

# Westfield Township Board of Trustees

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Regular Meeting  
April 16, 2018

Trustee Schmidt called the meeting to order at 7:00 PM. with the Pledge of Allegiance.  
Roll call: Likley -aye, Horner – aye, Schmidt – aye.

## Comments from the floor

- Mike Lyons – Medina County Assistant Prosecutor attended to discuss the Type 2 Annexation of 1.7616 acres of land to the Village of Gloria Glens.
  - All owners of the land must agree to the annexation, the annexed parcel remains with the township for Real Estate tax purposes.
  - Medina County Parks has signed the application and no conditions exist to reject the application.
  - Trustees did not receive a copy of the application until it was requested by them.
  - A notice was received from the County Commissioners on April 9<sup>th</sup>. The County received the annexation application on April 4<sup>th</sup> and it should have been sent to the Township within 5 days.
  - Lyons will clarify the statute regarding the timing whether it should be mailed within 5 days or received by certified mail within 5 days. This may present a deficiency depending on the exact language.
  - Parcel numbers listed on the application need to be verified and validated.
    - A parcel can be split between 2 Townships
    - Adjacent parcels need to be identified to correct any mislabeling.
  - If there are deficiencies in the application, they can be corrected with a new application.
  - Trustee Likley is not supporting the loss of property since all services identified in the application as a reason for the annexation are currently available. WFRD, Sheriff's Department as well as Water & Sewer are provided. Nothing new will be gained by the annexation.
    - Additional attempts for further annexation are a concern. Land east of this annexation is the Chippewa Lake Properties.
  - Trustee Schmidt expressed that Medina County is a collaborative community and he take issue with Gloria Glens lack of communication to find an amicable solution.
    - In May, 2017 there was an annexation request, Westfield Township did not support that request.
    - Seems there is an ulterior motive to the annexation as services provided.
    - Medina Co. Park District Director Tom Jones – applicant was told by Gloria Glens officials it has fire service from Lafayette.
  - Lyons was asked whether the County Commissioners can deny the application based on services. He replied no.
    - Annexation is usually done to pursue additional services.

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- The question was raised whether Lafayette Fire is a district. If it is then it should be a separate entity outside the Board of Trustees. It would require its own budget & board. Also, if Gloria Glens joins then it becomes a Joint District.
- Trustee Likley will prepare a letter of objection to the County Commissioners.
- Lyons reminded the Board that the Prosecutors Office advises the Commissioners not the Township.
- A resolution by the Trustees is needed to formally reject the request for annexation. The deadline to respond is April 29<sup>th</sup>.
  - A special meeting will be scheduled for the passing of the resolution.

***Likley makes a motion to schedule a Special Meeting for the purpose of presenting a resolution regarding the Annexation request by the Village of Gloria Glens and General Business on April 21, 2018 at 1:00 PM; seconded by Horner. Roll call: Horner – aye, Schmidt – aye, Likley – aye. The motion passes.***

## **Minutes to be approved**

- **Likley makes a motion** to accept the March 12, 2018 Special & General Business meeting minutes as presented; seconded by Schmidt. Roll call: Likley – aye, Horner – aye, Schmidt – aye. The motion passes.
- **Likley makes a motion** to accept the April 2, 2018 Regular meeting minutes as presented; seconded by Horner. Roll call: Schmidt – aye. Likley – aye, Horner – aye. The motion passes.

## **Road Report**

- The approved roads contract with Sarver Paving has not been received back from the Medina County Prosecutor's office at the time of this meeting.
- Coal patching within the Township is being done.
- A traffic study at the corner of Ryan Road and Buffham is needed to count the number of cars and trucks passing through that area.
- Roads Supervisor Evans is scheduled to attend the Ohio Pipeline seminar on the morning of April 17<sup>th</sup> regarding safety practices.
- The chassis for the new truck is due around July 1<sup>st</sup>.
- NEO Lawn services will be notified that they won the 2018 season mow bid.
- Asplundh is nearly finished with tree trimming in the area and will be moving up to Brunswick to continue their work.
- No road closures due to flooding at the time of this meeting.

