

Minutes  
LAFAYETTE TOWNSHIP BOARD OF TRUSTEES  
Regular Meeting  
Monday, December 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.

Ms. Bowers apologized to Mr. Evans regarding a resident's complaint over the snow removal process on Overlook Drive. She explained it is a drainage issue and the resident voiced concern that when the snow melts it would once again flood his property. Ms. Bowers explained it is not a township issue and there is nothing that can be done by the township. She said the fact that the resident will not or cannot address the issue with his property does not mean the taxpayers are liable. Ms. Bowers acknowledged the service department has done everything possible and after Mr. Evans had gone back a second time, the resident called and was belligerent with the township administrative assistant, and then called Ms. Bowers and was unappreciative of the cooperation the township has displayed. Ms. Bowers thanked Mr. Evans for his attentiveness.

Ms. Buell stated a resident on Coon Club phoned in wanting to pay for his mailbox replacement that was knocked over during the snow storm. Mr. Evans said the weight of the snow while plowing knocked the mailbox off but the post was rotted and deteriorated and no monies can be accepted because the mailbox was knocked off.

**Service Department Report:**

Mr. Evans reported:

- Plowing and salt roads during the inclement weather
- Assisted Westfield Township in replacing road signs with the new retro-reflectivity signs
- Continuing with routine maintenance on vehicles and equipment
- Preparing trucks & plows for the next bout of inclement weather
- Mr. Thorne has prepared a letter of intent for Polen equipment, for the purchase of the new mowers in 2018. This letter is to guarantee the township the quoted prices in 2018. Mr. Evans will deliver the letter of intent to Polen Implement. Mr. Costello confirmed the township still has the mowers on the complex
- Mr. Evans provided the trustees with the three quotes he previously received for the new 2018 Ford F350 and apologized for not turning them in sooner. Mr. Evans also provided Ms. Bailey with a copy of each quote for her records
- Regular cleaning of the service department shop and town hall
- Service Department has been repairing the listed items that PERRP (Public Employee Risk Reduction Program) recommends the township fix and or repair within fire station #1
- Mr. Evans requested the trustees allow the full time service department employees either to carry over to 2018 or cash out on the unused 2017 vacation hours
- Mr. Evans confirmed the quote for the dugout repairs was approved at a prior meeting

- Mr. Evans asked the status of the quote for the administration building windows. Mr. Evans stated the two quotes didn't match because one installer included interior trim that is not needed nor necessary
- Mr. Evans questioned the proper procedure to follow from receiving a quote through to making a purchase. Ms. Bowers said once quotes are received they should be given to the fiscal officer who will then forward to Legal for approval. Once Legal has reviewed the quotes he will then advise on the next step. Ms. Bowers said ultimately the fiscal officer is responsible. Ms. Bowers said that by law, any paperwork requiring a signature is a contract and must first be approved by Legal. Ms. Bowers has no issue with Mr. Evans speaking with Legal as long as the fiscal officer is provided the necessary paperwork and is made aware prior to discussing with Legal
- Mr. Evans explained there are approximately 22 (Slow We Love Our Children) signs within Chippewa Lake that were not part of the signs obtained through the sign grant. Mr. Evans said Legal advised the service department not rehang the signs and have Chippewa Lake purchase the new approved signs through the county with an approximate price of \$32.00. Mr. Evans will reach out to Mr. Riedel of Chippewa Lake and inform him of the pricing and confirm whether or not the Village of Chippewa would like to assume the cost of the new signs. Ms. Bowers thanked Mr. Evans for including the Village in the sign grant for all other signs

**Ms. Bowers made a motion to approve 52 hours of unused vacation time for service department Supervisor, Rick Evans and 16 hours of full time service department employee Carlos Vazquez to either cash out or carry over the 2017 unused vacation time. Mr. Costello seconded the motion. All voting in favor.**

**Mr. Warchola made a motion approving the lowest bid for the replacement of the administration building windows. Mr. Costello seconded the motion. All voting in favor.**

