

**WESTFIELD TOWNSHIP BOARD OF TRUSTEES**  
**MAY 21, 2009**  
**REGULAR MEETING**  
**7:00 P.M.**

Chairperson Jim Likley called to order the regular meeting of the Westfield Township Board of Trustees at 7:05 p.m. Trustees Likley and Kratzer were present as well as Administrative Assistant Kim Ferencz. Trustee Sims sent an e-mail that she would not be present this evening as she had a family member in the hospital and family in from out of town. The following were also in attendance: Heather Sturdevant, Carol Rumburg, Mike Carson, Ron Oiler, Tom Micklas, Linda Pavlick, Lee Evans, Gary Harris, Mike Carson and Stan Scheetz.

**Auditor's Office Report**-Ms. Linda Pavlick represented the Auditor's Office. She stated the Pet-adopt-a-thon was a huge success. Over 50 animal rescue groups were present. This was the best attendance ever.

Homestead Exemption deadline is June 1, 2009.

The Auditor has a link on gas prices around the area.

**Fiscal Officer's Report**

Correspondence

- Letter received from the Pros. Office on employee cell phones. The reimbursement of the \$10.00 for use of a personal cell phone to accommodate Township business would be taxable. Chair Likley stated he wanted to cancel any payment that he received or would receive for cell phone use.
- Letter received from the Pros. Office on the Comp Plan Steering Committee. The Pros. ruling is that the meetings of such Committee are subject to the Sunshine Laws and should be properly advertised and minutes taken of those meetings.

Chair Likley stated he was of the understanding that Mr. Majewski from Northstar was preparing minutes from the Steering Committee meetings but did not know for sure. Chair Likley stated he would contact Mr. Majewski as to how he wants to handle this. Fiscal Officer Evans stated that somebody on the Steering Committee should take minutes. She added that they did not need to be detailed just so that somebody could understand the process and what was discussed. Again Chair Likley stated however it is worked out he would contact Mr. Majewski regarding this issue.

Trustee Kratzer stated this was brought up because Trustee Sims purchased refreshments for the meetings as had been done in the past. He added he told Trustee Sims that he

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would help defray the cost of refreshments for the Steering Committee meeting. The Pros. Office stated as long as it is a public meeting where anyone can attend then it was alright. As a result the meetings have to be advertised and there has to be proof (minutes) that there was a meeting to be reimbursed for those refreshments. Chair Likley stated whoever takes the minutes they would need to be supplied to the Township for the record.

- Letter received from Pros. Office on vehicle parking on Kennard and Westfield Landing Rd. due to the eagles nest and the appropriate criteria to be made and posted.
- Letter received from Pros. Office on the Ground Water Memorial Observation Water well Project. The Board of Trustees cannot participate in the creation of, funding of such a project, but can do so as a private individual.
- Letter received from Pros. Office on Fiscal Officer Evans working as the Fiscal Officer of Westfield Township and the interim Fiscal Officer at the Village of Westfield Center. Per the Pros. Office there is no conflict in Mrs. Evans holding both positions as she will not be the interim Fiscal Officer for the Village once the budget process begins. Also she will not partake in any actions, obligations or responsibilities in regards to the Township and its dealings with the Village. Those issues will remain pending until the Village Fiscal Officer resumes her duties.
- Letter from the Pros. Office that the Trustees need to submit a written request with the factual scenario in regard to the bid issues and the Pros. Office would write a formal opinion regarding the Stone and Mowing contracts.

Chair Likley stated he understood that Mr. Thorne was going to meet with Fiscal Officer Evans about this issue. Fiscal Officer Evans stated she did not know anything about that. Chair Likley asked Mrs. Evans if she would prepare a factual scenario of what transpired regarding the bid process for the stone and mowing contracts and forward it to Mr. Thorne so the Trustees could get a formal opinion from the Pros. Office on this issue.

- Letter received from the County Engineer that they are offering to add in their bid to do striping or painted RR markings for the Township. Chair Likley asked that Mr. Evans be given that information.
- Letter from the Ohio Planning and Zoning regarding a zoning seminar to be held on June 5, 2009 in Mentor. Ron Oiler requested to attend that seminar. Kim Ferencz would also be attending but Medina Township would be paying the registration fee and mileage for this seminar.

