

MINUTES  
LAFAYETTE TOWNSHIP BOARD OF TRUSTEES + LTFD Fire District  
REGULAR MEETING

*Monday, December 4, 2023, at 7:00 p.m.*

Lafayette Township Board of Trustees and Fire District, Medina County, Ohio met in regular session, on December 4, 2023, at 7:00 p.m. at the Lafayette Township Safety Services Building, 6367 Technology Lane, Medina, OH. Notice of this meeting was consistent with ORC 121.22 and the township's open meeting policy.

**Members Present:** Trustees Chris O'Neil, Marty Warchola, Ty Fullerton, also present: Fiscal Officer Laura Ruebensaal

**Trustee Fullerton:** Called the meeting to order at 7:00 p.m.

**Roll call:** O'Neal here Warchola here, Fullerton here

All stood and The Pledge of Allegiance was recited.

**Trustee Fullerton:** All right All right we have one set of minutes that could be approved have both of you read them?

**Trustee O'Neil:** I have **Trustee Warchola:** I have

**Trustee Fullerton:** All right got a motion to approve November 6th minutes?

**Trustee O'Neil:** I will motion to approve inclusive of my edits that were circulated earlier today.

**Trustee Warchola:** I'll second that motion with the same stipulation.

**Trustee Fullerton:** All those in favor: Aye, **All Trustees in favor** Those opposed same sign. November 6<sup>th</sup> minutes are approved.

**Consent Agenda-** Has everyone's got all their reports. questions concerns on those? **Trustees Warchola & O'Neil said No.** Motion to approve the consent agenda

**Trustee Warchola:** I'll move to approve the consent agenda

**Trustee O'Neil:** I'll second

**Trustee Fullerton:** All those in favor: Aye, **All Trustees in favor** Those opposed same sign. All voted in favor, Consent Agenda approved. All right Fiscal Laura, do you have anything to add?

**Fiscal Officer Ruebensaal:** I just have one thing, as a result of some discussions at the County Fiscal Officer meeting I am proposing a new policy for records room access. In the interest of providing safe and secure storage of Township records, this policy is established to limit and control the accessibility of these records by the person ultimately responsible for them, which is the Fiscal Officer. The Township recognizes that there is a need to balance the accessibility of records with the need to provide a safe and secure environment for them. Therefore, convenience must sometimes be compromised in order to maintain security. The following policy will now be immediately put into effect. The Fiscal Officer shall be the only person with a key to the records room. If records are needed the Fiscal Officer shall be notified in a mutually agreeable time set for the requestor to meet the fiscal officer and obtain escorted access to the records room or specific files requested therein. So, I'm asking for a motion to accept that policy.

**Trustee Warchola:** I would move to accept the policy as read by Laura.

**Trustee O'Neil:** I'll second

**Trustee Fullerton:** All those in favor: Aye, **All Trustees in favor** Those opposed same sign. All voted in favor, Okay Laura

Laura and I met before this meeting for the record retention for the record commission and so I'd like to move to adopt a resolution. It's going to be 22 on the proposed changes that we would like to make as far as the record retention and destruction schedule. I'll make that motion to approve the changes. I'll go through changes on the fiscal side. Agendas were in for 2 years we're wanting to change it to until no longer of administrative value. The annual Financial reports are 10 years once audit then discard because we don't always put those in our minutes. So, 10 years is what we're doing, what we're recommending. Audio recordings, once minutes are approved, dispose of the digital recording. Correspondence email form for one fiscal year, then destroy when no longer of administrative value. Junk mail we're talking about email junk mail is no longer of administrative value. The minutes housed on the website keep published until replaced by the next approved meeting minutes at a minimum of two weeks. We do put those on the website, so that was a change.

**Trustee O'Neil:** To clarify that one, it's just for minutes on the website?

**Trustee Fullerton:** Yes, just on the website. Monthly reports was five years provided audited but we put them in our minutes, so it's kind of negates the five years. We always put them with the minutes so the minutes are kept forever. Surveillance videos are 30 days and then automatic system overwrite provided no action pending. Text messages that are Township related 30 days or no longer of administrative value. Video recordings of the township there's no minimum period. It was once current meeting video was uploaded delete previous video but there's no minimum period. So, if we make that then we stick by it so we keep them up. Actually, the W2 forms for the Fiscal was four years but that's kept on the UAN right Laura?

**Fiscal Office Ruebensaal:** Yes

**Trustee Fullerton:** Same with the W4 forms. Work schedules we're just going to have that deleted because we don't do work schedules. Police Department Laura's going to if they would want us to send all of our when we had our own police Force, if they want all those records for those. Then under the road of job orders we're going to eliminate that, because we do everything on the time sheets. We don't have specific job orders. No changes on zoning and that's it.

