

# Westfield Township Trustees

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Regular Meeting  
September 17, 2012 7:00pm

Trustee Harris opened the meeting by asking those in attendance to stand and Pledge Allegiance to the Flag.

Trustees present: Ronald Oiler, Gary Harris and James Likley.

Also in attendance were: (See attached sign in sheet)

## WELCOME GUESTS

### FIRE DEPARTMENT REPORT

Chief Richard Fletcher reporting:

- ✓ Chief Fletcher stated that there were 38 runs total for the month. 29 of those runs were squad calls, 7 were fire and 2 were MVA.
- ✓ Medicount Management has begun doing our billing and so far that is going very well. The department is able to take the laptop with them on calls and get a lot of the information entered while they are in the field. With this new system, they can get electronic signatures from the patients which can be transferred straight to the billing company without having to have several pieces of paper. The department purchased some mounts so that the laptop would be secure in the squad.
- ✓ The 9<sup>th</sup> annual Fire Association Clam Bake and Steak Fry will be held Saturday October 20, 2012 from 4:30pm to 7:30pm. The cost is \$25.00 per person or \$45.00 per couple. Residents can call the fire station for tickets at (330) 887-5541.
- ✓ The Everbridge reverse 911 system had its first call out last month and everything went very well. What they have done so far is to take the white page listings and put those numbers into the program. Anyone who does not have a land line or wishes to be notified through their cell phone or e-mail can go in and put their information in at [www.everbridge.net](http://www.everbridge.net). The county will be doing some advertising so that the residents know how to get their information entered into the system.
- ✓ 167-2 is finally back in service. This is the squad that was in an accident. There was a wiring issue that has been fixed. Preventative maintenance was also completed on the squad. The total bill was around \$4,000.00.
- ✓ The new rescue cutting tool is in service. We currently have the strongest cutting tool made by TNT which should help our department members meet the challenge of the new vehicles on the market.
- ✓ Tomorrow is the open house at the TA Travel Center on Lake Road. This event is from 12:00 noon to 8:00pm. The department will be participating as a Public Relations event. They will be holding some Olympic style competitions and it is the travel center's driver appreciation day.

Trustee Likley stated that he knew the department was talking about doing a newsletter and he wondered if there was any progress on that. Chief Fletcher stated that they would be talking about that at this evening's meeting. They got some pricing on printing and mailing. He stated that it may be too

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expensive for them to do at this time but that he was letting the department make that decision. It looks like the cost will be somewhere in the range of \$1,100.00 to \$1,200.00 for the printing and mailing. Trustee Likley then asked how much input, the Trustees had in the Everbridge system and what was involved in that process. The chief stated that the Department's role is to input the information of the individuals they want notified such as the fire department members, the fire police, the department of public works, road crews etc. The residents will need to input their own information. Trustee Likley stated that he believed that it was valuable to communicate that information out to the residents, whether it is through a newsletter or through communication from the county thus taking some of the burden off of the department. He was glad to hear that the county was pursuing that.

### Cemetery and Park

Trustee Oiler stated that he had nothing other than the opening of the bids for the Sidewalks.

Fiscal Officer Evans stated that she would be opening the bids in the order that they were received.

GM Contracting included their Workman's Comp Certificate and insurance and their bid totaled \$35,900.00.

Jim Venus Concrete included their Workman's Comp Certificate and insurance and their bid totaled \$22,019.50.

T.R.Snyder Construction included their Workman's Comp Certificate and insurance and their bid totaled \$17,840.00.

Marone Construction included their Workman's Comp Certificate and insurance and their bid totaled \$21,770.00.

Trustee Likley asked where T.R. Snyder Construction was located. Fiscal Officer Evans stated that they were located in Wooster, OH. Trustee Harris asked if all the companies that submitted a bid were able to complete the work in the time frame specified. Fiscal Officer Evans stated that the time frame was advertised and a part of the bid specifications so if the companies bid on the work that meant that they could complete it in the time frame that was specified.

Trustee Harris asked the board if they were ready to move forward at this time.

Trustee Oiler asked Road Supervisor Evans to take a look at T.R. Snyder's bid to make sure it met all of the specifications before moving forward. Road Supervisor Evans stated that although some things were not spelled out in the bid, the contractors had the specifications and that he was going to oversee the project to ensure that the work was all done to the proper specifications.

**Trustee Oiler made a motion to accept the bid of T.R.Snyder Construction for the replacement of the sidewalks in the park at a cost of \$17,840.00. Trustee Harris seconded the motion.**

**ROLL CALL: Trustee Oiler-yes, Trustee Likley-yes, Trustee Harris-yes.**

Trustee Likley thanked Mr. Marone who was in the audience for participating in the bid process and explained that the township had to go with the lowest bid. Mr. Marone stated that the company they decided on was a good company.

