

YORK TOWNSHIP

September 25, 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
Asst. Chief Pat Barrett

Zoning Inspector/Twp Administrator, Kevin Comes
Cemetery/Town Hall, Theresa Forlini-Petrey
Administrative Assistant, Kristy McElroy
Guests/Residents

Not Present:

Fiscal Officer Peggy Russell

Chairman Todd Zieja called the meeting to order at 7:00pm. He led the pledge of allegiance and a moment of silence for Veterans, Military, and First Responders. Trustee Zieja stated the meeting is being recorded for transcription purposes only, reminded residents to sign in at the front table and to state name and address when speaking.

APPROVAL OF MINUTES

- **MOTION** to approve Regular Meeting August 28, 2025 minutes; **moved by moved by Trustee Monroe, second by Trustee Kosman.** Roll: Monroe, yes; Kosman, yes; Zieja, yes.

DEPARTMENT REPORTS

Fire Department (Assistant Chief Pat Barrett)

Operations/Alarm Report (*Incident type count and mutual aid details attached*)

- We've had a total of 40 incidents that have occurred since the last Trustees' Meeting.
- Year-to-date incidents: 371. At this time last year, we had 350 incidents.
- Mutual aid was provided thirteen times and received aid from three departments.
- Three structure fires; one in the township was a refrigerator on fire, one was mutual aid to Lafayette and one mutual aid to Grafton Township.
- One fire inspection was completed at SCH/The Society.

Administration

- We have completed the pre-employment process with two individuals and would like to recommend hiring Ryan Miller and Anne Bures. Ryan is a level two firefighter and EMT, he plans to attend paramedic school soon. Anne is a paramedic and currently in the fire academy at Tri-C.
- **MOTION** to hire Ryan Miller as Firefighter/EMT with Erhart York Township Fire Department, **moved by moved by Trustee Monroe, second by Trustee Kosman.** Roll: Monroe, yes; Kosman, yes; Zieja, yes.
- **MOTION** to hire Anne Bures as Firefighter/Paramedic with Erhart York Township Fire Department, **moved by moved by Trustee Kosman, second by Trustee Monroe.** Roll: Kosman, yes; Monroe, yes; Zieja, yes.
- Two members who recently finished paramedic school have submitted reimbursement requests for the first of three repayments, Brandon Hayner for \$2,125.15 and Dylan Glavasevic \$2,166.67. Both members have been and continue to be active in all aspects of the department.

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- **MOTION** to reimburse Brandon Hayner \$2,125.15 for paramedic school costs, **moved by moved by Trustee Monroe, second by Trustee Kosman.** Roll: Monroe, yes; Kosman, yes; Zieja, yes.
- **MOTION** to reimburse Dylan Glavasevic \$2,166.67 for paramedic school costs, **moved by moved by Trustee Monroe, second by Trustee Kosman.** Roll: Monroe, yes; Kosman, yes; Zieja, yes.
- Medina County All Hazards Dive Team has reached out to use the park pond for diving training. They appreciate the hospitality and will be submitting a hold harmless agreement to the township.

Fleet/Station/Equipment

- Tanker One received annual preventive maintenance and testing with no unexpected repairs.
- Staffing crews will begin to complete annual hose testing.

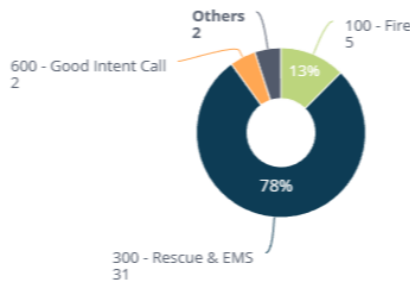
Training

- Department training this month included trauma, emergency airways, and vehicle extrication, including the use of a new piece of equipment for window cutting.

Public Relations

- Reminder of Firefighters’ Association Swiss Steak Dinner on October 11th 4pm – 8pm.

Percentage of Incident Type Group



Incident Number	Aid Given Or Received	Agency
EYTFD2500332	Mutual aid given	Medina Life Support Team
EYTFD2500340	Mutual aid given	Litchfield Fire & Rescue Department
EYTFD2500342	Mutual aid given	Litchfield Fire & Rescue Department
EYTFD2500343	Automatic aid received	Lafayette Township Fire & Rescue Medina Fire Department Valley City/Liverpool Township Fire Department
EYTFD2500346	Automatic aid given	Lafayette Township Fire & Rescue
EYTFD2500348	Mutual aid given	Valley City/Liverpool Township Fire Department
EYTFD2500351	Mutual aid given	Lafayette Township Fire & Rescue
EYTFD2500352	Mutual aid given	Valley City/Liverpool Township Fire Department
EYTFD2500353	Mutual aid given	Litchfield Fire & Rescue Department
EYTFD2500355	Automatic aid given	Valley City/Liverpool Township Fire Department
EYTFD2500359	Mutual aid given	Valley City/Liverpool Township Fire Department

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EYTFD2500360	Mutual aid given	Valley City/Liverpool Township Fire Department
EYTFD2500363	Mutual aid given	Grafton Township Fire Department
EYTFD2500365	Mutual aid given	Litchfield Fire & Rescue Department
EYTFD2500372	Mutual aid given	Medina Life Support Team

Administration (Township Administrator, Kevin Comes)

- York Township Cybersecurity Policy
 - Ohio Revised Code Section 9.64 enacted through HB 96, requires every jurisdiction to have a cybersecurity policy in place by September 30th, 2025, with full implementation by June 30th, 2026. This Policy helps protect our community's data, technology, and public services from cyber threats.
 - **RESOLUTION 2025-09-04: Adopting a Cybersecurity Policy for York Township (attached); pending prosecutor approval, moved by Trustee Zieja, second by Trustee Kosman.** Roll: Zieja, yes; Kosman, yes; Monroe, yes.
- Office hours
 - Monday, Tuesday, and Thursday 8am-4:30pm; I am in and out of the office as my job often requires me to be out in the township. Would like to discuss changing the hours to 9am-3pm when Kristy is here regularly. I am always available by appointment.
 - Trustees agreed to change the office hours to 9am-3pm, Monday, Tuesday and Thursday, Wednesday by appointment only, and all other hours by appointment; no motion needed.

