EW	Public Employers Retirement System	\$4,234.55	O
534-2024	06/10/2024	06/12/2024	CH	Lorain-Medina Rural Electric Coop, Inc.	\$8.10	O
535-2024	06/12/2024	06/12/2024	CH	Medina Co. Sanitary Engineer	\$150.96	O

**Payment Listing**

June 2024

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
536-2024	06/18/2024	06/18/2024	CH	WEX Bank	\$1,173.34	O
537-2024	06/14/2024	06/18/2024	CH	Columbia Gas	\$53.24	O
538-2024	06/21/2024	06/22/2024	CH	Columbia Gas	\$49.79	O
539-2024	06/20/2024	06/22/2024	CH	Ohio Edison Co.	\$1,976.44	O
540-2024	06/28/2024	06/24/2024	EP	Tanner Aungst	\$47.99	O
541-2024	06/28/2024	06/24/2024	EP	Patrick K Barrett	\$884.04	O
542-2024	06/28/2024	06/24/2024	EP	Matthew M Behner	\$367.18	O
543-2024	06/28/2024	06/24/2024	EP	Gary Bromley	\$663.59	O
544-2024	06/28/2024	06/24/2024	EP	Jason D Creamer	\$1,000.55	O
545-2024	06/28/2024	06/24/2024	EP	John Dean Creamer	\$430.85	O
546-2024	06/28/2024	06/24/2024	EP	Ronald Michael Eckart	\$504.88	O
547-2024	06/28/2024	06/24/2024	EP	Alexander Elioff	\$318.08	O
548-2024	06/28/2024	06/24/2024	EP	Theresa Forlini-Petrey	\$330.54	O
549-2024	06/28/2024	06/24/2024	EP	Philip N Geneaux	\$1.81	O
550-2024	06/28/2024	06/24/2024	EP	Dylan J Glavasevic	\$1,210.09	O
551-2024	06/28/2024	06/24/2024	EP	Matthew K Hawthorne	\$199.31	O
552-2024	06/28/2024	06/24/2024	EP	Brandon Hayner	\$344.71	O
553-2024	06/28/2024	06/24/2024	EP	Adrienne J. Holliday	\$537.79	O
554-2024	06/28/2024	06/24/2024	EP	Stephan Ibos	\$1,008.12	O
555-2024	06/28/2024	06/24/2024	EP	Christopher R Kosman	\$553.31	O
556-2024	06/28/2024	06/24/2024	EP	Jozsef J Lenarth	\$246.86	O
557-2024	06/28/2024	06/24/2024	EP	Mary E Lenarth	\$198.23	O
558-2024	06/28/2024	06/24/2024	EP	Tal Lewis	\$270.13	O
559-2024	06/28/2024	06/24/2024	EP	Paul R Lindenberg Jr.	\$949.24	O
560-2024	06/28/2024	06/24/2024	EP	Zachary Lohr	\$248.08	O
561-2024	06/28/2024	06/24/2024	EP	Aiden Martin	\$148.73	O
562-2024	06/28/2024	06/24/2024	EP	Amanda Mason	\$860.17	O
563-2024	06/28/2024	06/24/2024	EP	Kristyne McElroy	\$666.05	O
564-2024	06/28/2024	06/24/2024	EP	Nicholas A Mehalic	\$349.49	O
565-2024	06/28/2024	06/24/2024	EP	Richard M Monroe	\$501.14	O
566-2024	06/28/2024	06/24/2024	EP	Kenneth Neumeyer	\$952.47	O
567-2024	06/28/2024	06/24/2024	EP	Margaret M Russell	\$809.67	O
568-2024	06/28/2024	06/24/2024	EP	Dean Smith	\$130.15	O
569-2024	06/28/2024	06/24/2024	EP	Daniel C Sparks	\$461.92	O
570-2024	06/28/2024	06/24/2024	EP	Edward S Szoke	\$567.45	O
571-2024	06/28/2024	06/24/2024	EP	Christian Vunderink	\$257.07	O
572-2024	06/28/2024	06/24/2024	EP	Jesse R Yount	\$519.83	O
573-2024	06/28/2024	06/24/2024	EP	Monica D Zieja	\$284.95	O
574-2024	06/28/2024	06/24/2024	EP	Todd Anthony Zieja	\$419.50	O
575-2024	06/28/2024	06/24/2024	EP	Gregory Zuehlke	\$1,213.78	O
577-2024	06/28/2024	06/24/2024	EW	Internal Revenue Service	\$4,249.40	O
578-2024	06/28/2024	06/24/2024	EW	Ohio Department of Taxation	\$1,144.16	O
579-2024	06/28/2024	06/24/2024	EW	Ohio Department of Taxation School	\$54.98	O
580-2024	06/27/2024	06/25/2024	CH	Armstrong	\$278.90	O
21946	05/23/2024	05/22/2024	AW	Credit Card Services	\$3,516.86 *	V
21946	06/27/2024	06/25/2024	AW	Credit Card Services	-\$3,516.86	V

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June 2024

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
21977	06/27/2024	06/23/2024	AW	Amazon Capital Services, INC	\$351.11	O
21978	06/27/2024	06/23/2024	AW	Brown Overhead Door	\$265.00	O
21979	06/27/2024	06/23/2024	AW	Certified Pest Control	\$577.00	O
21980	06/27/2024	06/23/2024	AW	Cleveland Clinic At Work	\$336.00	O
21981	06/27/2024	06/23/2024	AW	Kiefer Equipment Co.	\$13,150.00	O
21982	06/27/2024	06/23/2024	AW	Levinson's Uniforms	\$2,596.86	O
21983	06/27/2024	06/23/2024	AW	Life Force Management, Inc.	\$508.35	O
21984	06/27/2024	06/23/2024	AW	Lighthouse Solutions Group	\$8,630.00	O
21985	06/27/2024	06/23/2024	AW	Ohio Business Machines	\$314.01	O
21986	06/27/2024	06/23/2024	AW	Ohio Insurance Services Agency, INC.	\$7,244.19	O
21987	06/27/2024	06/23/2024	AW	Ohio Public Entity Consortium	\$16.50	O
21988	06/27/2024	06/23/2024	AW	OTARMA	\$32,603.29	O
21989	06/27/2024	06/23/2024	AW	Repro Depot	\$4.20	O
21990	06/27/2024	06/23/2024	AW	The Gazette	\$72.90	O
21991	06/27/2024	06/23/2024	AW	Video Systems & Security, INC.	\$412.00	O
21992	06/27/2024	06/23/2024	AW	Waterways of Southwest PA,LLC	\$2,535.68	O
21993	06/27/2024	06/23/2024	AW	Wellington Implement Co.	\$156.49	O
21994	06/27/2024	06/23/2024	AW	W.W.Williams	\$3,018.71	O
21995	06/27/2024	06/24/2024	AW	Bound Tree Medical LLC	\$839.50	O
21996	06/27/2024	06/24/2024	AW	Shred Rite LLC	\$110.00	O
21997	06/27/2024	06/24/2024	AW	Howell Rescue Systems, Inc.	\$51,435.00	O
21998	06/27/2024	06/25/2024	AW	Credit Card Services	\$3,516.86	O
21999	06/27/2024	06/25/2024	AW	Credit Card Services	\$647.49	O
22000	06/27/2024	06/25/2024	AW	EMSAR Central	\$2,053.60	O
Total Payments:					\$186,478.18	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$186,478.18	

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.