

Montville Township Trustees
January 13, 2026 – Regular Trustees Meeting

Present:

Trustee Jeff Brandon, Chairman
Trustee Sally Albrecht
Trustee Rob Skidmore
Police Chief Matt Neil
Planning & Zoning Dir. Paul Jeffers
Service Director Chris Kosman

Also Present:

Resident Bill Hanigan
Pulte Homes - Jeremy Krahe
New Leaf, LLC - Katie Lancianse
I.T. Specialist Rich Rodgers

At 7:00 p.m. Trustee Brandon opened the regular meeting of the Montville Township Trustees. The Pledge of Allegiance was recited. Police Chief Matt Neil offered a prayer. Trustee Brandon welcomed all guests and stated that the meeting is being recorded for transcription purposes only.

PUBLIC MEETING

Trustee Brandon opened the public meeting regarding the JEDD. Trustee Brandon turned the meeting over to Planning & Zoning Director Paul Jeffers for an introduction to this portion of the meeting.

Mr. Jeffers explained that Montville Township had entered into a JEDD agreement with the City of Medina in 2010 to prevent further annexation of township property to the city. Over the course of that time, there have been 9 previous amendments. This amendment #10 is based on an agreement that was put into play with the mixed use overlay district in the Cobblestone Park area, which will free up part of the community/business area of Cobblestone Park for residential use. A parcel is under review for tomorrow, which is planned for a VA clinic, and they have other projects planned for the near future.

Katie Lancianse, from New Leaf, LLC, the developer for these properties, are requesting to have approximately 35 acres be part of the JEDD. They were accepted by the City of Medina at the City Council meeting last evening. In addition to the VA clinic, which will be approximately 4 acres, they are looking at an assisted living facility, and approximately 110 multi-family rental units. There is an additional 21 acres at the southeast corner of 162 roundabout that they are still working on.

Trustee Skidmore asked whether the rules for responsibility of indigent burial costs change when it is in the JEDD, or does that become a city responsibility in the JEDD agreement. He mentioned this considering the assisted living facility that will be going in. Service Director Kosman believes that it falls under the township, since it is still township property. Fiscal Officer Pawlowski thought that, if they were in the facility and paying privately to be there, they would not be indigent. Chief Neil said that we should seek legal opinion on this question, and he will follow up.

Trustee Brandon asked for any comments or questions from the Trustees. There were no further questions.

Trustee Brandon asked for any comments or questions from the public. Resident Bill Hanigan asked whether the assisted living facility will be providing their own transportation for routine visits to doctors' appointments, etc. Mrs. Lancianse responded that they will be coming before the Zoning Commission within the next couple of months for their preliminary plan approval, at which time that question would be answered. Mr. Jeffers added that this concern was discussed at the concept plan discussions with the developer and builder. Nothing had been decided at that point in time, but this concern was brought before them to figure out how we can make this work where it is not a burden on the township's taxpayers.

There were no further comments or questions. Trustee Brandon closed the public meeting.

Trustee Albrecht moved Resolution 011326.33 adopting the 10th amendment to the City of Medina/Montville Township Joint Economic Development District (JEDD) an annexation contract to add territory to the district effective immediately. Trustee Skidmore seconded the Resolution. The Resolution was passed, 3 ayes, 0 nays and 0 abstentions.

GUEST RECOGNITION

I.T. Specialist Rich Rodgers addressed the board regarding the disposal of lithium batteries. Four years ago, we started a battery collection program and began a relationship at no cost to the township with a company called Call to Recycle based in Atlanta for chargeable and nonchargeable in the trash. Call to Recycle sent us prepaid boxes for rechargeable batteries that residents brought to the lobby of the Police Department. This program was marginally successful but had not been promoted.

