

WESTFIELD TOWNSHIP BOARD OF TRUSTEES
MARCH 16, 2009
SPECIAL MEETING-General Business and Permanent Appropriations
12:00 P.M.

As Amended 4/16/09

Chairperson Jim Likley called to order the special meeting of the Westfield Township Board of Trustees at 12:00 p.m. Trustee Sims, Likley and Kratzer were present as well Administrative Assistant Kim Ferencz. The following were also in attendance: Ron Oiler, Lee Evans, Jack Snoddy and Stan Scheetz. The purpose of the special meeting was due in fact of the cancellation of the Trustees Regular Meeting scheduled on March 19, 2009 as the County Township Association Meeting was that evening. Also, this special meeting was to finalize the permanent appropriations for 2009. As a result the meeting of the Fire Committee scheduled on March 15, 2009 was cancelled.

Public Comment

None.

OLD BUSINESS

Cell Tower-A letter has been received by Tony Mercuri from Verizon that the proposed Verizon cell tower site on Westfield Township property has been cancelled due to the infusion of the new Alltel sites. Trustee Kratzer stated he sent this information to Tom Karris at the Prosecutor's Office as well.

Fire Chief Contract Recommendations-Chair Likley stated Heather Sturdevant has been working on this and has forwarded the recommendations to Bill Thorne at the Pros. Office for review. Bill Thorne is in receipt of these recommendations and will get back to the Township once he has had the opportunity to review them.

Website Site & Domain Name-Trustee Kratzer stated he spoke with the webmaster, Don Krolikowski and it has been agreed to that the Township should own the domain name. Therefore, the previous webmaster Greg Anderson should be notified that ownership of the domain name should be transferred to the Township and Mr. Krolikowski should be referenced as the technical advisor. This will need to be coordinated between Mr. Anderson and Mr. Krolikowski. Mr. Krolikowski also gave a breakdown of the cost for the Township to retain ownership of the domain name. The longer the period of time the less cost it will be. This is a one time fee that needs to be paid upfront.

It was discussed that the Trustees would like to own the domain name for a period of 10 yrs. at a cost of \$17.00 per year. The Board felt that although to own the domain name longer would even be cheaper in cost; it was not appropriate to tie the hands of future Boards any longer than 10 yrs. especially with ever-changing technology that may become available.

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Trustee Kratzer made a motion to transfer the ownership of the website domain name to Westfield Township. The length of time to be 10 yrs. at a cost of \$17.99 per year which will be a one time fee paid up front. It seconded by Trustee Sims.

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

Chair Likley stated he would like this information relayed to Mr. Anderson so the transfer of the ownership of the domain name to the Township could take place. This could be done via e-mail and then the process could be coordinated between Mr. Anderson and Mr. Krolikowski.

Trustee Sims stated that regarding the new webmaster there should be a contract entered into with Mr. Krolikowski stating the scope of services he would provide and the costs involved. Chair Likley stated there was a note from Fiscal Officer Evans about the e-mail sent from Mr. Krolikowski stating the fee for services done to date was \$80.00 and was this a legitimate cost and invoice for Mr. Krolikowski's services. He added that if a contract was entered into that would address the Fiscal Officer's concerns. Trustee Kratzer stated that he did speak with Mr. Krolikowski about a contract and Mr. Krolikowski did provide via e-mail his costs but Trustee Kratzer stated he would speak to him about a contract and a fee schedule.

Trustee Sims asked about the status of Kim Ferencz being able to update the website? Kim responded that she did not know at this point. Due to the backlog of information that needed to go up on the web Mr. Krolikowski was instructed to upload all the information in order to expedite the process. Once this is completed she added she would speak to him about moving forward accordingly.

Letter from Kim Ferencz on Medina County Advisory Council on Aging-Chair Likley stated this letter was received at the last Trustees meeting but time ran late and it was not addressed. Chair Likley asked if this could be posted on the website that the Council was looking for a resident to represent southern Medina County. Kim Ferencz stated she would make sure it was posted on the website accordingly.

