

WESTFIELD TOWNSHIP BOARD OF TRUSTEES

Regular Meeting

June 21st, 2021

Trustee Horner commenced the Trustee meeting via Zoom on June 21st, 2021, at 6:59 pm. Roll call: Patterson- here, Schmidt-here, Horner-here. Meeting commenced after the Pledge of Allegiance.

Guests- Carol Rumburg, Ron Oiler, Terri Grimm.

Comments from the floor

- N/A

Minutes to be approved

- June 2nd, 2021, Special Meeting, Public Hearing- *Trustee Horner motions to approve the minutes as presented; seconded by Patterson. Roll call: Patterson-aye, Schmidt-aye, Horner-aye. Motion passes.*
- June 7th, 2021, Special Meeting- *Trustee Horner motions to approve the minutes as presented; seconded by Patterson. Roll call: Patterson-aye, Schmidt-abstain, Horner-aye. Motion passes.*

Roads Report

- RS Evans in attendance.
- Mowing is occurring on the Township roads.
- 30 yards of concrete (30x40 foot pad at 7 inches thick) was poured at the Township garage/hall. The new concrete pad cost \$11,500.
- Chip and seal has been ordered.

Cemetery

- N/A

Zoning

WESTFIELD TOWNSHIP BOARD OF TRUSTEES

- ZI Banfield in attendance.
- BZA still needs 2-3 members as soon as possible.
- The Church at The Lake United Methodist is selling off lots from behind the church to village residents. Three (3) lot splits need signed by the board of Trustees. The parcels will remain in the township, however, the residents that are purchasing them are located inside village limits. ZI Banfield would like the board to consider waiving the zoning fees for the lot splits.
- Seville & Hulbert Rd. parcel- There are some gas wells on the property. The purchaser may not be able to build on the lot due to the gas wells. ZI Banfield would like the ZC members to come view the map prior to their next meeting.

Trustee Horner motions to waive the fee for the lot splits for the Church at the Lake United Methodist; seconded by Patterson. Roll call: Schmidt-aye, Patterson-aye, Horner-aye. Motion passes.

Next zoning commission meeting will be held Wednesday, July 21st, 2021, at 6:30pm.

Old Business

- Solid Waste District- no new updates.
- Electronic equipment removal update- FO Kurtz met with Matt Hawk. One of the non-used computers is being updated to enable it to be the main computer for virtual meetings. The television will be permanently hung on a wall in the Township Hall. A wireless keyboard and mouse are ordered to be used for the computer that is being updated. FO Kurtz will price out a new swivel mount for the television per Trustee Schmidt's request. An old UAN computer is set up in the office for employee use. The remainder of the equipment is deemed unusable, and Matt suggests that it be destroyed. FO Kurtz will document and remove all the destroyed items from our inventory. FO Kurtz would like to purchase an old UAN computer from the TWP that was appraised between \$150-\$250 per Matt Hawk. Kurtz would like to purchase this computer from the TWP for \$150.00.

Trustee Horner motions to destroy unusable electronic equipment as suggested by Matt Hawk; seconded by Schmidt. Trustee Horner motions to accept FO Kurtz offer of \$150.00 to purchase the old UAN computer from the TWP; seconded by Patterson. Roll call: Patterson-aye, Schmidt-aye, Horner-aye. Motions pass.

New Business

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- Website overhaul update- Terri provided an update to the board of Trustees. Terri displayed the new website as a preview for the Trustees. The content is almost complete. Terri would like the Trustees to choose a logo for our Township to be used on the website.
- Audits- FO Kurtz provided the auditors their requested information. No new updates.
- TWP secretary position update- The board of Trustees have compiled a compensation package/offer that is a part-time position with health insurance. This new position will encompass three current positions into one (TWP secretary, Zoning secretary and Assistant to the Trustees).

Fiscal Officer Report

- FO Kurtz in attendance.

-Fund Status (See Attached)

Secondary Checking- \$104,794.74 (*money market*)

Primary Checking- \$865,036.77

Total Fund status- \$969,831.51

-Payment Listing- totals \$16,488.02 (See Attached)

- Trustee Horner questioned the payment to ThorWorks Industries for \$1,845.00. This was for crack and seal products.

- Trustee Horner questioned the payment to Medina County Engineer for \$172.00. This was for cold patch materials.

Trustee Horner motions to pay the bills totaling \$16,488.02; seconded by Patterson. Roll call: Patterson-aye, Schmidt-aye, Horner-aye. Motion passes.

-Appropriation Supplemental (See Attached)

- Funds moved for HRA carryover.

Correspondence

- Westfield Center Historical Society- a church on the circle in Westfield Center has been donated for use by the historical society. The Trustees have approved this posting for the website.

Public Records Request

- Amanda Divis has requested "all records pertaining to Westfield Lakes subdivision". ZI Banfield has directed Amanda to Medina County's zoning department for her infrastructure concerns. Trustee Schmidt suggests that the TWP consult legal on how to move forward with this request. FO Kurtz will offer Amanda a public inspection of the files that we have for Westfield Lakes.

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Announcements

- TWP Special meeting will be held on Tuesday July 6th, 2021, at 7:00 pm.
- ZC meeting will be held on Wednesday July 21st, 2021 at 6:30 pm.

Trustee Horner motions to adjourn meeting at 8:23 pm; seconded by Patterson. Roll call: Patterson-aye, Schmidt-aye, Horner-aye. Meeting adjourned.

Respectfully submitted by:

Amy M. Banfield

Date approved: _____

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Respectfully submitted by:

Amy M. Banfield


Date approved: 7/16/21



Trustee Craig Horner, Chair



Trustee Kent Patterson, Vice-Chair



Trustee Michael Schmidt, board member