

# WESTFIELD TOWNSHIP BOARD OF TRUSTEES

MAY 7, 2009

## REGULAR MEETING

7:00 P.M.

(As amended 6/18/09)

Chairperson of the Board of Trustees Jim Likley called to order the regular meeting of the Westfield Township Board of Trustees at 7:05 p.m. Trustee Sims, Likley and Kratzer were present as well as Administrative Assistant Kim Ferencz. The following were also in attendance: Margaret & Frank Kerr, Heather Sturdevant, Frank & Rosemary Galish, Carol Rumburg, Mike Carson, Ron Oiler, Tom Micklas, Linda Pavlick, Lisa Beckman, Terri Likley, H.H. & Marlene Drake, Tim Sims, Rick Robbs and Kevin Rych.

**Auditor's Office Report**-Ms. Linda Pavlick represented the Auditor's Office. She stated the Pet-adopt-a-thon was a huge success. Over 50 animal rescue groups were present. This was the best attendance ever.

Ms. Pavlick added that there was a Memorial Day Contest for High school students in Medina County. The Theme is "What Memorial Day Means to Me." The essay is to be 1,000 typed words. The two top winners will receive US Savings Bonds. The deadline for submittal is tomorrow.

Homestead Exemption deadline is June 1, 2009.

**Time Warner Resolution (Cable Franchise Fee)**-Chair Likley stated that this fee would allow Township meetings to possibly be broadcast. Ms. Sturdevant stated she contacted several individuals at Time Warner and it appears this option is not heavily utilized. However, in order to broadcast tapes (not live) it would cost approximately \$60,000 for the fiber optic cable. If you want to post a bulletin board that would list meeting dates, community events etc. that would cost approximately \$10-15,000. That amount would be covered in about 2 yrs. from what the Township would receive for the franchise fee.

Chair Likley stated the Franchise fee that could be collected was not to exceed 5%. The Trustees intent was to be able broadcast Township meetings. Trustee Sims stated that Guilford has not taken any action on this Resolution. Ms. Sturdevant stated she knows that Medina City uses the broadcast service. They post a scrolling bulletin board. Also court cases are also broadcast. She added she did not know if the City was pleased with the service provided. Ms. Sturdevant said that she knows a lot people who watch the public access channel; and those who have advertised on the scrolling bulletin board have had a lot of responses. When nobody is using the channel the cable company pipes music. The public access channel is 15.

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Ms. Sturdevant continued that Wadsworth has just bought the equipment but she did not know to what capacity. Trustee Sims asked that information be gathered as to what Lafayette, Harrisville and other surrounding municipalities are doing before moving forward on this.

Trustee Kratzer asked if this fee is something Time Warner Cable is already charging or would this fee be charged in addition? Chair Likley stated it would be an additional charge. The fee goes to the community that is using the public broadcast system. He added when he talked to Time Warner previously, they stated there was a service provider in the area that already had the fiber optic lines in place. Chair Likley stated he hoped the University of Akron would have had something in place but if there is no one from Time Warner in the area...Ms. Sturdevant stated our channel is not broadcast. It is very centralized right now. By that she meant if Guilford was using it we would not be able to view their meetings etc. However, if Wadsworth has the equipment and we want to work with them, they could open it up so both communities could be broadcast.

Trustee Kratzer asked if we decided to pass a Resolution to collect the franchise fee and cannot broadcast meetings, what would we do with the money? Chair Likley stated it would go into the General Fund. He stated he did not see this Board spending \$60,000 to broadcast meetings. If we could partner with another community who has already made the investment that might be an option. Ms. Sturdevant stated another option would be to partner with a few of the other communities that also do not have the funds for such an investment to be able to do this as well. Then it might be feasible. Chair Likley asked Ms. Sturdevant to continue to pursue information from the other communities.

It was also discussed that in the letter from Time Warner, a time frame was requested for a Resolution to be passed by the Trustees regarding the franchise Fee. Ms. Sturdevant stated that if the Trustees want to pursue looking at other communities, they need to communicate that to Time Warner for an extension of time. Chair Likley asked Kim Ferencz to prepare a letter requesting a time extension of 60 days before Trustees take action.

### **Fiscal Officer's Report**

- Fiscal Officer Evans stated she did not have any additional information regarding the Fire Levy Results than was in the newspaper.
- Letter received on the Community Development Block Grant Program application information.

