

Westfield Township Board of Trustees

Special Meeting
August 17th, 2020

Trustee Schmidt commenced the Trustee meeting via Zoom on August 17th, 2020 at 7:11pm. Roll call: Patterson- here, Horner- here, Schmidt- here. Meeting commenced.

Guests- Carol Rumburg

Comments from the floor

- N/A

Minutes to be approved

- *August 3rd, 2020- Trustee Schmidt makes a motion to approve the minutes as presented; seconded by Horner. Roll call: Patterson- aye, Horner-aye, Schmidt-aye. Motion passes.*

Roads Report

- RS Evans in attendance.
- OPWC (Culvert #17) Ryan Road project is nearing completion. The road is paved, striped and the guard rail on the east side of the road should be completed tomorrow. RS Evans anticipates that the road should be open by the end of this week. Trustee Patterson thanked RS Evans for his oversight on the project.
- OTARMA monthly road sign assessment- our scanner is not working correctly. RS Evans will have a technician in to try to repair the scanner.
- Frontier was contacted to address some broken telephone poles of different locations within the township. The poles should be repaired in the upcoming 1-2 weeks.

Cemetery

- N/A

Zoning

- ZI Sims in attendance.
- Fifteen (15) zoning certificates were issued. Ten of which are new homes.
- Certificate # 2879 at 5607 Burlington in Westfield Lakes revokes and replaces certificate # 2894.
- Cloverleaf mobile classrooms- site plan was approved and a waiver was issued for the 8-foot fence to be placed around the mobile classrooms.
- Deer Pass- Developer Tony Benedetto, ZI Sims and Trustee Patterson discussed all previous sewer proposals. Benedetto is interested in the county sewer option. A formal zoning inquiry may be arranged in the near future. Trustee Patterson will reach out to Mr. Benedetto tomorrow.
- 8686 Lake Road- text map amendment with an industrial overlay by application. The zoning commission plans to address this in September since the developer will not meet the August meeting deadline.

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- On August 19th ZI Sims will be attending an online training through the OTA regarding 'Overlay Zoning.' Sims also took a course titled 'Legal Updates to General Welfare' on July 22nd that was offered through the OTA virtually.
- CARES Act- ZI Sims is requesting the purchase of a tablet or laptop to assist with the BZA and ZC meetings moving forward. For viewing documents at the meetings it is easier to meet in person, however, some members are not wanting to meet in person and prefer virtual meetings. ZI Sims would like to look at meetings via Zoom or another platform that allows for shared virtual display of documents. Trustee Patterson will continue to look into this.
- BZA - Friendsville Rd. lot reconfiguration as well as the 6362 Greenwich Rd. lot reconfiguration will be discussed.
- ZC- next meeting is August 19th at 6:30pm. They continue to work on the ZC initiated proposed planned unit development changes.
- A joint meeting between BZA, ZC and Trustees needs to be scheduled to discuss the comprehensive plan. ZI Sims will ask the group to set a date.
- Welser-Kratzer project- currently on hold.
- Anonymous public records request was completed and the requester is appeased with what was issued to them.

Old Business

- Solid Waste District- no update at this time.
- Spectrum Internet update- Trustee Schmidt will look over the previous bills and reach out to Spectrum to discuss the possibility of a credit for the time period that the Township Hall did not have internet service.
- CARES Act- according to FO Kurtz we are able to sub-grant money to the EMS/Fire district as deemed appropriate by the Township. The trustees would like to sub-grant money to the WFRD for the purchase of their SCBAs. Trustee Horner will reach out to the county Prosecutor's office to advise the trustees if the SCBAs are on the approved CARES Act Treasury Guidance list.
- OTARMA Risk Management survey- Township employees need to provide proof/copy of auto insurance to FO Kurtz if their personal vehicles are used for any township related business or errands.

New Business

- Welfare Benefit Plan Compliance- when insurance needs to be renewed, the trustees will look into the different options.
- American Cell Tower- The township's legal counsel has advised that the township continue with their current contract.

Trustee Horner makes a motion to continue with current cell tower contract; seconded by Patterson. Roll call: Patterson-aye, Horner-aye, Schmidt-aye. Motion passes.

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- FO Kurtz received a notice from the Ohio Department of Job and Family Services regarding a determination of unemployment compensation extension for a previous employee. No further action was deemed necessary.

Announcements

- TWP Trustee Special Meeting Tuesday September 8th, 2020 at 7:00pm.

Fiscal Officer Report

- FO Kurtz in attendance.

- Payment Listing- totals \$7,257.03 (See Attached)

1. Trustee Schmidt questioned the payments to Lodi Lumber. This was for work done on the cemetery headers.
2. Trustee Schmidt questioned the payment to Sterling Farm Equipment. This was for work that they performed on the brakes of the New Holland tractor.

Trustee Schmidt makes a motion to pay the bills totaling \$7,257.03; seconded by Horner. Roll call: Horner-aye, Patterson-aye, Schmidt-aye. Motion passes.

- Fund Status (See Attached)

Secondary Checking- \$104,751.59 (*money market*)

Primary Checking- \$900,960.84

Total Fund status- \$1,005,712.43

Bank reconciliation was completed and it was out of balance \$0.12 (carried over from the previous month).

-Cash Summary by Fund (See Attached)

Trustee Schmidt makes motion to adjourn at 8:34pm; seconded by Patterson. Roll call: Patterson- aye, Horner-aye, Schmidt-aye. Meeting adjourned.

Respectfully submitted by:

Westfield Township Board of Trustees

Amy M. Banfield

Date approved: 9-8-20



Trustee Michael Schmidt, Chair



Trustee Kent Patterson



Trustee Craig Horner