

**Montville Township Trustees
January 5, 2010 Special Meeting**

Present:

Trustee Ron Bischof
Trustee Jeff Brandon
Fiscal Officer Mary Pawlowski
Zoning Inspector Judy Emrick
Police Chief Tom Acklin

Also Present:

Fire Chief Bob Painter
Matt Kovarik, Resident
Mark Kanshorilk, Resident

Trustee Bischof opened the special meeting of the Montville Township Trustees, which came to order at 4:00 p.m. The Pledge of Allegiance was recited. Trustee Bischof offered a prayer. Trustee Bischof turned the meeting over to Fiscal Officer Pawlowski.

Fiscal Officer Pawlowski swore in Jeff Brandon to the continuance of office of Trustee of Montville Township. Fiscal Officer Pawlowski then swore in Ron Bischof to the continuance of office of Trustee of Montville Township.

Fiscal Officer Pawlowski requested, and **Trustee Bischof made a motion electing Trustee Brandon as Chairman of the Board of Trustees for 2010. Trustee Brandon seconded the motion. The motion was passed, 2 ayes, 0 naves and 0 abstentions.**

Fiscal Officer Pawlowski turned the meeting over to Chairman Trustee Brandon.

Trustee Brandon made a motion electing Trustee Shuran as Vice Chairman for the Board of Trustees for 2010. Trustee Bischof seconded the motion. The motion was passed, 2 ayes, 0 naves and 0 abstentions.

Trustee Brandon moved Resolution 010510.01 setting the Trustees Meetings for 2010 as the second and fourth Tuesdays of each month at 7:30 p.m. (See attached meeting schedule.) Trustee Bischof seconded the Resolution. The Resolution was passed, 2 ayes, 0 naves and 0 abstentions.

Trustee Bischof moved Resolution 010510.02 setting the areas of responsibility and backups for the Trustees in 2010 as follows:

| | |
|------------------|--------------------------------------|
| Police | Trustee Jeff Shuran |
| | Trustee Jeff Brandon (backup) |
| LST/Fire | Trustee Jeff Brandon |
| | Trustee Ron Bischof (backup) |
| Roads | Trustee Ron Bischof |
| | Trustee Jeff Brandon (backup) |
| Cemetery | Trustee Ron Bischof |
| | Trustee Jeff Shuran (backup) |
| Utilities | Trustee Jeff Shuran |

Zoning Trustee Ron Bischof (backup)
 Trustee Jeff Brandon
 Trustee Jeff Shuran (backup)
Administration Building
 Trustee Ron Bischof
 Trustee Jeff Shuran (backup)
Rental Manager
 Paul Jeffers
 Trustee Jeff Brandon (backup)
Parks - Trustee Ron Bischof
 Trustee Jeff Brandon (backup)

Trustee Brandon seconded the Resolution. The Resolution was passed, 2 ayes, 0 naves and 0 abstentions.

Trustee Brandon moved Resolution 010510.03, in accordance with the Ohio Revised Code Section 121.22, adopting the Notice of Special Meetings, Schedule of Public Meetings, rules for the Notification of Meetings to the Public and news Media and Open Meetings Sunshine Law. Trustee Bischof seconded the Resolution. The Resolution was passed, 2 ayes, 0 naves and 0 abstentions.

Trustee Bischof moved Resolution 010510.04 adopting the Administration Building Rental and Cemetery Fees for 2010, as set forth in the attached document. Trustee Brandon seconded the Resolution. The Resolution was passed, 2 ayes, 0 naves and 0 abstentions.

Trustee Brandon moved Resolution 010510.05 approving the 2010 Zoning Certificate Fees and Services Schedule (attached). Trustee Bischof seconded the Resolution. The Resolution was passed, 2 ayes, 0 naves and 0 abstentions.

Trustee Bischof moved Resolution 010510.06 setting the compensation for the Members and Alternates of the Montville Township Board of Appeals and Zoning Commission at \$35.00 per meeting. Trustee Brandon seconded the Resolution. The Resolution was passed, 2 ayes, 0 naves and 0 abstentions.

Trustee Brandon moved Resolution 010510.07 authorizing the Zoning Inspector or Field Assistant and Trustee Jeff Brandon to sign lot splits and lot combinations for 2010. Trustee Bischof seconded the Resolution. The Resolution was passed, 2 ayes, 0 naves and 0 abstentions.