Mr. Rodgers recently discovered Summit e-Waste Recycling Solutions which is based in Akron. They have placed an electronics disposal bin at Habitat for Humanity in Medina. The possibility of a disposal bin placed here was discussed, and Summit e-Waste has delivered a bin near our brown service building last week. Their web site explains many details about their responsible recycling for all kinds of items. Mr. Rodgers was happy to learn that they will shred hard disc drives from computers, and they will send certificates for destruction of data as proof that data is properly destroyed.

Mr. Rodgers is concerned that residents may take advantage of the electronics disposal bin and put items in the bin that do not belong in there. He suggested a sign which reminds residents that it is for electronics and note that it is "Under Security Cameras." Mr. Rodgers also would like to promote the electronics disposal bin so that residents are aware of it.

Trustee Albrecht said that it will get to our residents via the article in the *Montville Living* magazine around the 20th of February. Trustee Brandon said that we should also add it to our township's web site. The Trustees felt that this was an excellent program and thanked Mr. Rodgers for his efforts.

Trustee Albrecht made a motion approving Hawks Ridge Subdivision Replat #1 creating Sublot 11 through 132 inclusive, Block "D-1", Block "D-2", Block "D-3", Block "E-1", Block "E-2", Block "E-3", Block "E-4", Block "E-5", and dedicating Cooper Hawk Drive, Golden Eagle Court, Gray Hawk Lane, Crested Eagle Drive, Peregrine Court, Northern Harrier Court, and part of Waterbury Drive, being a replat of Blocks D and E of Hawks Ridge Subdivision dated December 18, 2025. Trustee Skidmore seconded the motion. In discussion, Mr. Jeffers explained that the subdivisions are not phases due to the way it had to be broken down on the parcel of land and the sanitary line running through the parcels. Due to the way it was platted, it will be a replat for each section. Mr. Krahe asked whether a decision had been made about recycling cans being provided for new residents, which was discussed at a previous Trustees meeting due to the quantity of recycling cans that the township has. Mr. Kosman responded that this is something we still need to work through. He will work with Kimble on this question. Fiscal Officer Pawlowski mentioned that the cans are very sturdy but they will eventually wear out and wondered how they would be replaced. Mr. Kosman said that the contract is written so residents would need to purchase a new can for damage or being worn out. **The motion was passed, 3 ayes, 0 nays and 0 abstentions.**

APPROVAL OF MINUTES

Trustee Albrecht made a motion approving the minutes for the December 9th regular Trustees meeting and the December 10th special Trustees meeting. Trustee Skidmore seconded the motion. The motion was passed, 3 ayes, 0 nays and 0 abstentions.

DEPARTMENT REPORTS

ROADS: Mr. Kosman said that his department has been running "business as usual." The salt supply is good, and our plow trucks are doing very well thus far.

Trustee Brandon said that he had attended a recent Glenmore Farms HOA meeting and a question came up about the walking trail which goes around the perimeter of the development. The residents asked if the trail could be striped like a crosswalk striping at the points where the trail crosses the road on Timber Trail and on Glenmore Way. Mr. Kosman responded that it has never been done before. This also came up with the golf cart path at Fox Meadows. Once the trail is striped, it becomes a pedestrian crossing and vehicular traffic must yield to pedestrians. Mr. Kosman said that we do not stripe our crosswalks in the township and would not recommend striping walking paths or cart paths of a private nature onto a public roadway. Chief Neil agreed with not striping these paths.

Trustee Brandon asked whether a speed trailer could be put up on Timber Trail. He said that the new section has opened and more people are using the road, with speed becoming a problem. Chief Neil said that he would certainly put the speed trailer up at Timber Trail in the spring; he does not do that in the winter since the batteries freeze and there is road salt that affects them.

Mr. Kosman said he received from the county the updated road mileage for 2026 for the Trustees to sign. The township mileage is at 55.417; we went up by .406.

ADMINISTRATION BUILDING: Mr. Kosman had no updates to report.

CEMETERY: Trustee Albrecht had no updates to report.

PARKS: Mr. Kosman had no updates to report.

