

REGULAR **RECORD OF PROCEEDINGS**

Minutes of

Meeting

September 12

22

BEAR GRAPHICS 800-325-3034 FORM NO 40145

Held _____ 20 _____

~~The Granger Township Board of Trustees met in Regular Session on Monday, September 12, 2022, at 4:00 PM at the Granger Township Administration Building, 3717 Ridge Road. In attendance were Trustees: Richard L. Pace, Chair, John H. Ginley, Jr. and Teri A. Berry and Fiscal Officer Donald L. Baker.~~

PLEDGE OF ALLEGIANCE: The meeting was opened at 4:00 PM with the Pledge of Allegiance by Trustee Richard Pace.

MINUTES: The Minutes of the Regular Meetings held on August 15th and August 29th and the Special Meetings of August 11th and August 25th were approved and the reading of same dispensed with by a **MOTION** set forth and moved to be adopted by Mrs. Berry, duly seconded by Mr. Ginley.

Voting "aye" thereon: Mr. Pace, Mrs. Berry and Mr. Ginley.

MICHELLE BRITTS of 4425 Boneta Road directed a question regarding outside fires to Fire Chief Kamp. Chief Kamp advised we adhere to State regulations and he would provide a copy of the governing rules to her after the meeting.

SERVICE DIRECTOR Mark Novak reported that the berm on Coddingle Road has been built up. Mrs. Berry asked if a guardrail was warranted. Mr. Novak didn't think this would work because of space constraints.

POTENTIAL SEPTIC SYSTEM REPAIRS: Mr. Novak noted he had provided a proposal from HB Engineering, INC. for professional engineering services to design and to prepare the required Permit to Install application and NPDES application to the Ohio EPA for a new waste water treatment system with service water discharge to Granger Ditch. The cost for this service is \$4,000.00. Mr. Baker noted this firm would need to set up as a vendor before action is taken.

Trustees requested he obtain another quote for this work. Mr. Pace will provide a firm for him to contact.

SALT SHED REPAIRS: Mr. Novak discussed a quote in the amount of \$5,930.00 he received from Rocco Masonry for repairs in front of the salt shed. The Board opined this repair should be completed before we start salting roads this winter.

A **MOTION** to approve repairs in front of the salt shed by Rocco Masonry at a cost of \$5,930.00 was set forth and moved to be adopted by Mr. Ginley, duly seconded by Mrs. Berry.

Voting "aye" thereon: Mr. Ginley, Mr. Pace, and Mrs. Berry.

FIRE CHIEF Steve Kamp reported there were twelve fire, thirty-three EMS and one fire/EMS calls during August. Thirty-four inspections were completed during the month.

PATIENT CARE REPORTING SOFTWARE: Chief Kamp requested approval to extend the annual contract with ESO Solutions Inc. for the Patient Care Reporting software at a cost of \$3,191.25.

A **MOTION** to extend the annual contract with ESO Solutions Inc. for the Patient Care Reporting software at a cost of \$3,191.25 was set forth and moved to be adopted by Mrs. Berry, duly seconded by Mr. Ginley.

Voting "aye" thereon: Mr. Ginley, Mr. Pace, and Mrs. Berry.

DISPOSAL OF VARIOUS FIRE DEPARTMENT EQUIPMENT: Chief Kamp advised he is recommending several items be listed on govdeals.com. These items are either obsolete or no longer being used due to replacement.

Mr. Ginley asked if there was any benefit to keeping the 35-foot extension ladder in regards to our ISO Rating. Chief Kamp advised he had checked with our ISO representative and confirmed, since it would not be on the first outgoing truck, there was no benefit.

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Held _____ 20 _____

A **MOTION** to set the reserve amounts for:

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| 1. Commercial Range/Oven | \$100 |
| 2. Genesis Portable Combi-Tool | \$300 |
| 3. 10 combination pistol grip nozzles. | \$200 |
| 4. 7 foam nozzle adapters | \$100 |
| 5. 2 Low level strainers | \$50 |
| 6. 2- 2 and ½ inch floatable strainers | \$25 |
| 7. Battery powered M-oxygen tank Hoist | \$300 |
| 8. CAFS Air compressor & Valve system | \$50 |
| 9. 35-foot extension ladder | \$20 |
| 10. Obsolete Motorola Radios/chargers (15) | \$100 |
| 11. Obsolete Minitor Pagers (Approx.25) | \$100 |
| 12. Obsolete G1 pagers (9) | \$100 |
| 13. Vehicle mobile radios & speakers | \$10 |
| 14. Hose tester | \$50 |
| 15. Gas powered positive pressure fan | \$50 |

on Gov. Deals was set forth and moved to be adopted by Mrs. Berry duly seconded by Mr. Ginley.

