

# Westfield Township Board of Trustees

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Regular Meeting  
July 7, 2014

Trustee Likley called the meeting to order at 7:00 pm.

Roll call: Thombs- aye, Schmidt- aye, Likley- aye.

**Comments from the Floor:** None

## **Fiscal Officer's Report:**

- Bills and Warrants in the total amount of \$13,380.78.
- Fund status in the amount of \$723,048.49.
- Monthly pay and insurance reimbursement for William Thombs was in 1 check on 7-3-14.

***Likley makes a motion to pay the bills as corrected after cutting a check for Joe Doty in the amount of \$55.11 be added for the total amount of \$13,435.89; seconded by Thombs.***

***Roll call: Likley- aye, Schmidt- aye, Thombs- aye. The motion passes.***

- The fiscal officer is almost done with the 2015 budget.

***Likley makes a motion to approve the June 16, 2014 meeting minutes as amended; seconded by Schmidt.***

***Roll call: Schmidt- aye, Thombs- aye, Likley- aye. The motion passes.***

## **Roads Report:**

- Contracts for road work need to be signed by the trustees and then returned to the Medina County Engineers' Office and the contractors. One signed copy is to be kept by the township.
- Thombs mentioned that schools start earlier this year so the roads by the school will be done soon. Some of the jobs are pushed back due to the rain.
- Headwalls will be done in a couple of weeks.
- Bids are coming in for Kennard Road project and the bids will be opened on July 21<sup>st</sup>.
- Ballash Road culvert is on track and will be done soon.
- County motor paved or chip & seal projects will be scheduled around rain and other county projects. (Will take care of Westfield Road then Seville.)
- Cemetery deed to be signed by trustees. Four plots have been sold and the deeds need to be provided to the owners on heavy paper.

## **Zoning Report:**

- 8 permits have been issued. 5744 Greenwich Road-mini storage; 6215 Seville Road- Pool; 5530 East Lake- enclosed porch; 6500 Buffham- pole barn
- This month a total of \$1,845.60 has been collected for permits.
- To date: \$2,385.60 has been collected by ZI Sims.

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- 3 violations: 6479 Kennard Road (Kevin and Patricia Keogh) welded wire fence in front yard with plastic roofing material; 7552 Seville Road (James Lesiak) issued a 10 day written notice to remove the three semi-trailers being used as storage at the rear of his property; 8514 Friendsville Road (Kristen Lenart/ Fix-A-Fence) after 30 days the owners have not pursued a Variance for their stockade style fence in the front yard. Issued a 10 day notice.
- North Coast Soccer: ZI Sims picked up an Area Variance application from Mike Sweeney. Application is not yet complete (no payment has been received) and ZI Sims has contacted Keith Simmerer, BZA liaison to review.
- Received Comp Plan on disc from Mark Majewski of North Star Planning. ZI Sims will send the Comp Plan to the web master to be placed on the zoning page on township web page. Zoning Commission has received their copies and additional copies will be made and given to BZA and Trustees.
- Natural Hazard Overlay Map: Contacted Jeff Van Loon of MC Soil and Water Conservation District. Gary, (map tech) only works one day a week and would ZI Sims would like him to review the changes prior to making copies. Likley would like the map updated and language referring to the map amended by the trustees.
- Kratzer Lawsuit: Case #14 CIV 0173- No information at this time.  
Case # 13 CIV 0971- The next status conference is scheduled for July 15<sup>th</sup> at 1 PM, attendance by council is required.
- Public Hearing on July 8, 2014 at 7:30 PM for Solar Language.
- BZA Public Hearing on July 10, 2014 at 7:00 PM. The applicant would like a Use Variance for a second drive on their property.
- Westfield Terrace Mowing Dates: July 1<sup>st</sup>. and Sept. 15<sup>th</sup>. Evans mentioned that the property owner has done some mowing but not as previously discussed. ZI Sims will contact him regarding this matter.

## Old Business:

Fire Contract Lease Signed.

Website update: \$315.00 paid for updating the website and providing scrolling information on the web page as well as posting meeting agendas. State and Federal Representatives are also linked from this page.

Thombs would like to have a group planning workshop for the implementation of the comp plan. This group will include Sturdevant (ZC chair), Daugherty (BZA chair) ZI Sims and Thombs. Implementation page (of the comp plan) must be revisited due to previous dates already passed. Thombs will talk with Zoning Commission and BZA so all boards are on the same page. He will request that all members email him their priorities for zoning and what needs to be addressed.

Purchase of a hall microwave and getting a general credit card will be handled by Zweifel.

## New Business:

- Request for a Trustee Meeting Minute Secretary will be advertised on July 12<sup>th</sup> and July 19<sup>th</sup>.
- Hall Rental deposit/ fee agreements need to be revisited. Schmidt would like a clip board to be placed in the office with the renter/rental information available. Charges may be added for late leaving or destruction of property. Thombs will work with Zweifel on a letter for the hall rental.
- OTARMA (Property and Liability Insurance)- Megan has talked with Zweifel and the company is behind with their policy quotes. The township will not be penalized even if the present policy agreement expires in August.
- Records retention schedule for disposal met on December 30, 2013.

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- Likley says there are 6 boxes ready for disposal. Likley will confirm with the prosecutor's office regarding WFRD information that may need to be retained. The shredding of documents will be overseen by Thombs and Fiscal Officer. Likley will get prices for community shredding and what times may be available. Ohio Historical Society will be contacted then the Ohio Attorney General's Office prior to the records being disposed of.

### Announcements:

July 8, 2014- ZC Public Hearing at 7:30 PM

July 9, 2014- Village Concert in the Park at 6:00 PM

July 10, 2014- BZA Public Hearing at 7:00 PM for a Use Variance

July 21, 2014- WFRD meeting at 6:30 PM

July 21, 2014- Trustees regular meeting at 7:00 PM

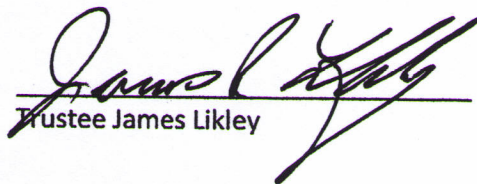
September 2, 2014- Special WFRD and Trustee meeting at 6:00 and 7:00 PM (no meeting on Labor Day)

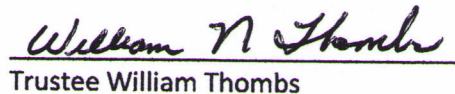
**Thombs makes a motion to adjourn at 8:40 PM; seconded by Schmidt.**

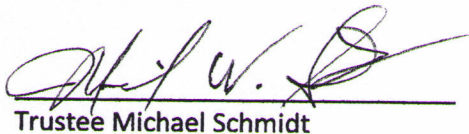
Respectfully Submitted by:

Cheryl Porter, Zoning Secretary

Date Minutes Approved: 7-21-14

  
Trustee James Likley

  
Trustee William Thombs

  
Trustee Michael Schmidt