

YORK TOWNSHIP

January 23, 2025

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

Present:

Trustee Todd Zieja
Trustee Chris Kosman
Trustee Rick Monroe
Chief Jason Creamer

Zoning Inspector/Twp Administrator, Steve Ibos
Cemetery/Town Hall, Theresa Forlini-Petrey
Administrative Assistant, Kristy McElroy
Residents

Not Present:

Fiscal Officer Peggy Russell

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

Approval of Minutes

MOTION to approve Regular Meeting December 23, 2024 minutes and Organizational Meeting, January 8, 2025 minutes, **moved by Trustee Monroe, second by Trustee Kosman.**
Roll: Monroe, yes; Kosman, yes; Zieja, yes.

FIRE DEPARTMENT – Chief Jason Creamer

Operations/Alarm Report (incident type count and mutual aid detail attached)

- 46 incidents since the last Trustees Meeting.
- Year to date incidents 36. Last year at the same time we were at 39.
- Mutual aid was given 11 times and received once.

Administration

- Request approval to retain Bricker Graydon LLP to serve as bond counsel in connection with proposed financing by the Township. Bricker Graydon LLP was recommended by the Medina County Prosecutor's Office due to the special nature of bond issues. Trustee Zieja stated it is too late to put this on the May ballot due to the cutoff date, but it can be put on the ballot this fall.

Fleet/ Station/ Equipment

- **MOTION** to approve the purchase of two EMS Cot Oxygen Bottle Holders and two EMS Cot Backrest Storage Pouches for a total of \$1,462.14 from Coast Biomedical Equipment, **moved by Trustee Monroe, second by Trustee Kosman.** Roll: Monroe, yes; Kosman, yes; Zieja, yes.
- The Fire Association is looking to purchase 6 new chairs for the meeting room conference table. Trustee Zieja said he will be taking care of this and they will be purchased by the township.

Training

- Department training topics for the month consisted of Stone Rd. Fire Incident Review and Protocol Update with Test and Hands on Scenarios.
- **MOTION** to approve sending Lt. Matt Behner and Lt. Zach Lohr to the Fire Officer I course at Cuyahoga Community College for a total of \$1,100 (\$550 each), **moved by Trustee Kosman, second by Trustee Monroe.** Roll: Kosman, yes; Monroe, yes; Zieja, yes.

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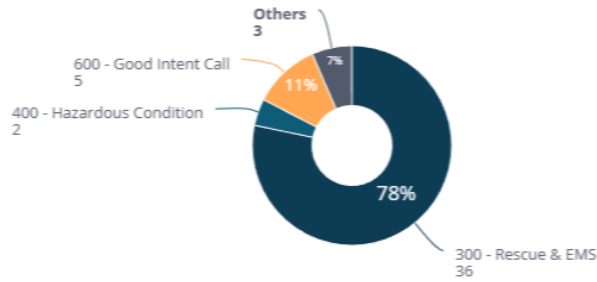
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EMA Group Committee

- Trustee Kosman asked if Chief Creamer would be available to represent as the township designee and attend the EMA Group Committee meeting next Wednesday, January 29th, Chief Creamer will attend.

Percentage of Incident Type Group



Aid Given by Agency

Incident Number	Alarm DateTime	Aid Given Or Received	Aided Agency	Aiding Agency
EYTFD2400468	12/23/24	Automatic aid given	Litchfield Fire & Rescue Department	N/A
EYTFD2400473	12/30/24	Mutual aid given	Valley City/Liverpool Township Fire Department	N/A
EYTFD2400474	12/31/24	Mutual aid given	Valley City/Liverpool Township Fire Department	N/A
EYTFD2400475	12/31/24	Mutual aid given	Lafayette Township Fire & Rescue	N/A
EYTFD2500007	1/4/25	Mutual aid given	Valley City/Liverpool Township Fire Department	N/A
EYTFD2500012	1/7/25	Mutual aid given	Medina Life Support Team	N/A
EYTFD2500017	1/9/25	Mutual aid given	Valley City/Liverpool Township Fire Department	N/A
EYTFD2500018	1/9/25	Mutual aid given	Valley City/Liverpool Township Fire Department	N/A
EYTFD2500021	1/10/25	Mutual aid given	Medina Fire Department	N/A
EYTFD2500023	1/12/25	Mutual aid given	Valley City/Liverpool Township Fire Department	N/A
EYTFD2500028	1/15/25	Mutual aid received	N/A	Medina Life Support Team
EYTFD2500036	1/22/25	Mutual aid given	Litchfield Fire & Rescue Department	N/A