**Fiscal Office Ruebensaal:** There's the justice of the peace one too, that section. I'm going to ask them if they want us to ship that stuff down to Columbus.

**Trustee O'Neil:** Those changes go to Columbus?

**Trustee Fullerton:** Yes, Laura will send this down. Fire is the Same, so I would move to adopt these changes.

**Trustee Warchola:** I'll second the motion

**Trustee Fullerton:** All those in favor: Aye, **All Trustees in favor** Those opposed same sign. All voted in favor. That is resolution 22. Rick service anything in addition to your report wherever you're at.

**Service Supervisor Evans:** No, other than a big thanks to Marty for getting us the new snow plows. Marty gave us two new snow plows again this year valued about \$31,000 so thank you Marty.

**Trustee Warchola:** I'm glad to help the Township.

**Trustee Fullerton:** Fire Chief – Brian

**Fire Chief Cavanaugh:** A special thank you to Nick Kittle who let us borrow his house these past few months and it was a great training opportunity for our department to do real Hands-On training, so thank you Nick. I am going to run a PowerPoint presentation with some highlights from the year. I've only been here about 6 months but the Department's doing great things and I just want to share that with you.

**Trustee Fullerton:** Brian, thank you keep up the good work on the grants that's Wonderful. Police - Lieutenant welcome back

**Lieutenant Marcum:** I just have a couple of extra things; we had a total of 407 total incidents last month. One high highlight was a burglary on Heather Hedge where several Firearms were stolen from the house. We then ended up serving a search warrant at another residence on Heather Hedge where the firearms and credit cards from the burglar were recovered and several charges are pending for that case. Other than that, it was a busy month.

**Trustee Fullerton:** Zoning - Alliss you have anything to add?

**Zoning Inspector Strogan:** Not at this time, thank you.

**Trustee Fullerton:** Okay next we'll do public participation. Anybody that wants to come up to the podium, just state your name for the record once you get up there.

**\*\*\*Public Participation**

**Stacey Maleckar** (Medina County Board of Developmental Disabilities): I am the superintendent of Medina County Board of Developmental Disabilities and so I'm just getting out to the community and sharing some information. I do have our annual report for 2022 with some information and then a nice handout about our services but I'm really coming out to say thank you it's because of your support and the community support that we're able to do so much for the people in Medina County. There are 1,450 people in Medina County that are eligible for services. We provide services everywhere from birth to end of life and it's everywhere from programming funding day programming, residential. We have an incredible Early Intervention which serves young ones zero to three with developmental delays which is really critical for their life to get a good start and maybe make some correction so that they'll be successful in the end. We work very closely with all private providers in the county to help individuals get the services they need. We really appreciate your support. Our last levy was to last 10 years, so we're not looking to even consider going back on the ballot til 2030.

**Justin Peroli:** On March 6th of this year this board made two motions to address the vacancy created by the departure of former Fire Chief Jerry Winkler. The first was to increase then acting Chief Tim Holzman's salary from 20,000 to 32,500 effective January 1st and until a new Chief was hired. The second was to award acting assistant Chief Mike Savetski with a salary of \$20,000 effective January 1st and again until a new Chief was hired. At a special meeting on June 23rd of 2023 current fire chief Brian Cavanaugh was hired by this board with an effective starting date of June 23rd, 2023. This action marked the end of the authorization for the increases in pay for Assistant Chief Holzman and Captain Savetski. Despite this, those pay increases have continued to be paid to the present date at such more than \$13,500 in unauthorized payments of taxpayer funds have been made by this Administration. An action that could easily lead to a personal finding of recovery against the Fiscal Officer and the Trustees who signed those checks. The board by way of discussion and motion on the record could cure this exposure in several ways including but not necessarily limited to reclaiming the excess excessive payments or retroactively extending the authorization. Regardless of the remedy chosen this remedy should occur in the same fiscally year the violation occurred to avoid any additional issues during biannual audit. I'll leave you with that and I've got a copy for Laura.

**Trustee Fullerton:** Okay, anybody else?

**Trustee O'Neil:** I'd like to respond to that quick sure that we granted those raises

to Chief Holzman and Captain Savetski retroactively like Justin stated. But until we hired a new Chief and a new Chief was able to come in and evaluate things, I think he's in the process of doing that right now as we speak.

**Trustee Fullerton:** All right you're the liaison you know that.

**Barb Petrak (6349 Ryan Rd.):** I have questions about the medical insurance deductibles. My question is how much each of your deductibles are and why isn't that listed in the budget whatever the deductible is? Why there isn't a space in the budget that shows that and then how much has come from that deductible being paid? I didn't make it clear, did I? We're still paying your medical insurance deductibles, right?

**Trustee Fullerton:** Yes

**Barb Petrak (6349 Ryan Rd.):** Okay, well one I would like to know what those deductibles are for everybody and then I couldn't find in the budget where it shows what your deductibles are and then funds that have been paid to those deductibles does that makes sense?

**Fiscal Officer Ruebensaal:** So, deductibles in terms of the reimbursements that were paid, I think people get confused with premium and deductible. So, you're asking about a deductible which is say like I go to the doctor and it's like \$100 and that would be reimbursed as a deductible, is that what you're asking?

**Barb Petrak (6349 Ryan Rd.):** Right, because we're paying your deductibles, correct?

**Fiscal Officer Ruebensaal:** Yes, okay right so I could take this as a public records request because for each person it's different. Each person is responsible for claiming their own expenses so to speak.

**Barb Petrak (6349 Ryan Rd.):** But it is coming out of the budget, so I want to know why it doesn't show it. So, what are your deductibles each of your deductibles

**Trustee Fullerton:** It could be as high as 8,000.

**Trustee O'Neil:** That would be for an employee and their family. That would be the highest one and a single is 4000.

**Barb Petrak (6349 Ryan Rd.):** So anywhere from 4- 8,000.

**Trustee O'Neil:** That would be anywhere from a maximum to of four to a maximum of 8,000. It depends on what goes towards the deductible on a claim.

**Barb Petrak (6349 Ryan Rd.):** Right, so I'm wondering why like in the budget it doesn't show. I'll just say maybe all of your deductibles are \$4,000. So, there isn't a line in the budget that shows that you each have for example a 4,000 deductible and then money that's come out and been paid by us for those deductibles. Does that make sense?

**Fiscal Officer Ruebensaal:** It comes out of the medical hospital line item. It's not set up by person.

**Barb Petrak (6349 Ryan Rd.):** Okay but it doesn't show I didn't see where there was if it's \$4,000, I didn't see a line where there was \$16,000 like spoken for there in a line and then if 5,000 is taken out of it why it isn't showing in the budget like that?

**Fiscal Officer Ruebensaal:** What budget are you looking at? Are you looking at the appropriation status?

**Barb Petrak (6349 Ryan Rd.):** It was whatever was on the internet. I don't know what that was I thought it was the whole budget.

**Fiscal Officer Ruebensaal:** Where was this?

**Barb Petrak (6349 Ryan Rd.):** On the website, it showed other expenditures I'm just wondering why it's not detailed through these.

**Trustee Fullerton:** Well, it's not detailed it's in one fund it's for everybody. Monies paid that's the line item for medical.

**Barb Petrak (6349 Ryan Rd.):** Okay, and then the premiums have those been paid back yet? Premiums that we paid for two years.

**Trustee Fullerton:** No at the end of this year that will be totally paid back.

**Barb Petrak (6349 Ryan Rd.):** I do have a question regarding the change in the records request that you just read off what you to make it now. What was it before this change?

**Trustee Fullerton:** That's why I read the changes I read what it was and what we would like to change it to. Each one separate line item.

**Barb Petrak (6349 Ryan Rd.):** Could you do that again for me?

**Trustee Fullerton:** I can actually copy it and give it to you.

**Barb Petrak (6349 Ryan Rd.):** Okay good deal. So, why such a change then?

**Trustee Fullerton:** You could make changes every year. We're required to review it and to recommend changes. Sometimes there's none but sometimes there are, and you've got to change with the times and how you do things. It's all governed, I mean you can't change a lot of things but there's some things that you can. Video meetings, digital, like I said with this one you know once the minutes are approved, we can delete the record.

**Barb Petrak (6349 Ryan Rd.):** Right and as far as the emails and the text messages that I know one was 30 days I think you said then they could be deleted. Well, isn't that kind of soon?

**Trustee Fullerton:** Or if it's not of administrative value you can get rid of it after 30 days.

**Barb Petrak (6349 Ryan Rd.):** Okay, but if it is so there's a record of whatever so that means if there's an issue and then it's resolved then it can be deleted.

**Trustee Fullerton:** if it has no value yes

**Barb Petrak (6349 Ryan Rd.):** Okay, I wondered another thing the Trustees determine whether we're allowed to speak or not.

**Trustee Fullerton:** For public participation, it can be changed every meeting but we always try to do it.

**Barb Petrak (6349 Ryan Rd.):** Another thing I wanted to bring up I don't know how it usually is because I've only been to a few with an executive session. When an executive session is called seems like it would be a little more appropriate if those were held at the end of the meeting, so that when we show up whoever's here and then you know somebody calls an executive session at the beginning of the meeting and here we sit which seems kind of I don't know rude to me.

**Trustee O'Neil:** They're almost always towards the end of the meeting.

**Barb Petrak (6349 Ryan Rd.):** Well, the last couple meetings I was at, I think the last one was at the end of the meeting, but one was at the beginning.

**Trustee O'Neil:** I don't remember off the top of my head.

**Trustee Warchola:** Chris is correct, we had one executive session at the beginning of the meeting with an issue that needed to be addressed before the meeting progressed. We went into Executive session. We were back for a short period of time, came back out came out of executive session then had the meeting.

**Barb Petrak (6349 Ryan Rd.):** Okay so you usually do hold those at the end of the meeting. Okay that's good, thank you.

**Trustee Fullerton:** Okay Barb, anybody else? No one responded. Okay Correspondence. I have one we've been getting quite a few emails from Chippewa Lake residents in regard to the Medina County Park District is proposing some changes to the lake, boating on the water. No wake times and I can't be specific I don't have the letter in front of me but I just wanted to let everyone know we've gotten a lot of those correspondences by concerned residents there. If you are curious about the changes, the Park District is having two open houses tomorrow December 5th at Buffalo Creek Retreat. The first one is from 4:00 to 5:00 and the

second one is from 6:00 to 7:00 so just a heads up there if you're interested in that. That's the only correspondence I have. Neither of the other Trustees had any additional correspondence.

All right we'll go to New Business, I didn't put that on the Agenda, but I'd like to make a motion to provide Health, Dental, Vision and Life Insurance coverage to the full-time employees and elected officials in accordance with the ORC 505.60 and 505.602 for the year of 2024. Do I get a second?

**Trustee Warchola:** I'll second the motion.

**Trustee Fullerton:** All those in favor: Aye, **All Trustees in favor** Those opposed same sign. All voted in favor.

The mower contract is up. I know we did this last year; we've actually done it quite a few years in a row which I think it's a great deal. They give us three new mowers every year and they're full warranty and they'll come and fix it right away if something needs to be addressed. That's \$4500 and I would move to approve \$4,500 to Pull and Implement for the mowers for next year.

**Trustee Warchola:** I'll second the motion.

**Trustee Fullerton:** All those in favor: Aye, **All Trustees in favor** Those opposed same sign. All voted in favor.

All right, I have a resolution that I'd like to adopt. We do this partner with the county. All the other townships and villages in the county adopt resolutions to be able to purchase material from the county, so it's just contractual and then the Commissioners will sign off on their resolution. Once we sign off on that as well, I would move to adopt Resolution 23 of 2023 to purchase materials from Medina County Commissioners.

**Trustee Warchola:** I'll second the motion.

**Trustee Fullerton:** All those in favor: Aye, **All Trustees in favor** Those opposed same sign. All voted in favor. Okay so that's Resolution 23.

Okay, Temporary Appropriations, so I'd like to go ahead and do that if you guys want to interrupt as I go through my numbers.

**Trustee Warchola:** Ty just for Sherri's benefit for when she does the Minutes, all those numbers are going to appear on the resolution, right?

**Trustee Fullerton:** Yes

**Trustee Warchola:** So, she doesn't have to type all those in just to have a reference resolution.

**Trustee Fullerton:** Right, what I propose is the county wants to know salaries and then operating cost and that's going to be for the township and then also for fire. Then we can adopt that send it to the county but I'd like to supply Laura with a line-item list like we normally do for the funds that we'll use in the first three months of next year before we do our permanent



appropriations. So, this will be for the Fire District. The Fire Resolution number will be 11 under the fire account. So, doing my math with the fire dividing it all out what average cost have been historically per fund and then what we'll need to operate for the first three months of next year. Salaries combined meaning salaried people plus other people so that your firefighters and paramedics, we'll add those two numbers together in salary. I come up with \$123,600. to appropriate. Are you okay with \$123,600 for salaries?

Both Trustees agreed. If that's the case then I'm going to put down \$123,600.

**Trustee O'Neil:** Okay that would that include pension, correct?

**Trustee Fullerton:** Yes, it does. Then what we say other which would be operating expenses Laura correct me if I'm wrong I came up with the \$70,000. For operating expenses, but there is grant money in there under their 2272 for \$28,000. I'd like to just bring that 28,000 over because I don't want to handcuff the chief if he wants to buy something in the first three months.

**Fiscal Officer Ruebensaal:** Right, that's fine.

**Trustee Fullerton:** It's not a free pass but if you need it. All right so I came up with operating expenses of 98,000.

**Trustee O'Neil:** Is that the 1000 fund as well as the 2272?

**Trustee Fullerton:** Well, I'm adding the 28,000 from the 2272.

Both Trustee's O'Neil and Warchola were in agreement with this.

**Trustee Fullerton:** So, 98,000 for expenses. So, then we'll add those together so 221,600. So, I'll make the motion to adopt salaries at 123,600. expenses at 98,000. grand total of 221,600.

**Trustee O'Neil:** I'll second.

**Trustee Fullerton:** All those in favor: Aye, **All Trustees in favor** Those opposed same sign. All voted in favor. That's Fire Resolution 11.

Okay Township gets to be a little more lengthy and Laura, I'll give you the funds on the fire too they're obviously just not many but how I broke them up. Township is quite a few line items that I went through and this would be resolution 24 in the township side. So, in the General Fund there's salaries and then there's salaries under Zoning and then there's salaries under Road and Bridge so adding all the salaries together for the first three months I came up with 127,000. These are my notes, every fund combined and that includes your insurances, your Medicare your all of that.

**Trustee O'Neil:** I figured 129 I'm okay with that.

**Trustee Fullerton:** We could split it; it doesn't matter what do you want Chris?

**Trustee O'Neil:** 128

**Trustee Fullerton:** All right 128 for salaries for the township. The other which is going to be your operating expenses so we're talking about telephone, postage Electric, utilities contracted services, office supplies, Capital reserves, repair and maintenance, operating supplies, fuel, salt and then I actually have two questions for Laura but that came up to 205,000. for that but I do have a question Laura 2082 did you clean that out for the end of this year?

**Fiscal Officer Ruebensaal:** Yes.

**Trustee Fullerton:** Okay it's just the report that I had was still on there so that's is zero. Okay so that helps and then 2273 oh the ARPA that number wasn't right either we had to take the salt bin out. Do you have an accurate ARPA?

**Fiscal Officer Ruebensaal:** Yes 179,247.67.

**Trustee Fullerton:** Okay now I don't know if we're going to talk about a resolution for ARPA funds at this meeting, but how much do you want to bring over for those first three months? we should probably bring something over.

**Trustee Warchola:** We could bring it all over and you have to worry about it.

All the Trustees agreed to this.

**Trustee Fullerton:** I'm good with that as well I mean not it's there. So, let me add it up so I had a 205 plus the arpa okay so that's 384,247.67 will be for other. okay so then when we add 128 to it. It's 512,247.67. So, I'll make the motion to adopt Township Resolution 24 for Temporary Appropriations for salaries of 128,000. expenses to 384,247.67 for a total of 512,247,67.

**Trustee Warchola:** I'll second the motion.

**Trustee Fullerton:** All those in favor: Aye, **All Trustees in favor** Those opposed same sign. All voted in favor. Laura, like I said I'll give you the fund dollar amounts, there's a bunch of them. So, ARPA funds next so we've been talking about ARPA funds for most of the year, but I would like to move to adopt the Appropriations for the remaining funds and Laura said they were 179,247.67. Okay, so I have my wish list. All right so at the beginning of this year we were talking about the Pavilion down at Lions Park and they will be doing the Pavilion sometime this winter. It's going to be 21,000. I was hoping to use those funds out of the ARPA fund. So, that's one thing that I was pushing for when we agreed to buy the service truck that won't be in until maybe sometime next fall, I had suggested that maybe we could use 70,000 of ARPA funds and then the Admin. building I would like to take those three bays out where it used to be the police station where they parked their cars. We don't really use that space. I would like to do some remodeling there and make a bigger conference room and put

some offices or cubicles for workstations. I put 30,000. for that just because I'm sure we're going to have to put Furniture in there. That might be a little high but I'm really not sure it's kind of hard to quote for that because that's a lot of the work we can do ourselves when we're not plowing snow.

Then the sign out front is another idea I've had. We've got issues with that little sign out there. I mean it works, but I think it needs a new software because only one computer can change it and sometimes it lags. When you put information on there to be put on there it's kind of sporadic. So, I would like to put like five grand aside with ARPA funds to try to fix that. We need multiple users, someone's on vacation, etc. I don't know if we need to do it remotely or not but on a Township computer you know somewhere in the township but anyway that's the things that I wrote down that that I wanted to use ARPA funds for.

**Trustee Warchola:** What about the Town Hall building, redressing it, putting windows in that don't leak.

**Trustee Fullerton:** Actually, I do have a bunch of quotes. Rick's been getting quotes \$38,000. is the highest quote. He's got three different quotes, but I would put 38,000. just for the exterior and windows to be done. Now interior it's going to be hard to figure. I know Rick said he was talking with you about it.

**Trustee O'Neil:** Yes, we had a couple of folks come out and they haven't given us quotes yet but estimates for flooring possibilities. I would say if we could appropriate 35,000. to the interior. I think the flooring is going to be every bit of 20,000. possibly upwards of 30 depending on what we do. I think 35 would also help us get our flooring and interior supplies, lights, ceiling tiles.

**Trustee Fullerton:** Yes, there's not a whole lot to do on the inside. In my mind drywall, updates to the kitchen, drywall, lights counter.

**Trustee O'Neil:** Make it a nicer place to rent.

**Trustee Fullerton:** All right that's all I had on my wish list. What were you Thinking? Do you have anything different Chris?

**Trustee O'Neil:** Well in addition to that, Chief's got a quote for an updated camera system and Security in here for building entry. Key electronic key fobs etc. and that would be 45,607. Updated security cameras in here, electronic locks fobs.

**Trustee Fullerton:** Is that a total replacement Chris or is that just like fixing what we've got?

**Trustee O'Neil:** I think its basically total replacement.

**Chief Cavanaugh:** The outside cameras don't work. They're fogged up, they're just not functioning. E5 system is antiquated, sometimes it doesn't there's there issues of getting in the building or getting in the bay with the key fobs so you have to use a key to open the door and if

you don't have your key and you're going to emergency and the key's not working it's just not going right.

**Trustee Fullerton:** Marty, do you have anything to add to that?

**Trustee Warchola:** No, just the big one I wanted to get was the Town Hall. I think that Town Hall's desperate need of being redressed.

**Trustee Fullerton:** That's my number one. **Trustee O'Neil** agreed.  
What's your last?

**Trustee O'Neil:** Probably the Pavilion in Lions Park if we had to cut something.

**Trustee Fullerton:** Well, my quick math is what we just talked about. We need to shave 65,000. off. Here's the thing, and I'm going to say I would take the truck off. The next thing to talk about on the agenda, it's the dedication plat for Main Drive which I do have it here. It's just for Main Drive, it's not for Euclid but I'm going to the County Commissioners meeting tomorrow and when we agreed to help with the project and support them financially with our promise of 90,000. two years ago, I had said that the township needs to be the last to pay. I was hoping that there might be left over money and there is, so they're going to cut us a check back for \$44,732. so, I would take the truck off this ARPA, because we're going to have almost 45,000. come back we can put that on the truck.

**Trustee Warchola:** So, the truck was how much again?

**Trustee Fullerton:** The truck was 70.

**Trustee Warchola:** How much were you looking for?

**Trustee Fullerton:** 65.

**Trustee Warchola:** We're still going to have to come up with another 25 for the truck because what we're getting back isn't. I know it'd be nice to put conference rooms and such inside the Admin building but I would put that one towards the towards the bottom of the list. That's an estimate of what 30,000 for the admin.?

**Trustee Fullerton:** Yes, it's hard. I like to go down there especially when Laura's there because then you know I can get my stuff done. Sherri's in there and it's like there's nowhere to sit. It's wasted space not being used. Is it a lot of money, I get it but still, I mean you don't need garages there.

**Trustee Warchola:** Well, I agree with that but if we're picking and choosing what our battles are I know a lot of the remodeling is going to be done by Rick and his guys in slow time. So, we're really looking just at material there.

**Trustee Fullerton:** Yes, that's why I said I think 30 is high. I mean we're talking about drywall, carpet, lights and some cubicles or whatever. That's why I said it's kind of hard to get an estimate on that. You said 70, we would be short 25 on that truck like we had talked about if we're going to use this 45. I know we don't have a lot of big projects coming in at Road and Bridge this year. Because we pushed Coon Club off a year because we're buying that truck. We have funding for the truck. So, we're going to cross the truck off. We'll be good, that's why I kind of wanted to prove it now because the first three months we're getting quotes we can get stuff done and it's better to get stuff done at the beginning of the year before the contractors start getting busy in June and July.

**Trustee O'Neil:** What was the exact total at the beginning? It was at 179 well we yeah 179,247.67. We're right at about 179 right here when I add up everything that we talked about.

**Trustee Fullerton:** Let me let me add it up again it's 174,607. so, you still got a little less than five. Just so everyone understands this is grant money that must be spent, it was given to us and there's parameters we have to follow to get it appropriated get it spent by certain timelines so that's why we're talking about This.

**Trustee O'Neil:** Let's recap them real quick. Lions Park Pavilion 21,000, Admin building 30,000, electronic sign board 5,000. maintenance building/Town Hall that was 38 for the for the exterior. I've got 73 total for the exterior/interior Then 46,000. for this building for the cameras and fobs.

**Trustee Fullerton:** Brian, those fobs you don't even know who's in the building. Isn't that the whole idea?

**Chief Cavanaugh:** Yes, I mean that's the idea.

**Trustee Fullerton:** You're wanting to key five more or how many more doors?

**Chief Cavanaugh:** I mean the same doors they just need to be redone. So, they need to be rewired they weren't wired correctly. Some of the doors aren't wired or some of them are made to be wired but they didn't get wired, so those are some of the things we change. The big one would be the bay where we can't get in with the key fob because the wire, I don't know electronics that well but the wires run too far to make it connect. So, they ran wires too far so you go to fob in you can't fob in. You go to fob in and we're trying to come in for a fire call, that's a bad situation. We have a keypad on that door that works sometimes.

**Trustee Warchola:** So, if we go with another is it going to be a different technology then?

**Chief Cavanaugh:** It's newer technology. The technology that was put in this building was already antiquated that was put in this building, is what I was told by the installer. They put an old system into a brand-new building it's no longer supported.

**Trustee Warchola:** If you're in a hurry to get in you don't want to be pulling out keys and fumbling with keys that was the whole idea of having the fob, so be quick to get in, so a key to get the door is not the right way to do it we got to have something else.

**Trustee Fullerton:** Ok, so both of you are good with the numbers that Chris recited. I'll rewrite them on the resolution as that but I would move to adopt Township resolution 25-2023 for the appropriating the ARPA funds as recited.

**Fiscal Officer Ruebensaal:** Can I add something in there? When you guys did the salt bin. I don't think we specified ARPA funds.

**Trustee Fullerton:** Yes, we made a resolution. Resolution 13 Sourcewell.

**Fiscal Officer Ruebensaal:** Okay, but it doesn't specifically say ARPA funds.

**Trustee Fullerton:** Yes, I'm pretty sure it does.

**Fiscal Officer Ruebensaal:** I looked at it today and I couldn't find it, but I just want to make sure that we're covered.

**Trustee Fullerton:** No, this this is not the right resolution. This is the one to contract through Sourcewell which is a state bid company. There's an ARPA resolution. I don't know the number; we'll double check that Laura.

**Fiscal Officer Ruebensaal:** But if it's not in there, could you put the salt bin in on this one?

**Trustee Fullerton:** Okay, so I made that motion, have a second.

**Trustee Warchola:** I'll second.

**Trustee Fullerton:** All those in favor: Aye, **All Trustees in favor** Those opposed same sign. All voted in favor. Resolution 25.

All right, so a long time coming and a lot of conversations with our IT company, KGC and conversations with the prosecutor's office about setting a resolution adopting a resolution for policy for utilizing IT resources, internet and email for Township business. Our IT people said it's not if it's going to happen it's when it's going to happen and it's going to cost us tens and twenties of thousands of dollars if we get hit with malware. I've had many conversations with that and I actually read quite a few articles about villages and townships around Ohio getting hit with a ransomware that cost them a ton of money to fix it. The only thing that we would be investing in is a couple more laptops and then that way our IT department can put software on there that they need to protect our Network. Then we would be a lot more secure. So, I had emailed this out to all of you. Do you have any questions about this policy at all?

**Trustee O'Neil:** It seems reasonable to me.

**Trustee Warchola:** I think it very thorough you did a nice job with that.

**Trustee Fullerton:** It's pretty thorough it's all stuff that we should have been doing probably quite a while ago. It took quite a few conversations and quite a bit of time to research to make sure that we got it right. Basically, to do a quick synopsis to do Township business it needs to be on a Township owned computer, Township issued email address. I did not incorporate cell phones in this policy and we can always amend it later down the road if we want to. I know the county does that, I think the state does it as well. Our first step is just trying to secure what we have invested in our Network and all of that. So, that's the short synopsis, but once we get it approved if people want to read it just reach out to Laura and you can get a copy of it. So that would be Township Resolution 26. Set in policy for utilizing IT resources internet and email. I would move to adopt.

**Trustee O'Neil:** I'll second.

**Trustee Fullerton:** All those in favor: Aye, **All Trustees in favor** Those opposed same sign. All voted in favor.

Okay so back to what we were talking about earlier a little bit with the dedication plat. So, this is for Main Drive only so there's two roads you know this has been a project that's been going on for 2 years. Main Drive the dedication plat is ready for the Trustees to sign. The Commissioners won't sign it tomorrow but they'll review it and sign it the following Tuesday. Then at that point Main Drive would become our road dedicated to us. Main Drive only. I know I talked to Rick; he had given me the mylars to sign for tonight. Once the Commissioners dedicate it to us, then we would have to plow it for the winter. Ricks like we're going to be back there we might as well plow Euclid too at the same time. help the parks out not having to go there and do that short little stint. When we're already there I appreciate that Rick was thinking ahead. So, we need to sign that and then Rick can get that back to the county so they can get it to the Commissioners. So, that's all I had for new business. Did either of you have anything new for new business?

**Trustee O'Neil:** I would just like to say we have a new Trustee Elect in the audience tonight, he's going to be starting January 1, so congratulations to Justin Peroli. We should probably plan on getting the name plate and preparing for January 1<sup>st</sup>.

**Trustee Fullerton:** Okay, Chris was this you?

**Trustee O'Neil:** I was going to do that under old business.

**Trustee Fullerton:** but well let's start old business then.

**Trustee O'Neil:** Nick Kittle's here tonight. Back in the spring we executed an escrow agreement with him. He wanted to build his new house on his property while the existing one was still there. Then the old one would be torn down once the new one was done. He did tear the old one down. Before he did that, we worked with Chief Cavanagh. The fire department got a training opportunity or two out of it and so now I think everything is on the up and up and we can sign this letter and have them release his escrow funds. I don't really think we need a motion to do it but it's part of the agreement.

**Trustee Fullerton:** Okay, it looks real good. All right, we can sign those later. The employee annual holiday dinner Marty is that you?

**Trustee Warchola:** We had approved doing a holiday dinner earlier in the year but I don't believe we ever approved a total amount. I know Sherri gave you a number.

**Fiscal Officer Ruebensaal:** It'll be under 2500.

**Trustee Warchola:** All right so we need to have a motion to approve the payment for the holiday dinner as well we have an amount so say at \$2,500.

**Trustee Fullerton:** I'll second it.

**Trustee Fullerton:** All those in favor: Aye, **All Trustees in favor** Those opposed same sign. All voted in favor.

All right, any other old business?

**Kathy Byrne (6677 Palker Rd.):** Palker Rd. update.

**Trustee O'Neil:** I informed the prosecutor's office we want to move forward with an injunction like we talked about last meeting. I think Chief wants to try to get into the building but in order for him to make contact, he has to be invited. We're going to contact Mr. Palker. Hopefully he'll allow him in and that way the plan would be for a chief to contact the health department and hopefully get some sort of resolution, that way as far as condemning it.

**Trustee Fullerton:** Does that speed up the injunction?

**Trustee O'Neil:** No, it's totally separate.

**Trustee Fullerton:** But like Bill told us before though injunctions take a long time.

**Trustee O'Neil:** Well yes, he didn't know we still have up to a year if we want to revisit cleaning it again and going the tax bill.

**Kathy Byrne (6677 Palker Rd.):** Don't you think it's a waste of Township funds? I mean I would love it but I think it's a waste of funds because it's not resolving the problem.

**Trustee Fullerton:** Any other old business? Neither Trustees had any. Okay, executive session?

**Trustee O'Neil:** Yes, I would like to have an Executive Session for the purposes of employee hiring/firing. I would like to invite the three Trustees Fiscal Officer Ruebensaal and Sherri Meinke.



**Trustee Fullerton:** Okay roll call for executive session **O'Neil:** yes **Warchola:** yes **Fullerton:** yes, It's 8:29 p.m.

**Executive session begins at 8:29 p.m.**

**Executive session ends at 9:28 p.m.**

**Trustee Fullerton:** All right we're out of executive session it's 9:28 p.m. No decisions were made in the Executive Session. Does any Trustee have anything that they want to bring up?

**Trustee Warchola:** I don't.

**Trustee O'Neil:** I would like to motion after discussion that we part ways with Alliss Strogan as Zoning inspector effective immediately.

**Trustee Warchola:** I'll second the motion.

**Trustee Fullerton:** All those in favor: Aye, **All Trustees in favor** Those opposed same sign. All voted in favor.

Anything else Chris?

**Trustee O'Neil:** I would also like to motion to bring on Sherri Meinke as an Interim Zoning Inspector at the same rate on a pro-rated basis.

**Trustee Warchola:** I'll second that motion.

**Trustee Fullerton:** All those in favor: Aye, **All Trustees in favor** Those opposed same sign. All voted in favor.

Anything else Chris?

**Trustee O'Neil:** I think the that we should make a motion to advertise for a permanent Zoning Inspector position in the paper and on the website.

**Trustee Warchola:** I'll second the motion.

**Trustee Fullerton:** All those in favor: Aye, **All Trustees in favor** Those opposed same sign. All voted in favor.

Anything else? Neither of the Trustees had anything else.

I would like to make a motion as well. Bill Thorne, our Law Director who we've been talking to for months about him kind of stepping aside and retiring. I would like to make a motion to accept him retiring at the end of this year.

**Trustee Warchola:** I begrudgingly second the motion

**Trustee Fullerton:** All those in favor: Aye, **All Trustees in favor** Those opposed same sign. All voted in favor.

**Trustee Warchola:** I move that we pay the warrants of the township and adjourn.

**Trustee Fullerton:** I'll second.


**Trustee Fullerton:** All those in favor: Aye, **All Trustees in favor** Those opposed same sign. All voted in favor.

**Meeting adjourned at 9:31 p.m.**

Approved:

  
\_\_\_\_\_  
Laura Ruebensaal, Fiscal Officer

  
\_\_\_\_\_  
Ty Fullerton, Trustee

  
\_\_\_\_\_  
Chris O'Neil, Trustee

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Marty Warchola, Trustee