

Minutes  
LAFAYETTE TOWNSHIP BOARD OF TRUSTEES  
Special Meeting  
Friday, November 23, 2018 at 10:00 a.m.

The Lafayette Township Board of Trustees, Medina County, Ohio met in special session, Friday, November 23, 2018 at 6776 Wedgewood Road, Medina, OH. Notice of this meeting was consistent with ORC 121.22 and the township's open meeting policy.

**Meeting called to order:** 10:06 a.m.

**Members Present:** Trustee Lynda Bowers, Trustee Michael Costello, Trustee Martin Warchola, Fiscal Officer Shirley Bailey, Service Director Rick Evans, Fire Chief Jeff Hall and Asst. Fire Chief Tim Holzman.

**Service Department:**

Mr. Evans recommended trustees offer an assistant service director position to Wayne Phillips, an applicant previously interviewed by trustees. Mr. Evans stated he is confident this applicant could assume all of the responsibilities of the department should it become necessary. After a brief discussion, Ms. Bowers made a motion seconded by Mr. Warchola to offer the position of Assistant Service Director to Wayne Phillips at the rate of \$21.50 per hour with a start date not later than December 14, 2018 including statutory and full-time benefits available to Lafayette Township employees. All voting in favor, motion passed.

Mr. Evans reported service department renovations for 2019 should be able to be accomplished within \$10,000. Mr. Evans reported on the current status of bids on government auctions site for a radar unit, snow dog plow and backhoe attachment previously authorized by trustees. The auctions are set to end on 11/27/18. Mr. Evans reported that the estimate for the plow frame replacement on the 2012 F-550 from Western to Myers assembly came in at \$2,500. Mr. Warchola checked with another service provider who advised the same estimate. Ms. Bowers made motion seconded by Mr. Warchola to approve the assembly change consistent with the estimate. All voting in favor, motion passed.

**Police Services:**

Ms. Bailey reported that she does not anticipate receiving any additional police contract levy disbursement for 2018. Based on the year to date collection, the prorated amount due for four months of service in 2018 to Medina Police is \$101,449.51. Ms. Bowers made a motion seconded by Mr. Warchola to pay Medina Police \$101,449.51 for 2018 service, all voting in favor, motion passed. It was noted that pursuant to contract, beginning in 2019, as police contract levy proceeds are collected, the same will be passed through to Medina Police.

**Zoning Department:** Ms. Bailey suggested that 2019 appropriations would be about the same as 2018 expenditures.

**Fire Department:**

Chief Hall delivered copies of the fire/rescue job descriptions requested by trustee Warchola. Trustees reviewed the 2019 salary account needs with the Chief and Assistant Chief. Staffing was discussed. Trustee Warchola asked Chief Hall to explain how it is determined whether to respond immediately to a call or wait for a second person to arrive before responding when only one person is staffed. Chief Hall responded there is no policy. There was further discussion regarding how staff knows whether to respond or wait. The Chief indicated it is determined by communication between the responders on a call by call basis. Trustee Bowers asked Chief Hall to describe what he views as his responsibilities as chief. Chief Hall responded "What, besides I work another full-time job?" He was asked to describe a typical week. He responded "Lots of things. I fixed a toilet on Thanksgiving day". Mr. Warchola asked the Chief if he could describe how he is leading the department, what specific duties does he tend to. Chief Hall responded that he has been concerned with the radio situation. Trustees asked what steps he has taken to address that issue. Chief Hall indicated he attends County Chief 's Association meetings where it is discussed and stated he has replaced two hand held radios. Trustee Bowers noted she had concern that when asked what he views as his responsibilities his response and only response was to complain about also working a full-time job. Trustee shared with Chief Hall that based on a review of scheduling and calling off, there is a concern of the township exposed to a claim of gender discrimination. Chief Hall responded he was not concerned, there was one specific problem and it isn't a problem anymore. A result of the response, there was a brief discussion including a review of the November

schedule demonstrating the concern. Trustees stressed that there is no circumstance under which discrimination of any kind is acceptable and it is his responsibility to ensure appropriate review and safeguards are in place. Ms. Bowers recapped an immediate past meeting wherein Chief Hall stated he is just a figurehead and had no involvement in a recent investigation and disciplinary action. Ms. Bowers reminded Chief Hall that prior to the subject disciplinary action being taken, he had participated in a number of meetings in addition to two where she was present, wherein he discussed both the investigation and discipline. She further stated she was confused by his response in that at one point during those pre disciplinary action meetings, it was her understanding he had actually recommended something stronger in one instance. Ms. Bowers stated her concern and reason for bringing it back up is that he may not understand his role. She questioned what trustees could do to assist him in achieving a more active leadership role and feeling more confident in understanding and carrying out his responsibilities. In response, there was discussion regarding the Chief finding difficulty in enforcing chain of command and inspiring some members to be more active. The Chief agreed he would become more involved in setting policy and monitoring that training, uniform dollars and seeing that those holding the limited positions available are being used in the best interest of serving the residents of the township. Trustee Warchola reminded that the goal of rapid EMS response, up to 24/7 staffing is very important. It is pursuit of that goal there was a 2018 staffing compensation adjustment. There was discussion as to how administrative duties, communication with other township departments, county agencies and routine paperwork could be more efficient. Mr. Warchola inquired if he had the ability to establish regular daytime office hours maybe for a few hours once or twice a week. Chief Hall responded his full-time job work schedule does not allow that flexibility.

Together, the Chief, Assistant Chief and trustees reviewed 2019 budget items line by line. While what is believed to be responsible estimates were plugged in for a number of items such as how insurance premiums would be prorated to buildings, the potential replacement and cost of the department pickup truck and utility estimates for the new safety service building that will need to be researched for more definite figures. The current estimate for 2019 fire and rescue operating funds arrived at is approximately \$1.3M.

The meeting was adjourned at 3:30 p.m.

Approved:

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Lynda Bowers, Trustee

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Shirley Bailey, Fiscal Officer

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Michael Costello, Trustee

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Martin Warchola, Trustee

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#### Motion Log 11/23/2018 Special Meeting

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