Zoning (Zoning Inspector, Kevin Comes)

- Zoning Commission sent over 2 amendment recommendations; Trustees will need to hold a Public Hearing to review the recommendations.
 - **MOTION** to hold a public hearing for Zoning Resolution Amendment changes at 6:30pm on October 23, 2025, prior to the Regular Trustee Meeting; **moved by Trustee Kosman, second by Trustee Monroe.** Roll: Kosman, yes; Monroe, yes; Zieja, yes
- As political signs go up, please remember to keep them out of the right-of-way which is about 15 feet off the road or about where the phone poles are. We are still roadside mowing for the season and if they are in the way they will be moved. If they are a safety issue as well, we may remove them or ask them to be moved.
- 9 new permits this month, bringing our yearly total to 52 zoning permits for the year.
- At the next Zoning Commission meeting there will be 3 Mallet Creek site plan reviews and the review of a Replat at the Enclave at Woodside Preserve.
- We have no new Variance requests for the BZA.

Maintenance (Township Administrator, Kevin Comes)

- The GMC 2500 HD needs new tires before winter
 - I received 2 quotes to replace with the same tires and for an oil change

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- Gateway Tire: \$1,239.35
- Tire Source Medina: \$1,381.35
- MOTION to approve payment to not exceed \$1,400 to Gateway Tire & Service in Medina for new tires and an oil change on the GMC 2500; **moved by Trustee Kosman, second by Trustee Monroe.** Roll: Kosman, yes; Monroe, yes; Zieja, yes.

Roads (Township Administrator, Kevin Comes)

- In May, the trustees approved Hermann Excavation for 8 hours of erosion control for \$4,080, but they can no longer perform the excavation. I received 2 quotes for erosion control and had them bid the rip rap for erosion control prevention. One quote was just rescinded today due to availability, leaving us with one quote from Belsole Ground Works for \$9,575, which is double what was previously approved.
 - Trustee Monroe stated we will hold on this to request to look into other quotes with additional work he needs to add.
- Crossroads has been chip sealing on Spieth and Wolff roads, they brushed last week and have a few repairs they need to work on.

Parks (Township Administrator, Kevin Comes)

No Report

Town Hall (Town Hall Coordinator, Theresa Forlini-Petrey)

- Voting will take place on November 4th, a reminder that early voting is at the Board of Elections only and the township does not allow political signs on township property.

Cemetery (Cemetery Sexton, Theresa Forlini-Petrey)

- There are three headstones that are leaning significantly in Mallet Creek Cemetery and we believe we are at a point where they are high priority, Trustees were provided with photos for their review. The Township can take care of one smaller one without requiring a contractor to be involved. Fiscal Officer Peggy Russell prefers this to be taken out of the General Fund vs. the Cemetery Fund since this is routine maintenance for repairs, but the Trustees will need to decide which fund to use. The quote from E-Gal is \$3,505.
 - **MOTION** to approve payment up to \$3,700 from the General Fund to E-Gal to move two headstones, dig out existing footers, replace the footers and reposition headstones back on new footers, **moved by Trustee Kosman, second by Trustee Monroe.** Roll: Kosman, yes; Monroe, yes; Zieja, yes.
- In December of 2012, Mrs. Nancy Pfanenschwars Kearns (Fan-en-schwars), the only surviving daughter of Clarence J. and Bernice C. Pfanenschwars, wrote a notarized letter to the township dated December 10th, 2012. She donated three of their four plots, Section 5, Lot A12, Plots 5, 6 and 7, purchased in 1954, to York Township to be used as a donation to a family in need or a family that has lost a child, at the discretion of the Township.

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- There is a headstone on plots 5 and 6 with a footer, but we have confirmed that no burials have taken place in these plots and Mr. & Mrs. Pfanenschwars are buried in Florida.
- **MOTION** to accept the donation of Section 5, Lot A12, Plots 5, 6 & 7 from Nancy Pfanenschwars Kearns, the daughter of Clarence J. & Bernice C. Pfanenschwars, dated December 10, 2012, to the York Township Mallet Creek Cemetery with these plots being available for use by a family in need or for the burial of a child, with use at the township's discretion; **moved by Trustee Monroe, second by Trustee Kosman.** Roll: Monroe, yes; Kosman, yes; Zieja, yes.
- **MOTION** to approve the removal and disposal of the old Pfanenschwars headstone by Township maintenance, including filling the hole and compact with dirt; **moved by Trustee Kosman, second by Trustee Monroe.** Roll: Kosman, yes; Monroe, yes; Zieja, yes.
- **MOTION** to approve to hire Hermann Excavating to remove and dispose of four footers (quoted \$300 per footer) not to exceed \$1,500, to be paid on a Blanket Certificate (three leaning headstone footers and one Pfanenschwars footer); **moved by Trustee Monroe, second by Trustee Kosman.** Roll: Monroe, yes; Kosman, yes; Zieja, yes.

