

Minutes
LAFAYETTE TOWNSHIP BOARD OF TRUSTEES
Special Meeting
Wednesday, November 10, 2010

Meeting called to order: 10:04 a.m.

Members Present: Trustee Lynda Bowers, Trustee Nanci Shanley, Trustee Bryon Macron, Fiscal Officer Shirley Bailey.

Ms. Bowers passed out the Agenda for the Trustee Meeting to be held November 15, 2010. The Zoning Commission has completed the Comprehensive Plan process and forwarded it to the Trustees. This will be added to the agenda. The 2009/10 Snow Plow Application was passed out for review.

Ms. Bailey passed out the most recent Appropriations Ledger for all to work off of for this budget meeting. Ms. Bowers also passed out the police stat. report.

Ms. Bowers explained the Certificate of Resources and its importance. The Trustees will be working on an Appropriations Budget, since this is what determines the amounts approved for spending. The Tax Budget is done in July and looks at what resources the Township has available. Amendments to the Certificate of Resources would be done by the Fiscal Officer. Taxing is done in arrears, so when the valuation of property changes, it takes about two years for those to catch up. The Township valuations for 2011 have gone down slightly. Lafayette Township collects taxes from three political subdivisions: the unincorporated area of the Township, Lafayette Township (includes incorporated Chippewa Lake Village), and Lafayette Township/Medina City (Rabe Property on Lake Road – type 2 annexation without withdrawal). The total for 2011 is \$140,131,710.00 for tax valuation. This is down about twelve million from last year. Ms. Bowers suggested prioritizing the budget items according to fixed costs, want to accomplish items, and those items that can be put off if the money is not available.

Fire Budgeting –

Fire Chief Jeff Hall explained the 2011 Budget Proposal that was distributed to the Trustees. A copy is attached. The “190” and “220” line items have been added together in this proposal since “190” will no longer be utilized.

Discussion was held on what Contracted Services G&US Inc. was utilized for. Ms. Bailey will check on this. (It was later determined that this vendor was for the generators.) The Contracted Services Linde Gas Oxygen was increased to \$1,600.00. Contracted Services Gatchell Grant will change to Contracted Services Grants. Operating Supplies Fuel was increased to \$12,000.00.

The Fire Department is no longer in the running for the ambulance grant that had been applied for. They do hope to receive a grant to help with the turnout gear replacement. The Needs Assessment that was done in 2010 had been changed entirely to the Fire Department. Discussion was held and the amount will be divided by four with 50% to Fire, 25% to Service, and 25% to Administration.

Budget stabilization was adjusted to \$10,000.00. The Website line was discussed and determined to be deleted. The Other Purchased Services LifeForce Billing was discussed and determined to be deleted. Other – Other Expenses Refunds is used to refund residents who pay for ambulance services when billed in error. After discussion the amount was increased to \$1,700.00. The Comprehensive Plan line item was deleted.

Discussion was held of proposed improvement and maintenance projects. An office is needed at Station 2. The parking lot at Station 2 has cracking and needs to be addressed in 2011.

Ms. Bowers asked the Service Department and Fire Department to be prepared to discuss a five year forecast as far as vehicle replacement at the Monday meeting.

Chief Hall explained that the reason they have budgeted \$100,000 in the Capital Outlay line item is for the replacement apparatus program to replace the heavy rescue and one of the 1994 Pierce Fire Engines. It would be a combination vehicle costing \$592,000.00 in 2011. In available resources there is \$105,000.00 from the sale of the heavy rescue this year. It is anticipated that the sale of the Pierce would bring in between fifty and seventy-five thousand. Asst. Chief Winter relayed a scenario of how to purchase a new \$210,000.00 ambulance squad using cash. It would utilize the \$105,000.00, the \$50,000.00 grant from electrical aggregation, \$3,000.00 discount for buying a demo unit, and a trade-in of \$25,000 - \$30,000.00. The remainder could be paid in cash avoiding a lease or financing. Ms. Bowers is concerned about the bottom line numbers for the Fire Department and possibly having no carryover from 2011 to 2012.

