

Minutes
LAFAYETTE TOWNSHIP BOARD OF TRUSTEES
Special Meeting
Monday, June 14, 2010

Meeting called to order: 9:55 a.m.

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

Lion's Park Road Bid -

L. Bowers – First thing we need to do is we've got some extra costs on the road bids. Mr. Butler, you want to go with that?

D. Butler – Well, it's really not extra costs, it's a transfer of money from the General Fund to a line item to cover Lion's Park Drive.

L. Bowers – That's the only thing we have to deal with is Lion's Park? There are no extra costs on any of the other roads?

D. Butler – Nope. Everything else was well within bids. They didn't see any problems with it.

L. Bowers – But you said there was extra work. What's the extra work that, there was some extra work that they had to iron out. I got an email that said Dave and...

D. Butler – Well, yeah. Who's going to pick up the bumpers and who's going to do the patching and who's going to do, but the extra work will not total a thousand dollars.

L. Bowers- But are we paying for that extra work that wasn't bid, or is our guys doing it?

D. Butler – Well, it's in the bid. It's authorized. It's within the limits of the bid, the ten percent overage.

L. Bowers – Is it work that we bid?

D. Butler – Yes.

L. Bowers – Okay.

D. Butler – Yes.

L. Bowers – Not just, it's considered, it's considered planing, it's considered 402 pavement, it's considered berming, is that, cause that's the work that we bid. I just want to make sure that we're not paying for something we didn't bid and we don't have a problem with it.

D. Butler – No. We, everything there, I was told, was bid on...

L. Bowers – Okay.

D. Butler – It was just a matter of who was going to do some of it, but it was in the bid.

L. Bowers – Okay.

N. Shanley – Don, who indicated that this was work that this was bid on?

D. Butler – Pardon?

N. Shanley – Who indicated that this was work this was bid on?

D. Butler – Both Jim and, Jim. I met with Jim and Dave.

N. Shanley – Okay. So...

D. Butler – I asked point blank.

N. Shanley – Okay.

D. Butler – Is there anything new here? No.

N. Shanley – Okay.

L. Bowers – Then the resolution we have is a resolution, and I just rounded this up from what his number was just to give us a cushion, **A RESOLUTION MAKING AN APPROPRIATION FROM THE GENERAL FUND FROM OF, ROUNDED IT TO \$13,000.00 TO PAY FOR LION'S PARK EASEMENT MAINTENANCE.** Any discussion.

D. Butler – Should be well within the parameters of what they need.

L. Bowers – Did I give you guys the resolution that says 12142 or 12122 in the publication section, the first section? I must have...

N. Shanley – 121.22 is what mine says.

L. Bowers – Yeah, I gave you the right one then. Okay.

N. Shanley – Did you make that motion?

D. Butler – I'll move.

L. Bowers – Moved by Mr. Butler. Mrs. Shanley, you want to second? Yes? No?

N. Shanley – Yes. I'll second.

L. Bowers – Seconded by Mrs. Shanley. All in favor, aye?

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

L. Bowers – And opposed, same sign.

N. Shanley – Joy, what number is this?

J. Turpin – That one that we did before needs to be...

N. Shanley – Sixteen?

J. Turpin – This would be seventeen.

S. Bailey – No, that would be eighteen.

L. Bowers – Shirley, that authorizes both the appropriation and the expenditure.

S. Bailey – It'll be eighteen.

N. Shanley – What's seventeen, then?

S. Bailey – Seventeen is for advances. I already have that. I have that here.

L. Bowers – You want us to do that now?

S. Bailey – Yes.

L. Bowers – Okay. Can I have it?

N. Shanley – Joy, I just heard something click back there. I don't know if that's normal.

Resolution 18 – Request for Advance of Taxes -

L. Bowers – It might have been me. Mrs. Bailey has handed me A RESOLUTION AUTHORIZING THE FISCAL OFFICER OF LAFAYETTE TOWNSHIP TO MAKE A REQUEST FOR ADVANCES OF TAXES COLLECTED FOR SECOND HALF BY NOON ON JUNE 28TH, 2010, JULY 12TH, 2010 AND JULY 26TH, 2010. I would move to approve. Is there any discussion? Is there a second?

N. Shanley – I'll second.

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

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

L. Bowers – And opposed, same sign.

N. Shanley – Can I make a request? In the future, if we're going to have a resolution that we didn't know about, can we get it in advance of the meeting, please, so we can look at it?

S. Bailey – This is a normal thing. We do it twice a year.

N. Shanley – I know, it would just be helpful to see it ahead of time. Thank you. Can you, is that something we can do?

S. Bailey – I can try.

L. Bowers – Even, even if you don't have the dates, you can send it to us.

S. Bailey – This was a last minute thing that I had to put out.

N. Shanley – I have one other thing.

L. Bowers – Shirley, can we use your appropriations resolution as the original cause I've got one that I typed wrong. I don't have that original. Did I hand it out to you? Yeah.

S. Bailey – Seventeen is, I have right there.

L. Bowers – Eighteen. The appropriations one that we, the first one that we did. Do you have a copy of it? Yes. I can use that as the original? Thank you.

N. Shanley – Shirley, this resolution is wrong. It has Lee Kehoe as Trustee still listed.

L. Bowers – We can put a line through that.

J. Turpin – Can we just correct that and go to the next part of the meeting?

S. Bailey – No, it doesn't.

N. Shanley – Look at the listing of the names.

S. Bailey – Oh, I missed that.

L. Bowers – Just put a line through it. Nanci, you said you had something else?

Holiday Pay for Part-Time Employees -

N. Shanley – I do. When I was in the office, I don't know, been what, a couple weeks ago now, Joy? Joy made mention of Memorial Day and I think that time sheet ended, what, last Friday? Okay. The reason I bring it up today is because we need to make a decision. Joy mentioned that typically she has been paid, even though she's a part-time employee, for holidays and I have looked high and low. It's not my experience in the private sector, I looked in policy manuals for other Townships, I have one here as an example. Traditionally its full time employees that are paid for holidays as a, you know, as a paid holiday where you do not work.