Utilities/Services

No Report

Economic Development

No Report

Community Events (Administrative Assistant, Kristy McElroy)

- Gold Star Family Event at Gold Star Memorial, public welcome – September 28th
- EYFD Swiss Steak Dinner – October 11th
- Township office closed – October 13th (Columbus Day)
- AM 250 Planning Committee meeting – October 14th
- Trick-or-Treat – October 31st
- Voting – November 4th

Fiscal (read by Trustees)

- **MOTION** to approve Financial Reports for August 2025 including Appropriation Status, Revenue Status & Summary, Fund Status & Summary, Bank Reconciliation, September Appropriation Supplemental, Payroll, Bills/invoices, PO's, BC's as submitted, including the following list, with check for Crossroads to be held until completion; **moved by Trustee Kosman, second by Trustee Monroe.** Roll: Kosman, yes; Monroe, yes; Zieja, yes.
 - Payment to Rumpke for \$976.37 for second half collection

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- Payment to Perfect Voice and Data \$1,455.56. Entire year fee. Emails were going to wrong address. No late fees, very understanding. We arranged to pay for entire year.
- Payment to Crossroads for \$176,940.91 for work completed to date. We were going to hold this check until we received ok to pay for sweeping that needed to be done. We are still waiting for final bill which will include striping. Trustee Monroe stated this check will be held until completion.
- PO for Crossroads for additional \$6,000 in materials overages
- SBC Road Supplies 2021 \$5000.00
- Refund of \$400 to Juszczuk Property Management for Cancelled Variance
- Rumpke sent the requested delinquent list with 5 names and a total of \$352.24. Rumpke will only certify those resident accounts greater than \$40 and 2 cycles in arrears.
 - In 2024 we certified 31 names and a total of \$2,325.08
 - In 2023 we certified 21 names and a total of \$2,722.52
 - In 2022 we certified 19 names and a total of \$1,500
 - In 2021 we certified 136 names and over \$10,000
 - In 2020 we certified 69 names and just over \$6,000
 - While the auditor does not report to credit agencies, the danger of having delinquencies for special assessments and property taxes is foreclosure proceedings once the amount reaches the threshold, a decision that the County Treasurer makes. This is due to the auditor by Tuesday, September 30, 2025.
 - **MOTION TO APPROVE RESOLUTION #25-09-02** to Certify Delinquent Rumpke Accounts to the Medina County Auditor for the Purpose of Collection in the amount of \$352.24 (attached); **moved by Trustee Zieja, second by Trustee Kosman.** Roll: Zieja, yes; Kosman, yes; Monroe, yes.
- Attached is a resolution to approve York Township's participation in the Purdue Pharma & Sackler Family Settlement as well as the Secondary Manufacturers Settlements which were reached with Alvogen, Amneal, Apotex, Hikma, Indivior, Mylan, Sun, and Zydus. The Prosecutor strongly recommends York Township's participation in these settlements.
 - **MOTION TO APPROVE RESOLUTION #25-09-03 TO PARTICIPATE IN THE 2025 DIRECT SETTLEMENT OF PURDUE PHARMA L.P. & SACKLER FAMILY OPIOID CLAIMS AND THE SECONDARY MANUFACTURERS SETTLEMENTS (REACHED WITH ALVOGEN, AMNEAL, APOTEX, HIKMA, INDIVIOR, MYLAN, SUN, AND ZYDUS); moved by Trustee Zieja, second by Trustee Monroe.** Roll: Zieja, yes; Monroe, yes; Kosman, yes.
- Ohio Deferred Compensation – Chief Creamer and Fiscal Officer Russell met with Michael Pacak, both are onboard with starting this process and agree they would like to see the township offer a pre-tax and the Roth option. Any questions or concerns can be addressed over the course of the next month and if Trustees want to move forward we can do that at the October meeting.
- AUDIT – Peggy believes we are nearing the wrap up, just a reminder for Trustees to submit your required paperwork.

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TRUSTEES

TRUSTEE MONROE

- OPWC Capital Improvement for Station Rd. The next step to getting the T.H. 23 Station Road Resurfacing project moving forward is the passing of the attached Resolution. Per the Assistant Highway Engineer, the project would be about \$409,000, and if all goes well the state would cover around \$300,000. We will know later this year.
 - **MOTION TO APPROVE RESOLUTION #25-09-01 AUTHORIZING YORK TOWNSHIP TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE OHIO PUBLIC WORKS COMMISSION STATE CAPITAL IMPROVEMENT AND / OR LOCAL TRANSPORTATION IMPROVEMENT PROGRAM(S) AND TO EXECUTE CONTRACTS AS REQUIRED; moved by Trustee Monroe, second by Trustee Kosman.** Roll: Monroe, yes; Kosman, yes; Zieja, yes.
WHEREAS, the State Capital Improvement Program and the Local Transportation Improvement Program both provide financial assistance to political subdivisions for capital improvements to public infrastructure, and
WHEREAS, York Township is planning to make capital improvements to T.H. 23 Station Road.
WHEREAS, the infrastructure improvement herein above described is considered to be a priority need for the community and is a qualified project under the OPWC programs,
NOW THEREFORE, BE IT RESOLVED by York Township:
Section 1: York Township Trustee Chris Kosman is hereby authorized to apply to the OPWC for funds as described above.
Section 2: York Township Trustee Chris Kosman is authorized to enter into any agreements as may be necessary and appropriate for obtaining this financial assistance.
- Culvert repairs and replacements have been completed.
- Spoke with Ken, Assistant Parks Director with Medina County Park District; the project at Fenn and 18 has started and will become a restroom area with grasses and small trees, as well as a parking area. This is a 25-year lease to the Park District.
- Lester Rail Trail had grown over trees which would make it hard to get an ambulance down there if needed. The Park District worked to trim overgrown areas and resurfaced the trail.
- Received a quote for \$732 from Mike Sweet with Sweetlawn Services to aerate the park, Town Hall and Fire Station lawns. Resident Dennis Downey stated there are many benefits to aeration.
 - **MOTION** to hire Sweetlawn Services for \$732 to aerate the park, Town Hall and Fire Station lawns, to be paid from the Park and General Fund; **moved by Trustee Monroe, second by Trustee Kosman.** Roll: Monroe, yes; Kosman, yes; Zieja, yes.

