

Minutes  
LAFAYETTE TOWNSHIP BOARD OF TRUSTEES  
Regular Meeting  
Monday, February 17, 2020

Members Present: Trustee Lynda Bowers, Trustee Michael Costello, Trustee Martin Warchola, Fiscal Officer Shirley Bailey and Legal Counsel- William Thorne.

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

**Public Participation:**

A Lafayette Road resident inquired about the new Medina County Fiber Loop being offered in Medina County. Trustee Bowers explained it is a commercial fiber loop that runs to Cleveland. The new Safety Services Building utilizes the service. The county is considering expanding the service to residential. Trustee Bowers understanding is it is a better quality, higher speed service and less expensive. Trustee Bowers recommended being on her email list so he could receive future communication. She explained Medina County received a grant from the State Fire Marshall for the MARC's radio system that will be installing new towers around the county. The towers have the ability to be used for high speed internet. Trustee Bowers does not believe the current maps the Public Utilities Commission shows accurate coverage of Broadband service. Trustee Bowers explained how broadband works in the rural areas. She suggested the resident leave an email address and she will forward information as it becomes available.

A resident inquired as to whether work has been done on county water lines as the water at his residence has been brown in color. He was directed to contact the Medina County Water department.

**6:11 p.m. Trustee Bowers moved to recess into executive session for the purposes of discussing personnel discipline pursuant to Ohio Revised Code 121.22G1. Joining executive session is Legal Counsel, William Thorne, Chief Hall, Assistant Chief Holzman, Mr. Steve Kile, Mr. John Oberholtzer, and Law Clerk- David Rice.**

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

**6:27 p.m. Trustee Warchola moved to reconvene the regular meeting**

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

No decisions were made.

**Police Report:**

Sergeant Wilson reported a total of 443 calls for Lafayette Township. He gave a brief breakdown of the nature of the calls. Trustee Bowers attended a meeting with L-Tap and forwarded a copy of the report. She said there are grant funds available for signs in high accident areas. The Department of Transportation maintains records of crash reports and from 2014 to 2018 there were 20 accidents on Ryan Road with 3 fatalities and two fatalities on Coon Club. Sgt. Wilson said the department can set-up extra patrol. Mr. Evans requested speed signs be placed on Ryan Road to attempt to control the extensive speeding. Trustee Bowers said that every road in the township is at the statutory lowest speed by law.

**Trustee Bowers moved to approve the ordinance amending the Community Policing Law Enforcement Services agreement subject to Law Director- William Thornes approval and if/when approved, authorize Trustee Costello to sign. Trustee Warchola seconded the motion. All voting in favor.**

**Trustee Costello moved to approve the Special Meeting of November 5, 2019, Special Construction Meeting of November 18, 2019 and the Regular Meeting of November 18, 2019. Trustee Warchola seconded the motion. All voting in favor.**

**Financial Report:**

Ms. Bailey reported:

Fund Balance: \$2,780,566.28

Pooled Investments: \$2,172,366.28

Available Checking Balance: \$608,200.00

No requisitions were available.

Ms. Bailey stated the auditors request the payroll certification for proportionate salaries which come from the appropriate funds be documented monthly. Trustee Bowers said it is listed on the 2019 Organizational Resolution which was the requirement under Dave Yost. Trustee Bowers will recheck with the Ohio Auditors office to ensure compliance.

**Trustee Bowers moved to approve devising a document for the trustees to sign off monthly for the liaison draw from the different departments if required. Trustee Costello seconded the motion. All voting in favor.**

Trustee Bowers inquired whether an invoice has been received from Medina County Soil & Water. Ms. Bailey said she has not received an invoice yet.

**Trustee Bowers moved to approve the 2020 Soil & Water Memorandum of Understanding. Trustee Warchola seconded the motion. All voting in favor.**

The Board of Trustee set a special meeting on Monday, March 9, 2020 at 5:00 p.m. for the purpose of budget.

