

# Westfield Township Board of Trustees

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Regular Meeting  
November 6, 2017

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

## **Zoning Report Carolyn Sims**

- The lot split for Mr. Semmelroth 8255 Friendsville Road was approved. 3 existing accessory buildings are staying on the same lot. The lot with the existing house will require a new driveway. This approval was given to the Trustees to sign; signatures are good for 60 days.
- The lot split on Mud Lake Road is in compliance. The house will be separated from the vacant land and will be 25' from the boundary line. The septic and well are both on the lot with the house dwelling.
- 4 Certificates were issued:
  - Leroy Road – house additions
  - Ryan Road – new house & pole barn
  - Handicapped Ramp – permanent fixture needs to be inspected with the county building department.
- There are currently no violations.
- 11-15-17 there is a Zoning Commission Meeting; Greenwich Road project is finished so the committee will move to the next project.
- A public hearing for the Greenwich Road overlay needs to be scheduled.
- 11-13-17 BZA Public Hearing regarding Andre Goe's request for a 5' variance for a garage at 7867 Buffham Road.
  - It was noted that there have been some issues with the Gazette & the timeliness of the advertising of meetings.
- There is a request for a second driveway on Kennard Road & Westfield landing through an e-mail correspondence received in the [info@westfieldtownship.org](mailto:info@westfieldtownship.org) box. This was answered in a phone call with the contractor.
  - ZI Sims asked that those be forwarded to her and a text notifying her of those become part of the process of notification.

## **Comments from the floor**

- F.O. Officer Evans has prepared letters to various entities i.e. UAN, Westfield Bank giving authority to Teresa Haendiges, who is running unopposed for the vacated Fiscal Office position. Trustee Schmidt will sign as he is the Chairman. Election day is November 7, 2017. Evans will collect ½ of the November Fiscal Officer salary paid through November 15, 2017 at which time she will go to an hourly rate & Haendiges will begin to collect the salary. Mrs. Evans has requested that the Fiscal Officer Assistant rate of pay be increased from the current \$14.00 per hour to \$17.50 per hour. There is room in the current budget of approximately \$4500.00. Evans noted that Haendiges is already bonded for the position.

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## Minutes to be approved

*Likley makes a motion to accept the October 6, 2017 special meeting minutes as submitted; seconded by Schmidt. Roll call: Thombs- aye, Likley – aye, Schmidt –aye. The motion passes.*

*Likley makes a motion to accept the October 16, 2017 regular meeting minutes as corrected; seconded by Thombs. Roll call: Schmidt – aye, Thombs- aye, Likley – aye. The motion passes.*

## Road Report

- Sign replacement has begun; Ryan & Ballash are completed.
- All scheduled striping is complete.
- A lift was rented to replace lights at the Township Hall. LED bulbs are now being used in the replacements.
- Evans is working the equipment in anticipation of the winter weather.
- Chassis pricing is being secured for a new truck
  - Mack is part of the ODOT co-op so there is no need to advertise.
  - A resolution will need to be passed when the time comes to participate in the ODOT program.
  - Working with American Road & Machinery in Canton.
  - Funding for the chassis will be combination of Reserves (\$107,280), Savings from the Stuckey Road project (\$ 7,237), Savings from Insurance (\$1,041) and Contingencies (\$2,100) for a total amount of \$117,580.00
  - It will cost \$1,100 to have Ziebart protection added to the chassis.
  - Since it will take 8-9 months to assemble the chassis the preference would be to encumber the funds by 12/31/2017.
- Mowing should be terminated for the season at both the cemetery and Township hall soon.

## Cemetery

N/A

## Fire Station Report

- Safety Services Building Levy vote is on November 7, 2017. Eric Price sent an e-mail regarding the Criteria Documentation.

## Old Business

- Solid Waste – no updates. Trustee Likley will attend the November 9<sup>th</sup> meeting.
- Cell Tower – A complete set of clean documents need to be maintained which includes the original contract & Amendments 1 & 2.
- Hall Rentals
  - November 11, 2017 – Westfield Farms HOA
  - WFRD/Township employees will be subject to completing all the same paperwork and deposits as non-employees for consistency purposes.



