

WESTFIELD TOWNSHIP TRUSTEES

Regular Meeting

August 16, 2010

7:00 pm

Trustee Oiler opened the meeting at 7:00 pm by asking those in attendance to stand and Pledge Allegiance to the Flag.

Trustees present: James Likley, Ronald Oiler, and Gary Harris.

Fire Chief Richard Fletcher's first day on the job was very busy, met a lot of people and made several connections. I really feel connected now as I have a radio, pager, keys and turn out gear and I'm ready to go. There are so many helpful people and appreciate the support of everyone. By all means I have an open door policy, stop in and say Hi. Trustee Likley asked if he had a key to this building and he replied, no. Trustee Likley assured him that when the maintenance man is back from vacation, he will set him up with keys and a security code.

Trustee Oiler offered and moved the adoption of Resolution 2010-20 A RESOLUTION HIRING RICHARD M. FLETCHER AS THE FULL TIME FIRE CHIEF FOR THE WESTFIELD FIRE AND RESCUE DEPARTMENT.

- 1. Term three (3) years**
- 2. Yearly salary \$57,500 + Township general benefit package consisting of medical coverage, prescription and life insurance benefits.**
- 3. Township shall pay into the Ohio Police and Fire Pension Fund**
- 4. 6 months prior to the termination of term August 16, 2013 the Board will consult with the Chief in regard to its' desire to extend or not to extend said contract term and if so the terms and conditions thereof.**

Trustee Likley seconded the motion.

Roll call: Oiler, aye; Likley, aye; Harris, aye.

Linda Paulick, Auditor's Office reporting:

- Newsletter – informal hearing dates and locations noted
- New Valuations will begin to be mailed next Monday
- 2010 update on line – a taxpayer may complete the form on line if they have a problem with the valuation. The office asked that you do not call but would get faster service if you use the on line method or attend one of the hearing dates. Aug. 26th – Oct. 7th (see brochure)
Homerville Twp.; Wadsworth Twp.; Granger Twp.; Medina Co. Adm. Building; Brunswick Community Libraray.

Fiscal Officer's Report

- ✓ Bills in the amount of \$6,682.46. No questions.

Trustee Oiler made a motion to pay the bills, seconded by Trustee Harris.

Roll call: Oiler, aye; Harris, aye; Likley, aye.

- ✓ Fund Status report: Checking \$322,992.41 Investment \$536,862.88
- ✓ Correspondence:
 - A. Medina Co. Emergency Management Agency's invitation to attend meeting focusing on dam safety in Ohio
 - B. CUE notification of salt bought for 2010-2011 season. He bought 85% of his allotment.
 - C. Letter to Medina Co. Engineers to design and pursue OPWC (Issue 1) funding for culvert #24 and curve on Buffham west of Lake Rd.

Meeting Minutes

- August 2, 2010 – Trustee Harris – page 5 under new business second sentence the word age should be “ago”. **Trustee Harris made a motion to accept the minutes as amended, seconded by Trustee Oiler. Roll call: Likley, aye; Oiler, aye; Harris, aye.**
- August 5, 2010 – **Trustee Oiler made a motion to accept the minutes as presented, seconded by Trustee Harris. Roll call: Oiler, aye; Harris, aye; Likley, aye.**

Trustee Likley reporting: I have written a letter to the Executive Secretary of the US Geological Department requesting a formal written letter concerning the Camel/Campbell Creek name. I will let you know when I get a response.

CEMETERY/PARK

Trustee Likley reporting:

- 2 lots were sold in the cemetery and one burial. The deed was signed and mailed.
- The township has received 3 bids to grade, seed and mat the hillside at the cemetery
 - a) Ralph Baratko \$4,950
 - b) Ag Design \$7,800
 - c) Majestic \$5,220

After consideration and discussion, **Trustee Likley made a motion to proceed with Ralph Baratko Excavating for the cemetery hillside grading work as presented in the amount of \$4,950, seconded by Trustee Oiler.**

Discussion: Trustee Likley stated with Mr. Baratko's history and referrals that he presented, his reputation precedes him that he does quality work. He will be scheduling sometime in September. He will schedule with Lee as Lee will haul away debris that will not be needed.

Roll call: Harris, aye; Likley, aye; Oiler, aye. Trustee Likley will call and notify Mr. Baratko to notify him that he was awarded this bid. The contract was signed.

FIRE

Trustee Oiler reporting:

- October 1, 2010 the township will be employing all of the Westfield Fire & Rescue volunteers/employees, receiving all revenue and payment of expenditures.
- Heather is working on the fire levy information with the fire association to promote the fire levy on the ballot Nov. 2, 2010.
- New truck could not use the radio from the old truck because by 2012 the radios must have a low band, which the old radio will not be compliant. We will have to purchase a new radio. Quote from Tri-City Communications for the radio and all necessary supplies to install \$3,349.00. One half of the cost is \$1,674.50.

Discussion: Trustee Likley stated is the old radio is non-compliant, we must have a radio.

Trustee Oiler made a motion to authorize the purchase of the radio from Tri-City Communications and pay one-half (\$1,674.50), seconded by Trustee Harris.

Roll call: Oiler, aye; Likley, aye; Harris, aye.

- Trustee Likley stated to Fiscal Officer that the Fire Chief prefers not to use his own cell phone. The township does have a cell phone plan (Everything data) 450 minutes for land line use for \$60 per month. Another line could be added for the Fire Chief. The chief thought that plan would be adequate. Phones range from \$49.99 to \$149.99. Fiscal officer can go to the Sprint store in Medina and give authorization for the chief to purchase a phone and accessories. Trustee Likley spoke to Mark Williams if the old fire truck was ready to go on E-Bay. Mark stated there is still some equipment to remove but as soon as it is available to go on E-Bay we should proceed with that. We'll contact the service that we have had in the past and we have been very satisfied. We have been very successful with Paul Eash in the past. Fiscal Officer will contact him.

Trustee Oiler made a motion to provide Chief Fletcher with a cell phone and business cards for fire department use, seconded by Trustee Likley. Roll call: Likley, aye; Oiler, aye; Harris, aye.

Trustee Likley asked if we received any written communication from ODOT concerning the lighting at US224 & I776. Fiscal Officer answered, no. George Saylor from ODOT stated to Matt Witmer that the township did not have any responsibility in that electric bill.

Fire Safe for Fire Department

Fiscal Officer requested authorization to purchase a fire safe to keep Westfield Fire & Rescue records separate from the township's records. They could run \$895-\$1,199 +. It is a 1 hr fire rating and is locked. Fiscal Officer wanted to do more research.

ROADS

Trustee Oiler reporting:

- ❖ Lee has been on vacation. Prior to vacation he has been cleaning up the back yard.
- ❖ Poison Ivy is gone out front mulching
- ❖ Is going to get the mowing down on the road sides one more time this year.
- ❖ Is planning to finish up culverts that need attention

- ❖ Emergency personnel (Kevin) replaced a Chevron on Kennard Rd. West due to an accident.

ZONING

Matt Witmer reporting:

- Made contact with project manager with Ruhlin Construction. The sites where they have their construction trailers will be at Lake Rd. & 224 for about another month. The borrow pit on the Kratzer property will be a pond. They are working on getting that done, yesterday they installed a 6" drainage pipe and getting to the spec as the county wanted it. They will be coming to the township to get a permit to turn the borrow pit into a pond. They will be grading and seeding the area to the east of the pond. That whole project should be wrapped up fairly soon.
- Ag Exemption on Mudlake has been issued.
- Soccer fields. Talked to Mike Sweeny and Mr. Carassco is supposed to find an approved site plan, which we have never seen an approved site plan. When Mr. Sweeny gets back from Canada we will sit down and talk and hope he can show me this site plan.
- Morningstar Farms has paid and received they permit for the sign.
- Trustee Likley – The zoning inspector must inspect and be satisfied that all conditions were met upon the completion of this government project and report to the BZA. Thank you, Matt for due diligence.
- Trustee Oiler asked if there is any information concerning the property at Lake and Greenwich Roads. Matt replied that a certified letter has been sent to Mr. & Mrs. Bombard, no response yet.
- Trustee Likley – e-mail concerning a privacy fence on Kennard. Matt has not looked at that e-mail yet. Trustee Harris contacted the individual. Matt will check on this.
- I will be going to a Kennard Rd. property to try to find someone home concerning a pool.
- Stan Scheetz asked when the meeting with the Planning Services, Heather and Gary would be. Gary did not know because they had picked a day when he couldn't be there. Heather is going to try to choose another date. Reason Stan asked was because he and Bill Thorne also wanted to be at the meeting.
- Trustee Harris – At the last meeting the board asked me to send a letter to the BZA regarding a complaint, which was sent. (Copy is attached to minutes)

OLD BUSINESS

Trustee Likley – Contacted Mr. Karris today regarding the bond issue with the previous fiscal officer and asked where the communications was at with the bonding company. He conveyed that he had not heard anything from Mrs. Gregoire and confirmed that we have not received any communication from her. Previous request from this board and previous board was to proceed with the calling of that bond. I asked Mr. Karris to proceed with that- for the one bond that had been agreed to by the insurance carrier and then to also pursue legal action for the second bond. I asked that he prepare a written letter to this board as to his communication and the status of that process. Trustee Oiler commented

that he still hasn't heard anything from Kelly. Trustee Likley stated it has been over 3 months from her request to come before this board and we haven't heard anything so it warrants that we proceed.

NEW BUSINESS

None

ANNOUNCEMENTS

Next regular Trustees meeting will be	September 7 th , 2010 @ 8:30 am due to the holiday
Next Zoning Commission meeting	September 14 th , 2010 @ 7:30 pm

Trustee Likley – It has been asked of me that it has been noticed on the agenda that there is no open comment from the floor. Is that an oversight?

Trustee Oiler – I have dropped it after the one incident that we had as per request to several of the residents. I will be glad to put it back on.

Trustee Likley – I think that it should be open to our residents to have the opportunity to at least be able to look at the agenda and know that if they have any questions for this board that we welcome them. It doesn't matter if it is at the beginning or at the end of the meeting but it warrants that the residents have an idea and opportunity to speak and ask questions of this board.

Trustee Oiler – I will work it into the agenda.

Trustee Oiler - We are going to work on discussing the fire contract between Westfield Township and Village of Westfield Center for the remainder of the meeting. All guests were invited to stay because we are not going into executive session.

Trustee Oiler and Trustee Likley had suggested clarifications, changes and corrections to be made relative to the draft fire contract received 8-14-10. Items that have changes: Items 2, 5, 8, 15, 18, 19, 21, 22. (A copy of their written comments is attached to these minutes in the fiscal officers' office.) Bill Thorne's secretary will be called to schedule an appointment with Trustee Oiler to convey these changes as discussed prior to a meeting with the Board of Trustees on another draft. Fiscal Officer will try to schedule a meeting for Trustee Oiler and the board Aug. 24, 25, or 26 so that Village Council can have a copy of our draft prior to their September 7th meeting. The goal is to have a contract signed to give the fiscal officers clear direction in this transition of the employees and fund.

Trustee Likley – the chief's salary (until the levy is passed the chief's salary & benefits are split 50/50) is an additional 9% expense to the Village.

Trustee Oiler made a motion to adjourn, seconded by Trustee Harris. Unanimous

Approved September 7, 2010