

Minutes
LAFAYETTE TOWNSHIP BOARD OF TRUSTEES
Work Session Meeting
Wednesday, June 2, 2010

Meeting called to order: 10:05 a.m.

Members Present: Trustee Lynda Bowers, Trustee Donald Butler, Trustee Nanci Shanley.

L. Bowers – Okay, I'll go ahead and call the June 2nd Work Session to order at 10:05. Present: Mr. Butler?

D. Butler – Here.

L. Bowers – Lynda Bowers, here.

N. Shanley – Nanci Shanley, here.

L. Bowers – Okay. Does the Board mind if we get some housekeeping out of the way first? Is that alright with you, Nanc?

N. Shanley – No problem.

L. Bowers – Mr. Butler?

D. Butler – No problem.

Lot Split -

L. Bowers – The first thing we have is a lot split. Have you already signed it, Don?

D. Butler – No.

L. Bowers – Okay. This is a lot split that Alliss has already taken a look at. It's out on Westfield Road and it's splitting a three acre lot off of a whole. It's 175 foot of frontage, it conforms, and the surveyor at least left lines for Trustees,

N. Shanley – Okay.

L. Bowers - he just didn't tell us that it was for Trustees. So, I'm going to go ahead and sign off. It takes two, so you want to go ahead and, oh, you know what, I guess they're asking us to sign copies now, too, so. And I will give these back to Joy right now so we don't have to worry about where those are at.

Burial Costs -

L. Bowers - The other issue that we have that has come up is since we have started using a company for the grave openings and closings, we had an opening and closing on Saturday. In using a company like this, we don't know what's going to come up until it comes up, so it's come

up. I thought that we set our pay sched...our charge schedule based on what that company charges to open and close and our resolution shows an opening and closing on Saturday at \$50 more than what they're charging. So do we want to collect that extra \$50 or do we just want to go with what they charge? Cause right now we're having those companies bill the family. I didn't think that we set it purposefully to be a little higher, although Ralph Waite tells me that some Townships do. Yeah, and Joy's done some discussion with, I think the funeral home on this as well.

J. Turpin – I had emailed Mr. Gal yesterday to clarify. He had sent us an invoice for the funeral that we had over the weekend at the \$600.00. When I spoke with him on the phone he said it's \$600.00 no matter when. So I wanted to clarify and have something in writing for the Trustees to be able to make sure...

L. Bowers – Oh, so its a hundred dollars difference we have on the weekend then.

J. Turpin – Now he's coming back and saying \$700.00, where originally (mic squealing), I'll fix that, originally he had said \$650.00. I'm willing to go back to him if the Trustees want and say you had said \$650.00, we need to go back to that.

L. Bowers – Oh, this is new information.

J. Turpin – This is new, that he just gave me. With the pricing for the stones is the same as what we had previously, but he has changed the weekend price.

N. Shanley – Did we have a written proposal from him to begin with?

L. Bowers – Yes.

J. Turpin – I believe so.

L. Bowers – It was six fifty. I looked at it. It was.

N. Shanley- Did he specify that it was for a particular period of time, I mean,

J. Turpin – Saturday.

N. Shanley – Seems rather arbitrary.

J. Turpin – Saturday.

L. Bowers – Weekends.

N. Shanley – No, no, no, no. For the duration, his bid to us that we accepted that was six and six fifty. It was in writing, right?

L. Bowers – Um-hum.

J. Turpin – Yes.

N. Shanley – Did he indicate how long he would honor that or was it an agreement or was it just a bid and then we all accepted it?

J. Turpin – I believe it was a bid that was accepted but I don't have that information with me, Nanci, to be specific...

L. Bowers – It was accepted and it was just recently so I can't imagine it would change within two months.

N. Shanley- I think it was February or March.

L. Bowers – Yeah.

N. Shanley – I mean, it just seems wrong that just arbitrarily they've gone up \$50 without telling us in advance.

L. Bowers – I'm going to make a recommendation if the Board would agree that we just stick with the \$650 that we have originally set, that's what's in our rules, and just tell him that's what, that's what it is and honor it or we'll get another bid.

N. Shanley – I would agree with that.

J. Turpin – Would you like for me to go speak with him regarding that, letting him know that that is what the original price was that he had suggested?

L. Bowers – I mean, the only reason that he's jumped price now, it seems, is because we let him know that our rule is \$50 more than what he was charging us, so, that's an interesting change.

J. Turpin – And perhaps, perhaps he misunderstood...

L. Bowers – Maybe.

J. Turpin – The amount, now realizing what he had previously said, so we'll just clarify that some more. And he does have here in the email that he sent back to me that the funeral home itself can bill directly to them and they're happy with that.

L. Bowers – That's a better way. Okay. Then that one's done.

Road Bids –

L. Bowers - Jim Lytle called me this morning and Don, I'm going to give you his phone number. That is our contractor for the roads. His number's 330-201-2145.

D. Butler – Did you say 209?

L. Bowers – 201-2145. If you'll recall when we discussed the road bids, I had made the comment that we were going to have to look at Lion's Park a little differently and when we accepted the bids and sent them up to the Prosecutor's Office and the Engineer's Office, the process usually includes the, one of the Trustees and, scheduling a kind of a walk through with the contractor and he was questioning why that hasn't happened, and he's got some issues. One of the, one of the

issues that he has is the Engineer's Office prepares the bid specs based on the road inventory and we've got some inaccuracies on our road inventory and so some of the roads in the Chippewa Lake area were, were underestimated. He indicated to me this morning that he's looking at requiring about six to eight tons more of hot patch. And Don, you may recall some of those areas like, remember when we went out on the road ride, the Lake and 6th Street, that area where it's wider and those sorts of things? Those are some of the things that he's alluding to. There's going to need to be some repair work done and that's gonna, on that one, he said Chestnut is one of them, 1st Street's another one, Lion's Park for sure. When you get into the Chippewa area, which you saw on the road ride, that, it's more in the nature of doing driveway work then it is road work a lot of times. And because those widths are different, like on our road inventory for, I believe, Lake Road, I'm not sure, but I think it says nine feet and it's actually fourteen, so he's going to need that. And the hot patch runs \$60, \$60 a ton. So, and then the labor. So I'm thinking that he's going to be around \$2,500.00 to \$5,000.00 high, higher than his bids for doing those road projects. That is within the eight percent allowance that we have on our bids so we shouldn't have to rebid, but we're gonna need to decide who's gonna, who's gonna have that conversation with Mr. Lytle. Typically it's the road liaison. Don, do you want to handle that and go out and take a view and see what needs to be done in...

D. Butler – I'm gonna take Dave with me.

L. Bowers – You always do that. Yeah, I've always gone, I've taken them both as a matter of fact. Cause Roy's got a little more history on those roads than Dave does.

D. Butler – I'll be happy to call him.

L. Bowers – Okay. And there's, I don't think...what's that?

D. Butler – Give me that number again.

N. Shanley- At what point did Lake Road change width?

L. Bowers – Not Lake, its not Lake Road, the Lake Road that you're thinking of. It's down in what most people think is the Village.

N. Shanley- Um-hum.

L. Bowers – It, it's not that it's changed width; it's just that it's motor-paver and it kind of grows. That's why we have to review that inventory every so often.

N. Shanley- Yeah, that's what I'm wondering. I just...

L. Bowers – And the last time we did inventory, that's why the Engineer's Office sent it to us this year. The last time we did the road inventory was, I think, six or seven years ago and things have changed. Even road projects that we've done. We've, I can guarantee you Coon Club Road is wider, Ryan Road is wider, those things just need to happen. Car, Carsten Road is another one that moves around quite a bit because it spreads.

N. Shanley- Has that been taken care of now, as far as updating? I think that was discussion between...

L. Bowers – I've got it and I'm doing it myself. It's about half.

N. Shanley – Okay. Is that not something

L. Bowers – It requires...

N. Shanley – that our supervisor, one supervisor should be doing?

L. Bowers – Once we, once we get the updating from the projects done, yeah, he's gonna have to go out and do some measuring. Absolutely. But, I mean, it's, I think you can understand since our last meeting, which was what, two weeks ago, I've had my plate full, but I have gone over the numbers.

N. Shanley – No, I understand. I'm just thinking that that would seem to fall within Dave's area of responsibility. He should familiarize himself.

L. Bowers – A portion of it would.

N. Shanley – If we do it for...

L. Bowers – A portion of it would.

N. Shanley – If you or I or Don were to do that because we have unique knowledge because we've been around for awhile, that's not helping Dave.

L. Bowers – It's not their responsibility to update where the projects have been. That's administrative. I'm taking care of that. The widths and pavement depth and those sorts of things is theirs. So.

N. Shanley – Okay, well...

L. Bowers – And they will get that sorts of stuff.

N. Shanley – It would seem to me that these guys should be integrally involved and they should have some knowledge of when things were done.

L. Bowers – So Don's going to get together with the Service Department and get that road ride. Lytle's ready to get started so I would get that set up with him rather quickly. Anything we have to do on R. P. Hughes, Nanci?

R. P. Hughes Needs Assessment -

N. Shanley – We should be receiving an email, we've been playing phone tag since last week, from Rich today to give us some dates for getting together with us to present what he's come up with so far informally and get additional feedback before he presents something at a, at an actual meeting.

L. Bowers – Okay.

N. Shanley- So I anticipate, as soon as I receive that I'll pass it around.

Lion's Park -

L. Bowers – Okay. And I'm gonna digress a little bit. Don, when you go out and do Lion's Park, Lion's Park is private drive but it services the Township's parks and we have the access and maintenance easement for that property. That has to be paid out of General Fund. The next item I'm going to ask that we set our first budget meeting here pretty quickly so that we can get the tax budget done on time for July. And although you'll go over all of that with Mr. Lytle, whatever that number is, keep in mind if we go forward with Lion's Park, it's gonna have to come out of General Fund. So we're gonna have to make some decisions there on how much of an improvement we do. The last time that property was surfaced, Lytle did it for Pride One and it was done as a driveway and in talking to Jim today, he recalls that he did it probably around twenty or so years ago for the Township. That's not something I'm aware of and if he did do it for the Township, Township didn't have authority to have it done. So I don't think I'm going to research it either. So you might want to keep that in mind and let us know if we need to do anything on that.

N. Shanley – Did we approve that?

L. Bowers – Those bids...

N. Shanley – You said if we move forward, is there a question that we were?

L. Bowers – The bids were awarded but, but we haven't gone out and done the walk with Lytle, so we can pull that one back. It's in pretty bad shape. I think what we have to do is decide how much we're going to do there.

N. Shanley – Yeah, I guess I just want to be sure that all three of us are clear on,

L. Bowers – Well, that's the discussion that we have.

N. Shanley - is it definitely moving forward, do we bring it back to the table so that we're all clear?

L. Bowers – That was the original discussion that we had but then when we approved the bids, there was no discussion about it and I didn't think to pull Lion's Park out and clearly Don didn't either, so I think we need to go back and do that.

N. Shanley – So at this point it's not an automatic go?

L. Bowers – It's an automatic go if we don't stop him, but he can't go forward until he has the communication with us anyways, so.

N. Shanley – Okay.

L. Bowers – So it's kind of tentatively on hold.

N. Shanley- So Don, will you be bringing that back to us then, once you talk to him?

D. Butler – Absolutely.

N. Shanley – Okay, thank you.

L. Bowers – And the other thing that I would like to do is we've got a tax budget that's due the first part of July, so I would like to set an appropriations review meeting and use that as a basis for preparing our tax budget as well sometime yet this month. Anybody object to next Wednesday?

