

WESTFIELD TOWNSHIP TRUSTEES
REGULAR MEETING
JANUARY 18, 2010
7:00 PM

Chairman Oiler opened the meeting at 7:00 pm by asking those in attendance to stand and Pledge Allegiance to the Flag.

ATTENDANCE: Trustees Oiler, Likley, and Harris. Fiscal Officer, Martha Evans.

WELCOMED GUESTS:

A. Linda Paulieb representing the Auditor's Office.

1. The Homestead Exemption Program Tax Program is now available
2. Homeowners with mortgage problems, assistance is available at the auditor's office

B. Deputy Jeff Kulbis from the Medina County Sheriff Department as a School Resource Officer and D.A.R.E. officer for the Cloverleaf District presented a request to the board of trustees for 2 solar powered School Zone Flashing Signs that would be utilized to advise drivers when the 20 mph school zone is in effect on Buffham Road. **The restricted hours for the school zones at Cloverleaf High & Middle Schools are 7am to 8 am and 2pm to 3:15 pm.** Deputy Kulbis has monitored the speed on Buffham Road and many times the speed is 35-40 mph. Presently there are 2 similar signs on Friendsville Rd. supplied by the county. Buffham Road is a township maintained road, therefore which is why he was referred to the board of trustees in acquiring the signage. Due to the new elementary school being built and for the safety of the student I would like you to consider this project. Grants may be available.

The trustees can contact the Medina Highway Dept. Mike Klinec or Pat Crouch for assistance. The two signs are \$1,300-\$1,500 each. Trustee Likley asked what the goal would be. Deputy Kulbis answered ASAP. Trustee Likley asked in the interim of 2 years when the elementary school will open is there a sign that could be put up. Deputy Kulbis said yes, if it is big enough for people to see the restricted hours. Trustee Likley stated the board would look into that and see what funding maybe available.

FISCAL OFFICER:

- A. Bills in the amount of \$44,991.54 were presented. Trustee Likley asked how many cell phones the township has. F.O. answered 1 with unlimited calls. Trustee Likley asked if the post office box could be eliminated. F.O. said yes it could but I would

recommend half year because of the quarterly items that do have that address such as IRS and OJFS. Trustee Likley noted that park expenses for last half of 2009 was \$1,864 and \$22,058.16 was for Nov. and Dec. 2009 fire department expenses.

Trustee Likley made a motion to approve the bills with the US Post Office Box removed, seconded by Trustee Oiler. Roll call vote: Harris, aye; Oiler, aye; Likley, aye. Unanimous

B. Fund Status – Investment bal. \$535,577.43 Checking bal - \$311,083.72

C. ADDITIONAL EQUIPMENT FOR THE NEW FIRE TRUCK IN THE AMOUNT OF \$27,865.77

Items the Fire Chief felt was needed to complete the new fire truck included a thermal imaging camera with two rechargeable batteries in the amount of \$11,607.26. The balance is for fittings. Today Trustee Likley spoke with Interim Fire Chief, Mike Carson. The following is Trustee Likley's concerns:

1. Questioned the need for another thermal imaging camera. The department has one but is black and white and the one proposed is color. This one gives temperatures and the old one does not. The goal in the conversation was to outfit the new truck with the needed equipment so the truck is operational. I am concerned about the \$11,000+ for equipment that they presently have. I recommended to Mr. Carson to pursue grant funding for this purchase. This is not an invoice but a proposal. This must go before Westfield Center Village council and the township trustees for approval to go forward with the purchase.
2. In respect to the township's present fire funding the \$11,607.26 be omitted from the necessary equipment.
3. Trustee Oiler: The state does not mandate this kind of equipment and with the present state of economy; I am inclined to agree with Trustee Likley. The remaining capital equipment comes to \$16,258.51 and the township's responsibility would be 50% or \$8,129.25.

Trustee Likley made a motion that the Westfield Township Board of Trustees approves the needed equipment for the fire truck in the amount of \$8,129.25 (Township Share of \$16,258.51), Trustee Harris seconded the motion. Roll call vote: Likley, aye; Oiler, aye; Harris, aye. Unanimous

D. Notification from ADT Security System that the monthly rate will increase \$2.67 beginning in April 2010.

E. F.O. had a suggestion that the zoning boards be paid annually or semi-annually because of the fact the pay checks are sometimes small and individuals sometimes forget to cash the check, loose the check or forget where they put them. At the end of the year when Trustee Likley was signing checks, he asked me if changing the pay period for the zoning boards would be possible. It would save about 144 checks in a year. I would highly recommend an annual pay period. Tom Micklas

and Mike Schmidt were asked if they would want an annual pay period. Answer, not really. A discussion revealed everyone was comfortable with a quarterly pay period. All withholding reports are done monthly regardless.

