

Westfield Township Board of Trustees

Regular Meeting

July 6th, 2021

Trustee Horner commenced the Trustee meeting on July 6th, 2021, at 7:25 pm. Roll call: Patterson-here, Schmidt-here, Horner-here. Meeting commenced after reciting the pledge of allegiance.

Guests- Ron Oiler

Comments from the floor

- N/A

Minutes to be approved

- June 21st, 2021, Regular Meeting- *Trustee Horner motions to approve the minutes as amended: the minutes should read 'secretary position is a part-time position' and the meeting is now a 'Regular Meeting'; seconded by Patterson. Roll call: Patterson-aye, Schmidt-aye, Horner-aye. Motion passes.*
- December 30th, 2019, Regular Meeting- *Trustee Schmidt motions to amend the payment amount to read corrected payment amount of '\$145,016.44'; seconded by Horner. Roll call: Patterson-abstain, Horner-aye, Schmidt-aye. Motion passes.*

Roads Report

- RS Lee Evans in attendance.
- Melway Paving Company, Inc. quote for type I leveling of the east side of the TWP yard is estimated at \$19,000.00.

Trustee Patterson motions to use Melway Paving for the TWP yard leveling and not to exceed \$19,000.00; seconded by Horner. Roll call: Patterson-aye, Schmidt-aye, Horner-aye. Motion passes.

- Bicycle signs are on all TWP roads.
- Mud Lake Rd. culvert flooded from all the rain. A stump was lodged in the 30-inch drainage pipe that was cleared out by RS Evans during the recent rain/flooding.

Cemetery

- Three (3) foundations need repair. Estimator will be out when ground is not so soft.
- A request was received via email from someone questioning if her mother had purchased a lot at the cemetery. RS Evans will get back to her as soon as possible.

Zoning

- ZI Banfield in attendance.
- Three (3) garage certificates were issued.
- Another lot split request was received from the Church at the Lake United Methodist.

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.

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- ZI Banfield is requesting a TWP issued cell phone to be used by the ZI and for business purposes only. FO Kurtz will check with our Verizon rep to get pricing and details.
- For zoning section 205 ~ agricultural buildings~ an application is required, but there is no fee associated.
- 2 to 3 new BZA members are needed. One of the current members would like to step down as soon possible.

Trustee Schmidt motions to commence Executive Session at 7:54 pm to discuss employee contracts; seconded by Patterson. Roll call: Patterson-aye, Schmidt-aye, Horner-aye. Executive session commenced.

Trustee Schmidt motions to exit Executive Session at 8:40pm; seconded by Horner. Roll call: Patterson-aye, Schmidt-aye, Horner-aye. No motions were made. Meeting commenced.

Old Business

- Solid Waste District- No new updates.
- Security Camera Update- U.S. Protective Services will be coming this Friday, July 9th at 10:00am to make repairs.
- The board of Trustees has asked for legal counsel to review the concern of former ZI Sims possessing zoning emails/information on her private computer.

New Business

- Website overhaul update- Terri Grimm provided an update on the website. She is confident that the site should be ready to go by the next TWP meeting at the end of July. The board of Trustees chose a logo for the website. Grimm noted that they will also be adding a feature that lists all TWP roads in alphabetical order and which entity services those roads.
- American Response Plan (ARP) Act Funding- the TWP will be applying for the funding. Details to ensue.
- Audit Update- The state audit is currently taking place. FO Kurtz has provided the auditors with the information they requested.

Fiscal Officer Report

- FO Kurtz in attendance.
 - Appropriation Status (See Attached)
 - Cash Summary by Fund (See Attached)
 - Fund Status (See Attached)
 - Secondary Checking- \$104,799.48 (*money market*)
 - Primary Checking- \$903,103.18
 - Total Fund status- \$1,007,902.66
 - Payment Listing- totals \$20,407.24 (See Attached)

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- Trustee Horner questioned the payment to Verizon for \$101.21. This is for the internet router at FO Kurtz' home as well as RS Evans cell phone.

Trustee Horner motions to pay the bills totaling \$20,407.24; seconded by Patterson. Roll call: Patterson-aye, Schmidt-aye, Horner-aye. Motion passes.

- Receipt Listing (See Attached)
- Revenue Status by Fund (See Attached)
- Appropriation Supplemental (See Attached)

Correspondence

- Hall Rental on July 25th from 1p-7pm. Trustee Horner has offered to open and close the hall. Trustee Schmidt suggested that we get a plastic chain to use as a visual cue to visitors in the hall to not enter the raised platform area.
- FO Kurtz received an unemployment notice for a previous employee that was hired for temporary/emergency road help. Mitch Staniford last worked at the TWP in December of 2019.

Announcements

- Trustee Regular Meeting July 19th, 2021, at 7:00pm via Zoom and in person.
- Zoning Commission Meeting July 21st, 2021, at 6:30pm via Zoom and in person.

Trustee Horner motions to adjourn meeting at 9:14 pm; seconded by Patterson. Roll call: Patterson-aye, Schmidt-aye, Horner-aye. Meeting adjourned.

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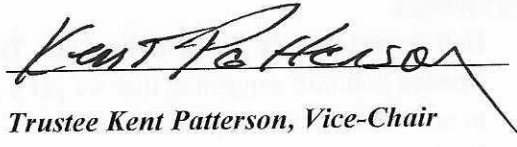
Respectfully submitted by:

Amy M. Banfield

Date approved: 7/19/21



Trustee Craig Horner, Chair



Trustee Kent Patterson, Vice-Chair



Trustee Michael Schmidt, board member