List of the bills to be paid in the amount of \$5,803.86

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**Trustee Kratzer made a motion to pay the bills in the amount of \$5,803.86. It was seconded by Chair Likley.**

**ROLL CALL-Kratzer-yes, Likley-yes. Motion carried.**

Fiscal Officer Evans gave the Fund Status Report. There is \$188,558.51 in the Checking Account and \$840,432.56 in the Investment account.

Fire Dept. Funding Review

Chair Likley stated he asked Fiscal Officer Evans to put together some information on the Fire Dept.'s revenue and bills over the last 5 yrs. This is to get an accurate picture for ourselves and our residents as to what the situation the Fire Dept. is in. Over the last 5 yrs., the Township had to average \$21,580.93 out of the General Fund each year to supplement the Fire Dept.'s general operations. The practice cannot continue as the General Fund is suffering for it. Chair Likley continued the Township needs the fire levy to pass for the operation and services the fire dept. provides to the community. Chair Likley stated the Fire Dept. has been asked to start soft billing our residents. What that means is that if you use the EMT service, your insurance provider will be billed for that service. In the past this has not been done. The cost for the EMT service runs between \$350 and \$550 dependent on the level of service required. Chair Likley stated just the 911 calls that are made the Township had to pay for, and the cost of dispatch this year is \$9,000.00. That does not include any money for capital improvements i.e. the fire trucks and EMT squad. The Township planned to have a 20 yr. rotation for the fire trucks and now a fire truck that is 28 yrs. old is just now being replaced at a cost of \$360,000.00. We need support from our residents in order to continue this service.

Fiscal Officer Evans stated the clothing allowance for the fire dept. members was considered a token payment for each member that went out on a call. At the end of the quarter, the Village of Westfield Center issued one check to the Fire Association and each member was given cash. This never went through a W-2 or any type of accountability. As of July 1<sup>st</sup> 2009 that is going to change. The amount the Township has paid over the past 5 yrs. has gone from \$15,336.00 to \$21,854.64 in 2008. The volunteer fire members are going to now be considered a regular employee which means the Township will have to pay Medicare tax (1.45%) and the members will have to belong to PERS which is 14% for the Township and the Village as well, as payment for workers comp. The fire members will be put on a payroll system as of July 1, 2009 and issued W-2's accordingly.

Fiscal Officer Evans continued that at the very least, the Township is going to have to pay 17% on top of our share currently which will be approximately \$3,200.00. In 2004 we purchased the property on N. Leroy which was an additional expense as well as the new fire truck in 2009. Emergency Management, Sheriff, fuel costs etc. get paid regardless every year.

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Chair Likley thanked Fiscal Officer Evans for compiling the fiscal information of the Fire Dept. He asked all those in attendance to share this information on the Fire Dept. with others.

### Fire Chief's vacation pay

Fiscal Officer Evans stated the Fire Chief's contract calls for him to receive three (3) weeks paid vacation each year. He earned 3 wks. vacation in 2008 to be taken in 2009. The Fire Chief's salary is \$51,487.32 per year or \$24.754 per hour. Jack Snoddy worked 113 days in 2009 and earns 0.329 hours vacation per day. Therefore in 2008 he earned 120 hrs of vacation and 37.18 hours in 2009 for a total of 157.18 hours at \$24.754=\$3,890.83 owed. All three personal days were used in 2009 i.e. One (1) Feb. 19, 2009 and the other two (2) were April 22<sup>nd</sup> and April 23<sup>rd</sup>. Fiscal Officer Evans stated that she was notified of days off by Fire Chief Snoddy and Kim Ferencz could verify that information. There was no vacation hours used in 2009. Vacation is on a calendar year basis not anniversary per the Township employee handbook.