D. Butler – Yeah, it's bad for me.

L. Bowers – How about the following?

N. Shanley – Yeah, I don't...

L. Bowers – How about the following?

N. Shanley – What is the date of the following Wednesday? That's fine with me; next Wednesday does not work for me. Ninth, and then sixteenth.

D. Butler – What time we looking at?

L. Bowers – Doesn't matter to me. I'm, I can make it work. What's good for you, Nanci?

N. Shanley - Ten o'clock is fine.

D. Butler – Ten I can do.

N. Shanley- So ten on the sixteenth?

L. Bowers – What's your constraints? We need to be done in an hour, two hours? You tell me.

D. Butler – Annual Park Board meeting. Our annual meeting's that evening, so we're okay.

L. Bowers – Oh, so you're good in the morning. Okay.

N. Shanley – So June 16th at 10:00 a.m.?

L. Bowers – Can we do 11:00 and make sure it works for Shirley as well? Cause she really needs to be here for that.

N. Shanley – Um, okay.

L. Bowers –Does that work for you, Don? Eleven? Okay, you got that, Joy?

Aggregation Funds -

L. Bowers - Okay, thanks. Also, just as I was leaving the house, I checked my email and I got an email from Nanci asking that we discuss the aggregation funds. I think Lafayette Township's \$50,000.00, that should be coming, roughly, that's the estimate.

N. Shanley – That would be for our June regular meeting.

L. Bowers – Well, okay. Well, here's, let me finish the thought though. What I was thinking is, I realize that you're saying you want to talk about just brainstorm on earmarking that for a project or something like that. I'm pretty sure when we do our appropriations and budget prep work we're going to find that we really need to be paying attention to Service Department and, so, or I'm not, I'm sorry, Fire Department. I think they're going to need some funding assistance and so maybe instead of having that discussion with that aggregation money at our regular meeting that we put it into that appropriations meeting and put it on the, put it on the table and talk about it as part of that.

N. Shanley – That's fine, yeah.

L. Bowers – That's okay with you, Don?

D. Butler – Um-hum.

L. Bowers – Okay. Okay.

Fire Department Requisition -

N. Shanley – We have a requisition...

L. Bowers – We do have a requisition?

N. Shanley – Request from Chief Hall. He sent it around last night.

L. Bowers – Okay.

N. Shanley – I think everybody got it.

L. Bowers – Ah, yeah, as a matter of fact, I forgot, I'm sorry.

N. Shanley – Here's an extra copy.

L. Bowers – You want to go ahead and take care of it?

N. Shanley – The requisition is for, in fact, I'll just read it. It's just simpler. I have provided an explanation of a requisition for the purchase of one hydraulic rescue tool and pump that will keep our service uninterrupted once the rescue truck, 108-1, is delivered on Friday, June 4th. And this is, as you recall, we have agreed to sell 108-1 to Huron Joint Fire District and that will be delivered by Jeff on June 4th. So, so that they have uninterrupted service, they are requesting this hydraulic rescue tool and pump. The amount is \$9,858.00. They had requested that out of the \$115,000.00 we were receiving for the truck, that \$10,000.00 be retained for purchasing this equipment. So we're under the \$10,000.00 that was requested. And so, the funds for this would be brought back with Jeff on Friday from Huron and Shirley would have the check to deposit. So he would like permission to purchase this so that there's uninterrupted availability of the tools that they require to do this job.

L. Bowers – I think it's a public safety have to have. I don't think we have a choice.

N. Shanley – I'll make a motion that we approve purchase order 10-0601-1 in the amount of \$9,858.00 for the purchase of a hydraulic rescue tool and pump.

D. Butler – I'll second that.

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

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

L. Bowers – Opposed, same sign. **And I will make a motion that we make a supplemental appropriation of \$10,000.00 to whatever line item Mrs. Bailey needs to handle this purchase. Or to satisfy the paperwork.**

N. Shanley- I'll second that.

L. Bowers – Moved by Mrs. Bowers, seconded by Mrs. Shanley for the supplemental appropriation. All in favor, aye?

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

L. Bowers – And opposed, same sign. Okay, that's handled. Is that why you started to raise your hand? Yeah, I got that one. Okay, the next, is there any other housekeeping you can think of, Nanci?

N. Shanley – Uh-uh.

L. Bowers – Don? Anything you need?

Service Department:

Ditch Complaint -

D. Butler – The only thing I have down from the last meeting is, is the ditch problem taken care of with your neighbor?

D. Figgers – No.

D. Butler – You plan on doing that?

D. Figgers – Pardon?

D. Butler – Do you plan on doing that or...

D. Figgers – On my own time, yes.

D. Butler – Okay.

Office Chairs -

L. Bowers – In that vein, how about the office chairs? Joy, have you been able to finish the research on that, or yes, no? Yes. Okay.

J. Turpin – I did research and I have several here. I had Dave look at them as well to see some of, I was worried some might not be appropriate. I've got one, two, three, four, five, six different ones here. They're not that much cheaper, quite honestly. They're all in the same ball park, but I have these if you would like to look at them.

N. Shanley – Sure. Thank you. Can I take them with me?

J. Turpin – That's the only copy I have.

L. Bowers – Joy, that goes with the lot split, I'm sorry.

N. Shanley – I'm not going to take time right now...

L. Bowers – Okay.

D. Butler – One comment. The prices on those things, I went on line, maybe I have a different system than somebody else does, and I found chairs that will hold 250 to 500 pounds considerably cheaper. There's all kind of websites that show that. I mean, everything from, you know, \$90 shaky to \$200, \$250. And that's a huge percentage different than we were looking at.

L. Bowers – Did you take into consideration shipping costs too, Joy, when you did your calculations?

J. Turpin – Most of them have free shipping.

D. Butler – Yes.

J. Turpin – I did see a lot of what you were saying too, Mr. Butler, but as I looked further into it, the website says heavy-duty, that they'll cover that when you go into the actual detail, it's at 250. And the majority that I saw were for 250 pounds. To get up to the heavier-duty, the pool becomes much smaller.

D. Butler – I've seen them for 250 and 500.

J. Turpin – I, these are all from various websites as well. I mean...

D. Butler – Correct.

J. Turpin – Please look through them.

Service Department Expectations -

L. Bowers – Okay. The balance of the meeting is to discuss what the expectations of the Service Department are and also to talk about some issues maybe that you're running into. Nanci had asked to be able to facilitate this meeting and I have no problem with her doing that. Don, you have any problem with Nanci facilitating the meeting?

D. Butler – No.

L. Bowers – There you go.

N. Shanley – Okay. Well, I guess I'll start by saying that it's been my experience that if we're going to do this, we really do it with our supervisor. It's very expensive to have staff sitting in as well. But I'll leave that up to the Board. I mean, there's, it's a good day to get stuff done and I think, Dave, you've been on the job for a number of years, so.

D. Figgers – I've asked, in one of the conversations I had with Lynda, I asked if Roy should be at this meeting...

L. Bowers – I told him I'd like it. I did.

D. Figgers – And she said yes, so that's, I asked Roy to be here.

N. Shanley – Okay. Well, I'll leave that up to the remainder of the Board. Again, and just in my experience, it's very expensive and, you know, part of your responsibility as supervisor is to be able to represent your department and have this kind of exchange with, you know...

L. Bowers – I think that we've had quite a long time where there've been expectations that have changed, goals of the Board, as a majority has changed, and that information has not been communicated to the Service Department. Our Service Department has a whole two people and, and I think for what we're trying to accomplish here, it's time and money well spent to have them both here and have the discussion so that we can understand what they're feelings are as well as them understanding directly from us what ours is. That's just my thought.

D. Butler – I'll respectfully disagree. I think with weather coming in and the work that has to be done, to have people sitting here for the cost we're putting out, I think we just need one person.

L. Bowers – Well, the majority rules, Roy. For \$30 you're out the door.

N. Shanley – I'll also say that I don't think this is going to be done today. In my experience doing this, it's a multi-stage process, so that there's information that you carry back to Roy and discuss with him and then I anticipate that we'll probably meet one more time before we're done with all this. So this isn't it, today. At least if we follow the kind of thing I've done before and I'm not going to be as formal, we don't have a board, markers, or anything like that. I'll just start by saying a few things personally and that is, Dave, you're aware of my concerns because I sent an email back at the end of March that you, that I asked Joy to give to you and so my goal in this is to be candid, get our concerns out there and then regroup and see how we can get all the expectations out on the table, get your input, come up with job descriptions that are probably more descriptive of what your jobs really are. The expectations needs to be communicated clearly to you so that you understand what the expectations are as opposed to maybe getting three different things from three different directions and never being quite sure. You know, it can be a little rocky, but overall it should be a positive experience and we all come out with the same understanding of what the expectations are and we learn from you how long it takes to do certain things, you learn from us, you know, what our expectations are, what we might not understand that you can explain to us and that's basically the intent here.

D. Figgers – That's fine.

N. Shanley – I did ask for a copy of Dave and Roy’s pertinent records in their personnel file, such as performance evaluations and things like that. There have been no performance evaluations in the files. No formal written performance evaluations, so one of the things that I’m going to just pass around, we don’t have to do it today, but I’m going to suggest something later, is that we establish our personnel manual I believe has a performance evaluation section in it and we don’t seem to be following it. So I’m going to pass this around as a suggested form that we can use and we might also go away and complete this individually and then come back together and put our thoughts together collectively to see where we all stand on our assessment of what’s going on. So, I’ll start by passing that around.

L. Bowers – I just want to go on record to say that when I am liaison of the department I do meet with them at the beginning of every year and at the end of every year for an evaluation purpose and those have gone real well in recent years. We’ve had some rocky years and there’s been some reprimands put in the file and I’ve written them. And we have fixed those issues, at least to my satisfaction, so.

N. Shanley – I’d like to put forward that we think about, as a Board, really embracing the concept of formal evaluations that go on the file so that...

L. Bowers – Yeah, I have no problem with it.

N. Shanley – Over the years, somebody else is here that has, you know, someone new is elected, that they have some history to go by. Verbal evaluations are as good as a he said she said and they’re not very valuable, so.

L. Bowers – I have no problem with that.

N. Shanley – Okay. With that...

L. Bowers – When I do a concern, Nanci, just so you know, and I think if you have requested those files you will clearly see...

N. Shanley – I have seen them, you have. I have.

L. Bowers – I do address it in writing and I do copy the Board.

N. Shanley – Okay. The next thing I would suggest and I’m just going to make, you know, usually these are over multiple meetings and they’re focus groups and things like that. We don’t have the time for that. I did ask Dave to come with a list of tasks and some, and I need to be educated because I’m relatively brand new so I don’t know how long it takes to do a whole round of the Township for ditch mowing for example, things like that. Did, where you able to bring that list?

D. Figgers – I’ve got a list that was prepared by Roy sometime ago. Your email to Joy, I think, was at 12:41 on Friday. Unfortunately, by that time I was out of hours, I was gone. And this morning was the first time I saw that email.

N. Shanley – Okay.

D. Figgers – So I pulled the, I pulled the job, jobs. Some of those now are being outsourced. As far as times, this job, I can tell you how long it takes to mow Lion's Park. I can tell you how long it takes to weed whack. Mowing ditches...

L. Bowers – Is a start – stop?

D. Figgers – It's not a start – stop so much as it is, there's so many considerations. One, the weather, whether it's, the grass has got dew on it, the grass is, if it's been raining, if it's ninety degrees outside, that has an effect on it. We've got three trash vendors in this, that work in this Township. If there's garbage cans out, they'll be out on all different days, that has, traffic, school buses, a temporary/permanent phone wire that somebody put in a ditch that gets wrapped up in the mower, now you don't have any tools on the mower, hopefully you can either bring it back, bring it back to the Township and cut it out or call or get some tools...

