

# Westfield Township Board of Trustees

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Regular Meeting  
August 6, 2018

Trustee Schmidt called the meeting to order at 7:00 PM. with the Pledge of Allegiance.  
Roll call: Horner - aye, Likley – aye, Schmidt – aye.

## Zoning

- A lot split was signed by the Trustees for a property owned by Mr. Stoner on Friendsville Road across from the Cemetery. 1 parcel (15 acres) will be sold, 1 parcel (5.731) will be kept by the current owner and 1 parcel (1.40 acres) none buildable was sold to the neighbor. Zoning Inspector Sims reviewed the lot split with County Prosecutor's office Mike Lyons to ensure compliance.

## Comments from the floor

- Bert & Joanne Guay – Westfield Landing
  - They have been doing clean up along the road between Kennard & the boat launch. They have met several member of the Park District, Sheriff's deputies and found them to be very helpful.
  - They are asking for a “Road Adopted” sign to be placed in the area. It has been found that those types of signs have a positive impact on the cleanliness of the road.

**Likley makes motion** to go into Administrative Session with Mr. Innis of the Lorain County Prosecutor's office regarding the ongoing Kratzer case at 7:17 PM; seconded by Horner. Roll call: Schmidt -aye, Horner – aye, Likley – aye. The motion passes

**Likley makes motion** to return from Administrative Session with Mr. Innis of the Lorain County Prosecutor's office regarding the ongoing Kratzer case at 7:45 PM; seconded by Horner. Roll call: Horner – aye, Schmidt – aye, Likley – aye. The motion passes

- No further action will be taken at this time.
- A Case Management meeting on September 5 at 10:00 AM with a Magistrate to establish next steps will include Mr. Innis (BZA rep), Mr. Hunt (Kratzer's rep) and Mr. Schrader (Township rep).

## Minutes to be approved

- **Likley makes a motion** to accept the July 16, 2018 regular meeting minutes as corrected; seconded by Schmidt. Roll call: Likley – aye, Horner – aye, Schmidt – aye. The motion passes.
- The approval of the August 3, 2018 Special Meeting minutes will be held until the August 20, 2018 regular meeting.

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## Road Report

- Funds for the Ryan Road asphalt upgrade work will be sought from OPWC in conjunction with Lafayette and Seville.
  - All 6 trustees will be required to sign the application.
  - Westfield Township's cost will be \$50,000 or 26% of the project cost.
- The school added a cross walk without getting prior approval from the Board Zoning Appeals and site plan. The school should be responsible for purchasing the necessary signs.
- The new truck chassis has been received by American Road Machine (ARM). Evans will be going there to discuss the installation of the additional equipment. The truck will be received within 30 days of the final sign off.
- MCEDC will be hosting a solar panel conference on August 22, 2018 between 11:30 – 1:30. The roof of the Township hall will need to be addressed in the next 2 years; it could be an appropriate time to add panels.
- Evans will research the cost of the Adopt a Road sign with the County.
  - Kleem was the vendor who provided the Township signs.
- A quote for 4 tires and a front-end alignment from Gateway Tires for the Dodge truck in the amount of \$1,188.51 was received.

**Horner makes a motion** to authorize the purchase of four (4) tires and a front-end alignment for the Dodge truck in the amount of \$1,188.51 through Gateway Tire & Service Center; seconded by Schmidt. Roll call: Horner – aye, Likley – aye, Schmidt – aye. The motion passes.

- The air compressor switch is not functioning properly; a replacement will be approximately \$97.00.

*Horner makes a motion to accept Resolution 2018-16 authorizing the temporary closure of Buffham Road between Friendsville and Westfield Roads for the purposes of Homecoming Activities on October 10 between 6 – 8 PM; seconded by Likley. Roll call: Likley – aye, Schmidt – aye, Horner - aye. The motion passes.*

## Cemetery

- N/A

## Zoning

- A new signature page for the updated Zoning Maps for Planning Services needs to be completed.
- The Zoning Commission has requested the assistance of Mark Majewski, NorthStar with updating the language in Sections 606.A & 807.2 Planned Unit Developments.
  - Majewski indicated September would be a good time to begin the process and the estimated cost would be \$2,500.00.

