

**WESTFIELD TOWNSHIP TRUSTEES  
REGULAR MEETING  
January 7, 2008  
7:00 PM**

Chairperson, Carolyn Sims called the meeting to order by asking those in attendance to please stand and Pledge Allegiance to the Flag.

**Trustees in attendance:** James Likley, Carolyn Sims, Timothy Kratzer  
Also in attendance: Fiscal Officer/Clerk, Martha Evans, Wm. L Thorne, and Assistant Prosecutor. The sign in sheet is attached to the minutes in the fiscal officer's office.

Welcomed guests and comments from the floor.  
Mark Goffinet from the auditor's office stated the auditor's web site now has the information of those effected by an increase or decrease in the property tax values.

**MINUTES:**

December 17, 2007 Special Meeting

**Carolyn moved to approve with corrections, seconded by Tim. Roll call: Carolyn, aye; Tim, aye; Jim, abstain** (before his term began)

December 17, 2007 Regular Meeting – Tabled

December 31, 2007 Year-end Meeting

**Carolyn moved to approve with correction, seconded by Tim. Roll call: Carolyn, aye; Tim, aye; Jim, abstain** (before his term began)

**FISCAL OFFICER'S REPORT:**

The fiscal officer presented a document for authorized signatures for the Westfield Bank. The trustees and fiscal officer signed the document.

All bank accounts have been balanced and reconciled. The year-end balances will now be sent to the auditor for certification. Carryover balance is **\$859,424.12**.

A list of bills that need to be paid was submitted in the amount of \$20,970.32. The fiscal officer made note that the checks would not be printed and ready for signing until Jan. 14, 2008 due to the processing of the signatures at the bank and all year-end processing must be done on the computer before any checks will be written.

**Tim made a motion to approve payment of the bills as submitted, seconded by Jim. Roll call: 3 ayes 0 nays**

**RESOLUTION 2008-03 A RESOLUTION TO PARTICIPATE IN THE ADVANCE OF REAL ESTATE TAXES FOR THE FIRST HALF COLLECTION 2008**

**Tim moved the adoption of the above resolution, seconded by Jim. Roll call: 3 ayes 0 nays.**

**PARK AND CEMETERY:** Tim did not have anything to report.

**ROADS:**

2 trustees will sign the annual mileage report at the Medina County Engineer's Office January 9, 2008.

Lee reported that the 1990 dump truck sold for \$7,600 on E-Bay. Lee also stated that the township received a reply from ODOT concerning Buffham Road repairs. ODOT does not feel they should reimburse the township for any of the repairs and/or upgrade. Lee reported more salt has been delivered and the shop shelves are installed.

**FIRE DEPT.**

Jack reported 38 runs for the month of December with a total of 456 runs for year 2007.

2006 – 459 runs      2005 - 480 runs

1 new member of the fire dept is taking paramedic course. Jack is enrolled in a fire fighter course, which was paid for by a grant. When he completes the course he will be a certified instructor. 2007 fire budget was \$143,000. He spent less than \$100,000 in 2007. Jack has 5 new radios and 16 pagers ordered. Jack stated thousands of dollars were saved with Lee and Jack doing the repairs on the equipment. The water line break in the church parking lot on New Years Day morning was repaired today.

Jim also added the Fire committee is working on the SOG'S draft. Life Force has recommended an increase in fees. The fire committee does not feel the need to increase the fees charged to non-residents for EMS services. All state reports are filed and current. The fire committee meetings are going to be recorded and announced in the paper.

Carolyn asked about the suggested township hall occupancy. Jack replied we should have an engineer determine the occupancy before we get a plaque.

**ZONING:**

Bill Thorne stated if Jim listens to a tape of the Dec. 17, 2007 meeting, he could approve or recommend corrections.

**KRATZER/SCHEETZ MOTION FOR RECONSIDERATION**

The zoning commission cannot reconsider the applications because the zoning commission had already provided their recommendations to the board of trustees. The trustees shall proceed with the hearing as set for January 15, 2008 because they are statutorily required to do so. The zoning commission could reconsider the issue on their own initiative or the applicant could reapply but it starts the process all over again from the beginning.

**MEETING JANUARY 5, 2008**

Bill Thorne gave the trustees some sample language for a resolution of how they intend to advertise a special meeting. A policy must be adopted. Newspaper notification is traditional (you must give newspaper 48 hours, as long as announcement is available 24 hours in advance) but you may use the Internet, bulletin board, sign on door. The policy will state how you intend to announce meetings; therefore, residents will know where to look for announcements.

Bill Thorne advised the board that Russ Zupanic is still a member of the zoning commission until a replacement is appointed.

Jill asked about the secretary for zoning. Carolyn reiterated that the zoning commission might appoint one of their own members. Carolyn stated that we need a job description for the secretary to zoning boards.

### ZUBER VIOLATION

Bill Thorne related to the board that the prosecutor's office is waiting for a trial date. The board may address this issue in executive session while under pending litigation.

