

Westfield Township Board of Trustees

Special Meeting

March 1st, 2021

Trustee Horner commenced the Trustee meeting via Zoom on March 1st, 2021 at 7:01pm. Roll call: Patterson- here, Schmidt-here, Horner-here. Meeting commenced after the Pledge of Allegiance.

Guests- Carol Rumburg, Ron Oiler, Cheryl Porter, Terri Grimm, Steve Shergalis

Comments from the floor

- Steve Shergalis, from Westfield Consulting Group, discussed Cloverleaf School's proposal for a new restroom/concession/ticket booth facility to be built at the North entrance of the current football stadium. It will be a single story building approximately 2,700 square feet, made of concrete block and a metal roof. The building will be heated but not cooled. The track will have some resurfacing and the field will have new turf. New lighting and fencing will be installed. Mr. Shergalis submitted a full set of drawings with renderings to ZI Sims. Medina County Building Department has weighed in on the plans with their approval and some additional comments. Chief Fletcher would like to review the full plans for the potential building. The plan is to tie-in to the current septic system at the schools. RS Evans expressed concern with regard to pedestrians crossing Buffham Rd because of limited parking once the building is erected. The school will need a site plan amendment, an accessory building permit and the sign fee.

Trustee Horner motions to waive all three (3) fees for Cloverleaf Local Schools; seconded by Schmidt. Roll call: Patterson-aye, Schmidt-aye, Horner-aye. Motion passes.

Minutes to be approved

- February 15th, 2021- Trustee Special Meeting- ***Trustee Horner motions to approve the minutes as presented; seconded by Patterson. Roll call: Patterson-aye, Schmidt-aye, Horner-aye. Motion passes.***
- February 18th, 2021- Trustee and FO Special Meeting- ***Trustee Horner motions to approve the minutes as amended. The minutes should read "motion to adjourn at 4:52pm;" seconded by Patterson. Roll call: Patterson-aye, Schmidt-aye, Horner-aye. Motion passes.***

Roads Report

- RS Lee Evans in attendance.
- Mow bids are going out.
- RS Evans has been plowing a considerable amount of time during the most recent snow storms.
- A new pressure washer, estimated at \$4,500.00, will need to be purchased soon.

Cemetery

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- One burial.
- Some foundation work will need done once the weather breaks.

The board of Trustees asked ZS Porter to research how different towns/townships were communicating with their constituents. ZS Porter was emailed a copy of the Mayor's newsletter that was sent out to the village of Westfield Center as an example of what they would like to utilize in our township. ZS Porter responded with "I am not ready to change my job description to do a newsletter." Trustee Schmidt stated that tasks can be assigned as per her job description. ZS Porter reiterated that she did not know that other duties would be assigned and that "she is a zoning secretary, not the trustee secretary." Trustee Schmidt discussed that ZS Porter continued to be paid her salary despite the Zoning Commission not meeting for three (3) months in the spring and summer of last year. ZS Porter states that she received a good evaluation and that she is doing her job well. Porter stated "I am not willing to do other jobs, I am a BZA and zoning commission secretary." Trustee Patterson asked if this could be tabled and discussed during an executive session. ZS Porter then stated "let me save you the trouble, I am officially resigning my position as zoning secretary effective the last day of March, 2021."

Zoning

- ZI Sims in attendance.
- ZI Sims stated that she "suggests that the board of trustees hold an executive session immediately following tonight's meeting."
- Many inquiries, but no zoning certificates issued.

BZA- No new updates.

ZC- Jason Lavor & Group- The text map amendment application for PUD optional overlay was submitted to Medina County planning services before the deadline today. Denise Testa assisted ZI Sims in getting all the criteria met in order to submit it today. The text map amendment was added to the April 7th planning commission's agenda. A public hearing is scheduled for March 17th at 6:00pm and a public inspection notice is now hanging in the lobby of the township hall. The amended application from Jason Lavor & Group should be acknowledged and the commission will immediately schedule a future meeting after April 8th (as the planning commission's recommendations will be in receipt of the ZC at that time).

- A site plan review for Cloverleaf School's building proposal will be discussed at the next ZC meeting. The site plan was legally reviewed by Mike Lyons.

Zoning- Zuk's Tree Moving Service Inquiry (Westfield Rd.)- ZI Sims, Trustee Schmidt and Tiffany Kert, a representative of the potential purchaser, met to discuss the proposed property use. This was not a public meeting. The zoning for the property was discussed and the expectation that we do not know what the future will hold with the property usage. The business is agriculturally exempt and zoned rural residential.

- Friendsville Road parcel variance- the property is under contract as confirmed by the listing agent. The health department expressed some concerns with the ability to fit a home and a septic on the property given the size of the parcel. It is a non-conforming lot of record. Utilities lines are outside of the road right-of-way on the parcel. NO formal application at this time.

