

Westfield Township Board of Trustees

Regular Meeting August 5, 2019

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

Comments from the floor

- N/A

Zoning

- ZI Sims presented a lot consolidation for the Trustees to sign. Due to the non-conforming nature of both lots the consolidation reduces the amount of non-conformity and allows the landowner to proceed with the construction of a new residence.
- 11 zoning permits were issued – 7 homes in Westfield Lakes, 2 additional new homes, 1 outdoor room and a pool replacement.
- Ongoing zoning violation at Deer Pass Golf Course as it relates to the accessory building constructed without a zoning certificate. Since Deer Pass is not operating commercially, there is no further action needed at this time.
- The Zoning Commission did not meet in July. A meeting is set for August 21st to discuss ongoing language and text amendments for Planned Developments. Sludge Pond language was reviewed by the Planning Commission however a legal review is still warranted. Joe Doty was to contact the Prosecutor's Office.
- ZI Sims, F.O. Haendiges & Zoning Secretary Porter met to discuss file organization. Haendiges has organized the files according to their plan. Sims & Porter are working through organizing lot splits & consolidation records. There are miscellaneous items that will need to be addressed at a later date.
- ZI Sims stated that some of the categories requested by the Medina County Auditor is not readily available. An example would be the valuation of work completed on the property. F.O. Haendiges current spreadsheet will be used to provide the Medina County Auditor property records information.
- There is currently no outstanding BZA business except for approving meeting minutes. At the next meeting members will be asked to return their Zoning books to ensure that are most up to date and complete.
- Sims will be sending in information about 2 lots that has a bridge on the frontage placed there in the 1980's. The owner granted a permanent easement. An impending sale is causing the legal review.
- The owner of Morning Star Farms stated that he has not been contacted from AT&T about moving forward with a cell tower on his property. Trustees & ZI Sims explained that this type of construction is regulated by the Ohio Revised Code and not Township Zoning.

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Minutes to be approved

- *Schmidt makes a motion to accept the July 15, 2019 meeting minutes as amended; seconded by Horner. Roll call: Schmidt – aye, Likley – aye, Horner – aye. The motion passes.*

Roads Report

- Evans stated that any changes to a conditional use on a property needs to be reviewed.
- Molly Jarvis, Cloverleaf High School, has asked that Buffham Road near the CHS stadium be closed between 5 – 8 PM on October 9th for the Homecoming Bonfire and other activities.

Likley makes a motion to authorize the closure of Buffham Road on October 9th from 5 – 7 PM for the purposes of Cloverleaf High School's Homecoming activities; seconded by Horner. Roll call: Schmidt – aye, Likley – aye, Horner – aye. The motion passes.

- Ryan Road needs the culvert replaced and it looks positive that OPWC funds will be available next year in 2020. OPWC covers 73% of a job and the Township cover 27%.
- Mowing is on the second round and may be the last of the mowing for the season.
- With the dryer weather, the cemetery maintenance around the new graves has been addressed. Seeding of the ground will happen shortly.
- A list of striping needed will be provided next meeting. Evans has been asked to provide pricing.
- 4 bids for a new roof for the Township Hall were received. Evans stated the stacks are cracked and will eventually leak. Caps are off the dormer and garage. The edges of the roof are starting to roll and if rolled too much you can not lay a steel roof over the current roof.
 - #1 Metal Roof estimate \$68,000, Shingle Roof 50-year \$40,000
 - #2 Shingle Roof \$70,000 and Shingle \$32,000.
 - #3 Shingle Roof \$30,000
 - #4 Metal Roof \$23,450
 - Trustee Schmidt has contacted 2 other vendors, Capron & Ohio Restoration Solutions, to prepare bids as well.
 - Capital funds of \$35,000 are available and 1/3 will come from the Roads budget.
- To get the brining tanks ready there will be a cost of \$7,132.60 and the e-poke system is \$107,000.00. This will be repaid through the savings in salt purchases and fuel savings since the truck will treat the roads quicker than with traditional salt. Trustee Likley would like for Evans to track the savings of the new system. The tanks will be set on a sand base and a concrete pad is not needed. The system will be used with the Mack truck.
- Tree removal in the ditch on Ash Lane in Chippewa Lake was \$950.00. The ditch has been cleared and should resolve the flooding issues.
- A letter from the Vallant's regarding the crossroad safety at Greenwich & Freindsville Road was received. This intersection is under the responsibility of the County not the Township as they are both County Roads. The Township can not do any maintenance on county roads, Evan will communicate with the County regarding the residents' concerns.
- ZI Sims asked Roads Supervisor Evans to contact the County regarding the intersection of Mud Lake and Hulbert Road.

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Horner makes a motion to authorize the purchase of parts to prepare the brining tanks in the amount of \$7,123.60 and the E-poke system of \$107,000.00; seconded by Schmidt. Roll call: Schmidt – aye, Horner – aye, Likley – aye. The motion passes.

