

Minutes
LAFAYETTE TOWNSHIP BOARD OF TRUSTEES
Special Meeting
Friday, January 19, 2018

Meeting called to order: 2:03 p.m.

Members Present: Trustee Lynda Bowers, Trustee Michael Costello, Trustee Martin Warchola, William Thorne- Legal Counsel, Ed McCall-McCall Sharp, Dale Keeran- McCall Sharp, Jason Brenner, Civil Engineer at Lewis Land Professionals.

Mr. Costello introduced the Board of Trustees and announced he will be the primary point of contact for the Board in regards to the new safety services building.

Mr. McCall thanked everyone for their attendance. He explained the Notice to Bidders contains the pertinent information regarding the new safety services building. The specifications contain a summary of the project. Sealed bids are due no later than 4:00 p.m. on February 9, 2018 and will be opened and read aloud immediately following opening. All questions may be fielded to Mr. Dale Keeran at McCall Sharp. Mr. McCall reviewed what must be submitted in the Bid submittal and reminded the attendees the bid will be awarded to the lowest and best bid. Public bid conditions; it's a prevailing wage, the owner is tax exempt and a performance bond is required. Liquidated damages of \$250.00 per day. The submitted preliminary construction schedule should include proposed substantial completion date based on the March 18, 2018 start date which will establish the number of total calendar contract days in regards to liquidated damages.

Mr. McCall anticipates issuing addendum #1 early next week which will include a revision for code review items, including a significant south mezzanine floor structure change for a tornado safe room that will be located over the gear locker room. He stated there could be additional addendum items pending review by the Medina County Building Department. Mr. McCall recommends all additional questions be submitted to Mr. Keeran in writing.

Mr. Brenner said in regards to the civil drawings, the plans have been revised on behalf of the Medina County Highway Engineers Office and will be included in next week's addendum.

Ms. Bowers stated Fiscal Officer, Shirley Bailey will be the Prevailing Wage Officer.

A question and answer session took place.

Mr. McCall stated he was pleased with the number of attendees at today's meeting which shows there is a strong interest. There have been twelve sets of plans picked up thus far.

Mr. Costello was informed by Ms. Fozio from Medina County Emergency Management they are seeking property to build an Emergency Management storage facility. Discussion took place and the trustees agreed there is ample room on the back portion of the parcel that the new Lafayette Township safety services building will be built. Mr. Costello believes Ms. Fozio is in the process of applying for grants. Ms. Bowers explained the township only requested 4 acres from the Medina County Commissioners and due to the alignment of the lot with a creek at the back

portion, it rendered the back portion of the lot useless. Consequently the commissioners gave the township the entire 8.22 acres. She said it makes sense to allow an EMA storage facility especially since it is donated land. Mr. Thorne recommends an agreement that if the facility is no longer used for public purpose they would get it back. The trustees have no issues allowing the EMA storage facility but acknowledged there are changes to paperwork that would be necessary. Ms. Bowers suggested mounding all the extra dirt and create a sled riding hill for the residents.

Lieutenant Mike Savetski explained that times have changed and with everyday demands and life styles it has become increasingly harder to inspire personnel to sign up for “on call night shift - 6:00 p.m. to 6:00 a.m., which is the time the station is not currently staffed”. He encouraged the Board of Trustees to consider compensating the 3 personnel for being on “night call” which he hopes would add incentive for personnel to sign up. Some suggestions included a \$2.30/per hour compensation rate or a flat rate of \$25.00 per night and Lt. Savetski said he is open to additional suggestions for incentivizing. He came to the figure of \$2.30/hour after communicating with neighboring departments on the compensation scale they employ. Lt. Savetski said he feels by incentivizing it will not only help cover the night calls but aid in holding the staff more accountable. This will be a culture change and a requirement to be or remain on the department. He anticipates losing a few members of the department if the policy is implemented. Mr. Costello stated to staff 3 personnel, 24 hours a day, seven days a week, utilizing an average hourly rate of \$12.00/hour, would be \$157, 608.00 in addition to what we currently pay for daytime staffing. Ms. Bowers said, “It wouldn’t be responsible to not at least consider where the future of the department lies particularly with the new building because it can accommodate for full time staffing. Every step taken along the way should be towards the goal of achieving full time. Now is the time to start talking about and working toward the goal.” Ms. Bowers said “when expecting personnel to give up their time, in the middle of the night and go to work the next day tired, they should get paid”. Lt. Savetski recommends having 3 staff on call every night on a rotating basis which would average to one on call every eleven days typically no more than three times per month. He said in order for this to work the policy would need to apply to everyone and the challenging part is to hold people accountable to the policy. Ms. Bowers said it is time to devise a five year plan. Lt. Savetski thanked the trustees and welcomes additional feedback on this matter.

Mr. Warchola made some recommended changes to the Agreement for Community Policing Law Enforcement Services with the Medina County Sheriff’s Department. Discussion over the agreement took place. Mr. Thorne will redraft the language and forward to the trustees for final review.

Ms. Bowers moved to approve the Agreement for Community Policing Law Enforcement Services between Lafayette Township, on behalf of the Lafayette Township Police District and Tom Miller, Sheriff of Medina County, pending the recommended changes. Mr. Warchola seconded the motion. All voting in favor.

Ms. Bowers moved to authorize the Medina County Engineer’s Office to prepare estimate and bids for the 2018 Road Improvement Project for improving the following township roads: Lance Road from Spencer Lake north to the railroad, Kapok Drive in its entirety, Toucan Drive in its entirety, consistent with the recommendations made by the Lafayette Township Road Supervisor. Mr. Costello seconded the motion. All voting in favor.

Ms. Bowers instructed Mr. Evans to work with Administrative Assistant, Kim Buell to schedule a date for bid opening consistent with the closest meeting.

Ms. Bowers reminded Mr. Evans that trustees have to pass a resolution and publish road closures unless it is an emergency. She also reminded him that with any road closure to inform the Medina County Sheriff's Department, fire department, school transportation departments, etc.

Discussion regarding service department overtime took place. It was confirmed that any hours over 40 are to be paid at the overtime rate per the Lafayette Township Employee Handbook.

Ms. Bowers announced former Assistant Chief Winter contacted Ms. Bowers regarding his final paycheck from Lafayette Township he feels has discrepancies. Ms. Bowers instructed him to contact and work with Ms. Bailey to figure appropriate pay. Ms. Bowers took the appropriate paperwork and will summarize and forward to Mr. Winter for his review.

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

Meeting adjourned at 5:05 p.m.

Approved: _____

Lynda Bowers, Trustee

Michael Costello, Trustee

Martin Warchola, Trustee

Shirley Bailey, Fiscal Officer