

Minutes  
LAFAYETTE TOWNSHIP BOARD OF TRUSTEES  
Construction Update & Regular Meeting  
Monday, April 15, 2019

**Meeting called to order:** 2:37 p.m.

**Members Present:** Trustee Lynda Bowers, Trustee Michael Costello, Trustee Martin Warchola, Owners Representative Bill McDonald, Legal Counsel- William Thorne, James Magda- Knoch Corporation, Ed McCall & Dale Keeran- McCall Sharp, Assistant Fire Chief Tim Holzman, Michael Savetski- Fire Department Captain

Mr. James Magda reported there was an RFI response sent last week with regards to the two heaters and exhaust. He said a proposed fix to resolve a few of the issues is to turn the heaters 180 degrees so they don't interfere with the overhead doors but this action would require gas piping changes. The plumbing contractor and Mr. Magda wish to maintain the continuous run down the center of the building and provide "T's" at every intersection and run a gas line down to each end of the two heaters. Mr. Keeran doesn't believe the heaters need flipped and suggested using additional B-vent past the doors which he believes is listed in the bid. Mr. Keeran explained by not flipping the heaters no changes to the gas or electric will be needed. The B-vent allows approximately four inches with a one inch clearance, with seventeen inches clear between the door and metal frame. The door is located high and he recommends running the B-vent through the roof and continue B-vent down past the doors. The explanation of the B-vent is a double wall with insulation to keep the heat down. Mr. McDonald recommended Knoch confirm with MedVet. Mr. Magda confirmed all other issues have been rectified except for the flues.

Mr. McDonald inquired if the training tower ceiling has been remedied. Mr. Keeran stated it called for ¾" plywood with an aluminum liner panels that will overlap and contain channels creating a water barrier. Mr. Magda explained it will be the same liner panel as used in the apparatus bay. It was agreed the above stated would withstand the pressure of a fire hose.

Mr. Magda confirmed he is working on obtaining pricing for the paint in the decontamination room and will advise accordingly.

Mr. McDonald informed the township is responsible for providing two rappelling hooks for the training tower in which Knoch will install. Mr. McCall will research and advise.

Mr. McDonald confirmed no Knox box would be installed at the site.

Discussion regarding the time capsule took place. Mr. McCall suggested having the box reduce to halves versus thirds in order to accommodate any larger items. The time capsule will be hung in the meeting room.

Review of the current schedule update took place. Mr. Magda stated the data date is correct on the schedule but the date on top is incorrect. Mr. McDonald questioned Mr. Magda if he intends to have the asphalt started the last two weeks in April per the current schedule. Mr. Magda said it is an early start as the concrete walks and the approach are complete with the exception of the approach at the main entrance and a small area of walk on the west side of the building. Mr. Magda confirmed Knoch intends to stay with the same contractor for the asphalt. Mr. McDonald is pleased with Sloan's concrete work.

Mr. Magda said the metal liner panel was slated to start today but the weather is not conducive and anticipates the start tomorrow. Mr. Magda confirmed a three week completion for the entire roof

installation with two weeks on the roof and one week on the liner panel. Mr. McDonald questioned if they are going to remain with a four man crew on the roof. Mr. Magda intends on reaching out to them to see if additional manpower will be available.

Mr. Magda confirmed that drywall finishing is taking place this week on their interior of the building with minimal drywall needing to be hung. Ceramic tile and paint are planned to start early next week. Acoustic ceilings are slated to be installed in two weeks. Mr. McDonald contacted Warwick and instructed they have two weeks from today to complete the above ceiling work and is confident the work will be completed.

Mr. McDonald showed the color sample from Kraftmaid for the casework.

Mr. McDonald said the pay app has been approved and is ready for payment.

It was decided to have McCall sharp visit the new building every two weeks at 11:00 am following the construction meetings with the next visit scheduled for May 2<sup>nd</sup>.

Mr. McDonald will refer to the spec to see who is responsible for the permits and report to Mr. Magda.

It was determined to match the exterior caulking of the control joints to the brick color.

Mr. McCall stated there is a lot of work that will be taking place over the next two months with an aggressive schedule.

The next construction update meeting was set for Monday, May 20, 2019 at 2:30 p.m.

3:35 p.m. Trustee Warchola called to order the Regular Trustee meeting followed by the Pledge of Allegiance.

