

REGULAR RECORD OF PROCEEDINGS

Minutes of

REGULAR

Meeting

BEAR GRAPHICS 800.325.8094 FORM NO 10148

Held July 8, 2019

The Granger Township Board of Trustees met in Regular Session on Monday, July 8, 2019, 7:30 PM, at the Granger Township Administration Building, 3717 Ridge Rd., Medina. Present were Trustees: John H. Ginley, Jr., Chair and Teri A. Berry and Richard L. Pace and Fiscal Officer Donald L. Baker.

**PLEDGE OF ALLEGIANCE:** The meeting was opened at 7:30 PM with the Pledge of Allegiance by Trustee John H. Ginley, Jr.

**MINUTES:** The Minutes of the Regular Meetings of June 10<sup>th</sup> and June 24<sup>th</sup> were approved and the reading of same dispensed with by a **MOTION** set forth and moved to be adopted by Mr. Ginley, duly seconded by Mrs. Berry.

Voting "aye" thereon: Mr. Ginley, Mrs. Berry and Mr. Pace.

**MEDINA COUNTY AUDITOR'S OFFICE REPRESENTATIVE:** Chris Szelag reminded the public that the County Auditor will have representatives in the field checking on new construction and Agricultural Use compliance. The County Auditor is also sponsoring a Coloring Contest for all ages during the Medina County Fair. Details may be found on the Auditor's website.

**RESIDENT NANCY BLOOM** told the Board that the trees donated by the Dale Eydirm family after his death are overgrown at the Cemetery. Mr. Novak will look into this.

**RESIDENT FIRE DEPARTMENT CAPTAIN JOHN ROCCO** presented a "fire department" painting and asked for the Board's approval to hang it at the Station. Trustees said it was a nice painting and said it could be hung at the Station.

**RESIDENT JAMES BRYANT** addressed the Board regarding concerns of the embankment on SR 94 as you approach the round-a-bout going north. It is hard to see traffic. Mr. Ginley said he would bring this up at the ODOT meeting on July 9<sup>th</sup>. Mr. Bryant also asked about painted arrows on the road. Mr. Novak will look into this.

**SERVICE DEPARTMENT DIRECTOR:** Mark Novak advised that brake repairs were required on the F-550 truck. With all the recent repairs to this vehicle, we may want to start planning the purchase of a new dump truck. He is attempting to contact Melway Paving to get a start date for the 2019 Road Work Plan. Berming, road patching and mowing is being done as weather permits. Ditch repairs were made on Stony Hill Road.

**FIRE CHIEF:** Chief Jim Paulett advised there had been six fire, seventeen EMS and two fire/EMS calls during June. Fire Hydrants have been tested. Dry hydrants throughout the township are now being tested. Probationary firefighter//medic Ryan Sholtis has completed his drivers training and equipment familiarization and is now eligible for emergency response and shift work. The replacement extrication tools have arrived. Assistant Chief Smith and Lieutenant Kamp will coordinate putting these tools in service. He advised he would like a new firefighter swearing-in ceremony at the next meeting.

The Chief advised Safety Town was a great success this year. He thanked DARE Officer Sharon Centner, the crews from Granger, Sharon and Hinckley Fire Departments, the Sheriff's Department and the many volunteers from the Highland Schools for their efforts. On July 3<sup>rd</sup>, we participated in the Safety Town at Windfall School.

**Lieutenant Carol Kiel:** Lieutenant Carol Kiel is requesting that she be allowed to resign her officer position and remain on the on the Department as a Fire/Medic due to added responsibilities in her work and personal life.

A **MOTION** to accept the resignation of Carol Kiel of her officer position and remain on the Department as a Fire/Medic, was set forth and moved to be adopted by Mr. Ginley, duly seconded by Mr. Pace.

Voting "aye" thereon: Mrs. Berry, Mr. Pace and Mr. Ginley.

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Mr. Ginley advised he is still in the process of getting quotes for a camera system at the Fire Station.

**SEXTON:** Roberta Gifford was present and reported there were one cremation and two full burials in June. Two foundations were approved. Monument leveling is anticipated to start in mid-July.

**ZONING INSPECTOR:** Randal Davis presented the Zoning Department's June report. There are six active violations and eleven applications were processed during the month. Forty-seven phone calls were received.

