

**Montville Township Trustees**  
**October 8, 2024 – Regular Trustees Meeting**

**Present:**

Trustee Jeff Brandon, Chairman  
Trustee Sally Albrecht  
Trustee Allen Biehl  
Fiscal Officer Mary Pawlowski  
Police Chief Matt Neil  
Planning & Zoning Dir. Paul Jeffers  
Service Director Chris Kosman

**Also Present:**

Resident Bill Hanigan  
Resident Stu Mohr  
MCED Bethany Dentler

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 residents and stated that the meeting is being recorded for transcription purposes only.

**GUEST RECOGNITION**

Resident Bill Hanigan reminded everyone that election day is November 5<sup>th</sup> with early voting beginning today. He said that turnout is heavy, with approximately 1,200 people voting today and they expect it to remain that way through election day. Additionally, they have received approximately 20,000 requests for absentee voting.

Bethany Dentler from Medina County Economic Development provided copies of the original Resolution that the Montville Township Trustees passed in 2002 approving the creation of the Montville Township CRA zone on Route 3. Mrs. Dentler discussed and explained reasoning for proposing for the county to amend the legislation to include a parcel in the boundaries of the CRA zone on Route 3 to allow for the equitable development of the out-blocks on the parcels owned by the Albrecht family. She wanted the Trustees to be aware of it before working with the County Commissioners on doing this.

Mrs. Dentler said that the Ohio Department of Development would require a new Resolution by the Commissioners with the updated map, and then it would be filed with the State. In this case, the JEDD board would also need to amend the boundaries of its JEDD zone because the JEDD zone boundaries exactly duplicate the CRA zone. The language in the CRA program says that anyone applying for the CRA must join the JEDD.

Fiscal Officer Pawlowski thought that the Commissioners cannot move forward until the JEDD Board amends the boundaries first. She said that Attorney DeVanney has not yet looked at this and would prefer that Attorney DeVanney has a chance to weigh in on it before the Trustees pass a Resolution to agree with the amendment, which Attorney DeVanney could draft. She is our legal counsel and the Chair of the JEDD. The Trustees meet again in two weeks, which would give Attorney DeVanney some time to review it first.

Planning & Zoning Director Jeffers confirmed that the parcel in question is commercial but is still used as residential since that is what it was used as at the time the CRA was created. The Trustees were in favor of the proposal but would like to wait for Attorney DeVanney to look at it. Mr. Jeffers will provide a copy of the 2002 Resolution and communicate with Attorney DeVanney regarding the proposed amendment.

#### APPROVAL OF MINUTES

**Trustee Albrecht made a motion approving the minutes for the September 24<sup>th</sup> regular Trustees meeting. Trustee Biehl seconded the motion. The motion was passed, 3 ayes, 0 nays and 0 abstentions.**

#### DEPARTMENT REPORTS

ROADS: Service Director Kosman reported that paving has been completed on Good Road, Rustic Hills East/West, the north section of Rustic Hills, and Forest Lake and Forest Hill. We are still waiting on berm work to be completed. Fiscal Officer Pawlowski commented that they did an excellent job on Good Road and that it is the nicest it has looked in years.

ADMINISTRATION BUILDING: Service Director Kosman requested, and **Trustee Biehl made a motion purchasing repair materials from Holmes Supply for an amount not to exceed \$5,000. Trustee Albrecht seconded the motion.** In discussion, Mr. Kosman said that these materials are for patching the holes that were made in the parking lot for lights. **The motion was passed, 3 ayes, 0 nays and 0 abstentions.**

**Trustee Biehl made a motion hiring Depew Well Service to cap the water well from the old Administration building for \$3,000. Trustee Albrecht seconded the motion. The motion was passed, 3 ayes, 0 nays and 0 abstentions.**

Trustee Biehl requested an update on the landscaping for the roundabout and ideas for the retaining wall signage to promote a sense of arrival to the township.

Mr. Kosman responded that he took pictures for visuals on the wall at Route 18 and River Styx. When motorists are sitting at either direction on Route 18 at the intersection, he did not think a sign would work there. There is too much infrastructure including light poles which takes away from the area visually. Mr. Kosman said that, if he can touch it, others can too and the letters would come off the wall or come up missing.