N. Shanley – Right. Just so you know, I, just so that I wouldn't come to this meeting completely in the dark, I, I've talked to Guilford Township's person, I've talked to Litchfield, I've talked to actually two other Townships, and they're able to give a rough estimate, obviously things like this might happen of, it takes Wendall, and I didn't bring my notes with me, but I remember distinctly in Guilford, four days to do the front mowing on his ditches. The backside mowing he feels takes about double what it would take here, and he used to work here so he knows our ditches, because they have more farm fields and fewer manicured yards. So, you know, these folks are able to kind of able to give me a range and that's what I'm looking at from, looking for from you. And I will, let me just pass this to you too, so that you have one.

L. Bowers – And you know how Guilford's road mileage stacks up against ours, right?

N. Shanley – Yes, I do. I do.

L. Bowers – Okay. Just making sure.

N. Shanley – I do.

L. Bowers – It's about half.

N. Shanley – Since, and I realize you got that on Friday. What we might then do today, and you have a copy here, is maybe go through some of the things we see, did I pass that to you? That list? Here it is. Do you have extra copies of this by any chance, for the others?

D. Figgers – No, I don't.

N. Shanley – Okay.

D. Figgers – I would have made them. Our copy machine in our office is broke.

N. Shanley – Okay.

L. Bowers – How long has it been down?

D. Figgers – Well, we changed the, we thought it was maybe the cartridges and we changed the cartridges. It's been down for about six weeks.

L. Bowers – Okay. So you've been using Shirley?

D. Figgers – Yeah, well, then we pulled some paper out of it, thinking that was it, and that isn't it either.

N. Shanley – Well, okay, before we get to this, I guess, so that I'm not the only, I feel like I'm the only one, I can facilitate, but I also don't want to be the only one speaking. You, my concerns I've expressed very openly and I expressed one of them at the last meeting, the thing about the door and I'm disappointed in that. Are there any other, I mean, obviously we're going into this hopefully for more than just me writing an email at the end of March saying that we need to regroup and use time wisely and why aren't things happening and help me understand.

L. Bowers – Well, how about maybe just do a little history first. That might help a little bit.

N. Shanley – I think we are where we are. I think things are or aren't getting done.

L. Bowers – I'm going to do it anyway.

N. Shanley – Okay.

L. Bowers – Thanks. You know, I've sat and watched some of the things that have gone on and the way they're going on and I think that it's great that we check with other Townships, I kind of do that regularly myself on different things, but I think that we owe it to our Township and our employees to start with our own employees first. It would have been a wonderful idea to have this conversation awhile back and that didn't happen so, I'm hoping that as this conversation evolves now, we do it with the tone of not how they compare to everyone else because Lafayette Township is unique. And one of the things that's been very important in all the Boards that I've served on and the Boards that I witnessed before me is there's been an environment in this Township that we, we are the government closest to the people and our Service Department functions not as a business but as a service to the residents of this Township. And I know that that sounds all sweet and buttery, but it's true. We are different. And I think other Townships believe that they're unique in that way too. Our guys prioritize direct service to the community. Sometimes that means that the trim around the windows on the Township Hall aren't going to get painted when we think they should be. Sometimes that means a weed's not going to get pulled when maybe we think it should be. But, you know, I'll just give you a couple of things. Audrey Howard, out on Carsten Road, has, had a husband who was in hospice and the one thing that Doug did every day was to be able to go out his driveway in his wheelchair and out into the road and get his newspaper out and that's what was very important to that man every day; that was his routine. And when we improved Carsten Road, as will happen, the berming came down through and there were big rocks put in and on a Saturday morning, that man couldn't get out and get his newspaper; very important to that man in this community. And within twenty minutes, on a Saturday morning, Dave and Roy went out, hot patched it, took those big rocks out and fixed it so that by the end of the afternoon that man could get back to his mailbox. That's the kind of service we deliver on the road. Our guys are out there mowing and doing whatever. I know for a fact that this has happened more than once. They know of an abandoned house, they see an animal that's tied out that's been abandoned there, they take care of it. And you know, that's not their job. But

that's part of being part of the community. And they are a part of this community. And the emphasis has been put on that kind of service and those every day cares and concerns and respect shown to our residents happen every day. And they're not things that we're typically aware of. I'm, I tend to make it my business to be aware of those things and I think that sometimes, I just want this Board to understand, that has been a priority. And sometimes that takes extra time. You know, they'll get off of their mower and sometimes they, I would encourage you, I guess I'll put it this way, I would encourage you to spend some time with them. To actually spend some time with them. See the interruptions that they have. See when they go out on Ryan Road and they run into a tire in the road, how that commands their time. You know, it's not as simple as just parking the mower on the side of the road and taking it out. If they can catch it, they've got to get it out of there, they've got to dispose of it, they can't leave the tractor sit, they've got to move it somewhere, when they're out mowing they've got to take the equipment back and forth and there's a lot of things that go on.

N. Shanley – Right, I understand that.

L. Bowers – We had to locate, I went out, and it took all three of us, we had to locate a cemetery plot for a Saturday morning burial. That took three of us two hours. I was with them and there was no talking and kibitzing going on, it took two of us three hours to locate it cause you got to dig and you got to take the metal detector out, you got to get the maps out, it's not that simple sometimes, so I'm just asking that this Board number one consider your priorities and number two, spend some time and see, you know, we can sit here and say things, but go out and see it and see how you would handle it.

N. Shanley – Thank you. I think we all realize that unique situations come up and I think as a Board we have to be on the same page as to what our priorities are as a Board in terms of what we want these gentlemen to do. And that's maybe part of the confusion is, is maybe not the best communication. I think we have to be on the same page as this is priority one, this is priority two, this is priority three, so that you have clear directions, Dave.

D. Figgers – Is, and in that regard, is that something that you would, you would prefer to do is like at 6:30 in the morning send down a fax with what you would like to see done that day?

N. Shanley – No, I think that's absolutely your, your job and that's something that we should entrust to you to take a look at what your responsibilities are, what needs to be done and prioritize them and get them done in whatever, you know, whatever order makes sense to you. I think that that's a huge part of what you do. And I would expect that you would be the one to do that. Don, this is your department, you've been very quiet.

D. Butler – Well, if I can interrupt, and I'm trying to be positive. And everything Lynda said is well taken and absolutely true and understandable. We keep talking about mowers, we keep talking about plowing. I think we virtually had no snow in November/December. So we weren't mowing and we weren't plowing. January, February – nasty months. March was either the second or three least snowiest month in weather history in northern Ohio. April was the warmest month in weather history in northern Ohio. I'd like to know, with all those hours, what was accomplished? I mean, we weren't out mowing, we weren't out plowing. I don't see anything that was really done. The door sat here for months and I can't believe we farmed it out to someone without supervision that they did the job they did, that's just waste of time. But I'm just

asking, you know, what was done? What projects did you accomplish? I'm asking. I don't know.

L. Bowers- Let's let David answer the question, then.

D. Figgers – Usually when we have adult probation people we were, last year we had them do the weeding, weed whacking, that type of thing. Now that's, that's being farmed out. This guy was supposed to be a painter, apparently not. It's not something that can't be fixed. To tell you what I did in November, December, January, February, without looking at a daily log, I don't know.

D. Butler – Well, I'd like to have a look at the daily log cause what concerns me and what, you know, I've been hearing for two and half years about this audit report for one and a half men and I've kind of discounted it until recently. It's starting to trigger that maybe we only need one and a half men. There are some seasons we need two, possibly even three sometimes, but there's a lot of the year, like last November, December, March, April, we don't need two people. The last requisition we had on May 24th, to me was for the grasshopper, we needed parts – why wasn't that done in November / December? I mean, wheels worn – that didn't happen in one day. The gas tank, maybe. There's a lot of stuff here: filters, there's normal maintenance and you know from your phone calls to me that grasshopper's been down. It hasn't been in operation continually.

L. Bowers – Let Mr. Figgers answer the question please.

D. Figgers – The...

L. Bowers – Just answer it, Dave.

D. Figgers – The grasshopper we had hoped to, I put, I think, one or two P.O.s in, we've in the last two or three years, we've tried to, due to the age of that machine, we've tried to save the Township money by rolling over equipment and changing it out so that we don't have a lot of down time, repair costs, man hours in it, so we were trying to get by with what we had and when we found out the, the new mower that we had a P.O. in for didn't go, now to keep that mower, the grasshopper that we have now running, we have to put money into it.

D. Butler – The money's not the issue. It's only \$286.00. That's not the issue. The issue is why did it sit there until May? Even if we were going to get a new one, wouldn't it behoove us to spend some time spending that \$286.29 to repair what we have? And I'm just asking again, I'm looking for, same question I asked before – what, you know, look at your daily log. I'd like to know what we've done for March / April. Even the...

D. Figgers – We repaired the grasshopper. I don't know where you got the perception that it wasn't, that it wasn't...

D. Butler – The requisition was May 24th. The parts just came in.

N. Shanley – May I just...

D. Figgers – No...

D. Butler – These parts, we didn't...

N. Shanley- May I just...

D. Butler – Excuse me, these....

L. Bowers – Yeah, let, please let David answer. We owe him that.

D. Figgers – We’ve had a box of parts for that before May 24th. The gas tank...

D. Butler – That’s a different issue, but go ahead.

D. Figgers – Okay. The clutch, the clutch, the fan belts, the pulleys, we had a box of parts sitting over there. That all got changed.

L. Bowers – So there, the parts that were sitting there were the things that you changed out?

D. Figgers – Yeah, there’s a box of parts still sitting there, they’re the old parts.

N. Shanley – Over the winter, are you saying that that was done over the winter, or...

D. Figgers – About two weeks after we got the parts they were changed out.

N. Shanley – When was that?

D. Figgers – I don’t...

N. Shanley – I guess, I’m not trying to not let anyone speak, I guess what I’m trying to gather this in a little bit and say hopefully at the end of this process, again, you will have a better understanding. Our expectation is that on down time in the wintertime, as your time allows, when it’s not snowing, cause it doesn’t snow all winter long and you can’t mow in the winter and there’s a lot of things you can’t do in the winter, that maybe incorporate being proactive about maintaining the equipment that you’re going to use in the spring so that come spring it’s ready to go. And that’s hopefully what would come out of this. That’s why I didn’t want to go into this lengthy, you know, I mean, that is a valid question. I mean, ideally that kind of thing gets addressed over the winter, March comes, grass starts growing cause it’s unseasonable warm in March and we don’t have any snow and blah, blah, blah or whatever, and the stuff’s ready to go. We don’t wait till March or April, or April or May to start working on this stuff. But that, hopefully we can come out of this and then you will understand that that’s our collective expectation. We’re going to encourage you to do that.

D. Figgers – Alright.

L. Bowers – I do want to address one point. Don brought up the performance audit and I’ve said this before and I think that it’s important to make it on the record, Don, so that you understand it as well. Both of, when that performance audit was done, both of the auditors and the Trustees acknowledged that the Township’s financial records for 2004 and 2005 were inaccurate. Everybody knows that our Township records were inaccurate – that is a well established, documented fact. But we also had to understand and agree that the auditing guidelines required them to do their audit on our financial records. There’s no other way they could do it. They were

required to, with the understanding; we all knew that they were inaccurate. So we had to make some adjustments in the interpretation of that information. There were coding errors posted on the clerical employees in the police department and the employees in Clerk Clevenger to Road and Bridge. There, her assistant, there still are coding errors. We, because the things that were inputted into the system can't just automatically be changed because it affects past records, as Shirley catches them and as different audits go on, and we saw that in this audit too, they're changed at that point, because it takes an auditor to do that so that it doesn't affect the past records. That being said, the Township's financial records that were used in this audit shows that the salaries in Road and Bridge were \$127,619.00 in 2004. That is the calculation based upon which all the other calculations are used, even our comparisons with the peers. The other thing that's important to note is they do not look at full time employees as positions. They base what we have as FTEs on hours, not the number of bodies.

