

# WESTFIELD TOWNSHIP TRUSTEES

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Special Meeting/Interview

6:30-6:45 pm

Regular meeting

December 19, 2011

7:00 pm

Trustee Oiler opened the meeting asking those in attendance to recite the Pledge of Allegiance to the Flag.

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

## FIRE DEPARTMENT

Trustee Oiler stated the Fire Chief was not present due to live training in Wadsworth. Breakfast with Santa was a success this past week-end.

Medicount Management-

- Chief e-mailed Bill Thorne's review of the contract to Medicount. There seems to be some problems in the e-mail service between Medicount and Bill Thorne's office. Trustee Likley suggested the Medicount representative, Bill Thorne, the chief and this board sits down and works out the issues. The issue of 2 or 4 years is that this board cannot bind another board because of the election in another 2 years. Other issues: hold harmless and warranty.
- The lap top is not a necessity per the chief as the department has several lap tops available to them from Westfield Group. The software could be uploaded on one of the lap tops that the department has available.
- Village of Gloria Glens has contracted with Westfield Township, Village of Westfield Center and Westfield Fire Department for fire and EMS protection which expires December 31, 2011. Contract change that was recommended by this board was to allow Westfield Fire & Rescue to soft bill the residents of Gloria Glens as we do the township residents. Again the period is to cover three years and at the same millage Westfield Township residents pay. (Copy of the contract is on file) A copy of this contract will be sent to Village of Gloria Glens and Westfield Center for their review. **RESOLUTION 2011-36 A RESOLUTION TO AUTHORIZE A FIRE AND RESCUE AGREEMENT BETWEEN WESTFIELD TOWNSHIP, WESTFIELD CENTER AND GLORIA GLENS PARK** Trustee Likley made a motion to adopt Resolution 2011-36 as per the contract that has been submitted for the record, seconded by Trustee Harris. Roll call: Harris, aye; Oiler, aye; Likley, aye.

## CEMETERY/PARK

Trustee Likley did not have anything to report

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## ROADS

Trustee Oiler reported the trucks are ready to go.

## ZONING

Trustee Harris reporting the zoning inspector did not have anything to report.

- ❖ Appointment of zoning secretary - Trustee Harris reported December 5<sup>th</sup> the board of trustees held interviews for zoning secretary. There were 12 applications and 5 were interviewed.  
**Trustee Harris made a motion to appoint Sheryl Clarkson as zoning secretary at a salary of \$400 per month, seconded by Trustee Oiler.** Discussion: Trustee Oiler stated Ms. Clarkson came highly recommended by the mayor of Chippewa Lake. Trustee Likley stated out of the 5 candidates that were interviewed Ms. Clarkson did shine in her experience in local government. This is very important when someone comes in with this experience and responsibilities. She has been zoning inspector, worked with the Medina Co. Economic Development and Planning Services. I strongly support her appointment. The remaining applicants will remain on file for future appointments that might come up. **Roll call: Oiler, aye; Likley, aye; Harris, aye.** Trustee Harris will call Sheryl and send a letter to applicants.

## FISCAL OFFICER

- ✓ Bills to be paid in the amount of \$6,841.09. **Trustee Likley made a motion to pay the bills, seconded by Trustee Harris. Roll call: Likley, aye; Harris, aye; Oiler, aye.**
- ✓ Fund Status      Investment      \$517,452.74      Checking      \$329,519.40
- ✓ Medina Co SPCA sent an invoice for \$300 for the 2012 year. They picked up 4 animals this year at \$75 per animal. A discussion was held. **All trustees agreed to have a check made out to the Medina Co. SPCA in the amount of \$300 to be signed at the end of year meeting.**
- ✓ Custom Composition sent a quote to maintain the township web site for 2012 in the amount of \$436 and updates to the web page content billed at \$55 per hour. The trustees discussed the proposal with **Trustee Likley agreeing to accept the above quote to have Custom Composition maintain the web site for \$436 per year and updates to the web page billed at \$55 per hour, seconded by Trustee Harris. Roll call: Harris, aye; Likley, aye; Oiler, aye.**
- ✓ American Tower offering Installment Payment Option. Trustee Likley reported the last time they offered a purchase out and the contract language was not in the best interest of the township. Trustee Likley will respond and find out more details and contract language.
- ✓ Cost of \$79 for an award "Westfield Twp Town Hall Received 2011 Best of Seville Award". Trustees did not wish to purchase the award
- ✓ Letter was sent from Board of Trustees to all employees (copy is attached)

## MINUTES

December 5<sup>th</sup> executive session      **Trustee Likley made a motion to approve as presented, seconded by Trustee Harris. Roll call: Likley, aye; Oiler, aye; Harris, aye**

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December 5<sup>th</sup> regular meeting                      **Trustee Likley made a motion to approve as presented, seconded by Trustee Harris. Roll call: Oiler, aye; Likley, aye; Harris, aye**

December 8<sup>th</sup> interviews                              **Trustee Likley made a motion to approve as presented, seconded by Trustee Harris. Roll call: Harris, aye; Likley, aye; Oiler, aye.**

## OLD BUSINESS

- Review what the best options are for comp time in salaried personnel position with legal counsel after the first of the year. The fire chief has done and continues to do an outstanding job. Bill's opinion of how we were tracking it was fine.
- New district that Trustee Likley is working on for the south-east corner of Lake & 224. Trustee Likley met with Planning Services 2 weeks ago, also met with Bethany Dentler of the Medina Economic Group. She will add some additional information as to what is probably the most marketable for that area. Also contacted Troy Gerspacher and asked that he meet with the owners as to what their interest is for the zoning possibilities in that area. I haven't heard back from any of them.
- Bill had some issues with establishing offices in the old Select Truck building. There is a possibility to expand some permitted uses in the Highway Commercial District.
- Trustee Likley asked Tom Russell and Susan Hersh to review the natural hazards overlay district and references that we use in our zoning book. During the Medina Co. Eng. Work session the references that we should be using for flood plain areas and terminology, our book is out dated. Mr. Russell has communicated those necessary changes back to Medina Co. Eng. Office for their review and conformation as well as Jeff VanLoon and Medina Co. Soil and Water. Once this completed I will bring it back to this board for purpose of initiation of the changes. They will be providing a new natural overlay natural hazard district.
- Road Vacation for Westfield Landing: Trustee Likley spoke with Carol Shockley and Pam. Mr. James is out of the office until Jan. 3<sup>rd</sup>. There has not been a resolution from the commissioners as of 10:30 am this morning for the vacating of Westfield Landing Road.

## NEW BUSINESS

### **RESOLUTION 2011-35 A RESOLUTION THAT ELECTED OFFICIALS AND/OR EMPLOYEES MAY ACCEPT OR WAIVE TOWNSHIP MEDICAL AND/OR LIFE INSURANCE**

**Trustee Oiler made a motion to adopt Resolution 2011-35, seconded by Trustee Harris. Roll call: Likley, aye; Oiler, aye; Harris, aye**

### **RESOLUTION 2011-37 A RESOLUTION AMENDING THE WESTFIELD TOWNSHIP EMPLOYEE HANDBOOK BY ADDING "ELECTED OFFICIALS" TO THE MEDICAL INSURANCE PARAGRAPH**

The fiscal officer will prepare the resolution for adoption Dec. 30, 2011.

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## ANNOUNCEMENTS

Trustees year-end meeting	December 30, 2011 Time to be announced to coincide with Trustee Likley's work schedule 9:00 am or 6:30 pm
Trustees organizational meeting	January 2, 2012 @ 7:00 pm
Zoning Commission regular meeting	January 10, 2012 @ 7:30 pm

There was no public comment.

With no further business to come before this board, **Trustee Likley made a motion to adjourn at 8:02 pm, seconded by Trustee Harris. Roll call: Oiler, aye; Likley, aye; Harris, aye.**

Approved January 2, 2012