

Montville Township Trustees
August 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 Bill Hanigan

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.

APPROVAL OF MINUTES

Trustee Albrecht made a motion approving the minutes for the July 23rd regular Trustees meeting. Trustee Biehl seconded the motion. The motion was passed, 3 ayes, 0 naves and 0 abstentions.

DEPARTMENT REPORTS

COMMUNITY EVENTS: Trustee Albrecht wrote an article for the September *Montville Living* magazine about the young resident that found the 10-year-old boy who became missing on the trails in Blue Heron.

Trustee Albrecht completed a registration form for the first annual Montville Township garage sale which will be held on the third Saturday in June, 2025. She sent it over to Planning & Zoning Director Jeffers, who will be adding the information to our web page. Trustee Albrecht said that Mrs. Navicky will be handling the registrations and the maps for the garage sale.

Trustee Albrecht received a report from Mrs. Navicky on the upcoming Halloween event which is scheduled for Saturday, October 19th at 6:00 p.m. Mrs. Navicky and Rob Friedline, who handles the special effects, met and discussed what worked and did not work at last year's event. Mr. Friedline recently invested in weather proofing for his video projection units in the event of rain. The entrance gates for both paths have been starting to show some wear and will be revamped and cleaned up with new lights and decorations.

Mrs. Navicky spoke with Erik Steidl on some ideas for the non-spooky path, and Erik suggested making a wall enclosure painted with kid friendly Halloween characters. Rob Friedline will add a projection.

Trustee Brandon said that the Montville employee appreciation dinner will be in December at Fox Meadows. The Trustees considered adding interactive ideas to the dinner event. They asked department heads to request feedback from employees to see what they would enjoy.

UTILITIES: Trustee Albrecht received a call from a resident in Champion Creek about trash pick-up. The resident said that Kimble is putting both recycling and trash in the same truck. Trustee Albrecht reported this feedback to Kimble. Kimble immediately followed up with the resident and supposed that recycling bin was contaminated with garbage and decided to dump it in with the trash.

Service Director Kosman said that the contract will be finished in November, 2025, as we are out of renewals. The Trustees considered when to begin the process to go out to bid for a new contract. Mr. Kosman said that there is a little bit of tweaking to be done to the contract and the rates will probably be adjusted.

ZONING: Planning & Zoning Director Jeffers requested, and **Trustee Albrecht moved Resolution 081324.01 for the adoption of the Pass-Through Grant agreement for the ODNR Blue Heron flood mitigation project effective immediately. Trustee Biehl seconded the Resolution.** In discussion, Mr. Jeffers said that we receive the agreements after they have gone through the full grant paperwork. This is protocol that we have done for all the capital budget grants. **The Resolution was passed, 3 ayes, 0 nays and 0 abstentions.**

Trustee Albrecht moved Resolution 081324.02 for the adoption of the Pass-Through Grant agreement for the ODNR Blue Heron Park Trail Phase II project effective immediately. Trustee Biehl seconded the Resolution. In discussion, Mr. Jeffers said that this is the nature trail that is going through Blue Heron Park. These will close out our capital improvement grants. **The Resolution was passed, 3 ayes, 0 nays and 0 abstentions.**

Trustee Albrecht made a motion approving Cobblestone Park Subdivision Phase 1B and Phase 3B replat number 1 creating Sublots 99A and 278A dated August 9, 2024. Trustee Biehl seconded the motion. In discussion, Mr. Jeffers explained a mistake that took place where the previous owner created a driveway that exceeded a few feet into the open space of the next phase of the subdivision. The new developer reduced the open space a little bit and gave them the land so they will not need to redo their driveway. **The motion was passed, 3 ayes, 0 nays and 0 abstentions.**

In his zoning report, Mr. Jeffers said that the Heartland Church would like to use the Community Room from 8:00 until 11:00 a.m. on six different Saturdays for leadership training this fall. The room is not typically rented during those hours. Mr. Jeffers asked the Trustees for their approval with regular rental fees and one security deposit; the Trustees agreed.

Mr. Jeffers reported that the zoning office continues to stay ahead of last year's number of permits issued and revenue brought in. He said our numbers are also up on new home starts.

POLICE: Chief Neil mentioned that Dunn Right Carpet Cleaning will be cleaning the carpets in the entire building tomorrow. Chief Neil will be scheduling the hard floors to be stripped and waxed so they are protected and ready for winter salt.

Chief Neil will be attending parts of the annual Ohio conference for the Association of Public Safety Communication Officials at Kalahari which is happening from September 9 – 12th. Chief Neil will have Lieutenant LaFond attend the Trustees meeting that week if he is at the conference.