## **Cemetery**

- Trustees have a deed to sign for a current lot sale.
- 4 lots were transferred – Old deed numbers are referenced and new deed numbers were assigned.
- Regulation wording is necessary regarding the mandatory use of a steel or concrete vault and the statement “positively no internment in wooden boxes” will be removed. Language addressing cremation will be added.

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## Zoning

- Kratzer hearing was held on April 4, 2017 regarding pending litigation.
  - BZA met on April 16<sup>th</sup> for their Notice of Decision
- Next regular meeting April 18<sup>th</sup> at 6:30 PM – Deer Pass site plan will be reviewed with the request to add a restaurant to their club house.
- Zoning Map Update Public Hearing needs to be scheduled. Planning services & commission recommendations have been received.

## Fire

- Levy committee is continuing to work to get the word out to the community prior to the May 8<sup>th</sup> voting date.
- 1<sup>st</sup> round of information post cards have been sent out.
- Signs have been put up throughout the district and more will be distributed.
- 2<sup>nd</sup> mailer will be sent out at the end of April.
- New website has been launched. [www.westfieldfireandrescue.com](http://www.westfieldfireandrescue.com)
- The WFRD facebook page has added new videos regarding the need for an adequate Safety Service Building.

## Old Business

- Recycle Center – Meeting scheduled April 19<sup>th</sup> at 9:30 AM. Trustee Likley to attend. There will now be a permanent facility for household hazardous waste.
- A letter from ODOT regarding a meeting discussing the R-cut proposed at Route 224 and Westfield Road was received, however no meeting was actually scheduled.
- Hall Rentals
  - April 22 – 10 AM – 4 PM – Horner to Open
- Spectrum Franchising Revenue – no updates.

## New Business

- Grand Marshal for the Memorial Day parade – a voicemail from Mr. Salay was received
- Township awards – no updates.
- Health Insurance renewal needs to be reviewed for June 1<sup>st</sup> renewal. Jim Organ will be invited to the next meeting to discuss renewal options.
- Trustee Schmidt will contact the ODOT rep regarding the meeting referenced in the letter received. A tentative date of May 17<sup>th</sup> at 6:00 PM will be proposed. A public notice will be advertised.

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## Announcements

- April 21, 2018 – Special & Regular Business – 1:00 PM
- May 7, 2018 – Trustees Regular Meeting – 7:00 PM
- May 17, 2018 – ODOT & R-Cut Public Hearing – 6:00 PM

## Fiscal Officer's Report

*Likley makes a motion to pay the bills in the amount of \$13,218.01 as submitted; seconded by Schmidt. Roll call: Likley – aye, Schmidt – aye, Horner – aye. The motion passes.*

- Aetna – (\$134.64) – Payroll adjustment
- Alfred Schrader - \$7,500.00 – Legal fees 3-5 through 4-5-2018

## Fund Status

- \$453,453.14 Checking
- \$100,415.60 CD

## Appropriations Reallocations

- \$1,500.00 to 1000-110-315-0000 Election Fee from 1000-930-930-0000 Contingency
- \$10,000.00 to 100-110-311-000 Legal Fees from 1000-990-990-8888 Reserve Capital
- Trustees questioned the Election Fee as it was the understanding there would be no fee associated with the May Election.

## Correspondence

- Otarma is offering \$250K cyber breach coverage.
- Medina County Township Officials offering a local training at Guilford Township
- Household Hazardous Waste pamphlet was added to the Township website.
- Westfield Bank is offering a \$100 deposit credit for Township employees who open an account. F.O. Haendiges is able to split employees pay amongst different banking institutions.

*Schmidt makes a motion to adjourn at 9:05 PM; seconded by Likley. All said aye.*

*Respectfully submitted by:*


*Michelle English*

*Date approved: 5-7-18*

Westfield Township Board of Trustees

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Trustee Michael Schmidt, Chair

  
Trustee James Likley

  
Trustee Craig Horner