### ZONING SECRETARY

Martha Evans was offered the zoning secretary position and declined the appointment. Carolyn reported to the board that she has asked Kim Ferencz, who is zoning inspector for Copley and has been secretary for at least 5 other Medina Co. townships. We will go into executive session to discuss this matter.

### JILL'S HONORARIUM

Bill Thorne addressed Jill and the board of trustees that an honorarium cannot be calculated on the number of meetings attended, usually \$200-\$250 is the highest.

Tim – I came up with the \$400 amount not knowing the amount of meetings.

Bill Thorne – An honorarium is normally not that much. There may be a problem with OPERS. OPERS is less likely it will be considered gratuity.

Jim – For the 12-14 years of service, Jill is a real asset, did a good job, and was committed.

Carolyn – Jill, I hope you will continue with the zoning commission, however the trustees cannot increase the honorarium.

Jill – Yes, I will.

### LARRY BENSINGER'S LETTER

Carolyn acknowledged Larry Bensinger's letter of not accepting re-appointment to the BZA if Marlene Oiler is not their secretary.

Jim understands his concerns.

Carolyn – Larry always carried his weight on the board.

### SPECIAL MEETING

Carolyn asked when to have a special meeting going into executive session for the purpose of interviewing zoning board applications.

Tim – week-end

Jim – Sat. morning is most feasible.

**Jim made a motion to hold a special meeting January 12, 2008 @ 10:00 AM for the purpose of interviewing zoning application, seconded by Carolyn.**

Discussion: After much discussion the above motion was withdrawn.

**Jim made a motion to hold a special meeting January 10, 2008 @ 7:00 PM and January 12, 2008 @ 10:00 AM for the purpose of interviewing zoning applications, Tim seconded the motion. Roll call: 3 ayes 0 nays**

**Carolyn made a motion to hold a trustee workshop followed by a general business meeting January 25, 2008 @ 1:00 PM, seconded by Jim. Roll call: 3 ayes 0 nays**

Carolyn stated that the next regular meeting falls on Martin Luther King Day and a holiday.

Tim and Jim stated it was fine with them if it was functional for all.

Next regular trustees meeting January 21, 2008 @ 7:00 PM

### **7611 Greenwich Road – Nelson Property**

The building inspector looked at the property and is to provide findings in writing to the township. The foundation is not a viable structure but the cistern is a viable structure. The

cistern should be covered with 2'x 4' concrete. He advised to get an opinion from the Health Dept. concerning the cistern. Lee will call the Health Dept. to take a look and give a determination. Lee reported it would be between \$5-7,000 to clean up and haul away waste. Carolyn proposed starting a new process for the cistern, as it is a hazard. Jack said do not include the foundation.

#### DATE TO NAME THE NEW ACCESS ROAD TO THE CAMPGROUND

January 21, 2008 at the regular meeting. Martha was asked to send invitations to Willie Carrasco and Kelly Gregoire.

#### WESTFIELD LANDING ROAD

Gary has not received a variance application from the Grubiss' yet. Gary was instructed by Carolyn to send a letter to Grubiss' representatives.

Bill Thorne has not heard a word from the Grubiss' attorney nor Gloria Glens attorney. Carolyn understands that the survey is done for Gloria Glens but not back yet.

Tim & Lee – If we had to take the road over the hill at 3% grade it would be very costly and ruin the over all lay of the land. Also the township did not want to take the road over the hill down into the wetland area.

Carolyn – delay is on the owners

#### UPCOMING MEETINGS

Jan. 8, 2008 @ 7:30 PM Zoning commission

Jan. 10, 2008 @ 7:00 PM Trustees

Jan. 12, 2008 @ 10:00 AM Trustees

**Jim made a motion to go into executive session for personnel employment and pending litigation, seconded by Carolyn. Roll call: 3 ayes 0 nays**

#### **BACK INTO REGULAR SESSION**

**Jim made a motion to come out of executive session and resume regular meeting, seconded by Carolyn. Roll call: 3 ayes 0 nays**

Regarding the pending litigation, Jim Likley and Carolyn will meet with Bill Thorne regarding the Kratzer Text Amendment and Public Hearing @ 1:30 PM January 8, 2008 because Bill has time constraints this evening.

Carolyn recommended Kim Ferencz as interim zoning secretary. She is Copley Zoning Inspector and has been zoning secretary to many townships in Medina County.

Tim- you are not listening to your boards and expressed in Larry's letter. I do not have any more discussion.

Jim – 3-4 years ago the board went against the zoning commission and BZA's recommendation for another zoning secretary. My perception of what residents took from our meetings was "what are they trying to pull and do". We must be open and communicate. I hope Larry Bensinger does not leave the board because of this secretary issue.

**Carolyn made a motion to retain Kim Ferencz as interim secretary to both the Zoning Commission and the BZA at the rate of \$500 per month salary, seconded by Jim. Roll call: Jim, aye; Carolyn, aye; Tim, abstain.**

**Jim made a motion to adjourn, seconded by Carolyn. Unanimous.**

**APPROVED January 21, 2008**