TOWNSHIP ADMINISTRATION – Stephan Ibos, Zoning Inspector/Township Administrator **2024 Permitting**

- 2024 – 74 / 2023 – 88 / 2022 – 96
- Breakdown for 74 permits in 2024
 - Accessory Building – 24
 - Decks/additions/covered patio – 14
 - Swimming Pools/Ponds – 12
 - New Homes – 9
 - Lot Splits – 5
 - Ag Ex – 4
 - BZA request – 3
 - Sign Permit – 1
 - Home Occupation – 1
 - Site Plan reviews – 1 (Commercial and Residential)

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- With only one sub-division plat for 2024, lot splits are the biggest drivers for new homes. Last year we had only 5 submitted lot splits, which means new homes being built will be low again.
- There was only one subdivision expansion and that was Emerald Run expansion, only one lot is still vacant. Site Plan reviews represent new business or expanded business only 1 site plan review was approved and permits for that will be pulled in 2025.
- Bulk of the permits are with Accessory buildings being built for new/additional storage in residential districts.
- Provided Trustees a separate summary sheet of Industrial, Commercial and MU properties in the township. Very little open parcels, some of those are landlocked.

2024 Violations

- 19 new violations opened to the 25 in 2023
- 69 are still in an open status (being worked, prosecutor, open) from 2022-2024
- 89 closed over the past 3 years

2024 Final Maintenance Numbers

- Recurring jobs – Total 285 / Completed 233 / Percentage 82%
- One-time jobs – Total 137 (included 29 from 2023) / Closed 130 (included 44 from 2023) /Carried 48 into 2025.
- Milestones – 3 ROW mowings, aggressive tree and limb removal out of ROW, correcting some ROW ditching issues, foundation work at the Town Hall, demo of house and creating additional park parking, finished cemetery surveying including additional pins and markers and joining lots to create one parcel, A/V equipment in meeting room, taking on salt storage this year, Wolff Rd. paving work.

Notables

- An area variance is application will be heard at the February 13th BZA meeting. The application is for a 7' variance to the 15' required setback from the principal building to the proposed accessory building that the resident is looking at building.
- Update on Salt status:
 - Our estimated usage was 600 tons, to fulfill the contract number is 540 tons. Our maximum allowed tonnage at contract price (\$47.76) is 660 tons
 - Used to date 338 tons
 - Received 407 tons (ordered 400 tons)
 - Today we received a little over 100 tons, should have been 140 tons
 - I have an order out for another 100 tons
 - Total amount to receive in 2024/2025 will be 647 tons
 - We will only order more salt if required by the weather
 - Usage wise is comparable to the county and other townships

Approvals

- **MOTION** to approve the hiring of Jesse Stout as a second BZA Alternate starting January 23, 2025, for a term of one year ending on December 31, 2025; **moved by Trustee Kosman, second by Trustee Monroe.** Roll: Kosman, yes; Monroe, yes; Zieja, yes.

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- **MOTION** to create and post a job opening with a start date and pay to be determined for a combined Township Administrator and Zoning Inspector position as Steve Ibos expects to leave around July 1, 2025. The position will be posted in the Gazette once a week during February (4 times), as well as on our front electronic sign and website. Advertising to begin February 1st with a closing date of February 28, 2025, for applications to be submitted. **Moved by Trustee Kosman, second by Trustee Monroe.** Roll: Kosman, yes; Monroe, yes; Zieja, yes
- Discussion on an IP Phone System for the Township Admin Offices. This system will allow us to have the following features to maintain or enhance what we have today:
 - New features – System will have the ability to have a smart front end for routing calls and have separate voicemail boxes for each of the different areas – General, Zoning, Cemeteries, Town Hall, Maintenance.
 - Maintaining – No changes with the current number 330-722-0185, continue to receive emailed voice message files for forwarding and saving incoming calls.
 - Recommendation to drop the fax line as it is not required to have and it is not used.

