

Minutes
LAFAYETTE TOWNSHIP BOARD OF TRUSTEES
Regular Meeting
Monday, July 13, 2020

Members Present: Trustee Lynda Bowers, Trustee Michael Costello, Trustee Martin Warchola, Fiscal Officer Laura Ruebensaal.

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

6:01 p.m. Trustee Bowers made a motion seconded by Trustee Costello to recess into executive session pursuant to Ohio Revised Code 121.22G1 for the purpose of discussing employee compensation and pursuant to ORC 121.22G2 for the potential sale of public property and ORC 121.22.G3 for imminent litigation involving the political body.

Roll Call vote, Bowers - yes, Warchola – yes, Costello – yes. Joining executive session is Attorney Jeff Holland, Fiscal Officer Laura Ruebensaal. Chief Winkler joined the executive session after Attorney Holland exited.

6:45 p.m. Regular meeting reconvened.

Trustee Bowers explained town hall is typically arranged to meet social distancing guidelines, the hall was not set up as such this evening. With only eight people in attendance, she suggested everyone socially distance themselves or continue the meeting outdoors. The Board agreed to continue outdoors stating the weather is ideal and they will watch for any late arrivals. Trustee Bowers invited Mr. Kile to relocate his cameras/technology with the board would allowing time to do so. Mr. Kile did not wish to join.

The Board signed Chief Winkler's contract for the chief's position. Ms. Ruebensaal will provide Chief Winkler a copy prior to filing.

Trustee Bowers moved to except written department reports as submitted. Those reports include the fiscal officer, fire department, service department, police department and zoning. Trustee Costello seconded the motion. All voting in favor.

Chief Winkler reported response times have tremendously improved in the past year. The times improved by 44% since June 2019 which is a reduction of 5 minutes and 35 seconds. Response times to the Village of Chippewa Lake improved by 38% since June 2019 arriving 4 minutes and 16 seconds faster overall.

Chief Winkler explained there is a onetime \$320.00 licensing fee for phase II programming per portable radio (total of \$6,400.00) to communicate on the Medina County (Harris) system. He stated his is a necessity to communicate with other departments. Chief Winkler confirmed with the fiscal office there are funds available.

Trustee Bowers made a motion to approve the VASU invoice in an amount not to exceed \$6,400.00 for the programming of the fire department radios. Trustee Warchola seconded the motion. All voting in favor.

Chief Winkler reported they department has received a \$1200.00 grant from Ohio EMS Priority One. Tara Powell is requesting tuition assistance to attend paramedic school at Akron University, cost is \$6,000.00. She would be required to sign a contract to serve Lafayette Township for a minimum three years and Chief Winkler requested Board approval to utilize the grant money to offset the cost of the tuition. Adam Nilson is requesting to attend Firefighter I transition course through the Medina County Career Center at a cost of \$1800. Chief Winkler hopes to use grant money from the State Fire Marshalls for his tuition. Trustee Warchola inquired

whether the tuition assistance agreements should be reevaluated where department members are required to work a set number of hours. Chief Winkler agreed. The Medina County Career Center wishes to form an agreement with Lafayette Fire Department as an offsite center to host training at the Safety Service Building and as part of the agreement Lafayette personnel would receive a 20% tuition reduction. Being a training facility enhances the township ISO rating.

Trustee Warchola made a motion to approve the training for Tara Powell, Paramedic and Adam Nilson, Firefighter I. Trustee Costello seconded the motion. All voting in favor.

Chief Winkler request permission to hire Zach Smith, basic EMT as a probationary department member. He is currently attending medic school and has considerable availability.

Trustee Warchola made a motion to hire Zach Smith as a basic EMT subject to the probationary requirements and appropriate background checks set forth. Trustee Costello seconded the motion. All voting in favor.

Financial Report:

Chief Winkler forwarded the fire department memorial proposal to the Board. The Board provisionally approved up to \$2,000.00 for relocation and reconstruction of the memorial with the Fire Association taking responsibility for the ongoing maintenance. The proposal has been forwarded to the Association president for review. The Board wishes to hear back from the Fire Association prior to accepting the agreement.

Financial Report:

No requisitions were submitted

Trustee Bowers read the following Purchase Orders:

- Newton Hughes= \$1800.00
- Parker Truck & Trailer= \$1050.00
- Parker Truck & Trailer= \$1275.00
- Zoning Variance Ad= \$500.00

Trustee Bowers moved to approve the above stated purchase orders in the amounts listed. Trustee Warchola seconded the motion. All voting in favor.

Legal Council, Bill Thorne was not aware the transfer of funds approved in the June meeting, must now submitted to the Tax Commissioner therefore the new resolution reflects that change.

Resolution 13-2020 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 which will be submitted to the Tax Commissioner. Trustee Costello seconded the motion. All voting in favor.

