

LaGrange Township Trustee Meeting Agenda

December 11, 2023

- 1) Call to Order by Chairman Rita Canfield
- 2) Pledge of Allegiance
- 3) Motion to approve minutes of previous meeting(s)
2/28/2022 3/14/22, 3/28/22, 4/11/22, 4/25/22, 11/14/22,
12/28/2022 1/9/23, 2/13/23, 11/27/23
- 4) Public Comment
- 5) Department Reports
Road/Cemetery Kyle Osborne
Fire James Rader
EMS Todd Straub/Carl Walter
Zoning Vince Sigmund
- 6) Reports from Elected Officials
Fiscal Officer Kathy Poling
-Motion to approve the bills
Trustee Rita Canfield
Trustee Gary Burnett
Trustee Doug Gardner
- 7) Other Reports
-Rural Water Roger Kuhl
-LORCO Doug Garnder
- 8) Park Board Rita Canfield
- 9) Old Business not Already Covered
- 10) New Business not Already Covered
- 11) Audience Questions / Comments
- 12) Executive Session (if needed)
- 13) Adjournment

Payment Listing

11/28/2023 to 12/11/2023

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
975-2023	12/01/2023	11/29/2023	EP	LISA CANITIA	\$754.36	O
976-2023	12/01/2023	11/29/2023	EP	KEITH A CHANDLER	\$767.39	O
977-2023	12/01/2023	11/29/2023	EP	SHAWN CHEATHAM	\$589.39	O
978-2023	12/01/2023	11/29/2023	EP	MELISSA CONRAD	\$449.01	O
979-2023	12/01/2023	11/29/2023	EP	DONALD CYRUS JR	\$131.56	O
980-2023	12/01/2023	11/29/2023	EP	KELLIE A DEULLEY	\$817.71	O
981-2023	12/01/2023	11/29/2023	EP	KYLE B DULL	\$2,559.32	O
982-2023	12/01/2023	11/29/2023	EP	DANE R. DUPLAGA	\$1,790.66	O
983-2023	12/01/2023	11/29/2023	EP	Michael P Foreman	\$123.70	O
984-2023	12/01/2023	11/29/2023	EP	Bruce V Fortune	\$1,646.48	O
985-2023	12/01/2023	11/29/2023	EP	J MICHAEL HORNBY	\$679.04	O
986-2023	12/01/2023	11/29/2023	EP	MICHAEL HORNBY	\$3,523.19	O
987-2023	12/01/2023	11/29/2023	EP	DAVID JOHNSON	\$264.53	O
988-2023	12/01/2023	11/29/2023	EP	MICHAEL KEMPERT	\$742.00	O
989-2023	12/01/2023	11/29/2023	EP	BRANDON KUZAK	\$1,149.25	O
990-2023	12/01/2023	11/29/2023	EP	ANDREW LILLER	\$1,063.58	O
991-2023	12/01/2023	11/29/2023	EP	BRENNAN A MUHIC	\$1,728.79	O
992-2023	12/01/2023	11/29/2023	EP	JASON NIELSON	\$9.47	O
993-2023	12/01/2023	11/29/2023	EP	Kyle Osborne	\$1,865.46	O
994-2023	12/01/2023	11/29/2023	EP	BRITTANY J PAXTON	\$768.58	O
995-2023	12/01/2023	11/29/2023	EP	CRAIG PAYNE	\$575.77	O
996-2023	12/01/2023	11/29/2023	EP	ANDREW W PREWITT	\$2,565.97	O
997-2023	12/01/2023	11/29/2023	EP	JAMES L. RADER	\$616.08	O
998-2023	12/01/2023	11/29/2023	EP	ALFRED W ROURKE	\$1,391.83	O
999-2023	12/01/2023	11/29/2023	EP	JASON M SMITH	\$260.06	O
1000-2023	12/01/2023	11/29/2023	EP	TODD B. STRAUB	\$219.71	O
1001-2023	12/01/2023	11/29/2023	EP	EVAN B THOMAS	\$1,895.08	O
1002-2023	12/01/2023	11/29/2023	EP	MATTHEW THOMPSON	\$658.64	O
1003-2023	12/01/2023	11/29/2023	EP	TIMOTHY ULERY	\$1,806.85	O
1004-2023	12/01/2023	11/29/2023	EP	NICHOLAS VARICH	\$417.94	O
1005-2023	12/01/2023	11/29/2023	EP	KRISTA WALKER	\$98.67	O
1006-2023	12/01/2023	11/29/2023	EP	DONALD YOUNGBLOOD JR.	\$3,766.35	O
1010-2023	12/04/2023	12/04/2023	EW	INTERNAL REVENUE SERVICE	\$5,789.58	O
1011-2023	12/04/2023	12/04/2023	EW	OHIO DEFERRED COMPENSATION	\$205.00	O
1012-2023	12/08/2023	12/07/2023	EP	GARY L BURNETT	\$711.16	O
1013-2023	12/08/2023	12/07/2023	EP	RITA T CANFIELD	\$775.93	O
1014-2023	12/08/2023	12/07/2023	EP	DOUGLAS M GARDNER	\$740.59	O
1015-2023	12/08/2023	12/07/2023	EP	KATHY POLING	\$1,244.51	O
1016-2023	12/08/2023	12/07/2023	EP	VINCENT M SIGMUND	\$1,063.79	O
1018-2023	12/11/2023	12/11/2023	EP	MICHAEL HORNBY	\$165.33	O
1019-2023	12/11/2023	12/11/2023	EP	VINCENT M SIGMUND	\$465.09	O
1023-2023	12/11/2023	12/11/2023	CH	AUDITOR OF STATE OF OHIO	\$876.00	O
1024-2023	12/11/2023	12/11/2023	CH	REPUBLIC SERVICES	\$178.29	O
1025-2023	12/11/2023	12/11/2023	CH	MARATHON FLEET	\$1,025.16	O
1026-2023	12/11/2023	12/11/2023	CH	OHIO EDISON	\$170.75	O
1027-2023	12/11/2023	12/11/2023	CH	OHIO EDISON	\$79.13	O