Trustee Oiler made a motion to have zoning boards pay period on a quarterly basis, seconded by Trustee Harris. Roll call vote: Oiler, aye; Likley, aye; Harris, aye. Unanimous

The same time sheets must be completed and turned into the zoning secretary so there is an attendance and workshop/seminar record.

F. RESOLUTION 2010-05 A RESOLUTION TO PARTICIPATE IN THE ADVANCE OF REAL ESTATE TAXES FOR THE FIRST HALF COLLECTION 2010

Trustee Oiler moved to adopt Resolution 2010—05 , which was duly seconded by Trustee Likley. Roll call vote: Likley, aye; Harris, aye; Oiler, aye. Unanimous

Trustee Likley: Correspondence

1. Soil & Water Conservation District regarding of their scheduled meetings
4-6 meetings through mid next year
Designated representative
For Upper Chippewa Creek Growth Watershed - 9 communities

Trustee Oiler will check on the dates and Trustee Oiler can usually attend the meetings if they are in the morning.

2. After the January 4th meeting the 3 trustees and fiscal officer was handed info provided by Stanley Scheetz regarding the Upper Chippewa Creek Growth Initiative.
3. Trustee Likley asked if F.O. would go over the 2009 Fire Department Expenses. A copy of that report is attached to the minutes. The township paid \$151,348.18 for the operation of the fire department. When the math was calculated the township paid 69.5% of the total fire department expenses less the capital expenditure of the new fire truck. The percentage has gone up 10.5% since 2008. The township operated at a \$26,763.18 deficit in the fire levy fund which was transferred from the General Fund. As fiscal officer I do not feel we can continue along this avenue without either a joint fire district, increased income or less expenses. (Possibly all of the aforementioned) Over the past 6 years the township fire levy has operated on an average of \$21,000-\$22,000 deficit that has had to be made up from General Fund. The Westfield Township Trustees, Village of Westfield Center, Village of Gloria Glens will be having a special meeting/workshop next Monday, January 25, 2010 at 6:00 pm to discuss fire department funding.

MINUTES: December 30, 2009

Trustee Likley made a motion to approve the December 30, 2009 minutes as presented, seconded by Trustee Oiler.

Roll call vote: Harris, aye; Likley, aye; Oiler, aye. Unanimous

January 4, 2010

Add statement on page 9 – Ms. Ferencz respectfully rescued herself and left the meeting.

Page 8 – where Mr. Oiler asked – change BZA to Zoning Commission

Page 3 – 2nd sentencemove forwardremove the word here

Trustee Oiler made a motion to approve the January 4, 2010 minutes as amended, seconded by Trustee Likley. Roll call vote: Likley, aye; Harris, aye; Oiler, aye. Unanimous

ROADS: Trustee Oiler commented the roads are extremely well kept. Trustees went to the County Engineer and signed the road mileage Jan. 6, 2010. The township now has 22.095 miles of road to be maintained by the township. Trustee Likley stated a bill \$12,850 for road salt was in the bills. The number seems big but we keep the roads good. Trustee Oiler made the statement that a pre-trip check is done on the equipment before they go out the door and on to the road. It takes about 15-20 min. to do this but it is a safety check. Trustee Likley made mention that he recommended this on Lee's year-end evaluation.

ZONING: Trustee Oiler reported the Zoning Commission met on Jan. 12, 2010 for their organizational meeting. Chairperson is Heather Sturdevant and V. Chair is Jill Kemp. Their discussion that evening was for windmills. The prosecutor's office is finalizing some wording for that topic. The other topic is outside furnaces and how they should be treated in our zoning. BZA will be meeting January 26, 2010 at 7:30 pm for an organizational meeting. Trustee Likley asked if there was an indication from the zoning commission as to when the comprehensive plan would be coming to them. Trustee Oiler stated "No there wasn't". Some discussion between Likley, Oiler, and Carol Rumburg as to the status of the final draft plan. The consensus of the discussion was that Mark Majewski, Northstar Planner, had some clean up items to be done that was approved by the steering committee. Trustee Oiler will call Mark Majewski and get a report on when the township can expect to receive the final corrected plan and the CD. Trustee Likley wants the final corrected plan made available to the zoning commission as well as the trustees. The contract stated Northstar will provide printed copies for the boards as well as a CD. Copies can be made for anyone.

FIRE DEPARTMENT: No report because Interim Chief is involved heavily in the training program and that is on Monday evenings. Trustee Likley asked if there was any information regarding the trip to go and check out the new fire truck before it leaves the parking lot. Trustee Oiler reported that the Westfield Center Mayor authorized one individual to go to Nebraska to the manufacturer.