Trustee Skidmore thanked everyone for getting him ready to serve as Trustee. Chief Neil gave him a tour of the building, and he was impressed with the technology and the situation room. Mr. Kosman spent an afternoon showing him all the buildings, parks, Poe Cemetery, and the properties that the township owns. He was surprised and pleased with all the Service Department staff's knowledge and the abilities. Fiscal Officer Pawlowski has helped him getting up to speed; Mr. Jeffers assisted in getting him set up with several details; and everyone has made him feel very welcome.

ECONOMIC DEVELOPMENT: Trustee Brandon said that the first meeting of the year for Medina County Economic Development is scheduled for Thursday morning, January 15th at the Galaxy Restaurant in Wadsworth. It is usually a well-attended meeting with the discussion focused on the state of the county.

Trustee Brandon reminded all that the OTA convention is coming up on February 4-6 in Columbus that several of us are attending. This will include the Coalition of Large Ohio Urban Townships (CLOUT) annual meeting on February 5th, which Montville Township is a member. They will present a legislative review.

Trustee Brandon said that our new nursing home on Route 3, Champion Creek, will be hosting an open house celebrating their six months of their opening on January 22nd.

Trustee Brandon attended the Solid Waste District Advisory meeting held on December 18th. There was continued discussion on the City of Brunswick's waiver request, which is up to the County Commissioners to decide how to handle it.

The Solid Waste advisory committee has a primary budget proposal and a contingency budget proposal, depending on whether the Commissioners grant the waiver request. Without the waiver, the tip fee is less; with the waiver, it increases by almost \$5/ton. A draft plan of the budget is due to the EPA on February 11th, with the final plan due to the EPA in June. Trustee Brandon said that, as part of this new plan, there will be a new host community fee at \$.25 per ton which would go to Westfield Township to help defray the cost of maintaining their roads because this facility is in Westfield Township.

Trustee Brandon noted that all the waste (not recycling) from the Lake Road facility goes to the Richland County landfill. Last year, this nearly 154,000 tons of waste. Hazardous household waste collected at the facility in 2024 was nearly 288,000 pounds of latex paint. Fortunately, the latex paint is reused/recycled.

COMMUNITY EVENTS: Trustee Albrecht said that the January issue of the *Montville Living* magazine will have three articles: introducing Trustee Skidmore; introducing our new Community Events Planner/Volunteer Coordinator; and an article about Tino, our K-9 officer. The Easter Egg Hunt flyer will be run in the

February issue. It will also contain Chief Neil's article about the new recycling locations for electrical trash items.

Trustee Albrecht said that Kelly Barone is working with the Church of the Nazarene on getting some details in place for this year's Easter Egg Hunt, which will be March 29th at 1:00 p.m. It appears that we are down about 2,000 plastic eggs, so Kelly will probably be ordering more eggs soon. She will also contact businesses to sponsor this year's event. Kelly is looking into different ideas to include this year, such as a petting zoo and an Easter Bunny costume contest.

Trustee Albrecht said that Mrs. Barone will be organizing the annual garage sale event for the last Saturday in June. She will attend HOA meetings to recruit neighborhoods to do scenes for this year's scary walk and for businesses to do the same.

UTILITIES: Trustee Albrecht reported that a recent windy day brought down an electric pole on a Wedgewood Road resident's property. ODOT told the resident that it was her pole as it is located 25 feet from the house and far back off the road; the homeowners will repair it.

Trustee Albrecht asked what is happening with ODOT and all the lights out, and a pole down in Blue Heron which has been down a month. Mr. Kosman replied that Ohio Edison is aware of it and that they are lacking materials and labor. A repair crew will need to come out but it is not scheduled yet as a repair crew is not currently in our area. Some of the lights are legitimately out and some are damaged from fiber companies. Ohio Edison has now taken a stand that they are not repairing the damaged ones until they are reimbursed by the fiber companies.

