

Westfield Township Board of Trustees

Special Meeting

May 4th, 2020

Trustee Schmidt commenced the Trustee meeting via Zoom on May 4th, 2020 at 7:09pm with the Pledge of Allegiance. Roll call: Patterson- here, Horner- here, Schmidt- here.

Comments from the floor

- N/A

Roads Report

- RS Lee Evans in attendance.
- Shim and pave-over done on Mud Lake and Stuckey roads.
- Work was done on the New Holland tractor by Wellington.
- Westfield Landing was ditched.
- Pipes reset in Lafayette and on Buffham Road.
- Ditching done on Eastlake and Ryan roads.
- Sanitizer received for PPE (masks).
- Ditching done on Lance Road.
- OPWC funding culvert on Ryan Road.
- Aspire Gas estimated the service fee from the meter to the township's line at \$600.00-\$800.00. They will get the estimate prepared for FO Kurtz.

Zoning

- ZI Sims in attendance.
- Zoning certificates since 4.22.20- 7 in total: 5 new homes, one deck, one above ground pool
- request for refund for \$50 for 7787 Chesterfield
- Deer Pass golf course: Trustee Patterson and ZI Sims spoke with a potential developer interested in putting in a housing development around a smaller golf green. Provided the Township with an email of interest. ZI Sims reviewed the available zoning options available. Inquired about the ability to have Medina County sewer to the property from Lake Road. Developer said he spoke with the mayor of Westfield center who indicated the proposed sewer for the Welser/kratzer parcel would not be available for expansion to other properties. Would like to be invited to the future sewer stakeholders meeting.
- Welsers Planned Development Application: Special prosecutor from Lorain County, Gerald Innes, will represent Westfield Township due to Prosecutor Forrest Thompson's conflict of interest. Attorney Innes has represented the Township in past BZA proceedings involving the Kratzer parcels due to Thomspsons conflicts. ZI Sims spoke with assistant special prosecutor to review the legal questions asked at the Welser Application pre-conference by Welser Attorney Jason Dodson. Attorney Innes spoke with Dodson to review and answer questions regarding: application process, and the proposed Area Variance for the building height outlined in the pending IOPD Application. Additionally, Attorney Innes was informed of the new sewer

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proposal included in the application: proposing a pump station on the Kratzer parcel and 8300' ft force main sewer to Westfield Center Village and the related concerns:

- o Village Sewer would require a NOACA 208-amendment changing Kratzer parcel and immediate area from Medina County Sewer Planning Territory to the Village's control. All entities would need to approve: Township, Village and Medina County Sanitary Engineer for NOACA Approval
- o Village does not want Commercial wastes, domestic wastes only, the problem is that the proposed Village Sewer line to the Welser project runs through Highway Commercial Zoning that allows restaurants and auto service centers and the Village will not accept the waste from those uses. Also the sewer is to be under pressure force main and those properties cannot readily tap directly into the sewer, rather may be required to run their own line to the proposed pump station. However, the pump station design may not have capacity as it is only designed for the Welser proposed project. Trustees have questions and wish to speak with the Sanitary Engineer and legal council.
- o Westfield Township comprehensive plan calls for a JEDD or a CEDA if a village proposes to extend sewer into the unincorporated part of the Township.
- o Village sewer proposal in the application appears to be contrary to the comprehensive development plan goals and objectives.
- o special prosecutor and the trustees will hold a special meeting on May 6th with an executive session to discuss Economic development , as it relates to the Welser Project and the proposed NOACA 208 amendment and sewer planning territory prescription change with legal counsel
- o ZI Sims has called and requested a representative of NOACA however due to the virus many of the people are out of the office. Suggest having sanitary engineer Amy Galvin call and set a special meeting where both can attend.
- Zoning Fee schedule has been retyping for clarification, and updated per trustee amendments
- Cell tower: ZI Sims had spoke with Ed block of GPD group. reviewed a discussion draft area variance application for the proposed cell tower. Mr block indicated the application would not be moving forward immediately.
- Reviewed 2 draft lot reconfiguration – both require changes and additional information:
 - o Buffham Rd for Karen Micklas being handled by attorney Oberholtzer's office.
 - o Steppenbacker/Hanley and Sales Lot reconfiguration proposal by surveyor David Laurila. Needs legal review by Mike Lyons of the Prosecutors Office.
- zoning training: ZI Sims discussed the need for zoning training of the new members. Suggesting trying training via zoom Virtual meeting to gain additional experience.
- Zoning Correspondence:
 - o CENSUS: received inquiry request for information for the census. Corrected Township information.
 - o Violations: Received inquiring about vagrants living at the Ricardi truck wash on Lake Road. Need to discuss with the Health Department. Trustee Patterson will be helping out with violations during the Zoning Dept busy season.