Chief Neil informed the Trustees of a single vehicle rollover that happened on I-71 on Friday, August 2nd. A son and a mother traveling from Tennessee were in the vehicle. Their car had hydroplaned and was totaled. Their four-month-old kitten was also in the car, and he jumped out of the sunroof at the accident scene and took off into the woods of Hill 'N Dale. Incredibly, a local rescue group put a trap out and caught the kitten last Tuesday. It was reunited with the family who were staying at a hotel in the area.

Chief Neil received notice of GetGo renewing their beer/wine liquor license and said that the police have no issues with the renewal. The Trustees had no issues on GetGo renewing their liquor license, and Fiscal Officer Pawlowski will follow through with the notice she received.

Chief Neil requested, and **Trustee Biehl made a motion permitting and paying expenses for Officer Eckstine to attend SWAT training with the rest of the SWAT team at Muscatatuck Urban Training Center in Butlerville, Indiana, from September 5-8, 2024. Trustee Albrecht seconded the motion.** In discussion, Chief Neil said that he had emailed the Trustees regarding this annual SWAT team training. The SWAT team does fund raisers throughout the year to pay for the meals and lodging. Chief Neil wanted the Trustees to be aware that one of our vehicles will be out of state for Officer Eckstine to attend the training. **The motion was passed, 3 ayes, 0 nays and 0 abstentions.**

Trustee Biehl made a motion to use the Park Foundation donation to pay for the following expenses for the gym upgrade: \$301.11 to Amazon for miscellaneous equipment; and \$893.75 to Rouge Fitness for weight equipment storage racks. Both purchases via Huntington Bank credit card. Trustee Albrecht seconded the motion. In discussion, Chief Neil said that this will complete the gym update. With this expense, we have used up the donation and we will be inviting Mr. Park to come down to see what we have done with his generous donation. **The motion was passed, 3 ayes, 0 nays and 0 abstentions.**

Trustee Biehl made a motion accepting a \$429 donation from the Learning Garden for the Montville Police K9 program. Trustee Albrecht seconded the motion. In discussion, Chief Neil said that the Learning Garden held a car wash in June and they divided 50% of the proceeds to the Montville K9 program and 50% to the MCPAL program. Chief Neil said that we did a presentation for the kids during their summer church camp at the Learning Garden with Officer Kawalek and Tino which was very well received. **The motion was passed, 3 ayes, 0 nays and 0 abstentions.**

Trustee Biehl made a motion paying the annual renewal of the LEADS (Law Enforcement Automated Data System) bill totaling \$1,200. Trustee Albrecht seconded the motion. In discussion, Chief Neil said that this is an annual cost and it has not increased in a very long time. LEADS is what the Police Department uses to pull up drivers' licenses and vehicle information. **The motion was passed, 3 ayes, 0 nays and 0 abstentions.**

Trustee Biehl made a motion purchasing two Dell PowerEdge domain control servers from Intech Computer Solutions for \$11,000 shared equally between Safety Services and General Fund. Trustee Albrecht seconded the motion. In discussion, Chief Neil explained that our domain controller server is the computer that issues IP addresses when anything logs onto the network. It is running on an older version of Windows server that will not be supported after next year. It was on the list to renew/replace and this is the cost for the equipment which will be purchased this year. Mr. Rodgers will rack them in the server room and Mr. Jankowski will be able to work on them after the new year. **The motion was passed, 3 ayes, 0 nays and 0 abstentions.**

Trustee Biehl made a motion using GovDeals to sell surplus Kenwood TK-790H/TK890H radio. Trustee Albrecht seconded the motion. In discussion, Chief Neil said that this is the last radio that has not been used since 2013. **The motion was passed, 3 ayes, 0 nays and 0 abstentions.**

LST/FIRE: Trustee Brandon read the July fire report which was received from Chief Walters. During July, there were 32 calls for fire in Montville Township. This included: 1 building fire; 16 fire alarms; 4 motor vehicle accidents; 3 EMS assists; 5 leaks and spills; and 3 smoke odor investigations.

The building fire happened on July 21st. It was a residential structure fire on Rustic Hills Drive that was contained to an upstairs bedroom. The family was very fortunate that they woke up to the smoke and that there was only minor damage to their home. One occupant was treated at the scene for minor burns and smoke inhalation. Chief Neil said that this was the fire in the wall that he reported on at the last Trustees meeting.

Chief Neil reported a house fire on Wedgewood this past Sunday. It will probably end up being a total loss due to the structural damage in the roof. The fire appeared to have started in the garage and had time to grow and got into attic space before the family noticed it.