<u>Armstrong</u>		<u>MAL Network</u>	
W/O Fax –	NRC \$200.00	W/O Fax -	NRC \$546.00
	MRC \$119.96		MRC \$79.96
With Fax -	NRC \$200.00	With Fax -	NRC \$546.00
	MRC \$139.91		MRC \$99.91

- **MOTION** to approve the installation of an IP Phone System for the Township Admin Offices with MAL Network and to eliminate the fax number with an upfront cost of \$546.00 and monthly recurring cost of \$79.96, **moved by Trustee Kosman, second by Trustee Monroe.** Roll: Kosman, yes; Monroe, yes; Zieja, yes.
- **MOTION** to approve work being done on GMC Plow by JudCO for \$1,712 replacing worn-out cutting-edge blade with new steel blade and two layers of carbide to increase wear time and to add a deflector on the top of the plow to allow for use the plow on the major roadways; **moved by Trustee Kosman, second by Trustee Monroe.** Roll: Kosman, yes; Monroe, yes; Zieja, yes.
- Discussion on the purchase of one Microsoft Surface Pro 10 for each Trustee to allow more flexibility and ability to read and work on Microsoft documents and separate personal business from township business at a device level where they cannot do this today using a personal computer or phone. Trustee Kosman would like one, Trustee Zieja and Trustee Monroe do not want one at this time.
- **MOTION** to approve the purchase of one Microsoft Surface Pro 10 from Litehouse Solutions for \$1,544.95 for Trustee use; **moved by Trustee Kosman, second by Trustee Monroe.** Roll: Kosman, yes; Monroe, yes; Zieja, yes.
- **MOTION** to approve the purchase of three new minutes books, one each for Trustee minutes, Zoning Commission minutes, and Board of Zoning Appeals minutes, from

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Government Forms and Supplies for a total of \$730.00, **moved by Trustee Monroe, second by Trustee Kosman.** Roll: Monroe, yes; Kosman, yes; Zieja, yes.

- **RESOLUTION #25-01-01** approving the York Township Employee Handbook for Administration Employees of York Township; **moved by Trustee Kosman, second by Trustee Monroe.** Roll: Kosman, yes; Monroe, yes; Zieja, yes.
- The township office will be closed Wednesday, January 29 and Thursday, January 30, for staff and trustees to attend the 2025 OTA Winter Conference. Phone messages and emails will be checked daily.
- In May 2024 we discussed the CIMS cloud-based tool for cemetery records, since then the new cemetery maps have been completed and we are ready to discuss options with Trustees for better and safer record keeping. Concern with CIMS is the large upfront cost and the recurring cost; alternative option of a fire and waterproof cabinet to store all cemetery documents in start around \$5,000-6,000 and how to meet secure backup requirements of the State of Ohio. Looking for direction on how to proceed; Trustees would like to see what options are available while at the winter conference next week and we will revisit in February.

CEMETERY/TOWN HALL – Theresa Forlini-Petrey

Townhall

- Discussion on the Veterans Honor Roll; Trustee Zieja has not heard from Mr. Hill, he would like to see plans so Trustees can review and decide on how to proceed. Key points are the importance of a new Honor Roll being placed where it will be seen by many, how many names are currently on the board, and the ability to add more names as needed. If you know of a name that is not listed, please let us know.