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TRUSTEE ZIEJA

- Rumpke - asked Trustee Kosman and Trustee Monroe what their thoughts were on renewing the contract for March 2026-February 2027. Trustees all agree that it is best to renew as it is too late to go out for bid. Trustee Zieja said the rates for the renewal will be \$23.08 for those with cart service and \$8.12 for those with the bag service and the allowed opt-out will remain at 7%.
 - **RESOLUTION #25-09-05 MOTION** to renew the Rumpke Trash Contract Addendum & Amendment for March 2026-February 2027 (year 2 renewal); **moved by Trustee Zieja, second by Trustee Kosman. Roll: Zieja, yes; Kosman, yes; Monroe, yes.**
 - Trustee Zieja recognized resident Christine Barnes for the time she put into hosting a meeting to put together ideas to better the opt-out process.
 - We would like to offer both an in-person and online option for those wishing to opt out for the next contract year, while maintaining the required first come, first served. Trustee Zieja is working with Administrative Assistant, Kristy, to review some online options.
 - Opt-out forms (both paper and online) will be accepted beginning on Monday, November 17th, 2025, at 9:00am; paper forms will be accepted during normal office hours only, no drop off, mailed, or emailed forms will be accepted. A printable form will be available on the website, and printed copies will be available to pick up in the office. The opt-out will close December 31st, 2025, or when the 7% of allowed opt-outs is reached.
 - Residents asked questions and voiced concerns; extensive discussions ensued.
 - In-person forms will be timestamped when received, and the online form automatically timestamps when the form is submitted.
 - Residents will be notified through a mailer, on the website, on the township's Facebook page and on the electronic sign. We are unable to email residents as we do not have that contact information, but all residents and property owners will receive a mailer from the township with details on the opt-out. Residents owning more than one property must complete one form for each property. We cannot use a previous opt-out list as the contract states residents must opt-out each year. We have the option to renew for one more year after this renewal if we choose. The contract is legal; it has been reviewed by the current Prosecutor. While there are some residents not happy with the contract/opt-out, there are a lot of residents that are satisfied with it. The township does not get paid by Rumpke for having this contract. A resident shared that while she doesn't like being told who she has to use for pickup, she is pleased with the service, it is less expensive, there are less trucks traveling on our roads and less noise for our entire community.
 - Brief discussion ensued on the postcard mailer which Admin. Assistant Kristy will put a draft together to send for Trustee review. She requested quotes from 3 businesses; only 2 responded. Quotes were for the following for 1,850 addresses:

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sending a letter and form in an envelope (full mailer), sending a letter only in an envelope, and sending a double-sided postcard, all mailed first-class postage.

- CQ Printing: full mailer \$2,473; letter only \$1,926; postcard \$1,422
 - Minuteman Press: full mailer \$1,772; letter only \$1,671; postcard \$1,280 (postage type unknown)
 - While Minuteman Press quoted lower, Kristy requested to use CQ Printing as that is who we've used for at least the last 4 years, they are easy to work with and familiar with our mailer.
 - **MOTION** to send a double-sided postcard mailer with Rumpke Opt-Out information for the March 2026-February 2027 contract year, using CQ Printing and not to exceed \$1,500; **moved by Trustee Zieja, second by Trustee Kosman.** Roll: Zieja, yes; Kosman, yes; Monroe, yes.
- Cemetery bench – received a call from Bonnie Funk regarding her bench in the cemetery. I would like to cover half of the cost to replace Mrs. Funks' bench that she had placed near her children's plots. Trustee Monroe said we all made a promise to Mrs. Funk that we would not remove her bench, but Trustees Zieja and Kosman said they did not make a promise. Mrs. Funk said the bench has been there and she had been given permission to place it, it had never been an issue before so it should be grandfathered in. She said she would take responsibility and upkeep of it, Trustee Zieja said he spoke with the Prosecutor, and we cannot allow it, or any others that were placed by plot owners or visitors, to be there due to the liability. Trustee Kosman the bench is not placed on personal property, it is township property and per the Prosecutor and our insurance agent it is a liability. Mrs. Funk requested to place a new bench where her current bench is, Trustee Monroe said that is a reasonable request. There is concern that the current bench is placed on a plot that the Funk's own, and placing a new permanent bench there, which includes a footer, will make use of that plot difficult. Trustees agreed that they don't have a problem with a new bench being placed there with Trustee Kosman stating this is the only exception that will be made. Trustee Kosman said he will pick up the other part of the cost. Trustee Zieja said he would like to keep her current bench in place until we are able to replace it.
 - Further discussion ensued on the bench program and placement locations that Cemetery Sexton, Theresa and previous Township Administrator, Steve Ibos, had put together. The bench program has not yet been approved, but the locations for benches was approved. Those locations had been picked so as to not interfere with burial plots or moving equipment in the cemetery for burials or other work. Trustee Monroe asked how many benches have been sold, Theresa stated that the program has not been approved as it was tabled, so it has not been made available to the public. Trustee Monroe stated that we are not paying \$2,000 to replace this bench, which is the potential cost for the bench program.
 - **MOTION** to replace Mrs. Funk's bench with an approved bench, once the Township approves the bench program, and this will be the only bench replaced. Bench to be paid for by Trustee Zieja and Trustee Kosman and at no cost to the township. **Moved by Trustee Zieja, second by Trustee Kosman.** Roll: Zieja, yes; Kosman, yes; Monroe, no.

