

Minutes  
LAFAYETTE TOWNSHIP BOARD OF TRUSTEES  
Regular Meeting  
Tuesday, February 16, 2010

**Meeting called to order:** 7:05 p.m. followed by the Pledge of Allegiance.

**Members Present:** Trustee Lynda Bowers, Trustee Donald Butler, Trustee Nanci Shanley, Fiscal Officer Shirley Bailey.

L. Bowers – You know, at every meeting for the last two years I vowed that if I ever got the chance to chair this meeting, I would, I would point this out – in the Pledge of Allegiance it is One Nation Under God, it is not two separate sentences. So I tend to be ahead of you guys when you do that.

**Minutes -**

L. Bowers - First thing on the agenda is we have the **December 21<sup>st</sup>, 2009 Meeting Minutes**. A draft was received on January 14, 2010. Mr. Butler, have you read it through?

D. Butler – Absolutely.

L. Bowers – Nanci? Any questions?

N. Shanley – I have to, I have to abstain, I wasn't part of the Board.

L. Bowers – Okay. Any questions or corrections? And I will move to approve hearing none.

D. Butler – Second.

L. Bowers – **Moved by Mrs. Bowers, seconded by Mr. Butler. All in favor, aye?**

**D. Butler & L. Bowers – aye.**

**L. Bowers – Mrs. Shanley abstains, correct?**

**N. Shanley – Um-hum.**

L. Bowers – Opposed, same sign. I guess not. **January 4<sup>th</sup> meeting minutes**, draft received January 15<sup>th</sup>, 2010. Has everyone had an opportunity to read it?

D. Butler – Yes.

L. Bowers – Mrs. Shanley?

N. Shanley – Yes.

L. Bowers – Any questions or corrections?

N. Shanley – There were little things, they're not worth correcting. Its things, we were talking over each other so it's not worth...

J. Turpin – On Friday, I did send out a revised where I had actually listened to the tape and that's everything I have on the tape to...

N. Shanley – Yeah, yeah. It's fine. It's not worth fussing over.

L. Bowers – Mr. Butler? Any corrections, comments?

D. Butler – No. I just, I just have a quick question, Joy. How come some of the commentary gets highlight and some doesn't? I'm just asking.

N. Shanley – Motions?

D. Butler – No, no, aren't motions. Just some

J. Turpin – Bolded?

N. Shanley – Bolded.

L. Bowers – Bolded, you mean.

D. Butler – Some of the commentary itself.

N. Shanley – Yeah, its motions, isn't it?

D. Butler – Pardon?

N. Shanley – Action items? Motions?

J. Turpin – Bold. Right. Those are action, those are motions.

D. Butler – I'll be happy to table it 'til the next meeting.

N. Shanley – Its action.

J. Turpin – Its (indecipherable) the results of that motion.

D. Butler – Okay. Thought I saw another one here.

N. Shanley – Yeah.

D. Butler – I just wondered.

L. Bowers – It actually makes it a lot easier for reading, I think, but, is there any other comments or questions? I'm sorry, Mrs. Heiszek?

S. Heiszek – If this is the minutes that I recall where when you were doing, setting up the meeting...

S. Bailey – Sue? Go up.

S. Heiszek – Oh, I'm sorry.

D. Butler – Go up, yeah.

Unknown – All on tape.

S. Heiszek – Um, I believe it was said that the meeting last January was held on the holiday, that is incorrect.

L. Bowers – Well, that's fine. We can put it in these minutes.

S. Heiszek – Okay.

L. Bowers – It's ...

S. Heiszek – That

L. Bowers – possible.

S. Heiszek – That's the only thing I remember from it, but.

L. Bowers – But that doesn't mean that that wasn't said. If it was said, it was said.

S. Heiszek – It was said.

L. Bowers – Okay. Cool.

S. Heiszek – It was said, but it was incorrect.

L. Bowers – Anything else, Mr. Butler?

D. Butler – No, but I love the verbatim minutes.

L. Bowers – Okay. Is there a motion?

D. Butler – **I'll move to adopt.**

**N. Shanley – I'll second.**

**L. Bowers – Moved by Mr. Butler, seconded by Mrs. Shanley to adopt January 4, 2010. All in favor, aye?**

**D. Butler, N. Shanley – aye.**

**L. Bowers – And opposed, same sign? And I voted aye on that, Joy.** I don't think I got it out.

**General Board Organization -**

L. Bowers - Under General Board Organization I just wanted to remind the Board that we have a final appropriations meeting scheduled on March 1<sup>st</sup> at 7:00 p.m. At that meeting we should be reviewing the General Funds, Zoning, and Cemetery. Because Zoning and Cemetery have to be part of that process, that's where that funding comes from. It's my hope that any of the loose ends that we have from the previous meetings will be ready to be taken of at that time and in that way Mrs. Bailey can put together the final appropriations documents that we need for the March 15<sup>th</sup> meeting and we can have them filed by the April 1<sup>st</sup> deadline. Mrs. Shanley had asked that we put on the agenda to discuss the procedure for continuing appointments that have no statutory term limits, which is the Zoning Secretary and the Zoning Inspector. Mrs. Shanley?

N. Shanley – In talking to other townships, as I have been doing, trying to learn how other townships do what they do, even though it's not statutorily required, they do reappoint their Zoning Inspector and their Zoning Secretary every year. I asked why and the answer I was given, which makes sense to me, is that it makes it part of a, an ongoing, it's part of the review process. There's reviews that takes place in June, another review later on in the year, and then finally in January if the decision is to move forward with those employees again, that's how it's done. It makes sense to me, it keeps things sort of on a schedule, keep things clean, keeps all the, everything happening at the same time. And that's my reasoning for proposing it.

L. Bowers – Mr. Butler, comments?

D. Butler – No comment. Makes sense.

L. Bowers – Okay, um, I will comment. And I certainly understand the proposal. It's not a lot of township that do that, and in fact there's a lot less that do then don't. And I certainly understand an annual review and I actually think that that's something that we should be more cognizant about doing, but I do have a concern, I just don't see the benefit of taking permanent employees and letting them worry about their job every year and not understanding what's going on there. And I'm curious; do we intend to do that with the new secretary position? It, and we don't do it with our Service Department employees. There's not any other employees we do that with, so.

N. Shanley – You know, you're right. For example, Medina Township does every employee that same way, with the exception of firemen. But all, Chief, Assistant Chief, Secretaries, all of them are, Police Chief, are reappointed every year. And they have strong reasons for doing it. Westfield does it. It's just something I wanted to put out there, something to think about.

L. Bowers – How about a compromise and we start doing annual evaluations that are done in October?

N. Shanley – Well that, that's coming. Yeah, that's something else I wanted to talk about later when we get to Personnel Manual.

L. Bowers – I did that when I was, I did that when I oversaw the Police Department and I, when it was our own, and I did that when I oversaw the Service Department and that was, I thought, a very effective tool. That hasn't been done the last couple of years. I just really don't see the benefit of leaving all of our employees out there hanging every year, it's, I just don't think it's an appropriate place to put them.

N. Shanley – Yup.

D. Butler – Can I comment, Lynda?

L. Bowers – Sure.

D. Butler – I don't think we're hanging anybody out. I think it's a nice way to commend people or take a look at job performance. I don't think there's anything wrong with putting an evaluation process on on anybody.

L. Bowers – No, absolutely not, I agree. But what I...

D. Butler – In this way, it's a three minutes process to simply say we're reappointing these people.

L. Bowers – No problem with an evaluation process. My concern is not the evaluation process. How would you like to have a job and every year you don't know whether or not you're going to be appointed? I think that's burdensome to our employees. And that's what we're talking about; we're not talking about an evaluation process, they're two different things.

D. Butler – I understand.

N. Shanley – If I could make one last comment. I don't think we have any employee that this would apply to, but if we did, their other advantage to doing this, that was explained to me, is that with a reappointment, if you do have someone that's become a problem it's much simpler to not reappointment them instead of having to go through a firing process and all of that sort of thing. I don't think we have anybody working for us that I worry about that happening but that's the other thing that was pointed out to me.

L. Bowers – Yeah. Actually, that's something that we've done before and with or without this policy we have that authority every year, whether we have the policy or not, we have that authority. Just saying.

D. Butler – So the people still have the same concern that we may come around and fire them anyhow?

L. Bowers – If they're not doing their job.

D. Butler – Yeah, well.

L. Bowers – But I, I don't, well, go ahead, you know, make the motion and do what you want to do, and majority rules and we'll move on.

N. Shanley – I guess I just look at past, past situations where we have had a situation where we found that it was necessary to make a change. I wasn't a Trustee then, but I was aware of it. It might have been more simple if we'd had a process like this in place, it's just something to think about.

L. Bowers – That's fine. It was very simple, we simply didn't reappoint and we sent a notice out that said that, but, I, I understand your position, I hope you can appreciate mine...

N. Shanley – Yeah.

L. Bowers – So let's just do what we're going to do.

N. Shanley – Well, I guess **I'll make a motion that we, for the positions of, at this time I would just move for the Zoning, um, Secretary, the Zoning Inspector that we make it a yearly appointment at the same time as we appoint the Zoning Boards.**

**L. Bowers – Is there a second?**

**D. Butler – I'll second that.**

**L. Bowers – Moved by Mrs. Shanley, seconded by Mr. Butler that the Township establishes a policy from now on that we do annual appointments for the Zoning Secretary and the Zoning Inspector. All in favor, aye?**

**D. Butler & N. Shanley – aye.**

**L. Bowers – And opposed? Aye. Mr. and, Mr. Butler and Mrs. Shanley – aye, Mrs. Bowers – nay. Anything else, Nanci?**

N. Shanley – That's it.

L. Bowers – Okay.

**Financial Report –**

L. Bowers – Mrs. Bailey, do you want to do your Financial Report and Requisitions at this time?

S. Bailey – Pass these down.

N. Shanley – Take one? Take one and pass them down.

S. Bailey – On the checking account, we have \$1,018,055.19. In the secondary balance, which is for our HRA, which is the health insurance reimbursement part of the program, we have a balance of \$64.98, leaving us a balance in the checking of \$1,017,990.21. In investments we have \$1,333,922.79. On the investments, Mr. Butler, you were going to look into rates with other banks on the CDs.

D. Butler – Um-hum, just looking at rates, period, yes.

S. Bailey – Okay. What did you arrive at?

D. Butler – Okay, let me, let me, can I go back to the check reconciliation sheet? Did we correct that \$81.08 error?

S. Bailey - \$81? It hasn't been cleared yet through the Federal Reserve Bank. There's an error on the bank's, it was back in August...

D. Butler – Um-hum.

S. Bailey – Where one of the banks when they were putting the check through they put the check through with a check number as the amount of the check, which put our account \$81 short.