Trustee Albrecht agreed and said that it is too small of an area and it is too close to the road to have an impact. The intersection is too busy and complicated.

Trustee Biehl agreed to not move forward with using the wall for a sense of arrival since Mr. Kosman did his due diligence and it makes sense to rule it out.

Trustee Albrecht said that we have also considered the salt barn or adding something on our roundabouts for a sense of arrival to the township. Discussion ensued about other possible locations along Route 18. Mr. Kosman said that he is working with a different sign company who will be coming up with some ideas for the barn area. Trustee Brandon likes the easy visibility of the barn from I-71. Trustee Biehl agreed with the barn location since it would have no vegetation and would be maintenance free.

Fiscal Officer Pawlowski said that she noticed the nice posts which have replaced the concrete block in front of the entrance to the Administration building. The posts match the building and look like they belong. Mr. Kosman said that he wanted to purchase the posts but was unable to find what he thought would work and so the Service Department made the posts.

**CEMETERY:** Trustee Albrecht and Service Director Kosman had no updates to report.

**PARKS:** Trustee Brandon asked about winterizing and the timing for closing the parks for the season. Mr. Kosman responded that they have not closed the parks in the last couple of years until sometime around Thanksgiving. The Service Department will close them up sooner if the weather starts to get cold and people are not using the parks.

Trustee Albrecht said that Angela Wish, the Girl Scout leader, had her girls design a new rock head for Monty the snake. They have also made a bunch of little rocks for his body. As more rocks are added, Monty will grow longer. Trustee Albrecht will be making a whimsical wooden sign for Monty and put it near the nature trail.

Trustee Albrecht commented that Randy Wallace and the Friends of the Park had painted bridge number 13 at Aaron Smith this past Saturday. They do a very nice job and Trustee Albrecht is grateful for them.

Police Chief Matt Neil reported that, last Thursday, the Medina County SWAT team did their monthly police training in Montville Township. They used the field station area in Aaron Smith Park. They had posted a notice on the HOA web page and had put physical signs out indicating that it was police training for anyone that may be walking the trail.

**ECONOMIC DEVELOPMENT:** Trustee Brandon reported that Medina County Economic Development will have their 2024 county business awards at 5:00 p.m. on October 22<sup>nd</sup> at the Blair Center in Westfield Center. Many area businesses will be attending, and Trustee Brandon is planning to represent Montville Township.

Trustee Brandon said that the next Medina County Township Association's member meeting will be on October 17<sup>th</sup> in York Township at 6:30 p.m. The guests will be from the First Responders who cover critical incidents here in the county.

**COMMUNITY EVENTS:** Trustee Albrecht said that Mrs. Navicky provided an update on the Halloween event preparations. Things are moving along very well,

and Mrs. Navicky is very grateful for all the great ideas, excitement and help from our Service Department staff.

The spooky walk will have a couple of new scenes this year. There is a new haunted tunnel with holographic projections for the beginning of the path. The alien spaceship crash site has been revamped. An alien ship was designed and made by hand by our Service staff and will be in the swamp area on the path. The not-so-spooky path has three beautiful Disney-inspired walls, painted by Eric Steidl from our maintenance staff, that will surround the little ghouls' dance party. We have 13 sponsors; we have actors from Medina High school; Girl Scouts and community volunteers have been assigned to scenes. We have two dance academies doing the Thriller dance this year.

Trustee Albrecht said that Sam Hardy donated 75 pumpkins again this year. Brad Novotny on our Zoning Commission and his neighbors will carve the pumpkins the night before.

Trustee Albrecht said that the November article for the *Montville Living* magazine is completed and it is about our multi-use overlay district.

UTILITIES: Trustee Albrecht said that she advised Kimble of the Trustees' Resolution passed at the last meeting approving the final trash renewal contract, which increased the price by \$1.00 per month.

Trustee Albrecht said that we have been receiving emails from Columbia Gas company working on lines. Mr. Kosman explained that Ben Cutler is new with the gas company and he is doing a great job communicating with the township. This is standard work that Columbia Gas is doing but we have not been kept informed of it in the past.

