

Montville Township Trustees
July 28, 2026 – Regular Trustees Meeting

Present:

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

Also Present:

Resident Bill Hanigan
Resident Justin Georgi
Attorney Trina Devanney
Dan Calvin-Wallick/Ashford Attorney
Gazette Reporter Kellyn Flohr

At 1:00 p.m. Trustee Brandon opened the regular meeting of the Montville Township Trustees. The Pledge of Allegiance was recited. Trustee Brandon welcomed all guests and stated that the meeting is being recorded for transcription purposes only.

GUEST RECOGNITION

Trustee Brandon welcomed resident Justin Georgi, who has offered to maintain the Wooster Pike roundabout. Mr. Georgi operates his business, Medina Lawn Guys, with two teams out working every day.

Trustee Albrecht said that ODOT has standard requirements such as liability insurance and the permit process that Medina Lawn Guys would need to follow. Service Director Kosman had provided Mr. Georgi with the name of the ODOT contact person to work with, as the township has no jurisdiction on the roundabout.

Mr. Georgi said that he has already reached out to ODOT and has begun the process. He learned that it would take two-three weeks to obtain the permit, which he needs to have before starting work on the roundabout.

Once the permit is issued, Trustee Skidmore asked the protocol for safety such as where the truck would park. Mr. Kosman responded that ODOT will provide parameters, which varies for different locations, for safety of the workers as well as traffic.

Trustee Brandon asked about the Medina Lawn Guys sign's design for the roundabout. Mr. Georgi presented a simple 18 X 24" design which said, "Sponsored and Maintained by Medina Lawn Guys."

Daniel Calvin presented the cost sharing agreement to the Trustees, which he was hoping to have finalized today. The agreement is designed to help Montville Township defer costs related to non-emergency responses from LST that occur at the up-and-coming Wallick facility. Attorney Devanney said that the agreement is ready for the Trustees to approve and asked whether there were any other items to be raised as concerns. Fiscal Officer Pawlowski explained that the purpose of the agreement is to try to limit the township's exposure going forward, and not to single out any one

organization. Discussion ensued and the Trustees agreed to address the cost sharing agreement later in the meeting to provide the attorneys time to work out a few details.

Gazette Reporter Kellyn Flohr introduced herself to the Trustees. She is a new reporter and is visiting all the townships in the county.

APPROVAL OF MINUTES

Trustee Albrecht made a motion approving the minutes for the July 14th regular Trustees meeting and the July 14th special Trustees meeting. Trustee Skidmore seconded the motion. The motion was passed, 3 ayes, 0 nays and 0 abstentions.

DEPARTMENT REPORTS

UTILITIES: Trustee Albrecht said that there were no updates to report. She assumed that the letters to our county engineer and to the National Telecommunications & Information Administration in Washington D.C. had been mailed after the last Trustees meeting. Planning & Zoning Director Jeffers did not recall seeing them in his inbox but would be sure that they are in tomorrow's mail.

Trustee Brandon updated the Trustees about his neighbor who had his electric line severed by Frontier. This neighbor had to have a special electric contractor dig up and fix his line. It was determined that Frontier's boring device had nicked the main electric line to the house. The repair was about \$350, and the resident is trying to get reimbursed from Frontier.

ZONING: Planning & Zoning Director Jeffers reminded the Trustees that the ODOT stakeholder meeting regarding the new proposed roundabout at Cobblestone Drive, State Route 162 and State Route 3 is scheduled for tomorrow, July 29th. It will be held in the training room at our Administration Building from 2:00 – 4:00 p.m. It will be an open house type setup for anyone interested to come and ask questions.

Mr. Jeffers reported that Hillsong, Hawks Ridge and Retreat at Cobblestone are continually pulling new build permits, as the zoning office is receiving 6-8 new build permits per week.

On July 22nd, the Zoning Commission approved the three remaining phases for Hawks Ridge, along with Retreat at Cobblestone phase 3 final. Hillsong's phase 2 final was tabled to August 12th due to a miscommunication amongst the developer's staff.

Mr. Jeffers said that the BZA will be meeting with Cobblestone Crossing on August 3rd for a variance request to encroach into the wetland setback for the drainage grading on the east side of Alder Lane.

Mr. Jeffers said that the ribbon cutting for the Retreat at Cobblestone will be on September 15th at their model home. Please reply; it is RSVP only.

POLICE: Chief Neil brought up his correspondence with Mayor Shields and copied the Trustees and Attorney Devanney regarding the request for improvements at the Lexington Ridge intersection. He asked for the Board's direction to fund improvements or traffic studies in the area. Chief Neil noted that we have had five crashes in five years at that intersection. This is a state route which is under ODOT's control. The City of Medina has half of the intersection and has some power to affect change in that intersection. Chief Neil said as a safety director and police chief, not that he doesn't believe that improvements should be made, it is a state route that ODOT is responsible for and we do not have the money in our budget.

