

## **LAGRANGE TOWNSHIP TRUSTEES**

**July 10, 2023**

This was a regular scheduled meeting of the LaGrange Township Trustees. Canfield called the meeting to order at 7:00 pm with all members of the board present followed by the Pledge of Allegiance.

Canfield motioned to go into executive session with all Trustees to discuss the sale and purchase of property at 7:01pm, Burnett seconded the motion, roll call – all yes.

Canfield motioned to go back to open session with no action taken at 7:14pm, Burnett seconded the motion, roll call – all yes.

Gardner motioned to approve the minutes of the special meeting 06/06/23, Burnett seconded the motion, roll call – all yes.

Canfield motioned to approve the minutes of the last meeting 06/26/23, Burnett seconded the motion, roll call – all yes.

### **Public Participation**

None

### **Road and Cemetery**

Kyle was present and reported the following:

Brush pickup still going, trimmed trees around all of the signs in the township, mulched and sprayed at the fire station and will start roadside mowing again.

Signs – About two-thirds done with signs. Faded ones are done and working on installing new signs.

Top Dressing Roads – Did some top dressing on various spots to help with bleed through

Meetings – Meeting with Crossroads Asphalt on Wednesday to review and walk the LCP project. Meeting with Elyria and Carlisle on Friday and go over road plan.

Shop/EMS Asphalt – Waiting on 2 more quotes and will have for next meeting

Potholes – Will be milling potholes with Grafton Township soon

OPWC Paperwork – Reached out to Penfield and they gave a copy of the app that they did, so will start working on our app.

Whitney Road – noticed a portion of Whitney Road tore up in front of a resident's driveway. Appears the resident was fluffing up their driveway and took a chunk out of the road about 3'x2'. Picture presented to Trustees. Looking for guidance on how to handle the situation. Trustees suggested leaving a note on the resident's door to call back and ask if the resident was doing the work or a contractor. If it was a contractor, then they should have insurance to cover it. It needs to be fixed, but there needs to be some responsibility.

Cemetery – sold 1 full lot

Equipment – finally figured out the issue with the hot box that has been going on for a while. Picked up a control board from Beckett, installed it and resolved the issue. The part was only a couple hundred dollars.

Gutter Guards – Vince is donating gutter guards.

Pallet Forks – Would like to purchase pallet forks for backhoe because there is no way to lift pallets or anything. The ones we currently have for the John Deere are homemade and not in

good shape. Got a quote from Southeastern Equipment and called three other places, but they are hard to find. For the kit it's about \$1,345.00 and we can install it ourselves. Gardner agreed that was a reasonable price and much safer than lifting. Discussions on a safety basket to go with the forks. Found one for online for \$229.00. Vince started looking up pricing on safety baskets and one with wheels that hold two people.

Gardner motioned to approved expenditures of up to \$2,000.00 for a pallet fork kit and safety basket, Burnett seconded the motion, roll call – all yes. No further discussion, motion carries.

## **Fire and EMS**

None

## **Zoning**

Sigmund was present and reported:

Permits – 1 permit issued for Kenneth Neman, 15861 Whitehead for storage building.

Pheasant Run – Followed up with Ray regarding rumble strips. He is requesting three (3) at \$192.00/each. He said he will take care of and maintain them if the township purchases them since they will be on the township's road. They can only go on Meadow Lane and Chuckar Court. Discussions about where they would be put and how many he would need. Each strip is 6' long, so it would take 3 to go across the road. Should be put on Meadow Lane about half way down. Vince to follow up with Ray before approving.

Cameras – Purchased cameras today with additional equipment for about \$400.00.

Bollards – Keith was meeting OOPS this morning, but he said it looked like it was already done when he got there and waited around for an additional 15 mins. Received a call from Mary Kay and the sewer line on the South side runs right where we want to put those so we need to move it 3' back. Gardner brought up what that will look like in the grand plan with landscaping and finishing all of it. Letting Keith handle all of this and Louie is working directly with Keith.

Lights in Fire Station – Paul Lamb to assess and follow up with plan.

Strips for Handicap Ramp – Strips for ramp were presented for approval. The abrasive grip tape that was originally put down is not sticking to the manufactured recycled material that the ramp is made of. Found a strip that can be screwed down. During winter, snow will need to be brushed off rather than using shovel so the strips don't get damaged. They are \$645.00 for a box of 100.

Burnett motioned to approve the purchase of grip strips for the handicap ramp up to \$650.00, Gardner seconded motion, roll call – all yes. No further discussion, motion carries.

Power Washing – Quote from local kid for power washing the Township building including the gutters and down spouts is \$120, so the fire station will probably be around \$200 since it's bigger. He said that he will do the township building first, then the fire station. Canfield asked if he provides his own water, Vince said no.

Burnett motioned to approved the power washing of the township building including gutters, eaves and down spouts for \$120, Canfield seconded the motion, roll call – all yes. No further discussion, motion carries.

Pheasant Run – Vince presented copies of subdivision in Pheasant Run approved by the county.

Stop Signs at Circle – Did some investigating with the LED solar lights. Reached out to Mary Kay and she insists that these are State's responsibility, not theirs. Called the State and they confirmed it is the Village's responsibility. State confirmed they have talked to Mary Kay and explained it to her prior. State sent Vince an email of what needs to be purchased and where it can be purchased from. No matter where they are obtained, the Village has to purchase and install them. Canfield said there has been resistance from the Village saying the Township is trying to make the circle look like Times Square. Mary Kay kept saying the Police Chief has to approve

this which he feels they cause more accidents. Vince asked him to show data supporting that and he couldn't. Canfield says the Village always defers to the recommendation of the Fire Chief and Police Chief because they consider them to be an expert. Canfield requested the Master Signs business card to give to the Village to allow them the opportunity to get up to code. Also, requested they come out to a county township association meeting to do a presentation.

Cemetery Building – Yoder came out and presented quote includes roof, siding, gutter, overhang, purlins and new side door. They have a textured and smooth option. Waiting on J&M to respond. Vince to reach out again as the auditor likes to see at least three quotes.

Fire Extinguishers – AED equipment expired in 2015. Batteries are okay, but all the parts expired 02/24/15. Lifeline is the company on the equipment, so the inspection guy looking into what need to be purchased to bring it up to date.

Compliance Issues – OTARMA went through the inspection and we went through the list to bring everything up to compliance. The previous road and bridge employee, Mike Foreman, received a list from OTARMA and did not complete one thing on that report. OTARMA confirmed they gave the township a report years ago and asked what we have completed on that list. Vince confirmed that not one item was completed. The new list the township received has been completed successfully. No maintenance on any buildings has been done in the past which is why we are having to deal with the shop/EMS building with shingles falling off the roof and the cemetery building being in the condition it's in. Vince said that there are huge 6' round sections that leaked. Kyle said that he started a binder for annual building inspections.

Hottenrott Property – Burnett brought up the grass at the Hottenrott property. Vince researched it and there is no lien and no mortgage. He is making contact with a relative. If they refuse then we will have to cut it and bill it.

### **Fiscal Officer**

Kathy Poling was present and reported:

Bills amounted to \$53,698.83. Canfield asked Kyle if the EMS have a gas dryer. Kyle said there is gas to that building, but not sure if it's gas or electric. Canfield said that we have to figure out what is going on because the gas bill is \$230 per month. Kyle said that the generator does a daily run cycle in the morning but it shouldn't take that kind of gas. Vince said that there is one at the township building and that gas bill is normal. Kelly West said that their generators at home run a 5-minute test run once a week. Canfield requested Kathy call Columbia Gas to get it checked out and Kyle to check around the building.

Public Hearing – Kathy said that she will send out correction letters to the residents by Wednesday.

Budgets – Estimated revenues and expenditures have to be in by 07/20/23. It does reflect the 5% and also put in the EMS squad for next year. If we want to do a PO for this year for the EMS squad we need to get ahold of tax settlement and do an amendment. For real estate taxes, you go by last year's. Canfield asked how the Fire/EMS was estimated. Poling said you take the worksheet and increase everything 5%. Canfield is concerned it's going to be more than 5% with all of the overtime. Poling ran a report on EMS wages but forgot to remove Squires that shows EMS wages through 06/30/23 which totals \$221,017.41. Poling said that there was enough allocated last year with the 3% increase and this year there is a 5% increase. Gardner asked what the process is to amend this is necessary. Poling said it can be changed until next March which is the final deadline. Gardner asked about the PO for the squad since the order is placed already. Poling said that she has to go to tax settlement and see if an amendment can be done. Poling said she discussed it with Amy Richards at Grafton township and it was decided that it was okay to put into next year rather than do an amended PO since it wasn't being paid until next year. Trustees agreed that we need to get the amended PO for the EMS squad.

Burnett motioned to get an amended PO for the EMS Squad, Gardner seconded the motion, roll call – all yes. No further discussions, motion carries.

ARPA Funds – Used some for the LCP project. These funds need to be allocated by 12/31/24 and it needs to be spent by 12/31/26.

OTARMA – Part of list states we need letters of coverage of insurance for contractors.

Payroll – Reached out to Carl and there is no information for Jerry's hours. Jerry has not sent his hours for training. Canfield confirmed that information was sent to Poling. Poling said there were no hours on it. Further discussions on how to calculate hours and who it needs to be submitted to. Canfield requested the information from Poling and she will insure it gets done.

Deeds – Poling wanted to confirm the process for dealing with deeds. Kyle is giving everything to Poling to process and give to Vince. Poling confirmed she will catch up on them as it's been a couple of months.

Kathy presented correspondence was the request for the Township Financial Statement and a letter from Ohio deferred comp to come and speak. Canfield will get this to Fire and EMS. Kyle requested a copy and will take it over to Fire and EMS.

Levy – The 5-year levy expired end of the year in 2023 and needs to be on the ballot for the November election. Need to discuss as to whether we renew it or add to it. Poling said that she interpreted it as expiring the end of the tax year which would be end of 2024. Canfield sent out a copy of the commissioner's minutes which has important information about levies. Poling suggested putting it on the ballot for 2024. Trustees disagreed and said it needs to be on this year's ballot and leave next year's ballot open in case it fails. Need to try to forecast operating cost versus income and take a hard look at the budget. Burnett asked Poling to check with the auditor as we need to fill out a form to be placed on the ballot and check the cost of replacement versus renewal.

Star Ohio – Paperwork is signed and we will be able to allocate funds next meeting.

## **Bills**

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

## **Rural Water**

Roger Kuhl was present and reported that they have a meeting this week.

## **LORCO**

Gardner reported there is a meeting coming up.

## **Park Board**

Roger Kuhl was present and said that they are meeting with Crossroads on Wednesday for the LCP Project. Canfield sent email about a fundraising event in Grafton for information.

Roger said that there is going to be some changes coming and wants to discuss what's coming in the next 6 months. Had Mary Kay pull the last two big tournaments – 6/15/23 – 6/18/23 and 06/22/23 – 06/23/23. The four-day tournament – the Village employed their staff for 201.50 hours for \$4,664, 45 hours overtime billed to us at \$1,571 billed to the park board for a total of \$6,235. That is only labor and does not include dumpster, paper products, chalk, fuel, dirt and top dressing. The two-day tournament was a total labor of \$2399 with 22 hours paid by Village and 24 hours overtime at \$1600 being billed to the park board. The park board paid out \$3300 and collected \$6000 for both tournaments and that's with raising rates. The park charges \$100/field/day. Plus, we haven't even considered the wear and tear on that road. Talked to Victory Sports Park in North Ridgeville. They have 10 fields and charge a flat fee of \$250/field/day. All 10 field for 3 days, but they have a maintenance department and that fee includes striping etc. They had approx. 2,400 cars and charge \$10 per car. That tournament netted \$34,000. From this point forward, we are keeping parking money. Would rather have those fields sit empty than lose money. Even if we get \$5 for parking, it will cover some of that road. Roger

said that he estimates there were probably about 1,000 cars at the last tournament. Most coaches want to come to LCP because it's the cheapest and the field conditions are the best around.

We will have a conversation with the schools about employee wages and water which came out to be \$3,900. Canfield said the soccer group kicked in more money than softball did. Gary Kincannon said that the school has had use of the fields for the past 18 years and the first time they ever gave anything was \$3,000 and they felt they were being generous at that. After looking at everything with Mary Kay, I will bring proposals for the big tournaments for next year. Having a hard time getting organizations to understand that the park is here for families and their kids to fish, walk, and enjoy; not to cater to hot stove tournaments, etc.

Roger reported that Guy Page and Kim Strauss's spouses are possibly interested in being involved with the park board.

Canfield said there is a meeting Tuesday and asked if the Website is up and running. Roger confirmed and said that was able to merge all the schedules.

#### **Old Business**

None

#### **New Business**

Kelly West reported that there is a BZA Meeting for home occupation on 07/26/23.

#### **Trustees Comments**

Canfield stated that the Township hired legal counsel, Dooley, Gembala, McLaughlin Pecora, to work through the issues with the insurance company with the lawsuit filed for Sherman. Canfield will invite Dennis O'Toole and Matthew Dooley to the next meeting for executive session to discuss plans.

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

Being no further business, the meeting was adjourned at 8:50pm.

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Chairman

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Kimberly Carter, Secretary