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- Several zoning members may (depending on COVID-19) have vacations scheduled during the summer months.

(See Attached)

Minutes to be approved

_____ April 22, 2020- ***Trustee Schmidt makes a motion to approve the minutes as amended. Meeting should be noted as a "special meeting" and the mowing should be stated as "contracted mowing:" seconded by Horner. Roll call: Horner-aye, Patterson-aye, Schmidt-aye. Motion passes.***

Old Business

- The Westfield Township website has been updated by FO Kurtz with the assistance of the webmaster.
- Westfield Township area summer soccer tournaments will be on hold this summer which should help with traffic flow on Lake Road north of 224 intersection.
- Medical Mutual plan coverage and revision.

Trustee Schmidt makes a motion to approve the Medical Mutual plan revision as presented; seconded by Horner. Roll call: Patterson- aye, Schmidt- aye, Horner- aye. Motion passes.

- Trustee Schmidt is working to upgrade the township hall's internet and phone services. The upgrade will save a significant amount of money on the monthly cost. The township will be eliminating the fax line, as it is seldom used. The 'regular' township line will remain active. The total cost for the upgrade is \$99.00 (installation fee).

New Business

- Trustee Schmidt has procured a Zoom account for Westfield Township.
- \$8,000.00 received from OPWC.

Trustee Schmidt makes a motion to place \$8,000.00 from OPWC into the contingency account; seconded by Horner. Roll call: Patterson- aye, Schmidt- aye, Horner- aye. Motion passes.

- FO Kurtz received a correspondence from the Ohio Dept. of Job and Family Services/ Unemployment benefits regarding a former employee Keith Simmerer. It was determined that this employee is no longer employed with Westfield Township and FO Kurtz will follow up on the requested documentation.

Fiscal Officer Report

- FO Kurtz in attendance.
- Payment Listing- totals \$9,710.97 (See Attached)

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Trustee Schmidt makes a motion to pay the bills totaling \$9,710.97; seconded by Horner. Roll call: Horner-aye, Patterson-aye, Schmidt-aye. Motion passes.

- Fund Status (See Attached)
 - Pooled Investments- \$104,653.01 (now a *money market*)
 - Primary Checking- \$839,042.84
 - Total Fund status- \$943,695.85
- Revenue Status (See Attached)
- Cash Summary by Fund (See Attached)
- Supplemental Listing (See Attached)
 - FO Kurtz noted the listing for Mitch for \$5.68.
- Appropriation Status (See Attached)

Fiscal Office Correspondence

- OTARMA performed an assessment of the township's internet/cyber security. FO Kurtz needs to respond to them with the manner in which the township retains records. All records will need to be backed up on a hard drive.

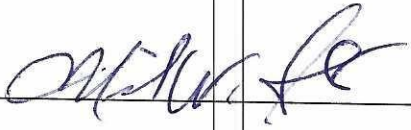
Trustee Schmidt makes a motion to adjourn at 8:49pm; seconded by Horner. Roll call: Horner-aye, Patterson-aye, Schmidt-aye. Meeting adjourned.

Respectfully submitted by:

Amy M. Banfield

Date approved: 6-15-20

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Trustee Michael Schmidt, Chair



Trustee Kent Patterson



Trustee Craig Horner