Trustee Bischof moved Resolution 010510.08 hiring Bob s Cleaning Services and setting the compensation at \$405.00 per month for these services ending at the end of 2010. Trustee Brandon seconded the Resolution. The Resolution was passed, 2 ayes, 0 naves and 0 abstentions.

Trustee Brandon moved Resolution 010510.09 setting a Blanket Certificate Policy to issue certificates without a limit and to expire by

December 31, 2010. Trustee Bischof seconded the Resolution. The Resolution was passed, 2 ayes, 0 naves and 0 abstentions.

Trustee Bischof moved Resolution 010510.10 setting temporary appropriations for three million dollars (\$3,000,000.00) and three million five hundred thousand dollars (\$3,500,000.00) for the Safety Services building effective January 1, 2010. Trustee Brandon seconded the Resolution. The Resolution was passed, 2 ayes, 0 naves and 0 abstentions.

Trustee Brandon moved Resolution 010510.11 approving the Fiscal Officer to request all tax advances for 2010 from the Medina County Auditor. Trustee Bischof seconded the Resolution. The Resolution was passed, 2 ayes, 0 naves and 0 abstentions.

Trustee Bischof moved Resolution 010510.12 setting the reimbursements rates for meals during travel to the maximum of forty dollars (\$40.00) per day when detailed receipts are provided, mileage rate at \$0.50 per mile outside of the county and reimbursement for lodging at reasonable rates for the area. Trustee Brandon seconded the Resolution. The Resolution was passed, 2 ayes, 0 naves and 0 abstentions.

Trustee Brandon moved Resolution 010510.13 deducting from employees pay each month for insurance benefits as follows:

- **Hospitalization: Family Plan \$50.00 and Single Plan \$20.00**
- **Dental: Family Plan \$12.00 and Single Plan \$7.00**
- **Vision: Family Plan \$11.91 and Single Plan \$5.26 (based on the December 2009 invoice).**

Trustee Bischof seconded the Resolution. In discussion, Fiscal Officer Pawlowski asked if employees pay was appropriate or if it needed to be changed to personnel. Trustee Bischof said that the Trustees were not employed. **The Resolution was passed, 2 ayes, 0 naves and 0 abstentions.**

Trustee Bischof moved Resolution 010510.14 expending funds for the proper public purpose of providing refreshments and beverages such as tea, coffee, coffee additives, pop, bottled water, and paper products for use in the Administration Building. Trustee Brandon seconded the Resolution. The Resolution was passed, 2 ayes, 0 naves and 0 abstentions.

Trustee Brandon moved Resolution 010510.15 re-hiring all township employees for 2010. Trustee Bischof seconded the Resolution. The Resolution was passed, 2 ayes, 0 naves and 0 abstentions.

Trustee Bischof moved Resolution 010510.16 setting hourly wage increases for employees not affected by the Police Collective Bargaining Agreement at 3.5% per hour.

- **Sandy Gorfido +\$.43**
- **Dennis Clapper +\$.80 with \$1,200 longevity and uniform allowance \$350**

- **Jim Vild +\$.65 with \$300 longevity and uniform allowance \$350**
- **Brad Schreiner +\$1.00 effective 12/21/09 and uniform allowance \$350**
- **Chris Kosman +\$1.00 effective 1/15/10 and uniform allowance \$350**
- **Judy Emrick + \$.71**
- **Robin Halleen +\$.43/.35 per line for minutes**
- **Bonnie Schwehm +\$.47/.35 per line for minutes**
- **Paul Jeffers +\$1.99 and uniform allowance \$250**
- **Fran Eden +\$.39/.35 per line for minutes**
- **Elaine Klafczynski +\$.45/.35 per line for minutes**
- **Tom Acklin +\$2,370.93/year**
- **Seasonal Snow Plow Drivers +\$.52**

Trustee Brandon seconded the Resolution. The Resolution was passed, 2 ayes, 0 nays and 0 abstentions.

Trustee Brandon moved Resolution 010510.17 setting the Fiscal Officer and Trustees increases as allowed by the ORC. Trustee Bischof seconded the Resolution. In discussion, Trustee Bischof clarified that there is no increase. The Resolution was passed, 2 ayes, 0 nays and 0 abstentions.

Trustee Bischof moved Resolution 010510.18 authorizing the Fiscal Officer to adjust departmental funds as needed during the year 2010. Trustee Brandon seconded the Resolution. The Resolution was passed, 2 ayes, 0 nays and 0 abstentions.