**ZONING COMMISSION** is scheduled to meet July 11, 2019 at 7:30 PM to continue sign discussions.

**BOARD OF ZONING APPEALS** is scheduled to meet July 30, 2019 at 7:00 PM to consider two Variance requests for 1291 Medina Road, a Variance request 1800 Medina Line Road, three Variance requests 4762 Ridge Road and a Conditional Use request for property located on Wilbur Road.

**RESOLUTION NO. 07-08-2019-1 ADOPTION OF CREDIT CARD POLICY:** Mr. Baker noted this is to amend Resolution 03-11-2019-1. This is necessary because the Sheetz Business Edge credit card limit was lowered to \$1,500.00 from \$2,400.00.

Mrs. Berry moved the adoption of the following Resolution:

**WHEREAS** House Bill 312 amends Ohio Revised Code sections 505.64, 511.234, 940.11, 940.12, 1545.072, 1711.131, 2913.21, 3313.291, and 3375.392 and enacts sections 9.21, 9.22, 717.13, 3313.311, 3314.52, 3326.52, 3328.52, and 6119.60 of the Revised Code to regulate the use of credit and debit cards. The credit card requirements apply to all political subdivisions, except colleges and universities and counties. The debit card requirements apply to all political subdivisions, except law enforcement.

**AND WHEREAS** the Granger Township Board of Trustees find it is a proper public purpose and necessary to efficiently carry on the business of the township for the use of township credit cards by authorized employees and elected officials for official township purchases, services, conferences and training. Cash withdrawals or advances, entertainment, alcoholic beverages and personal use are strictly prohibited under any circumstances. The Fiscal Officer and Trustees will monitor the bills for any irregularity. If for any reason the township credit cards are abused it may lead to discipline including termination upon the first abuse occurrence. Anyone that knowingly misuses a credit card account held by the Township violates section 2913.21 of the ORC, which is a misdemeanor of the first degree.

**AND WHEREAS** the Board of Trustees has duly authorized a Card Service Center Westfield Bank MasterCard relationship (total credit limit of \$14,500.00) for credit card purchases. There is not a rewards program associated with this credit relationship. All individual Card Service Center Westfield Bank MasterCard credit cards will bear the name of Granger Township. Cards may **not** be used as a debit card.

**AND WHEREAS** the Board of Trustees has duly authorized a Sheetz Business Edge relationship (total credit limit of \$1,500.00) for fuel purchases. There is not a rewards program associated with this credit relationship. All individual Sheetz Business Edge cards will bear the name of Granger Township.

**AND WHEREAS** the Board of Trustees annually at the first meeting of each year authorizes the individuals detailed in Exhibit A of this policy to use specified credit cards for official Township purchases, services, conferences and training within the designated scheduled credit limits.

**AND WHEREAS** the Board of Trustees may at its discretion add or delete an individual as an authorized user at any time by amending Exhibit A without amending this policy by a vote of the Board.

**AND WHEREAS** individuals holding Township credit cards are responsible for reporting lost or stolen credit cards to the credit card company and to the Fiscal Officer immediately.

**AND WHEREAS** the Board of Trustees hereby appoints the Vice Chair of the Board of Trustees as Compliance Officer.

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AND WHEREAS the Fiscal Officer will present the prior month's credit cards activity for review each month. The Board will sign credit card statements and an updated Exhibit A indicating each has been reviewed.

THEREFORE BE IT RESOLVED, The Granger Township Board of Trustees hereby adopts this Credit Card Policy.

Mr. Pace seconded the Resolution.

Roll call resulted thusly: Mr. Pace, aye; Mr. Ginley, aye; and Mrs. Berry, aye.

CREDIT CARD LIMITS: Mr. Baker requested approval of the credit limits detailed in Exhibit A and attached to Resolution No. 07-08-2019-1.

A MOTION to establish individual credit card limits as set forth in Exhibit A attached to Resolution 07-08-2019-1, was set forth and moved to be adopted by Mrs. Berry, duly seconded by Mr. Ginley.

Voting "aye" thereon: Mr. Pace, Mr. Ginley, and Mrs. Berry.