Cemetery

- Information for the Grant relating to monument repairs of 15 monuments at a cost of \$2,850.00 was submitted. Grant funds for 2020 will be a maximum of \$1,000.00 and are reimbursable upon proof of payment. The following year the grant may be a matching of funds type. The current contingency for the Cemetery is \$1,800.00, with \$500.00 available in Contracted Services and an additional amount of \$500.00 will need to be transferred in. Trustee Horner will contact the vendor on their timing of repairs. A decision regarding a resolution will be based on that answer.

Fire

- Safety Services Building
 - Concrete is poured except for on the Administration side of the building.
 - Floor heating installation was observed by Trustee Likley prior to the concrete pour.
 - An estimated completion time from Bill Simmons is currently at the end of December or 1st part of January 2020.
 - The building should be under roof by the end of September.
 - It is the Board's opinion to commit the remaining \$37,614.00 funds towards the Plymovent exhaust system for member health and safety. The counter upgrades and new appliances can be addressed later. Trustee Likley will reach out the vendor about the system
 - A Fast Sign estimate was received for the main sign and driveway signs no lighting. An estimate is approximately \$3,457.00. These funds will come from the sale of the old building funds. Another quote will be acquired and a decision about lighting will be made later.

Likley makes a motion to commit \$36,336.42 from the project funds to the installation of the Plymovent system in the new Safety Services Building, this would serve the two diesel fire trucks with the ability expand; seconded by Horner. Roll call: Schmidt – aye, Horner – aye, Likley – aye. The motion passes.

Old Business

- Recycle Center – No updates
- Hall Rentals
 - N/A
- MWCD – the Park District was reluctant about signing a resolution of support but at this time they may be reconsidering the position. Lafayette Township has recently passed a Resolution of support.
- A listing of every item under the contract from Simmons Brothers has been received and it's % of completion. A payroll report is included, and Simmons Brothers is responsible for meeting prevailing wage requirements.

New Business

- Work on the R-cut at Westfield Road has begun on Route 224.

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- Chippewa Lake Historical Lake is sponsoring a Car Show at the Church at the Lake August 10th.

Announcements

- August 19, 2019 – Trustees Regular Meeting – 7:00 PM

Fiscal Officer's Report

Likley makes a motion to pay the bills in the amount of \$267,678.39 as submitted; seconded by Horner. Roll call: Horner – aye, Schmidt – aye, Likley – aye. The motion passes.

- Simmons Brothers Construction - \$254,967.37 – Safety Services Building
- Treasurer of State - \$1,271.00 – Audit Fees
 - Total to date \$5,200.00 for Township, \$4,079 for WFRD
- Super Fleet - \$14.71 – DEF Fuel for Dodge (Credit Card through Pilot)

Fund Status

- \$915,420.56 Checking
- \$102,596.80 CD
- \$2,691,875.28 – Bond Checking

The following 2019 reports were given to the Trustees for their review.

- Revenue Status
- Appropriation Report
- Fund Status
- Cash Summary by Fund YTD
- Receipt Detail – July 2019

Appropriations Reallocation

- \$1,500.00 to 1000-110-312-0000 Audit from 1000-930-930-0000 Contingency

Correspondence

- Received a letter from Osborne Medina notifying they are doing concrete work at the Safety Services Building
- Received an invoice GPD Geotechnical Services relating to their 3rd Party monitoring of concrete/footers which will be paid from the Bond Funds and then deducted from the Simmons Brothers contract.
- Secured a quote for cleaning of the Township hall carpets of \$311.56. It was done in May 2017 for \$450.00. A quote for power washing the entire exterior of the hall was \$812.00 including the brick surfaces. It would be \$609.00 without the brick. A decision can be made at a later date.

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Schmidt makes a motion to adjourn at 9:12 PM; seconded by Likley. All said aye.

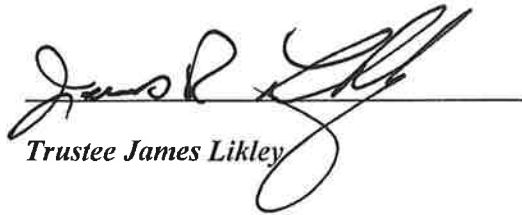
Respectfully submitted by:

Michelle English

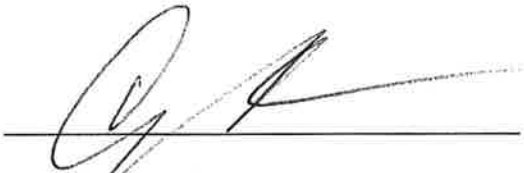
Date approved: 8-19-19



Trustee Michael Schmidt, Chair



Trustee James Likley



Trustee Craig Horner