Cemetery

- Interment fees were updated at the last meeting and Dave Herrman increased his prices since we updated ours, Trustees want to keep the prices as they were effective January 8, 2025.
- Disinterment fees need to be discussed. It is similar to an interment process with company needs and Trustee Kosman said having a fee set was recommended by the prosecutor to have something in place. Our excavator provided a price to Theresa for what he would charge the township, we would also have staff present, and there may be costs associated with moving of monuments. Our fee would not cover funeral home costs.
- **MOTION** to set disinterment fee starting at \$5,000, **moved by Trustee Kosman, second by Trustee Monroe.** Roll: Kosman, yes; Monroe, yes; Zieja, yes.
- Last meeting we discussed directives and deed transfers; we are now charging \$1,000 to transfer a deed from a resident to a non-resident. Trustee Kosman stated that “Deed” is not the correct term, we should be using “Certificate for Right of Interment”. Trustee Monroe said the state legislators need to act on the terminology. We may need to adjust wording, Trustee Monroe suggested asking some questions while at the conference next week for clarification.

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- Trustees approved reaching out to the Buckeye Girl scouts to plant flowers again in the cemetery, likely around the flagpole and maybe a few other minimal locations throughout.

TRUSTEES

TRUSTEE MONROE

- Met with Assistant Highway Engineer on the 5-year plan and some deviations for paving projects for 2025.
- **MOTION** to approve having the Highway Engineer's office work up numbers for the repaving of parts of Wolff and Spieth for a total \$218,000, **moved by Trustee Monroe, second by Trustee Kosman.** Roll: Monroe, yes; Kosman, yes; Zieja, yes.
- Received call from another Assistant Engineer regarding the soil/dirt at Wolff Bros. that will be taken to Smith Bros. and the concern of transport on the road which was recently repaved. The Engineer's office will work up permits; we will look into having the road videoed before movement begins as they will be using heavy trucks on Wolff Rd. to Abbeyville, on both sides of the road.
- Attended the Highway Engineer meeting in November, good information was shared.
- **MOTION** to rehire Sweets Water Services for \$662 for the 2025 year for treatment of the pond, **moved by Trustee Monroe, second by Trustee Kosman.** Roll: Monroe, yes; Kosman, yes; Zieja, yes.
- Will get quotes on fertilization for the township complexes.
- Outbuilding behind the complex needs a new shingle roof, began reaching out for quotes and stopped with the first one due to the company offering to donate their time and the material for reroofing.
- **MOTION** to accept the donation of time and material from Storm King for the reshingling of the outbuilding behind the complex, **moved by Trustee Monroe, second by Trustee Kosman.** Roll: Monroe, yes; Kosman, yes; Zieja, yes.

TRUSTEE KOSMAN

- **RESOLUTION #25-01-02** to appoint Chief Creamer to attend the January 29, 2025 Emergency Management Advisory group meeting, **moved by Trustee Kosman, second by Trustee Monroe.** Roll: Kosman, yes; Monroe, yes; Zieja, yes.
- Asked Kristy to make some updates to our meeting agenda, sample provided to all Trustees; discussion on how the agenda breaks down topics to allow for better following along; adjust to group topics a little different; all agreed to proceed with updates.

TRUSTEE ZIEJA

- We become familiar with those who attend our meetings, and we lost someone who is a staple at our meetings, Terry Gerspacher. Terry brought a lot to our meetings and he will be missed, including his table-tapping, please keep his family in your thoughts. In his obituary it said the visitation will end at 6:53pm, his niece, Jessica said that's so you're out of there by 7pm because he would want it to end on time.

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- **MOTION** to purchase 6 gaming chairs from Staples for the conference table in the meeting room for up to \$1,000, **moved by Trustee Zieja, second by Trustee Kosman.** Roll: Zieja, yes; Kosman, yes; Monroe, yes.

