

Minutes  
LAFAYETTE TOWNSHIP BOARD OF TRUSTEES  
Regular Meeting  
Monday, February 19, 2018

**Meeting called to order:** 6:01 p.m. followed by the Pledge of Allegiance.

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

The Board confirmed they have reviewed Timothy White's application. Chief Hall introduced Mr. White and announced he is a Level II Firefighter/Paramedic, formally with Spencer Fire Department prior to moving to Lafayette Township.

**Trustee Bowers made a motion to approve the hiring of Level II Firefighter/Paramedic Timothy White. Trustee Warchola seconded the motion. All voting in favor.**

Trustee Warchola swore in Timothy White and the Board welcomed him to the township.

**Trustee Costello made a motion to approve the meeting minutes of the Special Meeting of May 2, 2017. Trustee Warchola seconded the motion. All voting in favor. Trustee Warchola made a motion to approve the minutes of the Special Meeting of November 27, 2017. Trustee Bowers seconded the motion. All voting in favor. Trustee Warchola made a motion to approve the minutes of the Regular Meeting of December 18, 2017. Trustee Bowers seconded the motion. All voting in favor. Trustee Costello made a motion to approve the minutes of the Special Meeting of December 27, 2017. Trustee Warchola seconded the motion. All voting in favor. Trustee Bowers moved to approve the meeting minutes of the Organizational Meeting of January 1, 2018. Trustee Warchola seconded the motion. All voting in favor. Trustee Bowers moved to approve the meeting minutes of the Emergency Meeting of January 2, 2018. Trustee Warchola seconded the motion. All voting in favor. Trustee Warchola moved to approve the meeting minutes of the Special Meeting of January 19, 2018. Trustee Bowers seconded the motion. All voting in favor.**

Trustee Bowers stated there have been more meetings than usual due to the new Safety Services Building and preparing for bid, to minimize change orders and help keep costs low.

**Financial Report:** Ms. Bailey reported:

**Fund Balance:** \$1,958,616.87

**Pooled Investments:** \$1,957,217.64

**Available Checking Balance:** \$1,399.23

Trustee Costello inquired as to why the available checking balance is low. Ms. Bailey stated the township has received tax income and she has been paying bills. She has checks that need processed that are on hold until more funds are received. Trustee Bowers announced Ms. Bailey has closed the 2017 books and no current Certificate of Resources has been received as of yet and Ms. Bailey anticipates receiving by next week. She suggests setting a special meeting for the first week in March in order to finalize the budget upon receipt of the Certificate of Resources. Trustee Bowers explained without the certificate a calculation of how much in reserve might be available to move in order to pay down on the new safety services building. Trustee Bowers explained the levy is tied to the mortgage of the new building and the levy is only valid while there is an outstanding mortgage. The Board wishes to finance only what is necessary and pay the mortgage off as soon as possible.

Trustee Costello inquired when the next tax distribution would be available. Ms. Bailey responded that one was received approximately one week ago and anticipates another at the end of February possibly the beginning of March. Trustee Costello suggested having discussion in order to move additional funds. Trustee Bowers said it will be necessary to move funds in order to pay outstanding bills and questioned Ms. Bailey as to the amount needed to be transferred from the unappropriated balance. Ms. Bailey said funds have been transferred twice already and if the Board continues transferring funds she is concerned there won't be any reserves left. Trustee Bowers explained that when the 2018 funding arrives the funds from reserves will be replenished. She questioned Ms. Bailey as to the amount of funds needed to be transferred in order to carry to the next tax distribution. Ms. Bailey couldn't answer because she was unsure as to what bills are expected and yet to be received.

Chief Hall requested the Board take into consideration the approval of the Stryker contract when figuring the supplemental temporary appropriation for Fire and Rescue.

Trustee Bowers explained all funds are not received in January for the entire year. At the beginning of the year Ms. Bailey is working on temporary appropriation and funds are in reserves, not yet budgeted.

**Trustee Bowers made a motion for a \$5,000.00 temporary supplemental appropriation from the unappropriated balance in the General Fund, \$20,000.000 in the Sheriff's Contract from the unappropriated balance in the Sheriff's Contract Fund, \$35,000.00 supplemental temporary appropriation from the unappropriated balance in the Fire & Rescue Fund. Trustee Warchola seconded the motion. All voting in favor.**

Ms. Bailey stated there are no requisitions this evening.

