

# **LaGrange Township Trustee Meeting Agenda**

## **October 9, 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, 9/25/23
- 4) Public Comment  
LORAIN COUNTY STORM WATER MANAGEMENT
- 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**

UAN v2023.2

9/26/2023 to 10/9/2023

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
804-2023	10/06/2023	10/04/2023	EP	LISA CANITIA	\$833.51	O
805-2023	10/06/2023	10/04/2023	EP	DONALD CYRUS JR	\$1,069.53	O
806-2023	10/06/2023	10/04/2023	EP	KELLIE A DEULLEY	\$696.72	O
807-2023	10/06/2023	10/04/2023	EP	Bruce V Fortune	\$1,567.05	O
808-2023	10/06/2023	10/04/2023	EP	J MICHAEL HORNBY	\$1,013.70	O
809-2023	10/06/2023	10/04/2023	EP	MICHAEL HORNBY	\$422.57	Q
810-2023	10/06/2023	10/04/2023	EP	DAVID JOHNSON	\$119.34	O
811-2023	10/06/2023	10/04/2023	EP	JEFFREY R JONES	\$37.09	O
812-2023	10/06/2023	10/04/2023	EP	MICHAEL KEMPERT	\$1,533.69	O
813-2023	10/06/2023	10/04/2023	EP	ANDREW LILLER	\$904.72	O
814-2023	10/06/2023	10/04/2023	EP	BRENNAN A MUHIC	\$958.00	O
815-2023	10/06/2023	10/04/2023	EP	JERRY P NORTON	\$412.88	O
816-2023	10/06/2023	10/04/2023	EP	Kyle Osborne	\$1,782.89	O
817-2023	10/06/2023	10/04/2023	EP	BRITTANY J PAXTON	\$121.56	O
818-2023	10/06/2023	10/04/2023	EP	CRAIG PAYNE	\$679.55	O
819-2023	10/06/2023	10/04/2023	EP	JAMES L. RADER	\$885.55	O
820-2023	10/06/2023	10/04/2023	EP	TODD B. STRAUB	\$752.16	O
821-2023	10/06/2023	10/04/2023	EP	EVAN B THOMAS	\$2,055.43	O
822-2023	10/06/2023	10/04/2023	EP	MATTHEW THOMPSON	\$658.64	O
823-2023	10/06/2023	10/04/2023	EP	CARL WALTER	\$530.14	O
824-2023	10/06/2023	10/04/2023	EP	THEODORE L YOUNGLAS	\$587.94	O
826-2023	10/09/2023	10/05/2023	EP	GARY L BURNETT	\$711.16	O
827-2023	10/09/2023	10/05/2023	EP	RITA T CANFIELD	\$775.93	O
828-2023	10/09/2023	10/05/2023	EP	DOUGLAS M GARDNER	\$740.59	O
829-2023	10/09/2023	10/05/2023	EP	KATHY POLING	\$1,244.51	O
830-2023	10/09/2023	10/05/2023	EP	VINCENT M SIGMUND	\$1,063.79	O
832-2023	10/09/2023	10/08/2023	EW	INTERNAL REVENUE SERVICE	\$3,550.95	O
833-2023	10/09/2023	10/08/2023	EW	OHIO DEFERRED COMPENSATION	\$205.00	O
834-2023	10/09/2023	10/08/2023	EW	OHIO DEPARTMENT OF TAXATION	\$1,498.66	O
835-2023	10/09/2023	10/08/2023	EW	REGIONAL INCOME TAX AGENCY	\$303.63	O
839-2023	10/09/2023	10/09/2023	CH	LAGRANGE UTILITIES	\$71.00	O
840-2023	10/09/2023	10/09/2023	CH	LAGRANGE UTILITIES	\$279.22	O
841-2023	10/09/2023	10/09/2023	CH	MARATHON FLEET	\$1,283.33	O
842-2023	10/09/2023	10/09/2023	CH	OHIO EDISON	\$435.35	O
843-2023	10/09/2023	10/09/2023	CH	OHIO EDISON	\$94.47	O
844-2023	10/09/2023	10/09/2023	CH	OHIO EDISON	\$240.83	O
845-2023	10/09/2023	10/09/2023	CH	OHIO EDISON	\$87.01	O
846-2023	10/09/2023	10/09/2023	CH	OHIO EDISON	\$79.88	O
847-2023	10/09/2023	10/09/2023	CH	OHIO EDISON	\$188.27	O
848-2023	10/09/2023	10/09/2023	CH	OHIO EDISON	\$75.70	O
849-2023	10/09/2023	10/09/2023	CH	COLUMBIA GAS OF OHIO, INC.	\$178.47	O
850-2023	10/09/2023	10/09/2023	CH	COLUMBIA GAS OF OHIO, INC.	\$49.37	O
851-2023	10/09/2023	10/09/2023	CH	COLUMBIA GAS OF OHIO, INC.	\$47.15	O
852-2023	10/09/2023	10/09/2023	CH	COLUMBIA GAS OF OHIO, INC.	\$49.79	O
853-2023	10/09/2023	10/09/2023	CH	COLUMBIA GAS OF OHIO, INC.	\$47.15	O
854-2023	10/09/2023	10/09/2023	CH	OHIO BUREAU OF WORKERS COMPENSA	\$533.95	O



**Payment Listing**

UAN v2023.2

9/26/2023 to 10/9/2023

Payment Advice #	Post Date	Transaction Date	Type	Vendor / Payee	Amount	Status
34428	09/25/2023	09/25/2023	AW	BYERS CONSTRUCTION	\$5,650.00 *	V
34428	10/08/2023	10/09/2023	AW	BYERS CONSTRUCTION	-\$5,650.00	V
34434	10/09/2023	10/09/2023	AW	BROWN OVERHEAD DOOR	\$1,450.00	O
34435	10/09/2023	10/09/2023	AW	DJL MATERIAL & SUPPLY, INC	\$1,901.25	O
34436	10/09/2023	10/09/2023	AW	JUDCO, INC.	\$345.00	O
34437	10/09/2023	10/09/2023	AW	DONE RITE LAWN CARE	\$4,625.00	O
34438	10/09/2023	10/09/2023	AW	SENENIG'S DRAINAGE	\$565.62	O
34439	10/09/2023	10/09/2023	AW	COMDOC	\$19.85	O
34440	10/09/2023	10/09/2023	AW	LAGRANGE HARDWARE	\$863.57	O
34441	10/09/2023	10/09/2023	AW	ORLO AUTO PARTS	\$331.69	O
34442	10/09/2023	10/09/2023	AW	WAYNE COUNTY FIRE AND RESCUE ASSC	\$150.00	O
34443	10/09/2023	10/09/2023	AW	TRICO OXYGEN COMPANY	\$150.35	O
34444	10/09/2023	10/09/2023	AW	VILLAGE OF LAGRANGE	\$1,125.00	O
34445	10/09/2023	10/09/2023	AW	LORAIN COUNTY COMMISSIONERS	\$111.00	O
34446	10/09/2023	10/09/2023	AW	LORAIN COUNTY TREASURER	\$35,274.00	O
34447	10/09/2023	10/09/2023	AW	XEROX FINANCIAL SERVICES	\$101.92	O
34448	10/09/2023	10/09/2023	AW	KB SHERRILL CONSTRUCTION INC	\$7,617.50	O
34449	10/09/2023	10/09/2023	AW	JAMES RADER	\$57.77	O
34450	10/09/2023	10/09/2023	AW	BYERS CONSTRUCTION	\$5,650.00	O
34451	10/09/2023	10/09/2023	AW	OHIO DEPARTMENT OF COMMERCE	\$150.00	O
34452	10/09/2023	10/09/2023	PR	KIMBERLY CARTER	\$138.04	O
Total Payments:					\$86,435.38	
Total Conversion Vouchers:					\$0.00	
Total Less Conversion Vouchers:					\$86,435.38	

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**

### **October 9, 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.

Gardner motioned to approve the minutes of the last meeting 09/25/23, Burnett seconded the motion, roll call – all yes.

Canfield stated there will be a discussion on the previous meeting minutes at a later time.

#### **Public Participation**

Presentation by Don Romancak, Storm Water and Community Development Coordinator, on the ditch improvements in LaGrange Township.

Jill Windelspecht asked if there will be more communication about the levy such as signs and facebook posts. Haven't seen much information about it. Canfield said that the township is not allowed to purchase signs for it, but the Firefighter's association has. Kyle Dull reported they purchased about 50 signs, but isn't sure how many they have left. Kyle Dull, Andrew Pruitt and the Chief has access to Facebook page. Kelly West and Mike Hornby put a letter together that will go in the Chronicle and the Rural Urban. This will be put on the township Facebook page and this levy was endorsed by the Chronicle.

#### **Road and Cemetery**

Kyle was present and reported the following:

Brush pickup still going, will be doing some ditching, sweeping done at the park, just working on finishing work orders.

Crack Sealing – Rachael and Rhonda completed. Elk Creek, Creekside and fire station will be next year.

Berming – completed Kipton Nickel Plate, LCP and Law Road.

Aldrich Property – drainage issues are resolved and project complete

Roads – presented a breakdown of time for the shared contract with Carlisle and Elyria Townships. Starting to work with Grafton Township as well. Canfield explained that this has saved about \$25k and has increased skill levels of road employees.

Cemetery – 1 full burial, 2 cremations

Building Repair – completed installation of the downspout pipes and stone

Footers – poured 7 footers

Headstone – fixed 1 headstone and have a headstone out of place

Burnett motioned to approve \$890.00 to Milano Monuments to correct the placement of the headstone, Gardner seconded the motion, roll call – all yes.

Canfield said that there are some sample of gutter guards and would like Kyle to check them out and see if they will work for the building on Biggs Rd.

#### **Fire and EMS**

Mike Hornby was present and reported:

Engine 33 – back from service and everything is working properly

Engine 36 – discussed with former Asst Chief Scott Jackson about the issue. He said that if we went with the crate engine we would still have to buy the water pump. He suggested



changing out the water pump, belt and thermostat which would be under \$600 as a starting point. This truck was manufactured in December of 1989 and has 37,000 miles on it.

Burnett motioned to spend up to \$600.00 for replacement of the water pump, belt and thermostat on Engine 36, Gardner seconded the motion, roll call – all yes.

Training – Mike said they had 2 attendees for the electric car fire training last Saturday.

Field Trip Request – the special education teacher at Keystone asked if they could setup a field trip to the fire station. Mike said that he would bring the fire truck to the school and scheduled it for 10/18/23 at 10:00am. He will also try to get an EMS truck to go as well. Canfield suggested taking the coloring books that are left and Mike said there are also helmets he can take. He said that his daughter puts together First Responder Bags that he will also have with him to hand out.

Chili Cook Off – Wellington is hosting a chili cook off on 11/04/23 and LaGrange will have a team there.

Officer Positions – Canfield talked to Chief Wetherbee regarding the interview process. The Lorain County Fire Chief's have a process that they will sit in and interview. The Trustees will need their employment files, history of calls through the end of October, complete record of their training and a list of qualifications. Once this is received, interviews will be scheduled with the Lorain County Fire Chief.

## **Zoning**

Sigmund was present and reported:

Permits – Harry Howell, 15000 Whitehead Rd – accessory building; Terry Stineman, 17459 Whitehead Rd – deck/covered porch; Robert Arts, 40048 Whitney Rd – accessory building.

Deeds – Presented multiple deeds to the Trustees

Electrical Improvements for Garage – presented quotes to the Trustees from Smink - \$4,373.18, Lamb - \$6,965.24 and KRLD LLC - \$5,095.00.

Burnett motioned to hire John Smink Jr. for the electrical improvements for the garage in the amount of \$4,373.18, Gardner seconded the motion, roll call – all yes.

Hall Rental – There are 4 hall rentals coming up for November. Vince contacted Barb Smith about cleaning, but she is currently recovering and will let him know when she will be available. Discussions on cleaning needs after hall rentals. Vince said that he has a contact that isn't quite sure what to charge or what the going rate is. Vince is going to reach out and propose a deep clean once per month at the rate of \$50.

Fire Station Lock – Replaced the lock with electronic one that is \$160.00. James Rader said that it needs to be replaced with a commercial lock. Vince checked with Young Locksmith and the original lock is \$620.00 and \$643.00 for a battery operated lock. Mike said that if you raise the handle, it will stay unlocked from the inside. Kyle Dull said that it's possible to bypass the lock and open the door presenting a safety issue. Trustees approved the purchase of the commercial lock and all associated installation fees for replacing the lock.

Fire Station Gutters – Had the fire station power washed. Gutter came out okay but the white overhangs were so oxidized it didn't come off. Something has to be done or it will deteriorate. Vince to get quotes for painting the overhangs.

Cameras – Would like to purchase a monitor for the EMS camera system

EMS/Garage Roof – contacted Mark Clement with no response. J & M will be out next week to look at it. Burnett would like a quote on a metal roof included.

## **Fiscal Officer**

Kathy Poling was present and reported:

Bills amounted to \$86,435.38. Kathy said that the one water bill was a little higher than normal. Canfield said that one of the toilets in the squad area was running and nobody reported it. This needs to be reported immediately moving forward. Burnett questioned why water was more than sewer. Mary Kay said that last month was estimated and this month is actual.

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

Park Water Bills – Kathy said that she went back and confirmed that June, July, August and September did not come out of the checking account. Just reconciled July, and have to check August and September.

Board Member Oaths – there are two more on the park board to do

Park Board – reported that she received a UAN notification that there is \$35,000 allocated for the park, but a check has never been cut for it. Trustees thought this was already paid to the park, will need to check into it.

Fire Fund - reported that she received a UAN notification that there is \$50,000 allocated for the fire fund, but a check has never been cut for it. Canfield said there needs to be a resolution for this.

Canfield discussed the breakdown of costs for the replacement of Sherman. Roads - \$1,204.97, Fire - \$397.11, Legal - \$3,655.00. Canfield said there is a breakdown of hours, but not supplies for Fire. Kathy to get the breakdown for supplies for Fire, so this can be sent to Matt Dooley as soon as possible.

Canfield received a call from Barb Costin regarding a check she sent to the township in error for her water bill and was cashed by the township. Kathy confirmed it was received, cashed and a refund was sent to her. Kathy thought it was direct pay for an EMS run.

#### **Rural Water**

Roger Kuhl was present and said they have a meeting Wednesday.

#### **LORCO**

Doug Gardner was present and reported that they have a meeting coming up on the 12<sup>th</sup>.

#### **Park Board**

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

#### **Old Business**

None

#### **New Business**

None

#### **Trustees Comments**

Burnett said that he received a quote of \$750.00 for an appraisal from Country Manor Management Consultants for the church land swap. Canfield would like to make sure that whatever money is expended, they are aware that it will come back to them. Burnett said he is dealing with a new regime, but he will let them know. Mary Kay said that if you split then you have to go through transfer process which could be \$150-\$200 per parcel. Discussions on building lots.

Burnett motioned to spend up to \$750.00 for and appraisal of two parcels and a parking lot by Country Manor Management Consultants, Canfield seconded the motion, roll call – all yes.

Burnett met with the church about the land swap. They have a whole new board and knew nothing about it. Printed off some maps and took it over. They want to split the property



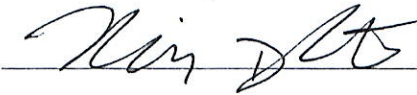
and square it up and they want it appraised. Burnett to contact an appraiser that will need to be approved at the next meeting.

Canfield said that she attended the Pheasant Run annual board meeting to gain support of the Fire/EMS levy as there are 500 residents in Pheasant Run and it's critical to get support. There will be an emergency management meeting on Thursday and part of the things we will be discussing are the table top training in December. The residents are concerned about train derailments and how it will impact them.

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

Being no further business, the meeting was adjourned at 9:07pm.

 \_\_\_\_\_ Chairman

 \_\_\_\_\_ Kimberly Carter, Secretary

10/9/2023

OHIO PLAN

1-855-762-3139

ohioplan.org

Name

Address

Deus Jones/Karen Quilley  
Wilma J. Smith  
Frank Lupinski  
JOE KOKINDA  
Mary Kay Gates  
Bill Wessil  
Kyle Dull  
Scott + Carla Hosier  
Den Romanick  
Gier Windspeccat  
RICHARD KOESIS

401 N. Center St. Leavenworth  
433 N. Center St. Leavenworth  
15171 Whitehead Rd.  
15157 ST RT 301  
312 US Grant & Leavenworth  
410674 Biggs Rd  
300 Church St.  
15444 Wheeler Rd  
226 Middle Ave Elgin 44035  
15485 Diagonal Rd  
41297 Whitney Road