

Minutes
LAFAYETTE TOWNSHIP BOARD OF TRUSTEES
Regular Meeting
Monday, March 16, 2020

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

Meeting called to order at 6:00 p.m.

Police Report:

Lt. Marcum reported a total of 433 calls for the month of February and gave a brief breakdown of the nature of the calls. He informed the Board on the temporary way the department is handling calls. Calls will be handled by phone, unless it is an emergency, to limit the amount of person to person contact due to the protocols set forth for the coronavirus. On EMS calls, the department will only assist when requested. Trustee Bowers requested if the police department is aware of any resident that is need of assistance of any type, to please inform the township so assistance can be offered. The department has issued several parking citations in response to the snowfall. Mr. Evans thanked Lt. Marcum for placing the speed sign along Ryan Road.

Financial Report:

Ms. Bailey reported:

Fund Balance: \$3,565,978.21
Pooled Investments: \$2,172,609.87
Secondary Checking Account: \$445,264.91
Available Checking Balance: \$948,103.43

No requisitions were available.

Ms. Bailey informed there are now two checking accounts listed on the Fund Status, one for the Township (listed as the primary checking account) and the other for the Fire District (listed as the secondary checking account). She explained the primary account has funds for the fire district that have yet to be paid which was prior to the additional account being set-up. Ms. Bailey said she has spoken to UAN and was informed that due to the fire district not only is a separate account necessary, a separate system is necessary. Trustee Bowers was told by UAN that Ms. Baileys current system can have more than one account. She requested placing a call to UAN with Ms. Bailey and Mr. Thorne present in order to ensure consistent, accurate information is being given from UAN. UAN explained to Trustee Bowers a separate checking account is necessary for the Fire District but not a standalone system. Trustee Bowers said UAN does acknowledge the fire district as a separate political entity except the Lafayette Fire District has the same governing body. Trustee Bowers said she does not wish to utilize taxpayer money if a second system is not necessary and therefore wants clarification. Ms. Bailey said she is having a great deal of difficulty balancing the statements the way the current UAN system is set-up even though she has both set as separate accounts.

Ms. Bailey received notice that Borlandia, will no longer be hosting or maintaining the township website. Ms. Borling requested that all transfers happen prior to April 16, 2020. Ms. Bailey said an invoice has not been sent to the township since 2018. Ms. Buell suggested having one township website. Trustee Bowers suggested working with Ms. Buell to gather information on a new website and present at next months meeting.

Trustee Warchola moved to approve the following meeting minutes; Regular meeting October 21, 2019- Special meeting of December 9, 2019- Regular meeting December 16, 2019- Organizational meeting of January 6, 2020- Special meeting of January 20, 2020. Trustee Costello seconded the motion. All voting in favor.

Trustee Bowers said four Request for Qualifications for Engineering & Surveying have been received thus far. The deadline for submission is March 20, 2020. The Board will open the bids at a later date. Trustee Bowers said the Board doesn't award, we retain them on file and utilize without going to bid.

Service Department Report:

Mr. Evans reported:

- Plowing and salting
- Request Board approval for the 2020/2021 ODOT salt agreement
- Started ditching on Ballash Road
- Filled in the backside of curb along Technology Lane- Nexus right of way
- Installed outdoor signs at the Safety Services Building
- Requested Pat, Medina County Engineers office quote replacing the guard rails on Carsten Road due to the depth of the ditches
- Replaced two break-a-way posts for signs on Carlton Road due to high winds
- Cold patched holes and replaced a speed limit sign in the Village of Chippewa Lake. The Village has been invoiced for both man hours and materials
- Ordered 100 ton of salt on February 18, 2020 with another 125-ton ordered on March 10, 2020
- Checked for debris in crossover culverts
- Cut trees along Ballash due to traffic signs view being blocked
- Mr. Evans emailed Ms. Detchon a prioritized list of roads for the court appointed community service workers to clean-up trash on
- Keeping trucks washed, polished, greased
- Fabricated & welded a plate to mount old Western Star snowplow in order to fit the skid steer
- Keeping shop clean & organized
- Maintaining town hall and town hall bathrooms
- Will schedule back flow tests for both the complex and the Safety Service building (once water is turned on in the concession stand for the season)
- Signs for Spitzer & Waltz Cemeteries are in the process of being made and should be installed by the end of March. Trustee Bowers confirm the date established for both cemeteries and report back to Mr. Evans
- Polen delivered three lawn mowers to the service department and one mower to the Safety Service Building
- Cloverleaf School confirmed Lafayette can use their brush hog to mow the Nexus right of way

Discussion took place regarding spring clean-up. Medina County will no longer host a township clean-up day but have offered to provide a one-time voucher where residents can pick a single day, at their convenience, within a certain time period to haul their materials to the Medina County Recycling Center. The Board agreed to have Mr. Evans pursue the vouchers with the agreement the township will assume the cost. The Recycle Center will invoice the township monthly. Mr. Evans feels this is a more economical way and better for the residents as they can dispose of their materials at their own convenience. Trustee Bowers said it is imperative to inform the residents of the new procedure.

