

Minutes
LAFAYETTE TOWNSHIP BOARD OF TRUSTEES
Regular Meeting
Monday, June 15, 2020

Members Present: Trustee Lynda Bowers, Trustee Michael Costello, Trustee Martin Warchola, Fiscal Officer Laura Ruebensaal and Legal Counsel William Thorne.

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

Trustee Bowers moved to approve the Regular meeting of May 18, 2020, Special meeting of May 28, 2020 and the Special meeting of June 1, 2020. Trustee Warchola seconded the motion. All voting in favor.

Financial Report:

The payment listing will be attached to the meeting minutes as well as the payment schedule for the mortgage. Trustee Bowers said the Board wishes to pay the mortgage off on the new Safety Services building as soon as possible regardless of the length of the levy.

Ms. Ruebensaal spoke with Huntington Bank and requested a review to ensure the township is receiving the best rates possible on accounts.

Trustee Bowers reviewed documentation when the Chippewa Lake fire facility was transferred to Lafayette Township. She was unable to find any documentation, records, nor agreement stating any type of stipulations for the future of the building.

Mr. Mark Fredrick, who filed the public record request, requesting information on any agreements with Chippewa Lake Village, forwarded an email to Mr. Allan Michaelson and Trustee Bowers. In the email he stated he feels “it is safe to conclude that the Village has no claim to own, control, or stipulate the use by Lafayette Township”. He said in conclusion “nothing exists in writing that the fire station was ever given over to Lafayette Township with any strings attached, or agreements to pay the Village for any unwritten usage situations”. Mr. Thorne agreed stating he also tried to obtain any information in which the township would have to maintain the building as a fire station and was unable to locate any documentation. Mr. Thorne said there is no documentation that the Village Council has found, nor has he found. Mr. Schmock said he spent a little more than four days searching for documents to no avail. Mr. Thorne said from records he has viewed there is no evidence that the Village ever owned the station. Trustee Bowers said it was owned by an independent Volunteer Fire Department.

Trustee Bowers explained the Village of Chippewa Lake is an incorporated Village which has not succeeded from the township, they are at their 10 mil limitation on their taxes. If the township puts it anywhere else other than Road and Bridge, the Village will exceed their 10-mil limitation and be forced to go to the ballot for taxes. Therefore the township places it all in Road and Bridge and the last time the township moved the excess funds out of Road and Bridge was in 2002. The only way to move excess funds in Road and Bridge is by court order and will be sufficient to keep the townships General Fund solvent for a number of years.

Resolution 10-2020 Trustee Warchola moved to approve a resolution for the transfer of \$400,000.00 from account 2031 Road and Bridge to account 1000 General Fund. Trustee Costello seconded the motion. All voting in favor.

Ms. Ruebensaal had no requisitions to present this evening.

Trustee Warchola moved to approve the written monthly reports from the following departments: Fire, Service, Fiscal Officer and Medina City Police. Trustee Bowers seconded the motion. All voting in favor.

Zoning Report:

Trustee Bowers stated the zoning inspector, Alliss Strogin has been extremely busy this month. She informed everyone that Ms. Strogin will be out of the office for the next couple weeks. Trustee Bowers and Ms. Buell will ensure Ms. Strogin is forwarded all zoning communications and documents.

Chief Winkler received communication from Ms. Buell informing him that several keys were not returned to the administration office upon member termination. Chief Winkler is working diligently to obtain the keys. Ms. Buell said many members of the department have not signed for a key to the new building and the list she provided is for the keys to the Chippewa Station which are numbered according to the members badge number. Ms. Buell said after Trustee Macron's disappearance there was not an accurate record of who had township keys. All township buildings were rekeyed, and she was then given the responsibility of logging who received keys. Ms. Buell said this has been challenging because she cannot request keys be returned if she is not aware employment is terminated. She stated she is not comfortable being responsible for the fire department keys and requested the Board consider giving Chief Winkler full responsibility of maintaining an accurate record of the fire department keys. The Board agreed. Trustee Costello requested all the safety service building keys be engraved according to badge number.