D. Butler – Correct.

S. Bailey – And the, two of the banks that it went through, when they checked their accounts, they state that everything was through fine. They had the correct amount for the check, our employee received the correct amount that was on the check, but when it went through our bank there was a change. But National City isn't stating that it is on their error.

D. Butler – Yes they are. They say it's a posting error. They told me point out, they got back to me in five minutes and said the check was posted wrong and if you would call them it would be balanced.

S. Bailey – We did call them.

D. Butler – I'm trying to find her name, Barbara Rowe, does that sound familiar?

S. Bailey – Oh, yeah, Barbara, yes.

D. Butler – She said call her and she will take care of it instantly.

S. Bailey – Okay. Okay, cause Martha had called National City in Seville...

D. Butler – No, I called,...she's in the ...

S. Bailey – And she had all kinds of problems trying to get them to correct it, they said it wasn't their error and...

D. Butler – They can't do it down here. I called the governmental

S. Bailey – Right.

D. Butler - office and they said call them and they will correct that.

S. Bailey – Okay. I'll talk to Barbara then because National City Seville isn't going to take care of that.

D. Butler – And for the record, we asked, I asked last time, we are getting .15, which is terrible in itself, but it's the highest checkbook and there's very few of them, accounts they give that to. Most of the governmental checkbooks are getting .09 or less. So we're getting .15.

S. Bailey – Right.

L. Bowers – So you're not found a higher rate, is that what you're saying?

S. Bailey – You didn't find...

D. Butler – Pardon?

L. Bowers – So you've not found a higher rate, that's what you're saying?

D. Butler – Well no, they're giving us the highest rate they have.

S. Bailey – Right.

D. Butler – Charter One. We had a CD due today?

S. Bailey – Yes.

D. Butler – And we did what with it?

S. Bailey – I put it into, what, 240 days I believe it is. It'll be going through at 2.5%.

D. Butler - .25%.

S. Bailey – No, 2.5. That's what she told me.

D. Butler – No. What they told me here, the 6 month CD was .09 and the 210 day CD was .25. There are no CDs paying 2%, trust me.

S. Bailey – Well, I was a little surprised when she said that.

D. Butler – Yeah, I can almost promise you...

S. Bailey – Okay.

D. Butler – That was misspoke.

S. Bailey – But, cause, yeah, she might've misspoke because she said that right now they're paying .05 on...

D. Butler – Yeah, the one we just got done with .26.

S. Bailey – Right.

D. Butler – And they told me a 210 one was .25, that's seven months. Six months was .09. They do have, and I'll tie two things together here, a municipal revenue account, their money market fund, paying .2. So it's liquid, it's there, you can go in and out, there's no restrictions to it, and it's probably the best thing they have. So we may want to take a look at that.

S. Bailey – Okay.

D. Butler – Meanwhile, Star Ohio, new record low - .03.

S. Bailey – Yeah, I know. Yeah.

D. Butler – So we're not talking huge amounts here, but you know what, a thousand here a thousand there, it adds up and, you know, we may want to look at moving some of that Star money now into that .2%.

L. Bowers – Is the liquidity gonna be the same?

N. Shanley – It's liquid.

D. Butler – Yeah.

N. Shanley – It's liquid?

L. Bowers – The same?

D. Butler – 100% liquidity.

L. Bowers – Okay.

D. Butler – Yeah, 100% liquidity.

L. Bowers – Just asking.

N. Shanley – Is that Charter One?

D. Butler – Yes, that's Charter One.

S. Bailey – I'll have to talk to Charter One then, because Dale didn't tell me that, that they could do anything like Star Ohio does.

D. Butler – Who'd you talk to there?

S. Bailey – Dale.

D. Butler – Dale?

S. Bailey – That's been awhile.

D. Butler – Oh, okay. No, I didn't talk to talk to Dale this time, I talked to Joanne, and a Rich, that I got my information from.

S. Bailey – Dale is the Vice-President, so he...

D. Butler – Guzman.

S. Bailey – Right.

D. Butler – Yeah. But that's what, I'm just saying, we may want to look at that. I talked to John Burke, that's what they're doing. They left Charter for awhile, went to Lorain National, they changed their rates, they went back to Charter. So that's what the County's doing.

S. Bailey – I'll have to check at it because I know that with Star Ohio, cause we have had several times where we've had to liquidate the funds and it's twenty-four hours and I have it in the bank, no problem.

D. Butler – This should be just as quick if not quicker.

S. Bailey – Okay.

N. Shanley – Is there a calculation of what we might gain from doing that?

D. Butler – On point something?

S. Bailey – No...

L. Bowers – Not much.

D. Butler – We don't have a hundred million dollars, but ah, you know...

N. Shanley – I just wondered, if we could switch it over, if it'd make sense to...

D. Butler – A million dollars, a million dollars would be \$1,700.00.

N. Shanley – Okay.

D. Butler – Better than a poke in the eye with a sharp stick.

N. Shanley – Okay.

S. Bailey – But it, we're not getting that either. On the ones that have come through so far, it's only been a couple of hundred dollars on each of the CDs when they come through.

D. Butler – Yeah, on the one that's left that due April 6<sup>th</sup>, for \$209,000 plus, we're getting a quarter point. Quarter percent.

N. Shanley – That's terrible.

**Requisitions -**

S. Bailey – On the Requisitions, we had some additions to it so the requisitions, the listing that you have is missing some, so here's the current and the current has to have an addition to it for the Fire Department. Fire Department is adding \$74.00 for locking mechanism for night, night-fighter lift light? Okay. For the 101. In the Service Department we have \$1,536, the bulk of that is \$1,300 which is for the exterior door for the Township Hall. That still has to be painted.

L. Bowers – Not in this cold weather.

S. Bailey – No. That's why it's not painted yet. For the Administration Building, we have a total of \$940.93.

N. Shanley – Is this the CD deck that Joy sent the information around about? Okay.

S. Bailey – Right. It's for the CD deck and the transcription system that goes with it, the software. That's the bulk of it. The rest of it is mainly postage.

N. Shanley – Office supplies.

S. Bailey - And then, and office supplies. With running the audit, my cartridge kinda ran out of ink. I had to get more.

N. Shanley – Okay.

S. Bailey – And then the Fire Department, theirs is \$8,111.76. The bulk of that is, well \$3,600 for one year support for the computers. Basically, that's it. Are there any questions on any of the requisitions that are out there?

N. Shanley – We have an additional requisition from Fire?

S. Bailey – For \$74.00.

N. Shanley – Okay.

L. Bowers – Any questions?

N. Shanley – Nope.

L. Bowers – Mr. Butler?

D. Butler – No.

L. Bowers – Is there a motion?

N. Shanley – **I will move to approve the requisitions as amended.**

**L. Bowers – I'll second. Moved by Mrs. Shanley, seconded by Mrs. Bowers to approve requisitions as amended, including another \$74.00 for the Fire Department. All in favor, aye?**

**N. Shanley, D. Butler, L. Bowers – Aye.**

L. Bowers – And opposed, same sign. Motion passes.

S. Bailey – And then the next thing I have is on SPCA.

N. Shanley – I think you have Dispatch next, though.

L. Bowers – Yeah, you know what, I can go ahead and address Dispatch, so.

N. Shanley – Okay, okay.

L. Bowers – Go ahead do, SPCAs fine, Shirley.

**SPCA -**

S. Bailey – The SPCA, they sent us an invoice and contract. I know that Nanci had contacted me about SPCA as to whether we paid them anything last year or not. We did not. We never received an invoice from them.

L. Bowers – And you know, we do that every year. Does anybody know why we didn't get billed?

N. Shanley – Yes. They were in between, I was still on the board then, they were in between bookkeepers and it fell through the cracks and they never did billing for last year. So.

L. Bowers – Interesting. **I'd move to approve.**

**S. Bailey – Okay.**

**N. Shanley – I will second.**

**L. Bowers – Moved to approve by Bowers, seconded by Mrs. Shanley to pay the SPCA bill in the amount of \$500.00 for 2010.**

**N. Shanley – Is it five? Or is it seven-fifty? I thought I saw seven-fifty.**

**S. Bailey – Seven-fifty.**

**L. Bowers – Is it seven-fifty? I apologize.**

**S. Bailey - \$750.00.**

L. Bowers – Because I saw it come through on my computer...I got an email from Judy and she said five and I wondered why it was five cause we'd done seven-fifty before, so that's fine.

N. Shanley – And let me just clarify. I had asked Shirley what they'd paid in the past because I had remembered seven-fifty ...

S. Bailey – Right.

N. Shanley – before that.

S. Bailey – And that was in '08.

N. Shanley – So, that's all the stuff that was lost through the bookkeeping transition and that's why I had asked you.

L. Bowers – And just for the information for the public – this is the amount that they charge us, they pick up injured animals, not dead animals. And it's a small amount at that. Lafayette Township actually has a pretty good use history, so **there's a motion and second. All in favor, aye?**

**D. Butler, N. Shanley, L. Bowers – Aye.**

L. Bowers - And opposed, same sign.

**Police Dispatch -**

L. Bowers – The Police Dispatch – I sent each of the Board members an email. Shirley received an invoice for Police Dispatch Fees. Per our contract, Lafayette Township does not pay any dispatch fees. I have verified both the original contract and the amendments thereof; it's clearly in there. It says there shall be no dispatch fees for police purposes assigned to Lafayette Township during the term of any community policing contract for service. I have prepared some language that I am going to suggest, I only have one, two copies, so let me read it first, that I'm going to suggest that Shirley put on a letter that she sends back to the County. This says, Per our contract, Lafayette Township does not pay police dispatch fees. This was agreed upon specifically in our contract. The rationale behind the agreement is that Lafayette Township completely reimburses the Sheriff's Office for costs associated with providing officers specifically assigned to Lafayette Township. If the Township did not pay for the Lafayette officers, the Sheriff's Office would still have the responsibility and incur the dispatch cost; hence the cost of dispatch is not an added expense attributable to our officers and therefore required to be paid by the Township. There was during the negotiation of the last amendment some controversy between the Sheriff and the Commissioners. The Sheriff held his ground; he doesn't believe that we should pay these fees and obviously we don't either so the billing may have been an oversight or it may have been a wish that maybe we would overlook it, so. Does anyone have any objection to Mrs. Bailey including that language and sending it back?

N. Shanley – None. I think it's a good idea.

L. Bowers – There you go.

S. Bailey – Okay, that was the dispatch fees for the, for our rotary.

L. Bowers – I'm sorry.

S. Bailey – But we also have dispatch fees for emergency...

L. Bowers – Fire.

S. Bailey – Fire.

L. Bowers – Right.

S. Bailey – And...

L. Bowers – That one we have to pay.

S. Bailey – Right. And that one is, you were asking yesterday how much the dispatch fees would be, well, they're \$12,603.00.