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**Likley makes a motion** to provide funding from Zoning Contingencies to Contracted Services not to exceed \$3,000.00 to engage the services of Mark Majewski in connection with updating zoning language in sections 606.A & 807.2; seconded by Horner. Roll call: Schmidt – aye, Likley – aye, Horner – aye. The motion passes.

- 10 new certificates were issued in July.
- Deer Pass Golf Course & El Jalapeno's Engineer is working with the Medina County Engineer to address their septic issues.
  - Interior work is moving forward but an opening can not happen until the parking lot is paved and the septic issue is resolved.

## Fire

- On August 3 a meeting with DS Architects, Rick Robb and Chief Fletcher finalized the RFQ language.
  - Advertisements for the RFQ are forthcoming and will be run for 3 weeks until August 27.
  - Responses are due back on August 28<sup>th</sup> at 3:00 PM.
- Asst Prosecutor Lyons will review the Design Build Contracts.
- Bond paperwork is being finalized and Trustee signatures will be required.

## Old Business

- Recycle Center –
  - Medina County Commissioners approved a contract Rumpke to service commercial recyclable waste.
- Hall Rentals
  - August 8 – Division of Water 8 AM – 2:30 PM - Haendiges to Open
  - August 9 – ODOT – 6 – 8 PM
  - August 12 – Westfield Farm HOA – 7 PM – Schmidt to Open

## New Business

- Language in the current Employee Handbook is acceptable as it relates to Medical Marijuana. Further guidance from Mike Lyons will be pursued.
- Township awards – Will be presented on September 4.
- Breakdown for the Election Deductions – No updates. F.O. Haendiges to follow-up.
- Trustee Schmidt attended the Medina County Economic Development Corporation meeting on July 23, 2018 from 11:30 – 1 PM to review the plans for the County.
  - A consulting firm spoke on collaborating with other Townships in pursuing grant funds vs. individually increase the chances of receiving funds.
  - The Comprehensive County Plan was not discussed.
  - Another meeting will be scheduled but nothing specific was discussed.
- FO Haendiges is worked with Cloverleaf Schools Superintendent Kubilis to acquire better pricing for a new copier. The lease options presented were not desirable for the amount of use done within the Township office. The preference is to purchase a good copier/printer.

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*Schmidt makes a motion to accept Resolution 2018-15 establishing Purchasing Limits and Requirements; seconded by Horner. Roll call: Horner – aye, Schmidt – aye, Likley - aye. The motion passes.*

*Schmidt makes a motion to accept Resolution 2018-14 establishing the opening of the bank account with Westfield Bank for the Safety Service Building Bond Funds; seconded by Likley. Roll call: Horner – aye, Schmidt – aye, Likley - aye. The motion passes.*

The signed paperwork will go back to Bricker & Eckler and will reference the Resolution 2018-14.

## Announcements

- August 20, 2018 – Trustees Regular Meeting – 7:00 PM

## Fiscal Officer's Report

*Likley makes a motion to pay the bills in the amount of \$29,387.87 as submitted; seconded by Schmidt. Roll call: Schmidt – aye, Likley – aye, Horner - aye. The motion passes.*

- Gateway Tire & Service Center - \$564.28 – 2 front tires for the Dodge
- Sarver Paving - \$18,098.00 – Shimming work

## Fund Status

- \$437,630.36 Checking
- \$100,907.15 CD

## Appropriations Reallocation

- N/A

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
- YTD Cash Summary by Fund
- Revenue Status
- Monthly Receipt Listing – July, 2018

F.O. Haendiges received the 2<sup>nd</sup> Q Super 8 lodging tax funds. She will follow up with the County Auditor to see if those funds are verified or audited at some level.

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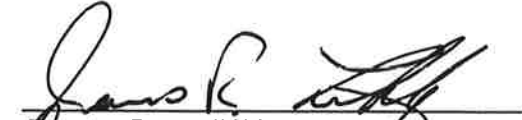
*Schmidt makes a motion to adjourn at 9:05 PM; seconded by Likley. All said aye.*


*Respectfully submitted by:*

*Michelle English*

*Date approved: 8.20.2018*

  
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*Trustee Michael Schmidt, Chair*

  
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*Trustee James Likley*

  
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*Trustee Craig Horner*