Trustee Brandon said that the quarterly LST meeting scheduled for August 15th has been moved to September 19th at 8:00 a.m.

ROADS: Service Director Kosman requested, and **Trustee Biehl made a motion purchasing parking lot lighting and supplies from Mars Electric for \$15,000. Trustee Albrecht seconded the motion.** In discussion, Mr. Kosman said that this is for the administration side of the parking lot. They are planning to put in some of the infrastructure before the parking lot rebuild which we have been planning on doing the last few years. **The motion was passed, 3 ayes, 0 nays and 0 abstentions.**

Mr. Kosman said, moving forward with this parking lot project, they will be doing some landscaping and mounding up around where the current township sign is located. He said that the sign needs some repair and he wants to adjust the sign slightly closer to the road from where it is now.

Mr. Kosman asked the Trustees to consider what they would like our entrance to look like, including the sign. A couple of years ago, the Trustees had discussed having an electronic sign/message board. Mr. Kosman wants to determine what infrastructure and conduit/electricity to prepare for that. Mr. Kosman prefers to stay with a more traditional sign and the same location.

Fiscal Officer Pawlowski said that message boards can become a legal situation. If we have several ways of communicating such as a message board, Facebook, a web page, and advertising in a local newspaper, it is necessary to put the same news on all of them because another township lost a law suit when they did not advertise in everything available during a controversial issue.

Chief Neil's opinion was that there are already enough crashes at this intersection. It is a 45-m.p.h. road in between two curves. Chief Neil suggested to not add another distraction with a message board.

Trustee Biehl would prefer to have a traditional sign with external illumination to retain a classier look. Trustee Brandon suggested a sign with low or no maintenance. Mr. Kosman appreciated the Trustees' input.

Fiscal Officer Pawlowski asked how to proceed with billing EMA for August utilities as they are in the process of moving out of the building. She said that they have been billed through July and paid. Mr. Kosman said that they will be moved out prior to August 30th. The Trustees decided to not bill EMA for August.

In his roads report, Mr. Kosman said that his department has been working in business-as-usual mode during the last two weeks.

Trustee Albrecht asked for any update on the sense of arrival project ideas that we have been talking about. From conversations she had, Trustee Albrecht thought both the City of Medina and Medina Township are interested in collaborating with us on this idea.

Trustee Biehl responded that anything we decide to do with a sense of arrival will cost money. Regardless of what parties are involved, he said that there needs to be a budget set for it. Discussion ensued about location, installation and then continued maintenance of whatever project/landscaping is decided. The Trustees considered installing rod iron lettering on the retaining wall by Goodwill, which would be a nice addition, good location and then ultimately maintenance-free.

Trustee Biehl will talk with ODOT to get approval. He thought that we may need a permit and there may be some insurance requirements.

Trustee Albrecht brought up an email sent to the Trustees from a resident. The resident wondered who he could contact about braking noises on Route 57.

Trustee Biehl did not know the rule for “no jake brake” signs and had forwarded the email to ODOT for a response.

Mr. Kosman said that we have “no jake brake” signs at all the township lines. Route 162 and 57 are marked extremely well, and so is Route 3 and 57. He is not sure of the area the resident brought up is marked.

Trustee Biehl asked Chief Neil about the difficulty of enforcing it. Chief Neil responded that they would have to catch the offender in the act, but he could have the officers watch for it on Route 57 between Lexington Ridge and Fox Meadows.

ADMINISTRATION BUILDING: There were no updates to report.

CEMETERY: Mr. Kosman said that he had spoken with the County Engineer regarding an overlay for the cemetery roads. Mr. Kosman would like to put that into our road bid for next year to hopefully get more consideration from contractors since it would be such a small job. Mr. Conrad said that his office could do the engineering for it as time allows.

PARKS: Trustee Albrecht said that our Friends of the Park volunteer, Randy Wallace, is needing help getting the paint move from bridge to bridge as the volunteers are painting. They will work to figure out how to get the paint moved.

Trustee Albrecht said that she received an email from Angela Wish and is looking for projects for the Girl Scouts. Angela has two troops of Girl Scouts and looking for service projects for the fall and over the next year. The junior troop are working towards their bronze award which would be finding a need in the community and filling it and spend twenty hours per girl scout planning, brainstorming, and implementing their project. They are asking for project ideas to consider such as highlighting the prairie plot with some art installments of our native pollinators along the walking path through the nature preserve; or bringing awareness Aaron Smith nature preserve and field station. Trustee Albrecht said that she plans on driving around to the new nature trail with Angela.