**Ms. Bowers moved to approve the minutes of the Special Meeting of October 27, 2017, Special Meeting of November 2, 2017, Special Meeting of November 6, 2017, Special Meeting of November 7, 2017, Special Meeting of November 13, 2017, Special Meeting of November 16, 2017, Regular Meeting of November 20, 2017, Special Meeting of November 20, 2017, Special Meeting of November 28, 2017, Special Meeting of December 4, 2017. Mr. Costello seconded the motion. All voting in favor.**

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

**Fund Balance:** \$2,091,180.91

**Pooled Investments:** \$2,054,900.99

**Available Checking Balance:** \$36,279.92

**Requisitions:**

**Administration:** \$135.69- Office Supplies

**Service Department:** \$99.99- Printer

**Fire Department:** \$5,512.98- EMT-B Class (Personnel) Copy Paper, Gas Meter, Heart Monitor

Mounts

**Grand Total: \$5,748.66**

**Ms. Bowers moved to approve the requisitions in the amount of \$5,748.66 for the month of December. Mr. Warchola seconded the motion. All voting in favor.**

In order for Ms. Bailey to pay for the EMT-B Class tuition she needed to combine the Educational Training and the Regular Training lines. Mr. Costello reminded Chief Hall to obtain the time commitment paperwork from those individuals attending EMT school. In order to pay for the monitors she needed to add additional funds which will be found on the supplemental print out

Ms. Bailey voiced concern that line item for the Federal Credit Control and an additional line item was removed from the Appropriation Status and should not have been. Ms. Bowers stated when completing the final budget she will note for the record the lines that were inadvertently removed. Ms. Bailey reminded the trustees that when they wish to have line items removed, the line items will not come off until the following year.

Ms. Bowers stated she did not have any issues when reviewing the Fire Department Supplemental Accidental & Health Insurance and the forms require Ms. Bailey's signature and request she sign and submit the forms.

Discussion of the Volunteer Fire Fighter Dependent Fund Board took place. It was determined to replace former Assistant Chief Winter with Mr. Tim Holzman for the 2018 calendar year.

**Ms. Bowers made a motion to appoint Mike Costello, Jeff Hall, Mike Savetski, Dave Young and Tim Holzman to the Board for the Volunteer Fire Fighter's Dependents Fund for the 2018 certificate, which is the same as the 2017 Board with the exception of replacing former Assistant Chief Winter with Mr. Holzman. Mr. Warchola seconded the motion. All voting in favor.**

Ms. Bowers explained there is a new document Huntington Bank is requiring for Depository Contracts. Mr. Thorne said he has no issue with the new document however, Huntington desires to do a "Bridge Contract" but Huntington had not signed the original depository. In order for the Bridge Contract to take place, Huntington Bank must first sign the original and submit back to Lafayette Township and then Lafayette Township can sign the Bridge Contract. Ms. Bowers stated we can rebid depository contracts, we are required every five years but are not restricted and can rebid every year if wanted.

**Fire Department Report:** Chief Hall reported a total of 38 runs for the month November (6-Fire, 20-EMS to Lafayette Township, 1- Fire, 5-EMS to Village of Chippewa Lake, 0- Fire, 2-EMS to Gloria Glens, 1- Fire, 3-EMS Mutual Aid, 1-Mutual Aid Received). Fuel Usage: 266.2 gallons of fuel, 1,683 miles were logged on all vehicles.

Chief Hall stated on December 13, 2017 the department staffed from 6:00 p.m. to 6:00 a.m. with an additional three people on call as back up due to the inclement weather.

Chief Hall inquired about the status of the smoke detector/carbon monoxide release form. Ms. Buell stated the form was completed at the end of October and sent to Bill Thorne for review and she will follow up with him first thing in the morning.

