

Minutes
LAFAYETTE TOWNSHIP BOARD OF TRUSTEES
Regular Meeting
Monday, April 18, 2016

Meeting called to order: 6:30 p.m. followed by the Pledge of Allegiance.

Members Present: Trustee Lynda Bowers, Trustee Bryon Macron, Trustee Michael Costello, Fiscal Officer Shirley Bailey- Absent

Ms. Bowers moved to approve the minutes of the February 20, 2016- Special Meeting, March 16, 2016- Special Meeting, March 21, 2016- Regular Meeting. Mr. Costello seconded the motion. All voting in favor.

Mr. Costello announced Fiscal Officer, Shirley Bailey will not be in attendance this evening due to illness. Therefore no financial report or requisitions are available this evening.

Correspondence:

Ms. Bowers announced there is a resident, Mr. Gosser, on West Smith Road who owns a farm and is currently working on his barn that has been in the family for many years. The township has received several anonymous letters or letters all closed with different names recently that have been typed on a typewriter, with no return address or no contact information for the township to respond. Not a single name that appeared on the letters are in the Lafayette township directory. Every letter received is from the same typewriter with the same specific nuisances. The letters have made several accusations as to what will be taking place in the barn, including illegal activity such as a strip club with lap dances, wedding chapel/reception hall, party center, conference center, wine/liquor bar which was a similar problem in another neighboring township that ended in court. The last letter received from the anonymous writer accuses the trustees, the fiscal officer and the zoning inspector of taking “payoffs” under the table to look the other way for illegal activity in that barn and to keep this quiet from the Lafayette Township taxpayers. Ms. Bowers said the letters are public record and said this barn is for agricultural purposes. The State of Ohio still has private property rights.

Prior to the township receiving the letters, Mr. Gosser had contacted the Zoning Inspector, Alliss Strogan, with the intention of keeping the farm viable and looking for legal options to do so, with one option being a winery. There is a winery, Gilbert’s, in Valley City that is agricultural and legal within townships. Mr. Gosser’s intentions were to make the improvements to the barn in such a way to meet the commercial specifications which was not mandatory. The zoning inspector met with Mr. Gosser and reviewed his plans before construction took place. The county inspector said it is agricultural and he is not going to inspect it. Ms. Bowers said to Mr. Gosser’s credit, he went above and beyond informing the township of his intentions and if Mr. Gosser wishes to put in a winery and use his barn for agricultural purposes, he is permitted to do so and the township cannot do anything about it. The township is going to make every effort to find out who is accusing its public officials of committing a crime, and if and when they do find out, they will take actions to remedy any damage from false statements made. Mr. Macron believes whoever is responsible for these accusations lacks intelligence and perhaps doesn’t care for Mr. Gosser. He stated the township welcomes legitimate concerns and reminds everyone the township meets the

third Monday of every month and welcomes public participation. The trustees typically do not place issues like this on the record but their hope this evening is that whomever is writing the letters will read the minutes and be informed of the facts.

Fire Department Report: Chief Hall reported a total of 50 runs for the month March (10-Fire, 24-EMS to Lafayette Township, 3- Fire, 6-EMS to Village of Chippewa Lake, 0- Fire, 0-EMS to Gloria Glens, 4-Fire, 3-EMS Mutual Aid). Fuel Usage: 243.9 gallons of fuel, 1,957 miles were logged on all vehicles.

Chief Hall contacted Burgess Ambulance, Loudonville, they estimated Lafayette's old ambulance to be around \$15,000.00 and that is a starting point. The department contacted Gov deals and Ambulance Trader. Ambulance Trader has not responded. Gov Deals charges twelve percent of the sale price and will work with the seller paying half and the buyer paying half of the twelve percent. Chief Hall said the decision lies with the trustees. Mr. Macron recommended Chief Hall contact the company we previously sold to and see if they are interested in purchasing it.