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PUBLIC COMMENT

- Dave Hull (Spieth Rd.) - There is a political sign placed at the corner of Hamilton and Abbeyville which is obstructing the view for drivers. Township Administrator, Kevin, stated we received several calls on this sign and have verified it is out of the right-of-way, and the Sheriff’s Department also checked the placement and had no issue with the placement.
- Dennis Downey (Erhart Rd.) - There is a large pothole on Lampson and Water, will this get filled? Trustee Monroe said we will take a look at it. Dennis asked if there is an update on Haury? Township Administrator Kevin Comes said it is a long process.
- Mike Izzo (Spieth Rd.) - What is the cost difference between paving and chip sealing a road? Trustee Kosman said chip sealing is about \$52,000 per mile, and asphalt is about \$242,000 per mile.

MOTION to adjourn at 8:42pm; **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:

Public Hearing, Zoning Amendments – October 23, 2025 at 6:30pm

Regular Meeting – October 23, 2025 at 7:00pm

Regular Meeting – November 25, 2025 at 7:00pm *(please note date change due to Thanksgiving)*

Correspondence

- Medina County Soil & Water Phase II OEPA Stormwater NPDES permit (emailed 9/5/25)
- Delia Bankruptcy (emailed 9/6/25)

Payment Listing

September 2025

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
807-2025	09/02/2025	09/02/2025	CH	Treasurer, State of Ohio	\$2,785.50	O
808-2025	09/02/2025	09/02/2025	CH	Verizon Wireless	\$310.16	O
809-2025	09/02/2025	09/02/2025	CH	Columbia Gas	\$56.84	O
810-2025	09/05/2025	09/05/2025	CH	Medina Co. Sanitary Engineer	\$37.00	O
811-2025	09/04/2025	09/05/2025	CH	T-Mobile USA Inc.	\$1,335.58	O
812-2025	09/06/2025	09/06/2025	CH	Lorain-Medina Rural Electric Coop, Inc.	\$8.10	O
813-2025	09/06/2025	09/06/2025	CH	WEX Bank	\$962.45	O
814-2025	09/15/2025	09/09/2025	EP	Travis Auth	\$311.96	O
815-2025	09/15/2025	09/09/2025	EP	Patrick K Barrett	\$284.72	O
816-2025	09/15/2025	09/09/2025	EP	Matthew M Behner	\$170.42	O
817-2025	09/15/2025	09/09/2025	EP	Michael A Blecick	\$408.00	O
818-2025	09/15/2025	09/09/2025	EP	Gary Bromley	\$1,376.04	O
819-2025	09/15/2025	09/09/2025	EP	Kevin C Comes	\$1,598.62	O
820-2025	09/15/2025	09/09/2025	EP	Jason D Creamer	\$920.44	O
821-2025	09/15/2025	09/09/2025	EP	John Dean Creamer	\$725.53	O
822-2025	09/15/2025	09/09/2025	EP	Ronald Michael Eckart	\$685.28	O
823-2025	09/15/2025	09/09/2025	EP	Alexander Elioff	\$348.36	O
824-2025	09/15/2025	09/09/2025	EP	Theresa Forlini-Petrey	\$567.10	O
825-2025	09/15/2025	09/09/2025	EP	Dylan J Glavasevic	\$1,757.99	O
826-2025	09/15/2025	09/09/2025	EP	Matthew K Hawthorne	\$422.87	O
827-2025	09/15/2025	09/09/2025	EP	Brandon Hayner	\$140.43	O
828-2025	09/15/2025	09/09/2025	EP	Christopher R Kosman	\$637.88	O
829-2025	09/15/2025	09/09/2025	EP	Jozsef J Lenarth	\$1,172.29	O
830-2025	09/15/2025	09/09/2025	EP	Tal Lewis	\$417.98	O
831-2025	09/15/2025	09/09/2025	EP	Paul R Lindenberg Jr.	\$1,216.05	O
832-2025	09/15/2025	09/09/2025	EP	Zachary Lohr	\$1,008.61	O
833-2025	09/15/2025	09/09/2025	EP	Aiden Martin	\$864.81	O
834-2025	09/15/2025	09/09/2025	EP	Amanda Mason	\$529.75	O
835-2025	09/15/2025	09/09/2025	EP	Kristyne McElroy	\$706.32	O
836-2025	09/15/2025	09/09/2025	EP	Richard M Monroe	\$674.38	O
837-2025	09/15/2025	09/09/2025	EP	Kenneth Neumeyer	\$1,196.01	O
838-2025	09/15/2025	09/09/2025	EP	Ashton C Porec	\$974.88	O
839-2025	09/15/2025	09/09/2025	EP	Dylan T Ratkowski	\$514.89	O
840-2025	09/15/2025	09/09/2025	EP	David Rodriquez	\$606.27	O
841-2025	09/15/2025	09/09/2025	EP	Margaret M Russell	\$713.11	O
842-2025	09/15/2025	09/09/2025	EP	Spencer R Schrubb	\$1,079.49	O
843-2025	09/15/2025	09/09/2025	EP	Dean Smith	\$123.24	O
844-2025	09/15/2025	09/09/2025	EP	Daniel C Sparks	\$800.32	O
845-2025	09/15/2025	09/09/2025	EP	Nathan M Stankovich	\$880.45	O
846-2025	09/15/2025	09/09/2025	EP	Alexandria J Telatko	\$366.75	O
847-2025	09/15/2025	09/09/2025	EP	Carter L Thacker	\$552.64	O
848-2025	09/15/2025	09/09/2025	EP	Sara C Williamson	\$134.19	O
849-2025	09/15/2025	09/09/2025	EP	Jesse R Yount	\$133.20	O
850-2025	09/15/2025	09/09/2025	EP	Monica D Zieja	\$970.70	O
851-2025	09/15/2025	09/09/2025	EP	Todd Anthony Zieja	\$576.37	O
852-2025	09/15/2025	09/09/2025	EP	Gregory Zuehlke	\$668.65	O

