

Westfield Township Board of Trustees

Regular Meeting
April 4, 2016

Trustee Schmidt called the meeting to order at 7:00 PM. Roll call: Likley- aye, Schmidt- aye, Thombs- aye.

Comments from the floor

Erica Grafein-

- Family-a-Fair is April 24th from 11-3 PM at the Community Center, Medina Co. Fairgrounds
- Expanded Homestead Tax Exemption for Veterans (unemployable veterans) will receive 100% in deductions. This applies to all Ohioans- description on website (Infowt.org). Deadline for application is first Monday in June.
- Medina County Pet-tacular- pet adoptions, discounted vaccinations, micro-chipping, neutering and pet blessings on May 7, 2016 at 10 am to 2 PM at the Community Center, MC Fairgrounds

Memorial Day-

- May 30, 2016- Trustees recommendations for Masters of Ceremony or Parade Martial- suggestion is Rory O'Neil
- Invocation- Mark Williams of the WFRD (Chief will ask)
- Trustees – Lead in Pledge and read cemetery names- Schmidt and Thombs
- Thombs will research the oldest resident

Schmidt makes a motion to make a \$25.00 donation to Westfield Center for gift certificates for kids in parade; seconded by Thombs. Roll call: Schmidt- aye, Thombs- aye, Likley- aye. The motion passes.

High School marching band costs \$200.00 to march in the parade. Schmidt will ask Nancy Powel about this amount and where the money will come from.

Soil and Water Conservation- naming of Buck Run Creek. Likley prepared letter to support the naming of the creek.

Thombs makes a motion to support the Soil and Water Conservation in the naming of the creek "Buck Run"; seconded by Likley. Roll call: Thombs- aye, Likley- aye, Schmidt- aye. The motion passes.

Likley will forward the letter to MC Soil and Water

Aetna Insurance- deadline is June 1 for renewal. Received communication from Aetna today and it was forwarded to Trustees. Options include Aetna, Anthem/ Medical Mutual and In Health. Tabled to April 18, 2016

Minutes to be approved

Westfield Township Board of Trustees

Likley makes a motion to approve the March 21, 2016 meeting minutes as submitted; seconded by Thombs. Roll call: Thombs- aye, Likley- aye, Schmidt- aye. The motion passes.

Thombs makes a motion to accept the March 22, 2016, Special Meeting minutes as submitted; seconded by Schmidt. Roll call: Likley- aye, Schmidt- aye, Thombs- aye. The motion passes.

March 30th and continuation 31st minutes, Discussion:

Add the 2016 permanent appropriations amount, remove the wording of sealed bids and that we'll receive letters of qualification (Criteria Architect) received by April 15th and opened at the regular April 18th meeting.

Likley makes a motion to accept the March 30th and continuation to March 31st Special Meeting minutes as corrected; seconded by Schmidt.

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

Road Report

- Road contracts are not back yet from the county. Sarver Paving has received the bid.
- Salt Bins- within \$50,000 the township does not have to put out to bid. Option may be to reside the rotting wood and budget for the future. Evans says the 6 x6's are fine and the building may be used for dry storage.
- Likley looked into renting the Medina County Solid Waste District to store the salt while the bin gets fixed. Likley would like to know how much salt the township will need to store and approximately how much area will be needed for storage. Evans says that the remaining ordered salt does not have to be purchased from Cargill until September/ October.
- Pipe Line Safety discussion (who to contact) January 1st new law to have a call list expanded.
- Grant for signs has been sent in and Gloria Glens has been added. Total is \$32,000. Westfield Township is ultimately responsible for the putting up of signs. Evans talked with council to have a guarantee of their participation.
- Cemetery mowing bids will be coming back with new figures.

Zoning Report

- ✓ ZI Sims presented the zoning report:
- ✓ 3 Permits; 3-10-16 new House permit at 9841 Hulbert Road; 4-1-16 attached garage addition at 8546 Friendsville Road; 4-4-16 above ground pool at 5363 Seville Road.
- ✓ 1 violation at 5833 Greenwich Road- violation sent to owner Trader Fenton LLC and has been referred to Prosecutors' Office for further action (ref: 305, 507, 508 and BOT Resolution) after Likley and Sims attempted to hand deliver the violation.
- ✓ Kratzer Lawsuit Update: awaiting court decision
- ✓ Zoning Commission next meeting is April 20, 2016 at 6:30 PM with Mark Majewski to discuss zoning language.

Westfield Township Board of Trustees

- ✓ Signs at the old truck wash have been removed.
- ✓ BZA area variance application received for 10045 Friendsville Road. Area Variance to build an attached garage 100 feet from a gas well head. Zoning has changed after the property was purchased.
- ✓ Concerns with yard scrap on Buffham (Schmidt discussed the cars) and Greenwich Road (Thombs discussed boats and a truck). ZI Sims will drive by and evaluate if cars are on property without license plates. Personal Stuff is usually not a zoning issue but a Health Department concern. Thombs requested ZI Sims to discuss with Thorn if there is anything that the township may pursue.
- ✓ Planning Services have grant funds available (up to \$5,000.00) to pay Mark Majewski for his assistance to the Zoning Commission on zoning text amendments in the township.
- ✓ Trustees will hold their Public Hearing on April 18th at 7:00 PM for Zoning Text amendments and the Legal Notice must be in the newspaper not less than 10 days prior to the hearing.