Mr. Kosman provided the Trustees with the year-end totals for solid waste and recycling from Kimble (attached). He thought that the recycling is very strong in our township.

ZONING: Mr. Jeffers reported that 2025 began slowly for new home starts but ended with 83 new single-family homes and 8 cluster homes. This was a 23% increase from the previous year. This new year is starting out strong even though we typically see a slowdown in January.

The VA Clinic preliminary development plan will be reviewed tomorrow evening for the northeast corner of the MUOD property on Wooster Pike and Cobblestone Drive.

Mr. Jeffers reported that the Board of Zoning Appeals is losing another member, as she will be moving to Westlake. The Trustees were saddened for this loss of a very good board member. Mr. Jeffers would like to post the job availability in the Gazette. The Trustees agreed.

Trustee Albrecht made a motion posting an advertisement in the *Medina Gazette* to recruit candidates for a Board of Zoning Appeals member. Trustee Skidmore seconded the motion. The motion was passed, 3 ayes, 0 nays and 0 abstentions.

Presently, there are no agenda items for the BZA through February.

POLICE: Chief Neil said that the Police Department is currently diligently working on their 2025 annual report, which includes Fire and LST.

Chief Neil wanted the Board of Trustees to be aware of some professional appointments which he has a role in. He feels that his participation on these boards is inherent to his position as Chief of Police, as it builds and strengthens professional relationships for the Police Department as well as the township and the county.

The Medina County Police Chiefs Association has reappointed Chief Neil as the Law Enforcement Liaison to the All-Hazards Advisory Board, which is an annual appointment. Also, the Police Chiefs Association has reelected Chief Neil to serve as President for 2026. Chief Neil has accepted the role of Law Enforcement Administrator on NOACA's Safety and Operations Council. Chief Neil will continue to serve as Chief on the Board of Directors for the Society of Handicap Citizens.

Chief Neil wanted to acknowledge Detective Vivo, who consistently does a fantastic job on her investigative cases. He identified a specific case where a person had been sending mass messages out to young girls on social media platforms to see who would respond. He has been found to be grooming them for inappropriate relationships. Detective Vivo was responsible for investigating and bringing this person to justice. In another of her cases, which is extremely rare, a juvenile was indicted with several high felonies.

Trustee Skidmore commented that he watched the City Council meeting last evening. There was public comment on the Flock cameras and expressed concern about information being stored could be hacked and accessed by people other than law enforcement.

Chief Neil responded that our access is limited to 30 days. He said that many places now have Flock cameras: Home Depot, Lowes, every school in Cleveland, many HOA's, but these types of places do not share information they obtain. As a law enforcement executive, Chief Neil said that Flock is a fantastic tool for them. The data is extremely helpful in finding a missing person, for example.

Chief Neil requested, and **Trustee Skidmore made a motion authorizing the application for the following OTARMA grants:**

- **2025 Fire Grant for the purchase of 14 fire extinguishers for police vehicles at a total cost of \$1,002.82 with grant reimbursement in the amount of \$1,000;**
- **2025 Police Grant for the purchase of critical care and trauma supplies, including bailout bags for police vehicles, at a total cost of \$1,008.12 with a grant amount of \$1,000;**
- **2026 Fire Grant for the purchase of 5 Milwaukee M28 batteries for the Fire Department's extrication and hydraulic rescue (Jaws of Life) equipment, at a total cost of \$930.95, with full grant reimbursement.**

Trustee Albrecht seconded the motion. The motion was passed, 3 ayes, 0 nays and 0 abstentions.

