

Westfield Township Board of Trustees

Special Meeting
September 8th, 2020

Trustee Schmidt commenced the Trustee meeting via Zoom on September 8th, 2020 at 7:21pm. Roll call: Patterson- here, Horner- here, Schmidt- here. Meeting commenced.

Guests- Carol Rumburg

Comments from the floor

- N/A

Minutes to be approved

- *July 30th, 2020 (Special meeting with Cloverleaf Schools) -Trustee Schmidt makes a motion to approve the minutes as presented; seconded by Patterson. Roll call: Patterson- aye, Horner- aye, Schmidt-aye. Motion passes.*
- *August 17th, 2020- Trustee Schmidt makes a motion to approve the minutes as presented; seconded by Horner. Roll call: Patterson-aye, Horner-aye, Schmidt-aye. Motion passes.*

Roads Report

- RS Evans in attendance.
- OPWC (Culvert #17) Ryan Road project is completed. The contractor is wanting to over-bill, according to RS Evans. The final bill should be received next week. The bill is estimated to be \$95,000.00.
- Mowing is being completed intermittently.
- The contracted lawn care company would like to have a re-bid for 2021. They will continue to do contracted mowing for the same price. The trustees are happy with the lawn care thus far. Trustee Schmdit would like to have the contracted lawn company state (in writing) that the price for mowing will not increase in 2021.
- Frontier was contacted to address some broken telephone poles at different locations within the township. They have failed to come out to repair the broken poles. The poles have been broken for over four (4) months. RS Evans will reach out to PUCO (Public Utilities Commission of Ohio) if the poles are not repaired this week.
- The gas connection will be completed soon at the Township Hall.
- The sign scanner is still not working. We share the scanner with Lafayette Township. The warranty company is no longer in the business. RS Evans will work to get it functioning.

Cemetery

- Trustee Horner would like to have a sign posted at the cemetery that states "Cemetery Dawn to Dusk" to help deter vagrants. Two signs have been ordered to be posted at the cemetery.

Zoning

Westfield Township Board of Trustees

- ZI Sims in attendance (See Attached).
 - ZI Sims clarified that although certificates are issued, the timing of the payment for the certificates may not always align with the date of the meeting and the information documented in her zoning report.
 - 18 total certificates issued between the dates of July 1st-September 8th, 2020. 10 of which are new homes.
 - ZC- next meeting will be September 16th at 6:30pm. Proposed PUD text language will be reviewed.
 - The Township, along with Special Prosecutor Innes, compiled wastewater treatment options for the Welsler project in a 10-page document dated August 27th, 2020 (See attached).
 - Deer Pass- Developer wishes to be invited to a future stakeholder's meeting. Multiple shooting range zoning inquiries were received. Shooting is clearly prohibited by zoning (refer to 303H). ZI Sims suggested they follow up with the Trustees with further concerns.
 - 8686 Lake Road (Old Truck Wash)- Developer Labor group will write zoning text amendment for Industrial Overlay and leave the Highway Commercial zoning in place. County sewer options were discussed. Concept drawing included a proposed internal road. The Township encouraged the development group to contact Medina County Highway Engineer because of the proposed amount of semi traffic entering the site during the week and half day on Saturdays.
 - Cloverleaf school district would like to have an electric sign in front of the school on Friendsville Rd. The school is zoned rural residential zoning and, therefore, would require a variance for approval. The superintendent has reached out to the neighbors that would be affected by the potential sign. Trustee Patterson would like to have information regarding the concept and location of the proposed sign. The board of Trustees is concerned about it being a distraction to drivers. ZI Sims will circle back with Superintendent Kubilus to discuss the board's concerns and get more information from him to be reviewed at the next Trustee meeting.
 - Three (3) oversized maps have been framed. The total for the maps was \$75.00. They will be placed at the Township Hall.
 - BZA- no meetings officially scheduled to date.
 - GPD group representing AT&T inquired on Friendsville proposed Cell Tower Variance.
 - 6362 Greenwich- 3 lot reconfiguration proposed. Possible variance expected.
 - Non-conforming lot of record on Friendsville Rd.
 - Inquiry only- 2 non-conforming lots reconfiguration/Greenwich road.
 - Many recent inquiries from residents wanting information regarding "mother-in-law suites" to be added onto residential dwellings.
- The owner of two non-conforming lots on Greenwich Rd wants to build a garage, but doesn't have the necessary 25 feet from the property line. The owner is interested in a lot reconfiguration. Will reach out to Special Prosecutor Innes for clarification.
- The owner of a large Hulbert Road property is requesting multiple lot splits and ZI Sims is reviewing the options with them.

Westfield Township Board of Trustees

- ZI Sims would like the board of Trustees to consider utilizing CARES Act funds to purchase a new laptop for zoning use. The copier at the Township Hall does not print ledger size documents and it's very slow. It does not collate when copying. Trustee Schmidt will research some different options and provide the information to the board of Trustees for review.

Old Business

- Solid Waste District- no update at this time.
- Spectrum Internet update- Trustee Schmidt spoke to a representative from Spectrum. They had no record of an outage in our area during the time period that we did not have internet service at the Township hall. According to Trustee Schmidt, Spectrum owes us \$217.26 for the period in which we didn't have internet service. Schmidt will continue to work with Spectrum to resolve.
- Anonymous records request was fulfilled. The requestor was appeased with the records.
- CARES Act- The board of Trustees would like to sub-grant \$22,668.62 to the WFRD towards the purchase of SCBAs.

Trustee Schmidt makes a motion to sub-grant \$22,668.62 of remaining CARES Act grant money to the WFRD; seconded by Horner. Roll call: Patterson-aye, Horner-aye, Schmidt-aye. Motion passes.

- American Tower Lease- nothing is needed at this time per Mike Lyons.

New Business

- A letter was received from Forrest Thompson's office regarding 'Notice of Delinquent Tax Foreclosure Proceedings - Land Reutilization Program.' The board is not interested in moving forward with the parcel in reference.
- A presentation on recommendations for using CARES Act funds is being offered online on September 14th.
- Hall rental request was received for January 2021. The Trustees will revisit hall rentals after November.

Announcements

- TWP Trustee Special Meeting Monday September 21st, 2020 at 7:00pm.

Fiscal Officer Report

- FO Kurtz in attendance.
 - Appropriation Status by Fund (See Attached).
 - Payment Listing- totals \$41,384.02 (See Attached)

Westfield Township Board of Trustees

- Trustee Schmidt questioned the payments to Westfield Township. This was for employee reimbursements.

Trustee Schmidt makes a motion to pay the bills totaling \$41,384.02; seconded by Horner. Roll call: Horner-aye, Patterson-aye, Schmidt-aye. Motion passes.

- Fund Status (See Attached)

Secondary Checking- \$104,756.03 (*money market*)

Primary Checking- \$908,000.70

Total Fund status- \$1,012,756.73

Bank reconciliation was completed and it was out of balance \$0.12 (carried over from the previous month).

-Cash Summary by Fund (See Attached)

-Receipt Listing totals \$35,192.04 (See Attached)

- Zoning Revenue Report (See Attached)

Correspondence

-FO Kurtz reminded the board that Life Screening will be renting the hall September 17th from 8am-430pm.

-Trustee Horner stated that the library is open and they are offering online books for library members.

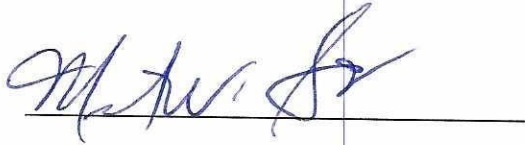
Trustee Schmidt makes motion to adjourn at 8:52pm; seconded by Patterson. Roll call: Patterson- aye, Horner-aye, Schmidt-aye. Meeting adjourned.

Respectfully submitted by:

Westfield Township Board of Trustees

Amy M. Banfield

Date approved: 9/21/20



Trustee Michael Schmidt, Chair



Trustee Kent Patterson



Trustee Craig Horner