Voting "aye" thereon: Mrs. Berry, Mr. Ginley, and Mr. Pace.

REQUEST TO PURCHASE ONE NEW LIFEPAK 1000 AED: Chief Kamp requested approval to purchase one Lifepak 1000 AED from Stryker a cost not to exceed \$3,500.00.

A **MOTION** to purchase one Lifepak 1000 AED from Stryker a cost not to exceed \$3,500.00, was set forth and moved to be adopted by Mrs. Berry, duly seconded by Mr. Ginley.

Voting "aye" thereon: Mr. Pace, Mr. Ginley, and Mrs. Berry.

EMS REPORT QUALITY ASSURANCE: Chief Kamp discussed the quality assurance review the Department does on all EMS reports. Firefighters Davis and Jones perform reviews on the reports to ensure they are complete and contain no errors. These reviews take approximately fifteen minutes each. Common problems are periodically discussed with Department members.

APPROVAL OF THEN AND NOW PURCHASE ORDER 74-2022: Mr. Baker requested approval of Then and Now Purchase 47-2022 in the amount of \$4,269.70 to Parker Truck and Trailer for various repairs and maintenance to the Fire Department's fleet of vehicles.

RESOLUTION NO. 09-12-2022-1: APPROVING THEN AND NOW PURCHASE ORDER 74-2022 to Parker Truck and Trailer in the amount of \$4,269.70 for various repairs and maintenance to the Fire Department's fleet of vehicles and not previously approved was set forth and moved by Mr. Ginley, duly seconded by Mrs. Berry.

Roll call resulted thusly: Mrs. Berry, aye; Mr. Pace, aye; and Mr. Ginley, aye.

ASSISTANT FIRE CHIEF AUTHORITY: During the meeting of August 15th, Mr. Baker requested clarification of the authority that is imbedded in the position of Assistant Fire Chief. The Board requested Chief Kamp to compile a list of proposed authorities for discussion at the meeting of August 29th. This has not occurred yet. The Board requested Chief Kamp to prepare a proposal for discussion at the next meeting.

Mr. Pace suggested, after discussion with interested parties, that the Interim Fire Administrative Assistant not be terminated until the end of September. Other Board members concurred.

Mr. Pace confirmed that Board did not believe compensation for meeting attendance by Fire Department Officers should be payable.

SEXTON Roberta Gifford was present and reported two Resident graves were sold in August. Four foundations were approved and three foundations were poured during the month.

She also discussed a Resident request to paint the posts at the entrance to Fairview Cemetery. After discussion with Mr. Novak, it has been decided to obtain a quote to sandblast the posts. This way they will match the sign. She contacted the resident who thought this was a good idea.

CEMETERY DEED: A Fairview Cemetery Deed (Lot No. 703, Section No. 13 Grave Nos. 1 and 2) was duly authorized and executed for Bryon and Lisa Justice, 4857 State Road, Medina, OH 44256.

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Held _____ 20 _____

ZONING INSPECTOR Randal Davis reported ten applications and fifty-six calls were received during the month. Mr. Davis reviewed several violations detailed on his report. He also noted that the previous problem at 4461 Beach Road is starting to occur again.

ZONING COMMISSION will meet September 13th at 7:00 PM to continue review of the Zoning Resolution.

BOARD OF ZONING APPEALS will meet September 27th at 6:30 PM to Consider a Zoning Variance Applications for 4747 Ridge Road, Wadsworth, OH, 3900 Granger Willows Drive, Medina, OH and 532 Remsen Road, Medina, OH.

ARPA FUNDS: There is no update at this time.

APPROVAL OF THEN AND NOW PURCHASE ORDER 75-2022: Mr. Baker requested approval for a Then and Now Purchase Order 75-2022 for Silco Fire Protection Company in the amount of \$1,822.25 for fire extinguishers and inspections.

A **MOTION** approving Then and Now Purchase 75-2022 for Silco Fire Protection Company in the amount of \$1,822.25 for fire extinguishers and inspections, was set forth and moved to be adopted by Mr. Ginley, duly seconded by Mrs. Berry.

Voting "aye" thereon: Mrs. Berry, Mr. Pace and Mr. Ginley.

