

Westfield Township Board of Trustees

Organizational/ Regular Meeting

January 6, 2020

Fiscal Officer opens the meeting at 7:15 PM.

Roll call: Patterson, Schmidt, Horner

Horner makes a motion to nominate Schmidt as Chair; seconded by Patterson. Schmidt accepts the nomination. Roll call: Horner- aye, Patterson- aye, Schmidt- aye. The motion passes.

Schmidt makes a motion to nominate Horner as Vice-chair. Horner declines the nomination.

Schmidt makes a motion to nominate Patterson as Vice-chair; seconded by Horner. Patterson accepts the nomination. Roll call: Schmidt- aye, Horner- aye, Patterson- abstains. The motion passes.

Comments from the floor

Erica Graffin- Auditor's Office announced that questions regarding appraisals for property values may be submitted through 1-31-2020. Applications for review are online. Current Agricultural Use Value (CAUV) renewal is by March 1, 2020. No break in the price for multiple years for dog license.

Committee Liaison for year 2020

Schmidt makes a motion to nominate Patterson as zoning liaison; seconded by Horner. Roll call: Schmidt- aye, Horner- aye, Patterson- aye. The motion passes.

Horner makes a motion to nominate Schmidt as Roads and Cemetery liaison; seconded by Patterson. Roll call: Horner- aye, Patterson- aye, Schmidt- aye. The motion passes.

Schmidt makes a motion to accept the December 16, 2019 meeting minutes as submitted; seconded by Horner. Roll call: Schmidt- aye, Horner- aye. The motion passes.

Resolution to Maintain: *Schmidt makes a motion to accept Resolution 2014-17 (the Open Sunshine Law) and Resolution 2014-18 (the Open Records and Mission Statement); seconded by Patterson. Roll call: Schmidt- aye, Patterson- aye, Horner- aye. The motion passes.*

Schmidt makes a motion to accept Resolution 2020-01 a resolution to participate in the advance of real estate taxes for collection in 2020; seconded by Horner. Roll call: Schmidt- aye, Horner- aye, Patterson- aye. The motion passes.

Schmidt makes a motion to accept Resolution 2020-02 a resolution authorizing the township road department to proceed in certain instances by force account in the reconstruction, improvement, maintenance and repairs of roads and culverts; seconded by Patterson. Roll call: Schmidt- aye, Patterson- aye, Horner- aye. The motion passes.

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Schmidt makes a motion to accept Resolution 2020-03 a resolution that the Board of Trustees will be paid an annual salary not to exceed the maximum amount as set forth in ORC 505.24. The salary will be paid in equal monthly installments from the General Fund; seconded by Horner. Roll call: Schmidt-aye, Horner-aye, Patterson-aye. The motion passes.

Employee appointment and Wage

Road Supervisor- Review at next meeting (retroactive to first of the year) and payments to stay the same as 2019 until review.

Schmidt makes a motion to accept the same rates as 2019 for Temporary Road Employee (at a rate of \$11.44 per hour) and Emergency Road Employee (at a rate of \$16.00 per hour with maximum of 29 hours per week and no benefits); seconded by Horner. Roll call: Schmidt-aye, Horner-aye, Patterson-aye. The motion passes.

Trustee Secretary

Schmidt makes a motion to accept the same rates as 2019 for Trustee Secretary (at a rate of \$30.00 per hour and \$30.00 for 1 hour for set up); seconded by Horner. Roll call: Schmidt-aye, Horner-aye, Patterson-aye. The motion passes.

Assistant Fiscal Officer

Schmidt makes a motion to accept the same rates as 2019 for Assistant Fiscal Officer (at a rate of \$17.50 per hour with a maximum of 29 hours per week); seconded by Patterson. Roll call: Schmidt-aye, Patterson-aye, Horner-aye. The motion passes.

Zoning Inspector and Zoning Secretary are tabled until the next meeting.

Zoning Boards

Schmidt makes a motion to accept the same rates as 2019 for the Zoning Board Members (at a rate of \$30.00 per meeting); seconded by Horner. Roll call: Schmidt-aye, Horner-aye, Patterson-aye. The motion passes.

Schmidt makes a motion to appoint Rory O'Neil to ZC for a 5 year appointment until 2024; seconded by Patterson. Roll call: Schmidt-aye, Patterson-aye, Horner-aye. The motion passes.

Schmidt makes a motion to appoint Jack Franz to a 1 year appointment for ZC to fill Debbie Haumesser's term through 2020; seconded by Horner. Roll call: Schmidt-aye, Horner-aye, Patterson-aye. The motion passes.

Schmidt makes a motion to appoint Terri Grim to alternate ZC board member for a 1 year term; seconded by Patterson. Roll call: Schmidt-aye, Patterson-aye, Horner-aye. The motion passes.

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Schmidt makes a motion to appoint Jim Stacy to BZA for a 5 year appointment until 2024; seconded by Horner. Roll call: Schmidt- aye, Horner- aye, Patterson- aye. The motion passes.