Payment Listing

September 2025

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
854-2025	09/15/2025	09/09/2025	EW	Internal Revenue Service	\$6,188.69	O
855-2025	09/15/2025	09/09/2025	EW	Public Employers Retirement System	\$5,150.04	O
856-2025	09/08/2025	09/09/2025	CH	T-Mobile USA Inc.	\$269.72	O
857-2025	09/08/2025	09/16/2025	CH	Westfield Bank	\$75.00	O
858-2025	09/08/2025	09/16/2025	CH	Ohio Edison Co.	\$321.94	O
859-2025	09/08/2025	09/16/2025	CH	Ohio Edison Co.	\$604.89	O
860-2025	09/16/2025	09/16/2025	CH	Columbia Gas	\$55.37	O
861-2025	09/17/2025	09/22/2025	CH	Ohio Edison Co.	\$720.12	O
862-2025	09/30/2025	09/24/2025	EP	Hunter A Aungst	\$256.56	O
863-2025	09/30/2025	09/24/2025	EP	Travis Auth	\$856.03	O
864-2025	09/30/2025	09/24/2025	EP	Patrick K Barrett	\$619.99	O
865-2025	09/30/2025	09/24/2025	EP	Matthew M Behner	\$40.21	O
866-2025	09/30/2025	09/24/2025	EP	Michael A Blecick	\$470.73	O
867-2025	09/30/2025	09/24/2025	EP	Gary Bromley	\$1,096.71	O
868-2025	09/30/2025	09/24/2025	EP	Kevin C Comes	\$1,607.08	O
869-2025	09/30/2025	09/24/2025	EP	Jason D Creamer	\$865.05	O
870-2025	09/30/2025	09/24/2025	EP	John Dean Creamer	\$231.65	O
871-2025	09/30/2025	09/24/2025	EP	Ronald Michael Eckart	\$397.42	O
872-2025	09/30/2025	09/24/2025	EP	Alexander Elioff	\$155.24	O
873-2025	09/30/2025	09/24/2025	EP	Theresa Forlini-Petrey	\$821.37	O
874-2025	09/30/2025	09/24/2025	EP	Dylan J Glavasevic	\$1,395.04	O
875-2025	09/30/2025	09/24/2025	EP	Matthew K Hawthorne	\$232.54	O
876-2025	09/30/2025	09/24/2025	EP	Brandon Hayner	\$576.03	O
877-2025	09/30/2025	09/24/2025	EP	Christopher R Kosman	\$637.88	O
878-2025	09/30/2025	09/24/2025	EP	Jozsef J Lenarth	\$503.82	O
879-2025	09/30/2025	09/24/2025	EP	Tal Lewis	\$514.57	O
880-2025	09/30/2025	09/24/2025	EP	Paul R Lindenberg Jr.	\$1,183.42	O
881-2025	09/30/2025	09/24/2025	EP	Zachary Lohr	\$657.71	O
882-2025	09/30/2025	09/24/2025	EP	Aiden Martin	\$1,057.92	O
883-2025	09/30/2025	09/24/2025	EP	Amanda Mason	\$883.26	O
884-2025	09/30/2025	09/24/2025	EP	Kristyne McElroy	\$655.13	O
885-2025	09/30/2025	09/24/2025	EP	Nicholas A Mehalic	\$585.49	O
886-2025	09/30/2025	09/24/2025	EP	Richard M Monroe	\$674.38	O
887-2025	09/30/2025	09/24/2025	EP	Kenneth Neumeyer	\$1,063.94	O
888-2025	09/30/2025	09/24/2025	EP	Ashton C Porec	\$468.75	O
889-2025	09/30/2025	09/24/2025	EP	Dylan T Ratkowski	\$528.29	O
890-2025	09/30/2025	09/24/2025	EP	David Rodriguez	\$562.93	O
891-2025	09/30/2025	09/24/2025	EP	Margaret M Russell	\$713.11	O
892-2025	09/30/2025	09/24/2025	EP	Spencer R Schrubb	\$926.65	O
893-2025	09/30/2025	09/24/2025	EP	Dean Smith	\$107.83	O
894-2025	09/30/2025	09/24/2025	EP	Daniel C Sparks	\$606.04	O
895-2025	09/30/2025	09/24/2025	EP	Nathan M Stankovich	\$888.27	O
896-2025	09/30/2025	09/24/2025	EP	Alexandria J Telatko	\$356.86	O
897-2025	09/30/2025	09/24/2025	EP	Carter L Thacker	\$425.56	O
898-2025	09/30/2025	09/24/2025	EP	Sara C Williamson	\$144.75	O
899-2025	09/30/2025	09/24/2025	EP	Jesse R Yount	\$796.44	O