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- Resolution by the County Commissioners to improve Lake Rd. from the West leg of the Lake Rd/Kennard Rd. intersection to Chippewa Rd. in Westfield and Lafayette Twps. And Chippewa Lake and Gloria Glens Village.
- Westfield Center Memorial Day Parade-Monday May 25, 2009 at 11:00 a.m.
- List of the bills to be paid in the amount of \$34,907.60

**Trustee Kratzer made a motion to pay the bills in the amount of \$34,907.60. It was seconded by Trustee Sims.**

**ROLL CALL-Kratzer-yes, Sims-yes, Likley-yes. Motion carried.**

#### **T/A Liquor Permit Application**

Trustee Kratzer stated he spoke with Bill Thorne from the Pros. Office. Mr. Thorne suggested the Trustees request a local hearing on this application. Mr. Thorne will check with Sheriff Hassinger but he has not found any violations regarding liquor permits for T/A. Trustee Kratzer stated Mr. Thorne felt like he did that it was alright for T/A to sell beer; but could not see selling it for consumption in the restaurant. Mr. Thorne thought maybe he could work with the Sheriff and get enough information that the Trustees could deter the D-2 license T/A was requesting. T/A already has a C-1 carry out license. Mr. Thorne said if he could not come up with anything concrete to justify the Trustees stand then the Trustees could withdraw the request for a hearing.

**Chair Likley made a motion to have Fiscal Officer Evans follow up that the Trustees request a hearing on the liquor permit application for Truckstops of America for a D-2 license (serving/consumption of alcohol on premises) and that it be held in a County seat and that request be mail out accordingly. It was seconded by Trustee Kratzer.**

**ROLL CALL-Likley-yes, Kratzer-yes, Sims-yes. Motion carried.**

#### **Fire Report**

Interim Fire Chief Mike Carson addressed the Board. He stated there were 28 calls with 4 mutual aids to Seville (all fire). He stated progress was slowly coming around the Dept. morale is up and things are getting fixed at the Station and calls are being answered. The members are ecstatic to be around the station like it was 7-8 yrs. ago.

Chair Likley asked about the discarding of material/equipment i.e. old oxygen tanks and air bottles. Interim Chief Carson stated he posted a sign up sheet for June 6, 2009 for station cleaning. This will get rid of non needed items and prepare for the delivery of the

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new fire truck which should be delivered in Nov/Dec. of this year. The chassis would not be built until July. IC Carson stated Fire Committee had a meeting with the manufacturer (Smeile) to finalize what is to be put on the truck and we will go down and pre-inspect it before the truck is painted sometime in Sept. /Oct.

Chair Likley then asked about the station locks? Interim Chief Carson stated they were to be installed today but the parts are not in yet. The system that would be installed is the Key Fab System. Every time somebody touches the box they are logged into a computer that will keep track of who came in and what time they came in. There can be up to 45,000 users on the system. The system can also set parameters that certain people (vendors) can only enter the station at certain times i.e. UPS between 8a.m-4p.m. There also is a radius sensor that will open up the doors if one is within those parameters so that should improve response time as well. Interim Chief Carson stated Medina Hospital has this system for the squads to get into the ER.

Chair Likley stated this sounds like a good system for security especially due to medication being on the squad trucks as the trucks are not locked nor is the medication so it is accessible to the EMT's while on route.

Interim Chief Carson stated if somebody quits the Dept. and does not return their key fab (remote) they can be knocked out of the system completely or we can leave it and when they try to get in it would be logged in.

Chair Likley asked the cost of the system. I.C. Carson stated between \$900-\$1100. Each key fab cost \$7.00 each. Thirty-five (35) keys have been assigned. Each member will be given one key fab. If they want another they will have to pay for it.

Trustee Kratzer asked for an update on the scheduled house burns in Gloria Glens. IC Carson stated this Saturday (May 9, 2009) two houses will be burned i.e. one on Playland and the other on Twilight Trail. It will begin at 8:00 a.m. The community is invited to come down and watch. This Saturday is Lafayette Twp.'s burn but we will participate. Next Saturday (May 16, 2009) is Seville's burn of two houses with Rittman, Lafayette and Westfield Fire Dept. participating; and on May 23, 2009 it is our burn of two houses with Lodi and Lafayette participating. IC Carson stated a lot of paperwork is involved with the EPA to prepare the houses for burn. All permits for these open burns have been obtained. The result will be a Gloria Glens green space area.