L. Bowers – That's good. That's lower, isn't it?

N. Shanley – What's it, \$12,603.00?

S. Bailey – and three.

L. Bowers – Yeah, that's lower. I thought that would be lower than last year.

S. Bailey – We have two contracts here to be signed, okay?

L. Bowers – Does that only require one contract, Shirley?

S. Bailey – Pardon?

L. Bowers – Does it only require one signature on the contract?

S. Bailey – I don't believe so. I think it's, it's all of you. I thought so.

L. Bowers – Okay. **Then I would move to approve the Dispatch Contract and get that sent back. Which includes paying the fees. We don't really have a choice on this one. Is there a second?**

**N. Shanley – I will second.**

**L. Bowers – Moved by Mrs. Bowers, seconded by Mrs. Shanley to approve the Dispatch Contract.** Are you going to start a signing pile?

S. Bailey – Its right here.

L. Bowers – Okay. You have anything else, Shirley?

Audience – Vote, vote.

L. Bowers – Oh, I apologize, yes, we do have to vote. **All in favor, aye?**

**L. Bowers, D. Butler, N. Shanley – Aye.**

L. Bowers – And opposed, same sign. Anything else, Shirley?

S. Bailey – And that’s all I have, I believe.

### **Department Reports:**

#### **Service -**

L. Bowers – Department Reports – Service. Mr. Butler?

D. Butler – Another interesting few weeks on the road. The guys are out there right now, I saw their trucks. I assume they’re out there. Only had two phone calls and, no, I had three. One deals with something that I put on the agenda later on, two of them were a result of let’s just say a timing judgment error. Is that being polite, that will, has been addressed and will not happen again. Other than that I have not had any phone calls or any complaints and the hours are adding up.

L. Bowers – I’ve actually put something on as an agenda item later on having to do with snow removal so I’ll keep my comments until then.

D. Butler – I would like to put on the record that we received a letter from Carlisle-Kesling & Adamczyk Co., LPA, Attorneys at Law at Middleburg Heights regarding a complaint of a resident, of residents on Cantwell Drive, Cantwell Trail. I will not read the letter but I will forward the letter with our position to the Assistant Prosecutor for his review. The one thing I will ask is that the situation in question, they cease from blowing snow back into the road once it’s plowed off, at least for a safety feature when you go down there and the road’s dry except for one spot where all the snows been blown back into the road.

L. Bowers – If you’re purporting it to be the position of the Board, will we have an opportunity to comment on that before you send it out?

D. Butler – Fine.

L. Bowers – Okay. Thank you.

D. Butler – I’ll be happy. I always show you before it goes out, I’ll be happy to show you. The other, the other concern I have, and I want to put it on the table is, I understand what the Pindrohs are saying, I can feel sorry for them, but they’re not the only people in the Township that face that problem. And I went down there trying to see what’s happening the day after the last big storm, or a couple days after the last big storm, and for whatever reason, there was no snow on their property. Basically it was no higher than what the normal snowfall was, the

neighbors still had their mailboxes buried, the neighbors still had snow piled on their lawns, there was no snow here.

L. Bowers – I can explain that for you, would you like me to?

D. Butler – I would like you to.

L. Bowers – I plowed it with my own personal equipment and I moved it onto the vacant lot across from them. That's why there was no snow there.

D. Butler – You did it personally?

L. Bowers – I did it personally with my own equipment, yes sir. Trustees plow roads all across this County. In fact, last weekend all three Township Trustees in Guilford were out for many hours. Difference is they use Township equipment, I used my own.

N. Shanley – And that's fine. I have one question. And that is, we're placing it on another piece of personal property, right?

L. Bowers – Um-hum. It's my own, it's my own livelihood.

N. Shanley – No, no, no. Not the truck, the snow got moved to another ...

L. Bowers – What's the difference between whether you put it on Pindroh's property or the property across the street, it's still somebody's property. There's no difference. And that house happens to be vacant so that handles the situation this year. Clearly it won't take care of it next year.

N. Shanley – That's my question. If,...

L. Bowers – But it handles the situation this year and I think to the extent that we can be courteous and try to provide a higher level of service to our residents I don't see any problem doing that; I was out, it wasn't a big deal.

N. Shanley – Well, I think down the road we need to talk about if that house is sold, or I'm not sure for what reason it's empty, we need to find a long term solution that's agreeable.

L. Bowers – There is a long term solution and I think, and this has not been a problem in the past and that's why I've put the policy on and we'll discuss it then if that's alright.

N. Shanley – Okay. Okay.

D. Butler – So I understand you right, what we're saying is anybody who wants their snow removed from their property for esthetic value, not safety, we'll, we'll do that.

L. Bowers – No. No, Mr. Butler, that, please don't try to put those words in my mouth...

D. Butler – I'm not saying, I was asking if it's our policy.

L. Bowers – to steal someone else’s ...No. I think we can discuss the policy later. Our job is to provide service, there’s clearly a lack of service right now.

D. Butler – I’m asking you, Lynda, if someone calls and said I want the snow off my property, are we going to oblige them and take the snow off their property?

L. Bowers –No, that’s ridiculous. And you know that.

D. Butler – Well, I think, I think it’s wrong to do pinpoint one family or one group and say we’ll do it for them, we won’t do it for anybody else.

L. Bowers – We didn’t do it. I did it.

D. Butler – Okay.

L. Bowers – And I did it personally and I would probably come do it for anybody who asked me.

D. Butler – May be getting a lot of calls.

L. Bowers – I do get a lot of calls as a matter of fact, I just got a wave from the audience. I don’t have any problem providing that service. Anything else in Service, Mr. Butler?

D. Butler – That’s it.

**Fire -**

L. Bowers – Fire, Mrs. Shanley?

N. Shanley – I think the only thing that we have is a new situation with one of our squads, if, Jeff, you’d like to talk about that.

J. Hall – This afternoon, while the staffers were responding to a mutual aid call to the Life Support Team on a factory, to a factory on Lake Road the older squad, which is a ’97, ’96, somewhere right in there, have to look, anyways, this is the squad that we did do some refurbishment work as far as paint and lighting and stuff like that, the accelerator got stuck in the down position and thankfully it ended up losing power and stalling. We don’t know exactly what the cause is until EAB Truck Service can come out tomorrow to take a look at it, we did not have to have it towed. But then it had some power issues, luckily, and very fortunately we got the patient to the hospital with no complications whatsoever, but I did pull that unit out of service today for the safety of our personnel as well as our visitors or indoor residents.

L. Bowers – Jeff, is that the one we just put fifty-some thousand into?

J. Hall – Correct, and the majority of that was for ...

N. Shanley – Structural.

J. Hall – Structural work and stuff like that and so, just wanted to bring that to the attention...

L. Bowers – When do you expect to know?

J. Hall – Should have an answer, they truly believe with what we discussed with them today, it's a mechanical issue, not an electrical issue. So, we'll have more information tomorrow and I will be sending that out to all three Trustees in the form of email.

L. Bowers – Okay, thank you.

S. Bailey – Which unit was that?

J. Hall – Unit 107-2.

N. Shanley – It's a '97.

J. Hall – '97.

S. Bailey – Um-hum.

L. Bowers – And broken. Anything further, Mrs. Shanley?

N. Shanley – That's it.

J. Hall – Thank you.

**Police –**

L. Bowers – In police, got a couple of things. First of all, Patrolman Clark would like to know if he can purchase his handgun. It's the handgun that he was supplied when he was a Lafayette Township independent police officer. Those guns were transferred to the Sheriff's Department and I believe that the reason he'd like to purchase it is because he's probably going to be leaving us. The Sheriff advises that if we want to do that the cleanest way to do that is to trade the gun to Vance's, that's where the Sheriff's Department does theirs, in fact that do that with their officers who are retiring that take their gun with them because they've usually had it for a long time and it's their gun. If you trade it in, then Vance will give us a credit towards future purchases if there's anything that we need to get. That's really the only clean way that we can do that and so if we choose to do that we can do that. If Steve leaves our Township and we get another officer, that officer does just like Deputy Rohrer does, he comes in with his own gun, so, we wouldn't be replacing those guns. The Township doesn't pay extra for those. Mrs. Shanley?

N. Shanley – How do we foresee using up the credit then? I'm trying to think ahead to what we might...

L. Bowers – You can buy, we can buy ammunition, we can, you know, flashlights, we just paid what, \$100 for one.

N. Shanley – A hundred and...

L. Bowers – Yeah, different, different things that it would be a credit. They don't give it back, or the Sheriff's Department could use it and give it, give us credit for it on our rotary billing for something that they need.

N. Shanley – That might make more sense.

L. Bowers – The ammunition or those sorts of things.

N. Shanley – Yeah.

L. Bowers – There's ways to do that. I don't have a particular problem with Steve taking his gun with him as long as we're compensated and Vance's determines the value based on what it is and it would be the same value for anyone whether it was our officers or not. John, you probably have some familiarity with that, don't you?

John Crawford – We were able to buy ours.

L. Bowers – You were, okay. Does the Board have any problem with doing that? Nanci?

N. Shanley – I don't have any problem doing that. I'd like to see us go the route of the Sheriff's Office getting the credit and crediting us, I think that's, just takes care of it all at once.

L. Bowers – Okay. Then we have a consensus, so I'll go ahead and do that. The next one, is quite interesting. The Defense, Reutilization and Marketing Office gives decommissioned defense equipment to local law enforcement for law enforcement use. Our old independent department obtained two pieces of equipment from DRMO. One is a machine gun, which we have located. Why we need a machine gun was beyond me, but we have it. It's at the Sheriff's Department in their lock up. The other, the other piece of equipment was mine detecting sets. Now, I have idea, John, any idea why we would have mine detecting sets?

John Crawford – It could be used for bomb purposes.

L. Bowers – Well, we haven't located that equipment, the Sheriff's Department is going through the inventory that we transferred over. Having that equipment is not something that I think that we need that liability and I understand the way to divest ourselves of it is we have to send a letter to DRMO and ask them to advertise it for transfer, if there's any taker, then they will transfer it. If there is no taker, we wrap it up and send it back and the Sheriff's Department said that they would handle all of that paperwork for us, and, Mr. Crawford, if you could come up and speak. I apologize, but, John might have some, he's got his hand up and he might have some information for us.

John Crawford – John Crawford. That equipment was used to, for investigations. If someone used a weapon, they threw it out in the field; we'd use that to go out and try to find it.

L. Bowers – To find it. Okay. Do you, what does that equipment look like?

John Crawford – Well, it should be just a device with a, like a cylinder on the end of it with a...