Ms. Bowers made a motion that the trustees do the proper newspaper notification to authorize the township to do internet auctions through the calendar year 2016 pursuant to Ohio Revised Code 721.15. Mr. Macron seconded the motion. All voting in favor.

Ms. Bowers will type the proper publication notice and forward it to Ms. Bailey. Ms. Bailey will notify Chief Hall once the notice is published and he can then place the ambulance online.

Assistant Chief Winter announced the Fire Department policy manual needs completely updated. Discussion was held regarding the Lexipol program which is an electronic version of a policy manual that utilizes state and federal statutes, keeping policies up to date for fire departments. The cost is \$1,623.00 annually. Assist Chief Winter stated this is a small investment which will direct personnel by giving a very clear, concrete definition of their job descriptions and what our policies are. Assistant Chief Winter and Mr. Macron reviewed and compared Lafayette's existing policy manual and the Lexipol manual. Mr. Macron said our current policies are all over the board and the Lexipol program seems to be a good choice. Ms. Bowers has checked out Lexipol with a different agency and said it does make it easier. She said if we go with the Lexipol program it has built in safe guards and it is imperative the department maintain the updates to the policies and personnel must sign off because this program will be of no value without follow through. Assistant Chief Winter stated he is and will be very committed to the program. The time required to have it up and running will be contingent upon prosecutor approval.

Mr. Costello made a motion to purchase the Lexipol online policy program for the Fire Department at annual rate of \$1,623.00 per year. Ms. Bowers seconded the motion. All voting in favor.

Ms. Bowers reminded Assistant Chief Winter to fill out a requisition for Lexipol and not order the program until Ms. Bailey has approved the requisition. She reminded the chief and assistant that requisitions must be submitted to Ms. Bailey and await her approval *before* purchases can be made.

Captain West and Fire Safety Officer Blair gave a presentation on where the department stands regarding the Mobile Integrated Healthcare System. A meeting took place approximately two weeks ago between Captain West, Safety Officer Blair and Assistant Chief Winter which summarized an outline of the basic areas of concerns in order to make the program a success. The outline was given to the trustees. Discussion was held regarding funding and requests the guidance of the Board of Trustees. Captain West said there will be emphasis on the follow ups to hospital visits and transports. Captain West feels an important topic is training on durable medical equipment. Captain West contacted Mr. Parker from Medina County's Office of Older Adults to explain our program and they are interested in having the fire department give a presentation regarding this new program. The Office of Older Adults has a county publication of resources available and this program will be added. Captain West said purchase orders for equipment can be expected before the next meeting. Mr. Costello recommends receiving an estimate from McKesson for the AED's.

Safety Officer Blair explained this is a new program for the department, township and the State of Ohio. He and Captain West will be running the program collaboratively and assembling a board to initiate the policies and guidelines for the program, which will require Cleveland Clinic's approval. Ms. Bowers recommended reviewing small community programs in the State of Oregon for additional ideas. Mr. Macron suggested working on a mission statement and spreading the news regarding this program. Assistant Chief Winter gave a brief overview of his vision and how Mobile Integrated Healthcare will be integrated into Lafayette. He would like to see Lafayette's program be a model for other townships. Part of the program will be educating a resident on many factors that will hopefully prevent emergency room. Assistant Chief Winter would like to assist, educate and do a total interior and exterior home evaluation of qualified residents to evaluate for safety issues. Asst. Chief Winter confirmed contact with the Center for Disease Control & Prevention, CDC, for training materials and to utilize their website for information that can be passed along to the residents. The CDC updates the information regularly. The department will also be utilizing the State of Ohio's website that contains an excellent database of information and also utilize the home safety checklist from the National Fire Protection Agency, NFPA. They will be teaming up with the Medina County Health Department for resource lists as well. Mr. Costello recommended initiating a flu vaccination clinic making it more convenient for residents.

Assistant Chief Winter hopes to offer an in house clinic for those residents who are still mobile and wish to stop at the station for a variety of concerns including blood pressure check, sugar check or follow-up during set hours. He would like to obtain an additional cell phone for the department specifically for the Mobile Integrated Health Program. An e-mail address has already been set-up for the program as well. Ms. Bowers wants to ensure that residents clearly understand what Mobile Integrated Healthcare is and what will be offered. Assistant Chief Winter stated the department is developing a consent form that patients can sign when a resident is being transported to the emergency room if they wish to participate in the program. This form will then become part of the EMS report and the department can follow up with those residents as needed. Everyone agrees this program will be beneficial to the residents.

Assistant Chief Winter stated the next step is to work on the policies, procedures and guidelines for the program, following protocols set forth by Dr. Myers, Medical Director. Mr. Macron suggested reaching out to another township that already have the program in place and "shadow"

them for a short time. Eventually Asst. Chief Winter would like to work the program where the hospitals/physician would make contact with our personnel informing us of potential residents. Mr. Costello stated we are only one of three fire department in the entire Cleveland Clinic system under their med control that are initiating this program.

Ms. Bowers thanked Mr. Kling for taking the time and energy for all the work he did to help change the law in the State of Ohio to benefit our Firefighters regarding a presumptive condition for the Bureau Workers Compensation consideration.

Mr. Costello met with the proposed architect, Mike Lyons and Bill Thorne from the Prosecutor's Office last Thursday in regards to the potential new fire station/complex. Under state statute there are five different ways in Ohio to build a fire station. After discussion, it has been narrowed down to two possible ways to approach the project. One is a traditional method which has joint ownership between the architect and general contractor. The other method is a design build which utilizes two architects by state statute which one will be the conceptual architect and the other is a design architect. Mr. Costello said the architect the trustees are interested in signing a contract with, they feel is extremely qualified, the trustees have independently seen his work, and feel the architect being more local, he may be able to give the highest level of attention out of all the applicants. Mr. Costello forwarded the trustees a packet from the architect which reviews the different construction and design pathways, listing the advantages and disadvantages.

Ms. Bowers said while Mr. Thorne was very cautious not to persuade one way or another, she got the distinct impression from him that he felt strongly the design build gave the trustees more control and less liability. In talking with everyone else who has built fire stations they have all chosen the Traditional Design Bid Build. The traditional method allows for a bid for every single component which allows for the lowest prices mandating the review of each bid and there are qualified people to do so. Mr. Costello stated the Design Build is new in the State of Ohio and no government entity in Medina County has done one. Another advantage of the traditional method of building, the trustees will have the input regarding sub-contractors and reviewing the bids which are both opportunities to keep costs at a minimum. Ms. Bowers mentioned it may be a good idea and dollars well spent, to find a liaison to ensure we ask the right questions. Mr. Costello said he was told it makes sense to sign the initial agreement for the concept design because no matter what Lafayette chooses the architect can accommodate.

Service Department:

Mr. Evans confirmed in order to build any type of salt shed we are required to obtain an architectural drawing. Mr. Evans recommends making the necessary repairs to the walls on the current salt shed opposed to building a new building. Ms. Bowers has signed the paperwork to proceed with the Deerview Lane project which the trustees have previously authorized her to do. Mr. Macron stated the north side of Ryan Road from the railroad tracks north to Route 42 will be closed for road repairs. The service Department has been patching roads and patched roads in Chippewa and billed accordingly. The department has been trimming and chipping trees along the roadsides. Six trees have been removed on Carsten Road. Ongoing ditching work has been done throughout the township. Seven catch basins have been repaired in Hunters Run because when the curb drains were installed and run into the catch basins, the pipes were never sealed and caused

erosion. Ms. Bowers confirmed with Mr. Evans that Lafayette will from now on be inspecting our own. There are still twenty more catch basins in need of extensive repair utilizing county funds. Mr. Evans has met with Waltz Church regarding a communal burial where ashes would be placed which is a more cost effective burial. The church has some land available and the township wishes to discuss with the Lons property owners the possibility of accommodating some of the burial garden on their property as well. The service department has been washing, waxing the trucks and all the equipment. The department took down the old baseball dug out and dug the footer for the new dug out. Mowing season has started. Mr. Evans will be needing 1700 ton of stone for upcoming road projects and repairs.

Ms. Bowers made a motion to prepare bid documents and publish for stone. Mr. Macron seconded the motion. All voting in favor.

Mr. Evans received a quote for the painting of the exterior town hall and Fire station 1, including the sealing of all the cracks and joints.

Mr. Costello made a motion to have the exterior of the township complex painted for \$5,595.00 to the Painting Pros. Ms. Bowers seconded the motion. All voting in favor.

Mr. Evans reminded everyone that the annual township Spring Clean-up day will be held Saturday, May 7th from 8:00am to noon.

Mr. Evans will be attending a Community University Education Purchasing Association, CUE, meeting regarding salt for 2016/2017. Lafayette has approximately 450 ton left.

Ms. Bowers said in the State Auditors Ohio flier and the Township Association magazine there will be articles featuring the personnel and equipment sharing between Lafayette and Westfield Township explaining the savings of tax dollars while collaborating to get the work done.

Mr. Evans stated there are several drive pipes in desperate need of replacement. Ms. Bowers stated the township is not going to do a road project costing approximately \$400,000.00 and not do the proper repairs beforehand. Ms. Bowers will prepare a letter and send it to the residents offering them the opportunity to have the work done less expensively. Mr. Evans stated he will be ordering over 1700 feet of pipe for crossovers on Coon Club, Egypt and Lance Roads that need replaced this year.

New Business:

Mr. Costello stated there have been two town hall rentals in the past eight days and the hall was left in deplorable condition. Discussion was held regarding the policies of town hall rentals and the policies regarding alcohol. The trustees recommended Mr. Evans and Ms. Buell come up with a proposal for changes and submit it at next month's meeting.

Zoning:

Ms. Strogan reported writing 28 permits, 17 are for new homes. Last year's evaluation increased in the township \$5,425,892.00. This year so far is \$4,953,089.00 and we are only 3 ½ months into the year. Last year's fees totaled \$13,356.00 for the full twelve months and this year's fees are already at \$7,098.71. Zoning is picking up. With the weather getting nicer, Ms. Strogan has

received an increase in formal complaints. Ms. Bowers stated it is difficult with some of the complaints because townships don't have the same authority as cities and villages do. In a subdivision, zoning has a little more authority. Ms. Strogin has made contact with every homeowner that a complaint has been received and feels all issues will be resolved.

A resident complimented how nice Mr. Gossers barn and property are looking but asked if there was anything the township can do regarding the homeowner along Smith Road with several toilets lining his property. The trustees stated there is nothing the township can do about it and stated this is the result of the homeowner not being happy with the County Commissioners.

Recreation:

Mr. Costello reported the new dugouts are under construction.

Economic Development:

Ms. Bowers reported the Port Authority is looking at going with new marketing. The hope is they will be going with new innovative and aggressive marketing at the Technology Park and if only one business would go in there it would make a significant difference for the township. Ms. Bowers announced the township will be going to levy for the new fire facility and gave an explanation as to why.

Public Participation:

None

7:48 p.m. Ms. Bowers made a motion to recess in executive session for the purposes of discussing personnel hiring, firing, promotion, discipline pursuant to ORC 721.22G. Mr. Costello seconded the motion. All voting in favor.

Roll Call: Bowers-yes, Macron-yes, Costello-yes.

8:30p.m. Mr. Costello moved to adjourn executive session and reconvene to the Regular Meeting.

Roll Call: Macron-yes, Bowers-yes, Costello-yes

No decisions were made.

Mr. Costello moved to adjourn, seconded by Mr. Macron

Meeting adjourned at 8:31 p.m.

Approved: _____

Lynda Bowers, Trustee

Bryon Macron, Trustee

Michael Costello, Trustee

Shirley Bailey, Fiscal Officer