

Minutes  
LAFAYETTE TOWNSHIP BOARD OF TRUSTEES  
Regular Meeting  
Monday, September 18, 2017

**Meeting called to order:** 6:00 p.m. followed by the Pledge of Allegiance.

**Members Present:** Trustee Lynda Bowers, Trustee Michael Costello, Trustee Martin Warchola, Fiscal Officer Shirley Bailey.

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

Mr. Costello explained the factors considered when he devised a spreadsheet figuring an hourly rate for snow plow services in the Village of Chippewa Lake. Taken into account was that the Village pays inside millage to the township for services not rendered. Salt was not figured into the rate due to the Village purchasing their own salt and storing at the county facility. Lafayette loads the salt used in the Village at the county. Mr. Costello noted the Villages current hourly rate had not been raised over the last four years. Ms. Bowers thanked Mr. Costello and Mr. Evans for reviewing and figuring the rate and recommends retaining the spreadsheet for the future use. She stated the township wants to be fair to both the township and the Village. Mr. Riedel, Street Department, Chippewa Lake Village stated they are very pleased with the services they have been receiving from the township. He will take the figures to his board and feels they will be receptive to the new rate. Mr. Riedel will contact Mr. Michelson and have him forward Ms. Bailey the updated contract.

Discussion took place and Mr. Costello proposed a \$45 per hour rate for snow removal services.

**Ms. Bowers made a motion the township authorize the new 2017/2018 contract with the Village of Chippewa Lake for snow removal at a rate of \$45.00 per hour with no change to the terms and conditions. Mr. Costello seconded the motion. All voting in favor.**

Mr. Kevin Lewis of Laborers' District Council of Ohio introduced himself and passed out information regarding services they offer.

**Mr. Warchola moved to approve the minutes of the Regular Meeting of August 21, 2017, Special Meeting of August 28, 2017 and Special Meeting of August 31, 2017. Mr. Costello seconded the motion. All voting in favor.**

**Financial Report:** Ms. Bailey reported:

**Fund Balance:** \$2,276,903.93  
**Pooled Investments:** \$2,151,844.08  
**Available Checking Balance:** \$125,059.85

**Requisitions:**

**Administration:** \$180.95  
**Service Department:** \$380.98  
**Zoning Department:** \$85.98  
**Fire Department:** \$5,547.63- W.W. Williams requisition was turned in this evening for 102-1

**Grand Total: \$6,195.54**

Mr. Costello reviewed the requisition for W.W. Williams for multiple repairs to 102-1.

**Mr. Costello moved to approve the requisitions totaling \$6,195.54. Mr. Warchola seconded the motion. All voting in favor.**

Ms. Bailey announced she has received the contract from Burnham & Flower Insurance Group for liability and property insurance and reported the rate for this year is higher. Last year the township paid \$27,775.00 and this year is \$29,113.00 plus an additional \$150.00 for CDL's. Discussion took place and it was determined to opt for the increased liability limits at an amount of \$2,792.00.

**Ms. Bowers made a motion to approve the invoice and increase the contract from Burnham and Flower Insurance Group to the 6 million dollar limit. Mr. Warchola seconded the motion. All voting in favor.**

Ms. Bowers announced there is a fireworks bill proposed no longer making fireworks illegal in the State of Ohio and it is gaining widespread support. The bill does allow local elected officials within cities, villages and townships to restrict fireworks to certain days if wanted which would be subject to referendum.

**Correspondence:**

Mr. Bill Thorne has submitted a letter to the Auditor's Office in terms of the levy regarding the future Safety Services Building.

**Fire Department Report:** Chief Hall reported a total of 75 runs for the month August (6-Fire, 56-EMS to Lafayette Township, 0- Fire, 12-EMS to Village of Chippewa Lake, 0- Fire, 1-EMS to Gloria Glens, 0-Fire, 0-EMS Mutual Aid). Fuel Usage: 285.3 gallons of fuel, 1,990 miles were logged on all vehicles.

Chief Hall reported there are approximately 30 fire hydrants that still need to be tested. He informed that currently the apparatus preventive maintenance and safety inspections are taking place and the reason for the late requisition for repairs to 102-1. The intention is to keep everything safe and operating.

Chief Hall asked if a resolution has been sent to the County Engineers Office. Ms. Bowers said the trustees will be signing the resolution this evening.

Mr. Costello requested a copy of the report from trainings and night calls in comparison with the policy from Lexipol be submitted at the next meeting so the trustees can review the percentages of staff making training and night calls.

Ms. Bowers noted for the record if there are members who are unable to provide a lot of service, the department may wish to put them on an inactive status as other townships do. She stated that allows for the better radios to be available for the staff that are able to put in the hours opposed to purchasing new radios. Ms. Bowers said in order to budget for next year we need to reevaluate all the equipment. She does not want to purchase equipment and then again in two years. Chief Hall said they have a plan in place for next year.

**Police Report:**

Deputy Harhay reported a total of 445 dispatch calls for the month of August and gave a breakdown of the calls. The department handled an additional 91 calls to the Village of Chippewa Lake and starting in the month of October he will attach a report for the Village of Chippewa Lake. He announced the new haunted house in the township will be opening in October and they will provide their own traffic control. The haunted house has hired Captain Centner along with two deputies for every night they will be open.

### **Zoning Report:**

Ms. Bowers stated the October regularly scheduled zoning meeting has been changed to October 10<sup>th</sup> in order for Attorney Thorne to conduct a general education session for the Zoning Commission and Board of Zoning Appeals.

Ms. Bailey stated in order to complete the registration process she needs additional information from those who have signed up for the APA Ohio Planning and Zoning Workshop being held on October 27<sup>th</sup>. It was requested Ms. Strogin get a message to zoning secretary, Heather Osborn requesting she email the members for the information and report back to Ms. Bailey. Ms. Bailey noted for the record that she has not received any zoning meeting minutes and the approved copies should be kept in the Administration Offices.

Ms. Strogin reported for the month of August 2017 the estimated value of \$12,446,231.00 versus 2016 totals at \$12,454,630.00. Fees collected through August 31, 2017 are \$32,067.41 versus all of 2016 total at \$22,861.40.

Ms. Bowers said there is a project in progress on a dual jurisdiction property on Lake Road between the township and Medina City which is currently generating approximately \$24.00 in taxes to the township. Ms. Bowers said it is a 50 million dollar building and with split inside millage that will be an additional \$80,000.00 to the township. She explained the railroad spurs 1 mile of stacking and if they must install the stacking it will be in the township on the backside of the Fredrick's property. If it is in the CITA the township would receive 40 percent of the income tax.

### **Service Department Report:**

Mr. Evans reported:

- Started replacing the signs in Chippewa Lake with the new retro reflectivity signs. Chippewa Lake signs were included in the grant received- Mr. Evans requested trustee input on whether or not to bill the Village for man hours worked in the Village. Mr. Costello suggested establishing a cost similar to the spreadsheet devised for the snow removal, then the trustees would need to pass a resolution and forward to the Village of Chippewa Lake
- Mr. Evans requested the purchase of a post hole digger in order to safely install posts. He said the current installation practices are not OSHA compliant. Ms. Bowers suggested sharing Guilford Townships. Mr. Evans feels this tool would be used regularly replacing posts at all times of the day/night and year round and would not be readily available when needed in an emergency. Mr. Costello recommended trying Guilford Townships post hole digger first and then give feedback at the October 3<sup>rd</sup> meeting.
- Mr. Evans stated with the recent rash of signs being stolen, he approached the county and it was recommended to place stickers on the back of each sign. The trustees agreed that by placing a sticker on each sign it doesn't mean guarantee sign will be returned as the stickers don't contain a GPS system. The trustees did not approve the purchase of the stickers
- On September 6<sup>th</sup> –Mr. Evans sent proposed 2018 Chip & Seal Road Bids to Dan Becker at Medina County Engineers office, Roads being considered are; Kapok, Toucan Drive and Lance Road Spencer Lake north to Rail Road crossing
- Dura-Mark will be stripping the Chip & Seal roads and remarking Ryan and Ballash Road center lines for the safety of the public. Dura –Mark is stripping our Roads for the same price as the County Roads
- Service Department has completed a 6 hour safety training on September 7<sup>th</sup> with (PERRP) “Public Employment Risk Reduction Program” training included Work Zone, Safety on the job and Fleet Safety. The following five townships attended; Westfield, Guilford, Wadsworth, Chatham, Harrisville. Ms. Bowers thanked Ms. Buell for organizing the

workshop. Ms. Buell stated as of July 1<sup>st</sup> PERPP will be doing fire department safety training as well

- Mr. Mark Albrecht donated his time and equipment to brush hog the property at Tech Park where the new fire safety services building will be built. This needed to be completed in order for the land to be surveyed and soil samples taken and was a savings to the township. Trustees agreed to inviting Mr. Albrecht to the appreciation dinner in December
- Roadside mowing has been ongoing, along with complex, Lions park, Tech Park, and township properties

### EQUIPMENT

- Kept trucks washed and polished and maintenance on vehicles and equipment

### SHOP

- Kept shop clean

### MISCELLANOUS

- Fence at Lions Park is falling down. The ballfields at the park have not been used for the last 3 to 4 years which has resulted in grass taking over the in-fields. Mr. Evans recommend the fence be removed for the safety of the public. Mr. Costello said if they are not serving any purpose and a potential hazard-remove them. Ms. Bowers suggested reaching out to the local schools and seeing if there is a need for use of the field.
- Dug-outs on the complex need attention, the aluminum fascia on the sides are falling off/missing, exposing the wood and rot will continue to deteriorate the dug out over the winter. Mr. Evans suggested the baseball league make the necessary repairs last year and the repairs haven't been completed as of yet. Ms. Bowers suggested Mr. Evans receive a few quotes for the October 3<sup>rd</sup> meeting for the trustees to review

### COMPLEX

- Kept town hall clean
- Town Hall; repaired light, took down light fixture above sink -no longer in compliance, installed 3 missing covers on electrical boxes, installed new exit sign above south door in town hall, replaced bulbs in coach lights outside administration building
- Installed new lights on the front of service garage, old lights no longer worked
- Weeds pulled and sprayed in all flower beds and at the commons
- Mr. Evans suggested replacing the Administration Building windows- leaking cold air in winter, bugs entering in the summer- suggests budgeting for 2018- Ms. Bowers noted and requested Mr. Evans receive quotes
- PERRP requires a chain link fence and vehicle impact protection around the fuel tank on the complex in order to be complaint with OSHA. Mr. Evans intends on using the fence from Lions Park and install the vehicle impaction posts in 3 foot cement. PERRP will be conducting an annual safety inspection on October 10<sup>th</sup> and Mr. Evans is currently making some of the necessary repairs.
- Silco is conducting the fire extinguisher testing this Friday. PERRP stated the fire extinguishers must be checked and signed off on monthly. It was determined the fire

department will conduct the monthly checks. A fire extinguisher housed inside a weather safe box must be placed near the fuel tank-OSHA compliance. The box and extinguisher has been order through Silco for approximately \$300.00

**CEMETERY**

- Pastor Les from Waltz church informed Mr. Evans the church has secured and started working with a landscape architect for the cremains project anticipating ground breaking this fall. He invited the township to join the next meeting and give input. Ms. Bowers said if they are going to do work in the township cemetery, the trustee's first need to approve. She said the church owns the property and would not be ours to take care of. Ms. Bowers has met with the Board at Waltz and requested the church donate a piece of property back to the township for the purposes of a cremains cross. Ms. Bowers said the Waltz Church Board meets on Wednesdays and she will meet and gather additional information regarding the plans. She recommends Mr. Evans view the cremainal crucifix, which is not a columbarium, in the old town part of the cemetery in Medina City. Mr. Evans asked what is the next step in applying for the grant. Ms. Bowers explained the first step is to submit a plan and if the land would be donated that would be an influence in helping obtain the grant money

**Old Business:**

None

**Recreation:**

None

**New Business:**

Ms. Bowers passed out and reviewed the most recent Certificate of Resources along with a worksheet breaking down the inside millage. She explained the breakdown of the inside millage of Road and Bridge along with the General Fund and how the incorporated Village within the township plays a role. Ms. Bowers explained the process needed in order to move money out of the Road and Bridge Fund into the General Fund and to do so requires a court order. She explained the funds used for road projects and said the township has always kept the roads in good shape. Ditching and bermming are more of an issue and Ms. Bowers doesn't anticipate any sizeable road pavement projects for approximately seven years. Mr. Evans stated Kapok and Toucan need to be chipped and sealed, with some road work needed on the northern side of Lance Road. Ms. Bowers said these projects are not major and not very expensive. Ms. Bowers and Ms. Bailey calculated the numbers and feel there will be a substantial carry over in Road and Bridge and recommends the Board of Trustees consider transferring all except a year and a half of the funds out of Road and Bridge and placing in General Fund to help pay down the new Safety Services Building debt. A decision doesn't have to be made now but would like the other trustees to start considering the thought for when budgets are being reviewed in October. Ms. Bowers has been monitoring the Gasoline Fund and said the fund is actually reducing as cars are becoming more efficient. The carryover on the General Fund over the past three year history has gone from approximately \$300,000.00 to approximately \$120,000.00 due to local government funds being cut. Mr. Thorne explained the reasons why the Village places the funds where they do. Ms. Bowers anticipates approximately a half million

dollars available to pay off debt. Mr. Thorne stated there is a bill introduced to change the process regarding the way funds are transferred and believes the process will be easier.

Ms. Bowers stated the Outdoor Community Movie night on August 25<sup>th</sup> was a success.

Ms. Bowes reminded everyone to save the date for the annual Lafayette Township Halloween Event which will be held Saturday, October 28, 2017.

The trustees approved reinstating the Senior Snow Plow Program following the county guidelines. Ms. Bowers will place the information in the October newsletter. Mr. Thorne recommended the applicants show proof of income and number of people residing in the residence in order to qualify.

Ms. Buell explained there was an issue regarding the cleanliness of town hall during a recent rental. Ms. Bailey recommend refunding one day rental fee to the resident for her inconvenience.

**Ms. Bowers made a motion to refund Ms. Pluta one day rental fee for the rental of town hall. Mr. Costello seconded the motion. All voting in favor.**

Mr. Thorne reviewed what constitutes the need for a public meeting and what is required to be compliant with the Sunshine Law.

**Announcements:**

Sang Happy Birthday to Fiscal Officer, Shirley Bailey followed by cake.

**Ms. Bowers made a motion to pay the warrants of the township.**

Ms. Bowers moved to adjourn, seconded by Mr. Warchola.

Meeting adjourned at 7:53 p.m.

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

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Lynda Bowers, Trustee

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Michael Costello, Trustee

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Martin Warchola, Trustee

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Shirley Bailey, Fiscal Officer