L. Bowers – Like a metal detector type of..

John Crawford – Yeah. If there's...

L. Bowers – Oh, okay. Okay. Okay. Then that is up there.

John Crawford – It'd be a little more sophisticated but that's...

L. Bowers – Then that is up there at the Sheriff's Department. Okay. Good enough. It's on our inventory list. Thank you for that clarification. Do we have a consensus on the Board to divest the Township of that equipment?

N. Shanley – Yes.

D. Butler – Yes.

L. Bowers – Okay, then I will take care of that. That's all I have for police.

**Correspondence –**

L. Bowers – On Correspondence, each of us received a statutory audit letter – has that been filled out and returned to Mrs. Bailey, Mr. Butler? You taken care of yours?

D. Butler – Sitting right here.

L. Bowers – And Mrs. Shanley?

S. Bailey – What was that?

L. Bowers – Oh you know what, you would not have gotten one because you were not a Trustee in the audit year, I apologize.

S. Bailey – I wasn't a Trustee.

L. Bowers – No, I'm talking to Nanci.

D. Butler – Wanna sign mine?

N. Shanley – No, I did not receive one yet.

L. Bowers – I'm talking to Nanci. She, Nanci probably would not have received it because she wasn't a Trustee during the audit year, is that accurate?

S. Bailey – What, what are you looking for?

L. Bowers – It's the audit letter that we have to fill out every year for an audit. If you, when the Township is audited.

S. Bailey – Okay. We each get one of those.

L. Bowers – Right. Is, Nanci will get one of those as well?

S. Bailey – Nanci should have gotten one because they sent them out and they asked for your...

L. Bowers – Varney & Fink. Did you get a letter from Varney & Fink?

N. Shanley – Nope. Have not.

L. Bowers – Okay. Then maybe you should look into that because that's something Shirley needs to have.

D. Butler – Nanci, Nanci will not get this. Everything is dated, have you since January 1, 2008...

L. Bowers – That's what I thought.

S. Bailey – Okay. Cause they did ask for your address but they also...

D. Butler – Excuse me, let me correct that.

S. Bailey – They'll be sending it to Lee also.

D. Butler – Excuse me, it says since January 2008, so it would include Nanci.

L. Bowers – I'd check it out and make sure cause that's something that's very important.

N. Shanley – Yeah, I did not, I did not receive one, so...

S. Bailey – The auditor will be in again tomorrow.

N. Shanley – Yeah.

S. Bailey – He's been in every day.

L. Bowers – We also received a letter regarding Septic System Outfalls to Township Right-of-Ways. This requires a plan evaluation by our Service Department. Mr. Butler, have you gone over that with Dave or checked with Mr. Tomko at the Engineer's Office like the letter suggests?

D. Butler – I've not.

L. Bowers – You'll take care of that?

D. Butler – I'll take care of that.

L. Bowers – Okay. Thank you.

D. Butler – That’s the septic letter?

L. Bowers –Yes. Do you have a copy of it?

D. Butler – Yes, if you would.

L. Bowers – You want another copy of it?

D. Butler – Please.

L. Bowers – Okay. I can actually, I think I’ll just give you mine, cause, if you’re gonna take care of it I don’t need it. Well, I guess I won’t. I don’t have it with me. Sorry. I’ll make a note to get an extra copy to you.

N. Shanley – Don, I can scan it if, I think we all got one, if you want me to I can scan it.

D. Butler – I probably got it. I just thought if you had it...

N. Shanley – Okay. Okay.

L. Bowers – We also got a copy of a letter from Lorraine Medina Rural Electric Cooperative urging support of the electric aggregation, which we’ve already done. Mr. Butler addressed the letter regarding the snow plowing. And, I believe we all got a letter from Dale Roberts today indicating, well, I’ll just read it. It’s easier, it’s a short letter. It says:

I have had numerous discussions with the public entities pool of Ohio regarding the tail coverage for the period of time that the Township has had not coverage in effect. It has been determined that tail coverage should have been offered to you by your prior agent when they canceled coverages on their policy. There is no place to attach such tail coverage due to the fact that the policy with the public entity’s pool started on October 21, 2008. It is the feeling of the public entity’s pool that it is was wrong to go back and cancel all coverages, the liability should have been left in place until the public entity’s pool started. If you have any questions or comments please do not hesitate to contact us.

There’s really no decision to make because it’s just not available and I think our two years is actually up shortly, isn’t it?

S. Bailey – Yeah.

L. Bowers – So we should be out of that shortly so shouldn’t be a worry. I don’t have any other correspondence. Mrs. Shanley, do you have anything that we haven’t addressed?

N. Shanley – No.

L. Bowers – Mr. Butler? Do you have anything?

D. Butler – No.

**Old Business:**

L. Bowers – Okay. Old Business – Discussion on action items. Mrs. Shanley was going to take care of the R. P. Hughes Needs Assessment negotiation. And we’ve all gotten something on that. So you want to take that over, Nanci?

**R. P. Hughes Needs Assessment –**

N. Shanley – R. P. Hughes in Columbus has submitted at our request a proposed agreement for Facilities Needs Assessment Study for Lafayette Township. And this would be inclusive of not only Fire & Rescue but also Service, Administration. It’s a comprehensive assessment for all the Township’s needs in terms of facilities. I can, it’s, I’ve got an extra copy if anybody would like to see it. It’s a lengthy document. I don’t know that reading it is practical, but it goes through a variety of stages. Task 1 is existing building reconnaissance where they come in, they took a look at our buildings, they see how they’re used, they watch our staff, you know, in on the job to see how the space is used and what might be needed. The second stage would be building programming where they would meet with the staff of the building, they would prepare a building program for each department based on discussions and observations and previous experience and industry standards. Task three is master planning which is to create a master plan for the expansion, renovation, and or replacement of the existing buildings. Obviously what they took a look at is do we need to build new, is there something we can renovate, they look at all of the options and they make a recommendation according to what they see as the best course of action. They will prepare a list of LEED credits. That’s determining the approximately LEED certification rating and prepare a list of green enhancements and or LEED credits we feel are achievable for each building and site. A cost estimate for probable construction costs and then moving on to the fourth phase, is a presentation of the master plan drawings and all of the information that would accompany that. A report would be a compilation documenting all of the buildings, building programs, master planning, LEED certification suggestions, and estimate of probable construction costs. The deliverables will include a set of mounted presentation drawings of the master plan and ten copies of the report. They’re proposing to do this for a fee not to exceed \$24,750.00 including mileage to and from Lafayette Township and their offices as well as the use of a cost estimator and any structural, civil, plumbing, fire protection, HVAC, or electrical engineering consultants that might be required. They would be absorbing those in that total of \$24,750.00. Invoices would be prepared monthly based on a percentage of completion for each phase of the completion of that phase. There are, there is a listing of what is not included. Should I read?

L. Bowers – It’s up to you, I don’t...

N. Shanley – I don’t think we need to, yeah.

L. Bowers – Don, you’ve read it?

D. Butler – Yeah.

N. Shanley – There is a section here that does discuss anything that if they go into additional work that’s not covered here, the hourly rates for that particular work, but it’s a very comprehensive proposal.

L. Bowers – Mr. Butler, you have any comments or questions?

D. Butler – No, I do not.

L. Bowers – Okay. I only have one. As regards to bidding requirements, everything is fine, we've got a fixed rate of not to exceed \$24,750, however, to stay in compliance with bid regulations we cannot have the paragraph in section 11 that says "For additional services provided hourly compensation would be as follows. But at this point we do not anticipate there will be any additional services requiring compensation." It doesn't specifically say that there won't, and we can't leave it open ended for anything that would take it beyond \$25,000.00 which is \$250.00 away. **So I would move to go ahead and approve the agreement subject to the removal of Section 11, the portion that reads, for additional services provided hourly compensation would be as follows, but at this point we do not anticipate there will be any additional services requiring compensation, and the list of compensation removed.**

N. Shanley – What about the line following that?

L. Bowers – Once this effort is completed we are certainly interested and capable to carrying the project through construction. I believe that that would re...well, I do know, I don't believe I know. That would require a separate bid process.

N. Shanley – Yup.

L. Bowers – And there may or may not be a question on that, but that's the bridge that you cross when you get there. But as long as we remove this entire section that I just noted, then we would be in compliance with bidding requirements.

**N. Shanley – I would move that we accept this proposal with the deletion of Section 11.**

**L. Bowers – Then I will remove my motion and I will second yours.**

N. Shanley – I'm sorry.

L. Bowers – No, that's okay.

N. Shanley – Okay, I'll second yours, sorry.

L. Bowers – No, no, no. That's okay. We're good. Mr. Butler, any other thing, anything else? Okay. There's a motion and a second. **Moved by Mrs. Shanley, seconded by Mrs. Bowers, all in favor, aye?**

**D. Butler, L. Bowers, N. Shanley – Aye.**

L. Bowers – And you'll take care of getting that taken care of and getting the paperwork to us for signatures?

N. Shanley – Yup.

L. Bowers – Thank you. And Shirley, when that comes in, make sure that section's not on.

S. Bailey – Okay. Yeah, cause I have to have it.

N. Shanley – Yeah, I sent the email around at the same time.

L. Bowers – Okay.

N. Shanley – If you want a better copy than the one I printed there.

L. Bowers – Mr. Butler, I have located my letter from the County Engineer’s Office regarding the Septic System Outfall, so I’m handing that to you. Well maybe I’m handing it to you, there you go.

**Township Sign Proposal –**

L. Bowers – Township Sign Proposal. Nanci, have you got yours in or you want to hold that still?

N. Shanley – I am, I would like to hold it still.

L. Bowers – Okay. Then we will hold that until March.

**Website Proposal –**

L. Bowers – We have a website proposal, and Nanci, I know you asked that I put this on the agenda and when I asked you for a copy of the proposal you indicated that you had ... (tape reversed to side b)...meeting but it was overlooked on the agenda. I was pretty sure we had reviewed that and I went back and checked and we did review that.

N. Shanley – We did?

L. Bowers – Yes, we did.

N. Shanley - I didn’t remember talking about the Center for Public Management.

L. Bowers – Yeah. We did.

N. Shanley – Option?

L. Bowers – Yeah, we did.

N. Shanley – Okay, well then we’ll skip it. I didn’t remember that.

L. Bowers – I pulled up that report and then I said, well, we’ve already done this, I thought you were doing a proposal beyond that.

N. Shanley – Okay. I thought we skipped right over it.

L. Bowers – Well, we actually decided to hold it until further discussion, for further discussion after the secretarial position was filled, so, I’m assuming you’re going to do a different proposal after that. Yes, no, maybe?

