

WESTFIELD TOWNSHIP TRUSTEES
REGULAR MEETING
September 17, 2007
7:00 PM

Chairman, Jeffrey Plumer opened the meeting by asking those in attendance to stand and Pledge Allegiance to the Flag.

Trustees in attendance: Jeffrey Plumer, Carolyn Sims, Timothy Kratzer

Martha Evans, Fiscal Officer/Clerk was present and took the minutes. Other guests that signed in are listed on a sign in sheet attached to minutes in the clerk's office.

Jeff welcomed the guests and recognized Wes Lambert representing Municipal Publications. Wes stated that Carolyn had asked him to attend a trustees meeting and present his offer as to how a map of Westfield Township could be provided to the residents. Wes related if enough advertisers could be secured, the map could be sent to each resident free of charge.

Mark Goffinet from the Medina County Auditor's Office had two (2) announcements:

1. Since there was such a large turnout Sept. 12, 2007 for property owners that had concerns about their property tax valuation, the auditor has scheduled September 17th, and 18th, at the Brunswick Recreation Center Room 1 from 11 am to 8 pm AND October 16th at the Seville Municipal Building from 11 am to 8 pm.
2. Just a reminder that the application for the Homestead Exemption for seniors and disabled will be due October 1, 2007.

Mrs. Micklas asked if there would be anymore local meetings to hear concerns about the property tax valuation. Mr. Goffinet stated anyone could call the auditor's office for an appointment in Medina.

CLERKS REPORT

Martha read the letter of amendment of the estimated cost for the audit from the State of Ohio Auditor's Office. The amount was increased from \$7,700 to \$10,200 due to multiple receipt posting errors, missing documentation and special requests from the County Auditor's office were necessary making it difficult to locate and inspect documentation.

Martha presented the following supplemental appropriations that are needed to the budget to keep the accounts in line with the expenditures:

GEN FUND	Increase	Building Salaries
	Decrease	Workers Comp
	Create Acct.	Contracted Services for Web Master
	Decrease	Property Ins.; Liability Ins.; Water & Sewer
	Increase	Contracted Services for tree work in park
	Decrease	Buildings
	Increase	Contracted Services for mowing cemetery

GAS TAX Increase Contracted Services
 Decrease Operating Supplies

ROAD & BRIDGE Increase Refunds
 Decrease Equipment Rental

FIRE LEVY Increase Fire Equipment Parts
 Decrease Capital Outlay

Tim made a motion to approve the above supplemental appropriations, seconded by Carolyn.

Roll call: Jeff, aye; Carolyn, aye; Tim, aye.

Tim made a motion to approve the payment of the bills, (a copy of which is attached to the minutes in the clerk's office) seconded by Carolyn.

Roll call: Jeff, aye; Carolyn, aye; Tim, aye.

MINUTES September 5, 2007

Jeff made a motion to approve the minutes with the following amendments seconded by Carolyn:

Page 2 - 16th line should have a **period instead of a question mark after Road.**

Page 3 – last paragraph 3rd line add **ing** to Land

 Last paragraph 6th line insert **6105 Greenwich and remove Bombard**

Page 4 - Under new business: Carolyn's motion is to read:

Carolyn made a motion to charge a \$150 fee to any and all that applies for a continuance of all zoning meetings, not just variances as listed in the fee schedule. The motion died for lack of second. After further discussion the issue was tabled until Carolyn gets clarification from Bill Thorne and will report back to the board.

Roll call: Jeff, aye; Carolyn, aye; Tim, No.

September 14, 2007

Tim made a motion to approve as presented, seconded by Jeff.

Roll call: Jeff, aye; Carolyn, No; Tim, aye.

RESOLUTION 2007-15 WESTFIELD TOWNSHIP'S OPEN RECORDS MISSION STATEMENT, STATEMENT OF PRINCIPLES AND POLICY

Timothy Kratzer offered the above resolution and moved the adoption of it, which was duly seconded by Carolyn Sims.

Roll call: Jeffrey Plumer, aye; Carolyn Sims, aye; Timothy Kratzer, aye.

Jack mentioned that the squad is ready to be advertised. Carolyn will touch base with Lee about disposing of the old dump truck.

RESOLUTION 2007-14 A RESOLUTION DISPOSING OF EQUIPMENT BY INTERNET AUCTION

Timothy Kratzer offered the above resolution and moved the adoption of it, which was duly seconded by Carolyn Sims.

Roll call: Jeffrey Plumer, aye; Carolyn Sims, aye; Timothy Kratzer, aye.

Jeff had looked into digital cameras for the zoning inspector and road maintenance department. Either the Sony or Canon seemed to be the options. Sony camera was \$150 and the Canon camera with a printer was \$150 and an extra memory stick was \$35. All members agreed that this would be a good investment.

Tim made a motion to allocate \$200 to purchase the Canon A-5600 digital camera that includes a printer and an extra memory stick, seconded by Jeff.

Jeff brought up setting a meeting date for the laptop and equipment and the security of files. All members of the board agreed Oct. 1, 2007 during the regular meeting to set a policy of the laptop computer equipment and the security of the files.

