

Minutes
LAFAYETTE TOWNSHIP BOARD OF TRUSTEES
Regular Meeting
Monday, February 16, 2015

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

Members Present: Trustee Bryon Macron, Trustee Lynda Bowers, Trustee Michael Costello, Fiscal Officer Shirley Bailey.

Ms. Bower made a motion to approve the minutes of the November 24, 2014-Budget Workshop, December 15, 2014- Regular Meeting, and the January 1, 2015 – Organizational Meeting. Mr. Costello seconded the motion. All voting in favor.

Financial Report: Ms. Bailey reported:

Fund Balance: \$2,506,608.33
Pooled Investments: \$1,538,778.96
Primary Checking Balance: \$967,829.37

Ms. Bailey stated there is a slight increase due to the transfers of funds voted upon to go into Cemetery and Zoning.

Requisitions:

Service Department: \$7,946.94
Administration: \$203.28
Fire Department: \$36,104.34
Police: 0
Total: \$44,254.56

Ms. Bailey mentioned that the service department total is slightly high due to the joint purchase of a sign tracker with Westfield Township. A large amount in the Fire/Rescue Department is \$9,982.14 which is matching funds for a BWC safety grant for the cot loaders. The Fire department received a BWC grant in the amount of \$36,084.

Ms. Bowers stated the requisition amounts for the month are higher than other months because it's the beginning of the year and the departments are restocking. This is not uncommon this time of the year for the requisition totals to be a little higher.

Ms. Bowers made a motion to approve the requisitions in the total amount of \$44,254.56. Mr. Costello seconded the motion. All voting in favor.

Ms. Shannon Waller, new executive director of the Medina County Society for the Prevention of Cruelty of Animals (SPCA), gave a brief explanation of the services the SPCA provides. She conveyed how much the organization appreciates and thanks Lafayette Township for the support they receive. Ms. Waller stated that the SPCA would like to be better partners with Lafayette by serving the community the best way possible. The SPCA would like to be a part of any community events the township may be hosting.

Fire Department Report: Chief Hall reported a total of 36 runs for the month January (9-Fire, 14-EMS to Lafayette Township, 0- Fire, 7-EMS to Village of Chippewa Lake, 0- Fire, 0-EMS to Gloria Glens, 6-Fire, 0-EMS Mutual Aid). Fuel Usage: 262.6 gallons of fuel, 1,872 miles were logged on all vehicles.

Chief Hall asked for permission to dispose of an electric hose dryer at station #2. The dryer has not worked in 4 to 5 years and holds no resale value. Chief Hall requested the assistance of the service department to help load the dryer for removal.

Ms. Bowers made a motion to authorize the disposal of the electric hose dryer valued at less than \$2500.00 and has no remaining value for any public purpose. Mr. Macron seconded the motion. All voting in favor.

Chief Hall announced two new applicants for the Fire Department. Krista Walker and Autumn Traylinek. Both applicants are residents of the township and neither are currently trained but are looking to get trained for both fire and EMS. Ms. Autumn has been part of the Fire Association for quite some time. Chief Hall recommended appointment to the Board of Trustees.

Mr. Costello made a motion to hire the two probationary firefighters, Krista Walker and Autumn Traylinek, upon successful completion of their approved training and probationary period. Ms. Bowers seconded the motion. All voting in favor.

Mr. Macron stated the Volunteers Firefighters Dependent Fund annual certificate has been received and requires signatures after reviewing the annual election of board members. Ms. Bowers said she doesn't believe there are any changes to the form and as long as everyone wishes to continue to serve we can re-execute. The Board consists of Chief Hall, Assistant Chief Winters, and Mr. Costello.

Ms. Bowers made a motion to approve the Fireman's Dependent Fund annual document reflecting the membership as Chief Hall, Assistant Chief Winter and Trustee Costello. The trustees will then sign the document. Mr. Macron seconded the motion. All voting in favor.

Mr. Costello stated 107-1 is an older ambulance in need of replacement this year. The fire department has received quotes from two different ambulance companies. One quote from Braun Ambulance and that is where Lafayette's most current Braun ambulance was purchased. The department has had the Braun for three years and it has been a fantastic vehicle. Mr. Costello and Assistant Chief Winters obtained information from the Horton Ambulance Company while attending the Ohio Township Conference and has received a second quote from them as well. Mr. Costello said the township is not looking to make any decisions this evening regarding the purchase. Discussion was held regarding the Cot Loading system and installation. The department is hesitant in installing the cot loader in the current ambulance and then in the near future having to uninstall only to reinstall in a new ambulance. Mr. Costello will investigate the difficulty of installation with Stryker. Mr. Costello stated that the department received the grant on January 9, 2015 and it is a 90 day installation policy. The department can apply for a three month extension. Mr. Costello requested Mr. West submit a letter to BWC to see if the cot loaders could be specked in a new ambulance and have the cot loader delivered directly to whoever the new ambulance is purchased from, allowing the new company take care of the installation. If BWC does not comply with the request of the cot loaders installed in a new ambulance, then they would have to be installed in 107-1 so we don't lose the grant money. Mr. Costello would like to review the current bids and also know the trade in value of the old ambulance.

