

**WESTFIELD TOWNSHIP TRUSTEES
REGULAR MEETING
December 3, 2007
7:30 PM**

Chairman, Jeff Plumer called the meeting to order by asking those in attendance to stand and Pledge Allegiance to the Flag.

Trustees in attendance: Jeffrey Plumer, Carolyn Sims, Timothy Kratzer
Also in attendance was Martha Evans, Fiscal Officer/Clerk. A sign in sheet is attached to the minutes in the clerk's office.

Mark Goffinet from the Medina County Auditor's office had one announcement: Dog Licenses are available at the auditor's office and at the animal shelter beginning December 3, 2007 through January 31, 2008 at a cost of \$12. You may also order licenses on line.

CLERK'S REPORT

The fiscal officer announced that the 2005-2006 audits are complete and maybe reviewed on line or at the clerk's office.

A list of checks that were to be signed is attached to the minutes in the clerk's office.

Tim made a motion to pay the bills in the amount of \$20,402.84, seconded by Jeff. Roll call: Jeff, aye; Carolyn, aye; Tim, aye.

Martha looked into Digital Phone Service with Time Warner. The rate would stay the same for the 36-month contract unless Federal government made them add a charge for the services that they provide at no extra charge, and then it would only be a 10% increase.

Jeff made the motion to allow the fiscal officer proceed with the necessary documents to secure the Time Warner Digital Phone Service, seconded by Carolyn. Roll call: Jeff, aye; Carolyn aye; Tim, aye.

The Internet auction high bid for the ambulance was \$9,605 and \$7,500 for the dump truck.

Carolyn made a motion to advertise the obsolete and/or non working office equipment in the Gazette December 11 and 12, 2007 with sealed bids to be opened December 17, 2007 @7:00 pm, seconded by Jeff. Roll call: Jeff, aye; Carolyn, aye; Tim, aye.

CEMETERY AND PARK - Nothing to report.

ROADS

Carolyn reported that Lee would like to update road signs. The new high intensity signs are more expensive but those are being required by ODOT.

Carolyn made a motion to update, replace and/or maintain the road signs at an estimated cost of \$5,710.11, seconded by Jeff. Roll call: Jeff, aye; Carolyn, aye; Tim, aye.

Carolyn requested that a map be made with each sign located and marked on the map. Jeff mentioned he has requested that be done in the past.

There is a snow & ice training course December 14, 2007 in Hinckley.

Carolyn moved to allow Lee and any of the road help to attend the above referenced seminar at their regular rate of pay, seconded by Tim. Roll call: Jeff, aye; Carolyn, aye; Tim, aye.

Lee had a price of \$609 on shelving that would handle a pallet. There will be 3 shelves and the unit will be 16' wide and 8' high.

Jeff made a motion to allow Lee to purchase the above shelving for \$609, seconded by Tim. Roll call: Jeff, aye; Carolyn, aye; Tim, aye.

Jeff recognized, Kelly Robbins from Boy Scout Troup #454. Kelly is doing a landmark sign for Cloverleaf High School as an Eagle Scout project. It will be 15' long; 3' high; 1' wide made out of limestone, brick and letters at a cost of \$2,600. He has raised one-half (\$1,300) of the cost and asked the township to consider a donation.

Jeff made the statement, "We can consider your request but we need to ask legal counsel about the donation and if we are setting a precedent". Tim wanted to think about it and get legal advise.

Westfield Landing Road Extension

Gary Harris, Zoning Inspector, reported: Fred Boreman is not willing to sign lot reconfiguration until:

1. Petition property owners
2. Un-dedicate end of road and dedicate cul-de-sac
3. 2 variances needed
4. Re-plat subdivision by planning services

Jeff mentioned that the township came up with the cul-de-sac. Lee also said we did not want the road over the hill and suggested that a cul-de-sac be put at the top of the hill. Carolyn related that Sue was not sure whether the area is calculated from the right of way or the center of the road. Carolyn wants clarification if the lot line is at the centerline or the right of way line. Also there needs to be two separate variances.

1. Modification of the lot and
2. Encroachment of right of way\

Jeff and Gary suggested 2 variances with one fee. Jeff will get the planning services and the prosecutor's opinion in writing for sub lot 10.

Gary related that the real estate agent must perform the variances and re-plat.

Westfield Terrace/Lakes

Carolyn reported Assistant Prosecutor, Trina Devanney advised her that Westfield Terrace/Lakes may be entering into foreclosure and first come first serve. Carolyn had a letter regarding land reutilization prepared using the language provided to her by the Assistant Prosecutor for the trustees to sign.

Carolyn made a motion to forward the above referenced letter (a copy is attached to the minutes in the clerk's office) to Trina Devanney for approval, seconded by Tim. Roll call: Jeff, aye; Carolyn, aye; Tim, aye.

Lee asked what do we want the Westfield Terrace/Lakes property for? No answer.

Carolyn submitted training requirements for zoning board members.

Jeff: I do not agree with it. We can encourage but mandates and requirements NO

Carolyn: It will not cost them to attend. We possibly could have 3 new members on the zoning commission in 2 months AND that is a majority.

Jeff: I have a problem with demanding training.

Carolyn: The Township will pay for the meetings.

Jeff: Need to ask if they will attend training during the interviews.

Carolyn: I will send my proposal to the prosecutor's office for approval for the next meeting.

Carolyn asked what does the township do in the interim while waiting for the Ohio Historical Society and the State Auditor's office approval of records retention & disposal. We retain all records. The township records retention supercedes the zoning commission by-laws therefore; all tapes must be retained even if the minutes are approved.

Tim: We will go over Jack's contract in executive session.

MINUTES

November 5, 2007 Tim made a motion to accept as corrected, seconded by Carolyn. Roll call: Jeff, aye; Carolyn, aye; Tim, aye.

November 7, 2007 Records Commission – Jeff and Martha approved as written.

November 19, 2007 Tim made a motion to accept minutes as written, seconded by Jeff. Roll call: Jeff, aye; Tim, aye; Carolyn abstained because she was absent.

Tim moved to go into executive session to consider the fire chief's contract, seconded by Carolyn. Roll call: Jeff, aye; Carolyn, aye; Tim, aye.

Jeff made a motion to come out of executive session, seconded by Tim.

No decision made.

However, Jack's contract will be revised per Tim's revisions. Jeff made a motion to sign a letter and place letter in file, seconded by Tim. Unanimous. There being no further business to come before this board, Jeff declared the meeting adjourned.