Ms. Bailey stated on the Lafayette and Westfield Township Reciprocal Contract that it states both townships are to keep an accurate log of the hours worked in the other township. She does not receive the "logged hours" as of yet. Trustee Bowers will inform Mr. Evans to forward Ms. Bailey the log sheet and will request she receive when the bi-weekly payroll is submitted. The Board requested copies from Westfield Township to ensure hours worked are in agreement. Trustee Costello will contact Westfield Township Board President.

Trustee Costello has spoken to Spectrum regarding the "change of line-up" and nothing needs to take place. Trustee Bowers stated the township receives the notices on a regular basis and it is a requirement of Spectrum to send the notice.

Ms. Bailey gave an explanation, along with pricing, for different companies that provide random employee drug screenings. Ms. Bailey said in the past when the random drug screening program was in place, it was challenging for fire department personnel whose names were chosen to submit to the test due to their inflexible schedule. The service department was not an issue because that department has regular work hours of 8:00 a.m. to 4:00 p.m. Ms. Buell explained what she learned from USA Mobile Drug Testing and the challenges townships face when trying to screen volunteer fire department personnel. Trustee Costello explained this is one of the programs the township utilizes to ensure the safety of employees and residents and the program helps minimize the township insurance costs. He said the standard for most organizations is the nine panel test. Discussion took place and it was determined to utilize USA Mobile Drug Testing.

**Trustee Bowers made a motion to budget \$1,200.00 and utilize USA Mobile Drug Testing for two fire department employees and 1 service department employee on a quarterly basis for drug screenings. Mr. Warchola seconded the motion. All voting in favor.**

**Police Department Report:**

Deputy Harhay reported 544 calls for the month of January in Lafayette Township with an additional 125 calls to the Village of Chippewa Lake. He gave a brief breakdown of the nature of the calls. Deputy Harhay explained the monthly schedule has been revamped. The 6:00 p.m. to 2:00 a.m. deputy typically had Thursday/Friday off and will now be off Sunday/Monday which allows for an additional 32 hours/month of patrol on Friday nights. The eleven part-time deputies that patrol before/after their shift or days off are now required to choose one Friday or Saturday evening shift allowing for an additional 44 hours of patrol per month. Deputy Harhay said these changes allow for considerable extra coverage on weekends within the township. The Board thanked Deputy Harhay for considering their concerns.

Trustee Bowers asked for Deputy Harhay's input regarding instituting a noise resolution in Lafayette Township and whether or not deputies would find it beneficial to have an enforceable noise resolution. Deputy Harhay said other townships have them and townships that don't have an ordinance it is difficult to enforce. Trustee Bowers said after reviewing several resolutions both in and out of the county she feels Montville Township has not only an enforceable resolution but it has been tested in court, appealed and won. Discussion was held regarding the varying situations the resolution will potentially cover. The Board wants to move in a direction that people cannot use it to harass their neighbors or residents that host an occasionally gathering are not getting penalized.

A resident questioned the process in order to lodge a complaint once the resolution is passed. He was instructed to contact the Medina County Sheriff's Department.

**Fire Department Report:**

Chief Hall reported a total of 34 runs for the month January (4-Fire, 14-EMS to Lafayette Township, 3-Fire, 6-EMS to Village of Chippewa Lake, 0-Fire, 1-EMS to Gloria Glens, 4-Fire, 2-EMS Mutual Aid). Fuel Usage: 261.8 gallons of fuel, 1,884 miles were logged on all vehicles.

Chief Hall advised the monthly report layout may be changing in order to plug in the information more efficiently. A few of the call numbers on the printed report are not completely accurate. Trustee Costello requested the number of mutual aid calls given and received be included on the new layout for the monthly report.

Chief Hall reminded everyone the final pancake breakfast is this coming Sunday and thanked everyone for their continued support of the Association.

Chief Hall announced the department is preparing for employee physicals and has been reviewing different options available while following the NFPA 1582 protocol. He explained that there have been issues sending employees to Cleveland Clinic at Work. Chief Hall suggested possibly having a Nurse Practitioner on site perhaps twice a year to perform the annual physicals. Trustee Costello recommended Chief Hall contact Chief Mark Martin in Columbus to gather additional information regarding physicals. Trustee Costello has no issues with the physicals as long as it meets the standard. Ms. Bailey said it would be much easier on her as far as the billing is concerned.

Chief Hall noted the department has a couple grants out. At the end of January he submitted the State Fire Marshall equipment grant for approximately \$18,000.00. There is a grant pending for the Lafayette Township Fire Association from Nexus. The department is in the process of starting the BWC grant for gloves and two new Nomax hoods per staff member.

**Service Department:**

No report submitted

**Zoning:**

Ms. Strogin reported for the month of January 2018 the valuation was \$1,458,865.00. Fees collected for January 2018 are \$3,560.98. There were 5 new home permits. Ms. Strogin stated Ryan Homes has started phase 6 and 7 in the Dover Highlands Development which totals approximately 100 new homes and they are probably nearing 80 homes built. The Zoning Commission scheduled a hearing with a request for a catch change for the Golf Course Overlay. They are tentatively scheduling a Zoning Commission workshop for February 27, 2018 to address the issues the CPC suggested. The hearing was continued until the March Zoning Commission meeting. Mr. Thorne requested the proposed amendment, the planning commission's recommendations and the date and time of the scheduled workshop be forwarded to him.

Ms. Strogin announced there will be a deposition hearing this Wednesday regarding the lawsuit that involves the accident which occurred in front of the Roadside Inn in 2016. They are requesting zoning information which she will provide. Both she and Mr. Thorne will attend the deposition on Wednesday.

**Recreation:**

Trustee Costello announced baseball sign-ups are this weekend. The Lafayette Youth Baseball League has requested the townships assistance informing township residents of the sign-ups. Over the past few years enrollment has been declining.

Trustee Bowers questioned whether or not the Board is interested in building a sled riding hill for the community utilizing the excess dirt from the new safety services building construction site. She said we have the space and there is a concession stand on the grounds that various groups could help with on Friday & Saturdays. Trustee Costello and Trustee Warchola would like to see a layout of the hill first and gather additional information before deciding.

**Economic Development:**

Trustee Bowers stated there is a meeting next week. The real estate company for Technology Park could possibly be changing.

**Old Business:**

Mr. Thorne confirmed the employee handbook is for the service department employees. Trustee Bowers said the fire department personnel are covered by SOG's. Mr. Thorne reminded the Board that the service department employees are "At Will". Discussion took place over the employee handbook and the purpose of having one. Trustee Bowers agrees that the handbook should contain reasonable guidelines stating the employees' rights and not focus on the discipline aspect. Mr. Thorne advised against having a supervisor in a position that could put the Board at liability. He pointed out that several items in the handbook are discretionary and stated the trustees are responsible and are liable if a supervisor is given permission to terminate an employee. The Board agrees to review the handbook and discuss the necessary changes at a later date.

**New Business:**

Trustee Bowers gave the Board rough drafts of three different noise resolutions for their review. A brief discussion took place explaining there are a few ongoing "noise" circumstances which have been brought to the attention of Trustee Bowers. Trustee Bowers has spoken to other townships regarding their resolutions and they have not had abuse of it. Mr. Thorne will review the resolutions and advise.

**Trustee Bowers moved to approve the disposal of the Dell Computer monitor which is no longer working, deemed of no value and is no longer necessary for public purpose. Mr. Warchola seconded the motion. All voting in favor.**

Trustee Bowers made a motion to pay the warrants of the township.

**Public Participation:**

A resident voiced concern over living in area of the township that is not covered by neither Spectrum nor Armstrong. Trustee Bowers explained the reasons areas of the township do not have coverage. She said the township is aware and over the years has been working trying to have full coverage, including a trip to Washington and speaking with various congressmen.

**7:39 p.m. Trustee Bowers moved to recess into executive session for the purposes of discussing personnel employment and appointment, pursuant to ORC 121.22G1. Trustee Warchola seconded the motion. All voting in favor.**

**Roll Call Vote- Bowers-yes, Costello-yes, Warchola-yes**

**8:01 p.m. Mr. Costello moved to adjourn executive session and reconvene to the Regular Meeting.**

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

**Trustee Bowers moved to reappoint Zoning Inspector, Alliss Strogin for one year, reappoint Mr. Rich Javorek to a new five year term, and reappoint Mr. Curtis Perkins to a new five year term. Trustee Costello seconded the motion. All voting in favor.**

Trustee Costello moved to adjourn, seconded by Trustee Warchola.

Meeting adjourned at 8:10 p.m.

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

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Lynda Bowers, Trustee

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Michael Costello, Trustee

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Martin Warchola, Trustee

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Shirley Bailey, Fiscal Officer