N. Shanley – No. Actually, the proposal that I have here is to continue with our current hosting.

L. Bowers – We'll stick with that. Okay. That's fine.

N. Shanley – Yeah. But I just, I did not remember us discussing the quote, unquote, free option with...

L. Bowers – Yeah we did. We talked about graphic rich things and that sort of thing and they don't do the kind of graphics...

N. Shanley – I know you and I talked about it, but I didn't remember.

L. Bowers – Yeah, we did it.

N. Shanley – Okay. That's fine. That's fine. We can skip it. Not a big deal.

### **Ball Field Concessions -**

L. Bowers – Ball Field Concessions. I have made for each one of the Trustees a copy of the letter that I received from the Health Department. Mr. Mohney, did I forward, I did forward this to you, did I not?

M. Mohney – No.

L. Bowers – Well, I have a copy for you then and one for Mrs. Bailey. Suffice it to say, in a nutshell, the Health Department suggests trying to comply with the regulations or maybe work with the legislature to get them changed, here you go Mike, thank you. Checking on the legislative side, I have realized and confirmed that the issue is not the regulations, it's the fee structure. And the fee structure is wholly within the authority of the Health Department. I will be attending the Health Department's Board Meeting on March 1<sup>st</sup> and even though it can be argued that this is not a Trustee issue, I'm just not willing to let this one go. In a world where our cell phones can do everything but tap dance, I just don't understand why we can't get our Little League team to be able to sell hotdogs. That's just plain un-American.

N. Shanley –Yup. So, are we, am I correct, is it, aren't we the only County...

L. Bowers – Yes.

N. Shanley – that...okay...that charges.

L. Bowers – I've got to believe that our Little League can sell hotdogs without getting permits that cost thousands of dollars. That's just crazy.

N. Shanley – Yeah.

L. Bowers – And, so in the meantime, Mr. Mohney has suggested that they can at least run a water line if, and the associations willing to pay for that, the associations willing to cover the cost of that and take care of the installation, but that's not as easy as it sounds either.

N. Shanley – Uh-uh.

L. Bowers – There's tap in fees that need to be considered if, if we can't tap into our line, tapping into the Township line is something that the Trustees would have to approve, that's an emergency line, I don't know if it has the right pressure, there's a lot of stuff that has to be worked out and Mr. Butler, that falls under Recreation, so I'm sure you'll be happy to look into that for us, right? And work with Mr. Mohny on whether or not we can do that?

D. Butler – No, I don't think there's a need for it. My question is what's the water line needed for?

L. Bowers – He said it's to suppress the dust during, that was, that was another issue that came up when we were talking about the...Mike, why don't you come on up? You can ask him your questions directly. To suppress the dust, I guess.

M. Mohny – Mike Mohny. At the time, at the time of discussion with Lynda about the complying with the Health Department as far as having running water or the three sinks for sanitation, whatnot, to operate the concession stand, if we're going to be able, if we're going to run a water line we would like to run a water line up here to be able to sprinkle the fields.

D. Butler – Excuse me. It's two separate issues, though. It's got nothing to do with the concession stand.

M. Mohny – That's true.

D. Butler – Okay.

L. Bowers – Maybe. That's why it came up. First about the concession stand but then he said it would have another service.

D. Butler – Two different issues.

L. Bowers – Okay.

M. Mohny – If we were to run one line and split it.

D. Butler – I'm looking at the issue of the Health Department, excuse me, and the permits. That's all, that's what I'm looking at here first.

M. Mohny – Okay. Our first step, our first request was can we get permission to investigate whether or not we can run a water line to the building.

D. Butler – For, for concession stand to sell steaks.

M. Mohny – For the concession stand. Or tap into the Townships.

D. Butler – What I'm saying is, Mike, you don't need a water line to sell concessions.

M. Mohny – We need running water.

D. Butler – No, you do not. You do not. If you're selling hotdogs, you're not running water. You need a roaster with water in it, stop, that's it. I've had dozens of times that's been approved by the Health Department on fundraisers I've held.

M. Mohny – We're looking at a permanent, we're looking at a permanent operations rather than a five times per year, or sixteen times per year event.

D. Butler – Again, it's a different, it's a different story than the Health Department and their permits.

M. Mohny – I've used the time to look at this.

D. Butler – I think if you read this, I just want to put it on the record, and correct me if I'm wrong, Mike, you sell more than hotdogs. There's sno-cones, correct?

M. Mohny – Yes.

D. Butler – Okay. Cheese and, nachos and cheese?

M. Mohny – Yes.

D. Butler – That's where the problem comes in. That's where the problem comes in. It's not the prepackaged stuff, what they eliminate, it's when you're putting some out, something out there like that, that's when they want to inspect it.

L. Bowers – Is a hotdog pre-packed?

D. Butler – No.

L. Bowers – I didn't think so.

D. Butler – Even the packaging, Lynda, I've been through it dozens of times, they check where you keeping the hotdogs, which I think's ridiculous because you can do a hotdog on...

L. Bowers – Am I misunderstanding, you're saying the hotdogs are okay, it's the other stuff that's the problem?

D. Butler – No, hotdogs are not okay either.

L. Bowers – Okay.

D. Butler – They come in and they want to know the temperature of the water, which you can set with a roasting pan, that's all you need though.

L. Bowers – Well, I don't think the regulations are a problem at all and I've had people that are smarter about this than me look at it and they're telling me that the fees are the problem and

that was my, my knee jerk reaction when I looked at it, so, I will be appearing before the Health Department at their Board Meeting and we're going to discuss fees.

D. Butler – And I, I wish you all the luck in the world because it would save me hundreds of dollars personally every year for all the permits I buy for nonprofits to sell hotdogs. So if you can get them to do away with their fees, I'll give you all the pumas you want.

L. Bowers – In what world can our Little League not sell hotdogs?

N. Shanley – I know, it's crazy.

D. Butler – Lynda, it's not the hotdogs.

L. Bowers – That's just nuts.

D. Butler – It's the nachos, it's the sno-cones, it's other things that contaminants could get in to. That's what their issue is.

N. Shanley – Is it...

L. Bowers – Well, they said it was hotdogs.

N. Shanley – Is it out of...

M. Mohney – It's anything that's not prepackaged.

L. Bowers – Gotcha.

D. Butler – Correct.

N. Shanley – Is it out of line for our Board to generate a letter of support of some sort?

L. Bowers – No, it's not out of line at all.

N. Shanley – I would like to propose that we do that.

L. Bowers – And you'll draft that, correct?

N. Shanley – Yes.

L. Bowers – Okay. I will forward you, well I gave you the letter from the Health Department. Yeah, that's fine.

N. Shanley – Okay.

L. Bowers – Got consensus on that, Mr. Butler?

D. Butler – Yes, absolutely.

L. Bowers – Quite frankly, I'd like to take it to the Township Association and have all of them do it, and I think that I will send that email out when I get home tonight.

N. Shanley – Yup.

D. Butler – Now, separate topic. Water line. Has nothing to do with food, hotdogs, or concession stands.

M. Mohny – Well, I'll save that for new business.

D. Butler – Okay.

M. Mohny – or participation. Okay?

L. Bowers – If that's what you would prefer, that's fine.

**Township Secretary –**

L. Bowers – The next item on our agenda is Township Secretary. Mrs. Shanley?

**N. Shanley – Okay. I move that we recess into Executive Session to consider the hiring, firing and compensation of a public employee pursuant to Ohio Revised Code 121.22 G.**

**L. Bowers – Is there a second? I'll second it. Moved by Mrs. Shanley, seconded by Mrs. Bowers. All in favor, oh, I'm sorry it's a roll call vote. Mr. Butler?**

**D. Butler – Yes.**

**L. Bowers – Mrs. Bowers – yes. Mrs. Shanley?**

**N. Shanley – Yes.**

L. Bowers – We need five minutes folks, we'll be right back.

D. Butler – Three.

Executive Session convened at 8:00 p.m.

Special Meeting reconvened at 8:03 p.m.

L. Bowers – We are reconvening the meeting at 8:03. The topic that we are still on, the agenda item, Township Secretary.

**N. Shanley – I would like to make a motion that we hire Joy Turpin for the position of Township Secretary with a six month probationary period.**

**L. Bowers – And I'll second that motion. All in favor, aye?**

**N. Shanley & L. Bowers – Aye.**

**L. Bowers – And opposed, same sign?**

**D. Butler – Aye.**

**New Business:**

**Mailbox Replacement Policy -**

L. Bowers – New Business – Discussion and Action Items. Mr. Butler, you requested that we readdress the Mailbox Replacement Policy.

D. Butler – Received a couple phone calls from people. And I know what the issue is here, but what I would propose is basically what I understand Montville does, cause there's two issues here. There's actually damage to the mailbox because a plow or whatever hits the box and there's damage to the mailbox because the snow from the plow hits the box. We can't do anything about the snow from the plow, but there, there was a case that was admitted to that one of the driver's did hit a mailbox and I just don't think it's fair in those cases to reimburse our typical \$10 when boxes now, and especially in the developments, cost a lot more. Nanci can elaborate if she wants, I understand in Montville what they do is they replace what was destroyed. If there is a problem, they send the police out, they do an accident report. If the police determine it was snow damage, it's a non-issue. If the police determine that the plow did the damage, the Township replaces the mailbox in its original condition.

N. Shanley – Don, just to clarify, I talked to Ron Bishoff. They replace mailboxes regardless of how fancy it is, they replace that mailbox.

D. Butler – Correct.

N. Shanley - But what they do when there is an incident is they dispatch their police and there is an actual accident report that's conducted by their police and they base their replacement or their non-replacement based on the outcome of that report.

L. Bowers – So what's your recommendation, Mr. Butler? And by the way, have you reviewed our current policy?

D. Butler – No, my understanding the current policy is we pay \$10 when that mailboxes are damaged.

L. Bowers – No. March 17, 2008, and this was your recommendation, that we recommend replacement if they actually hit the mailbox with the blade or back over it and that can be proven. If the snow hits the box and takes it down, that should, if the snow hits the box and takes it down, that should not be replaced. I'm reading from the minutes. And that was the policy. Mrs. Bowers moved that if the mailbox is backed over or hit with a blade it will be replaced. If the box is knocked over due to snow knocking it, it is deemed too close to the roadway and is the responsibility of the resident and will not be replaced. Mr. Kehoe seconded the motion and we all voted in favor.

D. Butler – Okay, then we have to define what replacement is. Replacements been \$10.00.

L. Bowers – Yes, that is our replacement.

D. Butler – Okay. That’s the issue I’m addressing, Lynda. It’s not ...

L. Bowers – Well, okay.

D. Butler – You know, I think, if you’d use the deputies as an accident report it takes it away from anyone else saying I hit it or I didn’t. Our guys are honest. When they hit one they’ve told me they hit one. The problem is...

