

# Westfield Township Board of Trustees

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Regular Meeting  
November 5, 2018

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

## Comments from the floor

- Ms. White from the OSU Extension came to discuss the Government Academy which is in conjunction with Leadership Medina County. Classes will begin in January and she encouraged all in attendance to consider taking part in the program.

## Zoning

- Lot Splits
  - Meyers Property on Buffham Road – non-conforming 1-acre lot will be purchasing and combining an additional approximate (1) acre from the surround property. This will make one parcel. Legal counsel has reviewed and approves also finds no requirements for a survey of the larger parcel selling for this purpose.
  - A Ryan Road property 8 – 9 acres was split creating a buildable lot that meets existing building setbacks. New lots are 4.44 acres & 4.73 acres.
- 4 new house permits, 1 porch enclosure in September. 1 new solar structure on Ryan Road, 1 detached garage & 3 agricultural exemptions in October.
- 2 Violations
  - Deer Pass has an approved site plan for a restaurant. They erected a walk up building without a Zoning Certificate which will be used for cart rentals and greens fees. A stop order was issued but not followed.
  - They'll also need to have a permit to install the needed on-site sanitary system.
  - According to the Owner the Building Department is requiring Architect Drawings, electrical, HVAC and Zoning Certificate before issuing an Occupancy Permit.
  - Deer Pass Golf Course currently has a limited liquor license.
- Kratzer case – Assigned a new case number 18 CIV 0458. Kratzer's Attorney filed an appeal to the BZA denial and a 50-page merit brief was sent to Judge Collier on October 26 2018. Attorney Innes must counter the brief received before Thanksgiving. Trustee Schmidt will call Attorney Schrader to discuss next steps.
- Zoning Commission meeting with Northstar Planning to update zoning text for 606.A.29 Planned Developments and related 807 Site Plan Review for possible amendments.
- ZI Sims will be reviewing the language for outdoor storage facilities to see if refinement of the language can be helpful.
- Communication with developer for Kennard Road planned development or possible lot split of approximately 60-acre parcel.
- Northern Ohio Railroad Museum is seeking an expansion of conditional use to newly purchased parcels. Terry Hurchild anticipating a Conditional Use Application with a site plan.
- Verbal violations & remedies regarding signage at TA & Pilot – Resolved
- Nuisance complaint again at 9038 Friendsville Road – trash on property
- ZI Sims requested a Blue Print Drop Box be added to the exterior of the Township Hall.

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## Minutes to be approved

- **Likley makes a motion** to accept the October 15, 2018 regular meeting minutes as submitted; seconded by Horner. Roll call: Schmidt – aye, Horner – aye, Likley – aye. The motion passes.
- **October 25, 2018** special meeting minutes will be held until the next regular meeting.

## Roads Report

- Evans attended a demonstration in Wadsworth of the EPoke brining system.
  - Wadsworth demonstrated a system that will allow spraying across 3 lanes.
  - A factory representative will be in Wadsworth on 12-5-2018 time to be determined.
  - ODOT District 3 will be installing brine tanks so there may be no need to store it at the Township's facility. In discussion.
  - According to calculations it takes 1 ton of salt to create 1000 gallons of brine. Currently the Township uses 14 tons to service the roads per incident and this would be reduced to 9 tons equaling a 38% savings in salt.
- There is currently no commitment for salt during the 2018-19 season.
- The Emergency Management Services is holding a meeting on November 28<sup>th</sup> & 29<sup>th</sup>. Evans will attend on November 28 and Horner will attend on November 29.
- The new truck should be ready for delivery in 2-3 weeks.

## Cemetery

- N/A

## Fire

- Safety Services Building
  - Draft contract language is being worked through between Asst. Prosecutor Lyons and DS Architects. Once completed it will be forwarded to Simmons Brothers Construction.
  - On November 7<sup>th</sup> there will be a meeting between Simmons Brothers Architect, Trustee Likley and Chief Fletcher.
    - Changes were proposed from the Association at a November 1<sup>st</sup> meeting. Cost related to the changes will need to be assessed.
  - Approval on the budget for the Bonds has been received.
    - An amendment to the payment schedule is forthcoming from Bricker and Eckler. F.O. Haendiges is authorized to execute this document.

## Old Business

- Recycle Center – no updates
- Hall Rentals
  - N/A
- Copiers/Printers – \$250 budget included in 2019. Purchase must include 3 paper size compatibility

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- F.O. Haendiges will be meeting with an Otarma representative on November 6, 2018 to discuss website & IT risk. A back up to an external hard drive may be one option for mitigate risk.

## New Business

- Breakdown for the Election Deductions – no updates
- Language for the handbook regarding Medical Marijuana usage was provided by legal counsel and will be added to the handbook.
  - A new acknowledgement sheet from each employee will need to be signed and returned by 12/31/2018

**Likley makes a motion** to amend the Employee Handbook adding the language regarding the use of Medical Marijuana; seconded by Schmidt. Roll call: Schmidt – aye, Horner – aye, Likley – aye.

- Ken Beckman, 7583 Greenwich Road asked if the Township can bill the Board of Elections for the use of the hall.
  - It has not been determined but F.O. Haendiges will invoice them for usage.
  - He also questioned if we have zoning language to restrict a potential use of waste pond in our Township. Trustee Likley will contact Canaan Township to inquire about their situation with the construction of the same in their township. It should be noted that Agricultural use is allowable and not set by zoning by the ORC.
- Trustee Schmidt would like for the other Trustees to review the Nuisance Conditions article in the Ohio Township Magazine.

## Announcements

- November 19 – Trustees Regular Meeting – 7:00 PM

## Fiscal Officer's Report

*Likley makes a motion to pay the bills in the amount of \$163,725.83 as submitted; seconded by Horner. Roll call: Horner – aye, Likley – aye. Schmidt – aye. The motion passes.*

- Westfield Township - \$152,805.26 – Predevelopment work on the Safety Services Building
- Todd's Enviroscares - \$886.00 – Last of the mowing

## Fund Status

- \$284,429.95 Checking
- \$101,143.80 CD
- \$3,302,395.96 – Bond Checking
  - Westfield Bank offers a CDARS – it is a CD for government/public funds 6 months @ 2.1%

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## Appropriations Reallocation

- N/A

The following reports were given to the Trustees for their review.

- Appropriation Report
- Fund Status
- Payment Register – all payments from the day after the last meeting
- YTD Cash Summary by Fund
- Revenue Status
- Monthly Receipt Listing – September 2018

Temporary Appropriations were given the Trustees for their review and then approval in December.

## Correspondence

- A notice regarding the reduction of algae blooms in Chippewa Lake Medina County Park system was received. They were reduced from 35 parts per billion to 22 parts per billion.
  - Most residents pay an assessment into the Muskingum Watershed, this assessment for flood mitigation; however, there is no Township representative on their board. Chippewa Lake falls within the Muskingum Watershed. Chippewa lake residents will be at our December meeting requesting a Resolution of support of funds available for the lake condition improvements.
- F.O. Officer Haendiges found that there is a cap on the bed tax per the ORC of 3%. This cap was put into place in 1988.

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


*Respectfully submitted by:*

*Michelle English*

*Date approved: 11-19-18*

  
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*Trustee Michael Schmidt, Chair*

  
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*Trustee James Likley*

  
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*Trustee Craig Horner*