

**Montville Township Trustees**  
**February 27, 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 Louis Farkas  
Resident Paul Adams, Medina Pickleball Assoc.

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 said that the Board of Elections has noticed a very low voting turnout thus far. After five days of voting, there have been about 1,100 total voters. Mr. Hanigan said that this turnout is running significantly behind what we normally have. The Board of Elections could use some help in getting the word out for residents to come out and vote.

Resident Paul Adams introduced himself as representing the Medina Pickleball Association. He expressed their thanks for all that the Trustees have done for their association in building the beautiful pickleball courts at White Tail Park. Mr. Adams said that they have some ideas for ways that the courts could be improved upon, and they are interested in staying engaged enough to see whether there are other locations to assist the township in building more pickleball courts within the township. One of their association's objectives for this year is to find more facilities for members to play, adding in social activities and running more tournaments.

Mr. Hanigan commented that Trustee Ron Bischof was not sure what pickleball was at first but he got behind it and the White Tail courts have become part of his legacy.

Resident Louie Farkas said that he had attended a Trustees meeting several months ago and had brought up the question regarding the moratorium on medical marijuana retail stores in the township. He wanted to follow up to see whether there was any consideration taken on that and whether it has been further addressed by the Trustees and if a vote had been taken on how the township wants to proceed. Mr. Farkas said that he will be awarded a retail store and is interested in locations within the county and specifically within Montville Township.

Planning & Zoning Director Jeffers responded that, at the beginning of February, the Ohio Township Association held their annual training seminar in

Columbus. During that training seminar, Mr. Jeffers learned that some of the rules had changed on what townships are permitted and not permitted to do. Townships are permitted to prohibit the growing and sale of marijuana. The information obtained at the seminar was brought back to our Trustees on February 13<sup>th</sup>. The Trustees moved and approved a Resolution prohibiting the cultivation, processing, and retail sale of “adult use” cannabis within Montville Township. Both medical and adult use are restricted in Montville Township.

Mr. Farkas found the answer to his question to be unfortunate, and he thanked the Trustees for their time.

**Trustee Albrecht made a motion amending the motion made on February 13, 2024, accepting the recommendation from the Zoning Commission to approve the proposed text amendments and add the following modifications to the text amendments: The term accessory building(s) shall be changed to shed(s)/storage buildings in Section 410.8.D and the section shall be renumbered accordingly to alphabetize the headings. Trustee Biehl seconded the motion.** In discussion, Mr. Jeffers said that this was caught when they were preparing to have this recorded. They realized that the chart still had “accessory buildings” on it and the heading was not changed from “accessory buildings” to “shed(s)/storage buildings.” Accessory buildings had been used to capture almost anything that did not fall under a regular definition such as a house, patio, or a deck. Gazebos, pavilions, and anything that did not have a definition for was considered an accessory building. A residential property can only have one accessory building without having to apply for a variance, according to the definition of accessory building. We started to see an issue with our terminology and we thought it would be best to identify those things individually and so the broad definition of accessory building. **The motion was passed, 3 ayes, 0 nays and 0 abstentions.**

#### APPROVAL OF MINUTES

**Trustee Albrecht made a motion approving the minutes for the February 13<sup>th</sup> regular Trustees meeting. Trustee Biehl seconded the motion. The motion was passed, 3 ayes, 0 nays and 0 abstentions.**

#### DEPARTMENT REPORTS

ZONING: Planning & Zoning Director Jeffers requested, and **Trustee Albrecht made a motion setting a public hearing for the approval of revisions made to the Montville Township Comprehensive Plan on March 12, 2024, at 7:00 p.m. Trustee Biehl seconded the motion.** In discussion, Mr. Jeffers said that the Board has been working on this plan since the end of 2021. He said that we are not seeing enough changes in the Comprehensive Plan over the last five/six years and recommended that the Comprehensive Plan be reviewed every ten years. **The motion was passed, 3 ayes, 0 nays and 0 abstentions.**

In his zoning report, Mr. Jeffers said that the Acme has submitted a variance application for the Mast property for drive aisle setback and landscape buffer

waiver. Our code cites that the drive aisle must be a certain distance from the property line and we also require a landscape buffer between properties. Mr. Jeffers did not think it would be an issue with the board but he feels that everyone has the same goal on this corner. A small part is in our township and the major part is in the City of Medina. Mr. Jeffers asked the Trustees if they would want to waive the \$750 fee on the variance to help Acme move along with this project. The Trustees agreed.