The soft billing revenue is necessary to provide another avenue of revenue for the department in addition to the permanent levy. The levy projection for next year is \$424,574.00. Soft billing is projected to bring in \$80,000 - \$100,000.00. The set cost to run the department for 2010 is expected to be about \$412,436.00. These costs are about the same amount as is collected in the levy. The concern is 2012 and 2013.

It was noted that more is being spent in salaries now than before day time staffing began. The program was supposed to have an offset and that does not seem to be happening. Ms. Bowers asks to have this looked at.

Asst. Chief Winter explained that the \$100,000.00 would continue in the budget for the next six years and on to replace vehicles as necessary. The amount that is collected on the levy is approximately the amount that it costs to run the department. The revenue has been adjusted by adding the soft billing monies to help in the operating costs. The “building fund” money has been used and is continuing to decline.

The purchase of a new ambulance is a priority. The trade-in value is expected to be \$25,000 - \$30,000.00. Ms. Bowers recalls that in her tenure there have been three ambulances purchased. The Fire Chiefs recall a '97 ambulance...purchasing only two ambulances in that time frame. Ms. Shanley noted that the department currently has \$1,183,365.05 cash on hand. In adding the projected levy revenue, that gives \$1,607,939.00. The proposed budget is \$1,207,375.00 with the trade-in deducted. The net difference is \$400,564.00. That would theoretically be the carryover into 2012.

To possibly have to go to the residents for more money, we need to be able to prove to them the steps taken and how they have benefited. Mr. Macron has been carrying a beeper and noted how quick the response time is in the daytime as compared to the evening. Ms. Bowers wants to be able to justify the service and costs to the taxpayers. Asst. Chief Winter cautioned that residents may want more coverage when they learn daytime response time is 3–4 minutes as compared to evening response time of 10-19 minutes. Ms. Bowers replied that if that is the case they would pay for it. More money is needed, services will have to be cut, or equipment will have to go bad. These are the choices that need to be made in 2011. It may be possible that the department can get by with a simple renewal that would bring the Township up to the current millage with the new construction. A five year budget will be necessary to know if that money would be enough. The Board needs to be responsible now and not wait for an emergency situation. Mr. Macron noted that the Chippewa Landing is going to add more demand to our resources as well.

Chief Hall feels that if the ambulance is not able to be purchased in 2011 then \$15,000.00 will need to be added to the repair and maintenance of 107-2. It is a 1997 with 44,000 miles. When it was refurbished for \$58,000.00 the paint was not addressed, and it's current issues are: electrical, ball bearing switch, vibration (suspension). Ms. Bowers asked if this replacement was a reliability / safety issue or simply to replace due to its place in the rotation. Chief Hall replied that the accelerator is still an issue. The replacement of the fire truck is an issue that can be made in July. Chief Hall was wanting to bring the vehicle issues to the Board.

Ms. Shanley asked if there were a way to set aside monies in a reserve fund that would not be included in the operating funds. Ms. Bailey replied that can be done. Ms. Bowers explained that they can be set aside for five years and must be used for the purpose that they are set aside for. Ms. Shanley also noted that the Board wished to use up the \$13,000.00 that was in an old ambulance levy in expenses this year. This can be used toward the purchase of a new ambulance.