ZONING: Planning & Zoning Director Jeffers reported that the Zoning Commission will be reviewing the preliminary development plan for The Chapel of Medina to be located on the corner of Wooster Pike and Wedgewood Road tomorrow. They are looking at possible future growth on the property and are setting the building in a position where they will have the ability to grow if and when sewer comes in.

The Zoning office has received the preliminary plan for the Retreat at Cobblestone (Mixed Use Overlay District) which is on the east side of Wooster Pike and will be reviewed by the Zoning Commission on October 23<sup>rd</sup>. The packages which the Trustees received show this preliminary plan for the single family residential on the south park of Cobblestone Park Drive, and the north part is blocked off for future commercial and rental residential which will come in as separate phases and separate development plans.

Mr. Jeffers commented that new home permits were up to twelve in September, compared with four in 2023. He expects these numbers to continue to rise for the unforeseeable future due to approximately 300 new lots being available over the course of the next year and other plans in the works for even more lots.

Mr. Jeffers said that he will be sending the Trustees a revised fee sheet to review for 2025 to be approved at the organizational meeting.

POLICE: Chief Neil reported that he recently attended the attorney general's conference in Sandusky. He took several classes regarding legal updates from BCI which were very educational and well worth his time.

Chief Neil said that we had many discussions about providing a school resource officer for the Medina Christian Academy. That did not work out with Montville Township or with the sheriff's office. MCA now has a new principal and a new superintendent. The new superintendent is very much security oriented. Chief Neil met with MCA last week, and we are now doing an off-duty job at the school for 2-3 hours in the morning and 2-3 hours in the afternoon on school days at both the Medina Road and River Styx campuses. This is four shifts per day and could become five shifts to have presence at their games.

Chief Neil complimented two officers for their flawless response to a home burglary in progress last Saturday. The suspect was in custody quickly without incident.

Chief Neil said that the SWAT team has requested the Trustees' guidance on the possible use of the house next door for practice training. There would be no damage to the house. The Trustees had no issues with the SWAT team's use of the house for training purposes.

Chief Neil requested, and **Trustee Biehl made a motion accepting \$14,454.57 in federal asset forfeiture from DEA, for a 2019 drug case. Trustee Albrecht seconded the motion.** In discussion, Chief Neil explained that it takes five to ten years to receive money from cases that we have worked. This is a case that our officer worked on the interstate. **The motion was passed, 3 ayes, 0 nays and 0 abstentions.**

**Trustee Biehl made a motion using federal asset forfeiture funds to pay the annual LexiPol invoice of \$7,439.77. Trustee Albrecht seconded the motion.** In discussion, Chief Neil said that LexiPol is our policies and procedures manual that is updated every several months with any new laws and/or case law. It is also our daily training bulletins that our officers are required to answer relating to policy. This fits under the asset forfeiture fund rules to use for the annual LexiPol invoice. **The motion was passed, 3 ayes, 0 nays and 0 abstentions.**

**Trustee Biehl made a motion using federal asset forfeiture funds to purchase a one-year subscription of Case Guard all-in-one redaction service, with three hours training, from "Finalcover LLC" for \$4,545.00. Trustee Albrecht seconded the motion.** In discussion, Chief Neil said that this is the software that the lieutenant has been working on testing for the last several months. We are hoping this software will ease some of the load of the dash cam/body cam videos with its use of AI to efficiently blur out anything that looks like a document or drivers' license or anything we require. **The motion was passed, 3 ayes, 0 nays and 0 abstentions.**

**Trustee Biehl made a motion paying up to \$5,000 in expenses to bring Dr. Nancy Bohl-Penrod “NKB & Associates” to Medina to host “Shots Fired”, an officer-involved shooting class for police executives. Trustee Albrecht seconded the motion.** In discussion, Chief Neil said that Dr. Penrod’s class is for police executives in Medina County and surrounding counties to understand what to expect their officers to go through emotionally, not investigative-wise. The State has approved our using \$5,000 in the police wellness grant for Dr. Penrod’s travel expenses. The sheriff’s office will pay anything above \$5,000. The Medina Bluecoats Association will pay for the lunch on the day of the training, which should be on December 2<sup>nd</sup>. **The motion was passed, 3 ayes, 0 nays and 0 abstentions.**

LST/FIRE: Trustee Brandon received the September fire report from the City of Medina and read the report to the Trustees. During the month of September, there were 17 calls for fire in Montville Township: 8 fire alarms; 3 motor vehicle accidents; 1 EMS assist; 2 leaks and spills; and 3 smoke/odor investigations.

