

Westfield Township Board of Trustees

Regular Meeting

February 17, 2014

Likley calls the meeting to order. Roll call: Thombs- aye, Schmidt- aye, Likley- aye.

Attending: Chairman Likley, Schmidt, Thombs, Attorney Schrader, Attorney Mathews

Likley makes a motion to go into Executive Session at 7:02 pm with legal counsel to discuss pending litigation; seconded by Thombs. Roll call: Schmidt- aye, Likley- aye, Thombs- aye. The motion passes.

Thombs makes a motion to come out of Executive Session at 8:00 pm; seconded by Schmidt. Roll call: Likley- aye, Thombs- aye, Schmidt- aye. The motion passes.

Comments from floor:

Matt Witmer asks for clarification regarding the addition of another attorney being hired by the trustees when the township already has an attorney and another from the Prosecutor's Office. Likley answers that Attorney Mathews' (OTARMA Insurance) and the Prosecutor's Office is still involved in the case. The Prosecutor's Office is lead counsel for the ORC 2506 case for the BZA variance appeal. Witmer asks for the amount paid to legal counsel and how many billable hours thus far. Likley says that they have received a bill for \$15,000.00 this evening (100 hours) has been billed and \$20,000.00 has been appropriated for legal counsel. Schmidt added that \$15,000.00 would have been paid to Kratzer so the township isn't out any additional cost. Likley also addressed that the board went into Executive Session in the beginning of the meeting to save the township money.

Witmer asked about a letter/email (the owner of the storage units) to Zoning Inspector Sims and why this correspondence was not addressed. Likley said the property owner was satisfied with the process and Schmidt added that the township is waiting on the property owner. Likley addressed that the property needed to complete an application and that ZI Sims was working with Assistant Prosecutor Karris on his options.

Likley clarified that the newspaper published reference information that was to be "off the record" regarding filling the fiscal office. The reporter apologized to Likley and ZI Sims for referencing her name in the article. Schmidt stated that the Chair will be the point of contact with residents as well as any correspondence with the paper.

Fiscal Officer Report

Ruprecht announced total warrants were \$9,665.37 and a reimbursement to Likley for \$488.00 for the February 12th conference in Columbus but an adjustment needed to be made due to the sales tax that was paid. The total adjusted amount will be for \$9,176.99. Payroll EFT's for \$1,536.40 and the fire EFT's were \$2,112.11. Ruprecht and Thombs addressed bimonthly payroll which will be the 15th and the last day of the month.

Likley made a motion to pay the bills as submitted; seconded by Schmidt.

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Discussion: Likley clarified that the amount was \$9176.99 and doesn't include the EFT of \$1,536.40.

Roll call: Schmidt- aye, Likley- aye, Thombs- aye. The motion passes.

Likley made a motion to pay the EFT's \$1,536.40; seconded by Thombs. Roll call: Likley- aye, Thombs- aye, Schmidt- aye. The motion passes.

Likley made a motion to pay the Fire Payroll for \$2112.11; seconded by Thombs. Roll call: Thombs- aye, Schmidt- aye, Likley- aye. The motion passes.

Likley made a motion to send Zweifel to March 5th and 6th State Auditor's Office Conference and Unified Accounting System and to pay the pre-registration of \$175.00, accommodations, meals and transportation; seconded by Thombs.

Discussion: Ruprecht said the cost of the conference was already appropriated for.

Roll call: Thombs- aye, Schmidt- aye, Likley- aye. The motion passes.

Likley makes a motion to adopt Resolution 2014-11 The Disposal of Equipment as listed; seconded by Schmidt.

Discussion: Likley will donate the \$5.00 to get rid of the monitor.

Roll call: Schmidt- aye, Likley- aye, Thombs- aye. The motion passes.

Likley would like the fiscal officer to check into existing active credit cards with Staples, Sam's Club, 2 Home Depot cards and 2 Speedway cards (for fire chief and road supervisor) and addressed the need for a township credit card for general non-tax purposes. Resolution 2011-17 (July 5, 2011) identifies that the credit cards mentioned are in house. Schmidt added that the Sam's credit card would be a Discover Card.

Likley makes a motion to pursue a general purpose credit card for the township to purchase materials and/or travel expenses for non-tax purposes; seconded by Thombs.

Discussion: Schmidt would like Zweifel to look into the other cards that the township might have open. Zweifel will look for the best deal for the township.

Roll call: Thombs- aye, Schmidt- aye, Likley- aye. The motion passes.

Minutes to be approved

Thombs clarified that after attending a session in Columbus approving the minutes was not saying you agree with any of the action. Thombs addressed that past Trustee Harris opened the meeting with a statement that he felt was not true (Court approved the settlement) and he wished for the record to reflect his disagreement with this statement.

Likley makes a motion to adopt the December 27, 2013 meeting minutes as amended; seconded by Schmidt. Roll call: Likley- aye, Schmidt- aye, Thombs- aye. The motion passes.

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Schmidt makes a motion to adopt the February 3, 2014 Executive Session minutes for fiscal officer applicants and interviews; seconded by Thombs. Roll call: Schmidt- aye, Thombs- aye, Likley- aye. The motion passes.

Likley makes a motion to adopt the February 3, 2014 Regular Public Meeting; seconded by Schmidt. Roll call: Thombs- aye, Likley- aye, Schmidt- aye. The motion passes.

Likely makes a motion to adopt the February 7, 2014 Special Meeting for Fire and Rescue and Westfield Township Trustee Meeting; seconded by Thombs. Roll call: Thombs- aye, Schmidt- aye, Likley- aye. The motion passes.

Likely makes a motion to approve the February 10, 2014 Public Hearing on Outdoor Wood Fired Boilers amended and with corrections; seconded by Thombs. Roll call: Schmidt- aye, Likley- aye, Thombs- aye. The motion passes.

Roads Report:

Thombs discussed the township will need to establish a mailbox replacement policy. After discussion the trustees decided that mailboxes only directly hit by a township vehicle or plow would be replaced by the township at the expense of the township. Thombs will come up with language for this new policy at the next meeting.

Likley could not support a request from Lee Evans to support a 5 year contract as Road Supervisor. Thombs and Schmidt also agree they could not support this for any hourly employee.

Zoning Report:

Porter mentioned that the Zoning Resolutions were copied and put in binders for all zoning board members, trustees, planning services, prosecutor's office, secretary, zoning inspector and fiscal officer. Books will be given out when completed. ZI Sims and Porter will complete all sections of the books.

Schmidt discussed the Lesiak property and working with ZI Sims on his zoning violations and upholding the court's decisions due to his noncompliance. Lesiak has 30 days to comply. 7515 Seville Road permit is required for a septic system (from the county) however no zoning certificate was produced and the property has a temporary trailer that requires a zoning certificate. ZI Sims gave a 48 hour notice to produce these certificates.

Waiting for Riley to fill out an application for a variance on his storage unit property and to come before the Zoning Commission for a site plan. Ten days have gone by since Schmidt and ZI Sims have spoken with him.

An alternate for Zoning Commission board is needed. The posting will be in the Trading Post on Saturday, February 22, 2014.

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Sturdevant talked about the upcoming ZC meeting on February 18, 2014 at 7:00 pm and the Solar Energy Training at 7:30 pm. Almost 30 people have responded to attend the session. Likley would like Sturdevant to turn in receipts for refreshments so she will be reimbursed by the township.

Schmidt spoke with ZI Sims to identify any parcels that have conditional uses so township can monitor them. Sturdevant has been discussing the North Coast Soccer Field Complex and its noncompliance with Bill Thorn to rectify not following their site plan. This has been an ongoing problem since 2010 and Assistant Prosecutor Thorn will be handling all correspondence with the property owners. The site plan shows there is a need for a variance for parking due to its unusual shape and frontage. Likley asked about time frame and Sturdevant said before soccer season.

Old Business:

- Fire contract with Mayor Howedel on March 4, 2014 @ 5:30 at Westfield Center Villiage. Notice will reflect this is a special meeting and trustees and Assistant Prosecutor Thorne may go into Executive Session.
- Cell Tower Contract has been sent to legal counsel.
- Thombs would like the Community Comprehensive Plan to be revisited on the March 3, 2014 trustees meeting. Discussion regarding recalling the committee and how to best review and implement this plan.

New Business:

- Pay periods will be the 15th and last day of the month. Thombs will prepare some information for the fiscal officer to amend the Employee Handbook and to start this process April 1st. The fire department began this process the first of the year.
- Ray will meet with Thombs to discuss reimbursement policy for employees. Thombs would like to see refunds at the end of the month for all. Ray says that warrants will follow the meeting dates. This may be a challenge for Evans due to his existing pay schedule.
- Schmidt would like to see a pay sheet be created for hours and overtime. This will help with township records and documentation.
- Schmidt would like to reestablish a township newsletter to better communicate with the community. Likley mentions that the Village sends their newsletter with their sewer bill. Schmidt would like to collaborate with village.
- Lori Demco has contacted the township looking for contractors to communicate with. Zweifel has been talking with her. At this time there is 1 mowing bid. Likley reminded everyone that these bids are sealed and opened at the meeting.
- Ray made a purchase order change on the Thermal Camera due to a different vendor. A purchase order was also made for Evans for Speedway to purchase fuel additive.

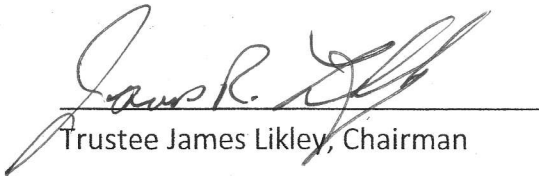
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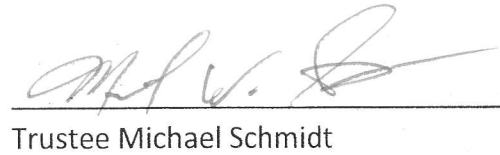
- Porter and Ruprecht were sworn in by Likley for their bonds. Zweifel was sworn in by Schrader last meeting.

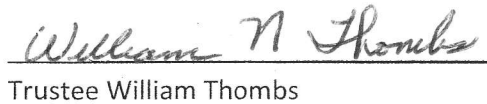
Likley makes a motion to adjourn at 9:45 pm; seconded by Schmidt. Roll call: Thombs-aye, Schmidt-aye, Likley-aye. The motion passes.

Respectfully submitted,

Cheryl Porter


Trustee James Likley, Chairman


Trustee Michael Schmidt


Trustee William Thombs