Fire Report

Chief Snoddy stated it has been a slow month. They have applied for an EMS Equipment and Training Grant. They were also working on the FEMA grant which was due on April 15, 2009. Regarding the house burns that were to take place in Gloria Glens, Buck Adams from Emergency Management informed him that the dead line to complete the burns was the end of May because Emergency Management's grant money will run out on May 31, 2009. Fire Chief Snoddy stated this was a lot to complete by that time but he would split it up between 3 departments to get it done. It is too good of training to pass up as live burn practice was the best for young fire fighters to gain their experience. Fire Chief Snoddy stated the funding for the burns was short approximately \$75,000. Trustee

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Sims stated she heard Gloria Glens has made a contribution for the practice burns to take place. Fire Chief Snoddy stated he has not heard anything about that.

Chief Snoddy continued that on April 29, 2009 Westfield Group is doing a County Wide Disaster drill that will encompass many county services, i.e. all three County hospitals, police, fire and EMS. Westfield Group is going to practice their evacuation drill at the same time. Westfield Group is going to pretend the facility here has shut down operations and will move employees to different satellite offices to see if they can continue operations elsewhere in the event of an emergency/disaster. Chief Snoddy stated the Emergency Service Students at the JVS would act as the “victims” in this emergency drill. Local Officials will be asked to observe. Trustee Sims asked that if the Trustees are available if they could participate in this emergency/disaster drill? Chair Snoddy stated as more details become available he would update the Board.

ROAD REPORT

Mr. Evans stated he and Chair Likley did a road tour of the Township regarding the conditions of the roads. He stated that the Township needed to address motor paving for Westfield Landing Rd. We can no longer wait. Mr. Evans stated he would get an estimate from Lytle Construction. In order to put it out for bid the Trustees will need to submit a letter to the Medina County Engineer’s Office. The County Engineer’s Office will need to complete an estimate of the cost to repair the road. Mr. Evans added that there is a lot of shimming to do as well, and Buffham Rd. road will also need to be addressed. Shimming will need to be done prior to any Issue 1 money. The area to the west of the Township Bldg. by the woods was completely falling apart and that would need to be shimmed to full width to get it to last another year. Mr. Evans stated he would get an estimate of the shim work that would need to be completed over culverts and on Buffham Rd. and he hoped to have that information by the next Trustee’s meeting. Mr. Evans stated he would have the letter prepared to the County Engineer and when the Trustees came up to sign payroll checks then they could sign the letter and he would take it to the Engineer’s Office. Mr. Evans stated the motor paving work would encompass 20 ft. past the last residence on the east side of Westfield Landing Rd. This road is completely falling apart and needs to be addressed.

Regarding the Issue 1 Money, Mr. Evans stated a 20 ft. approach to each mailbox and a 20 ft. exit from each mailbox was more than enough. This has been discussed with Fred Boreman and he is preparing the paperwork for the Township before the busy season for road work requests begins. Mr. Evans stated any of the prep work would be done by himself which is more cost effective to the Township; and also by then the mailbox approaches would be compacted due to mail delivery so when they wing out with the asphalt it will not crack. Mr. Evans stated there were other roads in the Township that need chip and seal and crack sealing work done. The cracks had to be sealed so water does not get in and do more damage. Chair Likley stated he and Mr. Evans looked at

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Buffham Rd. to Friendsville Rd and there was some serious cracking in that area that would need to be addressed. Mr. Evans interjected that prep work would also need to be completed at the curve on Buffham Rd. The shoulder would need to be built up on the east end of Buffham Rd. This is part of the Issue 1 money. Mr. Evans stated all of this work would need to be completed by August 1st of this year. Once the package is completed for the Issue 1 money the Township cannot touch the roads until after a decision is made as to whether we get the Issue 1 money.