**Trustee Albrecht made a motion waiving \$750 variance fee for the drive aisle setback and landscape buffer. Trustee Biehl seconded the motion. The motion was passed, 3 ayes, 0 nays and 0 abstentions.**

Mr. Jeffers reported that the overlay discussion will continue forward on Thursday. Discussions will continue with the net density per acre portion and they are still on track for draft given to the Zoning Commission on March 13<sup>th</sup>.

Trustee Biehl, Jeremy Sinko of the Sanitary Engineers office, Chris Kosman and Mr. Jeffers will be meeting with some of the land owners along the west side of Wooster Pike this Friday morning regarding sanitary sewers. Mr. Jeffers said that the hope is to come up with ideas, concepts for the possibility of a sewer extending across the road to those properties.

Mr. Jeffers said that Taco Bell has submitted their site plan for conditional use review by the Board of Zoning Appeals and the development plan review with the Zoning Commission.

POLICE: Chief Matt Neil provided copies of the Police Department's annual report that Sergeant Gaede has taken over the report and gave it a fresh new look. Chief Neil pointed out the enforcement statistics indicating that OVI's increased from 36 in 2022 to 88 this year. This has a lot to do with the way Officer Harvey who is a go-getter and does a fantastic job with OVI's.

Chief Neil presented the new trading cards he just received featuring our canine. We used canine funds that we had received from donations. Officer Kawalek will pass them out to the kids when he visits the schools. Officer Kawalek and the canine have been working together for less than a year, and they are learning together very well. Fiscal Officer Pawlowski asked whether the canine could be brought to a Trustees meeting. Chief Neil would like for that to happen.

Chief Neil requested, and **Trustee Biehl made a motion accepting \$11,010.94 from the Federal Law Enforcement Trust Fund. Trustee Albrecht seconded the motion.** In discussion, Chief Neil said this is from a 2019 case where we assisted the State Patrol on I-71 south of Poe Road. It was a large drug and cash seizure. Because we assisted with it, we receive a portion. It goes through the Federal Prosecutor's office and takes quite a bit of time. Chief Neil said that there are only specific things that the money could be used for and he will provide back-up of the page highlighting what it is. **The motion was passed, 3 ayes, 0 nays and 0 abstentions.**

**Trustee Biehl made a motion donating a “BodyCraft” squat/leg press combination machine to the Medina County Drug Task Force. Trustee Albrecht seconded the motion.** In discussion, Chief Neil said that this piece of equipment was obtained at no cost through the military program over ten years ago. It does not get used here and we have limited space. The Drug Task Force has expressed an interest in having a couple pieces of our equipment to be used in their weight room. **The motion was passed, 3 ayes, 0 nays and 0 abstentions.**

**Trustee Biehl made a motion paying expenses for School Resource Officer Pinkas to attend the 2024 Ohio School Resource Officer and DARE conference June 5-7, 2024, at Kalahari. Trustee Albrecht seconded the motion.** In discussion, Chief Neil said that Officer Pinkas attends this conference every year. **The motion was passed, 3 ayes, 0 nays and 0 abstentions.**

**Trustee Biehl made a motion accepting a check for \$931.25 from the Montville Police Patrolmen’s Association as reimbursement for half of the cost of challenge coins. Trustee Albrecht seconded the motion.** In discussion, Chief Neil said that the Trustees approved the purchase of the challenge at the last Trustees meeting, and this check is for the Patrolmen’s Association portion of the purchase. **The motion was passed, 3 ayes, 0 nays and 0 abstentions.**

LST/FIRE: Trustee Brandon reported that he and Chief Neil attended the first quarterly LST meeting for the year at the Cleveland Clinic with the City of Medina and Medina Township on Thursday, February 15<sup>th</sup>. An ambulance had been ordered, and delivery of this ambulance should be January, 2025. Delivery of the ambulance takes three years and four months since the order was placed. Due to the length of time it takes to take delivery, LST ordered another ambulance with expectation of delivery in January, 2027.

Mr. Hanigan asked whether the need for the purchase of another ambulance for the future was related to an increase in demand or obsolescence of an existing unit. Trustee Brandon replied that he does not believe that we are adding staffing or additional ambulances; this is more for replacing an obsolete unit that is taken out of service. There is a replacement schedule in place.

Chief Neil agreed. He always thought that they should keep an ambulance box and order another chassis to have a back-up ambulance.