Trustee Sims stated the Dept. is to be commended as all this work has been done in their spare time along with working full-time jobs. Chair Likley also commended the Dept. for the April 29<sup>th</sup> County wide disaster drill at Westfield Companies. IC Carson stated due to the unforeseen circumstances he only had two days to prepare for it; but has heard

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nothing but compliments for the Westfield Fire Dept. IC Carson stated the drill was video taped and he would get the Trustees a copy.

Chair Likley stated at the last Fire Committee meeting it was discussed that the job of interim fire chief would warrant some compensation to Mike Carson who has taken on these duties and responsibilities. It was approved to send back to the entities (Westfield Village and Westfield Twp.) to compensate the interim Chief an extra \$1,000.00 a month in addition to his assistant Chief's salary which is \$1750.00 a yr. Chair Likley stated this was sent to Village Council for their vote as well and he would like Board of Trustees to vote on the same.

**Chair Likley made a motion to pay the interim fire chief Mike Carson an additional \$1,000.00 a month in addition to his assistant fire chief's salary. It was seconded by Trustee Kratzer.**

**ROLL CALL-Likley-yes, Kratzer-yes, Sims-yes. Motion carried.**

### **Fire Committee**

Chair Likley stated Fire Committee does go into executive session and has over the last several months for a number of reasons such as employment, contract discussion, etc. An executive session is just that an executive session. What goes on behind those doors is confidential and Chair Likley asked that any questions of fire committee members be curtailed as to what goes on in executive session. As information is available it would be brought forth to the Trustees and the Village. The confidentiality of fire committee to its members has been compromised in the past and it won't be tolerated again.

### **Process for Hiring a new Fire Chief**

Chair Likley stated Rick Robbs from Village Council would be coming to discuss what the Village Council is interested in pursuing regarding the hiring of a new fire chief. Chair Likley stated the Ohio State Fire Chief's Association would be contacted as it is our recommendation that fire chiefs from outside of the County and service district be involved in the application process, interview process and evaluation process.

Trustee Sims asked that the Fire Committee keep an open line of communication with the membership who have stepped up to the plate due to these circumstances and keep an open dialogue with the Village and the Trustees as recommendations are made to move forward.

Chair Likley stated he was optimistic in stating to the Fire Committee that the fire chief position would be filled within 60 days. To be realistic it might be 6 months but hopefully

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not. This is a timely process and would not be rushed. The new fire chief will have the experience and knowledge to move the Dept. forward.

Trustee Sims stated because the fire levy failed there are financial concerns regarding the dept. as well. She asked if Rick Robbs was going to discuss whether the fire chief position will be full or part-time with additional staff? Chair Likley stated yes.

### **Zoning Inspector Report**

#### Zuber Property

ZI Harris stated he contacted Ms. Devanney from the Pros. Office about a variance application received from Mr. Zuber. ZI Harris stated Mr. Zuber came in and picked up a variance application for his barn to store some of his stuff in. Where he wants to locate the barn does not meet zoning. He wants to build a new barn close to where the old barn was located. With the highway buyout they cut his land where the old barn was located and the corner is pie shaped where he would like to locate the new barn. He cannot meet the rear setback in one corner nor can he meet the front setback from the property line. ZI Harris stated he mentioned putting the new barn on the other side of the house and Mr. Zuber stated he'd rather not do that.

ZI Harris stated he has not been to Zuber's property lately but last time he was there nothing had been done which was right around his court date. ZI Harris stated he believed the court date for Zuber is July 1<sup>st</sup>. The fee for non-compliance is \$100.00 a day based on 90 days for the completion of the clean up of the property. ZI Harris stated the property would need to be assessed as to how much as been cleaned up before the court hearing and the fee would be prorated accordingly.

#### T/A application

ZI Harris stated Truckstops of America has applied for a variance to put a banner on a trailer for a 60-day period to advertise buffet specials at Country Pride Restaurant. However there have been no monies received. The rep from T/A was going to follow up with accounting as he believed the check had been cut and sent. A letter was sent to them.

Trustee Sims asked how long have we had the application with no check? ZI Harris stated the application was dated 3/16/09. She stated that since the variance was only to be for 60 days, has there been any dialogue with them that they want to extend the buffet specials? ZI Harris stated the banner was on the trailer and we made them take it off. The advertising of the buffets was very successful according to T/A. A variance to be able to extend the time longer would be beneficial to them.

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Chair Likley stated right now they have the banner over the top of their canopy. ZI Harris stated he felt that should be addressed at the variance hearing as well so we don't have this issue come up again. Trustee Sims stated it is good practice when you accept the application to accept payment with the application so the process can be put in motion to set a hearing. Chair Likley stated it is clearly stated in the zoning code that we don't schedule a hearing until we receive payment.