Asst. Chief Winter let the Board know that there would be a 5% cost savings to ordering the ambulance right now. The price is set until December 31, 2010; 60 days for chassis delivery with 120 days to build. If the ambulance is used as a demo for three months, \$3,000.00 would be saved. The Board would rather not have the vehicle used as a demo by consensus. Discussion of the ambulance will be placed on Monday's agenda. The cost quoted would have the ambulance ready to roll – nothing else would be needed. It was asked if a cheaper ambulance could be considered. Asst. Chief Winter noted that there are some weight issues and they want to go with the medium-duty chassis. A light-weight chassis could be up to \$60,000 cheaper. Diesel motors are no longer put into van chassis' and the gas motor is not recommended for this type of vehicle. The life span of a light-duty vehicle is less than a heavy-duty vehicle. The current Fire Administration would have always preferred to have a medium-duty chassis. The only additional items that have been specked for the ambulance are an I.V. warmer (\$300), a blanket warmer (\$1,000), and an inverter to work these items (\$1,400). Other than that it is equipped like the previous ambulance. The current box is not acceptable to be placed on a new chassis. The Braun ambulance has rollover protection. The Fire Department will bring details for a new ambulance to the meeting on Monday.

Discussion was held on what the Board would like to see in a report regarding the daytime staffing. A clean updated copy of this budget is also requested to be sent to the Board in

electronic format. By consensus the Board feels that the ambulance is a priority to be looked at in the upcoming meeting. Asst. Chief Winter relayed that the vehicles recently had a pump test and are all now leaking water due to wearing out of valves, packing of the pump, etc. These will need to be repaired in order to show ISO that the repairs were made in order to be certified. An estimate will be coming in for these repairs. There comes a times when the repair cost is more than is fiscally responsible than looking at a newer vehicle.

Ms. Bowers clarified that while the budget was high in 2010, it included a \$369,000.00 truck that cash was paid for and \$30,000.00 for S.C.B.A.s that were upgraded. This would not be a typical annual expense.

Other Business:

Trustee Desks –

York Township originally offered the Trustee Presentation Desks to Lafayette for \$500.00. They have now lowered the price to \$300.00. Discussion was held as to the storage of the desks during other events. Ms. Bowers will discuss a lower price with Colleen of York Township. It is suggested that wheels / casters be installed on the desks for ease in moving them.

Electric Aggregation Funds -

Ms. Shanley commented that the \$50,000.00 electric aggregation monies received should be used for something substantive such as redoing the Township Hall, emergency services, etc.

Weekend Rental of Hall / Refund –

Mr. Macron motioned to refund to the Farnsworth family their rental fee for the Town Hall due to an issue with their rental. Ms. Shanley seconded the motion. All voting in favor.

Cruiser Lease Agreement –

Ms. Bowers explained that there had been an issue as to whether the Sheriff's Department should cover our cruiser under their fleet insurance since it is less expensive. For a period of time the Prosecutor recommended keeping our own insurance in place until something was worked out. The fleet insurance has a \$5,000.00 deductible. Our old cruisers were not worth that. The County's fleet insurance is approximately \$300.00 a year. Our own collision insurance would be \$280.00. The Board has utilized both insurances. To have insurance with the County, we are required to have a lease agreement.

Medina Group Meeting –

The Board is waiting to hear from Asst. Prosecutor Bill Thorne with an opinion on the legality of meeting with other entities from Medina County. Ms. Shanley asked how this meeting was different than the meeting held at the Administration Building for the Technology Park. Ms. Bowers replied that there is an opinion from the Prosecutor's Office that says the Board cannot meet outside of our jurisdiction. This was from 2000 or 2001. Discussion was held on why an opinion is being sought.

Set Meeting –

A meeting needs to be set to meet with Jim Boyes from the University of Akron, Bill Hannigan with the Medina County Workforce Development, Bill Hudson with the Port Authority and a

couple of the Township’s businessmen who would like to speak about the relationship between the Technology Park, the University, the Workforce Development group, and possible incentives. It is preferable to do this before the end of the year for possible grants. The meeting will be set for 6:00 p.m. on Monday, December 20, 2010.

Meeting adjourned at 12:33 p.m.

Approved: _____

Lynda Bowers, Trustee

Nanci Shanley, Trustee

Bryon Macron, Trustee

Shirley Bailey, Fiscal Officer