The state auditor recommended that the trustees and road maintenance supervisor, Lee Evans come to an agreement regarding sick leave accumulation. The state auditor could not find any record of any leave accumulation for sick, holiday, personal, or vacation. The fiscal officer/clerk researched the best that she could with the records that were available and put together a spreadsheet April 1, 2001 to September 8, 2007 of time earned and time used. Holiday, personal and vacation time earned must be used in that calendar year or it is lost. However, sick leave is accumulated to a maximum of 480 hours. Lee has the maximum accumulated of 480 hours.

Tim moved to agree with the accumulated sick leave spreadsheet that Lee Evans signed, seconded by Jeff.

Roll call: Jeff, aye; Carolyn, aye; Tim, aye.

Jeff was approached by the Board of Zoning Appeals asking that they be compensated 1.5 times their \$30 per meeting if they held two (2) hearings on the same day. Discussion: CAROLYN, TIM, AND JIM LIKELY stated they feel if the board holds two (2) hearings on the same day they should be paid their regular rate times two. Jim stated that is why we charge the applicants – to cover the costs of paying the members, advertising, and secretary.

Jeff stated he was just relaying the BZA'S request.

Jeff made a motion to pay the BZA 1.5 times their regular rate if they hold two (2) hearings on the same day. Tim said, "I'm sorry Jeff I cannot agree with that motion."
Motion died for lack of second.

ZONING

Gary called Kokosing asking for a more clear copy of the lease agreement as the one that was sent was blurred and to fill in the site plan more completely.

Zuber and Westfield Terrace injunction was filed with the courts by the Assistant County Prosecutor..

Jeff asked Gary if he had contacted Jake Bauman about the trailer that was setting to the back of the storage units at 5744 Greenwich Road and the pack lights that are shining

toward the road and/or neighbors. Jeff suggested that there should be down hoods on the lights so they shine down and not out. Gary will look into this matter. Carolyn asked Gary about the camper/motor home on Seville Road near the east end of Westfield Township. Gary responded, "No I haven't".

Jeff mentioned that he has not heard from Bob Klingler concerning the installation of the sound system. Jeff asked, "Should we consider talking to Warwick Communications where we purchased the equipment and see what it would cost to have them install the equipment?"

Tim thought the township needs to get the equipment in place and Jeff should check with Warwick for a cost.

PARKS/CEMETERY

Tim: September 7, 2007 @ 1:30 pm I received a call from Westfield Center Police Chief Patterson informing the township that the ash tree that was hit by lightning in August 2007 a large limb was down in the township park. 1:35 pm I called Lee Evans to go to the park. The police and fire chief roped off the area around the tree. 1:50 pm I arrive at the park. Lee, Chief Patterson and Donnie George were on the scene. After accessing the situation, I called Trustees Jeff Plumer and left a message for Mrs. Sims, it was decided that the tree was a hazard and should be removed ASAP. Mr. George gave an estimate of \$4,500 to remove the tree and grind the stump if Lee would remove the wood Sat. September 8, 2007. I talked with Jeff Plumer and we decided it was an emergency and I told George's Tree Service to take the tree down. Davey Tree had given an estimate of \$5,600 to take the tree down which did not include removing the stump. Davey Tree also recommended just removing the limbs that were a hazard for \$1,120 and then fertilize the tree. Mrs. Edington from the Village of Westfield Center called me that evening and stated that we should have an arborist give a recommendation before taking the tree down. I decided to wait. I called an Ohio Department of Natural Resources arborist to meet with the park committee in the park Wed. September 12, 2007. The written report is on file in the clerk's office. A summary: the damage to the **ASH** tree is severe. The damage this tree sustained will cause this tree to become dangerous in a short time (6 months to 1 year). **The future of this tree is doomed.** The ash bore is in the area with a tree noted at the intersection of 224 and N. Leroy Rd being infected. **Sugar Maple** tree north side of park to the east of sidewalk is covered with wood rot conks. **Recommendation:** Remove and replace this tree. **Red Maple** north side of park to the east of sidewalk is dieing from the top. **Recommendation:** Remove and replace this tree. The park committee decided to let the Ash tree that was hit by lightning go through the winter and look at it again in the spring.

Estimate from George's Tree Service: \$550 to remove Sugar Maple \$350; to trim the Red Maple. If both trees were to be taken down at the same time the cost would be \$750 and George's Tree Service would replace one two (2) inch tree of park committees' choice. The arborist gave the following information: a 4 inch tree is stunted by digging the ball and disturbing the root system that a 2 inch tree will catch up and be the same size as the 4 inch in 4-5 years.

Tim will go to the Westfield Center Village Council with the above information. Carolyn interjected that Tim should go the Park Committee first. Tim related that the Park

Committee was present at the meeting and already made the decision to wait until spring before anything is done with the ash tree.

White Oak Tree in cemetery: Prune dead wood, avoid removing live branches.

Carolyn made mention of the land conservancy article that was in The Gazette 9-10-07. Carolyn also made mention that water will be an issue shortly and a consortium meeting should be considered.

Jeff announced if anyone would want the meeting minutes of the Chippewa Advisory Committee, they are available by asking him.

The board reviewed the articles that were submitted for the newsletter; Martha will take them to the printer for set up and get a proof copy to bring back to the board before printing. Carolyn will get the auditor's most current mailing list.

Tim made a motion to adjourn @ 8:40 pm, seconded by Jeff. Unanimous.

APPROVED October 1, 2007