Attorney Devanney responded that, even if the township would fund a traffic study, and our opinion as a township is that it would be worthwhile doing, ODOT can then take our traffic study and make decisions without the township's control. Discussion ensued. Trustee Skidmore thought that a cheap fix would be to lower the speed limit. Chief Neil will work with ODOT to see if they will fund a study for the intersection.

LST/FIRE: Trustee Brandon reported the LST invoice from Medina Hospital for June was \$38,710. This total was over the budgeted amount of \$24,564 for the month. Montville Township had 68 calls for ambulance services in June.

Chief Neil commented that it was interesting that we saw the second least number of calls for the year in June and, yet, we saw the highest bill for the year. Our per call cost for June is at \$569.26. In May, we had 75 calls and our bill was \$8,000 less and the per call cost was \$400.50. No one is able to explain this, and we are hopeful to work it out when we renew our LST agreement.

Trustee Brandon thought that a variable is that patient collections are different every month. Chief Neil said that it used to be what is billed out will come in three months later. He thinks with the way they started billing last spring, where LST has been put into the hospital's billing system, the return is about six weeks quicker.

During the first six months of 2026, Chief Neil said that Champion Creek has cost the township \$19,754.45. This was for 52 calls, an average of 8 calls per month.

Trustee Brandon said that the quarterly LST meeting is scheduled for Thursday, August 13th. He is planning to attend with Chief Neil.

ROADS: Service Director Kosman reported that Lexington Ridge will be open by the end of the week. The closing was for repair work from one of our roads that had heaved. The repair has to cure before it can be driven on, which should be by the end of the week.

Our Service Department has been busy with a lot of the road work for preparing submittals for next year's paving. Mr. Kosman has been doing road check tours and there are areas in some of the developments he would like to continue working on but feels that it would be a better use of funds to work on the southern end of the township where roads are in worse condition. He plans to be submitting his proposal to the county in the next couple of weeks.

Trustee Brandon asked for the status on our roadside mower. Mr. Kosman said that the roadside mower is currently operational but that he is looking to replace it in

the near future. He is considering different options so that they will be up and ready for next year. Technology has changed with safety features. There is some different equipment that are all very similar in pricing. Mr. Kosman is looking for the best fit for us.

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

CEMETERY: Trustee Albrecht had no updates to report.

PARKS: Trustee Albrecht noticed that there is some broken fitness equipment in Austin Badger Park. Mr. Kosman is aware of it and does not think it was due to any type of vandalism. He has it on his list to handle.

Trustee Albrecht said that she was in Blue Herron over the past weekend and thought the concrete repairs looked great. She said that the autumn olive shrubs seem to be out of control, especially in Thomas Currier Park, and asked if there was someone who could get them back in check. Mr. Kosman said this invasive species was treated there as well as cutting down brush. He believes that Currier is on the list to treat again this year which is on a three-year cycle.

Trustee Albrecht said that the prairie plot is blooming beautifully and it has become a butterfly nursery. She also noticed that the area behind the brewery is doing very well this year. The wildflowers are blooming with a different color every time she goes by. Trustee Albrecht asked if the US Fish & Wildlife person that had put plugs in could come back again; Mr. Kosman will check.

Trustee Skidmore asked whether the capital budget grant had been awarded. Mr. Kosman has not heard back yet.

Trustee Skidmore brought up the discussion from two meetings ago about the house that the Trustees are deciding whether to remove. He said that tearing down the house would make sense if we had a long-term written plan to use the property in a certain way. We could retain the barn and make that area more of a park. Perhaps we should also look at the Blue Herron properties to see if there is something that we should be doing there. We have some additional development that we are allowed to do according to our grant.

Trustee Albrecht responded that we should come up with plans where we do certain things at certain times in our parks. There is a lot of potential in our parks for the community. However, Mr. Kosman is trying to keep up with everything and would need more help for new projects.

Fiscal Officer Pawlowski said that, when we purchased the property, the plan was for future Trustees to evaluate and have the land for future growth. It was for possible cemetery expansion, or possible expansion for the Police Department and another garage. It was never intended for the current Trustees to decide. Our current parks are fabulous; the maintenance of the parks is very expensive, and we are very fortunate to have the crew we have to be able to maintain them at a reasonable cost and thanks to the numerous grants over the years.

ECONOMIC DEVELOPMENT: Trustee Brandon reported that the Pulte ribbon cutting ceremony for Hawks Ridge planned for July 22nd had been postponed. Their rep said that they weren't quite ready but they want to have the ribbon cutting in the near future.

Trustee Brandon attended a County Planning ZINC (Zoning Inspectors Networking Community) meeting on July 22nd. Many of the townships were represented at the meeting. Discussion at the meeting was about data centers, and a lot of the townships do not have zoning in place for these types of facilities and quite a few attendees asked for some direction from the county. A task force was formed to look at the data center issue; the first meeting for the task force will be on July 30th.

Trustee Brandon said that Montville Township is hosting the Medina County Township Association steak roast at White Tail Park. Discussion ensued about event plans such as golf cart availability and reservation for two pickleball courts.

COMMUNITY EVENTS: Trustee Albrecht reported the July issue of the *Montville Living* magazine came out with the new VA Clinic article and photo. The August issue will have an article about our Montville Township Halloween event. Trustee Albrecht is working on an article for September.