**Trustee Kratzer made a motion to pay Mr. Snoddy for 157.18 hours of earned vacation pay in the amount of \$3,890.83. It was seconded by Chair Likley.**

**ROLL CALL-Kratzer-yes, Likley-yes. Motion carried.**

### OLD BUSINESS

#### Seville Annexation

Chair Likley stated last Monday, Seville had the second reading of the proposed annexation. He added he assumed the third reading would take place at their regular council meeting in June. Mr. Majewski attended the Seville Council meeting representing the Board of Trustees reviewing Seville's Comp Plan. Mr. Majewski presented a 3-page statement regarding the Comp Plan of Seville and the issues between that Plan and the proposed annexation.

Mr. Scheetz stated that Mr. Majewski also asked for Guilford Township's Comp Plan and handed out the Guilford Twp. Development Policy Plan Land Use Map. He stated that the difference with the Guildford Township Plan is what is proposed to be annexed is already zoned industrial and has been for the last 30 yrs. but has not been developed as such because there are no services available at this time.

Mr. Scheetz stated he also received greetings today from Westfield Township suing the Village of Seville and himself and a few of his clients to stop the annexation. He added he was sure Mr. Likley was aware of this and Mr. Kratzer was not. The suit was filed as an attempt to stop the annexation on a technicality in the statute that is curable. Chair Likley

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stated this was the first he has seen this. Mr. Scheetz stated that now there are additional monies being spent by the Township to stop the annexation. He continued that it is a type II annexation without detachment which does not prejudice any levy for the Westfield Fire Dept. or the Seville Fire Dept. This type of annexation was passed to stop these feuds between Villages and Townships over tax issues. The penalty to the property owners is they have to pay both taxes to both jurisdictions. There is no abatement and both have to provide services. Mr. Scheetz continued that part of the mandamus is to stop the final reading and vote on the annexation in June.

Trustee Kratzer asked you (Chairman Likley) didn't know anything about this? Chair Likley responded that the suit was filed he would imagine by Mr. Schrader (the annexation attorney). Trustee Kratzer then asked, wouldn't Mr. Schrader have been authorized by the Trustees to file this lawsuit? Chair Likley stated the attorney was authorized to do his job and he took this as what his job entails. He added he did not think Mr. Schrader was going to contact him over every move he makes. It would be cumbersome for Mr. Schrader to get in touch with me (Chairman Likley). Chair Likley reiterated this is the first that he has seen the lawsuit.

Mr. Scheetz stated the Township was in the process of a Comp Plan and the Steering Committee is reviewing the different zoning of the Township. In order to create a JEDD, that land must be zoned industrial or commercial. In the letters that are being forwarded to the Village of Seville by Mr. Schrader and approved by Trustee Likley and Sims it represents that land will be designated industrial or commercial but that is not what is being discussed regarding the Comp Plan. Seville, in 5 open meetings, has stated they are only interested in providing sewer, water and electric on the eastside of the Chippewa Creek. The other 350 acres on the westside of the Creek is in the sanitary sewer and water basin. Mr. Scheetz continued that if there was going to be a JEDD it needed to be with Westfield Center and Medina County as Seville is not going to provide sewer and water to the westside of the creek. Mr. Scheetz wanted his statements in the record that all of these things are going on simultaneously as the Comp Plan is being reviewed and before any recommendations have come from the Comp Plan Committee.

Chair Likley stated the annexation would be for an industrial or commercial use. Mr. Scheetz stated the land in Guilford Twp. was already zoned industrial. The 77 acres in Westfield Twp. is currently zoned Rural Residential and would be zoned by Seville. Their Planning and Zoning Commission has already recommended that the land be zoned industrial. In order to rezone the land in Westfield Township there would be several steps involved to accomplish that usually a period of 4-6 months. Mr. Scheetz commented that you (Westfield Township) have taken 2 yrs. and still have not made any decisions. Chair Likley asked Mr. Scheetz to defer any comments/questions to Mr. Schrader. Mr. Scheetz stated he just wanted to make sure his comments and any documents were public record especially for the Comp Plan Steering Committee.

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### Grant Writing for Buffham Rd.

Chair Likley stated that Mr. Evans was at the County Township Association Meeting this evening. In his conversations with Mr. Evans he has spoken with Fred Boreman of the County Engineer's Office. The issue 1 money process is a lengthy process. Chair Likley stated he would ask Mr. Evans if he would provide a timeframe as to how this was progressing.

