

**WESTFIELD TOWNSHIP
ORGANIZATIONAL/GENERAL BUSINESS
January 4, 2010**

Fiscal Officer, Martha Evans opened the meeting by asking for roll call:

BOARD OF TRUSTEES PRESENT: James Likley, Gary Harris, Ronald Oiler

OTHERS IN ATTENDANCE: Kim Ferencz, Township Secretary and Martha Evans, Fiscal Officer. A sign-in sheet will have the signatures of other individuals in attendance.

The Pledge of Allegiance was recited

Fiscal officer asked for nominations for 2010 Chairman.

Trustee James Likley nominated Trustee Ronald Oiler, duly seconded by Trustee Gary Harris. Trustee Oiler accepted the nomination. **Roll call vote: Trustee Harris, aye; Trustee Likley, aye; Trustee Oiler, aye.**

Fiscal Officer turned the meeting over to Chairman Oiler, in turn asked for nominations for Vice Chairman.

Trustee Oiler nominated James Likley, seconded by Trustee Harris. Mr. Likley accepted the nomination.

Roll call vote: Trustee Oiler, aye; Trustee Harris, aye; Trustee Likley, aye. Unanimous

Chairman Oiler WELCOMED GUESTS AND ASKED FOR ANY COMMENT from the floor. No comments.

Regular meeting day and time for 2010

Trustee Likley stated the only evening he would be available for meetings would be Monday due to his work schedule and suggested the first and third Monday.

RESOLUTION 2010-01 A RESOLUTION FOR OPEN MEETINGS UNDER SUNSHINE LAW

Trustee Oiler moved to adopt RESOLUTION 2010-01 stating the regular meetings of the Westfield Township Trustees shall be the 1st and 3rd Monday of each month at 7:00 pm.,

Discussion: Trustee Likley asked if we had copies of the resolution. Fiscal Officer answered it is the same as last year except for the day of the week. **Motion seconded by Trustee Likley.**

Roll call vote: Trustee Oiler, aye; Trustee Likley, aye; Trustee Harris, aye. Unanimous

COMMITTEE CHAIRMAN

CEMETERY & PARK

Trustee Oiler made a motion to appoint Trustee Likley as Chairman of Cemetery & Park, seconded by Trustee Harris. Trustee Likley accepted.

ZONING

Trustee Likley made a motion to appoint Trustee Oiler, which in turn Trustee Oiler respectfully declined by stating that Mr. Harris would like to take the zoning liaison position and there is another chair he would like to look after the first year.

Discussion: Trustee Likley stated his reasoning for Trustee Oiler to be the zoning liaison was because Ron has served 4-5 years on the Zoning Board of Appeals and has attended a variety of workshops held by the Medina County Planning Commission and has also attended other seminars. Trustee Likley felt Trustee Oiler is an excellent choice to serve as zoning liaison and to give direction to the zoning boards because of his knowledge & training. Trustee Likley also stated that not taking anything away from Mr. Harris because he has been zoning inspector but he has not attended as many workshops or seminars as you have. I still think you would be the best candidate and my motion still stands.

Trustee Harris seconded Trustee Likley's motion to appoint Trustee Oiler as Zoning Chairman.

Roll call vote: Trustee Likley, aye; Trustee Oiler, nay; Trustee Harris, aye. Motion carried 2-1 vote.

FIRE COMMITTEE

Trustee Harris nominated Trustee Oiler. Trustee Oiler accepts. Motion died for lack of seconded.

Trustee Likley nominated Trustee Harris to be the township trustee on the fire committee board because of his proximity to Gloria Glens as one of the areas that the fire department serves and he could communicate to the residents of Gloria Glens, seconded by Trustee Oiler.

Discussion: Trustee Harris felt that since Ron had been attending the fire committee meetings regularly and is more knowledgeable in that area, I would like to see Ron take that position.

Roll call vote: Trustee Likley, aye; Trustee Oiler, aye; Trustee Harris, aye Unanimous

ROADS

Trustee Harris nominated Trustee Oiler, Trustee Oiler accepted, seconded by Trustee Likley.