N. Shanley – The nice thing...

D. Butler – that we can’t replace it.

L. Bowers – Has everybody seen mine by the way, this week? Has everyone seen?

D. Butler – Yours was snow damaged I was told, not plow damage.

N. Shanley – The nice thing about, and we have deputies, so we could do this, I suppose.

L. Bowers – Sure.

N. Shanley – The nice thing about having that procedure is it takes the “he said” “she said” out of it. It’s an impartial decision as to whether it was plow damage or it was struck by the plow or whether it was the force of the snow.

L. Bowers – It’s fine with me.

D. Butler – I have someone call and the guys admitted that yeah, they hit the mailbox.

L. Bowers – So you want to restate your recommendation and put all that in it then? Got to get it on the record, Don.

D. Butler – Pardon?

L. Bowers – How do you want to do it?

D. Butler – I don’t have a problem.

L. Bowers – Before you said it was just if we hit it, so, you want to put all that other stuff in it now?

D. Butler – Yeah, definitely want to.

L. Bowers – Okay.

**D. Butler – Put all that stuff in there. I would move that our policy for mailbox replacement be that an accident report must be filed with the Sheriff’s Department, based**

**on that report determination made whether it was snow damage or plow damage, and if it be plow damage, we replace the mailbox to its original condition the way it was.**

**L. Bowers – To the extent that’s possible.**

**D. Butler – To the extent that’s possible.**

N. Shanley – Um-hum.

L. Bowers – Cause some of them we can’t replace. **I will second that motion.** All in favor, aye?

**N. Shanley, D. Butler, L. Bowers – Aye.**

L. Bowers – And opposed, same sign. Okay.

**Pursuit of Cable Service –**

L. Bowers – Pursuit of Cable Service in areas the Township is not currently served. The Board may recall and I know that some of our residents will recall that not too long ago a representative from the Cable Company appeared before us and wanted to know whether we had areas in our Township that are underserved by cable and high-speed internet. Even though I suspected that that might just be a P.R. call, because the County Commissioners were considering the installation of a fiber optics unit that will service University Center and the Technology Park, took them up on it and I was able to rattle off some of those right during the meeting, some of those areas that are not served and I followed up with the cable company after the meeting and so did one of our residents on Eastlake and so did one of our residents on Carsten, and so surprised, none of us have heard anything back. And these folks, I mean, I had done a survey, I think Don, you might remember over a year ago, we’ve got a lot of places that are underserved and I don’t think there’s any reason that we can’t be served and, course, the cable companies have told us that there’s no reason we can’t be served, so I would like to continue to pursue this a little bit more persistently on behalf of our residents. I have no problem doing it on my own but I think it would carry more weight if it had some Board support and I’d also like to enlist Mrs. Shanley’s persuasive writing expertise, because that’s what she does for a living, to see if you would help me draft a letter that maybe we convince them that this is something they need to take a harder look at.

N. Shanley – That’s fine with me, I’d be happy to help.

L. Bowers – Don, you okay with that being a Board decision so we can represent that it’s a Board?

D. Butler – I don’t have a problem with it, but I mean, it’s available on my property for a high price, because they only use so many feet and ...

L. Bowers – I don’t think that’s quite right either. The lines are already there.

D. Butler – No they aren’t. They wanted, they wanted, figure out, what was it, \$2,000, \$3,000 to run the line from...

N. Shanley – Yours sat way back.

D. Butler – Yeah, from their line to my house.

L. Bowers – Well.

N. Shanley – Is this both Armstrong and Time Warner?

L. Bowers – Oh yeah. They both, they have dueling jurisdictions. If you call Armstrong, they will tell you that it's Time Warner's area; if you call Time Warner, they will tell you that it's Armstrong's. Although there was a gentleman at Armstrong who was very forthcoming and he explained to me that there is no reason for them to try to compete with each other and he explained that all I needed to do was take a look at what the Time Warner customers in Wadsworth City pay for the same service in Lafayette Township. So I did that, and Lafayette Township residents pay \$25 more than they pay for the same service in Wadsworth. And that is because Wadsworth has competition, Lafayette Township does not.

N. Shanley – does not. What reason are they giving for not extending service?

L. Bowers – That Lafayette Township doesn't have franchise agreements, which is, we do. That's hooley.

N. Shanley – Okay.

L. Bowers – We have them. And actually, I don't think they need those anymore, but, there's just, doesn't seem to be a reason why we can't get this done. So, okay. We'll work on that.

**Policy of Service Department Hours –**

L. Bowers – Next issue is the policy discussion on the use of overtime and part-time service department hours during snowstorm weather events. I asked for this to be put on the Board, or to put on the agenda. I, I have an idea what is happening, and I'm certainly not blaming this on our Service Department, in fact I will specifically defend our Service Department. Our Service Department has done such a good job in emergency snow removal, year after year after year, that we are considered by the folks who monitor road conditions to be one of the best Townships in the County as far as getting out there early and getting it taken care of. And, for whatever reason, this year, that's not happening. Last Saturday morning, I went down to the Dover Highlands subdivision at 9 o'clock. There was at least twenty people out and doing those roads privately, and at 10 o'clock I went up into the Carriage Lane subdivision and there was at least twenty people out doing those roads privately. Their personally equipment on the roads, taking care of it. And by 3 o'clock, some of that stuff still hadn't been done. I have never received the level of service complaints out of the subdivisions as I am receiving right now. I've got a pile of emails and phone calls and it's not just Bennington Pointe, it's every subdivision, it's Hunter's Run, it's Dover Highlands, it's Ryan Farms, and what is happening, as I see it, we purchased a small truck with a small plow to be able to handle those cul-de-sacs and those subdivisions; we did that purposely because we were receiving service complaints. The cul-de-sacs are a different animal for us. A lot of times there's nowhere to put the snow. The little truck goes in, the part-time guy uses it, he goes in and cleans up in areas where the big trucks or the straight plowing doesn't take care of, that's on those bulbs and those radiuses,

part of the problem that we've had in Bennington Pointe. And as soon as that is done, then the backhoes go in and the dump trucks go in and they move the snow out and they open the driveways that have the snow piled five feet high and you can't back out and can't see and so on and so forth. Our residents are not complaining for no good reason and we shouldn't expect our residents to just deal with it because sometimes we get snow. We need to put in the time that is necessary to use the equipment that we have to go in and clean those roads and move that snow and provide the service that our taxpayers are paying for and it's just a matter of putting in the time. And our, our folks don't feel like they can put in the time. In years past, we have had a policy that our Service Department Supervisor had the discretion and the authority and it was not questioned to employ what over, whatever overtime and part-time measures he deemed necessary during snow and ice emergencies regardless of what any other limitations put on those things were and I'd like to see this Board put that back into place so that we can regain the reputation that we've had in the past and get those things taken care of.

D. Butler – May I respond?

L. Bowers –Yes, absolutely.

D. Butler – Number one, I think it was a onetime mistake, from what I understand.

L. Bowers –No sir, it has not been.

D. Butler – You know, Dave decided then Saturday, there weren't school buses and that and he didn't start until a lot later then he should have started, that's part of the problem. They didn't get on the road in time.

L. Bowers – Well that, Saturday wasn't the only, isn't the only complaint.

D. Butler – It's the only one I'm aware of.

L. Bowers – It's this year. It's this year.

D. Butler – It's the only one I'm aware of.

L. Bowers – Okay.

D. Butler – Otherwise I have not had any complaints, I've seen nothing. Saturday was a disaster. Two, I'll put my ignorance on the table. I didn't know we had an overtime limit, say, cause Dave asked me and I said, Dave, common sense. If you need to be out there, get the roads plowed. We'll, we'll deal with the cost issue later on based on commissions and that. So I didn't know we had a policy where he couldn't go out there and plow roads.

L. Bowers – March 17, 2008. You were on that Board. Ten hours a week. That's the policy. Ten hours a week. And Don, I've seen, I've seen our men be criticized for overtime use, I've seen them be criticized for the part-time use...

D. Butler – No, if you're looking at me, I've never criticized them on...

L. Bowers – I didn't say that. I said I have seen it.

D. Butler – I've never criticized them on overtime. I have and I will criticize them for the part-time use.

L. Bowers – And I, I've reviewed our income, I've reviewed our salary expense. Our part-time and overtime and full-time use in 2008 was a total of \$96,418.00, in 2009 it was down to \$89,094.00. It comes and goes, it ebbs and flows, as the weather moves and I'd like to see us, I'll state it again, go back to the policy where they do what they need to do. And that means if they need to put twenty hours in with an overtime guy moving the front-end loader and moving pills out of those subdivisions, well then that's what they have to do. Our job is to provide service. The income, the revenues have not gone down, they continue to go up, at the same time the Road and Bridge expense, including their salaries and their overtimes has gone down every single year since 2006. There's just no financial reason for us not to provide this service at the highest level we can.

D. Butler – Now, are you talking additional part-time people...

L. Bowers – If it's necessary, absolutely.

D. Butler – or are you talking allowing overtime for the people we have, the 2 and a half or three people we have.

L. Bowers – Whatever way our Service Department Supervisor feels he needs to get it done. For instance, in Guilford Township, which is our closest peer Township in Medina County, they are, they are, they are in every way what we are, they used four fulltime people and one part-time person 16 hours a week during the winter. But their regular Service Department employees is one fulltime and one part-time. But in snow events they use four full times. You know, whatever we need to do.

D. Butler – That's not what I'm saying. It's not their employees, they're bringing people in.

L. Bowers – Well, they're Trustees.

N. Shanley – It's not a fulltime employee, but they're working...

L. Bowers – They're bringing them in for the snow emergencies. And we have, we have firemen who are able to do that work, we have retired truck drivers that, you know, I know that Dave and Roy have talked to, our part-time person, Bob Davis, knows our roads and he's perfectly capable of doing that, but we're simply not, we're not using the overtime and we're not using the part-time and I don't care which it is, cause sometimes the overtimes necessary, sometimes the things that need to be done our guys can do it, our fulltime guys and can do it better, faster and bigger.

D. Butler – I have no problem with that.

L. Bowers – I just say, let them go back to doing what they were doing and get their jobs done.

D. Butler – I have no problem with that.

L. Bowers – Unrestricted. And if we make that policy and put it on the record then there's no question they can do it.

D. Butler – Okay. I have no trouble.

L. Bowers – Okay.

D. Butler – I would have a problem with them bringing other people in.

L. Bowers – Okay.

D. Butler – That bothers me because that's, that gets out of control and it has.

L. Bowers – That's fine.

D. Butler – If it's the two and a half or three people we have and they need extra hours, that can be more regulated, I have no trouble with that at all.