Present: Trustee Michael Costello, Trustee Lynda Bowers, Trustee Marty Warchola

**Trustee Bowers moved to approve the Construction/Regular meeting minutes of February 18, 2019 and the Special meeting minutes of April 2, 2019. Trustee Costello seconded the motion. All voting in favor.**

**Community Resource Officer Report:**

Community Resource Officer, Kim Detschon reported she has been working on two power points. The first being, Keys to Residential Crime Prevention with Medina City Police and Lafayette Township working together for the people of the community. The other power point is Common Scams. Both power points are ready to be presented. Ms. Detschon attended the Ohio Crime Prevention Association seminar in Columbus, Ohio. She reported learning a significant amount and refreshed herself on many topics. Ms. Detschon has been informed of an ongoing issue with litter flying out from the garbage trucks throughout the township which is extremely prevalent along Ryan Road being a main routes garbage trucks utilize when hauling to the Medina County Solid Waste District. Trustee Bowers is aware of the issue being a resident herself along the route, she personally hires individuals to clean her property of the debris. Ms. Detschon will be contacting local judges to inquire about non-violent offenders assisting with the cleanup of the debris. In her research she has discovered grants that are available in amount up to \$200,000.00 that she anticipates applying for. Ms. Detschon voiced concern and wishes to have a smoke detection alarm in every Lafayette Township residence. She is researching several ways monies could be available to help fund the alarms. Chief Hall informed the fire department has alarms and has had difficulty informing residents. Ms. Detschon is currently in the process of applying for grant money to help with the purchase of equipment for the fire department. Trustee Bowers announced the township has gun locks that are available to the residents free of charge and she will acquire mosquito dunks to pass along to the residents. Ms. Buell

requested a brochure rack be placed in the administration building to make all the information readily available to the residents. Ms. Detschon said she is willing to create a power point, hold a discussion etc. if anyone has any suggestions and she is willing to customize programs to meet needs. Ms. Detschon will be updating her training on Prevention of Domestic Violence. She has devised a log sheet for the Lafayette cruiser in order to record the whereabouts and mileage of the vehicle. Chief Hall had discussion with Ms. Detschon requesting her assistance in promoting the reflective driveway marker program indicating how far the home is set from the road along with the green reflective address signs. Both are extremely helpful to the fire department when they pull on scene. Trustee Bowers instructed Captain Savetski to discuss the grant opportunities with Ms. Detschon.

3:47 p.m. Trustee Warchola announced the Service Department has received stone bids from D & J Reiff Services, Spencer, Ohio and Albrecht Trucking and read the bids aloud.

**Trustee Bowers move to accept the bids from D&J Reiff and Albrecht Trucking awarding to both as necessary. Trustee Warchola seconded the motion. All voting in favor.**

**Service Department Report:**

Mr. Evans reported:

- At the beginning of the month snow plowing and salting took place
- Removed trees, underbrush & stumps on Egypt Road
- Chippewa has an issue with several manhole covers and water boxes that need addressed. During inclement weather the plows cutting edges and frames are being damaged. Mr. Evans informed Keith Riedel, Chippewa Lake of the issues and informed him it needs addressed prior to the next snow season. Mr. Evans stated the crown of the road in question in Chippewa Lake is an older road that is need of maintenance but was not damaged from plowing. Trustee Bowers requested Mr. Evans speak with Mr. Reidel and make suggestions for the repairs
- Provided a quote from Dennes Concrete for the necessary repairs on Wagon Trail 4' x 26' and 3' x 10', Meadow Lane & Ryan Road 10' x 26' x 10", Honeyshade & Shawnee Trail two 6' x 12'6", and Imagine Lane (between the railroad tracks & Rosemont Way) 3' x 24' . Mr. Evans will meet with the county to acquire the funds from the assessment account for the two catch basin replacements. Mr. Evans confirmed the boxes were not originally installed properly and age plays a part in the failure. Trustee Bowers noted the township is now aware the roads were not originally installed properly and confirmed with Mr. Evans the above stated repairs were not budgeted for 2019 and may require a supplemental appropriation

Trustee Bowers stated the township will be receiving an extra \$56,000.00 in gas funds as a result of the tax increase which can only be used for road improvement projects.