Roll call vote: Trustee Harris, aye; Trustee Likley, aye; Trustee Oiler, aye Unanimous

COMMITTEE VOLUNTEERS

PARK - Trustee Likley does not have anyone that he has communicated with for that position. The involvement last year was very minimal and I will communicate with whoever is serving on the park committee from Westfield Village Council. I will make a selection at a later date. Trustee Likley asked to table this appointment. All agreed.

FIRE COMMITTEE

Trustee Oiler nominated Heather Sturdevant as she works well with the fire committee.

Discussion: Trustee Likley stated Trustee Harris is on the Fire Committee and it would be his prerogative.

Trustee Likley stated Ms. Sturdevant has been a valuable asset to the fire committee under my appointment and it was a pleasure working with her. In the coming year we need better fiscal response and address some of the

concerns at fire committee. Previously the fiscal officer was a voting member on that committee and I would recommend that with the decisions that the fire department needs to move forward within the first quarter that Ms. Evans participates and returns to that second position and be a voting member.

Trustee Harris seconded the nomination of Heather Sturdevant.

Roll call vote: Trustee Oiler, aye; Trustee Harris, aye; Trustee Likley, no. Motion carried 2-1.

FIRE FIGHTERS DEPENDENCY BOARD

Trustee Likley nominated Trustee Harris,

Unfortunately the purpose of that board is to notify next of kin in the event of a firefighter killed in the line of service, and we hope that you never have to serve and fortunately I didn't. Traditionally it has been the trustee that serves on the fire committee.

Seconded by Trustee Oiler.

Roll call vote: Trustee Likley, aye; Trustee Oiler, aye; Trustee Harris, aye. Unanimous

EMPLOYEES

Road Supervisor: Lee Evans (currently \$20.81/hr; 1.5 times hourly rate over 40 hrs per week; benefits as stated in the Employee Handbook)

Trustee Oiler made a motion to give a \$.19 per hour wage increase making his per hour rate \$21.00 per hour, 1.5 times over 40 hours worked per week, Medical/Hospital/Prescription paid at 80%, \$250 yearly uniform allowance, holiday, personal, vacation and sick pay as addressed in the Westfield Twp. Employee Handbook. Trustee Likley asked what percent increase was the \$.19. Trustee Oiler replied about .9%. Trustee Harris seconded the motion.

Discussion: Trustee Likley asked what the hourly rate is now. Trustee Oiler replied \$21.00/hour

Roll call vote: Trustee Oiler, aye; Trustee Harris, aye; Trustee Likley, no. Motion carried 2-1 vote

Trustee Oiler will sign the road employees' time sheets.

RESOLUTION 2010-02 A RESOLUTION AUTHORIZING THE TOWNSHIP ROAD DEPARTMENT TO PROCEED IN CERTAIN INSTANCES BY FORCE ACCOUNT IN THE RECONSTRUCTION, IMPROVEMENT, MAINTENANCE AND REPAIR OF ROADS AND CULVERTS

Trustee Oiler moved to adopt RESOLUTION 2010-02, seconded by Trustee Likley.

No discussion

Roll call vote: Trustee Oiler, aye; Trustee Likley, aye; Trustee Harris, aye. Unanimous

RESOLUTION 2010-03 A RESOLUTION TO SET TEMPORARY APPROPRIATIONS FOR 2010

Trustee Likley asked the fiscal officer if that was the same appropriations that were presented at the Dec. 3rd, 2009 meeting. Martha answered, yes. Trustee Likley asked if all board members had an opportunity to review. Trustees Oiler and Harris answered yes.

Trustee Likley made a motion to adopt RESOLUTION 2010-03 to set the temporary appropriations for 2010 as submitted by the fiscal officer, seconded by Trustee Oiler. Roll call vote: Trustee Likley, aye; Trustee Oiler, aye, Trustee, Harris, aye. Unanimous

Temporary/Emergency Road Employees

Trustee Oiler made a motion not to change the hourly rate for temporary and emergency road help,

Temporary road help will remain at \$11.44 per hour

Emergency road help will remain at \$14.56 per hour , seconded by Trustee Likley.