Fire Station

- ✓ Fire Station Report: Bricker and Eckler Contract meeting on April 12th. Meet with the Chief and Mark Williams to discuss department needs and desires.
- ✓ Newspaper ad expenses can be reimbursed with the Resolution for Reimbursement since it has been approved.
- ✓ Township uses of fire station-(public restrooms, drop in clinic for scrapes, rent to use training facility, extra bay to house road equipment, store chemicals for multi-use with the Township, space leased to the WFRD, and fuel tanks will be left at town hall). Multi use will allow up to a 5% tax base bond issuance.
- ✓ Architect Concept- Thombs talked with Westfield Council on Tuesday to have them sign a statement of support. Their concern was to not have the tax base too high.
- ✓ Special Meeting to review Criteria Architect submissions receive through the April 15th and review on April 18, 2016.

Old Business

April 14, 2016 MC 18 Group will meet at 9:30 am to discuss additional options for county wide trash collection and discuss waste mall.

Brownsfield- Likley will check in with Bethany Dentler regarding progress.

New Business

Announcements

April 12, 2016 Fire Station special meeting at 7:00 PM

April 18, 2016 Public Hearing for Text Resolution at 7:00 PM followed by the regular Trustee meeting

Westfield Township Board of Trustees

Fiscal Officer's Report

- Payment in the amount of \$9,675.31
- Fund Status in the amount of \$697,336.56

Discussion:

Staples bill in the amount of \$1,141.36. Zweifel explained it was for UAN cartridges and some printer ink. Zoning stated the ink was not purchased for them and it was not for their use at home. The ink for the office was on the last Staples' bill. There were different dates but there was no itemized bill. (Some cartridges and folders will be returned.)

Card Services- \$1,262.05 was due on April 8th but the check was for \$883.00. The \$883.00 amount was past due for the previous month and the wrong amount was written on check. Also a \$25.00 late fee and \$13.60 interest charges were on this bill along with additional charges. Likley asked for clarification earlier this week with no response from Zweifel.

OTA Conference in Columbus- January- Burger King purchase in Burbank was questioned.

Evans uses credit card also- City Hardware- Schmidt would like the use of a credit card instead of being billed. Zweifel will put together something for the next meeting so Trustees can further discuss.

Anthem Life Insurance (township side)-\$112.34 Likley asked if this was a new bill. This is another check for the new amount this month.

Time Warner Cable - \$388.90 was past due (3-21-16 through 4-20-16) Cable is paid in full prior to the use of the service.

- New payment total in the amount of \$10,053.96. Zweifel is to void the \$883.40 card services bill and pay the \$1,262.05 amount which includes the \$883.40 last month past bill and penalty charges.

Thombs makes a motion to pay the bills in the amount of \$10,053.96 as corrected with the new check issued for Card Services in the amount of \$1,262.05; seconded by Schmidt. Roll call: Thombs- aye, Likley- no, Schmidt- aye. The motion passes.

Correspondence

Medina County Engineers sent mileage certification back to the township

Appropriations

- Need to identify what account the salt reimbursement check in the amount of \$4,698.68 was placed.
- UAN filings do not show that the Township Year End Report has been closed as of 4-4-16 (on the website) although Zweifel explains that both entities are closed.

Westfield Township Board of Trustees

- Investment details were provided by Zweifel to the Trustees regarding 13, 17 and 24 month CDs and money markets account. Likley asked why she produced last year's money market documents and they are not current. Also the account needs to identify how funds were written out for the purchase of the property.
- Likley had concerns over the Health Care deductibles expended out in the 2015 Appropriations Status Report that do not match the amounts provided by the Health Care provider. Requested clarification.
- UAN fees appropriated in 2015 were \$3100.00 and presently \$1200.00 has been spent. Likley does not understand why \$6,000.00 was appropriated in 2016. He would like the amounts of quarterly fees (are they \$762.00 and it includes the hardware costs). Also, accounting fees should not be in this line item (audit was in excess of \$6,000.00)
- Resolution of Appropriations has been sent to County Auditors.
- Likley would like the 2016 Permanent Appropriations printed and put in the Trustees' boxes.

New Business

- ✓ Hall Rental- restrooms were dirty and the town hall was opened late. Refund additional \$50.00 and the \$150.00 rental fee to the resident.

Thombs makes a motion to refund \$200.00 to the resident which includes the \$150.00 rental fee and an additional \$50.00; seconded by Likley. Discussion: Thombs will call the resident. Roll call: Thombs-aye, Likley- aye, Schmidt- aye. The motion passes.

Thombs would like the Trustees' permission to create procedures for opening and closing the town hall. Also the hall may need to be cleaned more than once a month.

The Trustees thanked Mayor Geisman from Lodi for visiting.

Schmidt makes a motion at 8:45 PM to adjourn; seconded by Thombs. All said aye.

Respectfully submitted by:

Cheryl Porter

Date approved: 18 April 2016

Trustee Michael Schmidt, Chair

Trustee James Likley

Trustee William Thombs

Westfield Township Board of Trustees