LST has been involved in multiple community events, including: Shop with a Cop; Stop the Bleed program; CPR classes. As far as the staffing update, LST is fully staffed with two recent new hires.

Billing policy change for non-emergency transport calls. Instead of starting fresh at zero per household on January 1<sup>st</sup>, there will be a rolling twelve-month for residents to reach their call limit and receiving a bill.

Chief Neil said that there is one residence on River Styx Road that affects Montville Township. When they started their call limit over again at the new year, LST was there constantly throughout January and February. They had tried changing this before but there were some feelings against it. Now that everyone has been made aware of these recurring issues and see them, the policy was changed.

Trustee Brandon said that LST will be drafting a letter to the local nursing homes and assisted living facilities that will educate them on when to call an ambulance and when it is not necessary to call an ambulance. LST will still monitor the calls from these facilities and tracking the residents and unit numbers, and LST will bill the facility for non-emergency calls. Everyone at the meeting was on board with this change.

Chief Neil is concerned about who will determine whether the call is for an emergency or not. It will be up to LST and we will have no way to check that determination, but we are making progress.

Trustee Albrecht said that the ORC defines emergency and felt certain that we can use their definition.

Trustee Brandon said that discussion continued about cardiac arrest where a resident passes away at the call. Chief Neil said that, when a resident goes into cardiac arrest and police and LST respond, the paramedics do a protocol that takes 20 minutes to do. Studies have shown that if quality CPR is done on scene rather than CPR in an ambulance, individuals have a better chance of survival. We are saving more lives with this method but the problem is that, for the people that are unable to be saved, discussion was for LST to read the room rather than having a hard rule on what comes next. Regardless, the police must stay until the coroner and funeral home arrive.

Trustee Brandon reported the combined total LST runs (Medina, Medina Township and Montville Township) for 2023 totaled 5,343. Montville Township made up 12.8% of those runs. Last year, the township's transport runs were 423, which was lower than the 505 total runs for 2021. The non-transport calls were at 250 during 2023, which was higher than 239 during 2021.

Chief Neil commented that they are handling those 5,300 calls for ambulance out of three stations. That averages out to three crews handling 15 calls per day.

Trustee Brandon said that the budget set for 2024 is at \$317,519. That does not mean that we will spend that amount, but it will likely be in that range. Our budget for 2023 was \$314,000, and our actual came in at \$298,000. Trustee Brandon said that a motion was approved for setting the total budget for all three entities for 2024.

Trustee Brandon reported the January LST bill for Montville Township at \$30,552.43. There were 63 calls for ambulance during the month.

Chief Neil received the Fire Department's annual report this afternoon, which he emailed to the Trustees.

Chief Neil requested, and **Trustee Biehl made a motion accepting \$18,975.52 from the Ohio Fire Marshal's MARCS radio grant. Trustee Albrecht seconded the motion.** In discussion, Chief Neil said that this was the grant he applied for because we contract with the City of Medina and they do not qualify for it due to their population being above 25,000. With this grant, we can purchase four radios for the Fire Department. The radios will belong to Montville Township. Chief Neil hopes that, since we were able to do this, Medina Township can also apply with us next year and take \$40,000 out of the Fire Department's budget which would save us money. **The motion was passed, 3 ayes, 0 nays and 0 abstentions.**

**Trustee Biehl made a motion purchasing radios and equipment from Vasu Communications for Medina Fire from the Ohio Fire Marshal's MARCS grant totaling \$18,672.96. Trustee Albrecht seconded the motion.** In discussion, Chief Neil noted that this is a difference of about \$300. Chief Neil explained that part of the grant will pay for the user fees for MARCS for a certain quantity of radios which was approved by the MARCS grant, which we will pay down the road. This specific amount in this motion is for the radios. **The motion was passed, 3 ayes, 0 nays and 0 abstentions.**

ROADS: Service Director Kosman reported that their staff has been doing tree-trimming in some of the developments. They have completed the trimming that was planned for this season. Mr. Kosman noted that he has received calls from about six residents who are not satisfied with the tree trimming that was done because it took away their privacy.

Mr. Kosman reported that the Service Department did some tree removal in Normandy Park. This work was in preparation for the replacement of that part of the road from Larry Lane (the access road to GetGo) to Park Drive. It was in the project to take down the trees, and Mr. Kosman said that the trees would have been in the way for the curb repairs. Our tree removal is part of our contributions to this project.

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

CEMETERY: Trustee Albrecht had no updates to report.

