

# Westfield Township Board of Trustees

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Regular Meeting

January 17, 2017

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

**Comments from the floor**-none

**Minutes to be approved**

*Schmidt makes a motion to accept the January 3, 2017 meeting minutes as submitted; seconded by Thombs. Roll call: Likley- aye, Schmidt- aye, Thombs- aye. The motion passes.*

**Road Report**

- Sign Mileage to ODOT- 27.475
- Road Bids: 1.) East Lake chip and seal (railroad tracks to Lake Road) \$7,830.25  
2.) South Leroy Road- Paved \$22,107  
3.) Garmen Road (Friendsville to Westfield) chip and seal \$18,160.00  
4.) Stuckey Culvert repairs
- Cold patch to fix some holes in the next couple of days
- 150 tons of salt coming in
- Evans on Vacation (Wednesday through Friday)

*Thombs makes a motion to send out the bids for East Lake Road, Garmen, and South Leroy; seconded by Schmidt. Roll call: Likley- aye, Schmidt- aye, Thombs- aye. The motion passes.*

**Cemetery**- nothing

**Zoning Report**

- ✓ 1 permit issued: 6175 Mud Lake Road- Sunroom
- ✓ Lot split Buffham Road- vacant land (two new dwellings being proposed).
- ✓ Lot combo Buffham Road- vacant land
- ✓ Travel Centers of America- discussion of modifying recently approved site plan review amendment and Conditional Use for the addition of a car wash; due to construction cost to relocate existing electrical lines. Inquiry only.
- ✓ Zoning Commission next regular meeting is January 18, 2017 at 6:30 Pm to discuss proposed text amendment Draft language with Mark Majewski (land planner).
- ✓ BZA- Westfield Lake LLC Subdivision: Variance(s) and Conditional Use/ Site Plan Review applications (Public hearing dates on January 11, 2017 and continuation date on January 12, @ 2017.

Variance 1: Gas and Oil 100 feet variance request Denied (200 feet required)

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Variance 2: Minimum Dwelling Square Footage Variance Granted: allowing 304 feet Maximum square feet decrease from the 1400' sq. ft. dwelling (with basement) and 1600 sq. ft. dwelling (without basement).

Conditional Use/ Site Plan: Preliminary Conditional Use Granted (with list of conditions. Site Plan to be continued (date to be announced)

Electronic Home Owners' Association Draft is to be completed and sent to Secretary Porter and forwarded to the Medina County Prosecutors' Office.

- ✓ Medina Materials: Previously reported in December that the sand and gravel mining quarry (currently inactive) will have ZI Sims review a draft application and awaiting formal submission for the BZA to consider Conditional Use and Site Plan Review. Reclaim cation Plan is needed as per Section 606.24 and also Performance Bond is a recommendation from the Medina County Prosecutors' Office.
- ✓ Kratzer Use Variance  
14 CA0069 M: Special Prosecutor assigned from Lorain County to Westfield BZA. Attorney Jerry Innis introduced himself to the BZA. Wayne Moore (BZA Member) will be acting as BZA Chairman for this Kratzer Use Variance. Kratzer's Co-Council, Forrest Thompson withdrew as co-council (elected MC Prosecutor). BZA Board requested in writing from Mr. Hunt (legal counsel for Kratzer) stating that Mr. Kratzer is not in any hurry for the case to be heard; maybe in March for Public Hearing.

***Likley makes a motion to set aside \$2000.00 for Zoning Board Training; seconded by Thombs. Discussion: The money will be budgeted from Contracted Services.***

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

- ✓ Resignation letter from Keith Daugherty, BZA Chairman and Board Member of 25 years.

***Likley makes a motion to go into Executive Session for personnel reasons with FO Evans at 7:42; seconded by Thombs. Roll call: Likley- aye, Schmidt- aye, Thombs- aye. The motion passes.***

***Likley makes a motion to come out of Executive Session at 8:40 PM; seconded by Thombs. Roll call: Likley- aye, Schmidt- aye, Thombs- aye. The motion passes.***

- FO Evans terminated Michelle English from the assistant FO position. FO Evans is to pursue advertising for another assistant.
- Michelle English is to assist Secretary Porter with the Trustees' meeting minutes at a present rate of \$30.00 per meeting hour and preparation of 1 hour. The job will also include maintaining the meeting records with the webmaster.

***Likley makes a motion to hire English as trustees' secretary for meeting minutes; seconded by Thombs. Roll call: Schmidt- aye, Likley- aye, Thombs. The motion passes.***

- Zoning Position- 2 alternates needed. Likley will contact legal counsel to ask if the present 2 alternates can alternate sitting as active members.

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- FO Evans is to advertise for Alternate Board Member.
- Likley will look into web site scrolling message and maintaining zoning calendar.

## **Westfield Township Community Service Building**

- **Resolution 2017-4-9 and Resolution 2017 4A-9A:** Sent to Auditor's Office and will need to be rewritten. Trustees discussed contacting Rebecca and explaining how the wording was incorrect for the MC Auditor's Office and FO Evans presented corrected resolutions to declare the necessity of a bond issue.

*Thombs makes a motion to accept Resolution 2017-10 for the Board to pass a Resolution Declaring Necessity of Bond Issue and to sell bonds in the interest to build a Westfield Township Community Service Building costing 5 million and; 1. Not to exceed 10 million allowed by law and paid through tax collection; 2. Dated June 1, 2017 at an estimated rate of 5% paid over 30 years; 3. Ballot affirmative vote by Township at \$220.00 per \$100,000 taxable evaluation per year. Fiscal Officer will supply the Board of Election with a signed copy by February 1, 2017; seconded by Schmidt. Roll call: Likley-aye, Schmidt-aye, Thombs-aye. The motion passes.*

*Thombs will send notice to be placed in the Round-up section in the Medina County Gazette to hold a public presentation at 7:00 PM on February 2, 2017. Thombs will also send this notice to be placed in the Village Mayor's letter (in sewer bill) to notify residents of the meeting and also the Area News for Gazette and Post.*

## **Old Business**

Solid Waste District next meeting is on February 9, 2017.

Cell Tower- Verizon Extension provided to Prosecutor Lyons. Waiting for American Tower response

Hall Rental- Likley will open/close this Saturday

## **New Business**

### **Announcements**

February 2, 2017 Public Presentation for the WTCSB at 7:00 PM

February 6, 2017 Regular Meeting at 7:00 PM

### **Fiscal Officer's Report**

Payments in the amount of \$19,578.62

North Star- \$1,825.00- haven't received reimbursement from the county yet.

ZI Sims will be paid her Activity Bonus with her next payment.

Chief to keep inventory and to maintain records (discussed using a barcode system).

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*Likley makes a motion to pay the bills in the amount of \$19,518.67 as submitted; seconded by Thombs. Roll call: Thombs- aye, Likley- aye, Schmidt- aye. The motion passes.*

Fund Status in the amount of \$191,192.38

Investments for 13 months for 1% on \$195,000

Certificate of Resources should be coming next week

FO Evans would like to ask Trustees to come to a resolution on the Kratzer case since we are spending money on lawyers. She also thanked the Trustees for keeping Mrs. English as an employee at the township.

*Likley makes a motion to adjourn at 9:40 PM; seconded by Thombs. All said aye.*

*Respectfully submitted by:*

*Cheryl Porter, Zoning Secretary*

*Date approved: February 6, 2017*

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*Trustee Michael Schmidt*

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*Trustee James Likley*

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*Trustee William Thombs*

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