

# WESTFIELD TOWNSHIP BOARD OF TRUSTEES

## Regular Meeting

July 19th, 2021

***Trustee Horner commenced the Trustee meeting via Zoom and in person on July 19th, 2021, at 7:14 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

- July 6th, 2021, Regular Meeting- ***Trustee Horner motions to approve the minutes as presented; seconded by Patterson. Roll call: Patterson-aye, Schmidt-aye, Horner-aye. Motion passes.***
- December 21<sup>st</sup>, 2020, Special Meeting- ***Trustee Horner motions to amend the minutes to read reason for Executive session was 'to discuss Employee Contracts for 2021'; seconded by Patterson. Roll call: Patterson-aye, Schmidt-aye, Horner-aye. Motion passes.***

### Roads Report

- RS Evans in attendance via phone.
- Work was done on many ditches/culverts during the recent rain.
- Trees cut on Ballash Road.
- The TWP will receive OPWC funding in 2022 that will be used for repairs to Eastlake Rd.
- The air conditioning in the Township Hall needs serviced.

### Resident Concern

- Dennis Hartman of 6022 Kennard Rd. reached out to the TWP for water issues at his residence. Hartman was directed to the county for assistance.

### Cemetery

- Foundations need placed, but ground is still too wet.

### Zoning

- ZI Banfield in attendance.
- The Church at The Lake United Methodist is selling off lots from behind the church to village residents. The lot splits need signed by the board of Trustees.

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***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 21<sup>st</sup>, 2021, at 6:30pm.

### Old Business

- Solid Waste District- no new updates, awaiting legal counsel.
- Security camera- The camera has been repaired.

### New Business

- Website update- Terri Grimm provided an update to the board of Trustees. Content is mostly complete. Terri and FO Kurtz are meeting with Tom Wagner later this week to discuss email options. The board of Trustees would like to use the new website to update constituents to road closures throughout the TWP and possibly the county. Discussed how to inform constituents of the updated website once it is functional.
- Resolution #2021-09- "Estimating Aggregate Maximum Amount of Public Funds to be Awarded as Active and Interim Deposits."

***Trustee Horner motions to approve Resolution #2021-09 'Estimating Aggregate Maximum Amount of Public Funds to be Awarded as Active and Interim Deposits' with Active deposits of \$2.5 million and Interim deposits of \$1 million; seconded by Patterson. Roll call: Patterson-aye, Schmidt-aye, Horner-aye. Motion passes. (See Attached)***

- Cell phones for ZI Banfield and Trustee Secretary Banfield- Per Verizon, the new cell phones would run \$40 per phone per month for unlimited data. The phones can be added to the current plan that the TWP has for RS Evans' cell phone.

***Trustee Horner motions to approve two (2) cell phones to be purchased by the TWP and issued to the ZI and the TS for Township use; seconded by Patterson. Roll call: Patterson-aye, Schmidt-aye, Horner-aye. Motion passes.***

- Audit Update- the auditors continue to ask for information that is being provided by FO Kurtz. FO Kurtz noted that the Trustees should be keeping all the certificates from their township-related training for their own records. Kurtz would like a copy of all the training certificates for her records.
- 2022 Preliminary Budget- presented to the board of Trustees for review.

***Trustee Horner motions to accept the 2022 Preliminary Budget as presented by FO Kurtz; seconded by Schmidt. Roll call: Patterson-aye, Schmidt-aye, Horner-aye. Motion passes.***

- Updated job descriptions are in process.
- Start date for Amy Banfield as the ZS, TS and assistant to the Trustees will begin on August 20<sup>th</sup>, 2021. The Trustees will seek legal counsel for the healthcare start date.

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Hall Rentals

- Saturday, July 31<sup>st</sup>- Trustee Patterson to open/close township hall.

Fiscal Officer Report

- FO Kurtz in attendance.

**-Fund Status** (See Attached)

Secondary Checking- \$104,799.48 (*money market*)

Primary Checking- \$1,077,873.14

Total Fund status- \$1,182,672.62

**-Payment Listing-** totals \$3,256.18 (See Attached)

- Trustee Schmidt questioned the payment to Wolff Bros. This was for furnace filters and an 80-volt igniter.

***Trustee Horner motions to pay the bills totaling \$3,256.18; seconded by Patterson. Roll call: Patterson-aye, Schmidt-aye, Horner-aye. Motion passes.***

**-Revenue Status by Fund** (See Attached)

- FO Kurtz would like to have a work session to review the different fiscal reports. Everyone is welcome to attend. Tentative date of August 23<sup>rd</sup> at 3:30pm.

Correspondence

- Opioid Letter.

Public Records Request

- Richard Klemczak with the Bureau of Labor Statistics (BLS) has requested information for the labor force employed by the TWP. This request was fulfilled by FO Kurtz.

Announcements

- TWP Regular meeting will be held on Monday, August 2nd, 2021, at 7:00 pm.
- ZC meeting will be held on Wednesday July 21<sup>st</sup>, 2021 at 6:30 pm.

***Trustee Horner motions to adjourn meeting at 8:49 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: Aug 2, 2021*



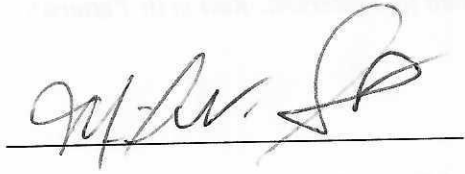
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*Trustee Craig Horner, Chair*



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*Trustee Kent Patterson, Vice-Chair*



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*Trustee Michael Schmidt, board member*