

Westfield Board of Trustees

Regular Meeting
January 20, 2020

Trustee Schmidt called the meeting to order at 7:11 PM with the Pledge of Allegiance
Roll call: Craig Horner – aye, Michael Schmidt – aye, Kent Patterson – aye.

Executive Session

Schmidt makes a motion to enter executive session at 7:11pm to discuss a public employee's wages and benefits.

Schmidt makes a motion to come out of executive session at 7:30pm. Seconded by Horner.

Roll call: Horner-aye, Schmidt-aye, Patterson-aye.

Trustee Schmidt makes a motion to appoint Carolyn Sims as the 2020 Zoning Inspector (ZI) at a rate of \$500/month plus mileage and postage. ZI Sims will receive a \$800 bonus for 2020; seconded by Patterson. Roll call: Schmidt-aye, Patterson-aye, Horner-aye. The motion passes.

Trustee Schmidt makes a motion to appoint Cheryl Porter as the 2020 Zoning Secretary (ZS) at a rate of

\$475/month. ZS Porter will receive a \$125 bonus for 2020; seconded by Patterson. Roll call: Horner-aye, Schmidt-aye, Patterson-aye. The motion passes.

Comments From Floor

• N/A

Minutes to be approved

- *Schmidt makes a motion to accept the December 30, 2019 special meeting minutes as presented; seconded by Horner. Roll call: Horner – aye, Schmidt – aye, Patterson – aye. The motion passes.*
- *Schmidt makes a motion to accept the January 6, 2020 regular business meeting minutes as presented; seconded by Patterson. Roll call: Horner – aye, Schmidt – aye, Patterson – aye. The motion passes.*
- *Schmidt makes a motion to accept the January 13, 2020 special meeting minutes as presented; seconded by Patterson. Roll call: Horner – aye, Schmidt – aye, Patterson – aye. The motion passes.*

Westfield Board of Trustees

- *Schmidt makes a motion to accept the January 15, 2020 special meeting minutes as presented; seconded by Horner. Roll call: Horner – aye, Patterson – aye, Schmidt – aye. The motion passes.*

Roads Report

- Roads Supervisor (RS) Lee Evans in attendance.
- The plow truck had hydraulic oil leaking. Factory warranty will reimburse for the loss of oil. ● The Dodge has a broken rear leaf spring. Both leaf springs will need replaced. Estimated at \$2,000.00.
- The Gradall needs repair. Southeastern has had it since the fall. Estimated at \$8,500.00.
- ODOT (in Seville) will allow the township to use brine. Per Matt ,at ODOT, paperwork will need signed before use. Brine is priced at \$0.08/gallon. The brine will save on salt usage.
- Some cold patching was done on some roads (see list). More is needing done. Milder weather is needed to do it.

Cemetery

- A sunken grave was filled in with topsoil purchased at Frank Brother's.
- New fees review and recommendations.

Zoning

- Trustee Patterson & ZI Sims met to discuss some concerns on Seville, Friendsville and Mud Lake roads.
- Trustee Schmidt will transfer the Kratzer parcel to Trustee Patterson before the next meeting. The property is being looked at for a steel fabrication facility.
- An in-house training for all new zoning members will be held on March 5th at Township Hall.
- Westfield Lakes Phase 3 is recorded.

Safety Services Building

- Moving from old building is almost complete. Cloverleaf band director and students assisted with moving as did residents.
- Liability Insurance questions were answered.

Westfield Board of Trustees

- Lease agreement from Prosecutor's office was received and reviewed. Bill Hutson gave some recommendations. Will arrange to have Heidi, from the Prosecutor's office, attend the February 3rd meeting to explain the agreement further.

Old Business

- Recycle Center – Trustee Schmidt would like representation from our Township on the MCSWD board. The alternate was voted to take Trustee Likely's place on the board in December 2019.
- Hall Rentals
- May 2020 is the next scheduled.

New Business

- Lease agreement for WSSB.
- Audit review will be discussed at February 3rd meeting.
- F.O. Kurtz received an email from Summa regarding drug testing of employees. The email will be forwarded to Michael Lyons for input.
- Medina County Engineer Tax Map office sent a letter requesting information on zoning inspector, approvals of lot splits and combinations as well as authorization of lot splits and combinations. Will be forwarded to ZI Sims.
- Anthem evaluated our group coverage of life insurance. Rates will remain the same.
- ODOT requires two township trustees to sign the Township Certification for Annual Roadway Mileage Certification Process.
- An invitation was received to participate in the North Coast Urban Forestry conference in ~~Curtland~~. Kurtland
- A notice of Public Meeting and flyers for Community Development Impact Strategy Public Meeting were received. The notice and fliers must remain posted for 30 days.
- An email was received from the School Choice Week Proclamations Department to support private and/or public schools.
- Certificates from the Board of Elections was received for Trustee Patterson and F.O. Kurtz. They will be filed.

Announcements

- February 3, 2020 – Trustees Regular Meeting – 7:00 PM.

Westfield Board of Trustees

Fiscal Officer's Report

- Check #17927 to the Bureau of Worker's Comp has already been signed and mailed.
- US Protective Services payment of \$2,976.36 was divided evenly between Roads Department and Township. Paid from line item 'Repairs & Maintenance.'

Schmidt makes a motion to pay the bills in the amount of \$18,446.05 as submitted; seconded by Horner. Roll call: Horner – aye, Schmidt – aye, Patterson - aye. The motion passes.

Fund Status

- \$103,974.23 Pooled Investments
- \$523,815.73 Secondary Checking
- \$610,833.68 Primary Checking ● \$1,238,623.64 All Total Funds

Appropriations Reallocation

- Funds were reallocated within the temporary budget for line items; unemployment, advertising in The Post, auditing, repairs to the complex (US Protective Services) and Medina County SPCA donation.
- \$250.00 for Life Insurance
- \$1,500.00 for US Protective Services from Repairs & Maintenance.
- Transfer of Ohio Edison from WFRD to the Township temporarily. It will be listed under WFRD as recommended by Trustee Schmidt.

Schmidt makes a motion to adjourn at 8:25 PM; seconded by Horner. All said aye.

Westfield Board of Trustees

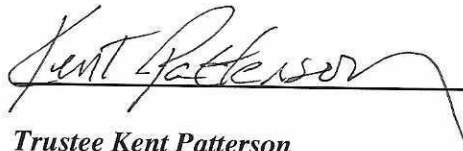
Respectfully submitted by:

Amy M. Banfield

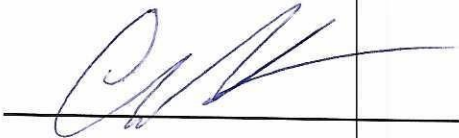
Date approved: 2-17-20



Trustee Michael Schmidt, Chair



Trustee Kent Patterson



Trustee Craig Horner