N. Shanley – Right.

L. Bowers – And so that helps out. The audit indicates, using that information and understanding that there were three part-time employees included in that salary calculation that did not belong in Road and Service, and their hours that did not belong in Road and Service, what their recommendation was that we reduce the staffing levels by point seven FTEs. In 2006, we actually reduced the Service Department by point five in hours and it was one body. And so, the point two was probably even far, the point two was actually probably that point seven took into consideration those three people that shouldn't have been there in the first place. So we did do that. Then in 2008, Sue Heiszek asked the Auditor's Office for an explanation of that number based on an explanation that I had given. And in their response to that, they said that our conclusion in the report was based on the two point two full time employees, and then it says right behind that, not the total number of positions. It's the hours, not the positions. And that, that the table, the one table should have been three instead of three point nine. So if you take that three and you take what we reduced in 2006, and we've not added more, in fact we've reduced further as far as hours, and Nanci can tell you, I've been a stickler on those hours and those overtime hours, but they still include in that two point two, they're still including the part-time administrative assistant that was being used in the Fiscal Officer's, and they're calling it Jennifer Kohler, who was also one of the people who was doing the cleaning of the Township Hall. The Township Hall cleaning, yeah, probably we can stick that in Service, but certainly not the position in the Fiscal Officer's Office and it wasn't even Kohler, it was Cheryl Neumeyer. So, that's the information that skews that. And if you take it down to the actual information, what should have been used and calculate that out, we're in really good shape and far better and our guys are actually doing a whole lot more than, I know that one, one of the places that Nanci has used, that I've look too as well, has been Montville Township. Their budget is far higher than ours by leaps and bounds. Their number of employees is far more. And their road mileage is relatively the same in lane miles, so, you know, the performance audit, there's some interpretation that needs to go on. And I want to make that clear.

N. Shanley – Actually, Montville is considerably higher road mileage, I just checked yesterday.

L. Bowers – It's 51.9 lane miles and we're at roughly 52 lane miles, so I don't see how theirs...see there's a difference, Nanci, between road miles and lane miles. You have to take your road miles...

N. Shanley – Okay, that, that's not what Dennis told me yesterday, but, okay.

L. Bowers – and double them. And look at their private roads.

N. Shanley – Looking, I mean, I hear everything you've said. I'm looking at the same chart you are. The bottom line in the performance audit, particularly the correction, is that the total for Roads, in FTEs, it's full time...

L. Bowers – Hours.

N. Shanley – Hours, okay, is two point two. I mean, we can call it anything we want, we can look at it as positions or anything else. They're full time entities, full time...

L. Bowers – And if you look at our hours, I think that we're below that.

N. Shanley – We have two full time employees right now in Service, do we not?

L. Bowers – Yes.

N. Shanley – Okay. And this was done when we were doing the burials, this was done when we were doing our floors in the Township Hall internally, this was done before we had cemeteries and shrub beds done elsewhere, so, I think we're getting the cart ahead of the horse. I think that what we need to do now is to take a look at what the tasks are, Dave and Roy's feedback on the time required to do the tasks on an average, and the frequency that those kinds of tasks need to be done, and from that point start developing job descriptions that really reflect their jobs so that we can better understand what they're doing, how long it's taking them to do it and we're all on the same page. I mean, given the work that has, no longer being done internally, the two jobs, I mean, if you're going to just use the performance audit as your basis, don't seem to make sense anymore. But I'm not at this point willing to go that route; I would prefer to actually come up with everything that you folk, that you guys do, the time it takes to do it and to form something that makes sense. I think there's just been a lot of communication between one person or another and not a lot of communication between the Board as a whole and your department. I think that that would go a long way toward resolving some of this. I think that perhaps a little less of the, you know, one on one, that we understand what you're doing, you understand from us what the expectations are, and again, I'm repeating myself because we're just sort of not really moving forward here today.

L. Bowers- Well, what is your expectation, Nanci. I guess I'm curious too.

N. Shanley- Well, I guess my expectation, I'll just put it very broadly – my expectation is that...let me back up. I feel that my obligation, as Trustee, is to make sure that the taxpayers' money, anywhere in this Township, is used wisely, okay? That means that we have to help you do the best that you can with the time that we pay you. In other words, my expectation is that you guys will stay busy; my expectation is that you will use good judgment, okay? My expectation is that you want to do the best job that you can do and we have to help you do it, okay? A specific expectation, not to beat it into the ground, would be that, my hope would have been that one of you, knowing how much that door costs would have actually just done it when the weather was good but you couldn't really mow yet. For whatever reason, that didn't happen. I don't know why that is, I don't understand why that is, I guess I would want to know, but when we got someone from the court in, why wouldn't you supervise them, why wouldn't you make sure that it

wasn't, was being done correctly, because that not an inexpensive door and it's the first thing someone sees about this Township. So my expectation would be that a situation like that would be handled a little bit differently in the future. So, but, my overall goal is to get this into some kind of form where we are all, again, on the same page, you are reviewed on a regular basis so things don't blindsides you, you're not reviewed by just one Trustee, you actually, as Bill has made abundantly clear, just because we're liaisons doesn't mean we're in charge of an area, okay? We're just the conduit for information. So the reviews really should be done by the Board as a whole because we're the ones that are responsible to the Township for the services that we deliver. So, those are my expectations.

D. Figgers – I disagree to a point on this door. First of all, this guy was supposed to be a painter. I did, he tells me he is, I take his word for it. I told him to be careful that day, I gave him a drop cloth, I gave him the equipment to do the job, I gave him tape for around the edges, I told him I answer to a Board of Trustees and I don't want to have a problem with this door. It's the first thing, yes, it is a mess. It can be fixed. The, when people see, it's the first thing when they come in. Two, one, two, three, when people are driving down, there's more people that drive down Carsten Road in any given day than come through this door in a month. That, with the grass this high, that's more important to me than having runs on this door.

N. Shanley- Right. But again, you know, I, and I don't want to pick. What I would really like to do is to find a place that we can move forward from where you take ownership of everything even more than you already have and that you take, you know, that you make this something that you want to have turn out well and so you don't necessarily trust this person who's here as a, what is this called, adult probation person, taking on a door that you actually, you know...or better yet, back in March, it was too early to mow, the weather was beautiful. It was warm enough to paint. Why wouldn't you guys just do it at that point?

D. Figgers – You mean the Service Department selves?

N. Shanley – Yeah, you guys.

D. Figgers – I don't know what we were doing in March without looking. And I don't have it here with me.

N. Shanley – And that's the question I guess that Don has asked is, again, not beating it into the ground, but my expectation is that if the weather's good, you can't mow, there's really nothing else that you're doing, you're done washing the salt off of the trucks, presumably, hopefully we're not going to get another snowstorm, at that point you say, you know what, the door needs to be painted – I think we're going to get that painted. And I know you guys can paint that door beautifully. We wouldn't have that. So now we spend more time, cause obviously it can be fixed, but is it going to take time to do that?

D. Figgers – Yes, it is.

N. Shanley – Okay. So that, that translates into an hourly cost that we could have avoided. So my hope and my expectation, back to the question that Lynda asked, is that we avoid situations like this and that we help you. Not everybody is born a good time manager. I mean, I think I said that in my...not everybody's born that way. Sometimes it's, you need, I know I need lists to get things done. And that's my intent that we come out of this with a way to help us make sure that we feel

confident that we are using money responsibly and you guys are confident that we understand what you're doing and the whole thing works a whole lot better than I think it does right now. Because I think that there's just, and it's not your fault necessarily, it's just a lot of...

D. Figgers – There's...

N. Shanley – Not a lot of communication.

D. Figgers – That's what I was just gonna say. There's not a lot of communication. And when you don't have communication, nobody knows what the other, this hand doesn't know what this hand's doing without communication.

N. Shanley – Um-hum.

D. Figgers – I agree.

N. Shanley – Okay.

L. Bowers – Don, you're...

N. Shanley – So...

L. Bowers – Don, you're expectations?

D. Butler – How do you def...how are you defining communication? We supposed to be directing you?

D. Figgers – No.

D. Butler – Okay, good. Because I don't plan on doing that. I'm just asking, I'm a macro person, not a micro. I don't want to get into reports and point two, you got four months, that's well over a thousand man hours, and I'm asking the same question. What was done, it wasn't mowing, it wasn't plowing, what was done in those thousand hours that we paid for?

D. Figgers – Don, I would have to look.

D. Butler – Well please do.

D. Figgers – I can do it by the next meeting. If you want to have another meeting I'll give you, I'll tell you.

D. Butler – I would think for those many hours, without the mowing and the plowing, you'd be able to say we did this project, that project, some project. I'm not talking about day to day, I'd like to know what you do in a typical day when you're not mowing or plowing. Give me a typical day when you're not doing one of those two things.

D. Figgers – Usually we are out mowing or plowing.

D. Butler – No, you're not. You don't mow in November, December. You didn't mow in March and April. You didn't plow in those months either. That's a given.

D. Figgers – Well then I'll have to look at the...

D. Butler – Well, you...

D. Figgers – I'll have to look at our notebook.

D. Butler – That's a given. When they say it's the warmest April and the mowers weren't even here, and the mowers were broken down towards the end, you weren't out mowing. And in Jan..., November, December we thought we were the luckiest people in the world; we had virtually no snow. So you weren't out plowing.

D. Figgers – I'll have to look. I'll get back to you on it. There's, there's two daily logs over there. Every day is something is written down in two logs, so, I'll have an answer for you.

L. Bowers – While we're talking about expectations, this is not a complaint, it's not a complaint. And I know that a comment that I made before was interpreted as a complaint and it's not. Sometimes our guys take longer to do things than we think they should take to do. And it's clear to me that there's a reason for that. I received a number of phone calls about the condition of the cemetery, Waltz Cemetery, on Memorial Day. And I have encouraged those people to put it in writing and send it to the Board of Trustees as a whole and I hope that they do. I was out there on Sunday, I know that I have spoke about this a number of times, so I do believe that the Board of Trustees as a whole knows that this happens, but on Memorial Day service at the Waltz Church, many of the elders in our community gather in that cemetery – those are our first families, the people who founded this Township and their descents and it's a large number of people and they are used to a certain standard of care in that cemetery, particularly for that day. Dave and Roy are very cognizant of that fact and they make sure that the mowing is done, they make sure that they blow the grass off of the stones, knowing that the people go in and identify those stones and put flowers and flags on many of those stones. So I went out, cause I go to that service, and I went out and I want you to take a look at what's out there. There are skid marks around every third or fourth stone where the grass has been peeled away from the speed at which those mowers are going around; Dave and Roy don't do that. They know that people go into that cemetery regularly. And it's no criticism of the company that is doing it. That is what you're going to get with a company that goes in, time and money management, and runs in and get it done and gets in and gets out. I don't expect that kind of care in that active cemetery. I suppose in the other cemeteries where there's not a whole lot going on, I don't think that that's a priority. If you go up, and I know that you both said that our cemeteries look better than they ever have. Have you been in Spitzer in the last three months? Have you been there, Don?