OLD BUSINESS: Park Committee – Nothing

Job Description for Zoning Inspector – Trustee Likley stated he felt it was very complete and meets all the needs.

Trustee Harris made a motion to adopt this as the Job Description for Zoning Inspector, seconded by Trustee Oiler. Roll call vote: Harris, aye; Oiler, aye; Likley, aye. Unanimous

NEW BUSINESS:

A resident suggested a certificate of appreciation for Timothy Kratzer and Carolyn Sims for their service to the residents and community. All agreed it was a splendid idea. Trustee Oiler asked Trustee Harris to work with Martha in completing this project.

Trustee Oiler made a motion to purchase frames for the certificates (no gold plated), seconded by Trustee Likley. Roll call vote: Likley, aye; Oiler, aye; Harris, aye. Unanimous

Trustee Harris stated he was appointed to be the trustee on the fire committee and Trustee Oiler was trustee liaison for zoning. Trustee Harris stated Trustee Oiler would be better suited for the fire committee as he has been attending the fire committee meetings for 2 years. He seems to have a handle on what is going on in the fire committee and has a good relationship with all individuals on the fire committee. Trustee Likley asked if there is a change in 2 chairs. Trustee Harris answered, yes.

Trustee Harris made a motion to appoint Trustee Ron Oiler to be the township's representative to the fire committee and I would be the zoning liaison, seconded by Trustee Oiler.

Discussion: Trustee Likley: In review of our organizational meeting minutes, those committee chairs were filled with a motion, duly seconded. Mr. Harris to fire committee unanimously and Mr. Oiler as zoning liaison was by majority vote. At that meeting I made my support for Mr. Oiler to zoning. I would like to add Mr. Oiler was on the steering committee for the comprehensive plan. More importantly I need to add why I do not support Mr. Harris to the zoning. Perception: The proposal of a multi-million dollar resort and wellness center less than a mile from Mr. Harris' property. Through the Chippewa Properties Resort there could be additional commercial growth in that area. They have communicated to planning services for community reinvestment. Planning Services has communicated with 4 communities (Chippewa Lake, Gloria Glens, Westfield Township and Lafayette Township) to work with those 4 communities to review their zoning in the interest of the possibility of expanding in that area. Planning Services received requests to expand the review in the zoning, infrastructure, and Lake Road north to the Medina City Line and south to Greenwich Road, thus the Lake Road corridor. Unfortunately, Mr. Harris is in the uppa center of this proposal and potential for expansion. The perception of this could be self serving, (I'm not saying that it is). This lake road corridor is the road that Mr. Harris lives

on. No matter how you vote, it would seem self serving. Personally I would walk away from it.

I think the concern is legitimate and the perception could be not favorable. Mr. Harris is also a builder and in put concerning zoning could be perceived as self serving. A motion is on the floor and seconded let your voice be heard for the benefit of the township.

Trustee Oiler stated that Mr. Harris could be bringing to the zoning commission a practical sense of the day to day things that he is confronted with as zoning inspector. He will also be involved with training a new zoning inspector very shortly. I believe the change should be made. Trustee Likley stated that this is for the change of both positions. Yes sir. Trustee Harris stated he had asked Planning Commission if it would be a conflict of interest with me living in that area. They said it would not. Trustee Likley stated conflict of interest is not what I am saying by any means, I am saying the perception. Trustee to zoning and you live in the center of this new proposal of this new development and potential expansion in that area, it could be perceived as self-serving. Trustee Harris, the majority of that development will be in Lafayette Township. The only development in Westfield is the possibility of a retirement community. Planning services has been requested through County Commissioners and outside requests to expand the scope of their review of zoning regulations from Medina City Line south to Greenwich Road. Trustee Oiler stated that is true but when I asked for a letter stating what they are exactly going to do and how much it would cost the township, I didn't get an answer. I do not believe this board is in agreement with that and when I asked Patrice about the study on the 18th if it was going to go forward, she said no, it is not. It is up in the air today as to if the study even begins.

Roll call vote: Oiler, aye; Likley, no; Harris, aye. Majority vote 2-1

Trustee Likley asked if we would be changing committee chairs the next meeting. Trustee Oiler answered, no.

Carol Rumburg commented that Trustee Oiler was an asset as a resident and as committee member of the steering committee. Trustee Oiler stated he would be attending the zoning commission and BZA meetings as he had in the past as a resident sitting in the audience.

WEB SITE

1. Quote from Custom Composition - \$420 for one year web hosting Jan 2010 through Jan. 2011. Includes e-mail hosting for westfieldtownship.org and 5 entries per month at no additional cost. Quote good through Jan. 29, 2010.

