

**WESTFIELD TOWNSHIP BOARD OF TRUSTEES**  
**SEPTEMBER 14, 2009**  
**Special Meeting-Township Newsletter and Zoning Board Interview**  
**4:00 P.M.**

Chairperson Jim Likley called to order the special meeting of the Westfield Township Board of Trustees at 4:05 p.m. Trustee Sims, Likley and Kratzer were present as well as Administrative Assistant Kim Ferencz. The following were also in attendance: Heather Sturdevant, Ron Oiler, Karen Fisher, Kevin Rych and Kathryn Zweifel. Chair Likley stated the purpose of the special meeting was to review the articles to be placed in the Township Newsletter and to conduct an interview for the open alternate position on the Zoning Commission.

Articles for the newsletter were submitted on the Fire Dept, Zoning boards, Parks & Cemeteries, Comprehensive Land Use Plan and other topics. The Board reviewed the proposed articles and made corrections, additions and deletions. (See attached minutes for articles). Highlights of the discussion were as follows:

- Mr. Rych stated he would forward pictures of the Fire Dept. to the info link so they could be added to the Newsletter.
- Trustee Sims stated that the article on the Fire Dept. Clambake which would be held on October 17, 2009 should include the information that the profits from the event are used to purchase additional Fire Dept. equipment. The cutoff date for ticket sales would be October 9, 2009.
- Chair Likley asked that the print/font size be made larger so that the Newsletter could be easily read.
- Trustee Sims commented that regarding the language that the Newsletter should be written at 6<sup>th</sup> grade level so as not to confuse the general public or to use terminology that the general public would not understand.
- Trustees decided not to address a specific property clean up in terms of the address and just to mention a Greenwich Rd. property clean up.
- Website address for the auditor's office needed to be added to the Article on the Audit Report and also for ODNR as well as phone numbers for applicable contacts addressed in the newsletter. The Township's web-address should also appear in the newsletter.

## Page 2 Westfield Twp. Trustees Special Meeting 9/14/09

- It was questioned if the article entitled New ODNR Groundwater Observation Well in Westfield is a Historical First could be part of the Township newsletter because it would be public funding being used to advertise what is being done by private donors. Trustee Sims stated she would speak with Mr. Thorne about this issue
- Listing of zoning board members names was questioned in terms of the length of the newsletter and cost involved
- Chair Likley stated he would speak with Mr. Evans about writing an article on Roads. Trustee Sims stated the article should include the road improvement projects, Issue 1 money and where information on road closures can be located.
- Trustee Kratzer stated the information on daytime staffing of the Fire Dept. per a proposal by the Westfield Fireman's Association with no new funding was irrelevant for this newsletter. Trustee Sims disagreed as it was the Association that put on the clambake, Breakfast with Santa and the Christmas lights on the gazebo. Trustee Kratzer stated the Fire Association does not have the authority to make such decisions like the daytime staffing. That is a decision of the Trustees and Westfield Center Village Council. Ms. Sturdevant interjected that it was important to remember that daytime staffing being paid with the money that would have been for the salary of a full-time chief was just a temporary solution until a permanent solution is decided. She added it wouldn't be prudent for the residents to think that this is permanent solution as the money could be taken away and/or a full time chief hired which could change this scenario. Trustee Sims stated that the Fire Dept. pays for their page in the newsletter so it was their prerogative to write what they want to inform the public about. Trustee Kratzer stated he thought that previously there was no space for an article on the Fire Dept. in the Newsletter so they paid for their own advertisement.
- A cost estimate would need to be obtained by the printer/publisher for the newsletter based on layout and length
- The tentative schedule is to have the articles completed by the Regular Trustees Meeting scheduled for Thursday, September 17, 2009.

**Trustee Kratzer made a motion to go into Executive Session to conduct an interview for the open alternate zoning commission member position. It was seconded by Trustee Sims.**

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

The Board entered into Executive Session at 5:08 p.m.

**Page 3 Westfield Twp. Trustees Special Meeting 9/14/09**

**Trustee Sims made a motion to come out of Executive Session. It was seconded by Trustee Kratzer. ROLL CALL-Sims-yes, Kratzer-yes, Likley-yes. Motion carried.**

**The Board came out of Executive Session at 5:35 p.m.**

Chair Likley stated there were two applicants for the open position of alternate member on the Zoning Commission. He continued that a decision would be made on that position at the Regular Trustees Meeting on September 17, 2009.

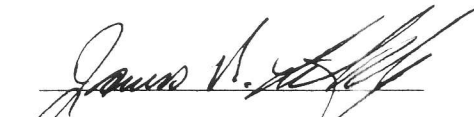
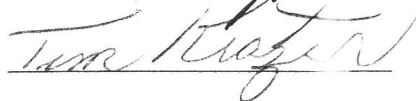
Regarding the advertisement of the open alternate position on the Zoning Commission in the newspaper, the Board decided to edit the ad to read taking applications for Westfield Township zoning boards. That way, applications could be put on file for future reference as well as the potential for vacancies on the zoning boards due to the upcoming Trustee election in November.

Trustee Kratzer presented the other Trustees with the contract for Backyard Basics to continue the mowing of complex and cemetery at this year's bid prices they submitted previously and to continue with those prices for the mowing for the calendar year 2010. Trustee Sims reiterated she voted no on this issue not because she was not satisfied with Backyard Basics work, but the fact that historically the Township has sent the mowing out for bid and that practice should continue given the fact that it was responded to by several contractors. Trustee Kratzer and Chair Likley signed the contract.

**Trustee Sims made a motion to adjourn. It was seconded by Trustee Kratzer.**

**ROLL CALL-Sims-yes, Kratzer-yes, Likley-yes. Motion carried.** The meeting was officially adjourned at 5:46 p.m.

Respectfully Submitted, Kim Ferencz, Admin. Assistant

  
\_\_\_\_\_  
Chairman, Jim Likley  
\_\_\_\_\_  
Trustee, Tim Kratzer

\_\_\_\_\_  
Trustee Carolyn Sims