PARKS: Mr. Kosman said that they are looking into replacing the yellow fence guards on the tops of the outfield fences at the Cobblestone baseball fields. The current fence guards are the originals which were installed in 2009-2010 and they are needing to be replaced. They are becoming brittle and are beyond anymore patching.

Mr. Kosman has researched a few places to purchase the replacement fence guards. The cost will be around \$8,000 plus shipping fees, and Mr. Kosman does not feel comfortable paying the \$400-500 shipping charges. The company that the City of Medina uses may be meeting us in the middle for shipping charges.

Mr. Adams mentioned that one of the items that the pickleball association is thinking about is a topper for the fences at the pickleball courts at White Tail. He said that some people that use the courts are banging into them and hurting

themselves. Mr. Adams asked if there was a way to get the fence guards for the pickleball courts at the same time as they are ordering the fence guards for the baseball fields.

Discussion ensued. Mr. Kosman and Mr. Adams will work together to see what can be done for the pickleball courts.

Mr. Kosman said that they started back on working on the pathway for the nature trail as the weather permits.

Mr. Jeffers said that, at the last Trustees meeting, he brought up consideration for charities using the pickleball courts for fundraising. Since that time, Mr. Jeffers and Mr. Kosman had been considering a reservation form that is geared towards charity events. They still are uncomfortable with the possibility of having all five courts used by a charity for an entire day, leaving no courts for our residents whom they were built for. Their suggestion to the Trustees was for any one charity to rent two courts all day, with fees waived and a maximum of twice per year.

Fiscal Officer Pawlowski pointed out that the reason we have the relationships with baseball and soccer organizations from several years prior is that they were starting to charge our children to play in the city leagues. That is why Montville Township worked to get grants and have developers donate land so that we could contribute sports fields in our parks to alleviate that and help our residents. Pickleball is a different situation, but she did not agree about permitting any charity to rent our courts for more than one time per year.

Mr. Adams gave his opinion on having two pickleball courts all day versus a limited number of hours for all five courts would be preferable for any organization to have a tournament. He suggested two or three hours maximum for a pickleball tournament and felt that it may not make sense to reserve two courts for an entire day for a charity event.

Mr. Kosman wants to be sure we consider the needs of our residents since the pickleball courts were built for them. He liked the idea of limiting the number of hours for any events that may be permitted on the pickleball courts. Discussion ensued. The Trustees decided to get more feedback and to continue discussions and hopefully come to a decision at the next Trustees meeting.

**ECONOMIC DEVELOPMENT:** Trustee Brandon reported that the Medina County Economic Development will be holding their annual dinner meeting on March 21<sup>st</sup> at 5:00 p.m. at Blue Heron. Trustee Brandon said that their speaker will be NASCAR driver Matthew Tifft.

Trustee Brandon said that the Ohio Township Association's Executive Committee met last Saturday, February 24<sup>th</sup>. Fiscal Officer Pawlowski and Trustee Brandon attended the meeting. The meeting schedule for 2024 was set up and includes Montville hosting this year's steak roast.

Trustee Brandon said that he and Denise Testa from the Medina County Department of Planning Services will be putting on another Board Basics class at Sharon Township's townhall tomorrow evening.

Trustee Brandon reported an upcoming solid waste policy committee meeting is this Thursday, February 29<sup>th</sup>, at 9:00 a.m. at the solid waste facility on Lake Road. Trustee Brandon is planning to attend this meeting.

Trustee Brandon said that the annual Medina County Health Department District advisory meeting is scheduled for Monday, March 4<sup>th</sup> at 5:30 p.m. Trustee Brandon will attend for Montville Township.

The NOACA Board of Directors first quarterly meeting will be held in Cleveland on Friday, March 8<sup>th</sup> at 9:00 a.m. Prior to the meeting, there will be a legislative meet and greet with our State Representatives at 8:00 a.m.

COMMUNITY EVENTS: Trustee Albrecht said that Montville Cares is currently working on the annual Easer Egg Hunt which is scheduled for Sunday, March 24<sup>th</sup>, at 1:00. Easter eggs are being stuffed to be ready for the event. Mrs. Navicky has the student council coming to put out the eggs and they will also stay to assist with crowd control. Girl Scouts will also be helping at the event and they will have a table set up to sell Girl Scout cookies. Pastor Pete from the Nazareth Church will send volunteers to help.

Trustee Albrecht said that she and Mrs. Navicky are considering scheduling an annual community garage sale day. They felt that this would be a way to have some kind of connection with residents wanting to have a garage sale would register with us, which would offer an opportunity for Mrs. Navicky to establish a network with our residents and discuss with them other volunteer options that we have in the community.