ZI Harris stated it was common to make an application without paying money until the application is approved per his conversations with other Township and County entities. It is common practice. Trustee Sims stated the application and payment should be submitted together. ZI Harris stated you could do that and refund the check if the application does not go forward. Being proactive and working with the applicant before an application was formally submitted would forgo having to return applications.

Ass't ZI Evans stated he spoke with an individual who was considering putting up a windmill. The gentleman stated he wanted to go ag exempt. Ass't ZI Evans stated if the windmill was being used to power the house or being sold back/credited to the power company it was not ag exempt.

Trustee Sims stated she was reviewing the February 5, 2009 meeting minutes and Mr. Carrasco (Northcoast Soccer) was mentioned. She asked if either Zoning Inspector had communication with him regarding his spring soccer schedule? Kim Ferencz stated ZI Harris brought in a preliminary site plan for Mr. Carrasco. Ass't ZI Evans and I reviewed it and drafted our comments, which were then given to ZI Harris along with the site plan to give to Mr. Carrasco. That was several months ago. ZI Harris stated he did not give anything to Mr. Carrasco. Ass't ZI Evans stated he thought Mr. Carrasco picked that information up from ZI Harris. ZI Harris stated yes he did but Mr. Carrasco never turned anything back in to him. Chair Likley stated Mr. Carrasco has already had 2 tournaments this year. Trustee Sims stated that ZI Harris would need to follow up on that issue.

Ass't ZI Evans stated he and Kim Ferencz went back through the BZA minutes and at one point in the meeting the Board discussed a date and time for Mr. Carrasco to come back before them but when they made their motion Mr. Carrasco has until the end of this year (2009) for his conditional. Ass't ZI Evans stated Mr. Carrasco needs to come back before the Board before his soccer season starts up in 2010 and not wait until April when the season starts. He suggested after October 30, 2009 a letter be sent to Mr. Carrasco reminding him that he needs to comply.

Trustee Sims stated Planning Services has put together a new oversized zoning map for the Township to review. Once the Zoning Inspector reviews it to make sure it is accurate, it could then be signed at the next Trustees meeting and posted.

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### **Roads**

Mr. Evans stated Lytle Construction has completed the patchwork on Kennard Rd. We ran over 67 tons on the asphalt. The bill is approximately \$7,000.00 more. As the frost keep coming out it just pulled apart the road. He added that even with this increase, we were still under the \$25,000.

Mr. Evans stated he spoke with Mr. Boreman who is moving along on the Issue 1 funding. As far as Eastlake Rd., the lower part of Daniels Rd., and Westfield Landing they do not have the bid packet completed yet.

Regarding the Replay application on the service road off of Lake Rd., it should be taking place sometime in May but he has not heard back from the rep.

Mr. Evans stated he spoke with property owner on the curb down on Buffham Rd. and told him he needed to have a shoulder there and the owner stated he would buy the pipe. Mr. Evans stated he would get him an estimate. This would be worked on after school lets out so he did not have to deal with buses. Mr. Evans stated that Mr. Miller from the Engineer's Office stated guard rails should be put up there as well and would be included in the price. The County will have to maintain the guardrail.

Mr. Evans stated he spoke with Wolfgang and told him the cell tower deal fell through. Wolfgang stated he would plant the trees if the Township put up the mound. Trustee Sims asked Mr. Evans to be sure there was positive drainage especially where it goes back to the creek. Mr. Evans stated he would because he had to put pipe and catches basins in.

Chair Likley asked if Mr. Evans contacted the County Commissioners and the State Representative regarding grants per Gatchell Grant recommendation for any potential stimulus money that may be available? Mr. Evans stated he did not have the opportunity to follow up on that at this time but he would also contact NOACA. Trustee Sims asked if Mr. Evans could follow up on purchasing the box to mount the defibulator? She added the Granger catalogue would probably be where the box could be purchased and suggested Mr. Evans follow up with interim chief Mike Carson on this.

### **Zoning Commission Report**

Ms. Sturdevant reported the Commission has made significant progress on the proposed signage text and she spoke with Patrice Theken from Planning Services on some clarifications of the proposed language that was needed. Ms. Sturdevant added she hoped the Commission would move forward with setting a public hearing at their next meeting on the signage language. She continued that at the Zoning Commission meeting they would also be looking at language on windmills from Planning Services. Chair Likley



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asked about the errors found in the zoning book? Ms. Sturdevant stated they were minor in nature and would be added to the public hearing on the signage language.

### **Comprehensive Plan**

Trustee Sims stated the Steering Committee is still having very good participation. The proposed survey to go out to the public would closely mimic the original survey. This has been put out in draft form for the Committee to review. It was also proposed for Mr. Majewski to put on a public presentation meeting but a date has not been set. Mr. Majewski advised holding this meeting on a Saturday, but the Steering Committee recommended it take place in the evening on a workday.

Chair Likley asked if Mr. Majewski felt he was on track with where he wanted to be with the process? Trustee Sims stated yes. Chair Likley asked if it was discussed about including the Village of Westfield Center in the survey? Trustee Sims stated it was discussed and she did call Mayor Dean and Mayor Horwedel about getting a survey out and possibly helping to offset the cost, but did not hear back from Mayor Horwedel. Trustee Sims stated she was interested in surveying both Villages and having those results calculated as a sub survey. However the Steering Committee was not supportive of that idea. Their concerns were that the questions may be different as well as the concerns of those communities. In sum the Committee felt like it would complicate the process with all the different addresses, P.O. Boxes as well as the expense. Chair Likley stated he could communicate with the Mayor or Rick Robbs that a survey could possibly be included in the Mayor's monthly newsletter or sewer bill, but it was totally up to the Steering Committee as to what direction they want to go.

Regarding the mailing addresses, Ms. Sturdevant stated she and Sue Brewer would be looking at being able to come up with all of them and would begin by looking at the map in the fire dept., which had the Township boundary lines on it. They would then drive the Township and write down all the addresses.

Mr. Robbs stated that if the survey could be included in the Mayor's newsletter that would be great. How the responses would be returned would need to be determined but he stated he follow up with Mayor Horwedel about this issue. The length of the survey would need to be determined as well if it would be feasible to include it in the Mayor's newsletter. Ms. Rumburg stated this should be brought before the Steering Committee.

The next Steering Committee meeting is scheduled for May 14, 2009 @ 7:00 p.m.

**Parks and Cemetery**

Trustee Kratzer asked Trustee Sims and Likley to go and look at the Ash tree as well as Mr. Robbs. There are some limbs that are not budding out and the bark on the tree when hit sounds hollow. As a result, Trustee Kratzer stated he was leaning to having the tree taken down but he would have Council go look at the tree as well before a decision is made. A consensus should be given to Pat Eddington as to what should be done with the Ash tree. Trustee Kratzer stated there was another tree to the southeast of the Ash Tree that may need to be taken down as well. A joint meeting would be scheduled to a decision as what to do with the trees and estimates gotten for their removal if that is the decision.

Trustee Sims stated Pat Eddington has such a vested interest in the park that she would go and look at the tree and give her opinion but would defer her decision to whatever Pat feels is best. Trustee Sims stated when a joint meeting was scheduled it should be discussed if the leveling of the sidewalks needed to be addressed as well.

Mr. Robbs stated Davey Tree Service looked at the Ash Tree awhile back when the tree was hit by lightning and stated it was just a matter of time that the tree would need to be taken down. Trustee Kratzer stated the arborist from ODNR came out and looked at the tree as well and told us within 3-4 yrs. the tree would be totally dead. Mr. Robbs stated with the car show, the last thing we need is a limb coming down and hitting a car or the public.

**Old Business**

Regarding the Seville annexation, Trustee Sims stated she received correspondence from attorney Al Schrader and had copies available to Kim and Trustee Likely and Kim could make a copy for Trustee Kratzer. She continued that Guilford Township rescinded their motion for cooperation regarding the Seville annexation. They also wrote a letter to Mayor Landis regarding their concerns regarding the annexation. Trustee Sims stated she forwarded those documents to Attorney Schrader. She added she also forwarded him Charles Marshall's editorial in the Gazette. Attorney Schrader has drafted a response to the editorial for the Trustees consideration and signature. Trustee Sims stated in addition Attorney Schrader has drafted a response to the questions from Councilmember Barbera and Mayor Landis on CEDA's.

Trustee Sims stated the first reading of the annexation in Seville would take place on Monday May 11, 2009. She said the initial legislation came as an emergency and the Council President requested it go through all three readings. Trustee Sims asked Chair Likley to look at Attorney Schrader's response to the editorial written by Charles Marshall so that it could be sent.

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Trustee Sims stated in March the Trustees allocated funds for the Land Planner Mark Majewski to look at the area at Lake and Greenwich Rd. between Westfield Center and the Village of Seville, and she would like to entertain a motion for Northstar Planning (Mark Majewski) and the annexation Attorney (Al Schrader) to communicate as necessary to coordinate land use and legal consideration regarding the annexation and/or a CEDA/JEDD related to the issues and generate correspondence.

Chair Likley asked if this was in conjunction with the Comprehensive Plan? Trustee Sims stated no, this would be separate from the Comp Plan. She added it would involve Mr. Majewski to prepare and transmit a brief report to evaluate and illustrate the circumstances of this area including but not limited to land use services, environmental resource management, and economic development as an aid in assessing potential alternative courses of action by the local governments. Trustee Sims stated the money has previously been allocated it just has not been utilized as of yet.

Chair Likley stated on the surface he saw nothing wrong with that as long as it does not interfere with Comp Plan process.

**Trustee Sims made a motion for Northstar Planning and Attorney Al Schrader to communicate, as necessary, to coordinate land use and legal consideration regarding annexation and/or CEDA/JEDD related issues and generating correspondence. It was seconded by Chairman Likley.**

**ROLL CALL-Sims-yes, Likley-yes, Kratzer-abstain. Motion carried.**

### **Website Domain Name**

Trustee Sims stated an e-mail was received from the webmaster Don Krolkowski. She added it appeared the e-mail stated Mr. Krolkowski transferred the website Domain name to himself and not the Township. It was decision of the Trustees that the domain name should be transferred to the Township. Trustee Kratzer stated he would follow up with Mr. Krolkowski.

**Chair Likley made a motion to enter into Executive Session for contract negotiations/employment with Mr. Robbs and Heather Sturdevant being invited to be in attendance. It was seconded by Trustee Sims.**

**ROLL CALL-Likley-yes, Sims-yes, Kratzer-yes. Motion carried.**

The Board entered into Executive Session at 8:28 p.m.

**Trustee Kratzer made a motion to come out of Executive Session at 9:40 p.m. It was seconded by Trustee Sims.**

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**ROLL CALL-Kratzer, Sims-yes, Likley-yes. Motion carried.**

Chair Likley stated no decisions would be made this evening on contract or employment.

**Meeting Minutes**

To be approved:

September 3, 2008      September 12, 2008      October 10, 2008

February 5, 2009      March 23, 2009      April 2, 2009

April 16, 2009      April 24, 2009-Trustee Sims asked the other two Trustees to review the dialogue after the motion to appoint Mike Carson as interim Fire Chief.

**Trustee Kratzer made a motion to approve the April 16, 2009 meeting minutes as written. It was seconded by Chair Likley.**

**ROLL CALL-Kratzer-yes, Likley-yes, Sims-abstain (not present at the April 16, 2009 meeting) Motion carried.**

All other meeting minutes were tabled for approval.

**Announcements**

Trustee Meeting May 21, 2009 @ 7:00 p.m.

There was discussion by the Board to hold a special meeting to approve the outstanding meeting minutes. The Board decided to hold a special meeting on Monday May 11, 2009 at 9:30 p.m. to approve meeting minutes. Trustee Sims stated the meeting should be advertised for meeting minute approval and General Business in case something comes up regarding the annexation issue as well as the fact that Chair Likley has to review the documents from Attorney Al Schrader as the first reading of the annexation is before Seville Monday evening. Because Kim Ferencz is off on Fridays, Trustee Sims stated she would advertise the special meeting in the Gazette accordingly.

Having no further business before the Board, **Trustee Sims made a motion to adjourn. It was seconded by Trustee Kratzer.**

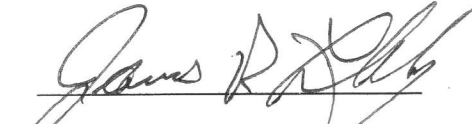
**ROLL CALL-Kratzer-yes, Sims-yes, Likley-yes. Motion carried.**

The meeting was official adjourned at 9:52 p.m.

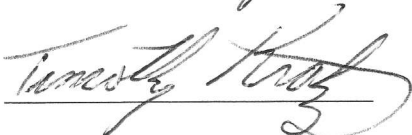
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Respectfully Submitted,

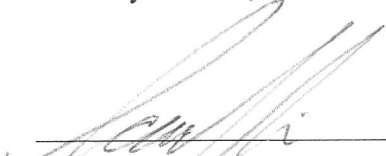
Kim Ferencz-Westfield Township



James Likley, Chairperson



Timothy Kratzer, Trustee



Carolyn Sims, Trustee