

# Westfield Township Board of Trustees

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## Special Meeting

May 3rd, 2021

***Trustee Horner commenced the Trustee meeting via Zoom on May 3rd, 2021 at 7:35pm. Roll call: Patterson- here, Schmidt-here, Horner-here. Meeting commenced after the Pledge of Allegiance.***

Guests- Carol Rumburg, Ron Oiler

### Comments from the floor

- Carol Rumburg asked if the upcoming ZC meeting dates and times could be announced at the end of the TWP meetings going forward.

### Minutes to be approved

- April 19th, 2021 Special Meeting- ***Trustee Horner motions to approve the minutes as presented; seconded by Patterson. Roll call: Patterson-aye, Schmidt-aye, Horner-aye. Motion passes.***
- April 26th, 2021 Special Meeting- ***Trustee Horner motions to approve the minutes as presented; seconded by Patterson. Roll call: Patterson-aye, Schmidt-aye, Horner-aye. Motion passes.***

### Roads Report

- RS Lee Evans in attendance.
- Ditching and enclosure work done on east Buffham.
- Burial on April 17<sup>th</sup>.
- Small repairs done on both trucks.
- Stone Bids are in.

***Trustee Horner motions to use D&J Rief for stone needs of the TWP; seconded by Patterson. Roll call: Patterson-aye, Schmidt-aye, Horner-aye. Motion passes.***

### Cemetery

- One burial.

### Zoning

- ZI Banfield in attendance.
- ZI Banfield would like to increase certain zoning fees. He would also like to add a co-location fee for cell towers to the zoning fee schedule.
- ZC meeting scheduled for May 5<sup>th</sup>, 2021 at 6:30pm.
- ZI Banfield stated that the BZA approved the conditional use for NORM and denied the request for the cell tower from Terry Bower on Friendsville Road.

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***Trustee Horner motions to approve the changes to the zoning fee schedule of the agricultural exempt fee, sheds under 200 s.q. fee, pools fee and telecommunication towers fee as stated by ZI Banfield; seconded by Patterson. Roll call: Patterson-aye, Schmidt-aye, Horner-aye. Motion passes.***

FO Kurtz asked who will be updating the zoning fee schedule. Amy Banfield has offered to type up the new fee schedule.

- 2 to 3 new BZA members are needed. One of the current members would like to step down as soon possible.
- ZI Banfield suggested that the board of Trustees increase the current pay rate for the chairs of the BZA and the ZC. To be discussed at the next meeting.

## Old Business

- Solid Waste District- No new updates.

## New Business

- Website overhaul update- Our website needs modernization and could be more user-friendly for the township residents. It will cost approximately \$2,000.00 to upgrade our website and the maintenance (hosting) is approximately \$100 annually. Total estimate is around \$3,000.00 to initiate the website upgrade as estimated by Big Impact Online.

***Trustee Schmidt motioned to proceed forward with the new website build by Big Impact Online; seconded by Horner. Roll call: Patterson-aye, Schmidt-aye, Horner-aye. Motion passes.***

- Township Hall- will not be opened for rental at this time.

## Fiscal Officer Report

- FO Kurtz in attendance.
  - Appropriation Status (See Attached)
  - Payment Listing- totals \$18,674.27 (See Attached)
    - Trustee Schmidt questioned the payment to Kimball Midwest. This is for paint and paint supplies.

***Trustee Horner motions to pay the bills totaling \$18,674.27; seconded by Patterson. Roll call: Patterson-aye, Schmidt-aye, Horner-aye. Motion passes.***

- Fund Status (See Attached)
  - Secondary Checking- \$104,786.41 (*money market*)
  - Primary Checking- \$1,010,144.27
  - Total Fund status- \$1,114,930.68
- Cash Summary by Fund (See Attached)
- Receipt Listing (See Attached)
- Revenue Status by Fund (See Attached)

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-FO Kurtz is working with Card Services. They are charging late fees due to not receiving our payments on time. May's statement was received on Friday, April 30<sup>th</sup> and has a due date of May 8<sup>th</sup>.

## Correspondence

- Domain Registry- Our domain name will expire, and changes need made before it expires.
- May 3<sup>rd</sup>-May 28<sup>th</sup> is open enrollment for Worker's Compensation. FO Kurtz will move forward with Sedgwick.
- Medina County Public Library would like the residents to know that they are open regular hours.

## Announcements

- Trustee Special Meeting May 17th, 2021 at 7:00pm via Zoom.

***Trustee Horner motions to adjourn meeting at 8:38 pm; seconded by Schmidt. Roll call: Patterson-aye, Schmidt-aye, Horner-aye. Meeting adjourned.***

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*Respectfully submitted by:*


*Amy M. Banfield*

*Date approved: 5/17/21*



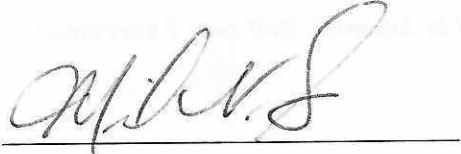
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*Trustee Craig Horner, Chair*



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*Trustee Kent Patterson, Vice-Chair*



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*Trustee Michael Schmidt, board member*