Chair Likley asked when the Issue 1 Money is approved? He added it felt it would be very cumbersome for a community that after August 1st they could not do any work on their roads until next spring other than plowing and salting. Trustee Sims stated Mike Salay did provide a time line as to when the Issue 1 Money packets had to be submitted and when a decision was to be had by. She added she would look through her information and or Mike Salay could be contacted.

Trustee Sims asked about some of the potholes on the roads as she has gotten some calls from residents. Mr. Evans stated he planned on doing some cold patching but the thing to remember was that cold patch does not feather out well when it is cold. He added the issue was that he would have to full width asphalt in front of the woods west of the Township building as the road is completely falling apart.

Regarding Westfield Landing Rd., Trustee Sims stated last year the Trustees passed a Resolution to have ditch elevations shot by the Highway Engineer's Dept. She asked that be made part of the letter Mr. Evans was going to write for the paving on Westfield Landing Rd. Mr. Evans stated he did not remember that being requested of him and he did shoot the ditch elevations and gave them to Trustee Sims. Trustee Sims stated that the Trustees made a Resolution and that should be part of the scope of work reviewed regarding the paving of Westfield Landing Rd. Mr. Evans responded that had nothing to do with the paving that was for the ditch. Trustee Sims stated there was a discussion about the culvert locations over there effecting the Smith property. Mr. Evans stated he took Chair Likley out there during the heavy rainstorm last Sunday and asked Chair Likley to reply.

Chair Likley stated the culverts were functioning properly .The northern culvert was taking the field water from the upper section and carrying it over to the park district. You could see a river of water coming from the neighboring fields running into Mr. Smith's lake and those lake overflows were full to capacity and shooting into that secondary culvert area. Trustee Sims stated much of that success was owed to the Highway Engineer's Dept. for enlarging the capacity along Kennard Rd. and the extensive ditching they have done as well as the Park District for allowing the Township to open up the access of our Township ditch into their property. She asked Mr. Evans to review the

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meeting minutes where the Trustees approved a Resolution to have ditch elevations shot on Westfield Landing Rd. and include that in the letter to the County.

Time Warner Cable Letter-Trustee Sims stated a letter dated February 26, 2009 from Time Warner Cable was stamped received March 6, 2009 although we (Trustees) just received it today. Time Warner is asking for a response on the % of the cable franchise fee within 10 days or the amount to be collected by the Township is 0. Trustees Sims would like a letter written in response to this letter asking Time Warner to temporarily honor the collection of the franchise fee until the Trustees can formally adopt a Resolution to do so and the amount to be determined. Trustee Sims asked that Kim Ferencz draft a letter as previously stated and the forwarded this information to the Pros. Office for review and determination. This could then be placed on the next Trustee's meeting accordingly.

Chair Likley stated he received a call from the director of the Solid Waste Treatment Facility regarding the Resolution that the Trustees approved (Resolution 2009-05) that the County Commissioners requested. The director stated that as of this week they have not received this Resolution. Mr. Evans stated that the Fiscal Officer sent it out again via registered mail.

Chair Likley stated he would like to hold off on the Fiscal Officer's report until she was present which was to be at 1:30 p.m. Trustee Sims stated she thought the meeting was scheduled for noon? Chair Likley stated it was and the purpose of this meeting was to be general business and appropriations.

Kim Ferencz stated she received a file folder that was left on her desk from Fiscal Officer Evans that had the list of bills to be paid, correspondence and other related documents usually addressed during the Fiscal Report. Chair Likley suggested the Trustees move on correspondence.