### Park Tree

Trustee Kratzer stated the big Ash tree in the park has to come down. Pat Eddington agreed. He added he had 4 quotes to have the Ash tree removed. The highest is Davy Tree at \$6,600.00 and the lowest is \$2,600.00-George's Tree Service. Trustee Kratzer stated there was going to be a Park Committee meeting with Ms. Eddington to discuss the removal of the Ash tree and 3 additional trees. A decision can be made who would be hired to take the trees down at the next Trustees meeting.

### T/A Liquor Permit Application

Trustee Kratzer stated he met with the school superintendent on Tuesday. The superintendent stated the school has nothing to report regarding any problems with T/A nor did the Fire Dept. have any information. T/A recently got a C-1 license for carry out of alcohol. The Township did not have an issue with that as Pilot had such a license since their inception. Now T/A is requesting a D-2 license to allow them to serve alcohol in the restaurant. The Township requested a hearing with the liquor control board and the Pros. will represent us at the hearing. Trustee Kratzer stated that Mr. Thorne asked him to contact the school superintendent and the fire dept. and Mr. Thorne will follow up with the sheriff's dept. to see if there has been any issues with T/A. If there are no issues the hearing can be canceled.

### Time Warner Resolution

Chair Likley stated Ms. Sturdevant has taken the lead on this issue regarding the collection of a franchise fee on resident's cable bills but she was not present this evening. The idea behind the fee was to provide a service to the resident's i.e. broadcasting Township meetings and advertising news and events of the community. The initial setup fee would be \$60, 0000. Ms. Sturdevant was going to follow up with the City of Wadsworth as they just put the fiber optic lines in place to see if there was the possibility of working with them to open up the service so both communities could broadcast their meetings. Chair Likley stated he was not in support of collecting a franchise fee if the Trustees could not offer a service to the residents. He added that this would be tabled until the next Trustees meeting.

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Kim Ferencz stated she did send a letter to Time Warner requesting an extension in the decision of a Resolution for the collection of the franchise fee.

**Fire Chief's Position**

Chair Likley stated Mike Carson was still maintaining the interim fire chief position. The Trustees have not made a firm decision as to whether the fire chief position would be full or part time. Chair Likley stated he supported a full-time position for the fire chief. Trustee Kratzer agreed. Chair Likley stated though he felt a full-time fire chief was warranted, as a Trustee he had to allocate funding for that position and that was why the information on the fire department funding was requested. The bills and revenue are a reality. Can we support and pay for a full-time chief? Can we afford not to? Chair Likley stated he asked Interim Chief Mike Carson to be here this evening to provide additional information regarding soft billing and what the potential revenue to the Township could be.

IC Carson last year the Fire Dept. billed out \$34,913 in calls for 2008. We also charge \$7.00 per mile. In 2008 that mileage total was \$4,345. The grand total was \$39,258. IC Carson stated the Dept. usually receives 70% of that total from the billing company. IC Carson stated that the approximate revenue for non-billed EMS runs for 2008 was as follows:

1 <sup>st</sup> quarter 66 runs \$23,000	Mileage-\$3,234	2 <sup>nd</sup> quarter 57 runs \$19,950	Mileage \$2,793
3 <sup>rd</sup> quarter 46 runs \$16,100	Mileage-\$2,254	4 <sup>th</sup> quarter 54 runs \$18,900	Mileage \$2,646
Runs \$78,050		Mileage \$10,929	

Total-\$88,977 in additional monies if we billed out non-billed EMS runs in 2008.

IC Carson stated that the total for all EMS billed runs would have been \$128,235. The non billed EMS runs were figured all at a basic rate of \$350.00 for service and average mileage at \$49.00 (approx. 7 miles to the hospital). Only non resident patients were billed. IC Carson stated as he was putting these figures together he discovered that not all the calls got billed out.

Chair Likley stated it has been discussed by Fire Committee before about soft billing residents. The Committee at that time did not feel it was warranted. We did not want the residence to feel they pay their property tax and now have to pay a fee if and when they would need the Fire Dept. services. The reality now is we need the funding and this is an option that we know we need to explore.

