

Montville Township Trustees
February 13, 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 William Hanigan
Resident Stu Mohr
Resident Kelby Crum
Resident Lisa Morrison

At 7:01 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.

PUBLIC HEARING

Trustee Brandon said that we will begin with a public hearing regarding zoning text amendments. Trustee Brandon opened the public meeting and requested Planning & Zoning Inspector Jeffers to provide a brief overview.

Mr. Jeffers said that our Zoning Commission has met over the last several months to update some of the terminologies that we had in our zoning code and then putting them in the reflective areas of the code throughout the chapters of the code. There were not any major changes; it was just verifying and clarifying the definitions that have been used in the past that have struck different meanings in different contractor's eyes and different legal opinions. We are trying to clarify those definitions.

At the last Trustees meeting, the Trustees were given the Zoning Commission's recommendations to review. County Planning has reviewed them and had recommended modifications which were mostly grammatical. This evening Mr. Jeffers is requesting approval of the amendments.

Trustee Brandon asked the Board for any questions or comments regarding the zoning text amendments; there were none.

Trustee Brandon asked for any questions or comments from the public regarding the zoning text amendments. Resident Bill Hanigan said that, considering there are no major changes, is it correct to assume that there are no changes with regards to lot size or dimensions that are to be approved? And there are no changes in areas that are currently commercial residential or industrial?

Mr. Jeffers replied that is correct, there are no changes. There is a public hearing next Wednesday for the Comprehensive Plan committee. The Comprehensive Plan does not have changes to make regarding those things but verifies and reflects what we have already seen in the last survey of the comments

from residents on how they want the township to look and how they would like it to remain.

Resident Kelby Crum asked his understanding of they took the old rules and clarified what they are saying. Mr. Jeffers replied that is correct, that some definitions of terms used were clarified for legal purposes.

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

Trustee Albrecht made a motion adopting the draft zoning text amendments documents dated January 10, 2024, and its application number 11-23-079 to Chapter 210 Definitions; Chapter 410 Single Family Residential Districts; Chapter 430 Commercial District Regulations; Chapter 450 Conditional Use Regulations; and Chapter 720 Development Plan Review. Trustee Biehl seconded the motion. The motion was passed, 3 ayes, 0 nays and 0 abstentions.

GUEST RECOGNITION

Resident Lisa Morrison said that their non-profit organization, Integrated Community Solutions, serve groups of people with developmental disabilities. They have partnered with the Office of Older Adults and they are now shopping for seniors that are unable to leave their homes. She asked for those that know of someone that can use this type of assistance to let her know about them.

Mrs. Morrison said that her organization has also begun partnering with different restaurants in the community who throw away unused food. Her organization is now picking up that food and delivering it to where it can be used. She asked to let them know when anyone learns of food that is being unused and can be picked up and delivered elsewhere.

Resident Stu Mohr mentioned that he and his wife have been looking to downsize their home and stay in Montville Township. They have found it difficult with current market conditions but have recently reserved a lot in Trillium Preserve.

Trustee Brandon thought that a developer is planning to put cluster homes out in Lakeview Pines. Mr. Jeffers said that they are regular single-family homes with smaller lots in Lakeview Pines. There are envelope lots available at the Villas at Blue Heron.

Resident Kelby Crum asked, when the sewers were installed, how was it allowed to dig through the continental divide to run the water from the south of the continental divide north to Lake Erie?

Service Director Kosman responded that, so long as it is delivered in a pipe and returned in a pipe, they could do it. So, if it comes from the lake, the sewers must return it to the lake. Mr. Kosman does not think that there is any sewer line that goes south in the township; everything from here goes north, although there is a lot of zig-zag.

Trustee Biehl added that there is a treaty between the United States and Canada, the Great Lake states along with the provinces of Canada, have a compact treaty to not divert the Great Lakes water without approval.

APPROVAL OF MINUTES

Trustee Albrecht made a motion approving the minutes for the January 23rd special and regular Trustees meetings. Trustee Biehl seconded the motion. The motion was passed, 3 ayes, 0 nays and 0 abstentions.

DEPARTMENT REPORTS

POLICE: Chief Matt Neil reported that on January 15, there was a chemical spill at a chemical company in Seville. The Fire Department, along with EMA and HAZMAT, requested our drones. Sergeant Searle and Chief Neill were there for several hours with drones in the air. Chief Neil said that the aerial assistance from the drones is invaluable for getting a good idea of what is happening and helping to make immediate decisions such as moving personnel back and moving the fire truck back that was in too close.