FINANCIAL REPORT: Mr. Baker reported as of August 31, 2022 cash on hand was \$5,209,158.72. Expenditures for August were \$108,767.76 and receipts were \$44,800.57. Ending fund balances were as follows: General \$2,097,814.74, MVL \$69,181.85, Gasoline Tax \$249,639.75, Road and Bridge \$365,333.40, Cemetery \$73,544.21, Fire Levy \$922,261.83, Road Levy \$346,392.23, Perm. MVL \$72,257.65, Coronavirus Relief Fund \$0.00, American Rescue Act \$495,861.94, Ambulance \$434,395.84, Fire Fund \$82,475.28 and Public Works Commission Project \$0.00.

MOTION TO PAY BILLS AS PRESENTED: Being then advised there was sufficient monies to pay bills, purchase orders and blanket certificates duly authorized and signed, requisitions and warrants having been examined were set forth and moved to be adopted for payment as presented by a **MOTION** from Mrs. Berry, duly seconded by Mr. Ginley.

Voting "aye" thereon: Mr. Pace, Mrs. Berry, and Mr. Ginley.

A listing of payments (\$22,342.44) is detailed within Exhibit A for this meeting.

KLA RISK CONSULTING/OTARMA UPDATE: Mr. Baker reminded the Board that it agreed to implement a Citizen Complaint Form, Service Department Pre-Trip Inspection Checklist and document Road and Sign Inspection. Forms have been designed to track this activity. Copies of complaint forms will be provided to Department Heads. Completed forms should be forwarded to the Fiscal Officer who will maintain the master file. The Service Department will be responsible for maintaining files for completed Pre-Trip Inspection Checklists and road and sign inspections. The Board did not think the forms needed to be formally adopted.

We currently in the process of performing a driver license review of all Township employees. Does the Board wish to include Zoning Commission and BZA Members? It was the consensus this was unnecessary.

The Board should discuss if it wants to adopt a driving policy that includes a driving record acceptability standard and if retrofitting bleachers in the park with guardrails was appropriate. The Board asked for a copy of the policy that was provided by KLA. The Board decided not to take action on the park bleachers.

2023 APPROPRIATIONS: Mr. Baker reminded Department Heads that 2023 Appropriations will be discussed at the meeting of October 10th. Information is requested by September 23rd. Suggestions for ARPA spending should also be included.

TRICK OR TREAT DATE AND TIME: Trick or Treat in Granger Township is Sunday, October 30th, from 2:00-4:00 PM.

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UPCOMING TRUSTEE'S MEETINGS: Monday, September 26th at 7:00 PM, Monday, October 10th at 4:00 PM and Thursday, October 27th at 7:00 PM.

CAROL YOST of 814 Granger Road asked about access to Board of Trustees and Zoning minutes. She was advised Board of Trustees can be found on the Township's website. She will need to contact the Zoning Office to view Zoning Commission and BZA minutes.

She then asked what was going on across from the Administration Building. She was advised nothing has been done yet that requires approval by the Township.

MOTION TO RECESS: A Motion to recess the meeting at 4:43 PM was set forth and moved to be adopted by Mrs. Berry, duly seconded by Mr. Ginley.

Voting "aye" thereon: Mrs. Berry, Mr. Ginley, and Mr. Pace

MOTION TO RECONVENE THE MEETING at 4:45 PM was set forth and moved to be adopted by Mrs. Berry, duly seconded by Mr. Ginley.

Voting "aye" thereon: Mrs. Berry, Mr. Ginley, and Mr. Pace

MOTION TO GO INTO EXECUTIVE SESSION AT 4:45 PM to discuss, employment, discipline and any other matters which are required to be kept confidential according to Federal Laws and/or State Statutes was set forth and moved to be adopted by Mr. Ginley, duly seconded by Mrs. Berry.

Roll call resulted thusly: Mr. Pace aye; Mr. Ginley and aye Mrs. Berry, aye.

MOTION TO RECONVENE THE REGULAR MEETING AT 5:10 PM was set forth and moved to be adopted by Mr. Ginley, duly seconded by Mrs. Berry.

Roll call resulted thusly: Mr. Ginley, aye; Mr. Pace, aye; and Mrs. Berry, aye.

ACTION TAKEN FROM EXECUTIVE SESSION: None.

With no further business to discuss a **MOTION** was set forth and moved for adjournment.

We, the Granger Township Board of Trustees do hereby certify the foregoing Minutes to be a true and correct copy of the proceedings before this Board at its Regular Meeting on Monday, September 12, 2022.