L. Bowers – Nanci, you agree?

N. Shanley – I'm fine with that. I, and I would make that specific to winter snow events though.

**L. Bowers – Sure. Okay, then, I would make a motion that the Trustees agree and communicate to our Service Department that during snow emergencies they are authorized to use their judgment to do, to put in whatever hours are necessary, full and part-time and overtime, to get the job done and get it done as quickly as possible. There a second?**

**D. Butler – I'll second that.**

**L. Bowers – Moved by Mrs. Bowers, seconded by Mr. Butler. All in favor, aye?**

**D. Butler, N. Shanley, & L. Bowers – Aye.**

L. Bowers – And opposed, same sign.

N. Shanley – Is this going to be communicated verbally, or...

D. Butler – I'll take care of it.

N. Shanley – Memo form or...

D. Butler – I'll take care of it.

N. Shanley – Okay.

L. Bowers – Yeah, that'd be Don's job.

**Frost Law – Dover Highlands –**

L. Bowers – Frost Law – Dover Highlands. Mr. Butler.

D. Butler – Shirley, the guys aren't here, I'm gonna pin this one and you because I thought they would be here and I don't have, I understand that there's an excavating company that wants to get into Dover Highlands and they have a permit from the County but because of the limitations on the roads for the Frost Laws...

S. Bailey – Um-hum.

D. Butler – They cannot without our permission?

S. Bailey – Right. That, that's something that is new. I talked to Dave about it because I wasn't familiar with it either.

D. Butler – No, I'm sitting there when you talked to him, that's why I'm saying, I'm gonna throw it back at you.

S. Bailey – I understand through Dave that with the Frost Laws the trucks of course have to be at a lower percentage rate of their weight in coming through and we have to give them permission to use our roads.

D. Butler – You intense my memory. I believe it was eighty, eighty thousands tons?

L. Bowers – Eighty thousand.

D. Butler – Yeah. And Frost goes down twenty percent.

S. Bailey – Twenty.

D. Butler – Dave felt that these are new roads...

S. Bailey – Twenty-five.

D. Butler – Dave felt these are new roads and he had no trouble with it at all.

S. Bailey – Right.

L. Bowers – And I don't have any problem with it either but you know, I just always found it interesting that these trucks at that weight can't travel on our roads when the Frost Law is in effect because it will damage our roads but if they pay a lot of money, then somehow they don't damage our roads, I don't know. That's just odd.

D. Butler – No, they don't have the permit from the County, I understand.

L. Bowers – Yeah.

S. Bailey – Right, but they have to have a permit from us which means...

D. Butler – Is, are there any motions, is that what you need?

L. Bowers – You want, yeah, you want to make the motion?

N. Shanley – Is there a financial...does this permit cost them anything?

L. Bowers – Yes.

N. Shanley – Are we getting any revenue for that?

S. Bailey – Unless you want...

L. Bowers – No, it goes to the County. They pay the fee, they pay the County.

S. Bailey – They pay the County but I don't know if...

D. Butler – They need our permission, Nanci.

S. Bailey – They need our permission. I don't think we will be charging.

D. Butler – That's all you need from us is permission.

N. Shanley – Okay. Okay.

D. Butler – If Dave says no, the road won't take it, then it's a no. If Dave says yes,...

N. Shanley - So we don't issue a separate permit?

D. Butler – No.

N. Shanley – Okay.

D. Butler – No.

N. Shanley - Okay.

**L. Bowers – And Dave says this one's okay, so I would move to, to notify the County that we have no objection to the release of the permit to allow the overweight vehicles to go into Dover Highlands under the Frost Law.**

**N. Shanley – I will second that.**

**D. Butler – Can we amend that to put the company name in there for this instance?**

**L. Bowers – I don't know it, do you know?**

**D. Butler – I don't either.**

**L. Bowers – I don't know who it is.**

**S. Bailey – I don't know either.**

**D. Butler – He told me and I didn't write it down, cause I thought...**

**L. Bowers – Then I will amend my motion to include whoever that company is, and Shirley, can you make sure that...**

**S. Bailey – I can find out from Dave.**

**L. Bowers – Thank you.**

**D. Butler – Yes.**

**L. Bowers – Second?**

**N. Shanley – I did.**

**L. Bowers – Moved by Mrs. Bowers, seconded by Mrs. Shanley. All in favor, aye?**

**D. Butler, L. Bowers, & N. Shanley – Aye.**

L. Bowers – And opposed, same sign.

**Incomplete Tasks -**

L. Bowers – We have some tasks that I put on the agenda for the Board members to look over that are things that have been held over from other, from a previous year that have been incomplete and I wanted to make sure that we know what they are and see if we can get people to take responsibility for them or decide what it is we're going to do with them. The first item is the **Employee Handbook**. Our current policy was adopted October 31, 2001. In 2007 the Prosecutor's Office provided a revised document. I will be the first one to admit that there's things in that revised document that was put in there that the Prosecutor's Office was requested to put in but not by any member sitting on this board; I've got some concerns with some of them. I'm happy to take responsibility for reviewing this again with the Prosecutor's Office and then bringing it back or do we want to go over it page by page in a meeting as a Board, however we want to handle it.

D. Butler – No.

N. Shanley – Well, actually, I was going to step up and take it because I started working on it...

L. Bowers – Oh, good. That's fine. You can have it.

N. Shanley – Okay. I started working on it when I was hired as Administrative Assistant and then it sort of died.

L. Bowers – Okay. We'll take care of that one. That's Nanci Shanley's.

N. Shanley – Okay.

L. Bowers – Okay. **Parking Enforcement** – We actually passed all of the documents that were necessary back in '04 to put Parking Regulations into place and we really didn't do a whole lot with it until we starting getting requests from some of the subdivisions for enforcement. That was in May of 2008 and nothing's been done with it since. What we're waiting for is citation language. Mr. Butler, you were working on that. Do you have that?

D. Butler – I've had it since then, I have Medina City's Ordinance, I have the people who do their tickets...

L. Bowers – Then do you want to propose the language for us to approve at the next meeting?

D. Butler – Well, if we're gonna, I have no problem with it. Looking back through the minutes and looking back to the discussion, there was some discussion that is it worth the time of doing, having signs put up, having tickets issued and everything, and having a parking bureau established if we're not going to enforce it.

L. Bowers – Well, the agreement was at that time that the, the homeowner's associations wanted it enforced, in fact, I think there's some letters. I'd have to look. Oh, Mrs. Shanley, by the way, last night at our meeting I brought in my files on these things and asked Nanci to go through them and identify anything that she would want copied. Mr. Butler's already got those copies from previous meetings. There's everything you asked for on parking.

N. Shanley – Okay, thank you.

L. Bowers – Trying to, I know we received, yeah, here's one out of Hunter's Run where we received a request, one from the homeowner's association, one from Rosemont from the homeowner's association up there.

D. Butler – Those I've never seen.

L. Bowers – The officers cannot, the officers cannot enforce if, you know, do we want to have another discussion on that, I guess that's what we need to decide.

D. Butler – No. If you want, I'd be happy to go out and get prices for everything and we can move ahead with it. I don't have a problem with it. It just seems that we have the discussion and we end up in a warning stage more than anything else and the problems we had last year was one instance that when the officer went out it seemed to correct itself.

L. Bowers – Well, this is actually was initiated by the Fire Department originally, and I think Jeff might have some, we did some no parking this side of the road, which is not being enforced. Jeff, did you have something you wanted to say?

J. Hall – I would just like to make sure that the wording states that there's no parking on hydrant side of Township Streets.

L. Bowers – That’s what the regulation that was adopted is.

J. Hall – Okay. I know we, we did touch on this before but I just wanted to make sure the wording was clear, that’s all. Thank you.

L. Bowers – Well, if Don, if you can go ahead and finish up then and bring a proposal in for the actual language with the costs of the citations are, I believe that Mrs. Bailey had agreed to allow the Fiscal Officer’s Office to serve as the violations bureau, because we do have to do that as opposed to trying to make an arrangement with the court, because she keeps regular hours. I don’t, I don’t expect there’s going to be a run of activity on parking tickets, so...

D. Butler – So you’re saying, what you passed in ’04 is not the language you want.

L. Bowers – There’s a difference between the resolution that was adopted...

D. Butler – Okay.

L. Bowers – Yes, that’s accurate. But there has to be very specific language on the ticket. It has to conform with the uniform traffic citation language and that has to be reviewed by the Prosecutor...

D. Butler – That, that put us (indecipherable)

L. Bowers – There’s little “x” boxes that need to be check-marked and...

D. Butler – Yeah, making sure, that’s...

L. Bowers – Yeah, that’s the language.

D. Butler – I’m not gonna write it.

L. Bowers – That’s the language. Okay? So then you’ll take care of that?

D. Butler – I’ll take care of that.

N. Shanley – Just so I understand clearly, we’re talking about both hydrant side parking and also there was something that I read in the minutes about parking...

L. Bowers – It’s like three to six, something like that.

N. Shanley – Yeah, two to six or three to six, so, any signage that we would put up with be addressing both of those things if we decide to move forward?

L. Bowers – It would just, it would cite our resolution and the signs are actually already posted in the subdivisions in the north end. I couldn’t tell you off the top of my head what they say.

N. Shanley – For no parking on the hydrant side but not the no parking between such and such and such and...

L. Bowers – Right.

N. Shanley – So we still need those. Okay.

L. Bowers – Right. **Purchasing and Procurement Card Policies.** Those samples were passed out on March 16<sup>th</sup> and then again on September 23<sup>rd</sup> in 2008 but nothing ever happened with them. Nanci, here's the copies that you requested and I think, did Joy send you her's today? Okay. The Best Practices?

N. Shanley – Um-hum.

L. Bowers – Right. And that's the same things that I have in here. And I think, actually, I'm sorry, these were done in March 16 of 2009 and again on September 23, 2009, not '08. So what do we want to do with these? Do we want to keep moving forward with them, do we want to leave them, let them drop, what do we want to do?

N. Shanley – I would like to see us moving forward. I know talking to the Fire Department, both Jeff and Brad have expressed that would make their lives a lot easier to have a means of taking care of some things without going through a cumbersome approval process before they can spend the money.

L. Bowers – Okay. Mr. Butler, any comments?

D. Butler – No.

L. Bowers – I agree with Mrs. Shanley, so who want to take responsibility for that one? Actually, you've already started working on a policy when you were Administrative Assistant for purchasing, didn't you?

N. Shanley – Yeah, I, I can't commit if I'm going to do the, the Personnel, I can't. I don't want to commit to something I can't follow through on. So,...

L. Bowers – Well, the, the Performance Audit actually said that the Purchasing Policy was the responsibility of the Fiscal Officer, so, I'd prefer to leave it there. We have any problem with that?