Trustee Harris made a motion that we extend it for 1 month. After a short discussion Trustee Harris withdrew his motion.

Tim Kratzer stated he had been asked to communicate with Mr. Krolikowski concerning the domain name. I looked through the records at the township hall

and found an e-mail dated Nov. 3, 2009, which I gave you a copy of explaining the monthly fee of \$1.90 to be included in order to illustrate total cost over the lifetime. That would not be added to the quote. What Mr. Krolikowski gave you should not be considered a quote, but more of a reference in determining what costs are involved in web maintenance. The trustees own the domain name; Mr. Krolikowski is the administrative and technical contact on the account. In talking with Mr. Krolikowski he stated that he was helping Kim getting the Google Calendar up and running.

Mr. Kratzer suggested he get with Ms. Evans to critique this calendar to get it going. This quote is basically the same as last year but last year he could not give the township an actual cost because he had not worked with the township prior to last year. This quote is not a contract from what I understood last year and we could leave if we so desire. What needs to be done is authorize this quote and if you want to pursue other avenues we could leave his hosting. We are not locked into anything.

Trustee Oiler moved to authorize Custom Composition to be the Web host at \$420 per year which includes e-mail hosting for westfieldtownship.org and 5 entries per month as quoted, and see that the Google Calendar is implemented and added to the web site.

Trustee Likley stated that it is crucial that the Google calendar be implemented with meetings dates and hall rental availability.

Trustee Likley seconded the motion to move forward with Custom Composition for annual fee of \$420. Roll call vote: Harris, aye; Likley, aye; Oiler, aye. Unanimous

Mr. Kratzer said Mr. Krolikowski would be willing to sign a document that the county prosecutor puts together stating that the Westfield Township does own westfieldtownship.org. as the domain name.

Trustee Oiler stated he had a conversation with resident, Carol Rumburg that a residents committee be formed and let them do some research for us concerning the web site. It will take some time for us to see if they can find organizations, people that could work with the web site. It was the past boards desire to have the web site maintained in house. The trustees have a lot on their plate at this time and this would be a way a committee could help research. Trustee Harris thinks this would be a good idea. Trustee Likley stated there are a lot of on line services out there that can create a web site at home and can probably meet the needs of the township. One of the things that the township needs to be aware of is, the standard of our web site be maintained. Mr. Likley is proud of the present web site because it was professionally designed and user friendly. One of suggestions is

the agenda should be available on the web site. It can be made better but I am not willing to give up quality of product to save \$400-\$500 per year.

Trustee Oiler asked if Trustee Likley would be the trustee liaison to the residents committee to research the possibilities for the web site. Trustee Likley accepted. Trustee Oiler named Carol Rumburg and Karen Fisher with those two naming the third member of the committee. Carol Rumburg accepted. Karen Fisher declined. Carol Rumburg stated she knew of someone who would be interested.

Resident Keith Simmerer gave his letter of intent and resume` to the trustees and F.O. Mr. Simmerer will be provided with the zoning inspector's job description this evening. We have received 8 letters of intent for the zoning inspector's position to date. Planning Services is having a zoning inspector's workshop Feb. 12, 2010.

ANNOUNCEMENTS

Trustee Oiler stated that at the Jan. 11, 2010 Special Meeting/Workshop concerning fire department funding it was the consensus of this board to pursue a joint fire district with Village of Westfield Center and Gloria Glens.

January 20, 2010 @ 8:30 am in the Choral Room at the Administration Building in Medina there will be a meeting with a broker concerning ELECTRIC AGGREGATION. First Energy is providing a grant for a 6% discount as long as the customer stays in the program. One can opt out at the beginning and every 3 years thereafter. Trustee Oiler will ask the question "Who will pay for the cost to go on the ballot if the issue fails" when he goes to the meeting. Trustee Oiler will be attending this meeting.

Westfield Township Trustees, Village of Westfield Center and Gloria Glens will have a special meeting/workshop January 25, 2010 @ 6:00 pm at the Westfield Township Municipal Complex to discuss fire department funding.

Next Regular Trustees meeting February 1, 2010 @ 7:00 pm

Carol Rumburg asked the question "Special Meeting/Workshop" who and when can there be public participation.

A workshop is for the board's discussion. A board cannot make a decision if it is advertised as a workshop only. The board may or may not listen to public comment.

A special meeting is just that. A board may make a decision during a special meeting. Public comment and/or questions may be considered.

Meeting adjourned at 8:25pm with a motion from Trustee Likley, seconded by Trustee Oiler. Unanimous

Approved February 1, 2010