

LAGRANGE TOWNSHIP TRUSTEES

August 28, 2023

This was a regular scheduled meeting of the LaGrange Township Trustees. Canfield called the meeting to order at 7:02 pm with Canfield and Burnett present followed by the Pledge of Allegiance.

Burnett motioned to approve the minutes of the last regular meeting as presented, Canfield seconded the motion, roll call – both yes.

Lorain County Sheriff's Office

Deputy Fuller was present and reported 19 traffic, 11 domestic, 9 harassment and 8 protection order violations.

Public Participation

Jane Cawley, 14680 Wheeler Road, presented information on KEY and requested LaGrange Township become a part of the collaborative. The mayor of the Village of LaGrange said that LaGrange Township was not a part of the collaborative. If the township becomes a part of the collaborative, then they have the opportunity to suggest ideas and have a say in how the money is spent.

Canfield motioned for LaGrange Township to become a member of the KEY collaborative with Jane Cawley as the representative, Burnett seconded the motion, roll call – both yes.

Road and Cemetery

Kyle was present and reported the following:

Had a full day of brush pickup from the storm, trimming trees, Joe McDonald's pipe issue resolved and grip strips installed at the hall. Worked with Grafton on milling for a day.

Chip & Seal – Dates keep moving because of weather and is setup tentatively for next Wednesday. Just prepping for that.

Signs – Going to work on changing out high water signs. Called down to Ashland regarding signage and they said we can put up "Roads may flood" signs and leave them up all year. Put some by Biggs and Diagonal.

Elk Creek – Concrete is poured and will crack seal next month as well as Racheal and Rhonda.

Cemetery – 1 cremation, sold 1 full lot and 3 half lots. They are starting on the building repairs this week.

Equipment – Getting quotes for road broom for front of the big truck. Getting quotes for mowing head for the mini.

Graves – Letter presented from Jeffrey and Christina Hamilton to sell back lot as they have moved out of the area.

Canfield motioned to sell back lot in Section B, Row 12, Lot 13 owned by Jeffrey and Christina Hamilton at the price they paid for it, Burnett seconded the motion, roll call – both yes.

OPWC – Resolutions presented for the cooperative with Penfield stating we are both liable for half of Webster Road resurfacing project.. Kyle checked with Shawn and he said that they just have to run it through the next meeting and get it signed and returned. Shawn said there is no special meeting required. There is a resolution authorizing Rita to sign the documents and contracts for both Penfield and LaGrange. There is a resolution for the authority to apply for OPWC funding. There is one stating that we have the money and it's coming out of the gasoline fund which just needs a motion.

Canfield motioned that the CFO's verification of fund in the amount of \$18,559.00 coming out of the gasoline tax fund for the Webster Road project, Burnett seconded the motion, roll call – both yes.

Canfield motioned to accept Resolution 2023-12 to allow LaGrange Township and Penfield Township to enter into a cooperative agreement for the OPWC resurfacing project of Webster Road, Phase 2, Burnett seconded the motion, roll call – both yes. Canfield stated that we will act as the applicant and Penfield Township and LaGrange Township will each pay 50%.

Canfield motioned to accept Resolution 2023-13 for the Township authorizing Rita to prepare and submit application to participate in the public works improvement for the Webster Road project, Burnett seconded the motion, roll call – both yes.

Canfield motioned to accept Resolution 2023-14 to designate authority to apply for OPWC funding for the Webster Road project with Penfield Township paying 50%, Burnett seconded the motion, roll call – both yes.

EMS and Fire

James Rader was present and asked for permission to speak as Fire Chief while on EMS duty. Permission was granted. James reported for the month of July - 1 grass fire, 1 trash fire, 1 EMS assist, 61 EMS calls, 6 MVA's, 1 wire down, 1 gas leak and 1 dispatch and cancel.

James said that Owen, a local boy scout, put a box at the fire station for retired flags as an Eagle Scout project. There is also one at IGA. Canfield requested that we put it on the message board and the Facebook page especially after the storms we just had so that residents can dispose of them properly.

Fire School – The annual Lorain County Fire School is coming up next month. We normally offer to pay for up to 5 guys. It's \$50/day for 2 days. James will send out an email to see who is interested.

Canfield motioned to approve up to sending five people or more for Lorain County Fire School on 9/23/23 – 09/24/23 at \$50/day, Burnett seconded the motion, roll call – both yes. Canfield stated that proof of attendance is required and asked who is keeping track of training records. James said that it goes into their training file when they turn them in.

Engine 33 – In repair shop for the pump override cable that froze up and level lights not working.

Promotions – James inquired about the status of job descriptions and officer promotions requested. Burnett said they are in the second phase of approval. Canfield asked Chris Pyanowski if there would be any reason they couldn't approve the job descriptions now with a caveat that they can be updated and refreshed. Chris said he isn't sure what the current form is because he hasn't reviewed them, but generally speaking, job descriptions can be updated at any time. Burnett suggested approving the ones Robin completed and then have the second company review and make any adjustments necessary.

Canfield motioned to accept job descriptions as submitted by Clemens Nelson in their present form with the understanding that they can be and will be updated at any time, Burnett seconded the motion, roll call – both yes. Burnett said they will make sure James gets a copy.

Cameras – James asked if the cameras have audio, who has access to review them and if they are going to be hooked up to any phones. Sigmund confirmed they do not have audio, nobody has been trained on them yet and they will not be hooked up to phones. Canfield explained that the cameras have been installed to protect the township. For example, when the squad rolls out, the doors are open leaving the training room exposed with thousands of dollars worth of equipment. The township is responsible for that and if we don't do anything to address the issue then the insurance company doesn't have to cover us. These are being put in place to protect you and the community. It is in no way an attempt to undermine you or anything else. It's a public building and this community works hard for its money and they have to get the best they can from their leadership which means taking care of what we have. James questioned why the

existing camera system wasn't able to do that job. Burnett said it was a recommendation from the insurance company and the auditor of the state. James said there were cameras that covered all four sides of the squad, front door and back door that's been there for two years. Burnett asked why they have a problem with the cameras being in the training room. James said that he has changed in the training room. Burnett suggested that there is a bathroom for that. James said he doesn't want to walk barefoot on the bathroom floor. Burnett said that if there is a valid reason then the township will reconsider it. Andrew suggested putting the camera in a different position to cover the equipment as well as identify people that come in the door. He said he has a background in security. Canfield said the camera system isn't complete so we are able to get the cameras repositioned. Sigmund said that the front cameras should get the identity prior to getting into the training room if it was breached. Burnett said they will look into that and address it. Kyle Dull suggested the cameras in the front are redundant. Kyle Dull asked since that's deemed as a public meeting room, can the public ask for the video. What happens if we do active shooter training and drills and the public gets ahold of it and knows exactly how we are going to respond. Chris Pyanowski said that if it's a public building then it's public record. Kelly West suggested that would have to be requisitioned with an approval. Chris Pyanowski said there is a public records request process. There is no sound so it would be hard to identify your training procedures. Your point is not invalid so if there is something that is on the video that is sensitive then there can be a discussion about it in the public records request process. It will be hard to get anything out of it because there is no sound. Canfield said that, at this point, until the fact that you guys put it on Facebook about having a camera in the training room, nobody knew that camera was there.

Promotions – James asked status of promotions. Canfield stated there is no movement. James said it's been four months and they've been more than patient. Canfield stated that we will let you know when we decide.

Mike Hornby wanted to thank the Kyle and the road guys for assistance with high water signs when the storms hit.

Zoning

Vince Sigmund was present and reported:

Permits were issued for Erin Grimmett, 17311 Creekside, storage barn; Steve Vacco, 17328 Creekside, pole barn; Nick Bertroff, 17471 Whitehead, building; Bruce & Trisha Leiby, 17746 East Parkway, building; Brian Durante, 39915 State Route 303, Fence.

Concrete – Kyle covered

Cemetery – working on it this week

Property Settlement – presented the settlement for the property that the Trustees have been trying to secure adjacent to the old township building. Canfield explained that a long time ago the Trustees tried to acquire the building and it was in negotiations for at least four years. It came up again for Sheriff's sale and we reached out to Chris Pyanowski for assistance. Chris found a way for us to negotiate with the lienholder on the property. Tonight, we will sign a settlement agreement that will allow us to purchase this property in a way that, hopefully, we will not have to go to Sheriff's sales and potentially be outbid. The Land Bank has agreed to demolish the property at no cost to us. For all of our time and effort and Chris's efforts, will secure us a footprint to the expansion of the fire station for the small amount of \$20,000.00. A huge thank you to Chris Pyanowski for the months of time and assistance on this project.

Canfield motioned to approve the settlement agreement between LaGrange Township and Huntington National Bank for the purchase of Parcel #1500045105020 as abandoned land for the amount of \$20,000.00, Burnett seconded the motion, roll call – both yes.

Canfield explained that there is a long-term plan for the Township's fire department. Would like to expand our footprint for the fire department as we are bisected by the train tracks.

As this township continues to grow, we need to make sure we have both sides on the train tracks covered.

Grant – Vince said he has all the paperwork, but needs to clarify the resolution approved earlier authorizing Rita to sign. Vince has the paperwork completed as Kyle is the Road contact, Gary as a contact and Vince submitting the application, so if it needs changed to align with the previous resolution then it needs to be changed before submitting. Canfield said that everything has to match.

Electric Estimates – presented estimates for the garage lights/EMS. Discussions on why one was considerably larger than the other. Vince said he was going to retrofit all of the lights to convert them to LED and put lights on the side of trucks to see better when backing in. He has better lights for working on the trucks. Hold for review.

Canfield motioned to go into executive session at 8:01pm with our legal counsel to discuss the settlement agreement for purchase of property, Burnett seconded the motion, roll call – both yes.

Canfield motioned to go back to open session at 8:19, Burnett seconded the motion, roll call – both yes.

Variance – Kelly West stated that the public hearing for Tyllin was held on August 23rd. There were 44 residents in attendance in which there were deep concerns expressed about drainage issues. The board denied the variance with a vote of 4-0.

Fiscal Officer

Kathy Poling was present and reported:

Bills amounted to \$72,740.70.

Canfield inquired where the check for the Visa bill was. Kathy said she wrote it out and it's included in the amount of the bills. Canfield asked if she took out the check for the Village. Kathy said she did not, but by removing Check #34400 in the amount of \$77.00 it that would bring the total bills to \$72,663.70. Canfield stated that whenever we go to Wellington Implement, we need to make sure each receipt is signed. There are two receipts here without signatures or names.

Canfield motioned to pay the bills as presented with the removal of Check #34400 in the amount of \$77.00 bringing the bills to a total of \$72663.70, Burnett seconded the motion, roll call – both yes.

Hazard Communication Plan – Kathy presented a resolution for the hazard communication plan from Lorain County. Canfield stated she went to the Lorain County Emergency Management meeting last month and this resolution is a requirement in order for the Township to qualify for any type of federal funding if there were a disaster. Every community has to pass it in order to qualify.

Canfield motioned to accept Resolution #2023-15 adopting the federally approved 2022 hazardous mitigation plan in declaring an emergency, Burnett seconded the motion, roll call – both yes.

Park Board Resolution – Kathy said she found the resolution for Mary Kay and sent her a copy. It does say that they don't get paid. Canfield said that it's because we are a community park board rather than a county park board.

Audit – Canfield inquired if Kathy got all the paperwork together to complete the special audit. Kathy said she will have to go through some boxes for 2019, but has found some

information already that were in boxes that weren't marked properly. Canfield suggested we get everything they need as quickly as possible to get this special audit completed.

Levy – We are Issue #7 for our levy that was filed. Canfield made a comment that there were four people from the department at the meeting and not one of them mentioned anything about the levy or supporting it. Mike Hornby said that his intentions are to put a support letter on Facebook and the Rural Urban once we get closer to the election. Burnett suggested checking with Jerry Norton about getting signs.

Trustees Comments

Canfield said that Joe McDonald wrote a wonderful letter of accommodation about Kyle and the road crew and how well they worked together and what a great job done.

Canfield also said that a discussion needs to be had regarding the WENS system.

Burnett thought there would be more people here about water issues after the storms.

Rural Water

Roger was present and nothing to report.

LORCO

None

Park Board

Roger reported that there have been many great reviews about the park drive. With football up there and increased traffic, more people are going over 25 down the road. Going to talk to Laubenthal to see if he can put someone up there to monitor.

Jim Fish has officially resigned and it's the Village's turn to appoint a board member. Looking into appointing Marie Strauss.

Finances – Denny Smith is willing to take over the financials and minutes if Debbie is out of the way.

School Board – Canfield asked how the meeting went with the school board about the park. Roger said that Dan White cut a check for \$3000.00 and is putting \$4,500.00 in the budget for next year.

Old Business

None

New Business

None

Canfield motioned to adjourn, Burnett seconded the motion, roll call – both yes.

Being no further business, the meeting was adjourned at 9:02pm.

Chairman



Kimberly Carter, Secretary