

# Westfield Township Board of Trustees

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Regular Meeting  
December 18, 2017

Trustee Schmidt called the regular meeting to order at 7:47 PM. with the Pledge of Allegiance.

Roll call: Likley – aye, Schmidt – aye, Thombs – aye.  
Fiscal Office Haendiges and FO Assist. Evans

## Zoning

The lot split of Tim Gallatin's lot on Mud Lake Road approved and signed by ZI Sims was presented to the Trustees for signature.

- 32.3913 Acres were surveyed and the Surveyor notes are part of the record.
- 2 copies will be presented to the owner's representative and 1 copy will be maintained by the Township.
- The original lot was 166 acres.
- The County Tax Map will determine the address of the property. Trustees were unable to give a timeline of the address being issued.

## Comments from the floor

- Dan Hostetler, Medina County Visitors Bureau, discussed the OSU Extension Academy on Leadership & Government. Sessions run from January 4 through March 29, 2018. Reservations are requested since a light dinner is also included.

## Minutes to be approved

- *Schmidt makes a motion to accept the December 13, 2017 Westfield Village Joint Session meeting minutes as submitted; seconded by Thombs. Roll call: Likley – aye, Schmidt – aye Thombs – aye. The motion passes.*
- *Likley makes a motion to accept the December 4, 2017 regular meeting minutes as corrected; seconded by Schmidt. Roll call: Thombs – abstain, Likley – aye. Schmidt – aye.*

## Road Report

- Roads Supervisor Evans annual performance evaluation was presented by Trustee Thombs. With recommendation of Salary and Benefits freeze at 2017 level 2018.
- 150 Tons of salt were delivered during the week of December 11, 2017.
- Truck maintenance is being completed on the fleet.
- Roads Supervisor Evans currently has an accrued vacation balance of 95 hours, he will take use 40 hours December 19 thru December 22, weather permitting. He requested that the remaining 55 hours be carried over to 2018. The 55 hours of vacation to be used within the first quarter of 2018.
- Evans questioned why his sick accrual maximum was reduced from 960 hours to 480 hours. A percentage of this balance will be paid out at retirement. Trustees will review the accrual to 960 hours in 2018.

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*Likley makes a motion to accept the carryover of 55 accrued vacation hours to be utilized in First Quarter of 2018 by Lee Evans; seconded by Schmidt. Roll call: Likley – aye, Thombs – aye, Schmidt – aye. The motion passes.*

## Cemetery

- N/A

## Zoning Report Carolyn Sims

- No planned meetings currently for the Zoning Commission or BZA.
- Training for the BZA & Zoning Commission was held on December 7, 2017 at 6:00 PM. The topic will be “How to Run a Meeting or Public Hearing”. Trustee Elect Horner was in attendance.
- The Kratzer Use Variance Public Hearing in January, 2018 has been postponed due to Attorney Hunt’s surgery (Kratzer’s attorney). Rescheduled dates have not been determined; they are tentatively for February or March, 2018.

## Fire Station Report

- A meeting was held on December 13, 2017 at 7:30 AM at the Westfield Center Village Hall to discuss the plan of action for the Safety Services Building after the second failed bond levy.
  - The levy will not be placed on the May ballot.
- An invoice was received from DS Architects, F.O. Haendiges called them as it referenced June, 2017. This was a pass through invoice from the Engineering work. F.O. is asked to follow up to find out the status of any other pending invoices.

## Old Business

- Solid Waste – Trustee Likley was reelected to the committee for 2 years, through 2019. No scheduled meetings at this time. Bids are still being reviewed.
- Hall Rentals
  - N/A

## New Business

*Schmidt makes a motion to accept the 2018 Meeting Schedule as presented; seconded by Likley. Roll call: Schmidt – aye, Thombs – abstain, Likley – aye. The motion passes.*

## Announcements

- All WFRD meetings will begin at 6:30 PM in 2018.
- December 29, 2017 – Special & General Business – 9:00 AM – Year End Financial
- January 2, 2018 – Trustees Regular & Organizational Meeting – 7:00 PM

## Fiscal Officer’s Report

## Westfield Township Board of Trustees

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*Thombs makes a motion to pay the bills in the amount of \$26,282.33 as submitted; seconded by Likley. Roll call: Likley – aye, Thombs – aye, Schmidt – aye. The motion passes.*

- DS Architect – \$4,200.00 – Services & Engineer Pass through.
- North Star - \$2,400.00 – Mark Majewski Zoning Consulting
- Cargill - \$7,749.38 – Road Salt
- Certified Power, Inc. - \$162.38 - Clutch

### Reallocation of Appropriations

- \$1600.00 to 1000-760-710-1600 Cemetery from 1000-910-910-2041 Land
- \$100.00 to 2181-130-213-0000 Medicare from 2181-130-318-0000 Training
- \$99.46 to 2181-130-318-000 Training from 2181-130-213-000 Medicare
- \$650.00 to 1000-110-311-0000 Legal Expenses from 10000-110-315-0000 Election Expenses
- \$100.00 to 1000-110-213-000 Medicare from 1000-110-112-000 Trustee Staff
- \$5,000.00 to 1000-910-910-8525 Zoning from 1000-110-315-000 \$700.63, 1000-110-345-000 \$1,097.50, 1000-110-381-000 \$2,161.89, 1000-110-383-000 \$800.00, 1000-110-590-2399 \$239.98
- Per Resolution 2017-32 \$1000.00 to Cemetery from 1000-110-590-2399 \$610.02, 1000-120-353-000 \$389.98
- \$276.26 to 1000-110-519-0000 Dues & Fees from 1000-110-599-000 \$86.26, \$1000-120-359-0600 \$100.00, 1000-120-360-4589 \$90.00
- Change to fund 2902-330-360-000 -\$82,165.60 to fund 4401 per Auditor Request.

### Fund Status

- \$377,403.81 Checking
- \$100,000.00 CD

*Trustee Schmidt makes a motion to accept Resolution 2017-34 to Set Temporary Appropriation for year 2018 at \$144,305.00; seconded by Thombs. Roll call: Schmidt – aye, Likley – aye, Thombs – aye. The motion passes.*

*Thombs makes a motion to accept resolution 2017-36 to Amend Permanent Appropriations year ending December 31, 2017; seconded by Schmidt. Roll call: Likley – aye, Schmidt – aye, Thombs – aye. The motion passes.*

### Correspondence

- Lee Evans received a letter from ODOT dated December 14, 2017 regarding their planned work at the intersection of US 224 and Westfield Road. The work is planned for 2019.
- Bonds were updated including the addition of Trustee Elect Horner
- Trustee Elect Horner & Trustee Schmidt were sworn in to their newly elected positions by Trustee Thombs.

*Schmidt makes a motion to adjourn at 9:00 PM; seconded by Thombs. All said aye.*


Westfield Township Board of Trustees

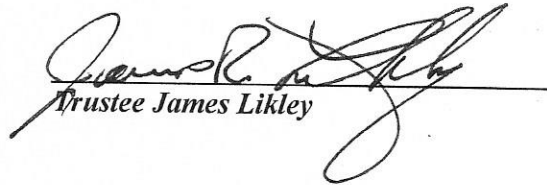
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*Respectfully submitted by:*

*Michelle English*

*Date approved:* 1-2-18

  
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*Trustee Michael Schmidt, Chair*

  
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*Trustee James Likley*

N/A  
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*Trustee William Thombs*