Trustee Bowers said Ms. Martha Evans was concerned about overspending in the General Fund and she wants to make clear the general fund is not in jeopardy do to overspending. She said Lafayette Townships General Fund is not typical due to an incorporated village within our territorial jurisdiction. Trustee Bowers explained the tax law that is in place without voter approval. Trustee Bowers said Lafayette Township puts .4 mills into the General Fund and everything else must go into the Road and Bridge Fund to prevent Chippewa Lake from having an issue. Lafayette Township places 2.6 mills into Road and Bridge as this is the only fund Chippewa does not have to match. When funds build in Road & Bridge, the township must declare in court we are under funded in General Fund. Lafayette Township is spending approximately the same amount of money in General Fund as we were spending in 1999. Trustee Bowers explained the process in which she would like to see in order to pay off the new Safety Services Levy in a timelier manner than scheduled. Trustee Bowers said all 2.6 inside millage go into the Road & Bridge Fund and all of Road & Bridge is paid out of that fund. Due to the gas tax increase, Lafayette Township received \$109,000.00 in the Road & Bridge Fund and Trustee Bowers believes that is enough funds to cover the necessary repairs on the township roads this year. She said there were extra owner costs on the new Safety Services Building that were not part of the bond. She said the Board budgeted approximately \$300,000.00 in salaries and thinks it will be closer to \$350,000.00 and feels that should be reviewed again. Trustee Bower appreciates Ms. Evans keeping a watchful eye on the funds.

Trustee Bowers will attend the annual Health Department meeting scheduled for March 2, 2020.

**Correspondence:**

Trustee Bowers reported by way of correspondence, the Wedgewood subdivision documents have been filed at the Medina County Recorder's Office and copies will be forwarded to the Lafayette Township Zoning inspector.

Trustee Bowers and Community Resource Officer, Kim Detchon worked diligently preparing the necessary information to submit for a grant which would be utilized for the Lafayette Township Safety Town.

The company is still interested in the property for sale next to the University Center.

**Service Department Report:**

Mr. Evans reported:

- Plowing and salting. All salt has been moved from the temporary bin. 125 ton of salt was ordered on January 21<sup>st</sup> with an additional 150 ton ordered on February 7<sup>th</sup>
- 3 Trees down due to high winds on Ballash and Lance Roads. Brush & tree clean-up along Ballash Road
- Ryan Road- cold patched holes
- Stop Ahead sign down due to high wind on Ryan Road
- Replaced stop sign at Harger & Ryan Roads due to vehicle hit
- Invoiced Chippewa Lake for the installation & cost of new post & speed limit sign
- Removal of roadkill
- Kapok & Toucan road project will be chipseal with MC3000 oil & #8 slag. Medina County will send to bid March 5<sup>th</sup> with bid opening March 26<sup>th</sup>. Mr. Evans reported he forwarded all prevailing wage documents for the road project
- Aspire Energy wishes to enclose 340 feet of ditch on Carlton Road within the Nexus right of way. Mr. Evans informed Medina County he would like the project to commence in the spring and approve the installation of a temporary drive. He wishes to move the ditch back to right of way to ensure a wide enough shoulder and believes ditching approximately 1500 feet south will ensure proper water flow
- Serviced the boom mower in preparation of mow season. Welded new wear guards on bottom of mower
- Keeping equipment washed, polished & greased
- Prepared & serviced excavator for spring
- Replaced power steering lines on 2012 F550
- Organizing & maintaining shop
- Converted office in truck garage to a parts & tool room
- Maintaining town hall & bathrooms
- Shredded scheduled old documents. Trustee Bowers will review the Sexually Oriented Business information to confirm if it can be destroyed or need to be retained
- Organized file room in Administration Offices
- Complied with Health Department requirements- Septic pumped on February 13<sup>th</sup>
- Mr. Evans requested Board permission to receive a quote for the installation of a sign & flagpole at Spitzer Cemetery. Mr. Evans will be replacing the veteran's plaques at Waltz Cemetery

**Fire Department Report:**

Chief Hall reported 54 runs for the month of January. 46- Lafayette Township, 1- Westfield Township, 5- Village of Chippewa Lake, 2-Gloria Glens. 1- Automatic Mutual Aid received, 2- Mutual Aid given. Average response time from dispatch to in-route daytime- 4 minutes 20 seconds, Nighttime- 5 minutes 56 seconds. 248.3 gallons of fuel for all vehicles was logged.

In depth conversation was had regarding the response time. Chief Hall said the Village of Chippewa Lake has requested an accurate time for response from the new station to the Village. The department is working on a efficient, accurate way to report the response times. Trustee Warchola requested Chief Hall report the night call response time from tone to vehicle moving and wishes to further discuss at the next officer meeting.