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## Roads:

### Lee Evans Reporting:

- ✓ Mr. Evans stated that he has been busy cleaning and getting things ready for the winter weather.
- ✓ Mr. Evans stated that Lytle Construction did the shim work on Westfield Landing Road. He thinks they may have chipped and sealed it today but he wasn't certain.
- ✓ Mr. Evans said that as the Trustees may have noticed a lot of the roads are marked out for striping.
- ✓ Mr. Evans reported that the township did get in a few more tons of salt.
- ✓ Mr. Evans said that it was discussed to sell bulk salt to the school at cost but he was uncertain if the Trustees had voted on that or not. He stated that the school is getting a truck and will get a letter of intent to us. Trustee Likley wanted to know what our involvement would be. Mr. Evans stated that the school would spread the salt with their truck and that when they came to pick it up we would weigh the salt before putting it in the truck so we had an accurate weight of the salt we sold to them. Trustee Likley wanted to be certain that they were not calling our Road Supervisor at 2am in the morning to load their truck so they would be ready to plow in the morning. Mr. Evans stated that if the roads needed to be plowed at 2am in the morning, he was already out on the roads and not waiting until morning. He did not feel that should be an issue. He stated that he would make sure that they were aware of when they could pick up salt. Mr. Evans stated that they have a tentative agreement to buy the single axel truck from Seville. Mr. Evans wanted to make sure that the Trustees were aware that this was still in the process. An agreement will be coming in for the Trustees to review. Trustee Harris asked how the salt would be weighed. Mr. Evans stated that they would be required to get an empty weight taken at the truck stop and then get a loaded weight once the salt was onboard so that the Township could calculate the difference and charge the school accordingly.
- ✓ Mr. Evans stated that he has been trying to get the yard rearranged and has added a bin. He has 411 coming to go into that bin. He is looking at putting in a few more bins, one by the salt shed to hold his eights and nines. If there is a bad ice storm he mixes some of them with the salt to give some traction.

Trustee Likley asked if any of that work was able to be done with the Grade All. He noticed that there was a bill from Joe Lewis of which \$2150.00 is for the yard. Mr. Evans stated that it can be done with the grade all if someone wanted to come in to hold the stick. The problem is that Mr. Evans is working alone and the task although could be done with the grade all, it could not be done alone. It would require at least two people. Trustee Likley stated that he thinks that the yard is getting to where it needs to be but that he is looking at the cost to get it there and that while he understands paying the cost of the bins, he does not want to pay a bill for Joe Lewis when we have a piece of equipment that could do the same job for free. Fiscal Officer Evans stated that in order to use the grade all there would need to be at least two people for safety reasons and that Mr. Evans works alone. She stated that when you see these big blocks hanging and only one person, she felt that OSHA would frown very heavily on putting our worker's

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health at risk. Trustee Likley stated that he was just asking the question and wanted to understand the expense. Fiscal Officer Evans then stated that the last time our best practices were reviewed, that the fact we only have one worker was frowned upon due to safety.

Trustee Oiler asked if Mr. Evans had a chance to look at the Mud Lake Bridge. He stated that he did not. Trustee Likley stated that he was down there last week and it looked like they were running concrete trucks. He stated it was pretty well formed on the North side but they are a long way from being done. He is not certain they will hit their target date. Mr. Evans stated that he would make a trip down there to see how things were going.

### Zoning:

#### Matt Witmer Reporting:

- ✓ Mr. Witmer stated that he had a call from Brian Richter of the Prosecutor's office regarding the Hughes property. Mr. Richter has spoken with Mr. Hughes attorney and stated that Mr. Hughes stated that he is now raising dogs there. Mr. Witmer stated that nowhere in the photos was there anything shown used in the care of dogs. Mr. Richter stated that the three properties needed to be combined and that then a zoning permit was needed from Mr. Witmer. Mr. Hughes attorney was going to talk with Mr. Hughes and the Township is waiting to see what happens from there. Trustee Likley asked if we had the application for agricultural exemption and the signed affidavit. Mr. Witmer stated that we did not have the signed affidavit but that the application that we did have stated very clearly that the use was for agricultural purposes. Trustee Likley wanted to know if the lack of that signed affidavit would affect how we could proceed. Mr. Witmer stated that he would check but that he has been clearly communicating what needed to be done and that Mr. Hughes has stated what he was going to do but that was not happening. Trustee Likley stated that the application that was used was only to be used in major subdivisions and that any other uses would fall under the affidavit. He wanted to make certain that Mr. Witmer discussed that with Mr. Thorne.
- ✓ Mr. Witmer had no further update in the Lesiak property. He did not know who at the prosecutor's office was going to handle that case. He has spoken with Bill Thorne about that issue. Trustee Harris stated that he would like to see the prosecutor's office move on this issue.
- ✓ Mr. Witmer did call Mr. Thorne to ask for more copies of the site plan for North Coast Soccer. Trustee Harris stated that he would like to get those to the Zoning Commission by their next meeting.
- ✓ Mr. Witmer then stated that one of the MVA's that the Fire Chief reported on was his accident on the corner of 83 and Greenwich Road. He stated that the need for the new jaws that our department purchased were demonstrated as the jaws that Lodi had were not sufficient to get the job done. It took a long time to get the driver of the other vehicle out and in that situation time was of the essence.

