

# Westfield Township Board of Trustees

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Regular Meeting  
February 5, 2018

Trustee Schmidt called the meeting to order at 7:12 PM. with the Pledge of Allegiance. Roll call: Horner – aye, Schmidt – aye, Likley – aye.

## Comments from the floor

- Mollie Jarvis, Cloverleaf High School, made a request for a temporary road closing for Wednesday, October 10, 2018 during the Homecoming Bonfire. The requested time would be between 2-3 hours between the hours of 6:00 – 9:00 PM on Buffham Road between the Middle School and tennis courts. Roads Supervisor Evans suggested having the driveway from the Elementary School to Buffman Road closed as well. A resolution will be brought to the Board in August/September and notification of the closure will be sent to Medina County.
- Bob Syme, 8283 Westfield Road, questioned the stance the Board has taken regarding the State's proposal to close the Route 224/Westfield Road intersection. Trustee Schmidt explained the Board's disapproval and the correspondence sent to a variety of parties explaining the disapproval. ODOT has a new team in place and would like to revisit the proposal in Spring, 2018 with a public meeting. Mr. Syme was satisfied with the response and thanked the Board.

## Minutes to be approved

- **Likley makes a motion** to accept the January 15, 2018 Public Hearing meeting minutes as corrected; seconded by Schmidt. Roll call: Likley – aye, Horner – aye, Schmidt – aye. The motion passes.
- **Schmidt makes a motion** to accept the January 15, 2018 Regular meeting minutes as corrected; seconded by Horner. Roll call: Schmidt – aye, Horner – aye, Likley – aye. The motion passes.
- **Likley makes a motion** to accept the January 20, 2018 Special and General Business meeting minutes as corrected; seconded by Horner. Roll call: Likley – aye, Horner – aye, Schmidt – aye. The motion passes.
- **Likley makes a motion** to accept the January 28, 2018 Special and General Business meeting minutes as submitted; seconded by Horner. Roll call: Schmidt – aye, Likley – aye, Horner – aye. The motion passes.

## Road Report

- The annual road mileage in the Township was 21.745 miles.
- Roads Supervisor Evans is planning to do chip & seal work to Westfield Landing and Buffham Road between Lake & Westfield. An estimate of \$250K was received to asphalt this section of Buffham Road.
- It has been determined that a traffic count is needed for Buffham Road between Lake & Westfield in anticipation of the Westfield Road R-cut at Route 224. If the R-cut increases traffic, funds will be sought from the State for maintenance.

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- The preference is to alter the Westfield Road intersection at Route 224 versus the State's original proposal to close it completely.
- The white cross marks at intersections were placed there by ODOT to assist in GPS coordinates.
- There is a concern as to how the Nexus pipeline work will impact Township roads. Ryan Road will be crossed. Nexus will need to identify haul roads prior to work.
- Ballash, Daniels & Ryan Road received cold patching January 25 & 26.
- Meyer plow sent a form regarding performance for the plow they provided for testing.

## Cemetery

- N/A

## Zoning

- 2 permits were issued for Westfield Lakes.
- Currently there are no Zoning violations.
- Trustees signed the lot split for the Mud Lake Road property. This is a transfer of 37.664 acres from Gallatin to Medina County Park District.
- The joint training on December 7<sup>th</sup> for the topic "How to Run a meeting or Public Hearing" was well received and attended.
- The Zoning Commission will begin reviewing 606.29 Plan Developments as per the Comprehensive Development Plan schedule of priorities.
- Approved updated zoning maps including the new Greenwich Road Overlay District were forwarded to Planning Services for review.
- BZA
  - By-laws have not been received from Mike Lyons. Trustee Schmidt contacted Lyons who said he is nearly complete with the review. Trustee Schmidt will follow up again.
  - Kratzer Use Variance Public Hearing tentatively set for April 4<sup>th</sup> or 5<sup>th</sup>. It is not yet confirmed. 3 of 6 BZA members have responded. ZI Sims or Zoning Secretary Porter will follow up with phone calls to BZA members. Member Wayne Moore has been acting as the communication point person. It was suggested scheduling a meeting in early March with Attorney Schrader.
  - BZA needs to schedule an Organizational Meeting
- Training for members needs to be tracked to ensure compliance per the Township handbook requirements.
- ZI Sims has obtained a full Zoning text from Montville Township for reference purposes.
- The mileage rate for 2018 was confirmed at 54.5 cents per mile.
- F.O. Haendiges asked that pay sheets for Board Members be turned in a timelier manner. October time sheets were received in February. This is an audit concern.
- All Zoning Maps will be available for public review.