**Trustee Costello moved to approve Dennes Concrete for the repairs on Meadow Lane & Ryan Road Honeyshade & Shawnee, Imagine Lane (between the tracks & Rosemont Way) and Wagon Trail in an amount not to exceed \$12,300.00. Trustee Bowers seconded the motion all voting in favor.**

- Mr. Evans requested Board approval for the Medina County Engineers Road bids for motor paving of Gilbert Street, Third Street and Lake Street. Only one bid was submitted due to only one company locally that provides motor paving

**Trustee Bowers moved to approve the recommendations of the Medina County Engineer on the bid tab awarding Melway Paving not to exceed \$30,000.00. Trustee Warchola seconded the motion. All voting in favor.**

- Cold patching took place
- A letter was received from the county regarding 5356 Carsten Road requesting assistance with the culvert. The service department ditched and replaced the culvert at the owner's expense.
- Replaced culverts & ditched along Egypt Road
- Vehicle maintenance
- Western Star #37 hydraulic valve seals have been replaced
- Repaired plow hitch on 2012 F-550
- The service department had a burial on April 13th at Waltz Cemetery. Saturday, May 4<sup>th</sup>, the annual township clean-up day, there is a burial scheduled in the afternoon. Currently, there are eleven footers that will need poured once the weather cooperates.
- Trustee Bowers anticipates the service department will be acquiring two employees from the workforce program that will be available up to 25 hours per week for eight weeks this summer. Trustee Bowers explained to the workforce director, the employees must be of age to mow and operate necessary machinery. Mr. Evans stated he will still be in need of part-time help once the workforce employees are finished in order to continue to maintain the township properties
- Mr. Evans requested the Board's approval to have the Cemetery UAN system loaded on his laptop in order to access records when necessary. Trustee Bowers instructed Mr. Evans to work with Ms. Bailey to have it loaded

Trustee Costello made contact with Captain Ross at the Medina County Sheriff's Department requesting six inmates to assist with the annual township clean-up day on May 4, 2019 and has yet to hear back. He will make another attempt.

**Police Report:**

Lieutenant Marcum reported 430 calls for the month of March and gave a breakdown on the nature of the calls.

**Fire Department Report:**

Chief Hall reported a total of 50 runs for the month of March. 1- York Township, 37- Lafayette, 3- Chatham Township, 1- Harrisville Township, 1-Westfield Township, 2- Guilford Township, 2-Village of Chippewa Lake, 3- Village of Gloria Glens. Total of 233.6 gallons of fuel and 479.40 miles were logged on all the vehicles.

Chief Hall announced the fire department has been awarded \$10,000.00 from Nexus and anticipates receiving a check within the next week. He wishes to utilize the funds for radios and pagers.

Chief Hall announced Lieutenant Boggs has resigned from the Lieutenants position and is retiring from the fire service after thirty years of service.

Chief Hall presented Trustee Costello with the "Mission Award" from the annual Lafayette Township Fire Department Award Banquet. Chief Hall noted this award was much deserved as Trustee Costello essentially provided a free service to the residents of the township while in office.

Trustee Bowers said when she was with County Planning anytime there was an emergency access into a subdivision, a gated area, etc., a Knox Box for fire departments was required to be placed and inquired whether Lafayette still requires them. Chief Hall confirmed, but currently there is no need in the township. Trustee Bowers was just seeking clarification because at an earlier meeting when she inquired about a Knox Box for the new Safety Services Building, a firefighter found her question comical. Trustee Bowers wanted to ensure she is staying abreast. Chief Hall said that when a box is required the entity would reach out to the department for installation.

**Zoning Report:**

Ms. Strogan stated the zoning department has been busy with the majority of permits being for fences, decks, sheds, etc. Only one new home permit was issued last month. The total estimated value to date is \$2,727,262.00 with 2018 totals near 20 million dollars. The fees to date are \$7,255.24 with a total in 2018 near \$62,000.00.

Trustee Bowers has re-typed the zoning code and requested scheduling a meeting with the zoning chairman, zoning inspector and legal counsel for this Friday.

There are two Board of Zoning Appeals appointments available. Trustee Bowers said there are two township residents, Colene Connley and Mike Meden and both are interested in accepting the appointments.