Payment Listing

September 2025

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
900-2025	09/30/2025	09/24/2025	EP	Monica D Zieja	\$1,154.80	O
901-2025	09/30/2025	09/24/2025	EP	Todd Anthony Zieja	\$576.37	O
902-2025	09/30/2025	09/24/2025	EP	Gregory Zuehlke	\$532.29	O
904-2025	09/30/2025	09/24/2025	EW	Ohio Department of Taxation School	\$61.19	O
905-2025	09/30/2025	09/24/2025	EW	Ohio Department of Taxation	\$1,523.97	O
906-2025	09/30/2025	09/24/2025	EW	Internal Revenue Service	\$5,876.64	O
22277	05/01/2025	05/01/2025	AW	Jon's Towing & Recovery LLC	\$150.00 *	V
22277	09/02/2025	09/02/2025	AW	Jon's Towing & Recovery LLC	-\$150.00	V
22341	07/24/2025	07/23/2025	AW	Jon's Towing & Recovery LLC	\$135.00 *	V
22341	09/02/2025	09/02/2025	AW	Jon's Towing & Recovery LLC	-\$135.00	V
22369	09/02/2025	09/02/2025	AW	Jon's Towing & Recovery LLC	\$285.00	O
22370	09/02/2025	09/02/2025	AW	B.O.B's Rustproofing	\$360.00	O
22371	09/25/2025	09/22/2025	RW	Juszczyk Propety MGT	\$400.00	O
22372	09/25/2025	09/22/2025	AW	Credit Card Services	\$835.62	O
22373	09/25/2025	09/23/2025	AW	Amazon Capital Services, INC	\$1,114.76	O
22374	09/25/2025	09/23/2025	AW	Crossroads Asphalt Recycling INC.	\$176,940.91	O
22375	09/25/2025	09/23/2025	AW	Emery Gal	\$1,082.00	O
22376	09/25/2025	09/23/2025	AW	EMSAR Central	\$310.77	O
22377	09/25/2025	09/23/2025	AW	Falls Flag & Banner Co.	\$303.70	O
22378	09/25/2025	09/23/2025	AW	Fire Force, Inc.	\$906.13	O
22379	09/25/2025	09/23/2025	AW	Government Forms & Supplies	\$207.33	O
22380	09/25/2025	09/23/2025	AW	Hammon Inc. Tree Services	\$3,000.00	O
22381	09/25/2025	09/23/2025	AW	Integrity Verifications	\$162.00	O
22382	09/25/2025	09/23/2025	AW	Life Force Management, Inc.	\$572.31	O
22383	09/25/2025	09/23/2025	AW	Medina Co. Engineer	\$170.14	O
22384	09/25/2025	09/23/2025	AW	Medina Co. Soil & Water Conservation	\$516.00	O
22385	09/25/2025	09/23/2025	AW	MES Service Company LLC	\$1,201.07	O
22386	09/25/2025	09/24/2025	AW	Midwest Engraving	\$126.75	O
22387	09/25/2025	09/24/2025	AW	Ohio Business Machines	\$859.78	O
22388	09/25/2025	09/24/2025	AW	Ohio Insurance Services Agency, INC.	\$6,237.56	O
22389	09/25/2025	09/24/2025	AW	Ohio Public Entity Consortium	\$1,597.13	O
22390	09/25/2025	09/24/2025	AW	OTARMA	\$150.00	O
22391	09/25/2025	09/24/2025	AW	Perfect Voice & Data	\$1,455.56	O
22392	09/25/2025	09/24/2025	AW	Perrin Asphalt	\$7,250.00	O
22393	09/25/2025	09/24/2025	AW	Ramaker & Associates, Inc	\$4,200.00	O
22394	09/25/2025	09/24/2025	AW	Rumpke Waste and Recycling	\$976.37	O
22395	09/25/2025	09/24/2025	AW	Wellington Implement Co.	\$385.43	O
22396	09/25/2025	09/24/2025	AW	Kimball Midwest	\$436.43	O
22397	09/25/2025	09/24/2025	AW	Levinson's Uniforms	\$1,985.64	O
22398	09/25/2025	09/24/2025	AW	C & L Shoes, INC	\$399.98	O
Total Payments:					\$294,551.67	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$294,551.67	

Payment Listing

September 2025

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.

RESOLUTION NO. 25-09-02
YORK TOWNSHIP BOARD OF TRUSTEES
MEDINA COUNTY, OHIO

The York Township Board of Trustees, Medina County, Ohio, met in a regular meeting on September 25, 2025, commencing at 7:00, at the York Township Hall, 6609 Norwalk Road, Medina, Ohio 44256, with the following members present:

Chris Kosman
Todd Zieja
Richard Monroe

WHEREAS, In accordance with and in adherence to R.C. Sections 505.27-505.33 et seq., the York Township Board of Trustees has performed the following processes:

- On October 26, 2017, the York Township Board of Trustees created a waste Disposal District in accordance with Ohio Revised Code §505.28.
- On October 30, 2019, the York Township Board of Trustees in accordance with Ohio Revised Code §505.27 entered into an Agreement for Collection, Transportation and Delivery for Disposal or Processing of Residential Solid Waste and Recyclable Materials Generated in and Collected from Residential Units in York Township and Township facilities (“Agreement”) with Rumpke of Ohio Inc. (“Rumpke”).
- On October 24, 2024 The York Township Board of Trustees extended the previous Rumpke contract for 1 year effective March 2025-February 2026 with mutual written agreement of both parties.

WHEREAS, in accordance with the Agreement and Ohio Revised Code §505.29:

- The York Township Board of Trustees established, by resolution, equitable charges of rents, or service charges, to be paid to the Township for the use and benefit of such Collection Services by the Owner of every Residential Unit whose premises are so served. The Service Charges include all related collection, disposal and processing fees, as well as any Optional Services in the amount specified on the Bid Forms attached, as Bid Form 5 to Rumpke’s Bid: Price Sheet: Unlimited Service and the attached Recycling Processing Formula (per Ton and per RU Calculations) for Unlimited Services; and Bid Form 4 of Rumpke’s Bid: Price Sheet: Bag Service and the attached Recycling Processing Formula (per Ton and per RU Calculations) for Bag Service, which documents are part of the October 30, 2019 Agreement.

WHEREAS, In accordance with the October 30, 2019 Agreement, Rumpke for itself and by and on behalf of the Township and as its agent, shall directly invoice and collect all Service Charges from each Owner of a Residential Unit under the Agreement on a quarterly

basis, pursuant to the authority in Section 505.31(B) of the Ohio Revised Code. Such debt is owed directly to the Rumpke.

WHEREAS, By and on behalf of the Board of Township Trustees, Rumpke shall create a list of residential units whose premises are served by Rumpke that are delinquent in the payment of service charges for the disposal of waste pursuant to the Agreement, which list shall be provided to the York Township Board of Trustees. Rumpke's obligation to provide this list is mandatory in order for the Township's Fiscal Officer to certify to the Medina County Auditor the names of the property owners for the purpose of collection pursuant to O.R.C. §505.33 which requires those delinquent charges be certified on or before the first day of October of each year. Any funds received by the Township pursuant to O.R.C. §505.33 shall be forwarded to Rumpke.




