

Westfield Township Board of Trustees

Regular Meeting
December 2, 2019

Trustee Schmidt called the meeting to order at 7:14 PM with the Pledge of Allegiance
Roll call: Likley – aye, Horner – aye, Schmidt – aye.

Comments

- N/A

Minutes to be approved

- *Schmidt makes a motion to accept the November 13, 2019 Special meeting minutes as submitted; seconded by Horner. Roll call: Horner – aye, Likley – aye, Schmidt - aye. The motion passes.*
- *Likley makes a motion to accept the November 18, 2019 meeting minutes as submitted; seconded by Horner. Roll call: Likley – aye, Schmidt – aye, Horner - aye. The motion passes.*
- *Likley makes a motion to accept the November 25, 2019 Special meeting minutes as corrected; seconded by Schmidt. Roll call: Schmidt – aye, Horner -aye, Likley - aye. The motion passes.*

Roads Report

- Don's Tree Service was called out to remove a down tree on Mud Lake Road.
- There have been 2 motor vehicles accidents at the R-cut to date.

Cemetery

- N/A

Zoning

- 2 house certificates – Westfield Lakes Phase 2
- Review of Phase 3 of Westfield Lakes has some outstanding issues.
 - Removal of the retainage pond
 - Site visit required to verify tank batteries were relocated.
- Current Violations
 - Deer Pass – may formally address after January 1, 2020
 - Complaint of open burning and junk auto at a Friendsville Road residence. Resolution 2006-13 addresses junk autos. It will be monitored for the specified 30 days.
- Zoning Commission had a meeting this Wednesday, November 20th
 - Next meeting December 18th.
 - Members are concerned about meeting training requirements. There may be a self hosted training for new members focusing on the Auditor's website and usage. It will be a joint training with the BZA member.
- Trustee Schmidt questioned if Zoning Secretary Porter provided a resolution for the Mark Majewski training. It was determined that the resolution was not finalized.
- Updated zoning books need to be printed.

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- BZA
 - A variance application for non-conforming change of use structure at 5805 Buffham Road is under review
 - A meeting on November 21st regarding the Kratzer Property with the development Attorney and MC Planning Services was conducted.
 - Public records requests for this project should be forwarded to ZI Sims and Zoning Secretary Porter.
- Trustee Schmidt contacted Zoning Commission members O'Neil, Grimm and Franz and BZA Member Stacy regarding their expiring terms. They all wish to retain their seats.
- Accepting applications for alternate member for the BZA

Safety Services Building

- The floor is to be completed by December 19th
- Both Natural Gas and Electricity are functioning in the new building.
- The budget spreadsheet is up to date as of 11/12/2019
 - There is a Change Order for the Overhead Door Indicators in the amount of \$3,326.00
 - The current balance remaining is \$10,019.56
- The Plymovent system will be one of the last items installed in the building.

Old Business

- Recycle Center – 12/12/2019 at 9:30 AM, Trustee Likley to attend.
- Hall Rentals
 - December 7th – 9 – 11:30 AM Breakfast with Santa
- Seville Hospitality's 3rd Quarter Bed Tax was received in the amount of \$1,407.00. Last year's amount was \$4,653.00. F.O. Haendiges sent a letter to the corporate office to inquire about the difference.

New Business

- Michelle English will be resigning at the end of this year. A posting for the Trustee Secretary position will be placed in the Post.
- Trustee Schmidt met with US Protective Services November 14th to get a quote for security system at the Township Hall. This is additional to security cameras previously approved.
 - F.O. Haendiges will research the phone line needs for the new system.
 - Upgrading sensing components as needed
 - New control pads and software.

Likley makes a motion to authorize the security system upgrade with US Protective Services at the quoted costs of \$864.32 for at the Township hall 50% of the funds coming from Roads Department; seconded by Horner. Roll call: Schmidt – aye, Horner – aye, Likley – aye. The motion passes

- Resolution 2019-17 as presented by F.O. Haendiges relating to healthcare offered by the Township needs to be reworked.

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Announcements

- December 7, 2019 – Breakfast with Santa 9:00 to 11:30 AM
- December 16, 2019 – WFRD Regular Meeting 6:30 PM

Fiscal Officer's Report

Temporary Appropriations for 2020 were discussed:

- Legal 2019 - \$5,000.00 – 2020 - \$10,000.00. It will be adjusted to \$5,000.00
- 2019 Election expense was higher due to the election of 1 Trustee & the Fiscal Officer
- Fire Health Care Deductible – reimbursement from WFRD
- Safety Services Building \$26,224.00 proposed needs to be reviewed as the balance in the budget is \$10,019.56
- Road spent \$28,000.00 in Quarter 1, 2019 in Operating Supplies

Schmidt makes a motion to pay the bills in the amount of \$335,132.58 as submitted; seconded by Likley. Roll call: Likley – aye, Horner – aye, Schmidt – aye. The motion passes.

- Simmons Brothers Construction - \$299,355.83 – AIA Payment for the Safety Services Building
- Custom Composition - \$459.00 – Annual webmaster payment
- Custom Composition - \$304.00 – Updates to the website

Fund Status

- \$751,194.69 Checking
- \$103,520.46 CD
- \$1,283,445.87 – Bond Checking

Appropriations Reallocation

- \$200.00 to 1000-110-410-0000 Office Supplies from 1000-110-330-0000 Travel
- \$15,766.66 to 1000-120-323-5555 Maintenance Township from 1000-99-990-8888 Capital Reserve
- \$263.00 to 1000-190-360-8524 Webmaster from 1000-760-740-0000 Equipment
- \$248.00 to 1000-110-313-0000 UAN Fees from 1000-930-930-0000 Contingency

The following 2019 reports were given to the Trustees for their review.

- Revenue Status
- Appropriation Report
- Fund Status
- Cash Summary by Fund YTD
- Receipt Detail – November 2019

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Correspondence

- OPWC Committee Meeting – December 6
- Township Association Holiday Dinner – December 6th – 6:00 PM
- A listing of 2020 Township Meetings has been presented.

F.O. Haendiges proposed a Year End checking signing for December 27th. A time will be determined.

Likley makes a motion to accept the US Protective Services contract for security at the new Safety Services building in the amount of \$14,895.00; seconded by Horner. Roll call: Schmidt – aye, Horner – aye, Likley – aye.

Trustee Schmidt offered a motion to go into executive session at 8:30 pm for possible public employee discipline with Attorney Al Schrader, Attorney Potts and Road Supervisor Lee Evans; seconded by Likley. Roll call: Likley - aye, Horner – aye, Schmidt - aye. The motion passes.

Trustee Schmidt offered a motion to come out of executive session at 10:24 pm; seconded by Horner. Roll call: Likley – aye, Horner – aye, Schmidt - aye. The motion passes.

Trustee Likley offered a motion to remove the suspension of Lee Evans. Evans will return to full duties as Roads Supervisor effective immediately; seconded by Schmidt. Roll call: Likley – aye, Schmidt – aye, Horner – aye. The motion passes.

Schmidt makes a motion to adjourn at 10:26 PM; seconded by Likley. All said aye.

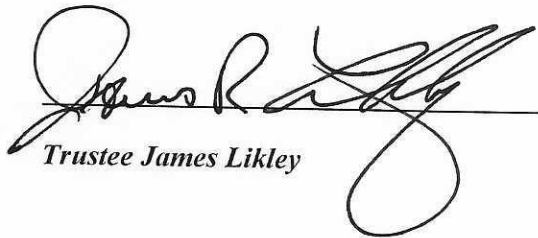
Respectfully submitted by:

Michelle English

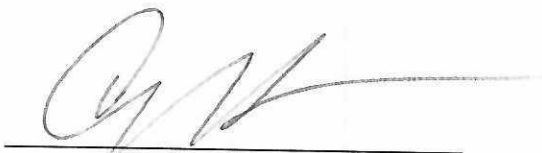
Date approved: 12-16-19



Trustee Michael Schmidt, Chair



Trustee James Likley



Trustee Craig Horner