**Trustee Bowers made a motion to appoint Ms. Colene Connley to fill the unexpired term that runs the longest and Mr. Mike Meden to fill the second unexpired term. Trustee Warchola seconded the motion. All voting in favor.**

**Recreation:**

Ms. Buell stated the portable toilets have been delivered for the baseball fields

**Economic Development:**

Trustee Bowers attended an Economic Development meeting this morning with Mr. Dave Corrado, Ms. Dentler and her staff. She explained cable providers stay away from each other's boundaries as to not create competition within some of the townships including Lafayette. The Medina County Fiber Optic system is run by the Medina County Port Authority in which the Lafayette's new Safety Services Building will be utilizing. The Fiber Loop is offering hard wired service to residential homes. Trustee Bowers will be sending out an email survey in addition to going to door to door to inform the residents they have access to the service. She said Mr. Corrado indicated the reason Lafayette thought there was a large increase in expense for the safety services building was due to what was originally requested, was "overkill". The service they will be providing is significantly more than we currently have but not overkill. The overall cost will be approximately \$300.00 less per month and she suggests having them provide costs for the service to be extended to the current township facilities. Mr. Corrado can provide a uniform email address for Lafayette employees.

Trustee Bowers stated the Bureau of Workman's Comp is offering noncompetitive grants for upgraded services which she will be applying for. The County Economic Development Corporation is reviewing the energy corridor and funding is available and requesting participants for some of the programs. She explained a program available is a low cost loan reimbursement with grant benefits for anything energy efficient. Trustee Bowers will be providing a list of all energy efficient items in the new safety services building that could qualify and potentially do a loan reimbursement for some of the items. Trustee Bowers said there could be a financial benefit to the township and county by doing so. Trustee Bowers will request McCall Sharp provide a cost breakdown to her.

**Correspondence:**

Discussion took place regarding the Medina County Natural Hazard and Flood mitigation Plans.

**Resolution 08-2019 adopting the Natural Hazard and Flood Mitigation Plans as submitted by the Medina County Emergency Management Agency. Trustee Costello seconded the motion. All voting in favor.**

Ms. Buell stated a thank you was received from the Society for the Prevention and Cruelty of Animals thanking the township for the donation for the animal control services provided to the township.

Trustee Costello explained the confirmation letter received from Ohio Edison was for a change of service received. There was no real change of service it is new service taking place at the site of the new safety services building.

**Old Business:**

None

**New Business:**

Ms. Buell reminded everyone the annual township clean-up day will be taking place on May 4, 2019 8:00am to noon at the Medina County Solid Waste District. Shredding will not be available. Trustee Bowers stated Gloria Glens is in Lafayette Townships Fire District and will send notice they are invited.

**Trustee Bowers made a motion to invite Gloria Glens to partake in the annual township clean-up day. Trustee Costello seconded the motion. All voting in favor.**

Ms. Amanda Gordon will be sending Ms. Bailey a resolution to roll the note for the new safety services building. Trustee Bowers gave an explanation on the process of paying the note off. She suggests possibly rolling for more than a year due to the low interest rates.

Trustee Warchola announced a \$1,000.00 donation was received from Walmart and a \$50.00 Target donation towards the new safety services building. He is currently trying to secure a donation from Home Depot as well. He was disappointed that Staples denied giving a donation as that is the primary business the townships uses for office supplies.

**4:36 p.m. Trustee Bowers moved to recess into executive session for the purpose of discussing personnel promotion, demotion, discipline and compensation pursuant to Ohio Revised Code 121.22G1.**

**Roll call Vote: Warchola-yes, Bowers-yes, Costello-yes**

**5:17 p.m. Trustee Warchola moved to reconvene the regular meeting.**

**Roll call Vote: Warchola-yes, Bowers-yes, Costello-yes**

No decisions were made.

Trustee Warchola had discussion with Warwick regarding the phone system throughout the township and gave a brief description of what can be provided. Warwick has recalculated the price and is offering the new phone system for \$6,800.00. Trustee Bowers suggested having the Medina County Fiber Loop give opinion and pricing. Trustee Bowers obtain information on the phone system from Mr. Corrado.

Discussion took place whether the township accepts cash as payment. Currently, the township does not accept credit cards and Ms. Bailey wishes to accept only check or money order. Legal Counsel advised that cash is a legal form of tender. Trustee Bowers said the township can discourage cash and not encourage accepting it but it is not prohibited.

**Trustee Bowers made a motion for Lafayette Township to continue to accept cash as a form of payment and will instruct the Fiscal Officer accordingly. Trustee Costello seconded the motion.**

Trustee Warchola moved to adjourn, seconded by Trustee Bowers.

Meeting adjourned at 5:30 p.m.

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

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Martin Warchola, Trustee

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Lynda Bowers, Trustee

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Michael Costello, Trustee

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Shirley Bailey, Fiscal Officer

**MOTIONS AND RESOLUTIONS:**

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