D. Butler – Yeah.

L. Bowers – You've been in Spitzer? How recently?

D. Butler – Down here?

L. Bowers – Yes.

D. Butler – I go past it every day.

L. Bowers – Have you been in it?

D. Butler – No, I've not gone up there. I just see if it's mowed or not.

L. Bowers – Oh, you need to go, you need to go see if it's mowed or not. Nanci, have you been in there?

D. Butler – I know it's mowed.

N. Shanley – No.

D. Butler – I can see from the road if it's mowed or not.

N. Shanley – I will reiterate, okay...

L. Bowers – But anyway, my point is, Nanci, and let me finish this thought, it's not that I'm complaining about what Mike does, I just want the Board to understand that sometimes when we're talking about, you know, how long it takes you to do this and how long it takes to do that, I can't stress enough from my point of view that the priority of taking the extra care to make sure that the citizens of this community get what they expect, deserve and need, and it's more than what they're getting now, at least on that particular day. If you look at the gazebo, I took pictures of that, not on purpose, I was taking pictures for the Memorial Day parade, those weeds didn't pop in one day a week. And you know what? I don't care about the weeds. I, they're doing a nice job mowing, they got it mulched, I don't care about the weeds. I'm not complaining about the weeds, but we had the same problem with Dave and Roy. It's a level of care and it's an expectation. There are certain things that I expect a little more, maybe the rest of the Board doesn't, we need to get on the same page when we're communicating that to them and I ...

N. Shanley – Absolutely.

L. Bowers – don't think we're on the same page. So, we need to have that discussion among ourselves of what our priorities are. I think you know what mine is. And, and David, I'll answer the same question I asked the other Board members. I expect you to be busy, I expect you to plan and manage your time well, I expect that we'll only have one person doing what one person can do and two people doing what it takes two people to do, but I also understand that sometimes we don't understand why it takes you longer and take more, and I will always ask those questions if I have it. I expect that we will deliver in every fashion in this Township, the most effect and efficient service we can to the residents of this Township in the most cost effective manner and, and, you and I've had those conversations before. And things that I didn't think was cost effective, so.

D. Figgers – I don't think I've ever, the Service Department ever tried to do anything to cheat the residents or ...

L. Bowers – I don't believe so either, Dave.

D. Figgers – We go above and beyond. A guy had a roto-tiller in Raintree Development; he had it stuck up to the top, over the tines, in mud. And he looked at me one day when I was up in there and said can you, is there anything you can do to help? That's why when Lee Kehoe was on Board I asked if we could jump start people, we could give them a little shove because I don't want somebody tagging me for doing something that, and all it's doing is helping a resident.

N. Shanley – Well again, as long as the Board, as long as the Board is of a mind and we are aware, I don't think anybody, you know, the problem is that one person knows something, that somebody else doesn't know because conversations occur between two people, and that's, I think, what creates some of this. I will say this about Lynda's comment however; I disagree with her in terms of the fact that I'm not willing to accept that from somebody that we're paying for services from. And if I had seen that I would be communicating that. I don't think it's acceptable...

L. Bowers – And I intend to talk to him.

N. Shanley – And I would recommend....

L. Bowers – I intend to talk to him. But, it is what we should expect to get.

N. Shanley – No, it isn't. It is not. I don't think it's acceptable from any vendor whatsoever.

L. Bowers – But, I mean, you can look at them. I'm not lying, Nanc. There it is. And, you know, people didn't have to call it to my attention. You know, Nanci, I don't expect, I don't expect Greenskeepers to go up there and blow the grass off of the stones, but there were stones that were completely covered. I don't expect them to do that. I don't think, I don't know, Don, did you communicate that to them when they did the bid? I don't think so. I wouldn't have. I don't expect them to blow the grass off of the stones, but our guys do it. They do it.

N. Shanley – Okay. Let me ask, Dave, you had mentioned the gas house, we've never done, right?

D. Figgers – Correct.

N. Shanley – Okay. And I don't think that Mr. Biskup's contract included that because of Dave's statement, so I see that the gas house on here. We need to decide if something that we want to address or not and see if they will do it for the same, the same money. Cause I, I think it's horrendous, I don't think it's acceptable, but it's also something that we never did as a Township, so I don't think that the contract included that either.

D. Butler – What's that, Nanci? I missed it.

N. Shanley – The gas house.

D. Butler – Oh, okay, yeah.

N. Shanley- Right there, Columbia Gas.

D. Butler – Yeah.

N. Shanley – Because it is a horrendous eye sore, but it has been for as long as I've lived in this Township, I don't think we've touched it.

L. Bowers – I guess I'm struggling to keep from saying it, and I'm going to say it. Sometimes there's a tendency to overreact to one or two people making complaints and if we had the Memorial Day service on Monday, and Dave and Roy were responsible for the grounds, there would have been complaints. There would have been. Mr. Meliher just said as well. There would be complaints. I wouldn't have complained because I don't think it's that bad. I'm not complaining now because it's, you know, some weeds and stuff and it happens, you know, God grows weeds. I can't keep them completely down in my own place.

N. Shanley – You know, I mean, we're getting bogged down on a lot of stuff. I will say this, as long as we have photos, I did not bring them. I have photos from before Greenkeepers got started. Around the gazebo, around the Town Hall, because I wanted a before and after, just so that I would know for myself, is this any better, are we getting anything...

L. Bowers – Nanci, my points not that the weeds, it's the ...

N. Shanley – Well, no, let me finish, please. Let me finish please.

L. Bowers – Okay.

N. Shanley – I still believe, I am not entirely happy with what I see here either. And I would communicate that to Mike also. However, I will say that what I saw at the ceremony on Memorial Day is light years beyond anything I saw out there last year or the year before, throughout the entire summer. Now some of the folks that are here that were there for Memorial Day may not have been paying as close attention in the past couple years as they might have on Memorial Day. But I will tell you that it was markedly better. I still think it could have been better than it was but it was markedly better than I had seen it, over the span of a summer, not just after a rainstorm or anything like that. I remember seeing weeds in front of the Administration Building last year that were more than a foot wide.

L. Bowers – Dave, do you want to...

N. Shanley – That didn't happen overnight. Again, now, we're not making any progress. We're, you know...

L. Bowers – I just want to know if Dave wanted to comment on last year. Cause, it was a discussion he and I had when I thought they should be doing it, and what I was told is they were told not to.

D. Butler – By whom?

L. Bowers – The Board of Trustees, not me. So, do you want to comment on that, Dave?

D. Figgers – I thought, I had a lot of comments that when I was putting stone around this mulch and stuff last year that it looked really nice. I was doing it by myself with a wheelbarrow. I don't like, I don't like to, I'd rather keep quiet than to get a lot of people in trouble or to have negative thoughts. I'd just rather keep quiet. I've got forty pictures myself of things that should be that

are, that had to do with landscaping. I don't see the need to bring them out and throw them across the table.

L. Bowers – Were you discouraged from maintaining the beds last year, David? That's my question. Were you? Did you feel that you were?

D. Figgers – Too much mulch. There was too much mulch. You had a contractor that was going to, that said he was going to strip the mulch and redo it, that didn't happen this year. What you had was a contractor came in and put mulch on top of what was already too much, according to someone else, too much.

D. Butler – Dave, the question was, last year. And last year mulch sat in that parking lot for three or four months.

D. Figgers – No sir, it didn't.

D. Butler – Yes, it did. It sat out there for a long time.

D. Figgers – No sir, it didn't.

D. Butler – Year before that then. I know there was mulch there, it burned me every time I pulled in there was mulch sitting there.

D. Figgers – And did you communicate that to me? No sir, you didn't.

D. Butler – Why should I have to?

L. Bowers – Would you like to elaborate on why it was there?

D. Figgers – I was doing it myself, Don.

D. Butler – Why should I have to? That's your job.

D. Figgers – That's right. And from thirty yards it went down to twenty to ten and it disappeared. And last year I did it by the truck load.

L. Bowers – Was it there because you were working from that pile, is that what you're saying?

D. Figgers – Yes, it was.

L. Bowers – Okay.

N. Shanley – Can I suggest that we just at this point move forward and start working with this form and start just moving forward? I think we need to just have a clean slate here, have a clear understanding of the different tasks, have a clear understanding of the time that's required. We need to have faith in you that this is accurate information; I have faith that you're going to give us that. Again, I have to believe that anybody wants to do the best job and I believe you do. What I've observed from that side of the room and this side of the room and that, is that there has been a lot of confusion, there has been a lot of communication between two different individuals, but not

so much communication between this Board and you, so that there's a clear understanding in both directions. And that's what I would like to achieve. So, can we move forward?

L. Bowers – Yeah, that's fine.

D. Butler – Yeah, we're moving forward and I have this question as moving forward. Dave mentioned that mowing, you can't start in the morning cause of the dew. Why do we have a seven o'clock starting time? Why not eight?

D. Figgers – Can have it whatever, whatever the Board...

D. Butler – I mean, it just seems if you can't work the first hour because of dew when it's mowing, snow's dictated to, and even if you look at the calendar, there's like seven or eight months that seven o'clock in the morning it is pitch black outside. I don't see where anything can get done at that time. I would, I would offer that we need to change the hours going forward to something that's more practical.

D. Figgers – I, I didn't say it for that reason. I said if the grass is laying down because it's a heavy dew...

D. Butler – Correct.

D. Figgers – Or it's raining, then, then that's different. That predicates a different way of mowing. We have to go slower. You can't go whipping through, you'll go right over it.

D. Butler – Well then, why...

N. Shanley – Well, I think, most of us that mow yards know that you really can't mow until the dew's pretty much burnt, dried off the grass.

D. Figgers – You can't mow this.

N. Shanley – Yeah.

D. Figgers – You can mow roadsides.

N. Shanley- Would you have any, I mean, and I'm not saying that we make that decision today, but would, do you see any downside, I mean, when, when it snows, you've got to go out whatever time it is. But as a routine, on a routine basis, do you see any problem with an eight o'clock starting time so that as soon as you hit the Township, things can actually start being done because the, things are a little further along and drying out.

D. Figgers – Doesn't matter to me one way or the other.

L. Bowers – I've always been a proponent, and we tried it one year and I thought it worked very well, and then they were told that they couldn't do it anymore, and I've never fully understood that, but allow them to start at the time that they thought it was appropriate based on the weather on any given day. Sometimes at seven o'clock in the morning there's things you can do and sometimes there's not. I've always, I've always been a proponent of the flex time based on what

they have to do. Sometimes he's got to be in in the morning early because that's the only time he can catch building inspectors and county engineer's office people and so on and so forth. They set aside a forty-five, half hour window, usually between 7:15 and 8:00, I think it is, that the Townships can communicate with them or anyone else who needs to and if they've got to do that kind of work then they've got to be here.

N. Shanley – Do you do that frequently, Dave?

D. Figgers – I do it as, not frequently, I do it as I have to, whenever something comes up.

N. Shanley – Okay. But I mean it's every once in awhile.

D. Figgers – People make, they call, people in Raintree called the other day. Rather than, rather than hear it from me, I called the, I called the County, they met me out there, we explained the problem to them together and that, they had a water problem, and so I had to call them.

N. Shanley – Um-hum. So, I mean, it's sporadic.

D. Figgers – It's sporadic, yes.

N. Shanley – It's not, okay, alright. I, I think that...

D. Figgers – Eight to four, just put it down, I don't care. That's fine.

N. Shanley- I would advocate that we start with that and as this starts to work better and things start to flow more smoothly, then we can move to that kind of an arrangement but I think we need to start somewhere with some structure and then move forward.