List of Correspondence

- Letter from Medina County Central Processing Facility notifying Medina County Residents that there will be color enhanced mulch available for pick up. Chair Likley asked that this be posted on the website under News and Events.
- Letter from Associated Underwriters Ins. Inc. notifying changes in the Federal Cobra Regulations.
- Ohio Township Association Risk Management Authority-Budget Relief Credit provides an addition 10% credit of 2008 contribution effective January 1 2009 in addition to the VIP rewards credit.
- Resolution from Medina Co. Commissioners determining the necessity to close Greenwich Rd. between Lake and Hulbert Rd. The road will be closed

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- March 18 2009 through April 28, 2009 for the demolition of the I-71 overpass. It was asked that this information be put on the Township website as well.
- Auditor of State-Audit and Financial Reporting Requirements for JEDD's
- Memo from Fiscal Officer dated March 14 2009-Validity of Camelot Invoice. Fiscal Officer Evans wrote that "as Fiscal Officer she needs to review and validate invoices. The number of copies on the Camelot invoice is extremely exorbitant for the number that is on our boards. I cannot approve unless the board which you are a part of can justify this expenditure. Please discuss this in the meeting as part of the record."

Trustee Sims stated she had 150 copies (a total of 50 packets) made of the Regional Discussion documents that will be ongoing with Seville. She added she handed them out to the Comp Plan Steering Committee members, Seville Council as well as the Zoning Commission members. There are 20 additional copies for public records request and the scheduled work session.

Trustee Kratzer asked whose idea it was to put this together for distribution? Trustee Sims responded it was put together from the documents from the annexation attorney and then taken to Seville. She added that she had \$100.00 in ink that she has not turned in an invoice for. The copies of the two-page supplement information Trustee Sims stated she personally paid for. It is a legitimate invoice for \$169.24.

Chair Likley stated it was not part of the list of bills to be approved and paid today. Trustee Sims stated this memo was similar to the question from Martha about the validity of the webmaster's charges. Trustee Kratzer stated the webmaster charges can be discussed but these copies have already been made and passed out. He added that if the annexation attorney, that Trustee Sims and Likley hired, authorized these copies then why didn't the cost for them come out of the \$5000.00 retainer fee for the attorney? Trustee Sims stated she authorized the copies and printed out the initial documents at her home as the Township did not have the capacity to print out colored copies or ledger size copies and she did. Trustee Kratzer asked who authorized Trustee Sims to take them to Camelot and have them printed for \$169.24? Trustee Sims stated she could not continue to absorb the cost to print out these large documents. Trustee Kratzer stated, "Then don't print them." Trustee Sims stated that was what Camelot was for-to print items the Township could not print or that would be cheaper to be printed by Camelot than on the Township copy machine. Trustee Kratzer stated that the Board of Trustees should have authorized this expenditure.

Chair Likley interjected that because this information was part of the Comp Plan Steering Committee information and the Township did not have the capacity to print out the information the invoice warrants being paid. This invoice can be submitted to the Fiscal Officer for payment as an expense of the Steering Committee. Trustee Kratzer asked if the documents were for the Steering Committee then why were they passed out to

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Seville? Trustee Sims stated she agreed with Trustee Kratzer and the expense should come out of zoning but it would be up to the Fiscal Officer to decide what expenditure category it should be paid from. She added that when the Soil and Water Map was purchased about ground water pollution potential and ground water resource map Trustee Kratzer did not want to pay for those documents either. Trustee Sims stated these documents were needed for such discussion. Trustee Kratzer stated the discussion should happen before the money is spent. Trustee Sims stated she found it odd that Fiscal Officer Evans authorized Prime 1 PC to come to the Township and network the computers and paid them cash and then asked for reimbursement without the invoice or money being appropriated. Trustee Kratzer asked, then why didn't you complain? Trustee Sims stated she discretely asked Fiscal Officer Evans on the phone where she felt that money was appropriated by the Board of Trustees. Fiscal Officer Evans stated it had not but needed to and now there is a category for computer repair where she has suggested appropriating money.

