

Westfield Township Board of Trustees

Special Meeting
September 21st, 2020

Trustee Schmidt commenced the Trustee meeting via Zoom on September 21st, 2020 at 7:10 pm. Roll call: Patterson- here, Horner- here, Schmidt- here. Meeting commenced.

Guests- Darryl Kubilus (Superintendent of Cloverleaf Local Schools), Carol Rumburg

Comments from the floor

- ZI Sims stated that the school campuses are within rural residential zoning and as such are not permitted to have digital signs, under article 4. A use variance may be a consideration. However, ZI Sims recommends a waiver be granted to the school. Also, ZI Sims suggests that the zoning commission look into modifying the digital sign prohibition. Looking ahead, it would be beneficial to have the modification done under article 4 as the school is planning to build new buildings that would most likely want to have digital signage. Sims reached out to Mike Lyons for counsel. Mr. Lyons stated that according to case law another government entity within the township is to try to comply with the zoning, but they do not have to comply if the sign is an essential function to the school. Specifications of the proposed digital sign were given to the Board of Trustees to review prior to the meeting (emailed September 12th).
- Superintendent Kubilus stated that he was thankful for the expedient work of the board of Trustees to approve the placement of the ten (10) mobile classrooms at the Middle School. Mr. Kubilus stated that he will not recommend that the school board go against the zoning regulations of the township. He states the school will comply with the township's recommendations, whatever those may be. The current sign is in disrepair according to Kubilus. The funds are already allocated for a new digital sign. The digital sign has wireless capability. The superintendent sent letters to all the neighbor's of the elementary school that would be directly affected by the digital sign. One of the neighbors was concerned in regard to the light that would be coming from the sign during night time hours. Therefore, the school is considering shutting the sign off each evening so that the light will not be bothersome to the neighbor's of the school. This sign will have less back light than traditional digital signs. Mr. Kubilus stated that the school feels the digital sign will be a good communication tool to the parents.

Trustee Schmidt makes a motion to allow a waiver to have digital signage at Cloverleaf Elementary School located at 8337 Friendsville Rd. and in the same location of the current ground sign- citing 406, 407 and A7; seconded by Patterson. Roll call: Patterson- aye, Horner-aye, Schmidt-aye. Motion passes.

Minutes to be approved

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- September 21st, 2020- *Trustee Schmidt makes a motion to approve the minutes; 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. Paperwork is completed. Total Cost- \$103,380.17 and the Township owes \$24,719.28 in total. However, we will receive a check from OPWC in the amount of \$5,796.88 which covers RS Evans' supervision during the project. The Township's total cost is now \$18,922.00.
- RS Evans stated that \$15,552.18 has been appropriated from the Cares grant money the TWP received. An electrostatic fogger was demonstrated for Trustee Patterson and RS Evans last week. The total Cares grant money purchases is \$3,300.00 according to Evans. He would like to donate a drum of disinfectant (costs \$1,700.00) to the school for use in their new disinfecting misters. The trustees were in agreement with this. One outstanding bill from M. Conley needs to be paid in the amount of \$380.27. We still need billed for the two (2) drums that are at the Township Hall.
- Frontier telephone poles are still not repaired within the township.
- Followay Lawn Care emailed the board of Trustees documenting that their 2021 pricing will not increase (See Attached).

Cemetery

Zoning

- ZI Sims in attendance.
- Eight (8) total certificates issued between the dates of September 1st through September 21st.
- Old Truck Wash Parcel- Jason Lever has hired a consultant. ZI Sims has been in communication with Mr. Lever and his consultant. Zoning text map amendment for highway commercial with industrial (optional) overlay- by application.- at the SW corner of the lot. A special trustee meeting will be forthcoming to discuss economic development. ZI Sims suggests inviting Mr. Lever, his consultant, the trustees and ZI Sims. The board of Trustees offered a date of October 6th at 3:30pm to hold the special meeting . This meeting will be offered via Zoom and in person. Sims will verify if Mr. Lever and his consultant are available on that day and time.
- Zoning challenges are presenting at the border of Gloria Glens and Westfield Township. Some extension has occurred into the township's property with recent construction. Sims is seeking counsel from Mike Lyons on how to proceed.
- Westfield Farm subdivision sign is in the road right-of-way. They are proposing a new sign.
- Two (2) non-comforming lots on Greenwich Road proposing reconfiguration in order for property owner to have a garage built.
- BZA- No meetings currently scheduled. Cheryl, BZA secretary, is trying to arrange a meeting.

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- ZI Sims suggests that the BZA, ZC and Board of Trustees arrange the annual combined meeting for all three (3) committees. November 10th @ 6:30pm is the tentative date for the combined committee meeting. Cheryl, BZA secretary, will reach out to the committees to see if this date works.
- Kratzer/Welser project- The board of Trustees would like to schedule a Stakeholders meeting with the potential dates of October 15th or October 20th @ 3:30pm.
- Per FO Kurtz, there is approximately \$10,000 left of the Cares Act grant money. ZI Sims will put together a list of prices for laptops, refurbished laptops and a copier/scanner. She will forward this list to the trustees for review.

Old Business

- Solid Waste District- new plan needs approved (See Attached). FO Kurtz will enter the plan into the Township Resolution format for the board of Trustees to review prior to the next meeting.
- Life Line- screening event went well. They are wanting to hold another screening event in February 2021.

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.
- Indemnification Agreement- FO Kurtz is waiting for Heidi, from the county prosecutor's office, to get back to her regarding how to move forward. These agreements need to be distributed to all sub-contractor's that the township uses.

Announcements

- TWP Trustee Special Meeting Monday October 19th, 2020 at 7:00pm via Zoom.

Fiscal Officer Report

- FO Kurtz in attendance.
 - Fund Status (See Attached)
 - Secondary Checking- \$104,756.03 (*money market*)
 - Primary Checking- \$879,118.65
 - Total Fund status- \$983,874.68
 - Payment Listing- totals \$37,968.63 (See Attached)

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Trustee Schmidt makes a motion to pay the bills totaling \$37,968.63; seconded by Patterson. Roll call: Horner-aye, Patterson-aye, Schmidt-aye. Motion passes.

- Receipt Listing (See Attached)
- Cash Summary by Fund (See Attached)
- Appropriation Status (See Attached)
- Appropriation Supplemental (See Attached)

Resident Concern-

Correspondence

- Department of Commerce notification- Businesses with permits to sell liquor in the township will need to renew their liquor licenses prior to December 1st, 2020.
- OTARMA sent a check for \$540.00 for capital distribution (OTARMA is member-owned). Also, evidence of coverage for Township vehicles was received.

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

Respectfully submitted by:

Amy M. Banfield

Date approved: _____

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Trustee Michael Schmidt, Chair



Trustee Kent Patterson



Trustee Craig Horner