FISCAL OFFICER (read by Trustee Kosman)

- **MOTION** to approve Financial Reports for December 2024 including Appropriation Status, Revenue Status & Summary, Fund Status & Summary and Bank Reconciliation. December Appropriation Supplemental, January Payroll, Bills/invoices, PO's and BC's effective January 1, 2025 as submitted, **moved by Trustee Kosman, second by Trustee Monroe.** Roll: Kosman, yes; Monroe, yes; Zieja, yes.
- **MOTION** to approve payment to the Medina County Career Center for \$1,500 for Alex Telatko to attend EMT class, **moved by Trustee Monroe, second by Trustee Kosman.** Roll: Monroe, yes; Kosman, yes; Zieja, yes.
- **MOTION** to approve the Annual Bureau of Workman's Comp True up of \$1,965.00 for fiscal year 2024 **moved by Trustee Kosman, second by Trustee Monroe.** Roll: Kosman, yes; Monroe, yes; Zieja, yes.
- Banking – total interest earned for 2024 is \$195,581.37.
- The Annual Township Road Mileage Certification for the Ohio Department of Transportation was signed and will be returned in the enclosed envelope to the Medina County Engineer's Office. We are unchanged at 25.137 miles of road to maintain according to the Engineer.
- **MOTION** to Approve Resident Write-Off's per Life Force recommendation to write off 16 resident accounts: #WEICIN - \$765.38; #WICSCO \$100.00; #SPEROD \$260.00; #SIRKAT \$67.31; #MCPNAY \$472.08; #LIBMEL \$270.02; #LASJIM \$270.00; #GLIWIL \$856.40; #DEFABI \$490.70; #CONSAJ \$572.22; #BENNAN01 \$260.00; #TUTMAL \$280.48; #SEEJEF02 \$750.00; #NIEDEN \$100.00; #GERTER \$230.00; #ADABON \$540.00, totaling \$6,284.59, **moved by Trustee Monroe, second by Trustee Kosman.** Roll: Monroe, yes; Kosman, yes; Zieja, yes.
- **MOTION** to Approve Closure Authorization per Life Force recommendation to write off 1 account #SISANT as non-collectable due to patient not responding \$832.84, **moved by Trustee Kosman, second by Trustee Monroe.** Roll: Kosman, yes; Monroe, yes; Zieja, yes.
- OTA is coming up; everyone has received tax-exempt forms and will receive an information packet upon arrival at the conference. The info packet will have a small card to complete for necessary reimbursements.

Chief Creamer mentioned that we will be hosting the Medina County Ice Rescue class at the park the next 2 Sundays. Trustees have no issue with them using the pond.

PUBLIC COMMENT

There was no public comment.

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MOTION to Adjourn at 8:21pm moved by Trustee Monroe, second by Trustee Kosman.
Roll: Monroe, yes; Kosman, yes; Zieja, yes.

Trustee Todd Zieja, Chairman

Margaret Russell, Fiscal Officer

Upcoming Trustee Meetings:

Regular Meeting – February 27, 2025 at 7:00pm

Regular Meeting – March 27, 2025 at 7:00pm

Correspondence

Emailed

- 2024 Medina County Economic Development Corporation 2024 Member Meeting Breakfast (emailed 01/07/25)