Mr. Evans wanted to be recognized and Trustee Sims stated he was the Road Superintendent and Ass't zoning inspector. Trustee Kratzer stated Trustee Sims got her reimbursement for the copies but still did not know why they were distributed to Seville? She responded they were also distributed to the Comp Plan Committee and the Zoning Commission because there was an invitation to come and speak about this information at their last meeting but she had to work so that left Trustee Kratzer to discuss the information. Trustee Kratzer stated he did not have that information. Chair Likley stated the information was valuable to the Steering Committee and Zoning Commission and the lack of capacity to make such copies at the townhall warranted to farm the work out as the Trustees have done in the past. Trustee Kratzer stated in the past the Trustees have always given authorization before the work was completed or sent out. The newsletter was always done prior to sending it to Camelot. He suggested that discussion come to the Board prior before such action is taken. Trustee Kratzer continued that we (the Township) have a bill now that has to be paid because it came to the Township because if we don't the Township would look bad that it is not paying its bills.

Trustee Sims asked who authorized Prime 1 PC to come in and work on the laptop in the amount of \$350.00? When did that come before the Board? Who authorized Prime 1 to come to the Township and do work on the laptop? Kim Ferencz stated the laptop needed to be repaired and it was discussed for the laptop to be repaired. Trustee Kratzer stated we (Trustees) authorized someone on the square in Medina to repair the laptop and it did not get done. Again Trustee Sims asked who authorized Prime 1 PC to fix the laptop as the Fiscal Officer cut a check for \$350.00? Mr. Evans interjected that the Trustees authorized to get the laptop fixed in a meeting. Trustee Sims stated this was before the Trustees for Board discussion. (Mr. Evans left the meeting). Trustee Sims stated the Fiscal Officer was not present to state who authorized Prime I PC to do work on the laptop.

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Trustee Sims stated when attendance at the OTA Winter Conference was discussed by the Board, there was a list of interested individuals who wanted to attend and that was brought forward. She added she did not authorize Martha Evans, Lee Evans and Gary Harris to attend. Who did? Trustee Kratzer stated the Trustees authorized Trustee Sims to go and you did not go and will not pay the Township back for your lunch expense to have lunch with the Governor that as a result you did not go to so what was the difference? Trustee Sims stated she was deathly ill and forced herself to the Trustee meeting on February 5th. He added that if Trustee Sims that was that ill she should not have come to the Trustee meeting and contaminated everyone else. Trustee Kratzer asked Chair Likley to move on with the meeting.

- Coy of signature for Resolution 2008-21 in the Trustees mail boxes. Trustee Sims stated this was the 4th amendment of the Resolution 2009-09 “copy of signature page.” that Resolution was drafted by Fiscal Officer Evans. Chair Likley stated that this was a copy of the signature page of Resolution 2008-21 which was accompanied with Resolution 2009-09. Trustee Sims stated that document should be headed as 4th Amendment to Resolution 2009-09 “copy of signature page”.
- The Fiscal Officer’s recommendation for Permanent Appropriations handed out to the Trustees at March 5, 2009. It was hand written-Now it is trustee’s decision.
- Amended Certificate of Estimated Resources from the Township to the Office of Budget Commission Medina County. It was hand written by Fiscal Officer Evans that the Budget Commission will amend at their March 9, 2009 meeting because of the additional \$54,000 that came into the Fire Levy.

Chair Likley stated money is under special revenue funding of the certificate of estimated resources and the increase in the fire levy. Trustee Sims stated the Trustees transferred \$150,000 from the General Fund to the Fire Levy to pay for the fire truck apparatus. Now with the contractual error being found we should discuss if that \$54,000 should go into Fire Levy or the General Fund. Trustee Sims asked if the \$54,000 was deposited into the Fire Levy; and was Fiscal Officer Evans coming to the meeting? Chair Likley stated he believed so. Trustee Sims stated she suggested that this be addressed with Fiscal Officer Evans.

- ODOT-Open House April 8, 2009 beginning at 1:30 p.m. It was asked that this flyer be given to Road Superintendent Lee Evans.
- Zuber Show of Cause Hearing April 1, 2009 at 10:00 a.m. It was asked that Kim Ferencz confirm that ZI Harris and Assistant ZI Evans are aware of this hearing date.