Trustee Skidmore made a motion accepting \$50,000 donation from the Park Foundation. Trustee Albrecht seconded the motion. In discussion, Chief Neil said that they have not yet spent the last \$50,000 donation from the Park Foundation. The stipulation on spending the donation is to not use it for salaries and to use it for something that we would not otherwise have money in the budget. **The motion was passed, 3 ayes, 0 nays and 0 abstentions.**

Trustee Skidmore made a motion paying expenses for Officer Sheers to attend Advanced Roadside Impaired Driving Enforcement (ARIDE) class at the Lorain Community College on November 16 and 17, 2026. Trustee Albrecht seconded the motion. In discussion, Chief Neil said that Officer Sheers will attend this instructor course and come back to teach this to our officers. **The motion was passed, 3 ayes, 0 nays and 0 abstentions.**

Trustee Skidmore made a motion discarding surplus IT equipment as listed:

- **Dell Optiplex 3050 serial 5HVJND2;**
- **Dell Optiplex 3050 serial 6109HK2;**
- **Dell Optiplex 3050 serial INJYTQ2;**
- **Dell Optiplex 3050 serial 2179JL2;**
- **Dell Optiplex 3050 serial 6099HK2;**
- **Dell Optiplex 3050 serial 5X04HK2;**
- **Dell Optiplex 3050 serial 5DV84JK2;**
- **Dell Optiplex 3050 serial D7V2JK2;**
- **Dell Optiplex 3050 serial 8K3L7M2;**
- **Panasonic ToughBook CF-30 serial 8FKSB56580;**
- **Panasonic ToughBook CF-30 serial 8FKSB57228;**
- **Panasonic ToughBook CF-30 serial 8FKSB56709;**
- **Panasonic ToughBook CF-30 serial 9aksa23959;**
- **Fujitsu Lifebook Laptop Serial R1500675;**
- **Fujitsu Lifebook Laptop Serial R1500681.**

Trustee Albrecht seconded the motion. In discussion, Chief Neil said that these are older computers that cannot be upgraded to Windows 11. They were replaced last year and are ready to be discarded. **The motion was passed, 3 ayes, 0 nays and 0 abstentions.**

Chief Neil said that they have four AEDs that are not in police cars and are at their end of life. We have one of them replaced by the Cleveland Clinic at no charge to us. We are required to have an AED in sports and recreational facilities. We keep them at the two parks that have ball fields, and they are pulled out in the winter when there are no sports activities. Chief Neil recommended purchasing three new, basic AEDs at \$1,398 each plus shipping.

Trustee Albrecht made a motion purchasing from Stryker three AEDs for a total cost of \$4,248.69. Two of the AEDs are for the parks, and one will be for the Service Department building. Trustee Skidmore seconded the motion. In discussion, Trustee Skidmore asked about the condition to require sufficient staff trained to use the AEDs. Mr. Kosman explained that the sports organizations that we work with are very proactive. MSA, MBA, and MLA put all their coaches through AED training and CPR. MSA and MBA also have purchased their own AEDs for their tournaments and bigger events. **The motion was passed, 3 ayes, 0 nays and 0 abstentions.**

LST/FIRE: Trustee Brandon read the December fire report received from Chief Walters. For the month of December, there were a total of 36 calls for fire in the township: 1 cooking; 19 fire alarms; 4 motor vehicle accidents; 4 EMS assists; 2 electrical hazards; 2 leaks and spills; 3 odor/smoke investigation; and 1 public service.

Chief Neil provided some detail on the Blue Heron complex fire, which was at the Taste of Excellence storage building where all their linens are stored as well as 400 plastic chairs that are used for the summer concerts. The fire is under investigation and the Ohio Fire Marshall has been involved as well as the Medina County Fire Investigative Task Force. The fire was likely burning for several hours before it was noticed and called in.

Chief Neil reported a crash on River Styx Road south of Poe at the bridge. A car traveled left of center and another car went left of center to try and avoid a crash; the two cars collided on their passenger sides. Initially, seven occupants needed to go to the hospital. The accident involved a large response, and the road was shut down for a time.

Trustee Brandon reported receipt of the November LST invoice totaling \$30,746.64. During the month, Montville Township had 64 calls for ambulance. This was over the budgeted amount of \$28,671 for November. Chief Neil added that our total cost for LST for 11 months in 2025 was at \$333,000. Once we receive the December invoice, which Chief Neil projected at \$25-30,000, we should be about \$80,000 under what we paid the previous year. This is partly due to the new billing that came out in April, which they are seeing more return on insurance.