Trustee Brandon moved Resolution 010510.19 setting the 2010 maximum reimbursement of \$2,000.00 per employee from the police fund for police officer educational reimbursement to a maximum of \$5,000 for this fund. Trustee Bischof seconded the Resolution. The Resolution was passed, 2 ayes, 0 nays and 0 abstentions.

Trustee Bischof moved Resolution 010510.20 allowing the Montville Township Fiscal Officer to handle all township investments. Trustee Brandon seconded the Resolution. The Resolution was passed, 2 ayes, 0 nays and 0 abstentions.

Trustee Brandon moved Resolution 010510.21 appointing Alan Biehl to the Montville Township Board of Zoning Appeals for a term of five (5) years ending in January 2015. Trustee Bischof seconded the Resolution. The Resolution was passed, 2 ayes, 0 nays and 0 abstentions.

Trustee Brandon moved Resolution 010510.22 congratulating Collin J. Irona on attaining the rank of Eagle Scout. Trustee Bischof seconded the Resolution. The Resolution was passed, 2 ayes, 0 nays and 0 abstentions.

Trustee Brandon made a motion approving December 31, 2009, BC and PO s as presented and to pay bills totaling \$19,531.49. Trustee Bischof seconded the motion. The motion was passed, 2 ayes, 0 naves and 0 abstentions.

Trustee Bischof said that Chief Painter had called him concerning a problem his firemen recently had on a scene. Trustee Bischof invited Chief Painter to come to today s meeting to explain the problem to the Trustees.

Chief Painter said that the first responder program had begun approximately 18 months ago. Criteria had been set up for which calls they would go on to assist LST, and has been working well. Chief Painter said that the firemen and LST had responded to a call for a stroke patient at a Montville residence on River Styx and the firemen were told by the Montville patrol officers that they weren t wanted there.

Chief Acklin first requested that he be called on the phone for situations like this and they could be settled quickly. Chief Acklin said that two of their youngest patrol officers had responded to this incident and were concerned about being charged for a fire call that they did not request. The patrol officers said that they told the firemen that they had not asked for the fire department to be dispatched there. Chief Acklin said that the question for the Trustees is do they want the Fire department to arbitrarily go to these calls, which Montville Township pays for. Chief Acklin said that he felt it should be LST s call if they need the Fire Department to respond.

Trustee Bischof said that the primary objective is to have the best and quickest care on the scene for Montville residents. However, it could be overkill to have too much response on the scene.

Chief Painter described the criteria for which critical calls they respond to. They do go to calls in a fire truck, which contains full medical supplies other than controlled substances and do not have transport capabilities, and they can go right to another fire call if needed. Discussion ensued.

Trustee Bischof suggested giving a copy of the nine items on the incidence response criteria to the Police Department so that they will not have a need to question when the Fire Department responds to a call. Chief Acklin said that he will make sure that all the patrol officers receive a copy.

Chief Acklin wanted to address a traffic issue that has developed since Medina schools are no longer busing students. The morning traffic is ok, but the student pick-up in the afternoons is causing congestion. Chief Acklin would like to put in a no left turn sign with specific times on Lexington Ridge leading into Blake. The times for the sign to be in effect would be between 8:00 and 9:00 a.m. and between 3:00 p.m. and 4:00 p.m.

Chief Acklin requested, and **Trustee Bischof made a motion to place a no left turn sign during appropriate school hours at approximately the**

4600 block of Lexington Ridge. Trustee Brandon seconded the motion. The motion was passed, 2 ayes, 0 naves and 0 abstentions.

Chief Acklin would like to increase Sandy s hours for answering the door and for phone calls. Currently, the position requires 12 hours per week. Chief Acklin would like to increase that to 24 hours, working 9:00 am to 3:00 p.m. four days per week. **Trustee Bischof made a motion increasing Sandy Gorfido s hours from 12 hours per week to approximately 24 hours per week, staying as a part-time position. Trustee Brandon seconded the motion. The motion was passed, 2 ayes, 0 naves and 0 abstentions.**

Zoning Inspector Emrick requested, and **Trustee Brandon made a motion accepting the replat from Trails of Montville Subdivision Phase 1 replat 1 creating sub-lot 3A. Trustee Bischof seconded the motion. The motion was passed, 2 ayes, 0 naves and 0 abstentions.**

At 5:09 p.m., Trustee Brandon adjourned the meeting.

Respectfully submitted,

Elaine Klafczynski

Approved by:

Date

Attested:

Date: