

Minutes  
LAFAYETTE TOWNSHIP BOARD OF TRUSTEES  
Organizational Meeting  
Monday, January 17, 2017

The Organizational Meeting of Lafayette Township was called to order by Fiscal Officer, Shirley Bailey, at 4:05 p.m. Ms. Bailey certified that notice of this meeting was consistent with ORC 121.22 and the township's open meeting policy. The Pledge of Allegiance followed.

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

Fiscal Officer Bailey asked for nomination of Chair and Vice Chair. Trustee Costello nominated Trustee Bowers as Chair. Trustee Bowers nominated Trustee Costello as Vice Chair.

**Ms. Bailey stated the vote calls for 2017 are as follows: Trustee Lynda Bowers as Chair and Trustee Michael Costello as Vice Chair. All voting in favor, motion passed. Trustee Bowers assumed presiding over the meeting.**

**4:06 p.m. Ms. Bowers made a motion to recess into executive session to consider the appointment, employment and compensation of public employees and details relative to the security arrangements for the Public Body or Public Office consistent with ORC 122.21 G1 & G6. Mr. Costello seconded the motion. All voting in favor.**

**Roll Call: Bowers-yes, Costello-yes.**

**4:53p.m. Ms. Bowers moved to adjourn executive session and reconvene to the Organizational Session.**

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

It was discussed and decided that trustee liaisons for 2017 are as follows; Trustee Bowers – Fire & Rescue, Zoning Economic Development, and Cemetery. Trustee Costello- Service, Recreation, Police

Discussion was held regarding zoning appointments.

**Trustee Costello made a motion to reappoint the following Zoning Commission members; reappoint Jim Aylsworth with a term expiring 12/31/2021, reappoint Steven Shields as an alternate with a term expiring 12/31/17 and to reappoint Board of Zoning Appeals Athena McAfee to a term expiring 12/31/21. Ms. Bowers seconded the motion All voting in favor.**

It was noted the township will follow the statutory holiday calendar for 2017 which is consistent with the Ohio Revised Code for state employees.

Trustees tentatively set the Annual Lafayette Township clean-up day, including shredding, for May 6, 2017 subject to verification/approval of the waste management authority. The 2017 Lafayette Township Halloween event is scheduled for Saturday, October 28, 2017 12:00 noon to 2:00 p.m.

**Correspondence:**

Ms. Bailey forwarded notice that the Medina County Board of Commissioners has granted permission for Lafayette Township to become a co-permitee by joining their program for the new EPA Storm Water Sewer program.

The yearly fee until 2021 for the EPA Storm Water Program will be at a rate of \$250.00 except for the first year the \$350.00 rate allows for set-up. Ms. Bowers stated this fee is for the County Engineers but will be receiving an additional invoice from Soil & Water.

**Ms. Bowers made a motion to authorize Fiscal Officer, Shirley Bailey, to pay the \$350.00 first year fee from Medina County for the EPA Phase II NPDESMS4 Storm Water Program. Mr. Costello seconded the motion. All voting in favor.**

Trustees approved the Lafayette Township mileage certification at 26.103 miles.

**Ms. Bowers made a motion to approve the Target Solutions invoice for Lafayette Township Fire Department programs in the amount of \$4,122.80. Mr. Costello seconded the motion. All voting in favor.**

Ms. Bowers recommends renegotiating the Astro Computers Service Agreement to include the zoning laptops.

**Mr. Costello made a motion to approve the membership to the International Association of Fire Chiefs with the additional memberships listed in the amount of \$359.00. Ms. Bowers seconded the motion. All voting in favor.**

Mr. Costello spoke with Captain Centner of the Medina County Sheriff's Department regarding the Cleveland Communications invoice Mr. Macron was to be handling. The trustees agree *not* to assume the financial cost of the radios for part time employee. Lafayette tax payers already pay tax dollars to the Sheriff's Department for the standard sheriff's coverage and Lafayette should not be used to subsidize costs for other officers that only occasionally cover Lafayette Township. The township pays separately for Lafayette's coverage for officers assigned strictly to the township and assumes all costs for officers strictly assigned to Lafayette Township. Ms. Bowers recommends scheduling a meeting with the Sheriff's Department to further discuss.

Ms. Bailey received notification from the US Census Bureau requesting Lafayette Township's population. Ms. Bowers will check with County Planning regarding the calculation of the Census and forward the count to Ms. Bailey.

**Resolution 1 – 2017: A RESOLUTION ENACTING THE 2017 LAFAYETTE TOWNSHIP PUBLIC BODY RULE FOR THE NOTIFICATION OF MEETINGS TO THE PUBLIC AND NEWS MEDIA. Trustee Bowers made a motion seconded by Trustee Costello to approve. All voting in favor, motion passed.**

**Resolution 2 – 2017: A RESOLUTION ESTABLISHING THE LAFAYETTE TOWNSHIP BOARD OF TRUSTEES 2017 MEETING SCHEDULE. Trustee Bowers made a motion seconded by Trustee Costello to approve. All voting in favor, motion passed.**

**NOTE: Regular meetings will be the third Monday of each month at 6:00 p.m. Feb. – Dec. If a regular meeting falls on a National Holiday, the meeting may be held the next day.**

**Resolution 3 – 2017: A RESOLUTION CONTINUING AUTHORITY OF THE FISCAL OFFICER TO AUTHORIZE AND MAKE EXPENDITURES FROM THE GENERAL FUND UP TO \$3,000 AND WITH THE AGREEMENT OF THE TRUSTEE LIAISON FROM ANY OTHER FUND WHEN SUCH EXPENDITURES ARE NOT PREVIOUSLY AUTHORIZED AND DETERMINED TO BE NECESSARY BETWEEN REGULAR MEETINGS. Trustee Bowers made a motion seconded by Trustee Costello to approve. All voting in favor, motion passed.**

**Resolution 4 – 2017: A RESOLUTION EXPRESSING THE INTENT TO SELL PERSONAL PROPERTY BY THE USE OF INTERNET AUCTIONS. Trustee Bowers made a motion seconded by Trustee Costello to approve. All voting in favor, motion passed.**

**Resolution 5 – 2017: A RESOLUTION SETTING FORTH AN ANNUAL ORGANIZING RESOLUTION RECITING POSITIONS AND COMPENSATION OF LAFAYETTE TOWNSHIP EMPLOYEES AND APPOINTEES, MISCELLANEOUS FEES AND POLICIES EFFECTIVE AND RETROACTIVE TO JANUARY 1, 2017. Trustee Costello made a motion seconded by Trustee Bowers to approve. All voting in favor, motion passed.**

Ms. Bowers reported for the record the following changes to positions and compensation:  
Zoning Inspector, Alliss Strogin is reappointed to Lafayette Township Zoning Inspector for 2017 at a rate of \$750.00/month, , Heather Osborn is appointed Zoning Secretary for Zoning Commission, Zoning Board of Appeals, Clerical Assistant to the Fiscal Officer as needed at a rate not to exceed \$500.00/month, Part –Time Administrative Assistant, Kim Buell at a rate of \$15.75 per hour, Service Supervisor/Road Man, Rick Evans at a rate of \$22.75 per hour and Full Time Service Employee at \$16.50 per hour with an increase to \$17.00 per hour upon obtaining his Class B CDL License and a provision for seasonal employees. Ms. Bowers informed Fiscal Officer, Shirley Bailey, of the adjustment with Fire Department compensation due to the minimum wage change. Ms. Bowers said the changes with compensation are to be effective the first day of the next pay period. Ms. Bailey has received a roster of Fire Department personnel and they have filled in the amounts and Ms. Bowers will forward to Assistant Chief Winter to check over.

**Resolution 6 – 2017: A RESOLUTION AMENDING AND ENACTING THE ZONING CERTIFICATE FEES AND SERVICES SCHEDULE PURSUANT TO SECTION 807 OF THE LAFAYETTE TOWNSHIP ZONING RESOLUTION TO BE EFFECTIVE JANUARY 17, 2017. Trustee Bowers made a motion seconded by Trustee Costello to approve. All voting in favor, motion passed.**

**Resolution 8 – 2017: A RESOLUTION AUTHORIZING THE FISCAL OFFICER AND BOARD PRESIDENT OF LAFAYETTE TOWNSHIP TO DO ALL THINGS NECESSARY TO REQUEST ALL AVAILABLE TAX ADVANCES COLLECTED INCLUDING SIGN OFF AS THEY COME IN ON THE AUDITORS RESOLUTIONS. Trustee Bowers made a motion seconded by Trustee Costello to approve. All voting in favor, motion passed.**

**Resolution 9 – 2017: A RESOLUTION APPROVING PERMANENT APPROPRIATIONS FOR 2017. General Fund \$299,550.00, Motor Vehicle \$15,000.00, Gas Tax \$95,000.00, Road and Bridge \$545,950.00, Cemetery \$30,000.00, Sheriff’s Contract \$335,000.00, Zoning \$23,000.00, Fire and Rescue \$696,000.00, Permissive Motor Vehicle License Tax \$50,000.00. The grand total for the 2017 appropriations is \$2,089,500.00. Mr. Costello seconded the motion. All voting in favor.**

Ms. Bowers stated that over the past three months Ryan Homes has twice applied for a variance when constructing new homes. She noted that variances require a statutory process that must be followed and is a time consuming process.

Ms. Bowers recommends the requirement of a footer certification with a \$400.00- fee before a structure can be built to ensure the building is within the setback. The certification would require a professional surveyor’s approval and hopes this will prevent future needs for variances.

**Resolution 10 – 2017: A RESOLUTION REQUESTING THE RECOMMENDATION OF THE LAFAYETTE TOWNSHIP ZONING COMMISSION TO AMEND AND ENACT THE LAFAYETTE TOWNSHIP ZONING RESOLUTION SECTION 806 G&H TO INCLUDE A FOOTER CERTIFICATION AS PART OF THE ZONING PERMIT PROCESS. Trustee Bowers made a motion seconded by Trustee Costello to approve. All voting in favor, motion passed.**

**New Business:**

**Ms. Bowers moved to approve an invoice from Mack Industries to fix the septic system in an amount of \$1, 067.50. Mr. Costello seconded the motion. All voting in favor.**

**Ms. Bowers made a motion that Lafayette Township request the County Engineer’s Office prepare bid packages to send to bid 2017 Road Improvement Projects. The 2017 Road Projects are Lance Road from Spencer Lake to Route 162, all of Eastlake Road, Carsten Road from Spencer Lake Road to Egypt Road, Carsten Road from Smith Road to Egypt, Egypt Road from Carsten to Carlton Road, Kapok Drive and Toucan Drive. Mr. Costello seconded the motion. All voting in favor.**

**Ms. Bowers made a motion to approve the purchase of a Ford F-550 including all snow & salt apparatus on state purchase terms from Montrose Ford with an amount not to exceed \$90,000.00. Ms. Bowers has reviewed the documentation for state bid and it complies. Mr. Costello seconded the motion. All voting in favor.**

**Old Business:**

A public hearing was held and appropriate publication issued for the Board of Trustees. The following is the language that was approved by the zoning commission at the Public Hearing.

**Resolution 7 – 2017: A RESOLUTION AMENDING AND ENACTING SECTION 208 (GENERAL REGULATIONS, ITEM F), SECTION 210G (PRINCIPAL BUILDING), SECTION 220 (FENCES AND WALLS REMOVED) AND ARTICLE X11 (DEFINITIONS OF UTILITY STRUCTURE; SERVICE STRUCTURES AND TO CHANGE THE INTERPRETATION OF TERMS OR WORDS OF THE LAFAYETTE TOWNSHIP**

**ZONING RESOLUTION. Trustee Bowers made a motion seconded by Trustee Costello to approve. All voting in favor, motion passed.**

Ms. Bowers said there was a correction made to handicap ramps in which we don't charge and there is a particular landing area, under a certain size. The removal of inflatable balloons and a compliance certificate has taken place. Zoning Inspector, Alliss Strogin, requested in Business/Commercial Construction portion to include language to read "change of ownership-change of use".

Ms. Bowers stated when a resolution has been changed, a paper trail needs to be left in order to accurately and efficiently trace when and what has been changed in a resolution.

Ms. Bowers announced that during routine liability insurance reevaluation, there are standard requirements for the different positions within the Fire Department, and during review of the liability policy it was discovered that some of the training and certifications with current personnel was unable to be verified. The insurance company has informed the township that the lack of certification is a liability. Legal counsel recommends demoting the employee and give a set time period for the proper certification to be obtained. Ms. Bowers will concur with the insurance company regarding legal counsel's recommendation and take the necessary measures. She requested permission from the Board to take the necessary steps to rectify the liability issues with the training and certifications. The Board was in agreement.

**Ms. Bowers moved to approve the minutes of the Trustee Regular Meeting- December 19, 2016. Mr. Costello seconded the motion. All voting in favor.**

Ms. Bowers moved to adjourn, seconded by Mr. Costello

Meeting adjourned at 5:35p.m.

Approved:\_\_\_\_\_

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Lynda Bowers, Trustee

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Bryon Macron, Trustee

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Michael Costello, Trustee

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Shirley Bailey, Fiscal Officer