Trustee Albrecht said that she asked Shawn Tabacco, the Boy Scout that had done the owl boxes for us, to label trees on the nature path. Shawn came up with a design for labeling ten trees with a sign on a stake in the ground. The Trustees thought that the design for the signs is very professional looking.

Fiscal Officer Pawlowski suggested to clarify with Shawn who will pay for materials for this project.

Trustee Albrecht responded that it is an ODNR project. There is an ODNR club which teens can join. They attend meetings and complete a project every year. Mr. Kosman said that he met with Shawn and that he will come to us with the project details and whether there is a cost and if he needs supplies. Trustee Albrecht will email Shawn to let him know that he can go ahead with the project but if there are funds needed from the township they will have to be approved ahead of time, and he may contact Mr. Kosman for that.

ECONOMIC DEVELOPMENT: Trustee Brandon sad that Medina County Economic Development has a breakfast meeting scheduled for this Thursday, August 15th, at 7:30 a.m. at Buffalo Creek on Hubbard Valley Road in Seville. This meeting will have the Federal legislative update with Ohio Congressman Max Miller.

Trustee Brandon attended a luncheon on August 6th at Williams on the Lake. The guest speaker was Lydia Maholic, who is the Director of the Ohio Department of Economic Development. Mrs. Maholic had discussed economic development opportunities that are coming to Ohio including the Intel microchip facility.

Trustee Brandon said that the Medina County Township Association steak roast will be at White Tail Park this Thursday evening. The Trustees talked briefly about final details and alternative plans in the event of rain.

OTHER BUSINESS

Fiscal Officer Pawlowski reviewed the July bank reconciliation and financial reports. Copies of the July reports provided for each Trustee: Fund Status and Fund Summary; Appropriation Status; Revenue Summary and Payment Summary. The Fund Status report as of August 13th was provided to each Trustee.

Fiscal Officer Pawlowski had no supplemental appropriations for approval.

Trustee Albrecht made a motion paying \$76,614.52 to Denes Concrete for the township's match for the Normandy Park Drive replacement project per Medina County Engineer's office. Trustee Biehl seconded the motion. The motion was passed, 3 ayes, 0 nays and 0 abstentions.

Trustee Biehl made a motion approving the ODOT agreement covering the use of township roads for maintenance purposes on Route 57 effective September 3, 2024, for a 30-day period. Trustee Albrecht seconded the motion. In discussion, Fiscal Officer Pawlowski said that she had already emailed this to the Trustees and department heads but the agreement needs to be signed and returned. Mr. Kosman said that the actual detour is Route 162 to Route 3 to I-76 and back to Route 57; however, those living in the area will be traveling down Poe Road. ODOT knows that as well and, if there is any major damage to Poe, ODOT will assist with any type of repair. They have already videoed the road's current condition. Mr. Kosman has concerns about the truck traffic that we will see on Poe but we cannot limit the truck traffic because the road is to standard. We can put up "no trucks" signs as a deterrent but they cannot be enforced. **The motion was passed, 3 ayes, 0 nays and 0 abstentions.**

Fiscal Officer Pawlowski said that we have from the State Liquor Board the renewal of all retail liquor permits in the township. The Board has no issues with any of the permits, and Fiscal Officer Pawlowski will reply as such.

Fiscal Officer Pawlowski received eight payments for a total of \$11,376.62 in opioid settlement money in July which brings the total of the fund to \$22,630.84. More will be coming, and it is building up in the fund. Chief Neil has the rules to follow for how these funds may be spent, such as for drug education. He is looking to find a good way to use the funds.

Trustee Albrecht made a motion approving BC & PO's and paying bills totaling \$212,692.62. Trustee Biehl seconded the motion. The motion R was passed, 3 ayes, 0 naves and 0 abstentions.

Fiscal Officer Pawlowski said that Mr. Kosman is continuing to work on use of ARPA funds.

Fiscal Officer Pawlowski gave a reminder for elected and all employees to complete required fraud reporting and training as soon as possible.

Trustee Brandon presented a notice of delinquent tax foreclosure proceeding from the Prosecutor's office dated August 7th. The notice indicated it is a land reutilization program for these two parcel numbers on Medina Road. The township has the right of first refusal. The Trustees would like more information on this commercial property; Fiscal Officer Pawlowski will contact the Prosecutor's office.

At 9:15 p.m. Trustee Brandon adjourned the meeting.

Respectfully submitted,

Elaine Klafczynski

Approved By:

Date:

Attested:

Date: