

# Westfield Township Board of Trustees

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Regular Meeting

May 5, 2014

Trustee Likley calls the meeting to order at 7:20 PM

Roll call: Likley- aye, Thombs- aye, Schmidt- aye.

## Guest Presentations

- Assistant Prosecutor Thorne revised the Fire Contract (property and fire station) which is jointly owned by Westfield Village and Westfield Township.

***Likley makes a motion to approve the May 5, 2014 WFRD contract with changes; seconded by Schmidt.***

Discussion: This contract took over a year to work on. It will be forwarded to Mr. Hotson the Village Solicitor for their review. Assistant Prosecutor Thorne would also like to see the township add a clause that states there is 1 policy to cover everyone and if there is a lawsuit both communities are equally liable (will add this as a rider to the policy).

Likley also mentioned there is a need for the lease agreement to include a section to address the sale of building and/or equipment.

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

- Mike Tocchi- Discussed with the board the current website (currently using Network Solutions) and how this website could be updated by using a version of Word Press Format (usually at no cost). Mr. Tocchi would be able to put the website together and to train the staff to make updates. He would also provide maintenance and service for 3 months. The cost is approximately \$1,200-\$1,800 depending on the service required. The basic maintenance would cost \$200 per month (first 3 months included in the original set-up cost).

Likley asked what Mr. Tocchi's opinion was regarding the township's current site and he felt it was out -dated, lots of reading and the images were too small.

Schmidt would like to see the site as more user friendly and links to community/special announcements or events.

Thombs wanted to know if there could be limited access for new information to be placed on the web site. Mr. Tocchi would apply password access for persons who need to add only specific items such as minutes.

## Comments from the floor

# Westfield Township Board of Trustees

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Matt Witmer, 5606 Buffham Road asked about the itemized bill and if the board had discussed with Asst. Prosecutor Thorne. Likley said he had and they have not received an itemized bill. Zweifel informed the trustees and Witmer that they had just received a bill from our lawyer in the amount of \$10,387.00.

## **Fiscal Officer's Report**

- Payment of bills in the total amount of \$28,054.77. Fund Status in the amount of \$701,202.03.
- Schmidt asked about his insurance reimbursement and this will be handled at the next trustees' meeting.

***Likley makes a motion to pay the bills as submitted; seconded by Thombs. Roll call: Schmidt- aye, Thombs- aye, Likley- aye. The motion passes.***

***Likley makes a motion to accept the April 21, 2014 Meeting Minutes as amended; seconded by Schmidt. Roll call: Thombs- aye, Schmidt- aye, Likley- aye. The motion passes.***

***Likley makes a motion accept the April 28, 2014 meeting minutes; seconded by Thombs. Roll call: Schmidt- aye, Likley- aye, Thombs- aye. The motion passes.***

## **Road Report**

- Cost of fixing roads is done except for shimming which Evans is waiting for the bids from the county so he can piggy back on the county bids to receive lower buds since the companies will already be in the area.
- Prices estimated around \$150,000.
- Likley would like another bid for the headwall on Ballash Road (township has a verbal estimate and 1 written). The wall is crumbling above the box culvert.
- Buffham to Friendsville West needs new asphalt due to the increase in school traffic.
- Thombs mentioned that the trees have been removed at Kennard.
- Voting Day on 5-6-14. Likley would like the extra voting stands to be taken away and no longer stored at the town hall.
- Health Insurance meeting will be Monday, May 12, 2014 at 6:30 PM to discuss employee health care plans.
- Evans will contact other townships to see if the cost of the road sign scanner can be split. Evans will also contact 3-M to see if there are any grants to help with the cost of the labels.
- Likley asked Evans if the signs met the percentage of reflectivity and Evans informed the board that the labels were good for 10 years of reflectivity.
- Evans was concerned that the information from the Driving Policy stated that the information could be shared. He also wanted the dates to be corrected.

## **Cemetery & Park**

# Westfield Township Board of Trustees

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Thombs was concerned that the cemetery needed to be mowed and it was not groomed or cleaned-up. Evans will make a call. He also removed all of the decorations and new flags will be put out prior to Memorial Day.

The circle mowing contract has not been sent to the township yet but in the past it was approximately \$1700.00 for the season. This includes mowing, fertilizing and maintenance done by the Village.

## Zoning Report

- ZI Sims issued 1 permit (855 Ryan Rd) to install new drive and culvert and the property owner will remove the existing drive within 90 days.
- ZI Sims issued 1 violation (Lesiak property) May 14<sup>th</sup> is the deadline and he has already receive an extension due to the rain. Mr. Lesiak has been transferring some of his property to the neighbors in order to clean-up his own personal property. Assistant Karas will handle this with a letter.
- ZI Sims has issued 2 agricultural exemption applications: 5818 Buffham Road- Horse Stable and Agricultural Equine Barn.
- Westfield Storage Units on Greenwich Road has had a Lot Combination, zoning certificates and a submitted site plan to modify (combine 2 lots).
- Kratzer's lawyers have submitted legal briefs at this time.  
13CIV0971 declaratory conference was on 4-28-14. Kratzer requested a ruling on BZA first before the declaratory ruling.
- ZI Sims thanked everyone for the flowers, cards and best wishes for her husband.
- Likley has communicated with Medina County Engineers regarding the additional work of a Lot Combination. MC Engineers would like to see the township amend the fee schedule. The extra steps include the following: 1.) Review by Inspector 2.) Mylar 3.) Trustee Signatures 4.) Time frame for recording the Mylar and 5.) and an effective date established by the township.

***Likley makes a motion to amend the fee schedule to include a lot split/ combination in the amount of \$25.00; seconded by Thombs. Roll call: Likley- aye, Thombs- aye, Schmidt- aye. The motion passes.***

## Old Business

American Tower Lease purchase: The trustees discussed the 12 year negotiated lease; the knowledge regarding Verizon joining the tower; previous offers that have been turned down by the previous trustees; the amount of monthly income the lease brings to the township; the option of American Towers to give a 30 day notice to cancel the lease. With this discussion the following motion was proposed:

***Thombs makes a motion to continue the leasing contract of the cell tower; seconded by Likley.***

Discussion: Likley feels it is a sound provider of revenue and Thombs feels that having a second provider on the tower is an indication that American Towers is investing their time in the property.

# Westfield Township Board of Trustees

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**Roll call: Schmidt- no, Thombs- aye, Likley –aye. The motion passes.**

## New Business

Audio Equipment- Over the years the recording equipment has been unreliable. Presently the recordings are not always able to be transferred to another disk. Fiscal Officer Zweifel has talked with Tom Wagner regarding digital recording equipment that would cost \$179.00. This new system will store the audio digitally and can easily be transferred to a disk or flash drive. Trustees will continue to look into new equipment.

## Announcements

May 6- Elections

May 12- Special Meeting @ 6:30 pm

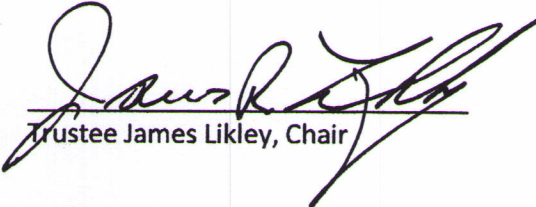
May 13- ZC Regular Meeting @ 7:30 pm

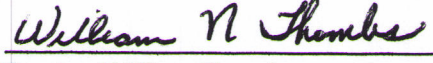
May 19- WFRD Meeting @ 6:30 pm & Trustee Meeting @ 7:00 pm

**Likley makes a motion to adjourn at 9:15 pm; seconded by Schmidt.**

Respectfully Submitted By:

Cheryl Porter, Zoning Secretary

  
Trustee James Likley, Chair

  
Trustee William Thombs

  
Trustee Michael Schmidt