

Minutes
LAFAYETTE TOWNSHIP BOARD OF TRUSTEES
Organizational Meeting
Thursday, January 1, 2015

Meeting called to order: Ms. Bailey called the Organizational meeting of Lafayette Township to order, January 1, 2015 at 11:00 a.m.

Members Present: Trustee Bryon Macron, Trustee Michael Costello, Trustee Lynda Bowers, Fiscal Officer Shirley Bailey, Secretary- Kim Buell, Service Supervisor – Rick Evans

Ms. Bailey called for nominations for chair. Ms. Bowers nominated Mr. Macron as president of the Board, Mr. Costello as Vice President of the Board. Mr. Macron seconded the motion. All voting in favor.

Ms. Bowers moved to approve the liaisons as follows; Ms. Bowers- Service Dept., Cemetery, Economic Development, Mr. Costello- Fire Dept., Mr. Macron- Zoning, Police, Recreation. Mr. Macron seconded the motion. All voting in favor.

All trustees were in favor of the statutory holiday calendar.

Mr. Macron stated he is in favor of hosting the annual Township clean-up day regardless of what occurs at the Central Processing Facility. All the trustees are in favor. Ms. Bowers suggested at the end of March reaching out to community groups such as the boy scouts, church groups, etc. to see if they would be willing to assist some of the township senior citizens who may require assistance in ridding their property of trash. The trustees are in agreement of having a paper shredding service in conjunction with the clean-up day the first Saturday in May. Mr. Costello stated that Gateway Records Management & Shredding Service was the most reasonably priced. Ms. Bowers requested Ms. Buell to please make the necessary arrangements for the paper shredding.

Ms. Bailey confirmed that the Ohio Historical Society has approved the records retention policy and schedule. Ms. Bowers will continue to assist Ms. Bailey with the records.

Ms. Bowers moved to approve the November 10, 2014- Special Meeting, November 17, 2014- Regular Meeting and the December 8, 2014- Special Meeting minutes. Mr. Costello seconded the motion. All voting in Favor.

Mr. Macron proposed RESOLUTION 1-2015 which is a RESOLUTION ENACTING THE 2015 LAFAYETTE TOWNSHIP PUBLIC BODY RULE FOR THE NOTIFICATION OF MEETINGS TO THE PUBLIC AND NEWS MEDIA. Ms. Bowers moved to approve the resolution. Mr. Costello seconded. All in Favor.

Ms. Bowers anticipates having appropriations completed today and asked if the trustees feel a regular January meeting is necessary. A short special meeting can be scheduled at a later time in January if necessary. Discussion was held regarding the February meeting which is scheduled to be held on Presidents Day and it was determined by the trustees to hold the meeting as scheduled. The regular trustee meeting schedule will be February through December. All trustees were in agreement. Mr. Costello stated a representative from OPTO Traffic would've liked to come in to

discuss his service at the January meeting but it will be rescheduled. Mr. Macron requested the OPTO representative meet with the Prosecutor first. Discussion was held regarding OPTO Traffic and the different options available. Ms. Bowers expressed concern that the residents of Lafayette Township should be made aware that this is not a revenue generating process and the funds that are collected will go back into safety services. Mr. Macron would like to involve other townships to consider OPTO Traffic as well.

Mr. Macron proposed RESOLUTION 2-2015 which is a RESOLUTION ESTABLISHING THE LAFAYETTE TOWNSHIP BOARD OF TRUSTEES 2015 MEETING SCHEDULE THE THIRD MONDAY OF EVERY MONTH AT 6:00 P.M. Ms. Bowers made a motion to approve Resolution 2-2015. Mr. Costello seconded the motion. All voting in Favor.

Ms. Bowers stated that resolution 3-2015 has to be held because the County has not sent out the list for the advance of taxes as of this time. The resolution will be proposed in February.

Mr. Macron proposed resolution 4-2015 which is a RESOLUTION CONTINUING AUTHORITY OF THE FISCAL OFFICER TO AUTHORIZE AND MAKE EXPENDITURES FROM THE GENERAL FUND, UP TO \$3,000.00 AND WITH THE AGREEMENT OF THE TRUSTEE LIASION FROM ANY OTHER FUND WHEN SUCH EXPENDITURES ARE NOT PREVIOUSLY AUTHORIZED AND DETERMINED TO BE NECESSARY BETWEEN REGULAR MEETINGS. Mr. Costello made a motion to approve Resolution 4-2015. Ms. Bowers seconded the motion. All voting in favor.

Ms. Bowers made a motion to recess into executive session for the purposes of discussing personnel compensation, appointments, and benefits pursuant to 121.22G. Roll Call: Macron-yes, Bowers-yes, Costello-yes.

Mr. Macron made a motion to reconvene the Organizational Meeting at 11:56 a.m. Roll Call: Macron-yes, Bowers- yes, Costello- yes.

Zoning:

Ms. Bowers made a motion to reappoint Jocelyn Kogler to Board of Zoning Appeals (BZA) for a full term, reappoint Gary Kizsak to the Zoning Board for a full term, reappoint Dianne Wenslow as Zoning Alternate for a one year term, reappoint Marlene Oiler as Zoning Secretary and Alliss Strogin as Zoning Inspector. Mr. Costello seconded the motion. All voting in favor.

Service Department:

Mr. Macron made a motion to increase the Rick Evans, full time Service Manager to \$22.00/hr. Mr. Costello seconded the motion. All voting in favor.

Ms. Bowers suggested a \$10,000.00 appropriation from General Fund into the Cemetery Fund to cover some of the materials.

Ms. Bowers reminded Ms. Bailey that \$40,000.00 needs to be transferred out of General Fund: \$30,000.00 to Zoning and \$10,000.00 to Cemetery in order to obtain a correct certificate of resources.

Discussion was held regarding crossovers. Ms. Bowers said the appropriation will be budgeted as close to the Certificate of Resources as possible. This is where emergency money will come out of too.

Mr. Evans requested putting the salary budget at \$140,000.00.

Ms. Bowers confirmed the total budget amount at \$478,743.00.

Mr. Evans and Mr. Macron agreed to have a line item with \$2,000.00 for the new Western Star trucks. Mr. Evans stated that he placed \$2,000.00 on the F350 because it's the oldest truck.

Mr. Evans suggested getting rid of the berm mower and purchasing a boom mower for mowing the backsides of the ditches. Mr. Evans expects the price of a boom mower to average \$85,000.00 to \$90,000.00.

Mr. Evans said that chip & seal will be \$20,000.00. Mr. Evans would like to change the process in which the stone is used for the roads. He would like to send all the stone out for bid at the end of February and use Mr. Lee Evans loader to load the trucks to ensure the township is properly charged for the amount of stone being received and used.

Discussion was held regarding Cintas/Rentwear. Mr. Macron instructed Mr. Evans to make the switch to Cintas as soon as possible.

Mr. Evans will be sending road projects to the Engineers Office by the beginning of February. Ms. Bowers requested to be the first on the list at the Engineers Office.

Mr. Evans stated the flags are still in good shape. Ms. Bowers said the flags for the cemeteries can be ordered free of charge from the VA if ordered early enough. Mr. Evans stated he needs a new flag for Waltz.

The trustees suggested raising the budget for spring clean-up day to \$2500.00.

Discussion was held regarding the addition of new service department bays to the already existing Administration building. Ms. Bowers said service needs to obtain architectural plans and estimates for the construction of the potential four service bays. Mr. Evans estimates the construction will cost approximately \$150,000.00. The trustees suggested that Mr. Evans attend the Ohio Township Association (OTA) Conference. Ms. Bowers suggested while attending the OTA Conference that the trustees obtain quotes and plans and then vote at a later date. Mr. Macron suggested appropriating \$150,000.00 and Ms. Bowers said to place the funds in Road & Bridge. Mr. Macron added we must remain smart and really shop around to get the best deal.

Mr. Evans reminded everyone the parking lot is in dire need of repair. The total cost of repair would be \$75,000.00. Ms. Bailey suggested taking \$75,000.00 out of Road and Bridge for the repairs.

Mr. Evans requested the purchase of a sign tracker. Ms. Bowers explained that a sign tracker is a hand held device that the service department can drive by and scan every sign within the township. The hand held device gets plugged into the computer unit which will download all the information such as a particular date, a particular time that a particular sign had been checked with

no issues or if there were issues, the department would enter a code corresponding with the issue allowing for a detailed maintenance report on every sign. The service department must perform weekly checks of all road signs and this piece of equipment will prove that the signs have been inspected and with the new retro-reflective signs that are required to be replaced every 10 years, it will keep track of what signs need replaced and when. Mr. Macron suggested sharing with three other townships, our township, Westfield Township and Montville Township. Ms. Bowers reported the requested appropriation reflects cost sharing 50/50 already approved by Westfield Township which Mr. Evans believes is a reasonable load for the equipment and computer program.

Mr. Macron suggested budgeting \$3,000.00 in General Fund for the Youth Baseball league. Mr. Evans confirmed that Lafayette Township owns the baseball field buildings but it is up to the league to maintain them.

Ms. Bowers stated the total on Road and Bridge \$569,843.00. \$150,000.00 is for building improvements and \$75,000.00 is for the parking lot.

\$45,000.00 will be appropriated out of the Motor Vehicle License Fund, \$300,000.00 in the Gas Tax Fund, \$250,000.00 in Permissive Fund.

General Fund budget is \$283,850.00.

Ms. Bowers made a motion to approve the 2015 permanent appropriations as follows; General Fund \$303,850.00, Motor Vehicle \$45,000.00, Gas Tax \$300,000.00, Road and Bridge \$569,892.00, Cemetery \$10,000.00 which is appropriated and transferred out of General Fund, Sheriff's Contract \$325,000.00, Zoning \$30,000.00 which is appropriated and transferred out of General Fund, Fire and Rescue \$721,450.00, Permissive Motor Vehicle License Tax \$250,000.00, Ambulance Fund \$261.42. The grand total for the 2015 appropriations is \$2,555,453.42. Mr. Costello seconded the motion. All voting in favor.

Ms. Bowers moved to adjourn, seconded by Mr. Macron
Meeting adjourned at 1:25 p.m.

Approved: _____

Lynda Bowers, Trustee

Bryon Macron, Trustee

Michael Costello, Trustee

Shirley Bailey, Fiscal Officer