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### Fiscal Officer Report

- ✓ The bills for the month to date total \$22,331.94.

**Trustee Oiler made a motion to pay the bills as presented. Trustee Harris seconded the motion.**

**ROLL CALL: Trustee Likley-yes, Trustee Oiler-yes, Trustee Harris-yes.**

- ✓ Fiscal Officers noted that the Trustees all had a copy of the Fund Status Report.
- ✓ The Medina County Visitors Bureau would like to know when the board was going to set a night for trick or treat. Mrs. Evans stated that she would call the Village for their date and the Township could use the same date.
- ✓ Mrs. Evans received an e-mail regarding a training session on the ethics of Zoning to be held October 4, 2012 at the university Center. There is a \$25.00 fee for that training session. Trustee Oiler stated that the Zoning Commission had asked if the Township would pay that fee. Trustee Harris stated that in the past the Township would send two individuals to the training and that they would then come back and train the rest of the board members on what they learned. Trustee Oiler suggested that the township would pay the \$30.00 to each board member who attended the course and that they could take the \$25.00 fee out of their pay but that he did not want to pay both. Trustee Likley agreed and stated that he does encourage the board members to attend.

**Trustee Likley made a motion to support the Boards training by paying \$30.00 to each member who attends but that any attendance fees would be paid by the Individual Board Member. Trustee Oiler seconded the motion. ROLL CALL: Trustee Oiler-yes, Trustee Likley-yes, Trustee Harris-yes.**

Trustee Oiler stated that if residents wanted to bring food items to the town hall for the campaign to Feed Medina County, he would pick them up and deliver them to Lafayette to the appropriate person.

Trustee Likley asked if Mrs. Evans had seen the e-mail from Ann Folk from the County Engineer's office requesting Resolution 2011-16 for the maintenance agreement for fire hydrants. Mrs. Evans stated that she would respond accordingly.

Trustee oiler stated that he attended the County Engineer's dinner and there were not as many people there as in years past but that it was a good meal and one of the directors from Ohio Township was there to brief them on new laws passed through the Senate. He stated that he believed the Salary Ceiling was now \$600.00 per month for OPERS to be vested. He believed that would be incrementally increased over time.

### Meeting Minutes:

**Trustee Likley made a motion to approve the September 6, 2012 public hearing meeting minutes as submitted. Trustee Harris seconded the motion.**

**ROLL CALL: Trustee Likley-yes, Trustee Oiler-yes, Trustee Harris-yes.**

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Trustee Oiler made a motion to approve the September 6, 2012 regular meeting minutes as amended.  
Trustee Harris seconded the motion.

**ROLL CALL: Trustee Likley-yes, Trustee Oiler-yes, Trustee Harris-yes.**

### Old Business:

Trustee Harris asked if we had heard back from the auditor regarding the taxes due from Creston. Mrs. Evans stated that she had a spreadsheet and that out of the \$8,346.45 we should receive \$6,677.16. This has been sent to Creston's Solicitor as well as their Fiscal Officer. They are currently reviewing the information. Some of that money will go to General Fund, Road and Bridge and Fire. Trustee Likley stated that the area of Westfield Township that was annexed some years ago was never detached. Last year that section was detached. The ORC states that when an area is detached that the Township is entitled to a decreasing portion of those taxes for a period of 12 years.

### New Business:

Trustee Likley stated that he forwarded information to the board from American Tower on the cell tower lease. He stated that one of the points that was made was that there would be no change of ownership or easement on the property. That point has been readdressed in the e-mail. Trustee Likley read the e-mail. Trustee Harris still felt that he was not interested in tying up future boards with a 30 year lease. Trustee Likley stated that in previous offers were indefinite and that they were purchasing the property. This however, is a thirty year lease that then could be negated or put on a year to year basis. Mrs. Evans stated we are in year twelve of our current lease. Trustee Oiler stated he was not interested in the offer.

### Announcements:

Training September 18, 2012 at 7:30pm with Bill Thorne

Trustee's Public Hearing continuation for Wind Energy October 1, 2012 6:30pm

Trustee's Regular Meeting October 1, 2012 at 7:00pm.

Zoning Commission Regular Meeting is October 9, 2012 at 7:30pm.

### Public Comment:

**Trustee Harris made a motion to adjourn at 8:13pm, seconded by Trustee Oiler. Unanimous**

Approved Oct. 1, 2012