Roll call vote: Trustee Oiler, aye; Trustee Likley, aye; Trustee Harris, aye. Unanimous

Trustee Likley asked Trustee Oiler if he wanted to address the judgment call on calling emergency road help.

Trustee Oiler replied, yes he did.

Trustee Oiler made a motion to permit the road supervisor to use his judgment in calling out emergency road help and the road trustee would approve all emergency/temporary time sheets, seconded by Trustee Harris.

Roll call vote: Trustee Oiler, aye; Trustee Harris, aye; Trustee Likley, aye. Unanimous

ADVERTISE FOR ZONING INSPECTOR

Discussion: After a time of discussion between the 3 trustees,

Trustee Oiler made a motion to direct the Fiscal Officer to advertise for the position of zoning inspector in the following manner: Paid ad to run January 8,9,11,12,13,&14 in the Gazette. Advertise in the Trading Posts' Community Bulletin Board and the Gazettes' Community Announcements. Applications will be taken until January 25, 2010, seconded by Trustee Harris.

Roll call vote: Trustee Oiler, aye; Trustee Harris, aye; Trustee Likley, aye Unanimous

Trustee Harris submitted a copy of a job description that he put together, based on his experience as zoning inspector.

INTERIM ZONING INSPECTOR

Trustee Oiler made a motion to retain Trustee Gary Harris as interim zoning inspector at 0 salary and 0 postage, (Trustee Likley commented that zoning inspector should be reimbursed for postage and Gary agreed to be reimbursed for postage) Gary accepted the nomination, **seconded by Trustee Likley.**

Trustee Likley related Gary had spoken with legal counsel and during this interim period he could continue as zoning inspector at 0 salary. We welcome the opportunity to have Gary continue to do that.

Roll call vote: Trustee Oiler, aye; Trustee Likley, aye; Trustee Harris, aye. Unanimous

ZONING SECRETARY

Trustee Likley made a motion to maintain the \$500 per month salary + other job related expenses. Motion died for lack of second.

Trustee Oiler made a motion to appoint Kim Ferencz as temporary zoning secretary for 2 months at the rate of \$100 per meeting, Trustee Harris seconded the motion.

Discussion: Trustee Likley asked what the purpose of \$100 per meeting. We have reviewed the surrounding communities. Zoning Secretary salary: Guilford Twp. \$525/month and Lafayette Twp. \$550/month. We are currently comparable to the two neighboring townships for that position. Some months we may not have but one meeting however there is months there may be 2 or 3. It's still a good deal. We are not paying exorbitantly and I will not support such a motion.

Trustee Harris asked if we were to split that and pay so much for BZA per meeting and so much for the monthly zoning commission secretary work to try to save some money and look at it next year and see how things go. Possibly we could raise that monthly fee up to say \$200. Trustee Likley interjected that the motion on the table is \$100 per meeting for zoning secretary's position. Trustee Likley asked Ms. Ferencz if she had any comment. Ms. Ferencz, " After the motion is made and the vote is taken".

Fiscal Officer related to the board that she had given this information to the board prior to the meeting and will again for the record state: "There is an estimated carryover balance in zoning \$6,500 with expected revenue of \$3,751 for year 2010 based on the amount received in 2009. The expenses for year 2009 less the attorney and planner fees were \$23,300. We can expect to transfer about \$14,000-\$15,000 this year to zoning from general fund. I do not see any reason to change the zoning inspector, zoning secretary salaries or the zoning board members compensation. I feel the knowledge and job responsibilities that come with the zoning secretary's job, we are not going to get the kind of service we need for \$100. I agree with Trustee Likley, we are in the ball park and we have supported \$500 the past 2 years. " Trustee Likley, the previous board had looked into the cost of the zoning secretary's position being on an hourly rate and the hourly rate became exorbitant. It's a gamble. As I stated before at \$500 per month it needs someone with a commitment, knowledge, and experience in the position.

Roll call vote: Trustee Oiler, aye; Trustee Harris, Nay; Trustee Likley Nay. Motion failed.