Chief Neil was thrilled to report that, after two years of pushing for this, Medina Fire has divided Montville Township up into four quadrants and Lafayette, Seville and Sharon will be automatically dispatched by the Medina Dispatch Center at the time of the call, depending on where the fire is located. Chief Neil is requesting to have this put into our fire contract.

Trustee Brandon said that the next LST quarterly meeting is scheduled for November.

#### OTHER BUSINESS

Fiscal Officer Pawlowski reviewed the September bank reconciliation and financial reports and credit card statements. Copies of the September reports provided for each Trustee: Fund Status and Fund Summary; Appropriation Status; Revenue Summary and Payment Summary. The Fund Status report as of October 8<sup>th</sup> was provided to each Trustee.

Fiscal Officer Pawlowski requested, and **Trustee Albrecht moved Resolution 100824.01 approving Supplemental appropriations as presented. Trustee Biehl seconded the Resolution. The Resolution was passed, 3 ayes, 0 nays and 0 abstentions.**

**Trustee Biehl moved Resolution 100824.02 accepting the amounts and rates as determined by the budget commission, authorizing the necessary tax levies, and certifying them to the county auditor. Trustee Albrecht seconded the Resolution.** In discussion, Fiscal Officer Pawlowski said that this is the final step of the budget for next year. She provided copies to the Trustees for review, including funds to be received for road and bridge, police, safety services. For ambulance, Fiscal Officer Pawlowski noted that we will receive \$306,900 in tax funds. We do have some carryover, but we cannot be sure what that will be until the end of the year. On average, over twelve months, collecting full millage is \$25,575/month. When there is a \$37,000 invoice for one month, that can be absorbed but Fiscal Officer Pawlowski is concerned about the impact of the new nursing home because we are just covering the expenses of the residents who are

paying for this. Chief Neil said that our safety services and fire levies are five-year and the renewals come up in 2026 but he thought that we could do a replacement levy at any time. Fiscal Officer Pawlowski believes that fall of 2025 is the earliest we can bring it up per the auditor’s office. We are required to provide ambulance service but not how it is paid. If the levies do not pass, residents and non-residents will be billed for ambulance. **The Resolution was passed, 3 ayes, 0 naves and 0 abstentions.**

Fiscal Officer Pawlowski requested, and **Trustee Biehl made a motion paying \$4,024.25 to Wurm Hydraulic Equipment for truck parts for repairs. Trustee Albrecht seconded the motion.** In discussion, Fiscal Officer Pawlowski said that the snowplow broke down and needed to be fixed. Mr. Kosman said that he no longer has a large enough limit to purchase the parts needed. Fiscal Officer Pawlowski said that department heads’ limits will be addressed in the organizational meeting. **The motion was passed, 3 ayes, 0 naves and 0 abstentions.**

**Trustee Albrecht made a motion paying \$4,640.08 to Marlboro Supply for township parking lot improvements. Trustee Biehl seconded the motion.** In discussion, Mr. Kosman explained that this is for drainage pipe. **The motion was passed, 3 ayes, 0 naves and 0 abstentions.**

**Trustee Biehl made a motion approving BC & PO’s and paying bills totaling \$74,662.46. Trustee Albrecht seconded the motion. The motion was passed, 3 ayes, 0 naves and 0 abstentions.**

Fiscal Officer Pawlowski brought up under discussion the use of ARPA funds to keep it in front of everyone.

Trustee Biehl said that he talked with Bob Weaver, who is working on finding grant money to pay for a Route 3 corridor study. It is still in the works with ODOT, and Trustee Biehl is hopeful that since there is a lot of development happening on the corridor and, hopefully, they can find some funds for the study before it is too late.

At 8:29 p.m. Trustee Brandon adjourned the meeting.

Respectfully submitted,

Elaine Klafczynski

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Approved By:

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Date:

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Attested:

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Date: