

Minutes  
LAFAYETTE TOWNSHIP BOARD OF TRUSTEES  
Special Meeting  
Tuesday, August 1, 2017

**Meeting called to order:** 2:00 p.m. followed by the Pledge of Allegiance.

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

**Others Present:** Assistant Chief Winter, Legal Counsel William Thorne, Architect- Ed McCall, Steve Kile, Residents- Bill Palmer, Guyles Clifford

Ms. Bowers said during the last meeting several side conversations took place with important information exchanged the trustees weren't unaware of and requests during future meetings only one conversation at a time take place.

Ms. Bowers announced Mr. Palmer contacted her with ideas for the new safety services building. She informed him that he needs to present his ideas at a meeting to ensure the board of trustees do not violate any sunshine laws.

Mr. McCall, of McCall Sharp presented an updated "fly through" graphic video featuring the changes that were decided upon at the prior meeting noting Lafayette Township is the first township they have created the "fly through" video.

Lewis Land submitted a proposal for their services. Mr. Thorne and Mr. McCall were asked to review the proposal and advise accordingly. Ms. Bowers said the trustees are confident Lewis Land could be the most efficient because they designed the Technology Park for the county. Mr. McCall reviewed the services Lewis Land provides, spoke with Mr. Brenner at Lewis Land and feels the prices quoted are fair for what is proposed and has confidence they can perform the work while providing consistency and staying within the budget. The trustees agreed to have Mr. McCall work directly with Lewis Land and keep the trustees abreast of pertinent information.

In order to bid, the survey and topo work need to be completed, followed by soil borings, lastly the site engineering plans. It was discussed taking additional time to complete the necessary tasks and bid in January which could potentially allow for more competitive bid pricing. Everyone was in agreement to take the necessary time by delaying the bid and to work methodically to try and prevent any unforeseen issues. This approach would schedule ground breaking for late March or early April.

Mr. McCall said his company will do a basic landscaping design. Ms. Bowers mentioned the career center has a certified horticultural program and will contact them to see if they have an interest in the design and installation of the landscaping. She will also attempt to seek tree donations from Medina County Soil and Water.

Mr. McCall will calculate a more accurate estimate of cost for the safety service building and present at the next meeting.

Conversation regarding the helipad took place. Mr. Costello will forward Mr. McCall the information received from Metro Life Flight out of Cleveland and Metro's chief pilot offered to participate in any discussions. Mr. McCall suggested the pilot speak with the civil engineer to discuss the requirements of the pad.

Assistant Chief Winter will provide a decision on the type of window to be installed on the training tower at the next meeting.

Discussion and confirmation of the kitchen design occurred. Assistant Chief Winter requested having a 220 amp plug wired in for necessary appliances. Ms. Bowers requested a list of appliances and their dimensions as she will watch auctions to obtain quality items at exceptional price.

The committee reviewed the design page by page. Mr. McCall noted the change for the meeting room layout and location of the monitors.

Mr. Palmer questioned whether a weather warning siren would be installed at the new facility. It was recommended reviewing the siren location plan and if necessary relocate the siren from Lions Park. Assistant Chief Winter stated the siren at Lions Park cannot receive a signal because of its location and is a fairly new siren and relocating the siren would be an additional cost savings. There is a current operating siren located at the Chippewa Lake Fire Station which provides coverage to the area. It was suggested placing the siren on a pole closer to the University Center so there would be no interference with medical helicopters landing at the new facility.

Ceiling heights, lighting, windows, doors, plumbing and flooring throughout the building were confirmed.

Mr. McCall predicts having working drawings and specifications complete by end of September and is pleased to have the extra time for everyone to review the drawings in detail which could prevent any issues.

It was determined to have radiant heat in only the bay area.

Conversation was held regarding the brick for facility and outdoor sign location. Mr. McCall requested the necessary setbacks for proper placement of the outdoor sign in order to place it on the drawing.

Mr. Costello introduced fire explorer, Jimmy Showman who is proposing a community event for a time capsule to be incorporated into the new safety services building. He suggested a variety of items that could be placed in the capsule and hopes in the future when the capsule is opened and shared, new items could be placed inside for further future openings.

**Ms. Bowers made a motion to appoint Jimmy Showman as the Lafayette Township Fire and Safety Services Building Time Capsule chairman. Mr. Costello seconded the motion. All voting in favor.**

Ms. Bowers requested a picture of Mr. Showman and permission to place the information on the website informing the community of the project. Mr. Showman will be working with Mr. Costello and Assistant Chief Winter on the project.

Mr. Steve Kile suggested making the electrical, quad duplexes in the offices and bunk rooms.

Chief Hall recommended having 7 foot pull downs in the bays. Mr. Kile suggested having 240/30 amp 4 wire for the safety trailer.

Mr. Costello recommended to install an automatic shut off with a tone for appliances when the department receives an alarm for a call.

**Ms. Bowers made a motion to approve Lewis Land's contract of the first five elements of \$27,000.00 subject to approval by legal counsel with Ms. Bowers having the authority to sign off with the**

**balance of elements by recommendation of Mr. McCall. Mr. McCall will have interactions with the engineer from this point forward. Mr. Warchola seconded the motion. All voting in favor.**

The trustees will hold a special meeting on August 29, 2017 at 2:00 p.m. for the purposes of discussing the safety services building. Mr. McCall will send PDF plans approximately one week prior to the next meeting for the committee to review.

Mr. McCall wishes to submit plans to the building department by the beginning of November allowing two months for their review and which gives the architect time to respond to any issues. This will also allow him to supply a set of drawings to the contractors with no addendums.

Ms. Bowers explained one of Mr. Palmer suggestions was installing glass block windows in the areas the windows don't need to be opened such as the back of the building. Glass block allows a significant amount of light intrusion and can be installed with a small vent in the center of the window that opens and closes. Discussion took place. Chief Hall does not recommend glass block in the bunk rooms for evacuation purposes in the event of an emergency. Mr. Costello does not wish to install glass block in the training tower for egress purposes as well. Mr. McCall will research information on glass block windows for later discussion.

**Ms. Bowers made a motion to increase the fire fund appropriation by adding an additional \$70,000.00. Mr. Costello seconded the motion. All voting in favor.**

Mr. Palmer voiced concerns regarding the cement and asphalt. He recommends an 8" thickness of concrete in order to accommodate the weight of the various apparatus. Mr. McCall typically recommends a 6" thickness and reminded everyone that adding the additional thickness will increase the overall cost and will provide pricing for the additional thickness.

Assistant Chief Winter offered writing letters to different foundations seeking donations for naming rights within the new facility. The trustees granted permission.

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

Meeting adjourned at 4:27 p.m.

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

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Lynda Bowers, Trustee

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Martin Warchola, Trustee

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Michael Costello, Trustee

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Shirley Bailey, Fiscal Officer