Chair Likley stated he spoke with the Fire Chiefs in Seville and Guilford and both communities soft bill their residents. What soft billing means is that the bill is turned into

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the resident's insurance company and the Fire Dept. accepts what the insurance company pays. This would provide additional money to the Fire Dept. IC Carson interjected that is how we paid for the majority of the last squad we purchased was through soft billing.

Turnout Gear and Uniforms

IC Carson stated NFPA requires personal protective gear for fire fighters. The cost of the gear is approximately \$1500-\$2000 per person. There are 6 new members that need turn out gear. He stated that if wearing non-compliant gear the Fire Dept. and the subsequent communities could be held liable.

IC Carson stated former Fire Chief Snoddy did have the supplier come out and measure those who needed gear. The supplier wants to come out and do a second measurement to make sure the gear will fit properly. Those 6 new members will also need a uniform, which consists of pants and duty shirts. This uniform is worn in public when performing certain duties and functions as a fire officer. The cost of the uniform is \$100.00 per person. IC Carson added he had other members who have either shrunk or outgrown their uniforms and would need new uniforms as well.

Chair Likley asked IC Carson that any expenditures that come before the Fire Dept. to be run past Fire Committee if over \$500.00. This will help IC Carson with the process during this interim period.

Chair Likley stated he would like to pursue a motion to allow IC Carson to pursue the purchase of turn out gear for the fire dept. members. Trustee Kratzer stated by all means he supported this action. He added that being a fire dept. member for 32 yrs. he understood the need for such safety gear. Trustee Kratzer asked in the past have we purchased uniforms for the members? IC Carson stated in the past Jack Snoddy purchased the shirts and the members bought the pants. He added if the Dept. buys the complete uniform it would be easier to enforce it to be worn during special details. To wear the shirt with jeans does not look presentable to be out in public in his opinion. Trustee Kratzer asked if this has been discussed with the Fire Committee? IC Carson stated somebody on the Committee was looking at the pricing. Chair Likley stated he would like to move forward with just the turn out gear at this time. There is a Fire Committee meeting scheduled for May 30<sup>th</sup> and the uniforms could be discussed at that time.

**Trustee Kratzer made a motion to allow Interim Fire Chief Carson to pursue the purchase of turn out gear for the fire dept. members. It was seconded by Chair Likley.**

**ROLL CALL-Kratzer-yes, Likley-yes. Motion carried.**



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Chair Likley asked about the pricing for the turnout gear as were there other suppliers that possibly could offer the gear at a lower cost. IC Carson stated they were pretty much comparable in cost. He added that the Fire Dept. uses Firedex in Medina because they are local and we can send somebody to them to get refitted if necessary than ordering out of state and not being able to do that easily or have to wait longer for the gear.

### **Zoning-Application process/memo**

Chair Likley prepared a memo regarding the application process for zoning. The application process should not be started until full monies are received and the applications are complete. There was situation with an upcoming hearing before the BZA in which an application from T/A was received in March and the payment was just received last week. The code says that meetings/hearings will not be scheduled until payment is received. Chair Likley stated there is a cost involved in setting up a hearing as the board members are paid, the Secretary is paid, legal notices have to go out etc. One of the issues is the time-frame for the application process. That was the reasoning behind the memo.

Chair Likley stated that if the application ends up not being complete then the application and the check would be returned to the applicant with the items that need to be completed. This is the process our boards and zoning inspectors need to comply with.

ZI Harris stated the T/A application was dropped off at the Townhall. Secretary Ferencz stated it was mailed to the Townhall and addressed to Zoning Inspector Harris. ZI Harris stated T/A was contacted that there was no check accompanying the application. It was discovered the check was mailed to the wrong address and a new check was cut and received by the Township.

Chair Likley stated he spoke with Kim Ferencz and wording would be added right on the applications that an incomplete application or application not accompanied by a check would result in a delay or failure to process the application. ZI Harris stated many people get the applications on line so it would need to be added to the applications on the website as well.

Trustee Kratzer asked how long a check could be held if an application was not complete? Fiscal Officer Evans stated technically money had to be deposited in 24 hrs. Trustee Kratzer stated then the liaisons to the Board would have to move a little bit quicker in the review of the application. Fiscal Officer Evans stated we could deposit the check and then if we had to send the money back we could do that. Trustee Kratzer stated that may be an issue as to when the check was received and deposited and when the Trustees meet to have to money returned if necessary. Trustee Kratzer stated, we definitely need to have the money when the application comes in but there may be a time delay to have monies returned.

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Fiscal Officer Evans stated another option would be to deposit the check when we receive it. Return an incomplete/incorrect application but keep the money until a new application was received or if they withdraw their application. If we did that the applicant would probably be more diligent in completing/correcting the application if we had their money. It would be similar to the way we handle Townhall rentals. Refunded money could be done on a payroll day if need be and would work between meetings.

Mr. Micklas stated regarding the T/A application he picked it up and reviewed it as the liaison within 48 hrs. He added after going through the book to complete the review of the application he found it was incorrect and contacted Ass't ZI Evans the next day. Mr. Micklas stated in that event if we had to return the money it would have been 3-4 days before it would have been returned. Chair Likley stated the decision is for the check to be deposited and if the application is incomplete or not correct the applicant would have their application returned and told to make the necessary changes and then the application would be processed. In the case they withdraw then their money would be refunded.

ZI Harris stated there are two variance hearings coming up-May 27<sup>th</sup> for T/A and June 3<sup>rd</sup> for Zuber. Chair Likley stated he had a conversation with Pros. Thorne regarding the case the Township has against Mr. Zuber for his property clean up and this pending application. Mr. Thorne stated that the variance application by Mr. Zuber has no bearing on his responsibility to meet the mandates of the court or the time frame completion.

Trustee Kratzer stated he was in the office the other day and there was talk about adding something about agriculture to the applications? Kim Ferencz stated wording would be placed on the applicable applications that once a decision is made by the BZA regarding a variance for a structure the applicant cannot reapply and claim the structure is agriculturally exempt from zoning. ZI Harris stated that would also need to be added to a permit for a pond or lake as well. Under the ag permit it states that if the structure changes use to non-agricultural, then the applicant is obligated to notify the Zoning Inspector of that change. This is a signed affidavit.

Trustee Kratzer stated he had a complaint about a property at the corner of Lake and Kennard Rds. It is the modular home with all the cars all over the property. ZI Harris stated all the tent structures were for horses so that is ag. He added that some of the cars on the property were questionable. ZI Harris stated he brought back information on junk vehicle regulations from the OTA Winter Conference which consisted of much stronger language than the current Resolution. ZI Harris stated the Township did not have to go on a witch-hunt but if someone was non-compliant the new language (if adopted) would give the owner 14 days to have the vehicles removed. ZI Harris stated he spoke with a tow truck driver who was willing to enter into an agreement with the Township as that was one of the requirements of the new language for the cars to be towed. ZI Harris stated the Trustees were given the packets on the new junk vehicle language. Chair Likley stated yes, and the discussion on this topic would be tabled at this time pending further review.

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Comp Plan Update

Kim Ferencz stated that the Planner from Northstar Planning, Mr. Majewski wants to schedule a public presentation meeting on the background information and analysis for June 11, 2009. On June 25, 2009 another Steering Committee meeting was also scheduled to be held. Kim Ferencz asked for clarification if this public participation meeting was part of the cost of services provided by Mr. Majewski? Chair Likley stated he believed that this was part of the contract. Trustee Kratzer stated there is a public participation meeting as part of the cost of services but it was supposed to be after the survey has been sent out. Mr. Micklas stated he thought the public participation meeting was to take place once the survey had been structured and not necessarily sent out. Trustee Kratzer stated that the contract called for a meeting of the Steering Committee every 4-6 wks. and they have been meeting every 2 weeks and asked how much more would the Comp Plan cost with the number of meetings already at 9?

Mr. Micklas stated the process has moved slowly but it seems that the Committee is making progress. With the summer months approaching, participation will probably start to drop off as has begun to happen already. Chair Likley stated if Steering Committee members could contact some of those who were involved to see if they are still interested and still committed to participating it would be greatly appreciated.

Chair Likley stated he would take a look at the contract and give Mr. Majewski a call to get confirmation on the number of meetings and the public participation meeting as well. Trustee Kratzer and Chair Likley both stated they wanted the Comp Plan to be complete and concise and did not mind the number of meetings if warranted and wanted the Steering Committee to feel comfortable as the process needs to move ahead but wanted to know where the Township stood for the cost involved. Again Chair Likley stated that he would contact Mr. Majewski and get the details of the proposal in terms of the cost of services for the Comp Plan update.

Misc.

Trustee Kratzer asked if a bill has been received from Attorney Al Schrader. Chair Likley stated not that he was aware of. Trustee Kratzer stated he asked because Mr. Schrader stated to him that he would have a bill by the end of April and still no bill has been received.

Meeting Minutes

To be approved:

September 3, 2008

September 12, 2008

October 10, 2008

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February 5, 2009      March 23, 2009      April 2, 2009-These minutes could not be approved as Trustee Kratzer was not in attendance as that was the day his mother passed away.

April 16, 2009      April 24, 2009      April 29, 2009

May 1, 2009

**Trustee Kratzer made a motion to approve the September 3, 2008 meeting minutes as corrected. It was seconded by Chair Likley.**

**ROLL CALL-Kratzer-yes, Likley-yes. Motion carried.**

**Trustee Kratzer made a motion to approve the October 10, 2008 meeting minutes as corrected. It was seconded by Chair Likley.**

**ROLL CALL-Kratzer-yes, Likley-yes. Motion carried.**

**Trustee Kratzer made a motion to approve the March 23, 2009 meeting minutes as written. It was seconded by Chair Likley.**

**ROLL CALL-Kratzer-yes, Likley-yes. Motion carried.**

**Trustee Kratzer made a motion to approve the April 29, 2009 meeting minutes as corrected. It was seconded by Chair Likley.**

**ROLL CALL-Kratzer-yes, Likley-yes. Motion carried.**

Kim Ferencz stated she had no further audio on the May 1, 2009 meeting after the Trustees went into executive session. Chair Likley stated he did not tape the meetings. Trustee Kratzer stated he had his audio recorder and Trustee Sims had hers because she asked him if he turned off his recorder during the executive session. Kim Ferencz stated that if motions were made or action was taken at May 1, 2009 meeting she had no audio.

All other meeting minutes were tabled for approval.

**Announcements**

Westfield Memorial Day Parade-May 25, 2009 @ 11:00 p.m.

BZA Public Hearing T/A variance request- May 27, 2009 @ 7:30 p.m.

Fire Committee Meeting May 31, 2009 @ 7:00 p.m.

BZA Public Hearing Zuber variance request- June 3, 2009 @ 7:30 p.m.

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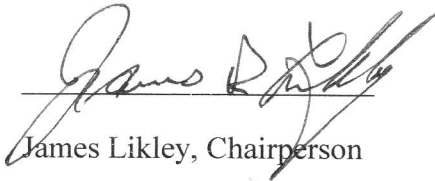
Having no further business before the Board, **Trustee Kratzer made a motion to adjourn. It was seconded by Chair Likley.**

**ROLL CALL-Kratzer-yes, Likley-yes. Motion carried.**

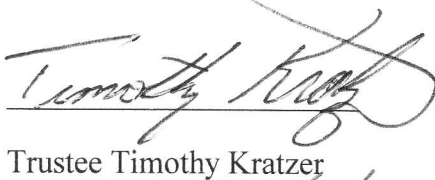
The meeting was official adjourned at 8:47 p.m.

Respectfully Submitted,

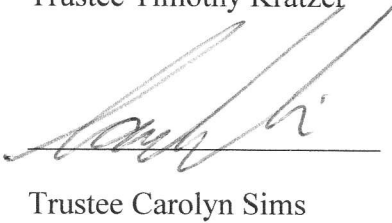
Kim Ferencz-Westfield Township



James Likley, Chairperson



Trustee Timothy Kratzer



Trustee Carolyn Sims