Payment Listing

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11/28/2023 to 12/11/2023

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
1028-2023	12/11/2023	12/11/2023	CH	OHIO EDISON	\$80.75	O
1029-2023	12/11/2023	12/11/2023	CH	OHIO EDISON	\$84.84	O
1030-2023	12/11/2023	12/11/2023	CH	OHIO EDISON	\$181.69	O
1031-2023	12/11/2023	12/11/2023	CH	OHIO EDISON	\$100.35	O
1032-2023	12/11/2023	12/11/2023	CH	OHIO EDISON	\$352.48	O
1033-2023	12/11/2023	12/11/2023	CH	COLUMBIA GAS OF OHIO, INC.	\$81.80	O
1034-2023	12/11/2023	12/11/2023	CH	COLUMBIA GAS OF OHIO, INC.	\$166.41	O
1035-2023	12/11/2023	12/11/2023	CH	COLUMBIA GAS OF OHIO, INC.	\$131.31	O
1036-2023	12/11/2023	12/11/2023	CH	COLUMBIA GAS OF OHIO, INC.	\$68.59	O
1037-2023	12/11/2023	12/11/2023	CH	COLUMBIA GAS OF OHIO, INC.	\$211.17	O
1038-2023	12/11/2023	12/11/2023	CH	OHIO BUREAU OF WORKERS COMPENSA	\$522.21	O
1039-2023	12/11/2023	12/11/2023	CH	LAGRANGE UTILITIES	\$194.30	O
1040-2023	12/11/2023	12/11/2023	CH	LAGRANGE UTILITIES	\$71.00	O
34510	12/11/2023	12/11/2023	PR	ROGER BENDER	\$166.23	O
34511	12/11/2023	12/11/2023	PR	EDWARD BURKE	\$82.66	O
34512	12/11/2023	12/11/2023	PR	KIMBERLY CARTER	\$1,355.21	O
34513	12/11/2023	12/11/2023	PR	PAUL GLOVER	\$83.11	O
34514	12/11/2023	12/11/2023	PR	KEVEN HENTHORN	\$165.33	O
34515	12/11/2023	12/11/2023	PR	TINA HENTHORN	\$165.33	O
34516	12/11/2023	12/11/2023	PR	RICHARD D KNIGHT	\$537.32	O
34517	12/11/2023	12/11/2023	PR	ROGER KUHL, JR.	\$498.69	O
34518	12/11/2023	12/11/2023	PR	RANDOLPH LINDSEY	\$413.32	O
34519	12/11/2023	12/11/2023	PR	Frank Lupinski	\$166.23	O
34520	12/11/2023	12/11/2023	PR	RONALD J. PICKWORTH	\$537.32	O
34521	12/11/2023	12/11/2023	PR	RUSS REISING	\$330.66	O
34522	12/11/2023	12/11/2023	PR	KELLY WEST	\$165.33	O
34523	12/11/2023	12/11/2023	PR	JILL WINDELSPECHT	\$165.33	O
34524	12/11/2023	12/11/2023	PR	SUSAN YODER	\$413.32	O
34525	12/11/2023	12/11/2023	PR	KIMBERLY CARTER	\$138.04	O
34526	12/11/2023	12/11/2023	AW	TRICO OXYGEN COMPANY	\$150.35	O
34527	12/11/2023	12/11/2023	AW	XEROX FINANCIAL SERVICES	\$101.92	O
34528	12/11/2023	12/11/2023	AW	LAGRANGE HARDWARE	\$436.27	O
34529	12/11/2023	12/11/2023	AW	COMDOC	\$26.24	O
34530	12/11/2023	12/11/2023	AW	ORLO AUTO PARTS	\$222.73	O
34531	12/11/2023	12/11/2023	AW	LEMKE SALES COMPANY	\$153.45	O
34532	12/11/2023	12/11/2023	AW	LAGRANGE AUTO REPAIR, LLC	\$189.00	O
34533	12/11/2023	12/11/2023	AW	CPR COMPLETE AUTO & TRUCK	\$2,273.14	O
34534	12/11/2023	12/11/2023	AW	LORAIN COUNTY FIRE CHIEFS ASSOCIATI	\$250.00	O
34535	12/11/2023	12/11/2023	AW	LORAIN COUNTY GENERAL HEALTH DISTF	\$50.00	O
34536	12/11/2023	12/11/2023	AW	APPALACHIAN TRAILERS	\$736.00	O
34537	12/11/2023	12/11/2023	AW	LORAIN MEDINA RURAL ELECTRIC	\$147.29	O
34538	12/11/2023	12/11/2023	AW	MELISSA DOVE	\$100.00	O
34539	12/11/2023	12/11/2023	AW	MERCY OCCUPATIONAL HEALTH BLDG. B	\$349.00	O
34540	12/11/2023	12/11/2023	AW	DOOLEY GEMBALA MCLAUGHLIN PECORA	\$1,290.00	O
Total Payments:					\$63,292.45	
Total Conversion Vouchers:					\$0.00	

Payment Listing

11/28/2023 to 12/11/2023

Total Less Conversion Vouchers: \$63,292.45

Type: AM - Accounting Manual Warrant, AW - Accounting Warrant, IM - Investment Manual Warrant, IW - Investment Warrant, PM - Payroll Manual Warrant, PR - Payroll Warrant, RW - Reduction of Receipt Warrant, SW - Skipped Warrant, WH - Withholding Warrant, WM - Withholding Manual, WS - Special Warrant, CH - Electronic Payment Advice, IL - Investment Loss, EP - Payroll EFT Voucher, CV - Payroll Conversion Voucher, SV - Payroll Special Voucher, EW - Withholding Voucher, POS ADJ - Positive Adjustment, NEG ADJ - Negative Adjustment, POS REAL - Positive Reallocation, NEG REAL - Negative Reallocation

Status: O - Outstanding, C - Cleared, V - Voided, B - Batch

* Asterisked amounts are not included in report totals. These transactions occurred outside the reported date range but are listed for reference.

LAGRANGE TOWNSHIP TRUSTEES
December 11, 2023

This was a regular scheduled meeting of the LaGrange Township Trustees. Canfield called the meeting to order at 7:01pm with all Trustees present followed by the Pledge of Allegiance.

Burnett motioned to approve the minutes of the last meeting 11/27/23, Gardner seconded the motion, roll call – all yes. Canfield abstained as she was not present on 11/27/23.

Public Participation

None

Road and Cemetery

Kyle Osborn was present and reported the following:

Monthly road check completed for OTARMA and got the Christmas lights hung.

Fire Station Parking Lot Lights – lot lights that the church reported were out have been fixed.

Township Complex Sign – have the bulbs to fix and will schedule repair for Wednesday.

Township Complex – surveyed property at road ditch, will discuss plans at next work session.

OPWC – request for Phase III Webster Road was approved at the County level, so the next approval will be at the State level. Updated Rick Conrad on status.

Webster Rd (St Rt 301 - Indian Hollow) – Talked to Rick Conrad at Penfield Twp. about crack sealing since it hasn't been done since 2017.

Cemetery – 1 Cremation, Presented inventory list to Trustees

Equipment – Have been working in the shop fixing and maintain equipment – chain saws, leak on roadside mower, igniter on the Hot Box, etc. The 550 dump was fixed at Elyria Ford and is back. Will start working on Fire Trucks in January.

Brushcut Mower – Kyle presented three (3) quotes: John Deere - \$12,558.90; Southeastern Equipment - \$12,700.00; Wellington Implement - \$12,100.00. It was noted that Wellington Implement will have everything installed on it. Turn-a-round time for all is within a couple of weeks.

Burnett motioned to approve the purchase of a brushcut mower from Wellington Implement in the amount of \$12,100.00, Gardner seconded the motion, roll call – all yes.

Canfield stated the Township participated in the Honor Wreath program in conjunction with Kathleen Kennedy. There were about 2,400 wreaths placed throughout Lorain County. We had 60 wreaths originally and Kathleen Kennedy said they had an additional 300 wreaths available. Kyle, Andrew and Vince all stepped up to help get the wreaths setup and bows placed on them to prep them. The boy scouts and high school students along with Mike Hornby, Dane, Andrew and Kyle helped place honor wreaths for veteran's at all of the cemeteries. A special thanks to all involved that made it a success. Also, we need to think about doing some fundraising in the future for this event.

Fire

Chief James Rader was present and reported:

Calls for October were as follows: 4 EMS Assist, 2 MVA w/injury, 2 MVA, 1 Gas Leak, 1 Public Service assisted police dept, 2 Canceled enroute, 1 Smoke Detector, 2 Alarm System, 1 CO detector, 2 Hazardous Conditions,

Calls for November were as follows: 1 Building fire, 1 EMS assist, 2 MVA w/injury, 2 MVA, 1 Gas leak, 1 Carbon Monoxide detector, 1 Public Service, 3 Dispatched and canceled.

Grafton Village Fire Dept. got a new squad, so Chief Glen Thompson offered to loan their old squad to us until our new squad gets built as long as we pay the insurance on it. Canfield said there would need to be an inventory done and get information on the squad for the insurance company. Any updates on when our squad is going to be done? Todd Straub said they are still waiting on the chassis.

Chief Rader requested copies of the job descriptions. Canfield stated he will get a copy after they have been approved. Chief Rader said that he would like to look at them and give his input on them. Vince Sigmund will email copies to Chief Rader.

Chief Rader stated that Brandon Cusack passed his FF2 class through Tri-C that he paid for himself in the amount of \$3,778.04. Requesting permission to apply for a grant that will reimburse \$2,500 of the amount he paid. Trustees asked if he was looking to get the remainder reimbursed as well. Chief Rader said that he only told him he could possibly reimburse up to \$2,500, but if the township wants to cover the rest, that would be great. Canfield said they would discuss it and would probably need to put together some sort of contract.

Burnett motioned to allow Chief Rader to apply for a grant to reimburse Brandon Cusack for FF2 Classes up to \$2,500.00, Gardner seconded the motion, roll call – all yes.

Chief Rader asked about officer promotions. Canfield stated they have to have an open posting and then interviews.

EMS

Todd Staub was present and reported:

Reported 738 calls for the year.

Supplies – Lisa has been doing all of the ordering for supplies. Todd suggested removing Carl from the duty of ordering supplies and removing the \$27.52/month that comes with it. Todd suggested giving Lisa the duty of ordering supplies and adding the \$27.52/month that comes with it.

Burnett motioned to rescind Carl from ordering supplies and the pay of \$27.52/month, Gardner seconded the motion, roll call – all yes.

Canfield suggesting adjusting the pay and asked Lisa how long she has been doing the ordering. Lisa said it's been about 1.5 months. Poling said that Carl was going to give Lisa the money out of his check for November. Poling stated it's labeled as "Lieutenant's pay". Lisa confirmed that she received it in her last check on 11/17/23.

Burnett motioned to appoint Lisa to ordering EMS supplies at the current pay of \$27.52/month, Gardner seconded the motion, roll call – all yes.

Todd suggested Fred Swanson be hired as a part-time Paramedic. He worked for the township from 2005-2010 and would like to start him out using his past employment history here for his pay scale and use the 5 years toward his longevity. Canfield said there is nothing on the books to address this. Gardner said we may have to contact legal and revise policy. Burnett said that we will hire him at the starting pay of \$19 and then check with the Prosecutor about the extra.

Gardner motioned to approve hiring Fred Swanson as a part-time Paramedic based on Todd's recommendation; Burnett seconded the motion, roll call – all yes.

Canfield asked Todd to follow up on the status of the squad.

Zoning

Sigmund was present and reported:

Permits – Jane Pearson, 40302 Biggs Rd – porch.

Vince requested copy of receipt for the recorder that Kim Carter purchased for meetings. Confirmed county report is done.

Cemetery Markers – presented two different prices - \$1/each or \$47/100 for the generic. Also, discussed having a place for donations on the forms and will need to check with legal and the auditor’s office. Kyle suggested carbon copy forms. Explained that the “sinking fund” is cemetery maintenance

Mowing Contract – working on contract for next year. If the numbers haven’t changed then it can be renewed without getting three bids.

Life Insurance – need to be a full-time employee.

Fiscal Officer

Kathy Poling was present and reported:

Bills amounted to \$63,292.45.

Gardner motioned to approve bills as presented, Burnett seconded the motion, roll call – all yes.

Resolution 2023-20 to support the motion to approve settlement negotiated by Matt Dooley for the replacement of the statue in the amount of \$961,000.00. Canfield questioned the amount and Poling said she pulled it from the last meeting. Canfield said to hold until the amount is confirmed.

Poling presented the appropriations – she raised the amounts by 2% and has to file it by the end of December, but can make changes through March of 2024. Includes the \$245,607.00 for the squad. Confirmed there is ~~\$20,400.00~~ in ARPA money. Canfield requested balance on ARPA fund from Poling.
204,000 - 24

Rural Water

Roger Kuhl was present and said that a standard hydrant is \$7,300.00 and one with a 5” connection is \$8,300.00. Canfield said we need to know how much is in the fire hydrant fund and reconcile how much came from Skinners and Elk Creek.

Avon Lake raised their rates to RLCWA and RLCWA absorbed half. They only raise their rates to RLCWA if they raise them to all of their people. Roger presented the following rates effective 01/01/24: ¾” tap - \$4,700 (up \$700); 2” tap - \$29,000 (up \$16,800); Minimum bill 2,000 gallons - \$28.58 (no change); 3,000-5,000 gallons - \$9.14 (same); 6,000-10,000 - \$9.14 (up \$1.87); 11,000-15,000 - \$6.00 (up \$.57).

LORCO

Nothing new. Canfield needs resignation letter from board for Gardner.

Park Board

Roger Kuhl was present and said that tomorrow will be the last meeting of the year. Gary Kincannon would like to appoint 2 since the Township has 3 representatives currently (Roger Kuhl, Russ Reising, Tom Monroc) and the Village only has 1 (Dennis Smith). Canfield needs resignation letter from board for Kuhl.

Old Business

None

New Business

None

Trustees Comments

Canfield stated there is a Work Session scheduled for 01/04/23 at 3pm. Since the next meeting falls on Christmas Day, that meeting will be rescheduled to Thursday, 12/28/23 at 1pm to sign checks and pay bills.

Burnett is meeting with the church on Thursday about the land swap.

Canfield received a report from Jane Cawley regarding the KEY program. She was inquiring about setting up pickle ball courts. Kyle said there are some cracks on the tennis courts and basketball courts at Vets park. Need to get the crack sealer in there. Burnett suggested sealing it with a can. Kyle will go check it out and take pictures The Health Department and KEY will help with getting the tennis courts setup for pickle ball.

Canfield motioned to go into Executive Session at 8:34pm to discuss employee discipline; Burnett seconded the motion, roll call – all yes.

Canfield motioned to go back into regular session at 9:16pm with no action taken, Gardner seconded the motion, roll call – all yes.

Canfield motioned to adjourn, Gardner seconded the motion, roll call – all yes.

Being no further business, the meeting was adjourned at 9:17pm.

Rita Canfield Chairman

Kim D. Carter Kimberly Carter, Secretary