FINANCIAL REPORT: Mr. Baker reported as of June 30, 2019 cash on hand was \$4,084,403.48. Expenditures for June were \$72,867.19 and receipts \$68,711.85. Ending fund balances were as follows: General \$1,962,453.24, MVL \$54,739.82, Gasoline Tax \$239,655.03, Road and Bridge \$293,162.19, Cemetery \$84,683.82, Fire Levy \$694,929.62, Road Levy \$313,364.88, Perm. MVL \$96,721.63, Ambulance \$283,827.26, and Fire Fund \$60,865.99 and Public Works Commission Project \$0.00.

MOTION TO PAY BILLS AS PRESENTED: Being then advised there was sufficient monies to pay bills, purchase orders and blanket certificates duly authorized and signed, requisitions and warrants having been examined were set forth and moved to be adopted for payment as presented by a MOTION from Mr. Ginley, duly seconded by Mr. Pace.

Voting "aye" thereon: Mr. Ginley, Mrs. Berry and Mr. Pace.

A listing of payments (\$56,121.30) is detailed within Exhibit A for this meeting.

OPWC DISTRICT 9 - ROUND 34 APPLICATION FORMS: Mr. Baker advised we are in receipt of correspondence regarding the Public Works Commission Application for Financial Assistance. Applications for Round 34 are due by September 6, 2019.

2020 CEMETERY GRANT APPLICATION: Mr. Baker advised correspondence from the Ohio Department of Commerce has been received regarding the FY 2020 Cemetery Grant Program. He and Mrs. Gifford will review this information to determine if an application is warranted.

BICENTENNIAL COMMITTEE MEETING is Jul 18th at 7:00 PM. Mrs. Gifford told the Board that a Township business, The Little Red Quilt House, is planning to donate a quilt for the Bicentennial, but wants to be sure it will be displayed. The Board said that it would be displayed.

TRUSTEE'S UPCOMING MEETINGS: Monday, July 22nd at 4:00 PM, and Monday, August 12th at 7:30 PM. There will be a Special Meeting on July 9th at 4:00 PM to discuss the SR 18 corridor with representatives of ODOT.

MOTION TO RECESS: A Motion to recess the meeting at 7:55 PM to answer any press questions before the Executive Session was set forth and moved to be adopted by Mr. Ginley duly seconded by Mr. Pace.

Voting "aye" thereon: Mrs. Berry, Mr. Pace and Mr. Ginley.

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**MOTION TO RECONVENE THE MEETING** at 8:04PM was set forth and moved to be adopted by Mr. Ginley duly seconded by Mr. Pace.

Voting "aye" thereon: Mr. Pace, Mrs. Berry and Mr. Ginley.

**MOTION TO GO INTO EXECUTIVE SESSION AT 8:04 PM** to discuss employment, discipline and any other matters which are required to be kept confidential according to Federal Laws and/or State Statutes was set forth and moved to be adopted by Mr. Ginley duly seconded by Mr. Pace.

Voting "aye" thereon: Mr. Ginley, Mrs. Berry, and Mr. Pace.

Chief Paulett and Assistant Chiefs Smith and Hylbert were invited into the meeting and left at 8:13 PM.

Zoning Inspector Randal Davis was invited into the meeting at 8:13 PM and left at 8:33 PM.

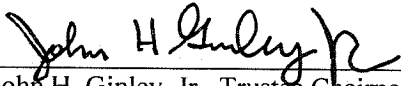
**MOTION TO RECONVENE THE REGULAR MEETING AT 8:37 PM** was set forth and moved to be adopted by Mr. Ginley duly seconded by Mr. Pace.

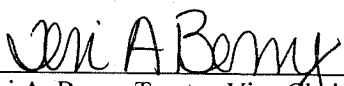
Voting "aye" thereon: Mr. Pace, Mr. Ginley and Mrs. Berry.

**ACTION TAKEN FROM EXECUTIVE SESSION: NONE**

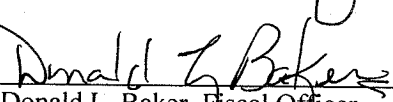
With no further business to discuss a **MOTION** was set forth and moved for adjournment.

We, the Granger Township Board of Trustees do hereby certify the foregoing Minutes to be a true and correct copy of the proceedings before this Board at its Regular Meeting on Monday, July 8, 2019.