Payment Listing

January 2025

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
1-2025	01/07/2025	01/07/2025	CH	Bureau of Workers Compensation	\$1,965.00	O
2-2025	01/25/2025	01/07/2025	CH	Armstrong	\$223.90	O
3-2025	01/07/2025	01/07/2025	CH	Columbia Gas	\$465.00	O
4-2025	01/07/2025	01/07/2025	CH	Medina Co. Sanitary Engineer	\$36.00	O
5-2025	01/15/2025	01/10/2025	EP	Tanner Aungst	\$1,151.37	O
6-2025	01/15/2025	01/10/2025	EP	Travis Auth	\$570.34	O
7-2025	01/15/2025	01/10/2025	EP	Patrick K Barrett	\$646.92	O
8-2025	01/15/2025	01/10/2025	EP	Matthew M Behner	\$675.80	O
9-2025	01/15/2025	01/10/2025	EP	Gary Bromley	\$1,144.40	O
10-2025	01/15/2025	01/10/2025	EP	Jason D Creamer	\$910.29	O
11-2025	01/15/2025	01/10/2025	EP	John Dean Creamer	\$669.28	O
12-2025	01/15/2025	01/10/2025	EP	Ronald Michael Eckart	\$627.02	O
13-2025	01/15/2025	01/10/2025	EP	Alexander Elioff	\$173.43	O
14-2025	01/15/2025	01/10/2025	EP	Theresa Forlini-Petrey	\$330.54	O
15-2025	01/15/2025	01/10/2025	EP	Dylan J Glavasevic	\$639.68	O
16-2025	01/15/2025	01/10/2025	EP	Matthew K Hawthorne	\$275.22	O
17-2025	01/15/2025	01/10/2025	EP	Brandon Hayner	\$1,151.37	O
18-2025	01/15/2025	01/10/2025	EP	Adrienne J. Holliday	\$472.32	O
19-2025	01/15/2025	01/10/2025	EP	Stephan Ibos	\$1,226.92	O
20-2025	01/15/2025	01/10/2025	EP	Christopher R Kosman	\$553.31	O
21-2025	01/15/2025	01/10/2025	EP	Jozsef J Lenarth	\$1,023.50	O
22-2025	01/15/2025	01/10/2025	EP	Mary E Lenarth	\$198.23	O
23-2025	01/15/2025	01/10/2025	EP	Tal Lewis	\$508.53	O
24-2025	01/15/2025	01/10/2025	EP	Paul R Lindenberg Jr.	\$1,232.96	O
25-2025	01/15/2025	01/10/2025	EP	Zachary Lohr	\$913.88	O
26-2025	01/15/2025	01/10/2025	EP	Aiden Martin	\$798.89	O
27-2025	01/15/2025	01/10/2025	EP	Amanda Mason	\$951.17	O
28-2025	01/15/2025	01/10/2025	EP	Kristyne McElroy	\$628.94	O
29-2025	01/15/2025	01/10/2025	EP	Nicholas A Mehalic	\$414.19	O
30-2025	01/15/2025	01/10/2025	EP	Richard M Monroe	\$501.14	O
31-2025	01/15/2025	01/10/2025	EP	Kenneth Neumeyer	\$261.52	O
32-2025	01/15/2025	01/10/2025	EP	Ashton C Porec	\$437.70	O
33-2025	01/15/2025	01/10/2025	EP	Dylan T Ratkowski	\$298.35	O
34-2025	01/15/2025	01/10/2025	EP	Margaret M Russell	\$575.70	O
35-2025	01/15/2025	01/10/2025	EP	Spencer R Schrubb	\$334.29	O
36-2025	01/15/2025	01/10/2025	EP	Dean Smith	\$355.59	O
37-2025	01/15/2025	01/10/2025	EP	Daniel C Sparks	\$219.41	O
38-2025	01/15/2025	01/10/2025	EP	Nathan M Stankovich	\$344.71	O
39-2025	01/15/2025	01/10/2025	EP	Alexandria J Telatko	\$301.75	O
40-2025	01/15/2025	01/10/2025	EP	Christian Vunderink	\$204.87	O
41-2025	01/15/2025	01/10/2025	EP	Jesse R Yount	\$207.17	O
42-2025	01/15/2025	01/10/2025	EP	Monica D Zieja	\$977.94	O
43-2025	01/15/2025	01/10/2025	EP	Todd Anthony Zieja	\$419.50	O
44-2025	01/15/2025	01/10/2025	EP	Gregory Zuehlke	\$984.70	O
46-2025	01/15/2025	01/10/2025	EW	Internal Revenue Service	\$5,796.10	O
47-2025	01/15/2025	01/10/2025	EW	Public Employers Retirement System	\$3,813.71	O