- *No BZA alternate at this time.*

Schmidt makes a motion to nominate Jim Likely as an alternate to BZA to attend the upcoming public hearing. (There is no second to this motion.)

Travel Expenses

Travel Expenses (IRS \$.58 per mile). All expenses for workshops, conferences etc. will be paid by the individual wanting to attend. The Township will reimburse the individual for registration fee, overnight lodging, parking, mileage, and \$40 per diem for meals (excluding alcohol) with the proper documentation and receipts. The township cannot afford unnecessary expenses especially when someone is unable to attend and monies have been spent up front that cannot be reimbursed.

Schmidt makes a motion to implement Travel Expenses; seconded by Patterson. Roll call: Schmidt- aye, Patterson- aye, Horner- aye. The motion passes.

Dues:

Schmidt makes a motion to authorize the Township to pay for elected officials' Ohio Township and Medina County Township Association dues as well as for employees as an associate member; seconded by Horner. Roll call: Schmidt- aye, Horner- aye, Patterson- aye. The motion passes.

Hall Rental Opening and Closing Fee (not to apply to Trustees)

Schmidt makes a motion to set the hall rental rate to open and close the building in the amount of \$20.00; seconded by Horner. Roll call: Schmidt- aye, Horner- aye, Patterson- aye. The motion passes.

Road Report

- Maintenance Release Form ODOT was provided to Trustees for their signature.
- Grass seeding this spring on turning lane on LeRoy.
- Engineers estimate for Buffham to Lake to Ryan and Ballash to Buffham to Township line approximately \$50,929.20 (chip and seal)
- Approximately \$55,000 more for roads under the gas tax.
- Safety Data Sheet provided to Trustees (and zip drive with additional information). Discussion regarding alternatives to Brine.
- Horner would like to look at increasing cemetery prices for services provided by Township.
- Ryan Road project OPWC money is paying for 66" culvert on East Lake. \$107,000 total for this project.
- Ordered 100 tons of salt

Old Business

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- CDL Clearing House- Assistant Prosecutor Lyon's email states that commercial motor vehicles only need to reply.
- U.S. Protective Services Bill- will be paid out of Roads in the amount of \$2,976.36. Will look into services not to be at the same time.

New Business

- Cameras and Key Pads- need a plaque for outside. Trustees can use app for cameras. Asking USPS to attend our next meeting for a workshop at 6:00 PM. Schmidt will confirm time and date with the company.
- Facility for Recycling Open House is Thursday at 10:00 AM. New procedures of needing signature and township name when dropping off recyclables.
- Township Magazine article talks about social media searches may lead to discrimination when employing.
- Secretary- 5 applicants and Schmidt will make appointments for interviews early next week.

Zoning Report

- Permits Issued- 5 in December
- Violations- 1 (Deer Pass Golf Course)-not in compliance with ZC approved site plan including shed structure erected prior to Zoning Certificate/MC Building Department approval.
- ZC next meeting is Jan 15, 2020- Working on proposed future text amendment regarding Planned Development for Residential use
- BZA- Public Hearing on January 7, 2020 for an area variance at 5805 Buffham Road and BZA will also hold their Organizational Meeting
- 9241 Friendsville Road: proposed new AT&T Cell Tower/ GPD Group- no update
- Kratzer Parcel (County involved Zoning inquiry at 5669 Greenwich Road- no new update
- Zoning Books- 7 copies ordered from Staples. Need binders and tabs to complete
- County Recorder letter dated December 17, 2019 regarding filing and recording zoning amendments
- I Hop- in discussion regarding outside façade and signage.
- Application for BZA alternate received on 1-6-2020
- Card signed and sent to Debbie Haumesser

Fiscal Officer's Report

- Payment Listing in the amount of \$2,109.36
 - Fund Status in the amount of \$1,255,373.51
 - CD (Pooled Investments) in the amount of \$103,974.23
 - Primary Checking in the amount of \$625,132.24
 - Secondary Checking in the amount of \$526,267.04
- Paperwork was provided to Trustees for 2019 (attached to meeting minutes)

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Horner makes a motion to pay the bills in the amount of \$2,109.36; seconded by Patterson. Roll call: Horner- aye, Patterson- aye, Schmidt- aye. The motion passes.

Schmidt makes a motion to adjourn at 8:45 PM; seconded by Patterson. All said aye.

Respectfully submitted by:

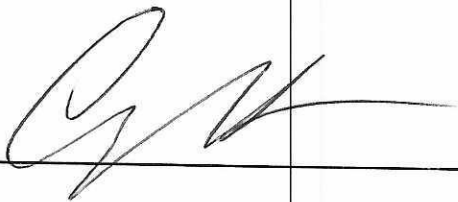
Cheryl Porter, Zoning Secretary approved 1-20-2020



Trustee Michael Schmidt, Chairman



Trustee Kent Patterson, Vice-chair



Trustee Craig Horner, Board Member