WHEREAS, the York Township Board of Trustees now desire to have the Township's Fiscal Officer certify to the Medina County Auditor the names of the property owners of residential units that are delinquent in the payment of waste disposal service charges and a description of their lands for placement of the delinquent waste disposal service charges on the tax duplicate for collection in accordance with Ohio Revised Code §505.33.

NOW THEREFORE, BE IT RESOLVED by the York Township Board of Trustees that, Rumpke has created a list of residential units whose premises are served by Rumpke and that are delinquent in payment of service charges for disposal of waste, which Rumpke has provided to the York Township Board of Trustees.

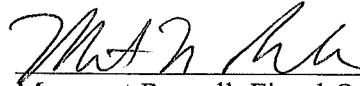
BE IT FURTHER RESOLVED that, the list includes the names of the property owners of residential units that are delinquent as to waste disposal service charges and a description of their land, which list is attached as Exhibit "A" to this Resolution.

BE IT FURTHER RESOLVED that, the York Township Board of Trustees hereby requests the Township's Fiscal Officer to certify this Resolution and list attached as Exhibit "A" to the Medina County Auditor for placement of the delinquent waste disposal service charges on the tax duplicate for the ensuing December installment of taxes, for collection in accordance with Ohio Revised Code §505.33.

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

	yes.
	yes
	YES

Adopted the 25th day of September, 2025

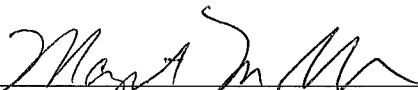

Margaret Russell, Fiscal Officer
York Township
Medina County, Ohio

FISCAL OFFICER'S CERTIFICATION

The State of Ohio, Medina County, ss.

I, Margaret Russell, Fiscal Officer of York Township do hereby certify that the foregoing is taken and copied from the Record of the Proceedings of said meeting; that the same has been compared by me with the Resolution on said Record and that it is a true and correct copy thereof.

Witness my signature this 25th day of September, 2025.



Margaret Russell, Fiscal Officer
York Township
Medina County, Ohio

York Township, Medina County Cybersecurity Policy

1. Purpose

The purpose of this policy is to establish a framework for protecting the confidentiality, integrity, and availability of York Township's information systems, data, and technology resources in compliance with R.C. §9.64 cybersecurity requirements.

2. Scope

This policy applies to all elected officials, employees, contractors, vendors, and third parties who access or manage York Township's technology resources, including but not limited to:

- Computers, servers, and mobile devices
- Cloud services and hosted applications
- Networks and telecommunications systems
- Sensitive or confidential data (e.g., PII, financial, law enforcement, health-related, or other protected records)

3. Policy Statement

York Township is committed to safeguarding its information systems against cybersecurity threats and ensuring compliance with R.C. §9.64 by:

- Establishing baseline cybersecurity practices.
- Providing ongoing cybersecurity awareness training.
- Preparing for detection, response, and recovery from incidents.
- Reviewing and updating cybersecurity policies annually.

4. Roles and Responsibilities

- **Board of Trustees:** Approves cybersecurity policy and ensures resources are allocated.
- **Administrator/Manager:** Oversees policy implementation, coordinates with IT providers and legal counsel.
- **IT Provider (Internal or Vendor):** Implements technical safeguards, monitors for threats, and reports incidents.
- **Employees/Users:** Follow cybersecurity protocols, complete training, and report suspicious activity.

5. Cybersecurity Controls

5.1 Access Control

- Require unique user IDs and strong passwords.
- Enforce multi-factor authentication (MFA) for remote or administrative access.
- Limit access to sensitive data on a "least privilege" basis.

5.2 Network and System Security

- Maintain up-to-date firewalls, antivirus, and intrusion detection/prevention.
- Apply software patches and updates within 30 days of release.
- Segregate critical systems from public networks when possible.

5.3 Data Protection

- Encrypt sensitive data at rest and in transit.
- Regularly back up critical data and test restoration procedures.
- Retain records according to Ohio records retention schedules.

5.4 Incident Response

- Designate an **Incident Response Lead**.
- Establish procedures for detecting, reporting, and escalating incidents.
- In the event of a cybersecurity incident, notify the following parties in the manner listed:
 - (1) The executive director of the division of homeland security within the department of public safety, in a manner prescribed by the executive director, as soon as possible but not later than seven days after the political subdivision discovers the incident;
 - (2) The auditor of state, in a manner prescribed by the auditor of state, as soon as possible but not later than thirty days after the political subdivision discovers the incident.
 - (3) Any other parties as required by law.
- Conduct a post-incident review and update policies as needed.
- Establish procedures for the repair and subsequent maintenance of infrastructure after a cybersecurity incident.

5.5 Training and Awareness

- Require all employees to complete cybersecurity awareness training annually.
- Provide role-specific training for IT administrators and staff handling sensitive data.

5.6 Vendor and Third-Party Management

- Require vendors to comply with York Township's cybersecurity standards.
- Maintain contracts with cybersecurity clauses and breach notification requirements.

6. Compliance and Review

- This policy will be reviewed annually and updated to reflect changes in technology, law, and organizational needs.
- Departments and third-party IT providers must submit evidence of compliance to the Administrator/Manager annually.

7. Enforcement

Violations of this policy may result in disciplinary action up to and including termination of

employment or contract, as well as potential civil and criminal penalties in accordance with applicable law.

8. Effective Date

This policy takes effect on September 25, **2025**. Implementation of technical and training requirements will be completed no later than **June 30, 2026**.

DRAFT