Richard L. Pace, Trustee Chairperson

John H. Ginley, Jr, Trustee Vice Chairperson

Teri A. Berry, Trustee

Donald L. Baker, Fiscal Officer

**EXHIBIT A
MEETING OF
SEPTEMBER 12, 2022
(PAYMENTS)**

GRANGER TOWNSHIP, MEDINA COUNTY

10/4/2022 1:01:54 PM

**Payment Listing
9/13/2022 to 9/13/2022**

UAN v2022.3

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
486-2022	09/13/2022	09/11/2022	CH	RUMPKE OF OHIO, INC.	\$91.00	O
	Purpose:	Trash Pick-Up - FD				
31936	09/13/2022	09/11/2022	AW	#1 LANDSCAPING	\$700.00	O
	Purpose:	Mulching				
31937	09/13/2022	09/11/2022	AW	A&M FIRE SAFETY EQUIPMENT, INC	\$464.00	O
	Purpose:	Hydrotest SCBA Bottles - FD				
31938	09/13/2022	09/11/2022	AW	BAKER, DUBLIKAR, BECK, WILEY & MATHE	\$675.00	O
	Purpose:	ARPA Legal				
31939	09/13/2022	09/11/2022	AW	CT CONSULTANTS, INC	\$455.00	O
	Purpose:	General Zoning Services				
31940	09/13/2022	09/11/2022	AW	F&M MECHANICAL SERVICES, LLP	\$839.25	O
	Purpose:	Replace Trans. for Magnarail - FD				
31941	09/13/2022	09/11/2022	AW	FIRE SAFETY SERVICES, INC.	\$650.90	O
	Purpose:	Fire Adapters - FD				
31942	09/13/2022	09/11/2022	AW	GEARGRID, LLC	\$377.00	O
	Purpose:	Hose Shelf - FD				
31943	09/13/2022	09/11/2022	AW	GRAINGER, INC.	\$693.85	O
	Purpose:	Flares and Cases - FD				
31944	09/13/2022	09/11/2022	AW	INTEGRITY VERIFICATIONS, INC.	\$244.00	O
	Purpose:	Background Checks - FD				
31945	09/13/2022	09/11/2022	AW	LIFE FORCE MANAGEMENT, INC.	\$199.61	O
	Purpose:	July EMS Billing				
31946	09/13/2022	09/11/2022	AW	MEDINA CO. ENGINEER	\$2,668.30	O
	Purpose:	Road Striping				
31947	09/13/2022	09/11/2022	AW	MEDINA COUNTY SHERIFF	\$356.79	O
	Purpose:	July/August Fuel				
31948	09/13/2022	09/11/2022	AW	MEDINA COUNTY SHERIFF	\$1,980.73	O
	Purpose:	August Additional Policing				
31949	09/13/2022	09/11/2022	AW	PARKER TRUCK & TRAILER	\$4,269.70	O
	Purpose:	Various Repairs and Maint. - FD				
31950	09/13/2022	09/11/2022	AW	RUSTIC RIDGE LAWN SERVICE	\$3,194.00	O
	Purpose:	Mowing				
31951	09/13/2022	09/11/2022	AW	SCHEMRICH BROS. BUILDING SUPPLIES	\$72.40	O
	Purpose:	Stone				
31953	09/13/2022	09/11/2022	AW	TERRY SHEPHERD	\$66.11	O
	Purpose:	Zoning Mileage/Postage				
31954	09/13/2022	09/11/2022	AW	TREAS. OF STATE/ACCOUNTS RECEIVABL	\$948.00	O
	Purpose:	UAN 4th QU.				
31955	09/13/2022	09/11/2022	AW	WOLFF BROTHERS SUPPLY, INC.	\$74.55	O
	Purpose:	Pipe				
31956	09/13/2022	09/11/2022	AW	SILCO FIRE PROTECTION CO.	\$1,822.25	O
	Purpose:	Fire Extinguishers/Inspections				
31957	09/13/2022	09/11/2022	AW	TREASURER OF STATE OF OHIO	\$1,500.00	O
	Purpose:	MARC Service Fee				
Total Payments:					\$22,342.44	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$22,342.44	

Type: AM - Accounting Manual Warrant, AW - Accounting Warrant, IM - Investment Manual Warrant, IW - Investment Warrant, PM - Payroll Manual Warrant, PR - Payroll Warrant, RW - Reduction of Receipt Warrant, SW - Skipped Warrant, WH - Withholding Warrant, WM - Withholding Manual, WS - Special Warrant, CH - Electronic Payment Advice, IL - Investment Loss, EP - Payroll EFT Voucher, CV - Payroll Conversion Voucher, SV - Payroll Special Voucher, EW - Withholding Voucher, POS ADJ - Positive Adjustment, NEG ADJ - Negative Adjustment, POS REAL - Positive Reallocation, NEG REAL - Negative Reallocation

Status: O - Outstanding, C - Cleared, V - Voided, B - Batch

* Asterisked amounts are not included in report totals. These transactions occurred outside the reported date range but are listed for reference.