L. Bowers –That's fine with me.

N. Shanley – Okay.

L. Bowers – If it's, you know, Dave will let me know if it's not working.

N. Shanley – Don, do you agree?

D. Butler – Yeah, you know, this doesn't have to be a concrete eight to four, there's some common sense involved in this. If someone needs to meet earlier, you show up earlier and meet with them. That's the thing I don't like about these rigid rules, because then all a sudden, if I was Dave, I'd be saying, hey, the guy wanted to met at 7:45 and we don't start till 8:00, cause you said so.

N. Shanley – Okay.

D. Butler – But I don't see...

N. Shanley – So would you say...

D. Butler – Excuse me...

N. Shanley- Eight to four with...

D. Butler – Excuse me.

N. Shanley – Yeah.

D. Butler – But I don't see where in the middle of the fall or the winter, coming in at seven in the morning solves anything. I don't see where if it's raining out, coming in at seven in the morning, and that's what the time sheets all say – seven a.m. to three, seven a....no flex time in any of those time sheets I've ever seen.

L. Bowers – They're not allowed to use flex time anymore. That was taken away back in...what, 2007?

D. Butler – Well then...

L. Bowers – Was it 2007? Other than snowplowing, it was taken away. And the reason we went to the flex time was to overcome overtime. And that way they didn't have to come in early and they didn't have to stay late, they could work their schedule around things and we whacked overtime almost in half, I think, the year we did that, didn't we Dave?

D. Figgers – Yes.

L. Bowers – Including the snowing.

D. Butler – I wasn't here, I, you know.

L. Bowers – No, it wasn't, but, you know, but there's history to some of this stuff, you know. Sometimes, sometimes you ask the question why they're not doing this, well, it's cause they got their arms cut off when they did, that's why.

D. Figgers – Also, doing this, would somebody on the Board, cause we've never had it and it's in, it's in there, stand-by time in the winter, what that is. Could somebody explain that to me, please?

N. Shanley – It's in where?

D. Figgers – It's in our handbook.

L. Bowers- Well, stand-by time, as you recall, came out by resolution when we instituted flex time.

N. Shanley – Well, is that not replaced by shift differential?

L. Bowers – And then flex time was pulled out, exactly, that's where I was going. And then...

N. Shanley – Yeah, I think that the shift differential took care of that.

L. Bowers – You and Roy met with the Board and we decided that, that shift differential, there would no more be stand time and during the wintertime you would do the flex time and there wouldn't be stand-by time.

D. Figgers – Okay, good.

L. Bowers –You know, that's...

D. Figgers – I don't remember hearing that but that's fine.

L. Bowers – In order to make sure that people understand this, by Fair Labor Standards Act, if we require them to be available; we are required to pay them. And, and that's, and when there's a snow event coming they can't leave town, they can't...

D. Butler – I don't have a problem with snow events, that's...

L. Bowers –So that's why we did the shift differential.

N. Shanley – Can I suggest then that we go to the eight to four and if you need to use discretion to meet somebody at 7:45 cause it's the only time that they can meet, you have the latitude to do that. But as a general rule of thumb, that it's an eight to four workday. Does that...are you okay with that?

L. Bowers – I'm fine with that.

D. Butler – I have no problem.

N. Shanley – We have faith that if you need to be there at 7:30 for a reason or you need to be there later for a reason, because of a specific situation, that you do that and that you adjust accordingly.

L. Bowers – And sometimes there's a requirement that they come out on the weekend too. Are we going to give them the flexibility to take that off of their forty hour week if they, if there, have the ability to do that?

D. Butler – Sure, it's common sense.

N. Shanley – Yeah, I don't, that's just common sense to me.

D. Butler – If you know you have...

L. Bowers – It's not common sense if they're not given the authority to do it, so, let's make it clear.

D. Butler – Last year, last year at pick-up day...

L. Bowers – Cause that's flex time.

D. Butler – Pick-up Day, they worked it in so that the Saturday hours were part of their forty hour week.

L. Bowers – And that was done by agreement ahead of time. Yeah.

D. Butler – Yeah. And this year...

L. Bowers – This year there was no agreement.

D. Butler – Well, you can't, I don't want to micromanage the department, say this week you're going to do this, I mean, it's common sense and sometimes it just doesn't look like it prevails. You assume that there wouldn't have been overtime. I mean, even that week of the pick-up...

N. Shanley – You mean Clean-Up Day?

D. Butler – Huh?

N. Shanley – Clean-Up Day?

D. Butler – Clean-Up Day. The mowers were down for at least for a day and a half or two days. But we still somehow got eighty hours of work in plus the overtime.

L. Bowers – Were all the mowers down?

D. Figgers – There again, I, I don't know what to tell you...

D. Butler – Well, I'll tell you, Dave ...

N. Shanley – I think you had the grasshopper down...

D. Butler – Excuse me, excuse me.

L. Bowers – Just...

D. Butler – Wednesday the twenty-eighth, you called me at 12:30, you left a message – the Scag, the hydro went down, that's two mowers out. It will take a couple days to replace them, you're talking to Wellington. On Friday, at 8:08, the grasshopper was running again, the loaner from Scag was received. On 5/12, at 7:38 a.m., the Scag was back but the grasshopper was down again. So yes, that week you had at least a day and a half, if not more, just based on the phone calls that you couldn't have been out mowing. Again, it was forty hours plus seven and a half for Clean-Up Day.

L. Bowers – Something you wanted to say?

D. Figgers – Nope.

L. Bowers –How many mowers you have?

D. Figgers – Five.

L. Bowers – Five. Thank you.

N. Shanley – You have the two Scags, you have the grasshopper, you have the boom mower on the tractor, I'm, I can't think of the fifth. I, just for my own knowledge.

D. Figgers – Flail mower.

N. Shanley – We have the flail mower. Is that for the ditches?

D. Figgers – Yes.

N. Shanley – Okay. So we kept one, we have the new flail mower. What's the other mower then? I guess I was think..., when I said the boom mower I was thinking of the flail.

D. Figgers – Boom mower is different than a flail mower.

N. Shanley – Okay. The flail you use for the front part of the ditch?

D. Figgers – Flail mower's used for the front part.

N. Shanley – And then the boom mower you use for the, the back slope?

D. Figgers – Back or front.

N. Shanley – Okay, okay. Are both of, I just, these are things that I'd like to see here. Are both of you out doing then ditches at the same time, since you...

D. Figgers – Yes.

N. Shanley – Okay.

D. Figgers – The other thing, Clean-Up Day, the...we've been doing it, I believe, eleven or twelve years. Two of those, other than two of those years, it's all been on overtime. The dumpsters, they, due to the price of scrap was fluctuating, between the end of the month and May being the first of the month, that Saturday, the price of scrap was fluctuating so greatly they did not know when the dumpsters were going to hit here. If we wouldn't have been here, the dumpsters would have ended up in the parking lot backwards. Like they always do, they try and put them in, they bring them out and the easiest way to unload them is backwards and you can't have that. And then it's very hard to turn the dumpsters around with a backhoe.

N. Shanley – Is this the outfit that takes the metal for free?

D. Figgers – The metal and also C. Martin.

N. Shanley – Okay. Could we cover that by written communication with them in advance saying all dumpsters will be open, you know, open end facing north?

D. Figgers – I've tried to do that and it doesn't always work when you have a driver come out and just drop it, unhook it and go and get another one.

N. Shanley – Yeah. I guess I'd advocate trying that and just making it crystal clear. But anyway, I guess what I'm going to suggest, because I don't know that we're going to get this done as a group is for Dave to take this, and I'll give you two of these, and you and Roy sit down and start giving us this information. I think we're going to need another session because we're, we're not going to be able to make progress until we have this. And then once we have this we can create a better understanding of everything that you do, what it takes to do it, we can formulate job descriptions that are more illustrative than what currently exists, which are not very illustrative, and we can then just move forward and let's, let's just start this all over again.

D. Figgers – That's fine.

N. Shanley – I mean, let's start the whole, I mean, I would like to see us just sort of start from scratch with the department and how we do things and just move forward that way.

D. Figgers – Fine. I'm all for it.

N. Shanley – I don't know what else we can accomplish without having this information, so.

D. Figgers – I agree.

N. Shanley – Does anybody, everyone agree with that?

D. Butler – Yeah, I don't have a problem with it.

L. Bowers – Anything else?

N. Shanley- I'm going to sugg...this might help too. This is different from the log, Dave, that you were keeping, although I haven't seen it myself, but I think it, I doubt that it was like this. I'm going to ask, and I, there's codes to make it easier for you. I think maybe if this was done by you and Roy for between now and the time, at the very least, between now and the time that we reconvene, it might also be a good education for us.

L. Bowers – Can I see what that is?

N. Shanley – Yeah. You know if the Board agrees. Don, here you go.

L. Bowers – Dave, when did you stop doing your, your log tracking? Cause you used to do a document similar to this. When did that stop? I was just curious. If you can't...

D. Figgers – I couldn't tell you, Lynda.

L. Bowers – Tell, it doesn't matter.

D. Butler – Well, you just mentioned you had a daily log. You just said you have two daily logs sitting over there.

D. Figgers – We do. We used, we used to do a time study.

L. Bowers – I used to have this when I was, I used to have them do that.

D. Figgers – We did a time study for I couldn't tell you how many months.

L. Bowers – So, I'm thinking it's a really good document, Nanci. Cause that's what I used to have them do.

D. Butler – Why'd they stop?

L. Bowers – I don't know. That's why I'm asking.

N. Shanley – Well then, let's just start again.

L. Bowers – Yeah, let's just start.

N. Shanley – Okay? Can we give Dave, I can send this electronically to everybody if they like. Can we give Dave some of these so that, and Joy, I'll send it to you electronically so if they need to print it out.

D. Figgers – Yeah, she can copy it.

D. Butler – I think it's a good start. Give us something to really look at.

D. Figgers – Fine.

N. Shanley- Shall we plan another, how long do you think you need to come up with the complete list and all of that? I'm trying to think of next time that we should sit down and get together again here.

L. Bowers- Want to do it after our Budget Meeting?

D. Figgers – Give me a suggestion.

N. Shanley – Yeah, it's going to have to be. How about, do we want to, maybe four weeks worth of these makes sense to have?

D. Figgers – That's what I was...

N. Shanley – So why don't we look at, you know, in early July.

D. Figgers – That's fine.

N. Shanley- That alright, Don?

D. Butler – Yeah, we could set it at the next meeting.

N. Shanley – Hum?

D. Butler – We could set it at the next meeting.

N. Shanley – Or we could set it today.

D. Butler – I don't know my schedule.

L. Bowers –Then how about we set it at the Budget Meeting? When we have our budget review meeting.

N. Shanley- Okay. Sounds good.

L. Bowers – And we'll set it then. I'm going to ask this question because the question was asked of me. And it was asked of me because it was attributed to the Board of Trustees and it was the first I had heard of it. Has there been a decision made that we're downsizing the Service Department to one person?

D. Butler – What's your question?

L. Bowers – Has there been a decision made that we are downsizing the Service Department to one position?

D. Butler – Hasn't been discussion on it.

L. Bowers – That was my answer.

N. Shanley – I don't know that we can determine how many people or how many man hours until we go through this whole process.

L. Bowers – Just want a yes or a no.

D. Butler – No.

L. Bowers - Has that decision been made so I can carry the information back and say that every member of the Board has said no, that decision has not been made.

N. Shanley – No, no.

L. Bowers – Cause I was asked the question and told it was attributed to one of the Board members, so I'm just asking. Now we can say that it hasn't. Thank you. Anything else?