Discussion concerning House Bill 481- Corona Virus relief distribution took place. Trustee Bowers requested Chief Winkler reach out to the Village of Chippewa Lake and Gloria Glens, which are both part of the Fire District, to apply for their share of funds. Chief Winkler confirmed he has reached out to the Village and Gloria Glen and he will be keeping accurate records of the funds being utilized. Trustee Bower requested the County Finance Director forward a current copy of the local government distribution.

After discussion took place, the Board agreed to extend the fire departments enhanced staffing for an additional month. Chief Winkler has been reviewing the response times with the enhanced staffing. He has confirmed quicker response times and noted that having staff on site allows for the additional time necessary to prepare with proper protective equipment (PPE) when responding to both positive and probable COVID-19 cases.

Trustee Bowers explained the tax budget is due On July 20th, which is the date of the next trustee meeting. The board agreed to reschedule the July meeting for Monday, July 13, 2020 at 6:00 p.m. which allows time if any adjustments are needed and have it filed.

Police:

Trustee Bowers has applied for \$50,000.00 MCDAC funds. She anticipates having additional information for next month's meeting. She provided the Board a listing of what the funds could be used for and explained if Lafayette Township is awarded the funds it can supplant funds for the resource officer and part of the Medina City contract.

Community Resource Officer Report:

Trustee Bowers said funds for Safety Town have been identified. The efforts in organizing have been hampered to some degree due to COVID. She and Ms. Detchon have been meeting with a variety of people and obtaining information and programs that could be made available not only for the children but adults/parents as well. It is a goal of the township to offer residents a host of programs and education on a variety of topics. Trustee Bowers and Ms. Detchon visited a company that provides the "floor tarps" for safety town and also attended a class in Geneva, Ohio and obtained valuable information. Ms. Detchon has been communicating with Westfield to see if they are interested in providing a combined safety town. Ms. Detchon has met with Montville Township to gather information on their safety town as well. Ms. Detchon said safety town will take place in 2021. She has yet to set dates as she still has some organizing to do and needs to secure volunteers and providing training. Trustee Bowers said in addition to safety town she would like to have two or three programs made available to adults/parents that would pertain to safety. Ms. Detchon talked about the programs she wishes to offer. Trustee Bowers said incorporating teenagers into the programs could potentially revive the Fire Department Explorer Program offered. Trustee Bowers would like to have information prepared and available for this coming October.

Mr. Evans is filing a request with the Medina County Engineers for replacement of culvert #17 on Carsten Road. He requested the replacement in 2019 and was denied. He explained sink holes are becoming visible and he is concerned what is taking place under the road.

Resolution 12-2020 Trustee Bowers moved to approve a resolution requesting Medina County Engineer provide for the replacement of culvert #17 -Carsten Road. Trustee Warchola seconded the motion. All voting in favor.

Trustee Bowers explained earlier this year a resident requested the township place signs preventing engine brakes. She said the township had adopted a resolution in 2004 and read an email exchange that took place between she and Mr. Andy Conrad at the Medina County Engineers Office. She explained that permission was required to place signs along Columbia Road as it is not a township road. Mr. Conrad responded, "I would strongly caution you to be careful with the placement of any signs if you proceed with passing a noise regulation. If you post Lake and Columbia Roads drivers may start looking to use other routes". All the information was forwarded to the resident who placed the public record request. The Board discussed the topic, it was decided by consensus of the Board it is not efficient nor effective and enforcement is near impossible and therefore "No Jake Brake" signs will not be installed. Mr. Evans said Westfield Township posted signs and the problem still exists.

Chief Winkler explained the department is having pager issues. To his knowledge the issues are primarily with mutual aid calls and the new digital pagers are not being activated. Chief Winkler gave a brief explanation and said he is working with Cleveland Communications to rectify the issue. Chief Winkler was told when the switch takes place to the MARX system they should work. He said there are also issues with the battery life because the pagers are in and out of range and constantly searching for a signal. The department is currently trying to find solutions.

Chief Winkler said there are a couple applicants the department is trying to secure them as soon as possible due to COVID. The two applicants are Elisabeth Consiglio, Firefighter II, basic EMT and fire inspector and Allison Jadlo, Firefighter II, basic EMT, currently in paramedic school.

