

Westfield Township Board of Trustees

Regular Meeting
November 20, 2017

Trustee Schmidt called the regular meeting to order at 8:15 PM. Roll call: Likley – aye, Thombs – aye, Schmidt – aye.

Comments from the floor

- Outgoing F.O. Officer Evans swore in Fiscal Officer Elect Teresa Haendiges. Evans will take the role of Fiscal Assistant. The Trustees thanked Evans for her service and stepping in to assist the Township when needed.

Minutes to be approved

- *Thombs makes a motion to accept the November 6, 2017 regular meeting minutes as corrected; seconded by Likley. Roll call: Schmidt – aye, Likley – aye, Thombs- aye. The motion passes.*

Road Report

- Lee Evans, Road Supervisor, presented the build quote for the new truck bed, plow and accessories received from American Road & Machinery.
 - The quote totaled \$68,700.00.
 - A discussion was had regarding deleting the salt spreader from the quote. Trustee Thombs expressed keeping the salt spreader in the purchase at \$4,000.00
 - Evans thinks the Township can recoup between \$50 – 70K from the sale of the 2005 Peterbilt.
 - He would like to advertise the Peterbilt on the East Coast classifieds as this is where it was purchased. The Peterbilt is unique because of its long wheel base which is required in NJ to be compliant with bridge laws.
 - The total cost of a new truck would be \$190,280.
 - Further discussion will be at the next regular meeting.
 - Funds will be encumbered for the chassis and resolution paperwork will be presented at the next meeting.
- Signs replacement is complete on Buffham, Ballash and Ryan Roads. Westfield Landing & Kennard are being done next. The Township has until February, 2018 to complete the install however Evans is submitting a 1 year extension request with the State to be sure we meet the obligation.

Cemetery

- N/A

Zoning Report Carolyn Sims

- The December 20, 2017 regular meeting has been cancelled.

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- There will be a need for a court reporter during the 1st Quarter of 2018 at the BZA Public Hearing regarding the Kratzer variance application. The estimated cost will be \$500-600 and will need to be included in the budget with Temporary Appropriations. The hiring recommendation will come from Attorney Innis.
- Training for the BZA & Zoning Commission will be on December 7, 2017 at 6:00 PM.

Likley makes a motion to provide financial support of \$250.00 for training for the BZA and Zoning Commission; seconded by Thombs. Roll call: Schmidt – aye, Thombs – aye, Likley – aye. The motion passes.

- The BZA granted the area variance to Mr. Goe's request of 5' for a garage at 7867 Buffham Road.
- An e-mail was received from Mr. Innis regarding dates for the Public hearing on either January 10 or 11th at 6:30 regarding the Kratzer application.
- ZI Sims suggested having a line item budget to expense professional fees.
- Rick Evans at 8180 Ryan Road had a drawing discrepancy regarding the porch. ZI Sims amended Certificate 2525 originally dated 10-11-17 to include the additional square footage.
- An inquiry was made as to whether training funds can be taken from the General Fund so everyone could attend the BZA training.
- Travel Center of America will require a site plan to add an outdoor freezer.
- Speedco would like to add space to their building and a site plan review will be necessary.
- There was an inquiry as to whether there is any type of notification process regarding Foreclosed homes. There is currently no Township notification process.

Fire Station Report

- Safety Services Building Bond Levy vote failed. Trustee Schmidt has called to the Board of Elections to secure the official results.
- The 2018 Election schedule is as follows:
 - 5/8/2018 Primary Election
 - 8/7/2018 Special Election
 - 11/6/2018 General Election
- There is no cost if the Bond Levy is part of the 5/8/2018 Primary Election. 90 day notice to the Secretary of State needs to be sent before February 7, 2018.
- A meeting to regroup and strategize including Chief Fletcher, Kevin Slife, Township & Village officials in needed before the end of 2017.
- Trustee Likley will reach out to Village Officials for a meeting the week of December 11th.