The department is currently working on three grants available. Fire Marshall Equipment grant- \$15,000.00, the Enbridge grant- \$7,500.00 and the AFG grant- \$50,000.00 and gave a breakdown on what the funds would be used for if awarded.

Chief Hall, Christian Hall and Captain Josh Noftz will be attending a free 40-hour hazmat tech course offered by Cleveland State the first three weekends in March.

Chief Hall confirmed he has not had conversation yet regarding water rescue/dive team in the Chippewa area. Trustee Bowers will forward Chief Hall the contact information.

Polen Implement will be providing a mower for the fire station as part of their roll over program at the 2018 pricing. Mr. Evans will contact the Nexus representative and offer the fire department to maintain the Nexus right of way in order to make the building grounds look presentable.

**Trustee Bowers moved to approve the purchase of a new fire department lawn mower through Polen Implement with a purchase price not to exceed \$12,000.00 and authorize the roll over program annually at \$1500.00 for a brand-new mower with funds to be taken from the fire department funds. Ms. Bailey has authorization to sign the contract upon Mr. Thorne's approval. Trustee Warchola seconded the motion. All voting in favor.**

Chief Hall suggested the department purchase a storage shed for the new mower. The Board suggested hosing the mower, allowing it to dry and placing the mower on top of a protective surface (rug, cardboard, etc.) within the bays.

Mr. Thorne advised public facilities are not mandated to inform individuals of audio or video recording. Trustee Bowers said there are no expectations of privacy in a public building.

Trustee Warchola confirmed the outdoor signs for the new Safety Services building will be installed in the spring when the weather is cooperative.

Discussion was held regarding who is responsible for the cost of engraving on bricks for the fire department memorial as the township received an invoice without prior authorization. The memorial was installed as a private Eagle Scout project with sponsors covering the cost for brick engraving. Mr. Thorne will review whether the township can assume the cost of the bricks as part of a private memorial which has no public purpose. He will report back. Chief Hall took the invoice and said he will handle it. Trustee Costello said the memorial was relocated to the new location and has yet to be installed and inquired who was handling the installation. Chief Hall will meet with the Fire Association and work out a plan for the installation of the memorial. In the event Mr. Thorne says the township cannot assume the cost, Trustee Bowers suggested the Association devise a policy or guidelines for funds to be donated within the Association account for future engraving. Chief Hall said the labor for the re-installation of the memorial has been established but funds are needed for the materials. Trustee Bowers said she will help find monies to help cover the materials, township funds just cannot be used.

Discussion was held concerning the excessive number of hours held by fire department personnel. Mr. Thorne advised, according to statute, personnel can exceed weekly hours or time period but must adhere to the policy that states part-time must work less than 1500 hours annually. If a member fulfills the annual number of hours allotted, then that individual is not permitted to work the remainder of the year. The Board

instructed Chief Hall to stay vigilant of the number of hours each member has worked and to inform fire department members of the policy, not allowing members to exceed the 1500 hour maximum annually.

There are issues with the internal paging system in the Safety Service building. Captain Savetski has secured a quote per Trustee Warchola's request. Mitchell Communications quoted a cost to the township of \$2483.75 and a cost to the Fire Association of \$3,967.40 in order to have the entire building wired for a paging system. The Association is willing to pay for a portion of the cost as they will be utilizing the system as well. Trustee Costello recommended having the electrical engineer and electrician review the layout as the building is still within the one year warranty phase. Trustee Warchola will review how the wiring will be ran and request a list of additional fire stations Mitchell Communications have installed the systems at. Trustee Costello said the New Philadelphia station has had issues with the speakers in the bay areas as well. Trustee Warchola recalled the sound quality was one of the reasons the Board originally agreed not to install a paging system.