Chief Neil said that the Champion Creek Health & Rehabilitation facility is up to 38 residents. They are a 99-bed facility. Chief Neil said that they received their Medicare number just last week, which means that we would anticipate an increase in the number of residents.

A rehabilitation facility in North Olmsted recently had their sprinkler system go off, which damaged the facility. There are 15 of their residents currently living in a hotel. Champion Creek is working with this facility to transfer these 15 residents to them.

Chief Neil provided the Trustees with his updated spreadsheet showing Montville Township ambulance costs by month. He expects to receive December's numbers within a few days. Chief Neil has added a column to indicate the number of calls to Champion Creek.

Chief Neil said that a recent LST call to Champion Creek for a person living there whose doctor did not like his labs and wanted him to go to the hospital. That should not be a 911 call, and Champion Creek said that their normal transport service was not available for several hours. They will work with their staff members so they know when and when not to call 911.

Chief Neil is planning to bring Attorney DeVanney to the next LST advisory board meeting. He would like her to become more involved in it so we can find a legal way that we can charge the nursing homes. Trustee Albrecht said that she still would like to see Montville Township be reimbursed for all the years we have been paying for non-emergency transportation.

OTHER BUSINESS

Fiscal Officer Pawlowski reviewed the December bank reconciliation and financial reports and credit card statements. Copies of the prior month reports provided for each Trustee: Fund Summary & Status; Appropriation Status, Revenue Summary, Payment Listing, and the current Fund Status report.

Fiscal Officer Pawlowski requested, and **Trustee Albrecht moved Resolution 011326.34 approving Supplemental appropriations as presented. Trustee Skidmore seconded the Resolution. The Resolution was passed, 3 ayes, 0 nays and 0 abstentions.**

Trustee Skidmore made a motion paying \$30,746.64 to Medina Hospital for November LST services. Trustee Albrecht seconded the motion. The motion was passed, 3 ayes, 0 nays and 0 abstentions.

Trustee Albrecht moved Resolution 011326.35 authorizing Chief Neil a delegate to act on behalf of the township for purposes of such meeting, provided no other Trustee from Montville Township is in attendance for 911 Board and for Emergency Management Agency Advisory Group. Trustee Skidmore seconded the Resolution. In discussion, Chief Neil said that the purpose of this Resolution is that, if a Montville Township Trustee is not there, he can attend and has the authority to act on behalf of the township. **The Resolution was passed, 3 ayes, 0 nays and 0 abstentions.**

Trustee Skidmore made a motion approving BC and POs for 2025 and paying bills totaling \$105,938.28 and BC and POs for 2026 and to pay bills totaling \$285,478.98. Trustee Albrecht seconded the motion. The motion was passed, 3 ayes, 0 nays and 0 abstentions.

Fiscal Officer Pawlowski reminded all that inventory lists are due as soon as possible. The Police Department has already submitted theirs.

Fiscal Officer Pawlowski commented that Officer Eckstine and Sergeant Searle will have a presentation for the Trustees at the January 27th regular meeting.

Trustee Skidmore said that the Land Bank is looking for a representative for the Montville Township Trustees. Although that would be appointed by the Medina County

Commissioners, Trustee Skidmore thought the Trustees should delegate him to be the representative.

Trustee Albrecht made a motion appointing Trustee Rob Skidmore to represent Montville Township Trustees on the Medina County Land Bank, replacing Trustee Allen Biehl. Trustee Brandon seconded the motion. The motion was passed, 3 ayes, 0 nays and 0 abstentions.

At 9:28 p.m. Trustee Brandon adjourned the meeting.

Respectfully submitted,

Elaine Klafczynski

Approved By:

Date:

Attested:

Date: