

REGULAR MEETING MINUTES
Lafayette Township Board of Trustees and Fire District
Tuesday, January 6, 2026, 7:00 p.m.

- I. Call to Order
- II. Roll Call: Peroli and Bellar present.
- III. Pledge of Allegiance
- IV. Consent Agenda
 - a. Public Notice Policy (**Resolution 2026-01 FD**)
 - b. 2026 Regular Meeting Schedule (**Resolution 2026-02 FD**)
 - c. Adopting Rules of Procedure (**Resolution 2026-03 FD**)
 - d. Payment Authorization & Approval (**Resolution 2026-04 FD**)
 - e. Designating Depositories (**Resolution 2026-05 FD**)
 - f. ACH/EFT (**Resolution 2026-06 FD**)
 - g. Claims & Documentation (**Resolution 2026-07 FD**)
 - h. Emergency Expenditures (**Resolution 2026-08 FD**)
 - i. Appropriations Modifications (**Resolution 2026-09 FD**)
 - j. Repealing Prior Emergency Expenditure Authorization (**Resolution 2026-10 FD**)
 - k. 2026 Holiday Schedule (**Resolution 2026-11 FD**)
 - l. December 31, 2025, Special Meeting Minutes

Motion by Trustee Peroli, seconded by Trustee Bellar to approve the Consent Agenda including all Fire District Resolutions listed above and December 31, 2025 Meeting Minutes.

Roll Call Vote:

Peroli: Yes

Bellar: Yes

Motion carried 2-0.

V. Department Reports

- a. Service
 - Ben Miller, who has been leading the department, reported on extensive recent activities, largely driven by winter weather. His team has been diligently plowing and salting all township roads and the Village of Chippewa, with assistance from Gabe and Rob of the Fire Department. Recent tasks included removing several dead deer, replacing a damaged stop sign, clearing a leaf-plugged culvert, and cleaning up a fallen tree on Ballas Road.
 - Equipment maintenance is ongoing, with brake adjustments planned for the week. Ben suggested a professional inspection for equipment pads to ensure their service life.
 - Two test plows from Meyers experienced issues, and a new cylinder is being installed to complete repairs. A cost-saving quote was obtained from Mill Supply

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for carbide cutting edges, which, despite a higher initial cost, are expected to be more economical long-term than the current supplier.

- A salt auger motor that sheared off was promptly repaired with help from the fire department.
- Building maintenance included having Sam's snake tree roots from the shop's floor drains and updating light fixtures in the admin building.
- Ben also clarified that his department handles specific township roads and that issues on county roads, like a spilled washing machine on Lake Road, are the responsibility of the Medina County Engineers.
- The board expressed gratitude for the department's hard work during recent storms, noting the long hours and positive feedback from residents.

b. Zoning

- A significant drop-off in permit fees was reported for 2025, with collections totaling 19,988.45 compared to 52,093.31 in 2024. The total estimated value of projects was \$35,655,482, with most permits being for smaller improvements like sheds and pools rather than new housing developments.
- The township is actively seeking a new zoning inspector. A critical short-term issue is the lack of an authorized individual to sign pending permits, including a variance from November. Per the prosecutor's office, an elected official cannot assume this duty. The board is contacting neighboring townships to find a temporary inspector and may call a special meeting if the matter becomes urgent.

c. Fire District

- The Chief reported 57 calls for service in December, bringing the 2025 year-end total to 805 calls, an increase from 792 in 2024 and 753 in 2023. The average turnout time for the year was 1 minute and 59 seconds.
- The department participated in community events like "Shop with a Cop" and the Firefighter Association's gift delivery with Santa.
- An application for the BWC Firefighter Exposure grant was submitted.
- Annual SCBA testing was completed, and the air bottles are due for their five-year hydro-testing.
- The tanker is temporarily out of service for new valve installation.
- An extensive inventory of obsolete equipment, including old radios, computers, and phones, was completed. The Chief noted this equipment is incompatible with

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the county's current 800 MHz radio system but could potentially be wiped and repurposed as walkie-talkies for other entities like the service department or schools.

d. Police

- The police department handled **349** incidents in the last month. Highlights included 2 assaults, 23 traffic stops, 36 fire/EMS assists, 8 non-injury crashes, and 4 crashes with injuries. A fatal crash occurred on Friendsville Road on December 22nd, prompting a public reminder to drive safely, obey traffic laws, and avoid speeding.

VI. Fiscal Office

The board conducted its standard financial duties. Financial status, appropriation, and revenue reports for both the township and fire district were submitted for the record. The following financial actions were approved:

- a. Financial Reports (Fund Balance, Revenue & Appropriation Status)
- b. Payroll

- **Township Payroll: \$6,014.00** for the pay period ending January 3, 2026.
- **Fire District Payroll: \$29,417.20** for the same period.

Motion by Trustee Peroli, seconded by Trustee Bellar to approve Payroll for both the Township and Fire District for the pay period ending on January 3, 2026. All in favor. Motion carried.

c. Warrants

- **Township Warrants:**
 - Physical Checks (37703-37709): **\$7,248.72**
 - Electronic Payments: **\$8,896.40**

Motion by Trustee Peroli, seconded by Trustee Bellar to approve Township Warrants. All in favor. Motion carried.

- **Fire District Warrants:**
 - Physical Checks (2131-2137): **\$3,478.55**
 - Electronic Payments: **\$1,979.43**

Motion by Trustee Peroli, seconded by Trustee Bellar to approve Township Warrants. All in favor. Motion carried.

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d. Purchase Orders

- **Township Purchase Orders:** Annual blanket certificates and purchase orders (1-2026 through 47-2026) for routine 2026 expenses totaling \$453,101.58.

Motion by Trustee Peroli, seconded by Trustee Bellar to approve Township Purchase Orders. All in favor. Motion carried.

- **Fire District Purchase Orders:** A “then and now” certificate (647.52 and annual purchase orders (1 – 2026 through 45 – 2026) totaling \$ 196,300.00.

Motion by Trustee Peroli, seconded by Trustee Bellar to approve Township Warrants. All in favor. Motion carried.

VII. Correspondence

VIII. Unresolved Business

a. Shared Work Agreement – Chatham Township (**Resolution 2026-17**)

- The board approved **Resolution 2026-17**, authorizing a shared equipment and labor agreement with Chatham Township for 2026. This agreement, which was reviewed by the prosecutor’s office, establishes an hour-for-hour exchange of services to provide staffing support for the service department as needed.

RESOLUTION 2026-17: A RESOLUTION AUTHORIZING THE BOARD OF TOWNSHIP TRUSTEES TO ENTER INTO A SHARED EQUIPMENT AND LABOR AGREEMENT WITH CHATHAM TOWNSHIP.

Motion by Trustee Peroli, seconded by Trustee Bellar to approve R2026-17.

Roll Call Vote:

Peroli: Yes

Bellar: Yes

2-0 Motion carried.

IX. New Business

a. FY2023 State & Local Cybersecurity Grant Award (**Resolution 2026-18**)

- Resolution 2026-18 was passed, formally accepting a fiscal year 2023 State and Local Cybersecurity Grant. This federal FEMA grant, administered by the Ohio EMA, provides 9,500 in federal funds with a require 2,375 local match, for a total project value of \$11,875 to upgrade township cybersecurity infrastructure. The performance period ends November 30, 2027.

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RESOLUTION 2026-18: A RESOLUTION ACCEPTING THE FY2023 STATE AND LOCAL CYBERSECURITY GRANT PROGRAM AWARD FROM THE OHIO EMERGENCY MANAGEMENT AGENCY.

Motion by Trustee Peroli, seconded by Trustee Bellar to approve R2026-18.

Roll Call Vote:

Peroli: Yes

Bellar: Yes

2-0 Motion carried.

b. Facilities Use Policy

- A 2024 resolution (17-2024) granting the Lafayette Township Fire Association free use of a township building was identified as potentially creating preferential treatment. A new, uniformly applicable facilities use policy was proposed and distributed for review at a future meeting.

c. Appointment of an Official Meeting Recorder

- A policy was proposed to formalize the role of an official meeting recorder to clarify ownership of video recordings and ensure compliance with retention schedules. Discussion revealed technical issues, such as the township camera splitting long recordings, and legal questions regarding language that may fall outside the Ohio Revised Code. The board agreed to review the policy further and seek guidance from the prosecutor's office.

d. Employee Handbook & Employee Appraisals/Disciplinary

- The board acknowledged that the employee handbook, last fully revised in 2013, is outdated and does not reflect recent legislative changes regarding minimum wage, pay stub protection, and workplace marijuana use. A comprehensive review was proposed as a project for the year, with the goal of holding a work session with staff to create a fully updated and compliant handbook. The development of formal employee appraisal and disciplinary procedures was also identified as a priority.

X. Public Comment

- Karen Schoonover: Coon Club Rd
Inquired about making township resolutions, specifically an older noise ordinance, available online for public access. The board confirmed that the administrative assistant has already begun this process by adding a resolutions section to the township website and is working on back-filling historical documents.

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- Melanie King
Raised questions about accountability under the new shared work agreement with Chatham Township, seeking clarity on who is ultimately responsible for ensuring the hour-for-hour exchange is balanced. The board affirmed that final responsibility lies with the Board of Trustees, who will review monthly logs submitted by the department.

XI. Trustee Comments

XII. Adjournment

Motion by Trustee Bellar, seconded by Trustee Peroli to adjourn the meeting at 7:55 p.m. All in favor. Motion carried.

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Approved:



Sheri Ward, Fiscal Officer



Justin Peroli, Trustee



Kerrie Bellar, Trustee



Steven Dimonski, Trustee