Lafayette Township received \$59,113.62 in Coronavirus relief funds. Trustee Bowers explained as new Fiscal Officer, Laura Ruebensaal took office on April 1, 2020. the pandemic was progressing. Ms. Ruebensaal's husband has had exposure to the virus through his place of employment resulting in the entire family being quarantined intermittently, dramatically impacting and hindering Ms. Ruebensaal's "in person training". Trustee Bowers explained Ms. Evans has been assisting with the training and has worked more hours than anticipated due to the situation. Ms. Evans estimates her wages to be approximately \$15,000.00 through October 15, 2020 which is when the reimbursement for virus relief funds will expire. The Board agreed to set aside \$15,000.00 in the event it is needed.

Trustee Bowers explained Gloria Glens and the Village of Chippewa Lake are part of the Fire District and are eligible to apply for the COVID reimbursement funds as well. She said, "The township is acting responsibly by submitting for the tax dollar reimbursement for the COVID related expenses our taxpayers are entitled to. While those expenses are not limited to the fire department, for the fire department, those taxpayers include the Village of Chippewa Lake and Gloria Glens. I'm sure the elected officials charged with protecting the use of their tax

dollars will act responsibly as well. Their taxpayers are just entitled to a return on those dollars as those in the unincorporated are of the fire district. I know initially there was a bit of pushback by Chippewa understandable as the initial information could have been a bit vague. But I think as more information has become available, that understanding has improved and will work itself out. In a nutshell, a direct expense for the district due to COVID-19 is reimbursable. Especially because the funds are to be held in a separate account, the Village can make direct expenditures for expenses the department has due to COVID-19 the same way the township can, up to and including the cost of the expanded hourly coverage we can invoice for, enhanced PPE and sanitation equipment we can invoice for or they can purchase directly and all things the department has deemed necessary for the department that serves all three political subdivisions within the district”.

The service department has had costs related to COVID-19 in which Road Supervisor, Rick Evans will forward to the Board. Chief Winkler said there are items he feels are valuable in the continuance of protecting fire and rescue personnel. He explained there are mechanical CPR devices available that could aid in the protection and prevention of department personnel from COVID-19 while performing CPR. It allows personnel to step away from the patient while CPR is being performed thus enhancing protection from the virus and allowing extra “hands” during a call. Chief Winkler requested two devices with an approximate cost of \$15,000.00 per unit. Trustee Bowers requested Chief Winkler submit an accurate estimate of costs spent on only enhanced coverage, the equipment, and the changes due to COVID-19 from April 1st through October 15, 2020. Trustee Bowers spoke with the State Auditors office and anticipates a written outline of the coverage.

Trustee Bowers explained the Village of Chippewa Lake has been included in the annual Lafayette Township clean- up day. **Discussion was held and the Board unanimously agreed Gloria Glens residents can request a clean-up day voucher as they are now part of the District.** This will commence in 2021 as the vouchers for this year expire on July 25, 2020. The Board agrees the voucher affords all residents within the District the incentive and opportunity to properly dispose of unwanted trash & items.

Discussion was held regarding seal coating in striping at the Safety Service Building. It was determined this will be required annually.

Trustee Costello moved to approve Most Paving for the seal coating and striping not to exceed \$9,200.00 with the funds taken from the Safety Service Building fund. Trustee Warchola seconded the motion. All voting in favor.

Trustee Bowers spoke both a taxpayer as well as a trustee. The township was not aware MCDAC funds were available and for the first time, after collecting from Lafayette taxpayers for thirty years, the township was invited to apply and did so. Current County Prosecutor Forest Thompson reviewed the original levy and determined five additional political entities could apply for the funds, with Lafayette Township being one. Lafayette Township applied for \$50,000 and was granted \$32,000. Medina County Commissioners approved \$32,000 with no specific terms on its use. Trustee Bowers proposed offsetting the cost of the Lafayette Township Resource Officer for 2020 by using the funds opposed to using taxpayers’ direct dollars. She suggested using the remainder to supplement the Medina City Police contract understanding the Ms. Detchon, Resource Officer is a savings to the township and the police contract is an enhancement of that contract. The Board agreed.

Trustee Bowers said due to COVID, the resource officer has been limited on what she has been able to accomplish. Ms. Detchon has been continuing work on implementing a safety town and is prepared to present the information to the Board, requesting a work session in early August. Ms. Detchon has information on a variety of programs she wishes to offer to the community along with programs that can be offered out of the new Safety Service building. Some services offered will be in collaboration with the Medina County Health Department. Ms. Detchon has been in contact with Trustee, Kent Patterson, of Westfield discussing their township involvement along with gathering ideas from both Chief Kinney of Medina Police Department and Ms. Rebecca Byrne, Montville Township McPal Event Coordinator. Ms. Detchon anticipates offering the programs early in 2021. Trustee Bowers is hopeful Ms. Detchon could revive our township Explorer Program because as she would be available to coordinate and do the community outreach. Chief Winkler agreed Ms.

Detchon would be a good match because the program requires an individual who can be committed/dedicated to the program.

Chief Winkler has yet to meet with Chief Kinney regarding the Safety Service key FOBS for the Medina City Police Department staff. Trustee Warchola requested final pricing from Warwick but has not received it.

Economic Development:

Trustee Bowers confirmed there is a business being established in Technology Park.

Cemetery:

There are two cemetery lots in Shaw Cemetery which a family currently owns and wishes to donate back to the township. Trustee Bowers explained that Shaw Cemetery has been closed to burials since approximately 1976. Discussion to utilize the two lots for indigent burials took place. The Board agreed to utilize the two lots allowing for eight indigent cremated burials.

Trustee Bowers requested Board approval to apply for a cemetery grant that could potentially be used for drainage issues in Waltz Cemetery. The Board agreed.

The Medina County Park District has obtained funding to acquire the amusement park land exclusive of the roads and lots in the cottage area. The Park District has no intentions of future development. Discussions have taken place indicating the potential for increase traffic and commercial type development along Lake Road. Trustee Bowers said there are planning grants available which are underutilized in rural areas and requested Board approval to apply and if granted would allow for a micro comprehensive plan specifically for the area. The Board agreed. Trustee Bowers suggested assembling a committee of stakeholders including the Villages of Chippewa Lake and Gloria Glens to develop a master plan and set guidelines for such progression.

The private roadways in and around Main Drive, Chippewa Lake have been surveyed. The surveyors must set pins. Trustee Bowers recommended sending a letter to the property owners informing of the surveyors working in the area. The Board agreed. Trustee Bowers is hopeful once the boundaries are clear a Homeowners Association will be established or at minimum a maintenance agreement to take care of the roads.

New Business:

The Board agreed to update the picture of the elected officials on the website. Trustee Bowers will arrange for the Board of Trustees and Fiscal Officer photos prior to the work session with Ms. Detchon in August.

Parking citations had been issued in several developments. Ms. Buell received a call stating there is no sign posted in the Raintree Development. Mr. Evans, Road Supervisor confirmed the sign had been illegally removed and has since reposted the sign with anti-theft bolts. Signs have always been posted, the Board agreed to have Law Director, William Thorne send a letter to every property owner within the development informing in the future if a sign is removed it will not be a basis not to be cited.

A grant has been applied for the Euclid Street bridge in Chippewa Lake.

Trustee Bowers gave a brief explanation of how Lafayette Township became part of the Storm Water NPDES. In the northeast Ohio coordinating agency area, certain communities fall under federal regulations requiring reporting and educational programs and storm water management. Lafayette Township joined due to the extensive reporting and record keeping knowing the county provides this for several other townships. The township has been invoiced \$992.00 for this service and the Board agreed it would cost far more if the township had to provide the education, testing and reporting.

Trustee Costello made a motion to approve the continuation of the Medina County OEPA Stormwater Management permitting requirements. Trustee Warchola seconded the motion. All voting in favor.

The county relocated a water meter to the fire hydrant located outside the township complex. The water meter allows farmers to use the water and be invoiced accordingly. It was requested the meter be placed back on the hydrant at the corner of Ballash and Wedgewood Roads because when the farmers wash out their tanks, the chemicals used permeate into the ground killing grass, etc. Assistant Chief Holzman said there have been issues with the farmers not turning the hydrant off properly which could cause injury. Chief Winkler said the department will be hold training regarding hydrants containing a meter. The county currently does not inform the township what hydrants have been requested to have a meter.

Ms. Buell received a call regarding a telephone pole that was struck by an automobile in January. The resident has made numerous attempts to have Frontier fix the pole to no avail. Ms. Buell contacted Mr. Evans said he has tried on several occasions to have Frontier address several poles within the township. The Board agreed to have Mr. Thorne draft a letter to the proper entity informing that there are poles and lines in need of attention and letting them know of the company liability. Trustee Bowers said once an agency is given specific knowledge the liability changes significantly.

Ms. Buell contacted Chisler's regarding the outstanding invoice and the owner is going to have his wife reach out to discuss. The owner though the invoice had been settled.

Trustee Bowers is in the process of ordering business cards.

Trustee Costello moved to approve the meeting minutes of June 15, 2020. Trustee Warchola seconded the motion. All voting in favor.

Meeting adjourned at 8:09 p.m.

Approved: _____

Lynda Bowers, Trustee

Michael Costello, Trustee

Martin Warchola, Trustee

Laura Ruebensaal, Fiscal Officer

RESOLUTIONS & MOTIONS

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