Payment Listing

January 2025

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
48-2025	01/07/2025	01/14/2025	CH	Westfield Bank	\$75.00	O
49-2025	01/14/2025	01/14/2025	CH	Lorain-Medina Rural Electric Coop, Inc.	\$6.68	O
50-2025	01/14/2025	01/14/2025	CH	Ohio Edison Co.	\$1,297.79	O
51-2025	01/17/2025	01/17/2025	CH	Columbia Gas	\$157.57	O
52-2025	01/21/2025	01/21/2025	CH	WEX Bank	\$828.72	O
53-2025	01/21/2025	01/21/2025	CH	Ohio Edison Co.	\$816.64	O
22170	01/23/2025	01/21/2025	AW	Credit Card Services	\$617.27	O
22171	01/23/2025	01/21/2025	AW	Amazon Capital Services, INC	\$505.86	O
22172	01/23/2025	01/21/2025	AW	Cargill, INC.	\$9,171.87	O
22173	01/23/2025	01/21/2025	AW	LEAF	\$1,572.00	O
22174	01/23/2025	01/21/2025	AW	Herrmann Excavating LLC	\$550.00	O
22175	01/23/2025	01/21/2025	AW	Levinson's Uniforms	\$76.50	O
22176	01/23/2025	01/21/2025	AW	Medina Co. Career Center	\$1,500.00	O
22177	01/23/2025	01/21/2025	AW	Medina Co Emergency Mgmt	\$1,656.51	O
22178	01/23/2025	01/21/2025	AW	Ohio Business Machines	\$294.28	O
22179	01/23/2025	01/21/2025	AW	Ohio Cemetery Association	\$100.00	O
22180	01/23/2025	01/21/2025	AW	Ohio Insurance Services Agency, INC.	\$6,406.10	O
22181	01/23/2025	01/21/2025	AW	Ohio Public Entity Consortium	\$2,768.06	O
22182	01/23/2025	01/21/2025	AW	Sherman & Sons Lawn Care LLC	\$24,374.50	O
22183	01/23/2025	01/21/2025	AW	Stryker Sales Corporation	\$3,919.35	O
Total Payments:					\$93,307.25	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$93,307.25	

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 at their regular trustee meeting on January 23, 2025, commencing at 7:00 pm, at the York Township Town Hall, 6609 Norwalk Road, Medina, Ohio 44256 with the following members present:

Todd Zieja

Christopher Kosman

Richard Monroe

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.

Kosman moved the adoption of the following Resolution:

RESOLUTION NO. 25-01-01

A RESOLUTION APPROVING YORK TOWNSHIP'S EMPLOYEE HANDBOOK FOR ADMINISTRATION EMPLOYEES OF YORK TOWNSHIP

WHEREAS, the Trustees are seeking to approve a handbook for Administration Employees which is defined as anyone who is reporting to the Township Administrator in either a part-time, seasonal, temporary or full-time position; and

WHEREAS, the York Township Handbook will go into effect immediately after the approval. Final copies will be created and distributed to all employees.


NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of York Township, Medina County, Ohio, that:

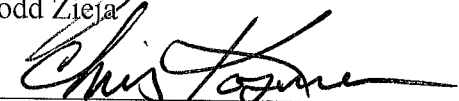
SECTION 1. The York Township Employee Handbook for Administration Employees of York Township shall be approved.

SECTION 2. It is hereby found and determined that all formal actions of this Board and of any of its committees concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Board or committees, and that all deliberations of this Board and of any of its committees that resulted in such formal actions were in meetings open to the public, in compliance with the law.

SECTION 3. This Resolution shall be in full force and effect from and immediately after its adoption.

Rich. seconded the motion.

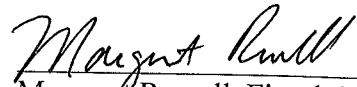

Todd Zieja


Christopher Kosman



Richard Monroe

Adopted the 23rd day of January 2025



Margaret Russell, Fiscal Officer
York Township
Medina County, Ohio

Delegation of Authority for Medina County
Emergency Management Agency Advisory Group
Meeting on January 29, 2025

The undersigned, being the duly authorized Chair of the Board of Trustees for _____
Township, Medina County, Ohio hereby appoints:

(Printed Name and Title, if applicable)

As the delegate for said township to the Emergency Management Agency Advisory Group meeting to be held on January 29, 2025.

This appointment shall be valid upon signature of the Chair of said Township and shall authorize the named delegate to act on behalf of said Township for purposes of such meeting, provided no other Trustee from said Township is in attendance.

Signature: _____

Printed Name: _____

Resolution No. _____