NEW BUSINESS

Scope/Direction of Comp Planner-Trustee Sims stated that regarding the survey-the Village would be part of the resident survey for the Comp Plan. She added that there were actually three separate things going on simultaneously that being:

1. The Comp Plan;

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2. Pending annexation to Seville;
3. Work session scheduled with Seville to look at the area regionally in terms of economic development and the development of a potential JEDD or CEDA.

Trustee Sims stated that she has heard that the work session with Seville scheduled for March 28, 2009 has been rescheduled to March 23, 2009 but was not certain. Trustee Kratzer asked who would be in attendance at that workshop meeting? Trustee Sims stated the Trustees, Mr. Majewski, the Comp Plan Consultant and Mr. Shraeder the annexation attorney. Mr. Stan Scheetz stated he was told that the workshop meeting with Seville was rescheduled for Saturday April 25, 2009 at 9:00 a.m. but has not received confirmation on that.

Trustee Kratzer asked what Mr. Majewski's cost would be to attend that workshop meeting with Seville? Trustee Sims stated she believed per the letter submitted by Mr. Majewski that the \$2000.00 the Trustees previously authorized would include his attendance at that meeting. This would need to be confirmed with Mr. Majewski.

There was then a heated discussion between Mr. Scheetz, Trustee Sims and Trustee Kratzer about the entire process of Mr. Kratzer's property as it pertained to the Township, the pending annexations by Mr. Scheetz and the potential of the annexation of Mr. Kratzer's property.

Chair Likley called the meeting back to order. It was then revealed through a telephone call to the Fiscal Officer that she would not be in attendance for the review and determination of permanent appropriations for the Township. It was also relayed to Kim Ferencz from the Fiscal Officer that the permanent appropriations needed to be received by April 1, 2009. Chair Likley stated he was hesitant to set another meeting to review and set appropriations as this is the third meeting that Fiscal Officer Evans has not attended on the subject and he had questions for the Fiscal Officer.

Approval of Minutes:

February 2, 2009 Special Trustees Meeting (BZA interviews and General Business-
Trustee Kratzer made a motion to approve the February 2, 2009 Special Trustees meeting minutes as written. It was seconded by Trustee Sims.
ROLL CALL-Kratzer-yes, Sims-yes, Likley-yes. Motion carried.

February 16, 2009 Special Trustees meeting (Fire Levy & General Business)
Trustee Sims made a motion to approve the February 2, 2009 Special Trustees meeting minutes as written. It was seconded by Trustee Kratzer.
ROLL CALL-Sims-yes, Kratzer-yes, Likley-yes. Motion carried.

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Minutes Received:
March 5, 2009

Minutes to be Received:
September 3, 2008
September 12, 2008
October 10, 2008
February 5, 2009

Discussion on Appropriations

Trustee Sims stated the Estimated Certificate of Resources shows the Township has surpassed the 1.5 million dollar budget which puts the Trustees pay at \$44.00 a day. Chair Likley stated he was not trying to get a raise; he was just trying to understand the funding. He added that per the ORC in 2000 there was a percentage increase i.e.3% increase annually...Trustee Sims stated the Trustees took a salary decrease when the budget fell below the \$1.5 million dollars as well as the Fiscal Officer. Chair Likley stated there is \$100.00 less this year for Trustees salaries than what was appropriated last year for 2008 and our estimated revenue resource is over the \$1.5 million dollar mark. This was also a concern for the Fiscal Officer's Salary which was also based on the Township's budget and the certificate of estimated resources. Chair Likley added that the Fiscal Officer's Salary it was \$3.00 less than it was last year. He added he hoped Fiscal Officer Evans would have been present today for these discussions.

Chair Likley stated under line item 1000-112-6559 Salaries it was supposed to be entitled Trustees Administrative Staff not Trustees Staff Twp. Secretary.

Chair Likley continued that under line item 1000-211-0000 Ohio Public Employees Retirement System, it was increased \$1400.00 from last year and was that due to an increase in the cost of our contribution? This would be a question for Fiscal Officer Evans.

Trustee Sims stated line item 110-122-0000 Salaries for the Fiscal Officer's Staff has been removed. Chair Likley stated that line item was not funded in 2008. Trustee Sims stated there was a previous open motion for a Trustee Secretary made on August 11, 2006 for 3 hours per week; salary to be determined. Trustee Sims suggested that funding be dissolved as it was no longer relevant; as well as to dissolve the Ass't Clerk Funding as the other budgetary category of Trustees Administrative Staff has been established.

Trustee Sims made a motion to dissolve the funding approved August 11, 2006 for Secretary to the Trustees for 3 hrs. per week with salary to be determined; and to dissolve funding for the Ass't Clerk position referenced in the December 26, 2005

Trustees Meeting which created the position and again in the January2, 2007 meeting minutes for the Ass't Clerk position for a maximum of 20 hrs. a week at \$13.00 per hour in lieu of the creation of Administrative Staff (General Fund 1000-110-112-6559 which was accountable for the Trustees and Fiscal Officer. It was seconded Chair Likley.

Discussion on the Motion.

Trustee Kratzer stated this has been something that has been discussed for the last 3 yrs. and was not approved in January 2009 and felt it was irrelevant to the funding being discussed today but was something Trustee Sims was stuck on addressing. Trustee Sims stated that the Trustees were funding three separate positions in order to appropriate money so we need to dissolve the two positions as what we were going to pay an Ass't Clerk is now what we are paying the Administrative Staff which is the staff for the Trustees and Fiscal Officer. Trustee Kratzer responded, but there is no money appropriated for the other two positions.

ROLL CALL-Kratzer-no, Sims-yes, Likley-yes. Motion carried.

Chair Likley continued that under Medical/Hospitalization (line item 1000-110-221-000 it was split out between roads and fire. In 2008 the appropriations for medical insurance was \$22,632. This year it is at \$15,600. It was split out to see the cost of the Road Supervisor's medical insurance and the Fire Chief's medical insurance. This split out has been done for the Life Insurance and Workman's Compensation as well.

Chair Likley stated Under Workers Compensation Workers Comp Group Fee in 2008 there was no money appropriated but for 2009 \$1,000.00 has been appropriated. Chair Likley commented he would like to understand why.

Chair Likley stated under line item 1000-342-0000 Postage, in 2008, \$700.00 was appropriated but for 2009, \$300.00 has been appropriated. This would cause the Trustees to have to make supplemental appropriations. Trustee Sims stated she would like to appropriate \$700.00 under category 1000-342-0000 for Postage for 2009. Trustee Sims stated typically the funding of additional money would come out of the building fund.

Under General Fund Contracted Services (1000-110-360-000) in 2008, \$8000.00 was appropriated and 92% of that amount was expended. For 2009, \$300.00 has been appropriated. Chair Likley commented that was a considerable difference and asked if that would be sufficient for final appropriations? Also what falls under contracted services? Trustee Sims stated on December 3, 2008 under Contracted Services, the Board of Trustees appropriated \$34,400 for the Comprehensive Plan. The Fund category was changed to 2181-130-360 and we put that under Zoning during temporary appropriations. In the permanent appropriations where is the rest of the Comp Plan money when we moved it to the category under Zoning? Whatever Temporary Appropriations we made should be reflected on the documents Fiscal Officer Evans distributed to set the

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permanent appropriations. Chair Likley stated now under the category of Zoning 2181-130-360, Contracted Services it has \$7,705.00 appropriated and he did not understand that amount. Trustee Sims stated she did not understand either.

Chair Likley continued, under Contracted Services Group Fee 360-6325 in 2008 \$948.00 was appropriated and 100% expended and for 2009 there was no listing. Trustee Sims asked why what the Trustees set for temporary appropriations not reflected. Didn't the Trustees take a lot of time and review coming up with the temporary appropriations i.e. title changes and categories and where is that information reflected? Chair Likley stated these are questions that only the Fiscal Officer can answer.

Chair Likley stated, in 2008 line item 1000-110-381-000 Property Insurance Premiums we appropriated \$2400.00 and spent \$1200.00. This year \$1500.00 is appropriated. Under line item 1000-110-382-000 last year we appropriated \$3000.00 and spent \$3,000.00 and for 2009 \$3000.00 is appropriated.

Chair Likley stated under Fidelity Bond Premiums \$645.00 was appropriated and spent; and in 2009 we are appropriating \$100.00. Trustee Sims stated that Fiscal Officer Evans may, though she did not know for sure, purchased the bond for her re-election. The Board of Trustees did not know the answer.

Chair Likley stated that he would either have to make a list of questions to ask Fiscal Officer Evans or make an appointment to meet with her to have these questions answered. Trustee Sims stated this needs to be done in a public meeting so another date should be set and Fiscal Officer Evans needed to be present to address the appropriations accordingly. She added she had many additional questions that needed to be answered. Chair Likley stated he had 2 pages of questions as well.

Trustee Sims stated she had a question about Fire Levy, Contracted Services Sheriff Dispatch Service which was referenced as line item 2191-220-360-6500. During temporary appropriations this category was to be removed and money moved to 1000-760-720 0000 under Buildings.

Chair Likley stated this meeting for Permanent Appropriations needs to be reset and he would call Fiscal Officer Evans to be in attendance. A tentative date of March 23, 2009 at 1:30 p.m. was set for this meeting to take place. Chair Likley stated he would contact Fiscal Officer Evans and ask her to attend. Trustee Sims stated the Trustees made a commitment to really scrutinize the numbers and make cuts or adjustments were necessary to the budget. This is Martha's job. This is the "Martha meeting".

Trustee Sims asked under Fire Levy line item 2191-220-599-0100 Other Expenses FUEL, as of December 31, 2008 there was appropriated \$4500.00 and \$3,778.00 was

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spent. For 2009 the appropriation is \$4000.00 for Fuel. She continued how was it that as of December 3, 2008 there was \$1500.00 appropriated and December 31, 2008 there was \$4500.00 appropriated for fuel; and on March 5, 2009 there is \$4000.00 appropriated? How does this keep moving? She continued that in December the Trustees did a supplemental appropriation to increase the funds available for fuel under Fire Levy but did not recall it was for \$1500.00. Then it went from \$1500.00 to \$4500.00 but even with that said why is the appropriations for fuel now \$4000.00?

Trustee Sims continued that under line item 2191-760-790-0000 Capital Outlay for the Fire Truck Apparatus, there is \$125,000 appropriated but how could that be if we transferred \$150,000 at the last meeting for the truck purchase and we have a carryover of \$75,000? Chair Likley stated all these issues warrant the Fiscal Officer be in attendance for the appropriations.

Announcements:

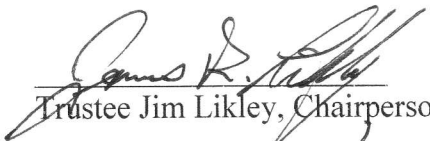
County Township Association Meeting- 3/19/09
Count Fiber Network Meeting- 3/19/09
Trustees Meeting-4/2/09 @ 7:00 p.m.
County Engineer's Water Meeting-4/08/09

Trustee Kratzer made a motion to adjourn the special meeting. It was seconded by Trustee Likley.

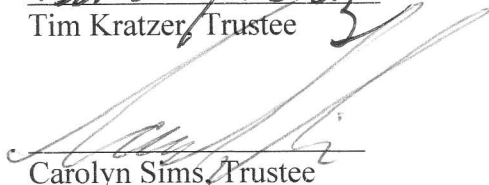
ROLL CALL-Kratzer-yes, Sims-yes, Likley-yes. Motion carried.

The meeting was officially adjourned at 3:05 p.m.

Respectfully Submitted,
Kim Ferencz, Westfield Township Admin. Ass't.


Trustee Jim Likley, Chairperson


Tim Kratzer, Trustee


Carolyn Sims, Trustee