N. Shanley – No.

L. Bowers – And the balance of the policies, I can, quite frankly I sent out the ones that the County Commissioners have on the travel policy and all of those things and I think they're very well worded and if it's good enough for the County I think they're good enough for us and I'll put those together in a resolution form for consideration, how's that?

N. Shanley – Sounds good.

S. Bailey – I did present a...

L. Bowers – Might want to look at it again though.

S. Bailey – purchase procedure.

L. Bowers – Right. And that is the policy.

S. Bailey – Right.

L. Bowers – The procedure would be the policy.

S. Bailey – That is what we're using right now is the procedure that I, I drew up.

L. Bowers – What might be a really good idea is to walk through that with the Service Department and walk through that with the Fire Department and see if there's anything that together all of you could do that would make it easier for anybody just to make sure that...

N. Shanley – Does the policy right now that you propose have anything about a procurement card that could be utilized?

S. Bailey – No, that doesn't, that isn't in there as far as the...

L. Bowers – Yeah, we'll need to get that in there.

N. Shanley – That what, yeah, that's what I think.

L. Bowers – So if you'll take care of it, I'll help work with you on that.

S. Bailey – Okay.

L. Bowers – I'll get the other ones done based on the County's and I know some other townships are using that. Nanci, you're gonna not handle this one at all, you're gonna stay with the other one.

N. Shanley – Yup.

L. Bowers – And Don, are you okay with that plan of attack?

D. Butler – No problem.

L. Bowers – Okay.

S. Bailey – The only problem is with the purchasing, when you have it, say you give them a limit, like before you had \$250 that they could purchase, that's fine except I still have to have...

L. Bowers – An appropriation.

S. Bailey – Well, an appropriation, but I also have to have paperwork of some sort because I ran into that problem when we had the lightning strike.

L. Bowers – Um-hum.

S. Bailey – I wasn't getting the receipts. I have to have those receipts. If I don't have those receipts I don't have proof.

L. Bowers – Well then, you'll have to work something out in your policy. We'll talk about that.

S. Bailey – Well it's, I think that's already in the policy but it's not being used.

L. Bowers – Well, we can put something in the policy that if you don't get that proof then they become personally responsible if they made the expense. You know, there's things that we can do. But let's, let's deal with that as that issue.

S. Bailey – Okay.

L. Bowers – So, that's where that one's going to go. **Fire Department SOPs**, those are in progress. I understand you're working with the Prosecutor on those.

J. Hall – Do you have time for that?

L. Bowers – Sure. Come on up.

J. Hall – We are just about finalized. Brian Richter just sent some things back and it was actually, it was going to have to be, excuse me one second here, just states that at some point you and Board should consider including the following policies where applicable, and I don't know applicable, excuse me: smoking, worker's comp., travel policy, federal family medical leave, return of property upon separation, drug, drug testing policy, which I know we have, and a fitness for duty policy. So, ...

L. Bowers – Can you send us a copy of those?

J. Hall – Sure.

L. Bowers – And I'll go through and see what we already have and...

J. Hall – Okay.

L. Bowers – Some of those we have.

J. Hall – Right. Right. And myself and Chief Winter just have to make some more corrections that they recommended and our policy manual will finally be done after several, several years, so, it's ah,

N. Shanley – I did see that some of that would be something good to incorporate in a Personnel Policy Manual period.

J. Hall – Right, I think he

L. Bowers – Actually, some of that’s already in our Personnel Manual.

J. Hall – Correct. And he was just needed

L. Bowers – I think all if it is, actually.

J. Hall – and what we have just to blend it all into one, that way we’re not doing duplicate work there.

L. Bowers – I think the only thing that might not be in there is the travel policy, that’s why I wanted you to send me one of those and I’ll, I will send you the new and improved language the Prosecutor sent us, so...

J. Hall – Okay. Very well.

L. Bowers – Okay?

J. Hall – I’ll get everybody copies. Thank you.

L. Bowers – Thanks. **Review of the Fire Suppression Systems**, the stoves for the kitchen. Do we want to talk about that, we want to let that go, we want to...

D. Butler – This kitchen here?

L. Bowers – Yeah.

D. Butler – Drop it.

L. Bowers – Drop it? Nanci? Drop it?

N. Shanley – I would say drop it.

L. Bowers – Okay then.

D. Butler – Since we’re doing that

N. Shanley – Needs Assessment.

D. Butler – Needs Assessment.

L. Bowers – Then it’s off the list. Don, the **Road Inventory and Improvements, Improvements to the County Engineer’s Office**. Has that been completed? Last I heard it was not and our Gas Tax and other Permissive Tax Revenues are based on that information.

We got that on November 13<sup>th</sup>. You were going to take care of it, we talked about it, this would be the third time. Do you recall?

D. Butler – Nope.

L. Bowers – Road Inventory with Mr. Figgers.

D. Butler – I assume Mr. Figgers would do that.

L. Bowers – Trustees have to sign off on it so you'll need to go over it with him.

D. Butler – We'll sign off on it. Yeah.

L. Bowers – Yeah, I don't know that you've taken it to him. The last time we talked about it in a meeting he said he didn't have it, I sent you another copy of it. Do you want another one?

D. Butler – No.

L. Bowers – Okay. Then Mr. Butler will take care that. Anything else, Mr. Butler, you have to bring before the Board?

D. Butler – Nothing here.

L. Bowers – Mrs. Shanley?

N. Shanley – No.

L. Bowers – Public? Mr. Mohny, you had something you wanted to take care of first, right? Yeah.

M. Mohny – **Mike Mohny**. I have the letters you requested for, requested for the field permit for field use for the Cloverleaf High School Freshmen Team as well as our league. I don't have specific dates, I do have some. I give this to Mr. Figgers every year. I didn't, I have it addressed to him with a copy to the Board. I don't see him here, I'll have to bring it up to him separately.

L. Bowers – That's your, that's your annual scheduling, right?

M. Mohny – Yes.

L. Bowers – Okay. I just wanted to make sure that's what we're talking about.

M. Mohny – It also have the website address on here, that's what you requested last meeting.

N. Shanley – Yes.

M. Mohny – Also, the, the request for the water line was also in conversation with, with trying to comply to the Health Department. The water line we wanted to bring up also to be able to

hose down the fields when it turns into a dust bowl out there. I have verbal commitments from contractors, suppliers, to get everything donated. What we need is the permission from the Township to approach the County for a tap in. At that time we'll see if they will waive the tap in fee for the Youth League. We have a separate, we have a separate electric line and meter out there that we ran a number of years ago cause we couldn't tap in here from previous Board.

L. Bowers – If it's something that you need, I don't particularly have a problem with it. Just some history for the Board. That particular piece of property was donated to the Township with a deed restriction – it has to be made available for the use of the softball teams and as was the Fire Department's property, so...

N. Shanley – And recreation, I think. I think it said both.

L. Bowers – Yeah, it might be, might be.

N. Shanley – Yeah, Mike took a look at it.

L. Bowers – And it says that we will support the Ball Fields, I guess, so, I don't have a problem with it. Nanci, you have a problem with them doing that?

N. Shanley – I would just like...

L. Bowers - Before the work gets done that we have a plan and that we all look at it and Mr. Figgers is on board so we don't have any problems.

M. Mohny – Yes, we will submit a plan for approval because it will have to go through the County for approval as well.

N. Shanley – So you'll, there's, there will be an attempt to waive a tap in fee and then you assume the cost of the water, is that correct or does the Township assume that?

M. Mohny – Well, if we can't tap into the Township line, we've asked to tap into the Township lines...

L. Bowers – I think it will have to come back with a plan because we don't know what the County's going to require, I don't.

D. Butler – Yeah, It's got to come back to us.

L. Bowers – Yeah.

N. Shanley – Okay.

D. Butler – Just do an inquiry of the County.

M. Mohny – The County doesn't require any permission to tap in if we're going to just use it to water the fields. We're bringing it into the concession stand, that's different.

L. Bowers – Yeah. I have no problem with it. Mr. Butler?

D. Butler – Nope.

L. Bowers – Mrs. Shanley?

N. Shanley – No.

L. Bowers – Okay. We'll see you again.

M. Mohny – Did you have, you indicated that you would see about whether or not we could tap into the Township's water line?

L. Bowers – Yeah, I have, I have not made any, I have not done anything. Mr. Butler's in charge of recreation, I said I'd bring it up tonight, so.

M. Mohny – Okay. I'll get with Mr. Butler and follow up on that.

L. Bowers – Yeah, yeah. It's easy to deal with.

M. Mohny – Thank you for your time.

N. Shanley – Mike, is your website, I see the Highschoolsports.net, is that for Cloverleaf?

M. Mohny – That's for the Cloverleaf Freshmen team.

N. Shanley – And the, is yours here and I'm missing it?

M. Mohny – That would be on the second sheet. There are two, there are two letters. One specifically for the High School team,

N. Shanley – I think we only got the one.

M. Mohny – And one is for our youth league. I did ask on the bottom of that letter that a letter from the Board go to Cloverleaf High School, the Athletic Department, the Principal, whoever it need to be that the Freshmen Team not be left without adult supervision. They've, we've had that conversation with them, apparently the bus drivers don't really care. They drop them over whether the coach is here or not. We've had issues with the kids being over at the Market, being wherever they're supposed to be or where they're not supposed to be.

N. Shanley – Okay. Thank you.

M. Mohny – Anything else? Thank you.

N. Shanley – Thank you.

L. Bowers – Thank you. And next, anybody?

J. Bell – Hi, **Jill Bell**. I'm directing my comments to Mr. Butler. I read his response and I brought copies of his and mine and I just would like to know what you thought my personal slurs were to you in the article.

D. Butler – Well, pers...you know,...

J. Bell – I mean, cause, per...a slur is, the meaning of slur is slander and I didn't slander you.

D. Butler – I didn't say you slandered me.

N. Shanley – Is this the forum for this?

D. Butler – I didn't say you slandered me. You talk about people being unemployed and collecting unemployment, and it has nothing to do with the time of day.

J. Bell – But you said personal slur in your response.

N. Shanley – I think...

D. Butler – Personal slurs. I didn't say towards me, I said personal slurs. It could go towards anybody.

N. Shanley – If I may, I question whether this is the forum for this, this is a dis...

J. Bell – Well...(changed recording tape)

L. Bowers – We're adjourned. 8:40.

Meeting adjourned at 8:40 p.m.

Approved:\_\_\_\_\_

\_\_\_\_\_  
Donald Butler, Trustee

\_\_\_\_\_  
Lynda Bowers, Trustee

\_\_\_\_\_  
Nanci Shanley, Trustee

\_\_\_\_\_  
Shirley Bailey, Fiscal Officer