Safety Issue -

D. Butler – One other item here. I knew this was coming in and I need to bring it up here. I think everybody received a letter from Dave. It was interesting, Dave Hollish, it was interesting. And yesterday I was at a fast food place and a worker came in with a bright colored vest and, before I even saw the letter, and I said to him, when do you wear that? He says every second of the day unless I'm home with my wife. He even had it on at a restaurant for lunch hour. He said these things never come off. It, it's required. Then I picked up the letter that Dave presented to us and I think we need to address that situation. I was concerned last year when I saw the young lady

mowing out here with no safety equipment at all. And I mentioned that last year a couple times in meeting and to Dave about is she running around here with, you know, shorts, t-shirt, that...

N. Shanley – Are you, do you do anything with OSHA at all? Are you OSHA certified?

D. Figgers – Define OSHA certified, I'm not sure.

N. Shanley – There's different levels of OSHA certification. There's like a ten hour certification, there's like a thirty hour certification. Those are basics for people usually in your kind of a position.

D. Figgers – Yes, I am.

N. Shanley – You are. Okay. You're current? You have your...

D. Figgers – Yes.

N. Shanley – Your ten or your thirty, which one are you?

D. Figgers – I think it's the ten.

N. Shanley – Okay. I think that once we get through this I think we can turn our attention to a safety program that you could help us develop.

D. Figgers – I've been asking to have a safety program in this Township for eight years.

N. Shanley – Okay. I would very much like to see us do that, you know, with your help.

L. Bowers – Are you still attending the classes at the County? Is that where you're taking yours?

D. Figgers – I have. I, and that's, if we're bringing up safety, these safety luncheons, they're not designed for the employee... they're designed

N. Shanley- For the managers?

D. Figgers – For the employer. I think that, because, I kind of just got it pushed on me from Lee because of work, work, time, that somebody, somebody else should be doing it. One of the Trustees should be.

N. Shanley – I looked at the list. I had, I hadn't gotten any information but I called the Ch...the person at the Chamber that's in charge of the Medina County Safety Council. It seems that there's a mix. Some of them are manager oriented and some of them are for, for example, there's one coming up that really only someone like you would need to...

D. Figgers – Truck seminar.

N. Shanley – Yeah. Something like that. If you have that certificate you might give it to Joy to put in your personnel file, cause it's not there now. For the OSHA certification. That kind of thing we should...

D. Figgers – I carry, I carry it with in my wallet.

N. Shanley – Just have her Xerox it.

D. Figgers – That’s fine.

N. Shanley – Okay.

L. Bowers – Also, guys, Dan Goodrow is the County’s OSHA facilitator, whatever, and I serve on another board with him that happens to meet tonight, so I was going to get some information from him. In fact, I put a call into him. I haven’t read Dave’s letter but I heard about it so I put a call into Dan. And he’s going to bring me some information. Apparently, government workers have a whole different set of regulations. They’re not the standard OSHA guidelines and so I’m going to see if I can’t get those for us.

N. Shanley – Yeah, if you can get copies that would be wonderful.

L. Bowers – I’ll see what I can do. He teaches, he teaches the OSHA compliance at the Career Center as well for the business operators in the community.

N. Shanley- Does anyone have any objection to me sending this to Dave and Roy on behalf of the Board. Just questions that he can answer on his own time, but I’ll just send, I just have it on a piece of scrap paper. I’d like for, to find out from them what they feel they need to do a better job, what do they personally feel their job performance is, do they see areas for improvement in their own performance, how do others contribute to that and what can we do to help? Would anybody have any objection to me sending that to them?

L. Bowers –Not me.

N. Shanley- And I have a couple of other questions. Right now, when you report off for whatever reason, who do you report off to?

D. Figgers – We don’t. It’s just, Lee came up, Kehoe, came up with something. It was a sheet that, fill it out, turn it in, and then it has where they’re, someone’s authorized to sign it.

N. Shanley – Okay. So if you’re sick you just fill out a sheet?

D. Figgers – Yeah.

D. Butler – Yeah, I’ve two of them. I have two of them right here, Nanci.

D. Figgers – Well, not sick, it’s mostly vacation time.

D. Butler – Yeah, it’s...

N. Shanley – Okay. That was my next question, for vacation, time off requisitions.

D. Butler – Well, here, here's one that was filled out Friday to take Monday off. Just got it. Here's one that was filled out yesterday, I don't know how, because he was off, for Friday. So yeah, the forms are here but there's no communication as to when. It's a last minute type of thing.

D. Figgers – Lot of times, things, lot, the one was for, is for next Tuesday.

D. Butler – The Tuesday I didn't look at, whatever the eighth is.

D. Figgers – It's next Tuesday.

D. Butler –The other one was for yesterday.

D. Figgers – Yes.

N. Shanley- Okay. I just wanted to know, I mean, we'll probably, we'll want to revisit that at some point so that we're clear on a path for that. You have a question.

L. Bowers – Anything else? Oh, I'm sorry. Does the Board want to entertain questions from the public? It's a work session. Doesn't matter to me.

D. Butler – Yes, yes.

L. Bowers – Don says yes.

N. Shanley – That's fine.

D. Butler – Yeah.

N. Shanley – That's fine.

L. Bowers – Fine with me. Mr. Hollish.

Public Participation –

D. Hollish – Dave Hollish. I don't want to sound like I'm an ogre or anything or, I don't want to see anyone get, my main concern is seeing anyone get hurt, is my priority. I have nothing against anybody as far as I'm concerned, it's just a safety issue and that's what I saw, I noted. I'm in the construction industry, I'm going by construction standards, of government standards may be a little different.

L. Bowers – I think we need to know what they are.

D. Hollish – But is this for government employees working in a forty floor building?

L. Bowers – We'll find out.

D. Hollish – I guess what I'm saying, with my training I've had in different states, along with this one, is no matter who you are, if you're being paid by somebody, you got to follow the gui... in other words, they're going to take snippets out of a construction manual, put that exact same verbiage into something different. It's another article.

L. Bowers – Yeah, I’m not complaining about the

D. Hollish – Just make sure that...

L. Bowers - letter, David, I think that we need to pay attention to it and

D. Hollish – Because, again, if you read the letter...

L. Bowers - we need to get the information and that’s what I intend to do.

D. Hollish – My concern is, too, is if somebody drives by from OSHA, they’ll take pictures of everything, that’s how they do it on ours, they first take pictures then they introduce themselves, and then they levy fines, and the fines can be astronomical.

D. Figgers – What were you concerned about, Dave?

D. Hollish – Well, when you were putting the flags up you were in a bucket with a cage, okay?

D. Figgers – Yes.

D. Hollish – With no safety harness on. The minute you’re in that cage and you’re being lifted up, one, anything over six foot in any type of articulating lift or anything, you have to have a safety harness on. Lanyard off to an appropriate, which cages will have, an appropriate hook off point. If that bucket tips forward, you fall out, you might break a neck, break an arm, break a leg, maybe get up and walk away and just dust yourself off, which would be the ultimate for everybody here. The minute you go up on that lift you, in my eyes, you’re in violation. And if an OSHA man was driving by, he would have stopped his car, they carry the best photo equipment next to a professional photographer, take pictures, then he’d come over and introduce himself and he’s with the federal government, he’ll show a badge and start asking questions and then levy fines. And the fines are next to impossible to get out of. You literally have to hire an attorney and most cases they’ll reduce it down by a small percentage. That’s my professional, in the construction industry. And as far as what I, I put down what you guys should have as far as safety and, and in my industry, what Don said was, you don that vest the minute you walk in on a job, gloves, a hat, glasses, appropriate. You take that off for any reason, there’s no first strike, second strike, third strike, it’s pfft, out the door. We don’t need you no more.

D. Butler – County has them when you see the County workers, state has them when you see the state workers, I, I would think that government regulations would be more strict than private sector regulations.

D. Hollish – Now if you’re working on your house, OSHA can’t come in and see you’re doing violations. They have no authority within your own residence. Outside of that, they auth...have the authority everywhere else.

L. Bowers – And we have those vests, David. I know we purchased them.

D. Figgers – Yes, they're somewhere... I wish though that if you'd have seen us doing that and being that you didn't want anyone to get hurt and you're all for safety that you would have stopped us.

D. Hollish – I saw that... it... as I'm driving down the road I, boom, boom, boom, put a letter into the Township, got it out as fast as I could.

D. Figgers – Well, what you...

D. Hollish – Sometimes my thoughts are a million miles away just like everyone else's.

D. Figgers – Rather than, rather than convey it to the Trustees...

D. Hollish – Okay.

D. Figgers – You should have conveyed it to the workers...

D. Hollish – Okay.

D. Figgers – That were in peril.

D. Hollish – Well, I'll take that, point well taken. Next time I see something, if I, if it bothers me in any way, I'll...

D. Figgers – The other thing is, when you're up in a bucket, and you're up five feet and you've got a six foot lanyard, if you fall out of the bucket, you're still gonna hurt your head.

D. Hollish – Well, they, they do make lanyards that don't retract and you can get a shorter lanyards. There's not just a six foot lanyard. You could get smaller...

D. Figgers – You can get a four foot lanyard. OSHA requirements are six foot.

D. Hollish – That's fine. What I'm saying is, the minute I get into an articulating bucket, even if I'm moving it, which is usually called a boom lift, even if that bucket's two inches off the ground, if I don't have that harness on and that thing clipped, that's a violation. Their concern is if you're going up, that thing tips, they're not, they're not going to question, it's just the rule, rule of thumb. Whether common sense says, yeah, I'm gonna hit the floor when that six foot lanyard hits, that, they want to see it and that's all there is to it.

D. Butler – Dave, what's the requirement for the vests?

D. Hollish – The requirement for the vests is if you're on the road, for example, its high visibility.

D. Butler – Okay.

D. Hollish – In order words, even in the construction industry where heavy equipment going back and forth, all of a sudden today I put a brown shirt on and you're, they're excavating, and I got brown pants on, I might blend into the scenery and that man that's sitting x amount of high on the front end loader or a track hoe, who knows what size, or a crane operator that's four hundred foot

in the air swinging a load, can still see the ground but he's, he's lookin' at ya that something smaller, you blend into the material, now I have a vest on, he sees that.

D. Figgers – And that's, and that should be said the same thing for berming, for cutting berm...

L. Bowers – That requires three people if you do it right, you know that, you know that.

D. Figgers – I'm well aware of it. This Township's been doing that for twenty years.

N. Shanley – For mow...you mean mowing, mowing the ditches you mean?

L. Bowers – But we're not allowed to use the part-time.

D. Figgers – No. Berming...

N. Shanley- The berming material, applying the berming material?

D. Figgers – Berming, putting it out there, cutting the turf down, even ODOT will go by when they're mowing and have a pickup truck behind them.

L. Bowers – If you follow the letter of the law, for them, for our Township men to berm, we are required to put three men on the road. Three men. For them to berm.

N. Shanley – Do you use the vest now?

D. Butler – Let's go back to sim...

N. Shanley – Do you use the orange...

D. Figgers – We have.

N. Shanley – Okay, do you use them routinely right now?

D. Figgers – Not routinely, no.

N. Shanley – Okay. Would you have any prob...

D. Butler – What was your question, Nanci?

N. Shanley – Does he use the vests routinely right now?

D. Butler – I would think, is it a problem putting it on in the morning taking them off at night. I just, should be the cos...the costume of the day. You walk in there, put the vest on.

D. Figgers – That's fine. I wish, I wish somebody would have thought of that before...

N. Shanley- Well, if we can get through this process first I would love to see us work on a safety program.

D. Figgers – That’s fine.

N. Shanley- Again, everything is all spelled out and there’s no guess work. When you mow, are there long pants or shorts or, I’ve never paid attention.