Old Business

- Solid Waste – Trustee Likley attended the November 9th meeting. The next meeting on November 30 will be to review bid proposals of the operation waste handling facility. It is anticipated a new contract will be in place by January 2, 2018. Mixed waste costs are also being reviewed. The Township will not support mandatory single vendor trash collection.

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- Hall Rentals
 - December 2, 2017 – Breakfast with Santa 9 – 11:30 AM – Chief Fletcher to open, Sims to close.
 - December 2, 2017 – Sims Private event – Sims to close.
- Trustee Schmidt sent an e-mail to Medina County Commissioner Bill Hutson copying Cloverleaf School District Superintendent Daryl Kubilis and others regarding the R-Cut project at Westfield Road expressing the Township's non-support. It was noted that the Township officials were not included in meeting where the R-Cut changes were introduced. A copy of the e-mail will be included for public review with the meeting minutes.

New Business

N/A

Announcements

- December 2, 2017 – Breakfast with Santa 9 – 11:30 AM
- December 4, 2017- WFRD Regular Meeting 5:30 PM
- December 4, 2017 – Greenwich Road Text Amendment Public Hearing – 6:00 PM
- December 4, 2017 – Regular Meeting 7:00 PM
- December 18, 2017 – Regular Meeting 7:00 PM – Personnel Evaluations Target Date
- December 30, 2017 – Special & General Business – 9:00 AM – Year End Financial

Fiscal Officer's Report

Thombs makes a motion to pay the bills in the amount of \$14,825.25 as submitted; seconded by Likley. Roll call: Thombs – aye, Schmidt – aye, Likley – aye. The motion passes.

- Attorney Schrader - - \$3,075.00 – Services for 9-15 through 10-30-2017
- Lafayette Township - \$1,156.50 – Sign Post Driver
- George's Trees Service - \$3,300.00 – Garman Road Dead Tree Removal

Reallocation of Appropriations

- \$1000.00 to 1000-910-910-8525 Zoning from 1000-760-710-1600 Virginia Drive Land
- \$200.00 to 2031-330-351-0000 Electric from 2031-330-353-0000 Natural Gas
- \$1000.00 to 1000-120-323-5555 Repairs & Maintenance from Contingencies 1000-930-930-0000
- \$44.88 to 2031-330-360-0000 Contracted Services from 2031-330-314-0000 Tax Fees
- \$1,041.00 to 2031-330-360-000 Contracted Services from 2031-330-381-000 Property Insurance
- 2902-330-360-000 Overage due to Poor Soil Conditions \$1,634.60, sent to Medina County Auditor's office.

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Thombs makes a motion to accept resolution 2017-31 to authorize participation in the Ohio Department of Transportation (ODOT) purchasing program; seconded by Likley. Roll call: Likley – aye, Schmidt – aye, Thombs – aye. The motion passes.

Likley makes a motion to accept resolution 2017-32 to transfer \$1000.00 from General Fund to Cemetery; seconded by Thombs. Roll call: Schmidt – aye, Thombs – aye, Likley – aye. The motion passes.

- Discussion to have glass installer company return to credit previous repair and provide quote for thermal pain glass in the back door.

Fund Status - \$303,731.07 Checking, \$197,125.68 CD.

- Martha Evans presented the allocation of the Fiscal Officer's salary for November, 2017. At a daily rate of \$51.99. Evan will be paid for 7 days = \$363.93 and Haendiges will be paid for 23 days = \$1,195.82
- Trustee Elect Horner was in attendance and it was discussed that he work with the F.O. to be set up regarding personnel items. It was also discussed his attending the upcoming Township Conference to meet requirements regarding records retention and ethics training. Prearrangement of payment for the conference was also discussed.
- Due to inactivity the Trustees & ZI Sims had Township issued credit cards closed by the vendor. No further action is required.

Correspondence


N/A


Schmidt makes a motion to adjourn at 9:39 PM; seconded by Thombs. All said aye.

Respectfully submitted by:

Michelle English

Date approved: Dec. 4, 2017


Trustee Michael Schmidt, Chair


Trustee James Likley


Trustee William Thombs