**Trustee Bowers moved to approve the paging system, subject to the electrical engineer and McCall Sharp signing off, and assurance we are not going to be subject to any warranty issues. Trustee Costello seconded the motion. All voting in favor.**

### **Zoning Report:**

Ms. Strogin reported January was not a very productive month. The total estimated value to date is \$588,946.00. The fees to date are \$1,064.40. Aspire Energy contacted Ms. Strogin and explained the invoice that consumers receive are listed as Consumers Gas. At the corner of Egypt and Carlton Roads, Aspire Energy will be tapping into the Nexus pipeline permanently making a tap into theirs due to the City of Medina depleting their gas supply. There will be no compressors, meters nor noise. Ms. Strogin requested schematics in advance. Last year the city was forced to pay \$75,000.00 per tanker in order to fill the pipelines.

Ms. Strogin reported receiving a memorandum Agreement from the Sanitation Engineer which was sent informing a homeowner there is an easement on their property. She read the Memorandum.

### **Community Resource Report:**

Ms. Detchon reported:

- Left a message with Montville Police Department requesting information on the McPal program
- Left a message with Trustee Kent Patterson regarding devising a safety town for Lafayette Township
- Attending EMT school for the Community Paramedicine Program offered by Lafayette Township
- Maintains communication with Lafayette Townships senior population and assisting in many capacities
- Trustee Bowers announced Helping Hands has been sponsoring lunches for the senior population at Contessa's on the Lake in Chippewa
- Volunteering at the Fire Association pancake breakfasts
- Speaking with residents in the Hunters Run Development and putting together a neighborhood watch program
- Scheduling a safety talk with the Red Hat ladies in Lafayette Township
- The outdoor sign at the Safety Services building is now functioning properly. There were holes in the side of the sign that were used for placement. Once the sign was placed the holes were not plugged which allowed water to enter, shorting out the motherboard at the modem
- Ms. Detchon reported she will be attending a Public Information Officer meeting on February 27<sup>th</sup>. Which will allow her access to information and teach her how to communicate in the event of a disaster

### **Old Business:**

Trustee Bowers stated the Board requested sending a Request for Engineering & Surveying Qualifications for 2020 changing the advertising dates

Trustee Bowers proposed changing the advertising date for the Request for Qualifications for Engineering & Surveying with a response date of March 20, 2020 due to a typographical error on the original.

**Trustee Warchola made a motion to approve changing the advertising date for the response for Engineering & Surveying Request for Qualifications to March 20, 2020. Trustee Costello seconded the motion. All voting in favor.**

The Board agreed to hold an open house on Tuesday, March 17, 2020 during voting. Ms. Buell will send notice to the paper.

The Board agreed to have the March monthly trustee meeting at the Safety Services building.

Trustee Bowers spoke to Pastor Les at Waltz United Methodist Church the breakfast group is interested in touring the new building. She offered to prepare breakfast and will inform the Board if they are interested in attending.

Trustee Costello stated the township had a policy with the Medina County Sheriff's Department for when town hall is rented out and alcohol will be served, police presence is mandatory. He will review the policy with Lieutenant Marcum and report back. Trustee Bowers said if Medina City is not available, Montville Township would be interested in providing the service at a rate of \$35/hr minimum 3 hours.

Ms. Buell requested permission from the Board to purchase a laminator for office use and informed the Board the office paper cutter is not functioning properly. The Board instructed Ms. Buell to work with the Fiscal Officer for the purchases as she is authorized to make purchases up to \$3,000.00.

**Trustee Bowers moved to pay the warrants of the township. Trustee Costello seconded the motion. All voting in favor.**

**8:22 p.m. Trustee Bowers moved to recess into executive session for the purposes of discussing personnel discipline, hiring, firing and compensation, pursuant to Ohio Revised Code 121.22G1. Joining executive session is Legal Counsel, William Thorne**

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

**9:25 p.m. Trustee Warchola moved to reconvene the special meeting**

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

No decisions have been made.

Meeting adjourned at 9:28 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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Laura Ruebensaal, Fiscal Officer

**Motions & Resolutions**

**Trustee Bowers moved to approve devising a document for the trustees to sign off monthly for the liaison draw from the different departments if required. Trustee Costello seconded the motion. All voting in favor.**

**Trustee Bowers moved to approve the paging system, subject to the electrical engineer and McCall Sharp signing off, and assurance we are not going to be subject to any warranty issues. Trustee Costello seconded the motion. All voting in favor.**

**Trustee Warchola made a motion to approve changing the advertising date for the response for Engineering & Surveying Request for Qualifications to March 20, 2020. Trustee Costello seconded the motion. All voting in favor.**