

Westfield Township Board of Trustees

Special Meeting

May 18th, 2020

Trustee Schmidt commenced the Trustee meeting via Zoom on May 18th, 2020 at 7:53pm. Roll call: Patterson- here, Horner- here, Schmidt- here.

Comments from the floor

- Mike Lyons (legal counsel)
- Dave Laurila (surveyor)
- Carolyn Sims, ZI, in attendance.
 - Steppenbacker-Sales lot split proposal was discussed with surveyor and legal counsel. The ultimate intention is to create TWO new lots: A) 17.76 acre (Steppenbacker) B) 24.18 acre (Sales) - By reconfiguring five existing lots. Four of which are under common ownership, and two are landlocked. The Proposed 17 acres Steppenbacker lot meets the legal requirements to be considered a back Lot (303.H). However it is known the that road frontage is blocked by a bridge improvement, and is assessable through the non-conforming existing lot easement. The updated survey will dissolve the landlocked parcels. The deeds must be submitted in a specific order and in conjunction with the surveyor's updated map to the tax map office.

Minutes to be approved

_____ May 6th, 2020 Special Business Meeting- *Trustee Schmidt makes a motion to approve the minutes; seconded by Patterson. Roll call: Horner-aye, Patterson-aye, Schmidt-aye. Motion passes.*

Roads Report

- RS Lee Evans in attendance.
- Road contracts need to be signed by trustees.
- OPWC easements in process.
- Ditching done on Ballash and Lance roads.
- Demo done on vapore disinfecting machine at fire station.
- Purchased soap and disinfectant for twp building.
- Cleaned overflow on the pond by the cemetery.
- Backup camera for Dodge was replaced.
- Spoke with Verizon about broken poles.
- Discussed generator with Kent Horton and the servicing of the generator. The generator comes with a 2-year warranty. First servicing will need done in July 2020. Road and bridge account will cover the cost of the first service. Chief Fletcher will then budget the upcoming service costs into the fire budget.
- Flags were replaced at Friendsville and at the cemetery.

Zoning

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- ZI Sims in attendance.
- Deer Pass golf course: Trustee Patterson and ZI Sims spoke with a potential developer interested in putting in a housing development around a smaller public or private 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.
- Special meeting was held on May 6th regarding economic development.
- Welsers Planned Development Application: 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.
 - 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 sewer proposal in the application appears to be contrary to the comprehensive development plan goals and objectives.
- Westfield Lakes residents have raised concerns in regards to drainage and driveway expansions as well as patios. They were advised to reach out to their homeowners association.
- Zoning committee is scheduled to meet in June on their regularly scheduled meeting date.

(See Attached)

Old Business

- Solid Waste District- they have changed their pricing. Rumpke was awarded the contract mainly because they accept glass. Solid Waste District corporate offices will move down into the old salvage title building. Trustee Patterson stated that 80% of their waste is commercial.
- Policy and Procedure update- Trustee Patterson reached out to some other local township's trustees regarding how they handle premium increases for their employees. He is awaiting a response from them. Trustee Patterson will reach out to Mike Lyons for direction.
- 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.
- TWP Website Update-The TWP owns the website domain. The fiscal officer's email platform does not allow back-ups to a cloud or a local computer. FO Kurtz is working to back up the email folders with a new platform. This is taking more time than expected.

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New Business

- Trustee Schmidt is working to upgrade the township hall's internet and phone services. Trustee Schmidt reached out to them, but they had no new updates.
- FO Kurtz received an updated correspondence from the Ohio Dept. of Job and Family Services/ Notice of benefits paid regarding former employees. The TWP paid out \$2.33 last month towards unemployment benefits for two (2) previous employees.
- American Transparency is requesting some documentation from the fiscal office. FO Kurtz will reach out to Mike Lyons for direction.
- Senate Bill 310- grant monies are available for the township to be used for PPE purchases.

Announcements

- The advertised stakeholder's meeting for Kratzer parcel is scheduled for May 19th at 3:30pm.
- Medina County Township Association zoom meeting is scheduled for Thursday, May 21st at 7pm.
- WFRD and TWP Trustee Special Meeting June 1st, 2020 at 6:30pm.

Fiscal Officer Report

- FO Kurtz in attendance.
- Payment Listing- totals \$138,118.91 (See Attached)
 - Trustee Schmidt questioned the payment to OTARMA. This was for the anniversary payment discussed previously.
 - Trustee Schmidt questioned the payment to 1st Ayd Corporation. This was for hand sanitizers, dispensers and a no-contact infrared thermometer. This was paid from grant money received for COVID-19 relief.
 - Trustee Schmidt questioned the payment to Ron Pfaff Electric- light repair at the fire station.

Trustee Schmidt makes a motion to pay the bills totaling \$139,118.91; seconded by Horner. Roll call: Horner-aye, Patterson-aye, Schmidt-aye. Motion passes.

- Fund Status (See Attached)
 - Secondary Checking- \$104,738.42 (now a *money market*)
 - Primary Checking- \$703,656.78
 - Total Fund status- \$808,395.20
- Appropriation Supplemental (See Attached)

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Fiscal Office Correspondence

- N/A

Trustee Schmidt makes a motion to adjourn at 9:18 pm; seconded by Horner. Roll call: Horner-aye, Patterson-aye, Schmidt-aye. Meeting adjourned.

Respectfully submitted by:

Amy M. Banfield

Date approved: 6-15-20

Trustee Michael Schmidt, Chair

Trustee Kent Patterson

Trustee Craig Horner

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Trustee Michael Schmidt, Chair



Trustee Kent Patterson



Trustee Craig Horner