Trustee Warchola moved to hire Elisabeth Consiglio, and Allison Jadlo per the department probationary status per Chief Winkler. Trustee Costello seconded the motion. All voting in favor.

Economic Development:

Trustee Bowers reported approximately five months ago she forwarded the Board information on a factory interested in property at Technology Park. The factory has now purchased 19 acres next to the University Center.

Trustee Bowers anticipates the RAVGO property tax collection will be in 2021.

Old Business:

The following requests for Engineering services have been received:

- The Thrasher Group
- Geotechnical Services
- TGC Engineering
- AEG Adaptive Engineering Group
- Lewis Land Professionals
- Cunningham and Associates
- CESO Engineering
- Civpro Engineering
- Greenland Engineering

Trustee Bowers said four of the companies are local and she is not aware of any upcoming projects. She explained RFQ's are an annual request so if the township needs an engineering project under \$40,000.00 the township does not have to go to bid. She suggests in the future, starting the request in the fall the year prior.

Trustee Bowers moved to approve and accept all of the above stated, received Request for Qualifications for Engineering Services. Trustee Costello seconded the motion. All voting in favor.

Discussion took place concerning the fire department memorial. It was determined the fire department submit a proposal to the Board at the July meeting on what they wish to see take place with the memorial and how it will be up kept. Mr. Thorne advised including in the proposal the reason for keeping the memorial. Trustee Warchola suggested Chief Winkler work with Mr. Thorne for proper verbiage. Mr. Steve Kile said the Lafayette Township Fire Association does not own anything, it is given to the township in reference to the memorial. Two bids were received on re-installing the memorial at the new Safety Services Building. Environmental Enhancements bid \$1,850.00 and a bid from Greenskeepers in the amount of \$3,519.77. Assistant Chief Holzman said the fire department will assume the responsibility of maintenance and upkeep of the memorial. Trustee Bowers said Mr. Evans had to assume the upkeep of the Chippewa Lake Station as it had been neglected. Mr. Kile said the department moved out of the Chippewa Station last October. Trustee Bowers informed the Chippewa Station still needs to be maintained.

Chief Winkler confirmed there is still a lot “stuff” at the Chippewa Station, and he is going to organize a clean-up/clean-out day. He will forward a list of anything that is no longer needed or of no public value. Trustee Bowers said for clarification purposes, the Chippewa Station is not closed it is still a Lafayette Township fire facility. Chief Winkler confirmed and said equipment is still stored there as well.

Trustee Warchola moved to accept the bid form Environmental Enhancements in an amount not to exceed \$2,000.00 to rebuild the fire department memorial, contingent upon the fire department proposals, including ongoing maintenance and updating old and new bricks for fallen firefighters. Trustee Costello seconded the motion. All voting in favor.

Trustee Bowers read a thank you letter to Zoning Inspector, Alliss Strogin, thanking her for her assistance in acquiring a permit.

New Business:

Trustee Bowers explained the Cares Act for the coronavirus reimbursement allocation and the process in which the township needs to follow to request the funds.

Resolution 11-2020 Trustee Warchola moved to approve a resolution pursuant to House Bill 481 affirming compliance with the requirements to receive funding from the Medina County Coronavirus Relief Distribution and directing the fiscal officer to establish a separate account for said Coronavirus Aid, Relief, and Economic Security Act Fund. Trustee Costello seconded the motion. All voting in favor.

Discussion took place regarding old Lafayette Township Police Department badges and patches. For safety reasons, the Board agreed to destroy the two photo identifications and to retain the badges and patches.

The Board discussed options to provide Medina City Police access to the Safety Services Building in order to meet with residents and/or take necessary reports. It would require approximately 40 additional FOBS, allowing one for each officer with an approximate cost of \$5.00 each. Trustee Bowers requested the chief see if the township FOBS can be programed to match the City FOB system. Chief Winkler confirmed he is pleased with Medina City’s Police presence on township calls.