Trustee Likley made a motion to maintain the \$500 per month salary + postage for the position of Zoning Secretary, seconded by Trustee Harris.

Roll call vote: Trustee Likley, aye; Trustee Harris, aye; Trustee Oiler, aye Unanimous

JOB DESCRIPTION FOR ZONING INSPECTOR

Trustee Likley asked how this zoning inspector's job description compares to the Dec. 2009 job description, are there significant changes? Trustee Harris, yes there are some changes such as duties of the job and job responsibility. Trustee Likley, the title on the paper is WESTFIELD TOWNSHIP ZONING INSPECTOR JOB DESCRIPTION, is that what it is? Trustee Harris, yes.

Trustee Likley made a motion to table the job description for zoning inspector until January 18th meeting to provide time to review this document before January 25, 2010, seconded by Trustee Oiler.

Roll call vote: Trustee Likley, aye; Trustee Oiler, aye; Trustee Harris, aye. Unanimous

ZONING BOARDS

Trustee Harris made a motion to leave the zoning board compensation at \$30 per meeting, seconded by Trustee Oiler. Roll call vote: Trustee Harris, aye; Trustee Oiler, aye; Trustee Likley, aye. Unanimous

HONORARIUM FOR JILL KEMP

Resident John Miller asked if Jill needs to be appointed before setting the honorarium. No, because this is for year 2009.

Trustee Harris made a motion to pay Jill Kemp \$200 honorarium for the year 2009, seconded by Trustee Oiler.

Discussion: Trustee Likley stated I think we are heading down the wrong path. We have reviewed this in the past and have reviewed this with the prosecutor’s office. Each should have received a letter from the prosecutor’s office regarding honorarium payment. We need to get away from skirting our taxes. Essentially that is what we are doing. We pay every board member a flat rate of \$30 per meeting, \$30 to attend training and from that \$30 we deduct taxes and payment to OPERS. Ms. Kemp for whatever reason does not accept payment in that manner and requests an honorarium. Records are showing by that letter from the prosecutor’s office that this needs to be a diminutive amount. \$200 is not a diminutive amount in my opinion. We also need to look at and make sure that if Ms. Kemp is re-appointed to the Zoning Commission that she understands that we need to get away from paying an honorarium to board members. January 2, 2009 a quote from Dean Holman and Wm. Thorne: “While I do understand that payment to OPERS can complicate retirement benefits for employees Ohio Law at the present time does require literally everyone that receives compensation within the state, county, or township system be members of OPERS. The honorarium is a narrow exception and again shall only be a diminutive amount of money to express the appreciation.”

We have paid enough in penalties and interest in the past and I think we are opening ourselves up to future penalties of tax evasion for this. I would ask the fiscal officer for her comments regarding this issue. Fiscal officer: I agree with the statements of Trustee Likley. If an honorarium is given, it must be small. Other places have faced this same issue and are getting away from it because of the same reasons.

Trustee Harris stated if she was to accept the \$30 per month she would be getting \$360 a year so the \$200 is a fair amount to be paid. I also spoke with Mr. Thorne and I think I understand it and will stick with my motion. Trustee Likley, in the future if Ms. Kemp is re-appointed does she understand the payment process and will that be based upon her service or what will her diminutive amount for 2010 be?

Trustee Oiler: I spoke Ms. Kemp regarding the honorarium and informed her that this would probably be the last year this board could honor and honorarium and she is willing to accept the same payment as the other zoning board members.

Roll call vote: Trustee Harris, aye; Trustee Oiler, aye; Trustee Likley, No. Motion carried 2-1

ZONING COMMISSION APPOINTMENT

Trustee Harris made a motion to re-appoint Jill Kemp for a 5-year term ending 12-31-2014 to the Zoning Commission, seconded by Trustee Oiler.

Discussion: Trustee Likley asked if in 2010 Ms. Kemp would accept payment for each monthly meeting that she attends the same as the other board members. Trustee Oiler answered, yes. Trustee Likley asked if that is clear. Trustee Oiler answered, yes it is clear. Trustee Oiler asked if Trustee Likley wants that a condition of the motion. Trustee Likley, does not want to sit here next year to do the same thing. Trustee Oiler answered neither do I. Trustee Likley, we have attempted to get that number down and now we are at \$200 again.

Roll call vote: Trustee Harris, aye; Trustee Oiler, aye; Trustee Likley, NO. Motion carried 2-1

BOARD OF ZONING APPEALS APPOINTMENT

Trustee Likley made a motion to re-appoint Michael Schmidt to the Board of Zoning Appeals for a 5-year term ending 12-31-2014, seconded by Trustee Oiler.

Roll call vote: Trustee Likley, aye; Trustee Oiler, aye; Trustee Harris, aye. Unanimous

Trustee Oiler made mention that he submitted his resignation to the Board of Zoning Appeals Dec. 31, 2009. Oiler's term expires 12-31-2013. Trustee Oiler stated he would like to postpone the appointment to fill the position vacated by Ronald Oiler until such time applications can be reviewed.

Trustee Oiler would like to make a motion to ask the fiscal officer to advertise for zoning commission or zoning board of appeals members in the Trading Post January 10 & 17, 2010 and appropriate in the Gazette the weeks of January 10 and 17th. Applications will be taken until Jan. 22, 2010. This is to fill the alternate positions, the need to fill the open position and another alternate for the zoning commission.

Trustee Likley, we have 2 sitting alternates to the BZA at this time. Traditionally in the past we have brought the alternate up to fill an open seat. The first alternate is Kathleen LeMar, 2nd alternate is Dwayne Kramer. We have gone through quite a batch of applications and we might get another batch. I feel we have an excellent candidate in the alternate's position that would be able to move up and fill that open seat and still leaving the 2nd alternate to the BZA available to fill any vacancies. We could then have a seated board.

Kim Ferencz asked for clarification as to what is transpiring. Trustee Oiler made the comment that the alternates are only assigned on an annual basis, therefore all alternate seats at this time are open, as a quote from the prosecutor's office. Trustee Likley asked if the two alternates that have been assigned to the boards are no longer alternates at this point. Trustee Oiler replied the alternates are no longer alternates at this point only on an annual basis. Ms. Ferencz, stated they serve until they are replaced. Trustee Oiler agreed. Trustee Oiler stated that is why he is asking for more applications. Ms. Ferencz reminded the board that someone needs to be appointed to the BZA to fill Ron's vacated position or they will not have a 5 member board, regardless of the alternates.

Trustee Oiler rescinded the above motion to advertise for zoning board applications.

Trustee Oiler made a motion to appoint Ms. Kathleen LeMar to the BZA to fill the vacated seat of Ron Oiler with a term to expire 12-31-2013, seconded by Trustee Harris.

Roll call vote: Trustee Oiler, aye; Trustee Harris, aye; Trustee Likley, aye.

Trustee Likley asked if we are advertising for zoning board alternates. Trustee Oiler asked for the wishes of the board. Trustee Likley reminded the board that we cannot have more than 2 alternates on any board and we do

have an 1 alternate on each board at this time. Trustee Likley is not opposed to advertising but needs to know what we are advertising for and if the alternates that are seated have a job. Trustee Harris asked if anyone has spoken with the alternates if they would like to stay on. Trustee Oiler stated Dwayne Kramer, the other alternate on the BZA has not been present for 2 meetings now. I do not know if he wants to still be an alternate. Trustee Harris asked if we still have applications on file. Trustee Likley stated there may 2 or 3 sitting in the file. Fiscal officer replied a few on file. Trustee Likley is not opposed to advertising for that position; it's good to have a file of people that are interested. We have maintained applications for several years. The applications will be reviewed and if the applicants are no longer interested, then we can advertise. Trustee Oiler asked the opinion of the board about having 2 alternates for the Zoning Comm. Other townships have 2 alternates. Trustee Likley does not feel it is necessary for the zoning commission. It is not as crucial on the zoning commission to fill those seats as the BZA because it is a judicial branch. The BZA most likely is reviewing a variance and it warrants a full board's decision, therefore, 2 alternates would be appropriate for the BZA but only 1 for the zoning commission. Kathy Zweifel is the zoning commission alternate. Heather Sturdevant stated that the zoning commission feels 1 alternate is adequate. The commission has not had any problems with not having enough people to vote on things.

TOWNSHIP SECRETARY (current pay scale \$13.50/hour working less than 20 per week)

Trustee Oiler asked for a motion to set the pay scale for township secretary.

No motion.

Trustee Oiler made a motion to vacate the position of township secretary for the year 2010, Trustee Harris seconded the motion.

Discussion: Trustee Likley would like to hear the basis for the elimination of this position. Trustee Oiler stated he did not need someone as a secretary as he is fully capable of composing and writing his own letters. I believe Martha can handle most of the things that have to be done by this board and take the minutes and do the job as has been done before, therefore, I am not saying that Ms. Ferencz has not done an excellent job in the last year, because she has but I think now that things are in order that everything can be handled. Trustee Likley asked Ms. Evans if she was willing to take the minutes that she resigned from and resume taking that responsibility on. Ms. Evans answered, yes. Trustee Likley asked if she was able to provide normal business hours through the week. Ms. Evans responded 9-12 Mon. through Thurs. Trustee Likley stated it is important that those responsibilities be available to our residents that we establish normal business hours and that was the attempt in pursuing Ms. Ferencz to that position. Also the intent was to the administrative assistant's position would be the foundation for future boards/elected officials as they came in would have a sounding board and that you would have one person that would be able to answer the questions and the continuity in any transition. That was the intent and hope. I believe that Ms. Ferencz has done a great job for the township in serving this board and the community. I understand that the fiscal responsibility is in that. Each of you has received a copy of my job evaluation for Ms. Ferencz, and in that job evaluation, I tossed out the possible need to reduce hours, possibly combine her responsibilities along with the zoning secretary responsibilities in order to be fiscally sound. As long as the service that this township has been able to provide, normal business hours, meeting minutes can be met I will leave it at that.

Trustee Harris, I agree with Jim that Kim has done a very good job and she is very knowledgeable in her area but I think that we do have to go in a different direction at this time. We operated before Kim came aboard and things seemed to move smoothly then and I think that can happen in the future.

Roll call vote: Trustee Oiler, aye; Trustee Harris, aye; Trustee Likley, No. Motion carried 2-1

Ms. Ferencz asked "Is this effective immediately?" Trustee Oiler answered, yes. Ms. Ferencz respectfully rescued herself and left the meeting.

TRAVEL EXPENSES

Trustee Oiler read the suggestions by the Fiscal Officer: \$.50 per mile for travel; all expenses for workshops, conferences etc. are paid by the individual wanting to attend. The Township will reimburse the individual for registration fees, parking and mileage with proper documentation and receipts. Any overnight accommodations and food will be at the expense of the individual attending.

A discussion was held on the last sentence – "Any overnight accommodations and food will be at the expense of the individual." Trustee Oiler asked if traditionally overnight accommodations were paid for the township for the Ohio Township Association Winter Conference in Columbus. Trustee Likley answered by stating in the past we have compensated for the OTA conference. The conference is 4 days and usually 2 nights. I will continue to support this because that conference is very valuable to board members. The travel expenses for mileage at \$.50 per mile is acceptable, the suggestion that the expenses be paid by the participant or the person that is going does make sense. If they cannot attend it is their loss not the townships'. We have seen in the past that the money was not able to be reimbursed back to the township if someone was unable to attend.

Trustee Likley asked Trustee Oiler to restate the motion.

Trustee Likley made a motion to pay \$.50 per mile for travel expenses submitted to the township, any registration fees and expenses that member incurs for travel whether it be for workshop session or conference be paid by the participant with receipts and documentation to be submitted for reimbursement by the township for those expenses. We continue to pay for overnight accommodations with the pre-approval of this board for those expenses, Trustee Oiler seconded the motion.

Discussion: Trustee Likley asked Ms. Evans if there was anything additional that she needed to reimburse these expenses. All the fiscal officer needs is board approval for the expenses and the proper receipts are provided for reimbursement. The participant is responsible for personal payment up front, the township will not prepay.

Roll call vote: Trustee Harris, aye; Trustee Likley, aye; Trustee Oiler, aye. Unanimous

Trustee Likley made a motion to authorize the township to pay for elected officials Ohio Township and Medina County Township Association dues as well as for employees as an associate member, seconded by Trustee Harris. Roll call vote: Trustee Oiler, aye; Trustee Likley, aye; Trustee Harris, aye. Unanimous

Trustee Likley made a motion to pay a fee of \$20 to an employee to open and close the hall, seconded by Trustee Oiler. Roll call vote: Trustee Harris, aye; Trustee Likley, aye; Trustee Oiler, aye. Unanimous

ROADS

Trustee Likley spoke with Lee earlier today. Additional salt has been ordered but we have the cleanest roads in the county. Last trustees meeting we paid a \$6,000 salt bill and this next bill will be close to that. Fiscal officer, stated \$7,300. Lee has been busy and has been putting in some time and also additional road help has been out plowing to keep the roads clear. It has snowed all day today. It is a reality and a cost of doing business in the township. Trustee Oiler stated the crew is doing an excellent job. It is hard to believe that the township does a better job than the county and certainly better than the state.

Trustee Likley reminded the board that they have received a letter from the County Engineer to sign the mileage document Jan. 6, 2010. Trustee Likley asked when Lee gets back be certain to have him verify that the county's mileage records are up to date prior to us going up and signing.

OLD BUSINESS

Hydrant breaks in Village of Westfield Center. Trustee Oiler needs to know the consensus of this board concerning the hydrant break as he will be going to the Village of Westfield Centers' meeting tomorrow night if he is asked. The fire department is all trained on how to open and close fire hydrants and I do not believe that this was the cause. I believe this was a coincidence.

Trustee Likley has made his statement very clear in the past that the township does not or has not owned the village's lines that were in turn sold to the county and as a result of the normal operation of a hydrant resulted in a line break. I understand the county's financial issues. Trustee Likley does not believe the township has any responsibility in reimbursing the county for that bill and if the village wants to pay it that would be their option. Trustee Harris agreed with Trustee Likley.

Trustee Likley reported the hole was cut in the wall of the fire department with a support beam in the side wall to make room for the new fire apparatus. Yes, the new truck will fit. As of the last meeting of fire committee the new truck is anticipated to be delivered and in commission probably in mid March. We have not received a bill for the renovation of the fire department but the village and township approved a maximum of \$10,000. Trustee Likley reported that he requested Ms. Evans to prepare a year end expense report less capital expenses. It will be the basis of operation for 2010. She was working with village fiscal officer, Sue Ewers. Fiscal officer reported it will be between \$218,000-\$220,000.

Trustee Oiler had a call from Patrice, Medina County Planning. Purpose of her call: To ask the Westfield Township Board of Trustees to contribute \$1,000 to support a study of Lake Road North to Medina City and South to Greenwich Road. There is nothing in writing at this point. Trustee Likley feels the need to have a better scope of what they will be reviewing and what the end result and product will be for the township. Trustee Likley related that the township just spent \$34,000 for a development plan.

NEW BUSINESS

RESOLUTION 2010-04 A RESOLUTION SUPPORTING THE EFFORTS OF THE BOARD OF MEDINA COUNTY COMMISSIONERS TO EFFECT A GOVERNMENTAL ELECTRICITY AGGREGATION PROGRAM FOR WESTFIELD TOWNSHIP AND OTHER UNINCORPORATED AREAS OF THE COUNTY

Trustee Oiler explained that the commissioners would be negotiating with First Energy or with a broker to reduce the electrical rates. It was proposed at a meeting he attended a 6% reduction. By approving this resolution, it will allow the commissioners to put the issue on the ballot. Residents have the option to opt out every 3 years if they do not want to participate in this aggregation program. They will be charged the regular rate if they choose not to participate. In 2000 the aggregation program failed county wide, now they are proposing to each individual township to put it on the ballot, if it passes in Westfield Township we can participate in the negotiated price.

Trustee Likley explained this resolution gives the county commissioners the ability to create a task force to negotiate with First Energy.

Trustee Harris made the motion to adopt RESOLUTION 2010-04, seconded by Trustee Likley.

Roll call vote: Trustee Likley, aye; Trustee Harris, aye; Trustee Oiler, aye. Unanimous

ASSISTANT ZONING INSPECTOR

Trustee Harris stated Lee has done a fine job in helping me out. Prior to the assistant zoning inspector being appointed the zoning inspector took care of all zoning inspector duties. With the load of permits that has been issued, I believe the zoning inspector can handle the position without an assistant.

Trustee Harris made a motion to eliminate the position of Assistant Zoning Inspector, seconded by Trustee Oiler. Roll call vote: Trustee Oiler, aye; Trustee Harris, aye; Trustee Likley, aye. Unanimous

Trustee Likley mentioned last year zoning inspector salary was \$650 per month. It was agreed that the zoning inspector salary be a negotiable item during the interview process and not set at this time.

Zoning Report: December 1 permit was issued.

For 2009 28 permits; 5 agricultural permits; 2 site plans; 6 variances; 6 lot splits

The fiscal officer asked the board to approve 1 bill to be paid before the next meeting because payment is due Jan. 17, 2010. The items purchased was 1 drum of oil \$485, 1 case of paper towels \$16.88, and one case of bathroom tissue \$12.48 for a total of \$514.36 from Sam's Club. This is not the norm but the accounting system needs to be closed and new appropriations entered before bills can be paid and the due date of the bill is before the next meeting January 18th 2010 meeting.

Trustee Likley made a motion to pay the above mentioned bill, seconded by Trustee Oiler.

Roll call vote: Trustee Harris, aye; Trustee Likley, aye; Trustee Oiler, aye. Unanimous

Announcements:

Zoning Commission

January 12, 2010 @ 7:30 pm

Resident John Miller requested that the agenda be forwarded to each of the zoning board members. Trustee Oiler will get the e-mail addresses to comply with the above request.

WEB SITE PROPOSAL

Trustee Likley stated the township has received a proposal from Ms. Fisher regarding the web site and management. I do not propose that we discuss this at this evening's meeting but definitely in the future. I have also submitted to the trustees and to the secretary some additional information for review. We need to attempt to move forward with the web site. Trustee Oiler will put it on the agenda for the next meeting. Trustee Likley: In doing some additional research concerning our web site I have questioned as to whether we actually have ownership in westfieldtownship.org. It was understood that we purchased that for a 10-year period and we paid for it. I'm not a web site guy by any means or a computer guy but I have heard and understand that the web site – that domain name westfieldtownship.org is not registered in the township's name but is presently in the name of Mr. Krolkowski our present web server. I believe we need some clarification on that. I just need to understand and confirmation. This is crucial, we paid for it. I do not know how to prove it. I do know that it is not presently in the township's name.

Ms. Fisher asked if there is a document that the township has that would prove ownership. Trustee Likley stated the fiscal officer could review those payments. There was an invoice submitted for that purpose. Trustee Oiler does not remember any other documentation. No contract was ever established. The proposal from Mr. Krolkowski had options such as 5 year 10 year for domain name at that particular rate. I believe that was paid for the 10 year period. Trustee Likley asked Trustee Oiler to communicate with Mr. Kratzer concerning the domain documents.

Heather Sturdevant mentioned the e-mail from Kathy Zweifel's concern that her name was not on the contact page on the web site and she feared she was being let go. There have changes in the contact page and there are some errors that need to be corrected.

Trustee Likley directed this comment to Trustee Harris. Communication with the Village of Westfield Center is of utmost importance because there is lot to do in a very short period of time concerning the fire department. My availability as I stated is Monday evening or any week day morning until noon or 1 pm.

With nothing more to come before the board, **Trustee Likley moved to adjourn, seconded by Trustee Oiler.**

Unanimous

Approved January 18, 2010