  
John H. Ginley, Jr., Trustee Chairperson

  
Teri A. Berry, Trustee Vice Chairperson

  
Richard L. Pace, Trustee

  
Donald L. Baker, Fiscal Officer

**EXHIBIT A  
MEETING OF  
JULY 8, 2019  
(PAYMENTS)**

GRANGER TOWNSHIP, MEDINA COUNTY

8/8/2019 9:53:27 AM  
UAN v2019.2

**Payment Listing**  
7/9/2019 to 7/9/2019

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
401-2019	07/09/2019	07/02/2019	CH	TIME WARNER CABLE - NORTHEAST	\$256.22	O
	Purpose: Phone/Cable - FD					
402-2019	07/09/2019	07/02/2019	CH	JOHN DEERE FINANCIAL	\$1,069.38	O
	Purpose: Fuel - FD					
30393	07/09/2019	07/07/2019	AW	CRANDALL CO. INC	\$134.95	O
	Purpose: Dump Truck Battery					
30394	07/09/2019	07/07/2019	AW	DONALD L. BAKER	\$44.08	O
	Purpose: June Mileage					
30395	07/09/2019	07/07/2019	AW	GATEWAY TIRE & SERVICE CENTER	\$35.25	O
	Purpose: Tractor Tire Repair					
30396	07/09/2019	07/07/2019	AW	GRANGER TRACTOR AND PARTS	\$525.00	O
	Purpose: 77-2 Maint. - FD					
30397	07/09/2019	07/07/2019	AW	HOWELL RESCUE SYSTEMS, INC	\$26,844.00	O
	Purpose: Replacement Extrication Tools - FD					
30398	07/09/2019	07/07/2019	AW	INTERNATIONAL ASSOC. OF FIRE CHIEFS	\$265.00	O
	Purpose: Dues - FD					
30399	07/09/2019	07/07/2019	AW	KIRK SCHAREIN	\$27.26	O
	Purpose: May Mileage					
30400	07/09/2019	07/07/2019	AW	MEDINA CO. SOIL & WATER DISTRICT	\$494.00	O
	Purpose: Public Education					
30401	07/09/2019	07/07/2019	AW	OTARMA	\$21,011.00	O
	Purpose: Insurance Invoice					
30402	07/09/2019	07/07/2019	AW	PARRISH - McINTYRE TIRE CO.	\$703.07	O
	Purpose: Break Repairs - 76-2 - FD					
30403	07/09/2019	07/07/2019	AW	RUSTIC RIDGE LAWN SERVICE	\$2,560.00	O
	Purpose: Mowing					
30404	07/09/2019	07/07/2019	AW	SCHEMRICH BROS. BUILDING SUPPLIES	\$122.67	O
	Purpose: Stone - Serv.					
30405	07/09/2019	07/07/2019	AW	SENSIBLE PRODUCTS	\$99.00	O
	Purpose: Brackets/Clips - FD					
30406	07/09/2019	07/07/2019	AW	STAPLES ADVANTAGE	\$51.67	O
	Purpose: Zoning Name Plates					
30407	07/09/2019	07/07/2019	AW	STONEWALL UNIFORM CORP	\$44.00	V
	Purpose: Shirt - Redford - FD					
30407	07/09/2019	07/08/2019	AW	STONEWALL UNIFORM CORP	-\$44.00	V
30408	07/09/2019	07/07/2019	AW	STOW COMPUTER	\$265.00	O
	Purpose: Anti-Virus Software/Web Changes					
30409	07/09/2019	07/07/2019	AW	U.S. TREASURY	\$24.50	O
	Purpose: 2019 PCORI Fee					
30410	07/09/2019	07/07/2019	AW	UNIVERSITY HOSPITALS CORPORATE HE/	\$1,176.00	O
	Purpose: Physicals- FD					
30411	07/09/2019	07/07/2019	AW	WARREN FIRE EQUIPMENT, INC.	\$368.75	O
	Purpose: Breathing App. Repair - FD					
30412	07/09/2019	07/08/2019	AW	STONEWALL UNIFORM CORP	\$44.50	O
	Purpose: Uniform Shirt - FD					
Total Payments:					\$56,121.30	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$56,121.30	

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.