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## Fire Station

- Trustee Likley, Karen Martin & Kim Craig met to organize thoughts and ideas for the Levy committee.
- Mark Williams will prepare a bullet point information document regarding the need for a new Safety Services Building.
- Chief Fletcher's Annual Report will be posted on the WFRD website.
- Levy signs will need to be updated with the new Issue number.
- Allison Wood, Post reporter, called to discuss the levy. Another article is anticipated.
- The Committee will attempt to meet again later in the week of February 5, 2018.
- It will be important to convey the benefits of a new building i.e. updated technology, improvement of response time, etc.

**Likley makes a motion to accept Resolution 2018-06 a resolution to proceed with submission of the question of levying an additional tax in excess of the ten-mil limitations for the payment of debt charges on certain bonds, notes and/or other certifications of indebtedness to be issued for the purpose of providing a (Safety Service Building) for fire protection and health and safety, furnishing and equipping the same, improving the site thereof, and acquiring land and interests in land as necessary in connection therewith, in the principal amount of three million, three hundred thousand dollars (\$3,300,000) on the May 8, 2018 ballot; seconded by Schmidt.**

**Roll call: Schmidt – aye, Likley –aye, Horner – aye. The motion passes unanimously.**

- The resolution must be filed with Medina County Board of Elections before February 7, 2018.

## Old Business

- Recycle Center – Meeting February 8<sup>th</sup> at 9:00 AM. 2 bids will be accepted to make a recommendation for the contract. Discount vouchers are once again available for residents.
- Hall Rentals
  - N/A
- SPCA detail report regarding animals serviced in Township is still needed.
- Trustee Horner received information regarding Franchising Revenue from Spectrum. Township could receive 5% of gross revenue. More information is needed before a decision is made.

## New Business

- A review of fees stated in the Zoning text is needed to determine if changes are needed. Joe Doty has provided the Trustees with the information.
- Trustee Horner received information regarding adding beet juice to the salt to stretch the use of the salt. He will discuss further with Roads Supervisor Evans.

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## Announcements

- February 17, 2018 – Special Permanent Appropriations Meeting – 9:00 AM
- February 19, 2018 – Trustees Regular Meeting – 7:00 PM

## Fiscal Officer's Report

*Schmidt makes a motion to pay the bills in the amount of \$24,422.75 as submitted; seconded by Likley. Roll call: Likley – aye, Horner – aye, Schmidt – aye. The motion passes.*

- Cargill - \$10,078.85 – Loads of salt
- Southeastern Equipment - \$600.09 – Grade-all
- Kimball Midwest - \$906.96 – Shop supplies, metal cabinet
- Orion - \$220.00 – Blades for the Peterbilt
- Fallsway Equipment Company - \$358.24 – LED Flashers

## Fund Status

- \$368,256.95 Checking
- \$100,108.77 CD

*Likley makes a motion to authorize the renewal of the Certificate of Deposit held at Westfield Bank for 13 months at 1.45% interest; seconded by Horner. Roll call: Horner – aye, Likley – aye, Schmidt – aye. The motion passes.*

## Appropriation Reallocations

- \$351.99 to 2021-330-490-0100 Fuel from 2021-330-420-0000 Operating Supplies
- \$893.42 to 2021-330-490-0100 Fuel from 2021-330-420-0000 Operating Supplies
- \$600.09 to 2031-330-599-0608 Grade-all from 2031-930-930-0000 Contingency

Trustee Horner asked how fuel costs are allocated to WRFD. It was explained that there are currently 3 fuel tanks on the property; 1 for off-road, 1 for on-road and 1 separate for WRFD.

The following reports were 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

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## Correspondence

- A letter was received from Jim Organ, Aetna Representative regarding getting a quote around April 1<sup>st</sup>, current coverage expires June 1<sup>st</sup>. Trustee Likley will reach out to him to discuss further.
- If a non-profit group rents the hall, a 503(c) (3) form confirming the non-profit status will be requested along with the rental agreement.

*Schmidt makes a motion to adjourn at 9:15 PM; seconded by Likley. All said aye.*

*Respectfully submitted by:*

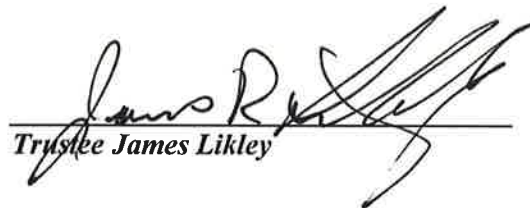
*Michelle English*

*Date approved:*



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*Trustee Michael Schmidt, Chair*



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*Trustee James Likley*



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*Trustee Craig Horner*