D. Figgers – Usually we wear long pants.

N. Shanley – Okay.

D. Butler – So we can assume tomorrow you’ll just put the vest on and that’s going to be our policy from now on, just common sense.

N. Shanley- Unt...yeah, until we have something formal, yeah.

D. Figgers – If there are two vests over there, there were the last time, I don’t know where, I don’t know exactly where they’re at. If not, we’ll get them and we’ll wear them routinely.

D. Butler – I don’t have a problem with that.

D. Figgers – Eight to four. Not a problem.

L. Bowers – Anything else, Don? Nanci?

N. Shanley – No.

L. Bowers – Joy has her hand up. Oh, I’m sorry. You weren’t done? I apologize.

D. Hollish – Again, if you’re going to implement like a safety program, you should go to the County.

L. Bowers – County has a good program. Keith Blair,...

D. Hollish – Exactly, go the County...

L. Bowers – Keith Blair runs it.

D. Hollish – and they’re OSHA certified. I, I don’t spout to know everything about OSHA, but I do carry the book, which is the size of a phone book, if not thicker and I’m OSHA thirty certified.

L. Bowers – Several years ago we made arrangements with the County, they take our guys. Anything we want to put them in to, we’re allowed to cooperate with their programs.

D. Hollish – Okay.

L. Bowers – And...

N. Shanley – It’s Keith Blair?

L. Bowers – Yeah.

N. Shanley – B, L, A, I, R?

L. Bowers – B, L, A, I, R. And he's off this week.

N. Shanley – Okay.

L. Bowers – I'm going to their, he's father's fiftieth wedding anniversary this weekend and I know he's off this week.

D. Hollish – They come in healthy, they leave healthy. That's my ...

N. Shanley – What department does he actually work in?

L. Bowers – He's the safety officer for Medina County.

N. Shanley – Okay. He works out of what?

L. Bowers – County Engineer's Office.

N. Shanley – Okay.

L. Bowers – And I know that there was a time three years ago where I had Dave and Roy going to those meetings, to those training sessions. I don't know when that stopped, but they used to.

N. Shanley- Okay.

J. Turpin – I understand that you're saying you'll meet again to discuss all of this in about four weeks. When I listen to the Board, and this has been true for a long time, I believe each one of you has your personal expectation and you can hear the differences in what you say. And I believe that that is confusing when it comes across. I would like to hear, possibly today and now, before we leave, to come up with what are your top three priorities that no matter what, these are the three things that are important to this Board, that you want the Service Department to follow through on. Because what I'm hearing is, I know cemeteries are very important to Lynda, they're not going to have much to do with that at this point, I know, it's, I hear controlling costs is Nanci's, but it seems, is it, is the landscaping of this facility number one priority? Is the helping of the residents, is that, does that take number one priority on top of anything, is if you see a resident in trouble, do they have permission to deal with that? I think, I would hate to see that wait four weeks before we make a decision. I would like to see the Board kind of do that now.

D. Butler – You can't dictate common sense.

J. Turpin – I think you evidently can, Don.

D. Butler – Yes, you, no, you cannot. Common sense. And if you want a priority, it's forty hours for forty hours of pay. And all I'm asking is that they put forty hours, good hours in, which no one can document at this point. It's all I'm asking. I, sit around and say, you know, should you help a resident? Come on. We're...

J. Turpin – So you're saying yes?

D. Butler – We're not going to get down there. That's a, that's a teaching thing where nothing gets done. I think it's just common sense, if you come to work, you work. If you're seen sitting around and you're sitting around, you're not working. If you can't justify what you've done, you're not working. And when it's dark out, why do you start at seven in the morning before the sun comes up in the winter at nine. That's just, that's just common sense.

L. Bowers – I would say I would like to see the priority in that working forty hours,...

D. Butler – Think I just said that.

L. Bowers – That as things, as things come up during your work day, if it is a resident who has a need and it is a job that we can or should be doing for them, that that takes priority over all over things. I mean, to me, that that's, that's what we're here to do is to serve the residents of this Township and I, for me that is a priority in part of his forty hour work week and part of Roy's forty hour work week. That's, I think that's the question you're asking, isn't it?

J. Turpin – That was a part of it.

L. Bowers – To me, I think that's number one. For me.

J. Turpin – That's yours. Again, is that something that the Board is in agreement with?

N. Shanley – Well that's a process we have to go through. To arrive, to arrive

J. Turpin – Is that something...

N. Shanley – We can each individually speak our minds right now but as a Board, we have to arrive, arrive at a consensus of what our priorities are so that these gentlemen have a clear signal as to what the priorities are. Lynda's might be constituent work. We'll all saying the same thing. We're all saying we want to see, we have an obligation, it's not that we have a personal wish, we have an obligation for the wages that we pay any employee in this Township, that our residents receive services and that our employees stay busy and deliver work that I know that they can do. We need to help them do that. That's one priority. As far as actual things to do...

J. Turpin – Yes.

N. Shanley – That changes constantly. If it rain...I can't say grounds because if it's raining, that's an impossible statement. I guess we have to deliver basic services first. For me, basic services are: snow removal in the winter, okay? Making sure that our roads stay safe. If we have potholes on Township roads, things that we have to, I would like to see cold patch getting out there sooner rather than later, things that are safety oriented, I think, yes, the appearance and the maintenance of our complex is very important because that's part of our, what our residents own through their taxes. This is, we are the stewards of their property and that's very important to me. But I can't tell you one is more important than another. What is important to me is that we enable time management to take place so that these things are getting done. And this is a process we have to go through. We're not going to solve it today. As far as constituent work, I'm not going to say it doesn't matter, but I think we have to be very careful that we do not cross the line between being

helpful and getting involved in things that we, as I'm finding out through talking to different Townships and I'm going to be probably asking for us to meet with Bill about this, I think we've crossed the line over what we can reasonably do also by using some Township time and Township equipment sometimes to do something that we're not really able to do. But we'd like to do it because we want to serve, I mean, the desire is to serve. But we have to be very clear about what we are really able to do with Township equipment, Township time, employees, and what we can't.

L. Bowers – I think, Joy, that, at least, I mean, Don hasn't spoken to it a whole lot, but, I, you know, I don't think Nanci and I are on a different page. You know, I said the most effective, efficient delivery of services and that's what I hear Nanci saying too and...

D. Butler – I just said that before you said it, if you listen to the tape. I just said forty hours of work...

L. Bowers – Good.

D. Butler – Forty hours of pay.

L. Bowers – Then Don's on, we're all on the same page, isn't that great. Okay.

D. Figgers – I've got, I've got a comment in that regard in making the complex look good. Back in 20...

N. Shanley – It's not looking good it's maintenance. It's overall maintenance of it.

D. Figgers – Maintenance. Right. And in 2006 I asked the Board to consider doing this parking lot. I got a cost, back then it was, Roy and I were going to do a lot of the work, probably half the work ourselves, it was \$100,000.00. We had, we had the County Engineers come in and it was, everybody like (gasp), it ain't even close to that now. I can just, I don't have a figure but I can imagine what it costs. So the parking lot went to heck. The, last year I brought up the cemetery up there. And I'm not picking on anybody, the door looks bad. I guarantee you, I'll fix it. The cemetery up there, the fence around there is deplorable. Why can't we fix it for \$5,000.00? I got told, uh-uh.

L. Bowers – We discussed that as a Board last year. That was supposed to be getting done. What's the uh-uh?

D. Butler – That's part of the, that was part of the fencing for the ball diamond.

D. Figgers – No, sir, it wasn't.

L. Bowers – No, that was separate. It was...

D. Butler – Oh, separate, but we discussed it at the same time.

D. Figgers – We discussed it but, we put it off due to the fact that somebody made a suggestion to talk to, somebody was going to go and talk to...

L. Bowers – Don was going to talk to the Country Club.

D. Figgers – Yes.

L. Bowers – Yeah.

N. Shanley – You know, a lot...

L. Bowers – We can still go back and do that. We can still go back and do that, right?

D. Figgers – Lion's Park, Lion's Park.

L. Bowers – You can still go back and do that.

D. Butler – Sure I can, I don't have a problem with it.

D. Figgers – People coming in from out of the County to do girl's baseball, which girl's baseball unfortunately plays second fiddle to the guys up here, but we try to make it look as nice as possible. There was, and I said that in the...

N. Shanley – That email, yeah, you did.

D. Figgers – In the response, that guy has like, last week or week...sixteen cars down there. I can't believe we don't have enough teeth in our zoning to do something with that.

L. Bowers – Sued him last year.

D. Figgers – It is terrible.

L. Bowers – We sued him last year and won.

D. Figgers – But there's still sixteen cars, I mean, sued him to...

L. Bowers – And Dave, I understand your frustration. Alliss, Alliss checks them and as long as he's working on them, not...and it's a state law. There's not anything we can do.

D. Figgers – We've got a, a house on Lance and Egypt that was supposed to be controlled burn. What's...Jeff's not here.

L. Bowers – Yeah, what is going on with that, do you know?

D. Figgers – I don't know. I meant to ask him last meeting. That thing, the windows are all, the curtains are hanging on the outside of the house, it's terrible.

N. Shanley – David, do, or Joy, would you just send me an email about that and I'll discuss it with Jeff and we'll report back. Okay? Okay.

D. Figgers – Something else...

N. Shanley – I think that when I sat through meetings last year and the year before, there were some things that were approved that never got done, there were some shrubs or something that got approved for this side of the building for what's...some things, and they didn't get done. So I think rather than revisit all the things that didn't get done, I'd rather, again, we need to really start focusing on from today forward and instead of from today back. Because this can mire us down forever.

D. Figgers – I agree.

N. Shanley – You know, as far as the parking lot, I know, I would love to see a nice parking lot. We need to see what the Hughes Propos...recommendations are, where we end up, where we're going to be building wise, it doesn't make sense to spend \$100,000 or a hundred a fifty, although I understand that prices are going down, aren't they? Because, yeah. If we're going to five years from now rip it all up because we are putting new building somewhere or something.

D. Figgers – You don't want to do that.

N. Shanley- Just, that just brought to mind though the thing with the tanks. Is anything happening with that post and blocking off system that we discussed at the last Trustee meeting?

D. Figgers – I'd like to get it to look better than, than a bucket of cement. There's, you're going to have to spend a little money and there's things that will hold a post...

N. Shanley – That are not portable for the average person.

D. Figgers – Correct.

N. Shanley – Okay. That was my concern at the meeting is that they might be so light...

D. Butler – It's something the parks have at all their trail entrances. They can take them up for access for trucks and cars but the average person's not going to pick those things up out of the ground.

N. Shanley – That's my point.

L. Bowers – Can you, I thought you were going to give us a requisition.

N. Shanley – Can you come up with a proposal for the next Trustee meeting?

D. Figgers – I can look at the costs, yeah, a cost proposal.

N. Shanley – Okay.

D. Figgers – I talked to Jeff. I had asked him what the span is so we know...

N. Shanley – So can you come up with a, you know, clear proposal with a requisition so we can just move forward on that?

L. Bowers – And have it available for our budget meeting, please.

D. Figgers – Not a problem.

N. Shanley – I apologize. I just can't sit any longer. I have a bad knee and it's absolutely killing me so, I'm sitting here squirming.

L. Bowers – Adjourned at 11:50.

D. Butler – 11:50.

Meeting adjourned at 11:50 p.m.

Approved: _____

Donald Butler, Trustee

Lynda Bowers, Trustee

Nanci Shanley, Trustee

Shirley Bailey, Fiscal Officer