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- A solar company is soliciting in the township. The company does have one customer on Seville Rd. Mike Lyons provided legal counsel. In short, no zoning certificate is required given the information provided.
- Medina County Parks District- Proposing a land swap. They would like to gain access to some parcels within the water resource area because of the well head on Westfield Rd. They own substantial property on Mud Lake and Westfield Roads.
- The 83-acre parcel that was auctioned off located at the corner of Seville and Hulbert Roads has a proposal for lot split. Legal counsel was given by Mike Lyons.

At this point ZI Sims stated that “the new way of thinking is scaring her.” She is concerned that “things go to the board of trustees to die.” She gave some examples of this and noted that they did discuss this during a previous executive session. At this point, Trustee Patterson stated that ZI Sims should not be discussing anything that was discussed during an executive session. ZI Sims interrupted Trustee Patterson to state “yes, I am going to say this now.” Sims stated that “we are getting confused on whose job is whose.” She continued on to say that “they (the zoning committee) are all team players yet everything goes to the board of Trustees to die.” She is concerned that the board of trustees do not have appropriate experience in zoning and that they are not listening to the feedback she provides them. Sims then spoke directly to Trustee Horner saying that “you broke the sunshine law twice this week” (by joining an informal meeting and in an email that he sent earlier this week). Sims states that the trustees are not available during the day. She does not feel appreciated and she doesn’t have time to train a new person. Sims then stated “I am thinking I am going to retire too.” She stated “I am tired of reminding you that things need to come back to the zoning department.” Lastly, Sims stated “I don’t like the new management and I don’t like being critical of my new bosses. So there’s your zoning report.”

As the board moved on to old business, Sims interrupted Trustee Schmidt mid-sentence to state “my resignation is effective immediately.”

Old Business

- Solid Waste District- No new updates. A message was left with Mike Lyons for legal counsel.

New Business

Trustee Horner motions to accept Resolution 2021-05 “A Resolution to Set Permanent Appropriations Year Ending 12-31-2021;” seconded by Patterson. Roll call: Patterson-aye, Schmidt-aye, Horner-aye. Resolution accepted (See Attached).

Trustee Patterson motions to accept Resolution 2021-06 “A Resolution to Authorize Transfer of \$12,000.00 From General Fund to Zoning Fund Per Section 5705.15-5705-16 For Appropriations Year Ending 2021;” seconded by Horner. Roll call: Patterson-aye, Schmidt-aye, Horner-aye. Resolution accepted (See Attached).

- Town Hall rentals have been received. The board would like to hold off on renting out the township hall until COVID restrictions are lifted at the state level.

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Fiscal Officer Report

- FO Kurtz in attendance.
- FO Kurtz has noticed an increase in potential mail scams/fraudulent activity through email and mail. She has advised the board of Trustees to be aware of this increase in scams/phishing emails.
- Fund Status (See Attached)
 - Secondary Checking- \$104,777.65 (*money market*)
 - Primary Checking- \$975,146.30
 - Total Fund status- \$1,079,923.95
 - *FO Kurtz would like to transfer funds from the primary checking to the money market savings after the final budget is approved. Kurtz would like to move approximately \$227,000.00 to the money market account.
- Cash Summary by Fund (See Attached)
- Payment Listing- totals \$17,197.32 (See Attached)
 - Trustee Schmidt questioned the refund of the security deposit to the Life Line Screening of America. Trustee Schmidt noted that the Township Hall has some potential stains on the carpet from the most recent screening event that was held at the hall. This refund of the security deposit will be held until further researched. The security deposit total is \$150.00.

Trustee Horner motions to pay the bills totaling \$17,047.32; seconded by Patterson. Roll call: Patterson-aye, Schmidt-aye, Horner-aye. Motion passes.

- Receipt Listing (See Attached)
 - Trustee Schmidt questioned the receipt listing for CESO Inc. This was for two (2) zoning applications.
- Revenue Status by Fund (See Attached)
- Appropriation Supplemental (See Attached)

Correspondence

- Recycle Medina County- They are requesting a survey to be completed. RS Evans will be asked to assist in completing this.

Announcements

- Trustee Executive Session will be held on March 4th at 3:30pm via Zoom.
- Trustee Special Meeting March 15th, 2021 at 7:00pm via Zoom.

Trustee Horner motions to adjourn meeting at 8:57 pm; seconded by Patterson. Roll call: Patterson-aye, Schmidt-aye, Horner-aye. Meeting adjourned.

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Respectfully submitted by:

Amy M. Banfield

Date approved: 3/15/21

Kent Patterson

[Signature]

Westfield Township Board of Trustees

Trustee Craig Horner, Chair

Trustee Kent Patterson, Vice-Chair



A handwritten signature in black ink, appearing to read "M. Schmidt", written over a horizontal line.

Trustee Micheal Schmidt, board member

Trustee Kent Patterson

Trustee Craig Horner

Trustee Micheal Schmidt



A very faint, light-colored handwritten signature, possibly "M. Schmidt", written over a horizontal line.



A very faint, light-colored handwritten signature, possibly "K. Patterson", written over a horizontal line.