Ms. Bowers was in a meeting regarding the impassible private roads in Chippewa Lake. Ms. Bowers said an engineer will be condemning a bridge in the area. She said all residents living on the roads deemed impassible must be given written notice that the township equipment is not able to traverse those roads posing a safety hazard. Ms. Bowers stated, "Nothing has been able to get Continental Business Enterprises attention and we are lucky there has not been a problem". Chief Hall said the "Big Injun Trail Bridge" is in very deplorable condition. The bridge on Lakeside was redone some time ago and he voiced concern because there are no sides on the bridge. He said the County Engineer will not stamp what the bridge

weight is rated. He said he is not comfortable having the department take apparatus on those bridges due to the safety. The fire engines GVWR is rated at 42,000 pounds and the ambulance GVWR is approximately 22,000 pounds. In the event of an emergency, the fire department would need to gain access in that area through the yacht club and during the winter months the road is not maintained. In addition to the deplorable bridges the roads do not permit for safe traverse of fire and/or EMS and is worse during inclement weather which magnifies the safety concern in the event of an emergency. The roads themselves are not wide enough to accommodate the current apparatus and there is overgrowth from trees and shrubs along the roadsides and the potholes are challenging. There are low lying cable lines as well. Chief Hall stated that when there is an emergency he is very concerned about responding to that area and in a timely manner.

Mr. Costello thanked Chief Hall and Mike Savetski for all the time and work they dedicated to the Visit from Santa. This year was a success and it was completed with limited help during cold temperatures and a large load. The township has received positive feedback from the community and how much this event is awaited and enjoyed. Chief Hall thanked Santa for his hard work as well.

**Police Department Report:**

Deputy Harhay reported 468 calls for the month of November in Lafayette Township with an additional 112 calls to the Village of Chippewa Lake. He gave a brief breakdown of the nature of the calls. Ms. Bowers thanked Deputy Harhay for the new report forms.

Mr. Costello questioned whether the Sheriff's Department has seen a reduction in overdose cases. He heard the Ohio State Patrol made numerous drug stops in the southern part of the state which they believe is reducing the drugs in the northern part of the state. Deputy Harhay doesn't believe there has been a reduction in the number of calls but believes there are more drugs being removed from vehicles.

**Zoning:**

Ms. Stogin reported through the month of November 2017 the valuation was \$16,345,926.00.00 versus 2016 totals at \$12,454,630.00. Fees collected through November 2017 are \$41,840.00 versus all of 2016 total at \$22,861.00. Through the month of November there has been the construction of 49 new homes in the township to which 38 were Ryan Homes. Lafayette is the second highest growing township in the county as far as the number of homes.

Ms. Stogin reported her township cell phone had quit working. She has obtained a new Samsung J8 cell phone with a cost of \$7.50 per month. She negotiated a \$8.99 case for the phone. Additionally the township will receive a \$100.00 credit.

**Economic Development:**

Ms. Bowers will be meeting with the company in charge of the development on the Rabe property. The Rabe property is approximately 50 acres that is both in Lafayette Township and the City of Medina with the city controlling the zoning. The company is purchasing 26 acres behind the Fredrick's property on Smith Road. The corporation, for bookkeeping purposes, would like all the property to be consolidated into one lot. Several of the parcels are in both the city and the township with one lot only in Lafayette. The developer is interested in the type 2 annexation. The township cannot stop it but can make it easier but Ms. Bowers recommends reviewing the townships Cooperative Economic Development Area and consider moving it over to that area and pursue a sharing arrangement with the City of Medina.

**Old Business:**

Ms. Bowers announced Mr. Thorne had no issues changing the verbiage within the cemetery rules to allow a metal or marble urn or other container designed for interring cremains. The trustees agreed to the new

verbiage. Ms. Bowers will review all the cemetery rules and redraft the new verbiage for adoption at the Organizational meeting in January.

**New Business:**

Organizational meeting was set for January 1, 2018 at 10:15 a.m.

A special meeting was set for Wednesday, January 27, 2017 at 3:00 p.m. for the purpose of setting appropriations and any other business that may come before the Board.

Mr. Costello stated the fire department personnel receive annual physicals and recommends all service department employees do as well however a policy needs to be in place.

Ms. Bowers announced the bid specifications for the new safety services building have not yet been received and if they are received the trustees will review at the December 27<sup>th</sup> meeting.

Ms. Bowers confirmed that Ms. Bailey will handle the prevailing wage paperwork in early January and recommends starting the process in December.

Ms. Bowers moved to pay the warrants of the township.  
Ms. Bowers moved to adjourn, seconded by Mr. Warchola.

Meeting adjourned at 7:06 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