Ms. Bowers stated that Mr. Costello has been given the prior authority to make all decisions and authorization regarding the grant and installation of the cot loaders. Chief Hall prefers not to trade in 107-1 as he feels selling through a private ambulance company or an online type auction would yield more profit. Mr. Costello instructed receiving trade-in quotes from Braun and Horton.

Ms. Bowers reminded the Board that the annual township road mileage certification for the Ohio Department of Transportation needs signed at the Fiscal Officer's Office. Ms. Bowers stated that the road mileage has not changed since Dover Highlands was built.

Service Department:

Mr. Evans reported the road bids have been turned in to Mr. Dan Becker at the Medina County Highways Engineers Office. As of February 10, 2015 the township has ordered 1100 tons of salt and two more tons were ordered today. Mr. Evans reported the department has been plowing and salting. Excess snow has been hauled off the property at station 2 and dumped it at Tech Park as there was nowhere else to safely pile it at the station. Mr. Macron reported that he has received 2 compliments on how well the roads have been cleared. Ms. Bowers stated that the township has not received a single complaint from any resident regarding the snow removal within the township and that's remarkable considering the weather we have had thus far. Mr. Evans stated that if the department is aware of a "thaw" they try and keep the storm drains cleared so the melting snow can run off properly.

Mr. Evans reported receiving an e-mail from the Ohio Rail Commission regarding a street light on Lance Road near the railroad crossing was out. Mr. Evans contacted Ohio Edison on February 11th to repair the light and was told they will be out within a few days to fix it. Mr. Evans has met with Debbie at the Central Processing Facility and Lafayette Township is scheduled for the annual "clean-up" day on May 2, 2015 from 8:00 am to noon. The CPF can accommodate for the paper shredding company on the same day. Ms. Bowers confirmed that the paper shredding contract has been signed and turned in. Ms. Buell stated that the shredding company requested setting up at 7:45 am. Mr. Evans said that would not be a problem. Mr. Evans confirmed residents will still be afforded the opportunity to dispose of TV's, computer monitors, tires, etc.

Mr. Evans ordered 20 cutting edges for the 11 foot plows at \$148.00 each which is a discounted rate that required a minimum order of 20. Mr. Evans has met with Pat Crouch regarding re-striping some of the township roads. Using last years' county bid, pricing was \$334.00 per mile for the center line, \$466.00 for the edge lines and \$20.00 each per stop block. Mr. Evans stated that currently the township doesn't have edge lines and doesn't recommend doing them because once you put them on, they can't come off.

Ms. Bowers reported there have only been 3 mailbox complaints within the township due to snow removal this winter and which is exemplary. She reported that she had received a complaint from a township resident that 26 mailboxes on Spencer Lake Road and 7 on Columbia Road had been knocked down by an orange plow truck. Ms. Bowers corresponded with Mr. Mike Salay at the County Engineers Office regarding the mailboxes and was informed the County mailbox replacement policy is \$35.00 per mailbox. Ms. Bowers reminded everyone that the township's replacement policy is currently \$10.00 and recommended that the township reimburse at the same rate as the county since some of Lafayette Township residents are on county roads and receive the higher replacement rate.

Ms. Bowers made a motion that Lafayette Township changes its reimbursement policy effective the 2015 season to \$35.00. Mr. Costello seconded the motion. All voting in favor.

Mr. Macron introduced Ms. Amy Lyon-Galvin from the Central Processing Facility. She requests the township place a single recycling igloo that all plastic, paper and glass would be placed in on the township property. Ms. Lyon-Galvin said discussion was held regarding the contractor provides some sort of monetary compensation to the host locations to help make the sight more pleasing. Ms. Bowers stated the township is struggling to pay for \$150,000.00 parking lot that is already in deplorable condition and that for approximately 4 to 5 months out of every year the baseball league consumes the entire parking lot and Lafayette Township hosting the recycling igloos is not a good choice. Ms. Bowers suggested the county facility host the igloos because it is just down the road and it has a much larger, better condition parking lot and they do not have the afterhours and weekend traffic that Lafayette parking lot does. Mr. Costello said he could see the potential for the host of the igloos becoming a dumping ground for items other than recyclables including old tires, computer monitors, televisions, etc. The trustees are in agreement that they would like to see the igloos placed at another location and have agreed to place the location of the igloos on the township website. Ms. Lyon-Galvin said they will pursue other options. Ms. Bowers thanked Ms. Lyon-Galvin for her assistance with clean-up day.

Police Report:

Mr. Macron reported there were 305 police calls for the month of January. The police car has been tagged and should arrive within the next 30days.

Zoning: Ms. Bowers reported the Zoning Commission has requested a joint meeting with the trustees for Tuesday, April 7, 2015 at 6:30 p.m. at the Lafayette Township Hall.

Recreation: Mr. Macron reported baseball sign-ups are this weekend, 2/22/15 & 2/23/15.

Economic Development: Ms. Bowers reported the Port Authority has commissioned a master plan for the technology park that is moving along. Ms. Bowers and Ms. Strogin, Zoning Inspector have been attending the meetings and once any documents are received she will forward in electronic format to all.

New Business: Mr. Macron stated there has been a request to review the employee handbook. Ms. Bailey stated the wording regarding sick time and vacation time is currently listed in the handbook as “days” and recommended it be listed by “number of hours” insuring no questions on interpretation. Personal time is accrued one day per year *after* a year of continuous service, providing no sick time has been used during that year. Ms. Bailey stated full time employees are entitled to one week’s vacation *after* one year of continuous service and previously vacation time had been approved without a year of continuous service. Ms. Bowers suggested the changes be made then submit the language and the trustees can approve the language at a future meeting.

Announcements: Mr. Macron spoke with Russ Green and the Annual Lafayette Township Benefit Dinner and Auction will take place on Saturday, March 28, 2015. Ms. Buell stated that she spoke with Chad Baker, Lafayette Youth Baseball League and requested the baseball league please gather volunteers, donations and sell tickets to the event considering some of the funds are donated to the league. Mr. Baker will make an announcement.

The last annual Fire Department Pancake Breakfast of the year will be held this Sunday.

Public Participation: Ms. Mary Sandmann, Lake Road, requested the meeting minutes of November 17, 2014 be changed to reflect the correct spelling of her last name. She would like it on record that she is against the overlay. Ms. Sandmann requested she be informed of all meetings

regarding any zoning changes on Lake Road, north of route 162. Ms. Buell will forward Ms. Sandmann's request to Zoning Secretary, Marlene Oiler.

6:58 p.m. Ms. Bowers made a motion to recess into executive session for the purposes of discussing personnel compensation consistent with the Ohio Revised Code 121.22G. Roll call vote: Bowers, yes, Macron, yes, Costello, yes. Also going into executive session are Chief Hall and Assistant Chief Winter.

7:13 p.m. Mr. Macron moved to adjourn executive session and reconvene to the Regular Meeting

Roll Call: Macron-yes, Costello-yes, Bowers-yes

Discussion was held regarding Fire Department uniforms. It was suggested to replace uniforms as needed. Ms. Bowers would like the department to have a couple extra uniforms on hand in the event of unforeseen circumstances. The fire department did not like having Cintas as a uniform provider, there were fees deducted from the fire department pay checks. Ms. Bailey suggested going through Cintas because we are currently on a government program/pricing. Chief Hall does not wish to go with rental companies because he doesn't feel the service is dependable. Chief Hall said if the Board agrees, the department will work with the \$7,000.00 budgeted and utilize the funds as needed. Ms. Bowers said she doesn't have an issue with replacing a uniform when needed and if the department starts to run out of money the township will have to locate funds somewhere. Mr. Macron suggested doing what the Sheriff's Department does by giving employees a uniform allowance. Mr. Costello said that replacing pieces as needed is the way to go. Mr. Costello stated that there are only a few employees on the department with "class A" uniforms. Ms. Bowers suggested that all lieutenants have dress uniforms and doesn't feel they should pay out of their own pockets for them. Chief Hall will obtain quotes for the "class A" uniforms and propose for the next meeting. Mr. Costello stated there are five additional staff in need, and suggested purchasing 2 this year and three next year. Additionally, reimburse two employees this year that have already purchased uniforms using their own funds and reimburse two next year. Ms. Bowers stated as long as it is a decent proposal that the township can afford. Ms. Bowers said there are parts of the uniforms that can be passed on but there should be a provision, in the event someone no longer is employed.

Ms. Macron made a motion to pay the warrants of the Township.

Mr. Macron moved to adjourn, seconded by Mr. Costello

Meeting adjourned at 7:44 p.m.

Approved: _____

Bryon Macron, Trustee

Lynda Bowers, Trustee

Michael Costello, Trustee

Shirley Bailey, Fiscal Officer