Trustee Bowers explained the residents of Lafayette Township pay the same taxes to support the Medina County Sheriff’s Department as every other township in this county that does not have a police department nor a police contract. Lafayette Township is entitled to protection from the Medina County Sheriff. Medina County Sheriff’s department assigned a deputy to the township during certain hours when there was a deputy assigned for hours the township was told we didn’t have coverage despite being entitled to the same coverage as everyone in the county. Lafayette Township now has enhanced service from Medina City Police and the department has

absorbed Lafayette Township into their area of patrol which means 24 hours a day, seven days a week Lafayette Township has coverage.

Trustee Costello received a call from a resident who locked themselves out of their car. The Sheriff's office was contacted and confirmed they perform car lock-outs but told the resident the Sheriff's Department no longer handles Lafayette Township and directed the resident to call Medina City Police. Mr. Thorne said that is incorrect information. The Board requested Mr. Thorne send a letter to the Sheriff's department reminding the service they are obligated to provide.

Chief Winkler and Chief Grice, Montville Township Police anticipate meeting within the next couple weeks to discuss various topics.

Mr. Schmock inquired if there is any new information regarding the old amusement park land in Chippewa Lake. Trustee Bowers said the contract is complete and the closing was to take place sometime in June but is not sure if the closing is complete as of yet.

Mr. Savetski informed Ms. Buell of changes regarding the fire department phone system. They have added additional extensions to the phone tree. He asked if anyone be interested in a feature that would forward voicemails to emails. The Board said they do not need that feature. Trustee Warchola will forward the email addresses to Trustee Bowers for her to order new business cards. Chief Winkler confirmed he has already ordered his cards.

7:13 p.m. Trustee Bowers made a motion seconded by Trustee Costello to recess into executive session for the purpose of discussing personnel, hiring, firing, discipline, and real estate pursuant to ORC 121.22G. Roll Call vote, Bowers - yes, Costello - yes, Warchola - yes. Joining executive session is Chief Winkler, Law Director- William Thorne and Fiscal Officer Laura Ruebensaal

7:34 p.m. Reconvened regular meeting.

Trustee Warchola moved to accept Logan Costello's resignation. Trustee Bowers seconded the motion. All voting in favor.

Meeting adjourned at 7:35 p.m.

Approved: _____

Lynda Bowers, Trustee

Michael Costello, Trustee

Martin Warchola, Trustee

Laura Ruebensaal, Fiscal Officer

Motions & Resolutions:

Resolution 10-2020 Trustee Warchola moved to approve a resolution for the transfer of \$400,000.00 from account 2031 Road and Bridge to account 1000 General Fund. Trustee Costello seconded the motion. All voting in favor.

Trustee Warchola moved to approve the written monthly reports from the following departments: Fire, Service, Fiscal Officer and Medina City Police. Trustee Bowers seconded the motion. All voting in favor.

Resolution 11-2020 Trustee Warchola moved to approve a resolution pursuant to House Bill 481 affirming compliance with the requirements to receive funding from the Medina County Coronavirus Relief Distribution and directing the fiscal officer to establish a separate account for said Coronavirus Aid, Relief, and Economic Security Act Fund. Trustee Costello seconded the motion. All voting in favor.

Resolution 12-2020 Trustee Bowers moved to approve a resolution requesting Medina County Engineer provide for the replacement of culvert #17 -Carsten Road. Trustee Warchola seconded the motion. All voting in favor.

Trustee Warchola moved to hire Elisabeth Consiglio, and Allison Jadlos per the department probationary status per Chief Winkler. Trustee Costello seconded the motion. All voting in favor.

Trustee Bowers moved to approve and accept all of the above stated, received Request for Qualifications for Engineering Services. Trustee Costello seconded the motion. All voting in favor.

Trustee Warchola moved to accept the bid form Environmental Enhancements in an amount not to exceed \$2,000.00 to rebuild the fire department memorial, contingent upon the fire department proposals, including ongoing maintenance and updating old and new bricks for fallen firefighters. Trustee Costello seconded the motion. All voting in favor.

Trustee Warchola moved to accept Logan Costello's resignation. Trustee Bowers seconded the motion. All voting in favor.