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- The regulations for hall usage were reviewed and it was confirmed that there is language regarding items not being hung from the ceiling tiles & grid.
- The carpet will be cleaned after Breakfast with Santa.
- Trustee Schmidt & Superintendent Kubilus received information regarding the Route 224 & Westfield Road closure. There will be an extension of turn lanes between Westfield Road and Leroy Road. No timeline was given regarding the project.

## New Business

- Trustee Thombs raised his concerns regarding the Nexus Compressor Station. Thombs noted that safety is the responsibility of the Township. Nexus has indicated they will pay for training. Nexus staffs an office in Wadsworth. Trustee Likley inquired whether Nexus has an Emergency Response Team in the event of an issue post installation. Monitoring is done remotely from Texas. Impact of leakage is unknown but we should not turn a blind eye to the possibilities the Trustees agreed. A not-for-profit group named Medina County Together has been established to work on monitoring the station.
- Trustee Schmidt sent e-mail correspondence to Andrew Conrad of the Medina County Engineer's offer regarding Joe Augustine's concerns of speeding near his home on Mud Lake Road. A copy of this correspondence is available for review on file with the minutes at the Township Hall. Mr. Conrad has asked the Traffic Technician to perform a preliminary speed study to determine if a full study is warranted

***Likley makes a motion to schedule a Public Hearing prior to the next regular meeting on November 20, 2017 at 6:45 PM to review the Zoning Text Amendment; seconded by Thombs. Roll call: Likley – aye, Thombs – aye, Schmidt – aye. The motion passes.***

- Mark Majewski & Joe Doty will be asked to participate in the Public Hearing on November 20, 2017.
- A quote for window cleaning was secured for \$90.00, this will be held until Spring, 2018.

## Announcements

- November 20, 2017 – Public Hearing – Zoning Text Amendment 6:45 PM
- November 20, 2017 – Regular Meeting 7:00 PM

## Fiscal Officer's Report

***Thombs makes a motion to pay the bills in the amount of \$29,104.96 as corrected; seconded by Likley. Roll call: Schmidt – aye, Likley – aye, Thombs – aye. The motion passes.***

- Kimball Midwest - \$27.60 – Shop Supplies
- Rent Equip - \$227.90 – Lift Rental
- Wolff Brothers Supply - \$984.62 – LED replacement lights

# Westfield Township Board of Trustees

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The following reports are given to the Trustees for their review:

- Appropriation Report
- Fund Status
- Payment Register – all payments from the day after the last meeting
- Cash Summary by Fund
- Revenue Status

## Reallocation of Appropriations

- \$80.02 to 1000-110-230-000 BWC from Group BWC 1000-110-230-2678
- \$719.98 to 1000-110-230-000 BWC from Group BWC 1000-110-230-2678
- \$500.00 to 2031-330-559-0603 Loader repairs from Contingencies 2031-930-930-0000
- \$200.0 to 1000-120-340-0000 Telephone from Cable 1000-120-359-0601
- \$1000.00 to 1000-120-323-5555 Repairs & Maintenance from Contingencies 1000-930-930-0000

*Thombs makes a motion to accept resolution 2017-30 to transfer \$1000.00 from General Fund to Zoning; seconded by Likley. Roll call: Likley – aye, Schmidt – aye, Thombs – aye. The motion passes.*

- A copy of the resolution will need to be submitted to the county.

Fund Status - \$294,599.16 Checking, \$197,125.68 CD.

## Correspondence

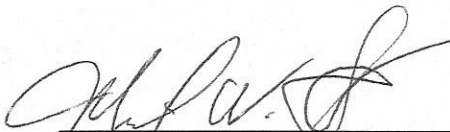
N/A

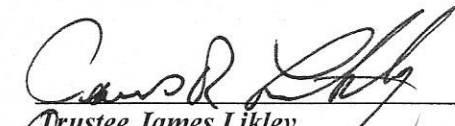
*Schmidt makes a motion to adjourn at 8:38 PM; seconded by Thombs. All said aye.*

*Respectfully submitted by:*

*Michelle English*

*Date approved: November 20, 2017*

  
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*Trustee Michael Schmidt, Chair*

  
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*Trustee James Likley*

  
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*Trustee William Thombs*