If we had a specific weekend for garage sales set up, people would possibly plan their garage sales for that weekend to possibly increase turnouts and make a more successful event for residents' garage sales. Trustee Albrecht said that Chief Neil said that a one weekend or a couple of days per year for a community garage sale event would not be a problem for the police. She asked how the Trustees felt about the idea.

Trustee Biehl did not see any issue with a community garage sale event other than managing any traffic that may come in the area for it. Trustee Biehl said that his HOA has done this. In a lot of ways, we would be trying to get all the HOA's to pick the same date.

Trustee Albrecht said that this is still just an idea that we are considering. Mrs. Navicky is doing some research and is talking to people and figuring out what may be a good weekend. She thought that, anytime we are interacting with our residents, it is an opportunity to build a relationship and a connection. She would like for the Trustees to think about the idea of a community garage sale and talk about it again.

Trustee Albrecht said that Spokes Café has decided to hold an event during the eclipse on April 8<sup>th</sup>. They will have 100 box lunches available for sale for people that will be coming to the park on that day.

Spokes Café is planning their Earth Day for April 13<sup>th</sup>, which is two weeks before our tree order will be delivered. Trustee Albrecht said that Spokes will give out vouchers for a free tree on April the 13<sup>th</sup> and people can come back on the 27<sup>th</sup> to collect their trees.

Trustee Albrecht found a Montville Cares brochure from 2014. She would like to ask Mrs. Navicky to update it so that it can be handed out.

Mr. Adams said that he is very involved with Canine Companions, which is a service dog organization. They have a very strong chapter in Cleveland that often does outings and events. Mr. Adams offered that, if the Trustees had anything that they thought Canine Companions could help with, they would be happy to consider.

Trustee Albrecht suggested the Spooky Pooch Halloween doggy costume contest at the Spokes Café at the end of September or early October. Also, there may be a way to include Canine Companions in the upcoming Earth Day event and she will contact Mr. Adams.

UTILITIES: Trustee Albrecht had no updates or complaints to report.

#### OTHER BUSINESS

Fiscal Officer Pawlowski requested, and **Trustee Biehl moved Resolution 022724.01 that the Township adopted the Standard Allowance throughout 2022 through a series of resolutions. It is the conclusion of the Board that the Standard Allowance was adopted and incorporated within all projects in 2022. The Township elected in 2022 to use the standard allowance and its presumption of revenue loss due to the public health emergency and to use the amount authorized herein to fund government services. This Resolution therefore relates back to those projects and all projects contemplated through December, 2024. Trustee Albrecht seconded the Resolution.** In discussion, Fiscal Officer Pawlowski said that it was always our intent to use the Standard Allowance of loss revenue on all projects. There was the first Standard Allowance and then a second one came out. Greg Beck wrote this up specifically to make sure that we are in good shape for an audit. **The Resolution was passed, 3 ayes, 0 nays and 0 abstentions.**

**Trustee Albrecht moved Resolution 022724.02, to purchase adjacent township property at 3747 Poe Road for future expansion with ARPA Fund #2273 not to exceed \$515,000.00 by using the standard allowance by way of and its presumption of revenue loss due to the public health emergency and to use the amount authorized herein to fund government services. Trustee Biehl seconded the Resolution.** In discussion, Fiscal Officer Pawlowski said that this is for purchasing the property next door. **The Resolution was passed, 3 ayes, 0 nays and 0 abstentions.**

**Trustee Biehl made a motion paying \$39,709.41 to Title Select for the balance due on 3747 Poe Road property from General Fund #1000. Trustee Albrecht seconded the motion. The motion was passed, 3 ayes, 0 nays and 0 abstentions.**

**Trustee Biehl made a motion paying \$30,552.43 to Medina Hospital for January LST services. Trustee Albrecht seconded the motion. The motion was passed, 3 ayes, 0 nays and 0 abstentions.**

**Trustee Albrecht made a motion approving BC & PO's and paying bills totaling \$628,365.11. Trustee Biehl seconded the motion. The motion was passed, 3 ayes, 0 nays and 0 abstentions.**

Fiscal Officer Pawlowski congratulated Police Chief Neil on retiring on February 29<sup>th</sup> after 32 years of service. As previously agreed, he will return on March 1<sup>st</sup> with no changes or break in service to the township.

At 8:53 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: