

# WESTFIELD TOWNSHIP TRUSTEES

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Regular Meeting  
February 6, 2012  
7:00 pm

Trustee Harris opened the meeting by asking those in attendance to stand and Pledge Allegiance to the Flag. Trustees present: Gary Harris, Ronald Oiler, James Likley.

## FIRE DEPARTMENT

Chief Fletcher reporting: (copy of report on file)

- January 38 runs                      February to date runs 6
- Fire Association has set up a web site that contains pictures of community events for the public to view. [www.wfrdcommunityevents.shutterfly.com](http://www.wfrdcommunityevents.shutterfly.com) password is community. The three (3) events: Poster Contest; Breakfast with Santa and the Chili Cook Off.
- Contract with Medicount management has been finalized and we need to get it signed by both parties and arrange for software set up and training. We may be able to go live the first of April.
- I will be applying for The State Fire Marshal's Equipment Grant later this month. I would also like to apply again for the Revolving Loan Program in order to purchase a new squad. The plan asks for the Township to fund \$25,000 and the Village \$25,000 and apply for an \$80,000 interest free loan from the State which we would pay back over six to eight years or sooner. I need the Trustees to agree tonight to support the application.
- New mobile radios were installed in the two squads and the reserve engine. All vehicles are now compliant with the narrow banding requirement to be implemented this year. We were able to acquire these radios at one-third the cost of market value.
- The department is testing out new pagers that are two-way instead of one-way. We want to make sure we have good reception throughout the whole township. The cost is less than half of the one-way radio. These new radios meet the narrow banding requirement. We were going to have to purchase 5 or 6 radios. Seville has looked at the radios and like them but don't know if they have committed to buy any. Trustee Likley asked what will be an approximate cost to the department to replace or add radios to be compliant by June (County's goal) or the end of the year. Chief answered about \$2,500 if we go with the smaller radio. The mobile units that were replaced cost about \$2,000-\$2,500.
- Trustee Likley stated the Medicount agreement has been finalized and Mr. Thorne has forwarded it to the fiscal officer and me as well. The chief's recommendation is sound and the language concerns that legal counsel and this board has been addressed and corrected. I think this is a sound contract that we can move forward with that eliminate the need for Life Force and EMS charting and the department the ability to bill and meet the state reporting requirements with one server. The cost will be 12% of the billing revenue for a period of 4 years, after 4 years it will drop down to 6.5%. We are presently paying 10% now. **Trustee Likley offered a motion to move forward with Medicount Management Contract/Agreement for**

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## WESTFIELD TOWNSHIP TRUSTEES

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**billing and state reporting, seconded by Trustee Oiler.** Discussion: Fiscal Officer cautioned the interruption of changing billing companies so we do not have a lapse of cash flow. The chief will take that under advisement. **Roll call: Harris, aye; Likley, aye; Oiler, aye.**

- REVOLVING LOAN PROGRAM – Trustee Likley would like to pursue legal counsel before entering into an agreement that would possibly binding future boards. **Trustee Likley made a motion to proceed with revolving loan application but with the understanding that we have to legal council’s approval of the acceptance of the loan.** Chief explained we could at any time withdraw our application if we did not want to pursue the loan. **Trustee Oiler seconded the motion. Roll call: Oiler, aye; Likley, aye; Harris, aye.**
- Trustee Likley gave a report from the Fire Advisory Board:
  - a. Monitors in the squads are going to be obsolete as far as maintenance going into 2013 at a cost of \$24,000-25,000 per monitor. There is definitely a need in the department as we go into the fall asking for more funding.
  - b. In November we will go back to the residents for additional millage to provide for the needs of the department.

**February 6, 2012 at 7:20 pm the regular meeting was recessed and a public hearing was opened with Dan Becker, Medina County Engineer’s Office presiding. The reason for the public hearing is to discuss, present plans for discussion of the Buffham Road Upgrade at the curve ¼ mile west of Lake Road. Also there is planned upgrading the section of Buffham Road east of the curve to Lake Road.**

Surrounding the table with the plans: Lee Evans, Westfield Twp. Road Supervisor; Trustees Oiler, Harris, and Likley; Matt Witmer, Zoning Inspector; Scott Gregoire (owner of Medina Sod Farm) and Michael Wagner of 6123 Buffham Rd (residents that is contingent to improvement).

Dan Becker presenting:

- 2 years ago the township applied for Issue One Grant to improve a section of Buffham Road
- The project was scheduled to be done last year but unfortunately we could not get all the right of ways and plans completed in time, therefore it was held up until this year.
- The plans were shown and explained: beginning at house 6142 and east to intersection of Lake Road. The road will be raised on the south side, enclose certain ditches in front of certain properties especially on the north side and an area to the south near the culvert. Repave the road and raise the south side so you don’t feel that pull when you are east bound, install some guard rail. The reason for the guard rail is because of the difference of elevation from the invert of the 9’ structure and the edge of pavement of 5 foot or more warrants guard rail. There will be 200-300 feet of guard rail on the north side and 100-150 feet of guard rail on the south side.
- The original cost in 2009 was \$106,000 and \$20,000 engineering costs
- Lee Evans explaining the reasoning for asphaltting the road surface from the edge of the issue one project to the Lake Road intersection was because the county is redoing Lake Road this

## WESTFIELD TOWNSHIP TRUSTEES

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year. It will cost the township about an extra \$25,000 but that gives a smooth same surface all the way to the sign past the curve to keep it safe. We have our \$35,000 set aside for our portion of the Issue One Project and I planned on the extra \$25,000 this year to make sure that we have a smooth transition from Lake Road up through that curve.

- Dan Becker: In 2008 asphalt was \$75 per cubic yard today it is \$125 per cubic yard. Lake Road repaving will be part of a Federal Project. We are hoping to piggy back your project with Lake Road. Any time you can bid a small area with a large area the contractor may bid it cheaper. The right-of-way on the north side (Perry's) has been acquired.
- Question was asked about maintaining traffic during the period of construction. Dan explained the road will have split barricades with flashers with traffic maintained at all times during the project with local traffic and emergency vehicles being able to pass through.
- Bidding will begin in March award In April and begin after school is out in June and finished in August.
- The grades will be 4 to 1 or 5 to 1 slope off edge of pavement. We will put back anything that we disturb.
- Mr. Gregoire asked if his driveway into his sod field will be disturbed. Dan stated they are actually looking to widen the driveway about 5 feet and replace the drive pipe. We will wrap the guard rail. If there is a pick up going in or out there may be a little bit of a sight problem with that guard rail. Dan stated they are going to try to raise the drive to give the sight distance to the west. Dan will not know that until they start the construction. Dan asked Mr. Gregoire if he could bring a truck out during construction. Mr. Gregoire agreed. The semi's generally turn to the east. Mr. Gregoire will keep Dan posted when he wants to get and out of that field this year.
- If a drive pipe needs to be replaced it will be done in a couple of hours – no overnight. The homeowner will be able to access their property same day. Drives will have stone put back after the installation of drive pipes. Stone berms will be put back the whole length of the project. The road is striped now and it will be striped when finished. The project will stop short of Lake Road because the stop bar will be part of the Lake Road project.
- Township grant was approved for \$108,000 to \$109,000 plus \$13,000 in engineering making a total of \$122,000. The township pays 26% and the state pays 74%. The township responsible for \$32,155. Unfortunately the prices have gone up and the engineering have estimated \$152,000 that includes the extra paving work that Lee asked for which was \$29,500. The state will pay a maximum of \$91,520. The fiscal officer stated \$60,000 has been appropriated.
- Dan offered to meet with any of the home owners on sight if there are questions or concerns. All residents were notified by letter of the upcoming project and of this public hearing this evening. Public service signs notifying travelers of the upcoming project about a week or two before the project starts. Dan will be there at least once a day but not 8 hours a day. Dan gave a business card to the two property owners and invited them to call if there is a need and the

## WESTFIELD TOWNSHIP TRUSTEES

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plans can be changed until it goes to bid. The south guard rail will be stacked out for Mr. Gregoire.

- Ronald Oiler will be the CFO and the signer

**The public hearing was closed at 7:55 pm.**

The regular meeting resumed

### CEMETERY AND PARK

Trustee Oiler brought to the attention of the board that we do not have a rate for a Non-Resident wanting to purchase 4 cemetery lots. After some discussion **Trustee Oiler made a motion to add NON-RESIDENT 4 grave sites at a cost of \$600 in the Friendsville Cemetery, effective February 13, 2012, seconded by Trustee Harris. Roll call: Likley, aye; Oiler, aye; Harris, aye.**

- Trustee Oiler has noticed the cemetery sign is getting in disrepair and is getting quotes to replace the sign. He is looking into recycled plastic. The current sign is 3x6 feet. The present sign is 20 years old and is wood and has been repainted once.
- Lee had a cemetery deed prepared for the trustees to sign. Sold lot 82A to Ricky & Sharon Baker for 3 cremations that will be interred at the same time.

### ROADS

Lee reporting:

- Lee has been in contact with contractor for the Mudlake Road Railroad Bridge. They want to put a retaining wall because they must elevate the bridge and road so much. One good thing is that when it is a bridge structure the county must maintain the structure. I want to either get the retaining wall out of the road right-of-way and/or CSX is responsible for the retaining wall if it fails. Timetable: supposed to happen this summer and the road will be closed. Some of the fine tuning is still going on and hope it makes the county and me happy. The county is trying to tell the contractor to purchase additional right-of-way and grade it like it is supposed to be and don't just put a wall there that we have to maintain. The last time I talked with Andy it was one of two things; either CSX took full responsibility of the retaining wall by letter or they buy the additional r-o-w and taper it out. This was a design bid so Ruhlin is saying this is how we are going to build it.
- Lee presented a copy of the oil pump kit at \$549 plus shipping which is unknown at this time. This is to put our 15-40 drum of oil on. It has 50 foot of hose and meter. This is to be able to move it around. I do not have to have it right now but it is an asset to be able to move a 55 gal drum of oil around in the shop. I will call for the shipping by the next meeting. No decision tonight and it will be put on the agenda for the next meeting.
- The mileage certification has been reviewed by Lee and it is fine. The certification will be ready for trustees' signatures February 23, 2012 between 8 and 4:30 at the engineer's office.
- As this township is one of a very few that does not have a road levy; I would like the trustees to consider levying the \$5 Motor Vehicle Tax Tag Fee pursuant to ORC Section 4504.18. This will be used for the purposes of paying the costs of construction, reconstruction, improvement, maintenance and repair of township roads and the maintenance of traffic control devices,

# WESTFIELD TOWNSHIP TRUSTEES

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purchase and maintenance of township road equipment and the construction, reconstruction, improvement, maintenance and repair of township road buildings. The fiscal officer will contact Bill Thorne as to the procedure we need to follow.

## ZONING

Matt Witmer, zoning inspector reporting: (a report is attached)

- ⊕ No permits issued
- ⊕ Spoke with CSX Police Agent about the Lesiak issue. I will meet with him in about 2 weeks
- ⊕ Spoke with Bill Thorne about North Coast Premier Soccer
- ⊕ Several conversations with the people about splitting the property at 9250 Friendsville Rd. Wanting to split the house from the barn.

## BUFFHAM ROAD RAILROAD CROSSING

Trustee Oiler has talked with Commissioner Geissman about the railroad crossing. She is still trying to get us a grant as we are also pursuing a grant. If Ms. Geissman hears that the funding may be going away, she will let us know and we would need to make a decision.

## FISCAL OFFICER

- ✓ Bills in the amount of \$41,699.89 **Trustee Likley made a motion to approve the bills, seconded by Trustee Harris. Roll call: Harris, aye; Likley, aye; Oiler, aye.**
- ✓ Fund Status      Investment      \$517,540.64      Checking      \$296,439.28
- ✓ Pat Edington, village councilwoman stated she would have the park maintenance in as soon as she could
- ✓ The Records Commission met this evening and recommended the destruction of the list of documents that you have which are in the parameters of our records retention schedule by the State Auditor and the Ohio Historical Society. The documents range from 1996-the first six months of 2011. **Trustee Likley made a motion to proceed with the records destruction per the list as recommended by the Records Commission and are within the parameters of our Records Retention Schedule as approved by the State Auditor and Ohio Historical Society, Seconded by Trustee Harris. Roll call: Oiler, aye; Harris, aye; Likley, aye.**
- ✓ The fiscal officer has 3 quotes from mobile shredding companies. The quotes are very similar. It will cost about \$60 to have the boxes of documents shredded. The fiscal officer will observe the documents being shredded.

Trustee Harris will attend the Health Department Annual Meeting March 5, 2012.

## MINUTES

January 2, 2012 **Trustee Likley moved to approve Jan. 2, 2012 minutes as corrected, seconded by Trustee Oiler. Roll call: Oiler, aye; Likley, aye; Harris, aye**

# WESTFIELD TOWNSHIP TRUSTEES

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Trustee Harris moved to approve Jan. 16, 2012 minutes be approved as corrected. Roll call: Likley, aye; Harris, aye; Oiler, aye.

## OLD BUSINESS

### GLORIA GLENS FIRE CONTRACT

Trustee Likley attended Gloria Glens meeting last week and gave a copy of the contract to their law director for review. The Village of Westfield Center will be signing the Gloria Glens contract and once they sign it, Gloria Glens will sign it and it comes back to the township for signatures.

### CELL TOWER LEASE

Trustee Likley met with Mr. Thorne and some of that language is not feasible for us to enter into. As a public entity we cannot meet some of the terms of this contract. He has kicked back to us if we are interested in entering into a land contract property sale/lease; it would take action from this board for legal counsel to initiate those contract talks with American Tower. It is very feasible to take their proposals and reverse them to the point that we see the bulk of a land contract lease purchase agreement up front meeting their lease agreement for a period of time but we need to see a guarantee of funds/revenue from that. It is very cumbersome. Is this board interested in legal counsel pursuing negotiations? The fiber optic cable has been placed underground out to the tower. Trustee Oiler related that AT & T is actively pursuing the merger with T-Mobile. Trustee Oiler would like to read our present contract over again. This issue tabled until the next meeting.

## NEW BUSINESS

**Trustee Oiler made a motion to advertise for stone bids and the mowing of the cemetery and complex for 2012 with the bids being accepting until March 1, 2012 at noon and opened March 5, 2012 at 7:30 pm once a week for 2 weeks, seconded by Trustee Harris. Roll call: Likley, aye; Oiler, aye; Harris, aye.**

Fiscal officer gave the trustees documents to help them with setting permanent appropriations to be passed at the next meeting.

## ANNOUNCEMENTS

Zoning Commission Regular Meeting	February 14, 2012	7:30 pm
Trustees Regular Meeting	February 20, 2012	7:00 pm

## PUBLIC COMMENT

Judith Cross, retired judge is running for the 69<sup>th</sup> district representative gave a brief statement as to her qualifications and ambitions for running for this office.

## WESTFIELD TOWNSHIP TRUSTEES

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Trustee Likley asked where the zoning commission is at with the new language and if there is anything coming to the board of trustees. Trustee Harris has not spoken with Heather but there is nothing to come before this board yet.

Trustee Harris related that he toured the new elementary school and was very impressed with the beautiful facility and that it came one million under budget.

There being no further business to come before this board, **Trustee Oiler made a motion to adjourn at 9:00 pm, seconded by Trustee Likley. Unanimous**

Approved 02-20-2012