L. Bowers – Yeah. I had a discussion with Joy too and I told her I didn't think we could see our way to do that. I'm not familiar with that being done in the public sector either.

N. Shanley – Yeah. So I think we probably should just do something formally. I mean, it should be part of our manual, which by the way, I'm working on and I hope in a couple of meetings I have something to you.

L. Bowers – Mr. Thorne has always told us if you don't authorize it, it doesn't exist. And if, and to specifically start addressing everything that we don't authorize is just...

N. Shanley – How long has that practice been going on though? Paid holidays? I mean, if we don't authorize it, it doesn't exist, but Joy's been with us since 2007.

S. Bailey – Well, I've paid her on holidays.

N. Shanley – Okay.

S. Bailey – I pay her whatever her time would be that she's working.

N. Shanley – Okay.

L. Bowers – Well, Mrs. Bailey has the ability to compensate her employees that way. The Trustees set the salary amount so she's not...

N. Shanley – Correct. But if we have a policy, as a Township, that applies for everyone, including the person working for the Fiscal Officer, if it's a personnel policy it would apply across the board.

L. Bowers – Well, we didn't have a policy that we did or didn't, so.

N. Shanley – Yeah, that's why I'm trying to...

L. Bowers – Go ahead and present a policy and we'll put it on the agenda for the next meeting.

N. Shanley – At least for the time being. Okay.

L. Bowers – You have a policy? Do you have a policy that you want to present?

N. Shanley - Well, no. It's part of the handbook that we'll eventually address.

L. Bowers – Okay.

N. Shanley – But I just at least would like it on the record that this is not the policy that we're going to be embracing.

L. Bowers – Okay.

N. Shanley – From here into the future, any part-time employee will not get holiday pay.

L. Bowers – No problem with me. Mr. Butler?

D. Butler – No problem here.

L. Bowers – Okay. Anything further, Mr. Butler? I'm sorry.

Renumber Travel Policy Resolution to 16-2010 -

J. Turpin – We have the resolution that you approved as 14 at the last meeting. I don't know if somebody, if it got home, it didn't get signed or what happened, but we don't have it. If the Board can...

L. Bowers – Resign it?

J. Turpin – sign this one so that we have it. And it also was re..mis-numbered and so it now needs to be 16-2010.

N. Shanley – That was adopted 5/24. Correct?

J. Turpin – Correct.

L. Bowers – Go ahead and take care of that.

N. Shanley – There it is, signed. You signed it already.

S. Bailey – No, this is on the easement.

L. Bowers – Yeah, that's the...

N. Shanley – Is that the easement? Okay.

S. Bailey – This is the easement.

N. Shanley – Sorry.

J. Turpin – The travel policy is the one that...

N. Shanley – Okay.

L. Bowers – I was going to say, I didn't think I had seen it, but...

S. Bailey – And I prefer if I would date them. Don't date them.

N. Shanley – Ah, this is sixteen?

J. Turpin – Yes.

N. Shanley – The travel policy?

S. Bailey – Yes. Instead of fourteen.

N. Shanley – Okay.

New Police Cruiser -

L. Bowers – Also, the cruiser's been here for about a week and Mrs. Bailey cannot sign for the title until we authorize her to do that, so I'd like to move to authorize Mrs. Bailey...

S. Bailey – I'm not signing at all.

L. Bowers – Okay.

S. Bailey – Here's all the paperwork.

L. Bowers – The paperwork for the vehicle is the Power of Attorney for the dealership to assign the title, the Odometer Disclosure Statement, the Certificate of Exemption that our Township is exempt from paying tax, the Application for the Certificate of Title, the Acknowledgement of a Security Interest, and this is very short-lived. It was explained to me, and it says, from time to time we may purchase new vehicles from Golling's Arena Dodge. It's an affiliate dealership with them, just like, as I understand it, Ganley has all sorts of Ford dealerships. This is one of theirs and they are moving this vehicle out of their inventory from one of those to us and it has been delivered to the Sheriff's Department. The invoice is \$20,271.80. That includes the delivery charge, that is the total and it notes on the invoice that this vehicle furnished complies completely with Ohio House Bill 204 and meets all of the State of Ohio DAS RS901410 specifications and requirements. That's necessary because this is purchased according to the state bid and then the Retail Buyers Order which again shows the vehicle at \$20,271.80.

N. Shanley – I will make a motion that as liaison, the Board of Trustees authorize Lynda Bowers to sign each of the documents that she has read into the record today.

D. Butler – I'll second.

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

D. Butler, N. Shanley – Aye.

L. Bowers – And opposed, same sign. And some of these require a notary. You're not a notary, are you Shirl?

S. Bailey – No.

L. Bowers – I'll find one. Scott, are you a notary?

S. Varney – No, I'm not.

L. Bowers - Nuts. Okay.

S. Bailey – Martha Evans is.

L. Bowers – I'll just run them up to the Prosecutor. Anything else? Okay. I will adjourn the meeting at 10:05 and we will be going into a meeting with the Auditor.

Meeting adjourned at 10:05 a.m.

Approved: _____

Donald Butler, Trustee

Lynda Bowers, Trustee

Nanci Shanley, Trustee

Shirley Bailey, Fiscal Officer