Discussion took place regarding the portable toilets. It was determined to secure one standard and one ADA compliant unit.

Trustee Costello moved to approve the Great Lakes Portable Toilet agreement, subject to Mr. Thornes review and approval of the contract. Trustee Warchola seconded the motion. All voting in favor.

Mr. Evans confirmed Lafayette Township still has contracts with CUE for salt although he prefers to order through ODOT.

Trustee Bowers moved to authorize participation in the 2020/2021 ODOT Road Salt Contract. Trustee Warchola seconded the motion. All voting in favor.

Fire Department Report:

Assistant Chief Holzman reported 54 runs for the month of February. 42- Lafayette Township, 1- City of Medina, 9-Village of Chippewa Lake, 2-Gloria Glens. 2- Mutual Aid received, 1- Mutual Aid given. It was determined the report did not reflect accurate miles logged for the month of February.

Average turn out time from dispatch to in-route daytime- 2 minutes 32 seconds, Nighttime- 13 minutes and inaudible seconds. 431.1 gallons of fuel for all vehicles was logged.

Trustee Bowers inquired whether the 6% mutual aid received listed on the fire report was accurate. Assistant Chief Holzman explained the difference between automatic mutual aid and mutual aid.

Trustee Bowers informed Feeding Medina County hands out weekender bags of food to food insecure youth. They will be handing out food from the new Lafayette Township Safety Services Building every Tuesday from 6:00 p.m. to 7:30 p.m. for the students within the Cloverleaf School District due to the COVID-19. Contessa's on the Lake will be offering free take out lunch daily to any school aged child until further notice.

Mr. Dave Young of the Lafayette Township Fire Association thanked the Board of Trustees and the residents of Lafayette Township for supporting the annual pancake breakfast this year. It was a huge success with the second week initially breaking the record with 565 in attendance followed by 645 attendees the third week. He reported due to the pandemic the Association has cancelled all meetings, events and activities until further notice. Mr. Young and the Association are working to reschedule with the vendor for the Night at the Races, pending the outcome of the COVID -19 pandemic. Mr. Young reported he will be retiring later this year. Trustee Bowers has offered to host a spaghetti dinner for the Association.

Trustee Costello received an email from EMA concerning PPE and questioned whether the fire department currently has sufficient supplies and/or has reached out to vendors to acquire additional. Assistant Chief Holzman said the criteria for PPE has changed several times. Chief Holzman confirmed the department currently has sufficient supply and the current protocol is the hospital replaces whatever is used. Mr. Young confirmed the department has approximately 200 surgical masks, a few shields and goggles and several gowns on hand. They do not have any Tyvek suits. Mr. Young is ready to place an order with Proclean however, the order must be paid prior to shipment and is waiting for the department credit card from the Chief. Trustee Costello has received communication from the state, EMA and the CDC instructing departments not to dispose of PPE even if expired. Mr. Young confirmed the department has several M-95 masks but is unsure if there is enough for every member of the department.

Zoning Report:

Ms. Strogan reported she has written a permit for the model home in Wedgewood Estates. Medina County Sanitation Department gave approval to write the permit and allow the water and sewer to be connected once the permit process is complete. Ms. Strogan informed Ryan Homes she will produce the permit for the model but no other homes unless all other paperwork is submitted as necessary.

Community Resource Officer Report:

Trustee Bowers reported Ms. Detchon is not present. Ms. Bowers reported:

- Ms. Detchon has been working with the Montville Township McPal coordinator and with Medina City Police to see if the McPAL program could be initiated in the Cloverleaf School District. She informed Montville has program that will be cleaning ditches this summer. Trustee Bowers met with Chief Grice and he confirmed he will reinstate the litter control program once he assumes the Sheriff's position so instead of Lafayette Township instituting our own program she recommends waiting until 2021 for the program.
- Trustee Kent Patterson, Westfield township and Ms. Detchon are working together on hosting a safety town at the Lafayette Township complex and inviting the Westfield children and progress is being made

- The Capital Grant Project applied for safety town was declined because it was intended for permanent structures which safety towns won't have any permanent structures. The Park District has been looking to save the barn on Deerview Lane on the Buckeye Woods park property and they would like to restore the barn and the funds are available for that type of project. Trustee Bowers said once complete it would be a nice addition to the township as it would be utilized for meetings, weddings, showers, small events, etc.

Recreation:

The Lafayette Youth Baseball League would like to get information out to the township residents that sign ups will be taking place and encourages the Medina City school families to join. Trustee Bowers requested the League forward a flyer and she will post it. Ms. Buell will inform the League.

Trustee Bowers made a motion to pay the warrants of the township. Trustee Warchola seconded the motion. All voting in favor.

Trustee Bowers thanked Fiscal Officer Bailey o behalf of the Board for her years of service. Cake and refreshments followed.

Approved: _____

Lynda Bowers, Trustee

Michael Costello, Trustee

Martin Warchola, Trustee

Laura Ruebensaal, Fiscal Officer

Motions & Resolutions

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