Trustee Albrecht said that Brian Wick who works with the crew on the pump pad will not be having an event this year due to a lack of volunteers.

Trustee Albrecht said that Kelly Barone met with Rob Friedline and they are working on the special effects to enhance the little kids' trail. Trustee Albrecht has started working on friendly, smiling snake scene. This year's Halloween event is the third Saturday in October, which is October 17th.

OTHER BUSINESS

Fiscal Officer Pawlowski requested, and **Trustee Albrecht made a motion paying \$38,710.00 to Medina Hospital for June LST services. Trustee Skidmore seconded the motion. The motion was passed, 3 ayes, 0 nays and 0 abstentions.**

Trustee Skidmore made a motion paying \$1,800 to Medina County Economic Development for 2026 membership dues. Trustee Albrecht seconded the motion. In discussion, Fiscal Officer Pawlowski reported that Montville Township paid \$1,500/year in 2019-2024. In 2025, we paid \$1,800. **The motion was passed, 3 ayes, 0 nays and 0 abstentions.**

Trustee Albrecht made a motion extending Charles E. Harris & Associates audit agreement with a \$650 per audit increase for 2025-2028 audit periods. Trustee Skidmore seconded the motion. In discussion, Fiscal Officer Pawlowski said that Montville Township has an agreement for ten years with independent auditors. Because of increasing costs, the State of Ohio did an extension halfway through the agreement. At the end of this period, we will automatically go to the State of Ohio. Per the ORC, entities are audited by the State every ten years. Then we will request to go back to the independent auditor. **The motion was passed, 3 ayes, 0 nays and 0 abstentions.**

Fiscal Officer Pawlowski presented the second of three consecutive depository Resolutions. They are required in order to select our banks by August 22, 2026, when our current agreements expire. She said that the ORC requires them updated every five years.

Trustee Skidmore moved Resolution 072826.01 designating financial institutions as public depository to be Huntington Bank and First Financial Bank. Trustee Albrecht seconded the Resolution. The Resolution was passed, 3 ayes, 0 naves and 0 abstentions.

Trustee Albrecht moved Resolution 072826.02 approving the Montville Township Investment Policy. Trustee Skidmore seconded the Resolution. In discussion, Fiscal Officer Pawlowski said that she had emailed the policy to the Trustees for their review. We have been using this policy since 2006, which the Prosecutor had written at that time. The Prosecutor has approved with two minor updates. **The Resolution was passed, 3 ayes, 0 naves and 0 abstentions.**

Fiscal Officer Pawlowski notified the Trustees that we have received notice for liquor permits from the Department of Commerce notifying us that we can submit a complaint for Class C and D retail permits if we have reason to do so. This is a lengthy process but they will look into any issues. The Department of Commerce did not include a list of the Class C and D retail permits but it could be searched for online. Discussion ensued. No one had any issues with the current permits.

Trustee Skidmore made a motion approving BC and POs and to pay bills totaling \$66,029.33. Trustee Albrecht seconded the motion. The motion was passed, 3 ayes, 0 naves and 0 abstentions.

Trustee Brandon read a letter received from Sheriff Grice acknowledging Chief Neil, Lieutenant LaFond and Officer Eckstine for their support and assistance in the coordination of Sergeant Ries' visitation and funeral services.

Discussion resumed on the cost sharing agreement between the Trustees and the Wallick facility and any risks to the township. Trustee Skidmore asked Attorney Devanney that, as our counsel, you have read the agreement and feel that the Trustees should agree to it? Attorney Devanney responded that she has read it and is comfortable with the contract itself. She thinks that it is a decent contract and likes that the term is 45 years. Her only concern is that it cannot be put onto the property owner because he leases to Ashford for the assisted care, which is a risk that the Trustees need to decide to assume or not. Due to the circumstances of it being a permitted use, it is a good idea to move forward. Discussion ensued.

The Trustees determined that they are in favor of signing the agreement, and Attorney Devanney said that it will be recorded with the lease agreement within three months.

Trustee Skidmore made a motion approving the cost sharing agreement between Montville Township and Ashford at Cobblestone, LLC (Wallick assisted living facility). Trustee Albrecht seconded the motion. The motion was passed, 3 ayes, 0 naves and 0 abstentions. Two originals were signed by the Trustees.

At 3:05 p.m. **Trustee Albrecht made a motion entering into Executive Session for potential litigation which is required to be kept confidential by law and everyone requested to stay are bound to confidentiality. Trustee Skidmore seconded the motion. The motion was passed, 3 ayes, 0 nays and 0 abstentions.**

At 4:00 p.m. Trustee Albrecht made a motion returning from Executive Session. Trustee Skidmore seconded the motion. The motion was passed, 3 ayes, 0 nays and 0 abstentions.

There were no additional motions or resolutions.

Trustee Brandon adjourned the meeting.

Respectfully submitted,


Elaine Klafczynski


Approved By: _____

8-11-26
Date: _____


Attested: _____

8-11-2026
Date: _____