Chief Neil noted that, anytime there is a HAZMAT call, there is a set amount for reimbursement per drone and truck as well as reimbursement for the staff's hourly rate for staff. Chief Neil said that Montville Township will be receiving a check for reimbursement of \$1,528.36, which will go back into the Police Fund 2081.

Chief Neil gave an update on the flock cameras in our township. The third flock camera was recently put up on Route 57 and River Styx. Also, on Route 18 and River Styx, instead up putting up separate poles, ODOT has agreed to allow the flock cameras to be on the traffic signal poles.

Chief Neil said that we received our first flock alert from our cameras on a stolen vehicle that was exiting the City of Medina. Our officers picked up the driver of the vehicle and followed him to Wadsworth where he was stopped and the vehicle was recovered.

Chief Neil said that Trustee Bischof had a passion for the Office of Older Adults and was interested in the presentation that Sergeant Gaede has been working on along with LST and Fire that will be presented next week.

Chief Neil expects their police annual report for 2023 will be ready for the next Trustees meeting.

Trustee Biehl made a motion accepting a Dell OptiPlex 7060 computer valued at \$470 and two HP 32" monitors, valued at \$300 each, donated by Rich Rodgers. Trustee Albrecht seconded the motion. In discussion, Chief Neil said that the computer and monitors are used by Mr. Rodgers and are set up in the back that belong to him personally, and he intends to leave them for the department if/when he no longer works here. **The motion was passed, 3 ayes, 0 nays and 0 abstentions.**

Trustee Biehl made a motion paying \$1,500 for Sgt. Gaede to attend Gracie Law Enforcement Survival Tactic Instructors course in Richfield from March 25-29, 2024. Trustee Albrecht seconded the motion. In discussion, Chief Neil said that Sergeant Gaede is our defensive tactics instructor and has been waiting for this law enforcement/survival class to come to our area. He plans to pass along what he learns to our police force during our annual training. **The motion was passed, 3 ayes, 0 nays and 0 abstentions.**

Trustee Biehl made a motion applying for \$1,702.49 from the Ohio Attorney General's Law Enforcement Bulletproof Vest program, as 75% reimbursement for two bulletproof vests purchased in 2023. Trustee Albrecht seconded the motion. The motion was passed, 3 ayes, 0 nays and 0 abstentions.

Trustee Biehl made a motion paying Zoho Corporation \$2,241.00 for Central Management Software and security patching Dashboard for all township PCs. Trustee Albrecht seconded the motion. In discussion, Chief Neil said that there are over 40 PCs in the township and this will efficiently assist in remotely protecting every computer with Microsoft's weekly security updates. Chief Neil requested it be split between the Police and General Funds. **The motion was passed, 3 ayes, 0 nays and 0 abstentions.**

Trustee Biehl made a motion to use up to \$4,500 of the Park Foundation donation to purchase mirrors for the gym from Medina Glass. Trustee Albrecht seconded the motion. In discussion, Chief Neil said that the gym has been painted but Sergeant Searle is not yet certain whether they will add three of four mirrors for the walls. **The motion was passed, 3 ayes, 0 nays and 0 abstentions.**

Trustee Biehl made a motion paying R. L. Collinson Inc. (dba: Collinson Enterprises) up to \$2,000 for Montville Police/Ronald Bischof memorial challenge coins. Trustee Albrecht seconded the motion. In discussion, Chief Neil explained the challenge coins and that the Patrolman's Association strongly felt that it was important to honor Trustee Bischof's years of service and dedication to the department. Trustee Bischof was one of the founding Trustees that passed the Resolution to start the Police Department in 1979. There will be 200 coins and the Police Patrolman's Association will reimburse us for half the cost. **The motion was passed, 3 ayes, 0 nays and 0 abstentions.**

Trustee Biehl made a motion destroying surplus IT equipment as presented (attached). Trustee Albrecht seconded the motion. In discussion, Chief Neil said that this equipment is leftover from an upgrade that we did over five years ago and is sitting in the back. It has no value for selling it. **The motion was passed, 3 ayes, 0 nays and 0 abstentions.**

LST/FIRE: Trustee Brandon reported receipt of the December LST invoice for \$20,556.49. This was slightly below the budgeted amount of \$22,943. Montville Township had 46 calls for ambulance during December.

The first LST meeting with the hospital, the City of Medina, and Medina Township this year is scheduled for Thursday, February 15th at 8:00 a.m. Trustee Brandon and Chief Neil plan on attending the meeting. Discussion to be included at this meeting will be proposed budget for 2024, which is \$317,519.31 for our township.

This is based on our actual amount from last year and is an increase of 1% from 2023's budgeted amount. Trustee Albrecht said that we were below budget last year and so why would there be an increase. Trustee Brandon said that the actual amount can certainly be lower and this is just a projected budget amount.

Trustee Brandon said that the fire chief sent out information about a house fire. Chief Neil said that there was extensive damage inside the home due to the intense heat and that the family will be displaced for about 9-12 months.

Chief Neil said that our two-man duty crew will be brought up with our contract negotiations with the City this year. As they cannot enter a burning house by themselves, if there is not a third person to back up. At some point, Chief Neil expects that we will see a request to increase one man at each station to make a full three-man crew on a truck to enable them to properly work a fire.

Trustee Brandon reviewed the January report from Chief Walters. Calls for service within Montville Township for January: 8 fire alarms; 2 motor vehicle accidents; 6 EMS assists; 1 electrical hazard; 2 leaks and spills; 1 smoke odor investigation; and 6 public service calls for a total of 26 calls for fire.

Trustee Brandon said that the annual stand-by fee that we will be paying to the City of Medina is at \$279,411. Fiscal Officer Pawlowski said that this amount increases slightly every year and this amount is per the contract.

ROADS: Service Director Kosman reported that their staff has been patching roads and doing pothole discovery. Annual tree-trimming has been started a little earlier than usual. They put signs up in the developments and started trimming in Lexington Ridge. Emerald Lakes has been marked for trimming and they will then head through the northeastern corridor.

Mr. Kosman said that the road bid sheets were received this afternoon from the County Engineer's office.

Trustee Albrecht received a message from a resident in Emerald Lakes indicating that our snow plows damaged her curb on the road. The resident said that she learned that it was her responsibility to repair it. Trustee Albrecht asked whether it was something that we do the repair.

Mr. Kosman suspects that the curblines were cut before a catch basin and, if so, they would not be repaired. That is approximately a six-inch section and there is no structural rigidity to that anymore. Trustee Albrecht will have the resident contact Mr. Kosman.

Trustee Albrecht asked about the letter considering a representative from the City and Trustees to represent the four townships for the County Engineer's task force to look at transportation issues. Trustee Biehl responded that he would volunteer because he was on the task force representing ODOT when he was District Deputy Director; he will follow up.

Trustee Albrecht wanted to consider landscaping or establishing a sense of arrival into Montville Township on Route 18. The Trustees have previously discussed

and considered the wall at River Styx, and an area at I-71 on Route 18. With completion of the road work on Route 18, now may be the right time to look at this.

Trustee Biehl remarked that whatever is considered must be durable, especially with vegetation, to survive weather and road salt. He suggested having some sort of competition with landscapers and permit them to include their signs for recognition. The Trustees will think about an appropriate location to pursue over the next couple of weeks.

Discussion continued about recruiting landscapers' help with an adopt a roundabout plan. Fiscal Officer Pawlowski said that Mike Boyert is in our township who could be included in discussions. He is in our community and very much Montville-minded. Mr. Kosman will contact Mr. Boyert.

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

CEMETERY: Trustee Albrecht had no updates to report.

Mr. Kosman reported a funeral held today in Section A of our cemetery.

Mr. Kosman said that there is a lot of settling in some of the areas in the cemetery and this is a project that they want to begin tackling. He said that it is difficult to do these types of projects during prime growing season while keeping the cemetery looking nice for our grieving families on certain calendar markers such as Mother's Day. Mr. Kosman plans on adding topsoil and filling in some areas. They will straw the areas and put in seed when the weather breaks and hope that the cemetery will be presentable for spring.

PARKS: Mr. Kosman had no updates to report.

Planning & Zoning Director Jeffers said that he received a call from a gentleman that works with the St. Vincent de Paul Society, a charity that works out of St. Francis Xavier Church. Their mission is helping low-income families in Medina County with food, rent and utility payments. This group has an annual fundraiser and are asking about using the pavilion and all five of our pickleball courts for no fee at a date in July. In the past, we have permitted the pavilion and up to two pickleball courts to keep the other courts available for public use.

Mr. Jeffers asked the Trustees whether they want to permit a non-profit organization use of our pavilion and all of the pickleball courts for an entire day of a weekend for their fundraising event. Consideration could be made to a partial day, use of only some of the five courts, and partial fees. Discussion ensued about precedence setting, covering costs vs. waived fees for a charitable event, and setting a time for all day with three courts or a limited time with all courts. The Trustees decided to consider the options and to create a policy in order to move forward with this charity event and the possibility of other charity requests for discussion at the next Trustees meeting.

ECONOMIC DEVELOPMENT: Trustee Brandon reported an upcoming breakfast meeting for Medina County Economic Development on February 22nd at 7:30 a.m. at the Medina County Career Center. There will also be a tour of the Career Center.

The annual meeting for Medina County Economic Development is scheduled for March 21st at 5:00 p.m. at Blue Heron. Trustee Brandon said that their speaker will be NASCAR driver Matthew Tifft.

Trustee Brandon reported on the recent OTA conference in Columbus and the classes he attended. In the CLOUT sessions, Trustee Brandon found the biggest issue continues to be the state mandated zoning which would be implemented by the state. This would be for nonlimited home-rule townships that would fall under state mandated zoning. There are 33 townships in Ohio that have limited home-rule. What is driving this is that Ohio has a housing crisis and mega projects are coming to Ohio such as Intel and there is not enough high-density housing for the workers.

Trustee Biehl said that his understanding of the issue is that the townships in Delaware County are trying to put the brakes on the explosive growth of Columbus. They have infrastructure in place for double the population of what is in Delaware County today, and everyone is suddenly wanting to slow the growth.

Mr. Jeffers thought that they are interested in adding affordable housing in Delaware County. They want to have tiny houses close together which would be our R-3 zoning. It was explained in the zoning workshop that Mr. Jeffers attended that townships might get 10-15 regulations that they can put on top of the state regulations.

Trustee Brandon reported an upcoming solid waste policy committee meeting scheduled for Thursday, February 29th, at 9:00 a.m. Trustee Brandon will try to attend this meeting.

Trustee Brandon reported a grand opening for Unity Pharmacy at Buehler's on River Styx. Trustee Biehl and Trustee Albrecht are planning to attend.

COMMUNITY EVENTS: Trustee Albrecht said that the February issue of *Montville Living* will be out shortly; it will include the article introducing Trustee Biehl. For the following issue, which will come out on March 20th, Christine Navicky provided an article about our annual Easter egg hunt. Sergeant Gaede also wrote an article about some of the extra services and classes we hold periodically for our residents. This includes the ladies' self defense and the Citizen's Academy.

Trustee Albrecht said that she asked that, any time that *Montville Living* does historical articles, they will add a comment to the end to recruit historical artifacts that people find, such as an old picture or an old map or document that they could consider donating it to the township.

Trustee Albrecht reported that the Spokes Café is planning their Earth Day for April 13th. They want to have trees to give out but the tree order will not come until the end of April. Trustee Albrecht thought that we could still get the trees and have Spokes hand them out at the end of the month. She will check with Spokes to see if they would still want to have the trees after their Earth Day event.

The Earth Day event on April 13th will include more educational sessions, rock painting, lots of food. The bee keepers will be coming, and Soil & Water will set up

displays on the patio showing water flow, insects in the water, and other things. Trustee Albrecht has arranged for tours of the parks using a golf cart.

Trustee Albrecht said that they are recycling old ribbons for Earth Month. They developed a product to sell using pieces of ribbon tied on to strands of lights with slip knots. These lights are very festive and sensory for people with neurological diversity. They are also therapeutic in helping people to develop occupational skills. An article will be in the *Montville Living* magazine which will mention that they are looking for people's old ribbons to be recycled.

UTILITIES: Trustee Albrecht mentioned that a price increase of almost \$10/month is coming for Armstrong TV customers.

ZONING: Planning & Zoning Director Jeffers requested, and **Trustee Albrecht made a motion approving the final plat for Timber Trail Junction Subdivision Phase 2 and Timer Trail Junction Subdivision Phase 1, Replat #1 dated January 22, 2024. Trustee Biehl seconded the motion.** In discussion, Mr. Jeffers said that this is the completion of the subdivision that backs up to Glenmore Farms. **The motion was passed, 3 ayes, 0 naves and 0 abstentions.**

Mr. Jeffers reported that Montville Township will be hosting a BZA "newbie session" on April 1st at 6:30 p.m. for all the townships in Medina County. The event will be let by Attorney Thorne and Attorney DeVanney.

Acme Food will be seeking a variance on the Mast property for drive aisle setback and landscaping buffer between two commercial properties.

Mr. Jeffers requested permission to attend the APA planning and zoning workshop on April 26th. APA member cost is \$165. The Trustees agreed.

OTHER BUSINESS

Fiscal Officer Pawlowski reviewed the January bank reconciliation and financial reports, including both month and year reports. Copies of the January reports provided for each Trustee: Fund Status and Fund Summary; Appropriation Status; Revenue Summary and Payment Summary. The Fund Status report as of February 13th was provided to each Trustee.

Fiscal Officer Pawlowski requested, and **Trustee Albrecht moved Resolution 021324.01 approving supplemental appropriations as presented. Trustee Biehl seconded the Resolution. The Resolution was passed, 3 ayes, 0 naves and 0 abstentions.**

Trustee Biehl moved Resolution 021324.02, effective immediately, prohibiting the cultivation, processing, and retail sale of "adult use" cannabis within Montville Township. Trustee Albrecht seconded the Resolution. In discussion, Mr. Jeffers said that the Trustees received the proposed Resolution in an email. With State rules, we are now able to regulate the means of adult use, whether it be cultivating, processing, and retail sales. **The Resolution was passed, 3 ayes, 0 naves and 0 abstentions.**

Trustee Albrecht made a motion paying \$20,556.49 to Medina Hospital for December LST services. Trustee Biehl seconded the motion. The motion was passed, 3 ayes, 0 nays and 0 abstentions.

Trustee Biehl made a motion paying \$20,100.74 to Medina County Treasurer for property taxes. Trustee Albrecht seconded the motion. The motion was passed, 3 ayes, 0 nays and 0 abstentions.

Trustee Albrecht made a motion paying \$279,411 to the City of Medina for 2024 fire services. Trustee Biehl seconded the motion. The motion was passed, 3 ayes, 0 nays and 0 abstentions.

Trustee Biehl made a motion paying \$4,249.26 to Medina County Emergency Management Agency for 2024 township countywide emergency management cost allocations. Trustee Albrecht seconded the motion. In discussion, Fiscal Officer Pawlowski explained that this amount is based on cost and split among all the townships annually. Chief Neil said that the Revised Code requires that we have some sort of HAZMAT or EMA protection and, instead of us doing our own, it is better to go county-wide. The motion was passed, 3 ayes, 0 nays and 0 abstentions.

Trustee Albrecht made a motion paying \$6,171.57 to Medina County Emergency Management Agency for 2024 All-Hazards Team cost allocations. Trustee Biehl seconded the motion. The motion was passed, 3 ayes, 0 nays and 0 abstentions.

Trustee Biehl moved Resolution 021324.03 amending Resolution 012324.02 for network cameras for \$20,000.00 to purchase from Intech Computer Solutions instead of Ubiquity, Inc. Trustee Albrecht seconded the Resolution. In discussion, Fiscal Officer Pawlowski said that Ubiquity does not like to sell direct. They wanted pre-pay or all on a credit card. Intech will sell it to us for the same price and not prepaid. The Resolution was passed, 3 ayes, 0 nays and 0 abstentions.

Trustee Albrecht made a motion appointing as the Township liaison to OTARMA Fiscal Officer Pawlowski and alternate Trustee Jeff Brandon. Trustee Biehl seconded the motion. In discussion, Fiscal Officer Pawlowski said that there is an insurance questionnaire every year. This is a standard form she completes annually. This year, it came with a proxy statement which needed to be included. The motion was passed, 3 ayes, 0 nays and 0 abstentions.

Trustee Biehl made a motion approving BC & PO's and paying bills totaling \$489,478.74. Trustee Albrecht seconded the motion. The motion was passed, 3 ayes, 0 nays and 0 abstentions.

Trustee Albrecht made a motion paying \$2,200 to the Medina County Commissioners for the 2024 annual fee for EPA Phase 2 stormwater program. Biehl seconded the motion. The motion was passed, 3 ayes, 0 nays and 0 abstentions.

Fiscal Officer Pawlowski suggested marking their calendars for the 2025 OTA conference which will be held January 29-31, 2025.

At 9:50 p.m. **Trustee Biehl made a motion entering Executive Session for the purpose of discussion of property acquisition, which is required to be kept confidential by law and everyone requested to stay are bound by confidentiality. Trustee Albrecht seconded the motion. The motion was passed, 3 ayes, 0 naves and 0 abstentions.**

At 10:22 p.m. **Trustee Biehl made a motion returning from Executive Session. Trustee Albrecht seconded the motion. The motion was passed, 3 ayes, 0 naves and 0 abstentions.**

Trustee Biehl made a motion giving Service Director Kosman authority to negotiate and enter into a purchase agreement for the property under consideration for purchase. Trustee Albrecht seconded the motion. The motion was passed, 3 ayes, 0 naves and 0 abstentions.

At 10:26 p.m. Trustee Brandon adjourned the meeting.

Respectfully submitted,

Elaine Klafczynski

Approved By:

Date:

Attested:

Date: