

WESTFIELD TOWNSHIP TRUSTEES
Regular Meeting
April 19, 2010
7:00 pm

Trustee Oiler opened the meeting by asking for roll call:

Trustees present: Likley, Oiler, Harris

Trustee Oiler asked the audience to stand and Pledge Allegiance to the Flag.

The guests were welcomed.

AUDITORS OFFICE REPRESENTATIVE Laura Paulick announced May 1st, 2010 will be the annual Pet

Adopt-A-Thon scheduled 10 am- 3pm in and around the National Guard Armory located at 920 LafayetteRd. in Medina. Linda left several copies of The Auditor's Ledger.

FISCAL OFFICER

Martha Evans reporting:

A list of bills to be paid in the amount of \$17,038.37 was presented (attached).

Trustee Harris made a motion to pay the bills, seconded by Trustee Oiler.

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

Fund Status: Checking; \$402,852.09 Investment; \$536,436.50

Correspondence: Various area meetings and Community Block Grants available through Medina County Commissioners.

Martha had spoken to Bill Thorne this evening and the resolution for resident soft billing and the fire contract is in the draft stages and we should have it within a week.

RESOLUTION 2010-11 A RESOLUTION AGREEING TO PARTICIPATE IN THE CHIPPEWA AREA LAND USE STUDY FACILITATED BY THE MEDINA COUNTY DEPARTMENT OF PLANNING SERVICES

The concept of this resolution was discussed and a motion to agree at the March 15th, 2010 meeting but the fiscal officer was asked to get a sample resolution from the planning commission and proceed accordingly. The resolution was received and prepared.

Trustee Harris offered Resolution 2010-11 and moved the adoption of same, seconded by Trustee Oiler.

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

RESOLUTION 2010-12 A RESOLUTION TO AMEND PERMANENT APPROPRIATIONS FOR FIRE LEVY FUND 2010.

This resolution is to amend the appropriations to be less cumbersome in view of the fact that the Village of Westfield Center will be managing the fire fund and the township will be making payments.

Martha gave the trustees a report that shows the township has paid to the Village of Westfield Center per the invoices \$20,537.55 since Jan. 1, 2010, therefore we are short \$8,196.28 for the 1st quarter. The second quarter would be due sometime in April in the amount of \$36,930.06 (\$28,733.78 + \$8,106.28). We would pay again in July and again in October if the contract is mutually agreed upon. The amount that has come into the fire levy fund thus far is \$45,846.98 leaving us with a \$11,620.38 short fall. The tax revenue is still coming in.

Trustee Oiler made a motion to adopt Resolution 2010-12, seconded by Trustee Harris.

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

Lee related to the trustees and audience that the township cell phone plan was updated at a cost of \$69.99 per month which is \$30.00 less than the present plan. The only change was this plan has only 450 min to or from land lines but most of the time it is cell to cell. In May the phone would have the capability to take a picture then send it e-mail immediately. Also with Nextel you never have a roaming charge in the US.

THE MINUTES OF THE MARCH 29, 2010 MEETING WERE TABLED BECAUSE 2 OF THE TRUSTEES DID NOT HAVE THEM IN HAND UNTIL TONIGHT.

PARK/CEMETERY

Trustee Likley reporting:

- Has one price for fence at cemetery but will be looking for additional quotes
- Intends to see what fence is in storage at the township garage that could be incorporated into the project.
- No estimate has been sought to trim down the hill at the cemetery
- A cement contractor has been contacted concerning the sidewalks in the park. Will get with Pat Edington to look at some of the repairs in the park. No quote at this time
- Mr. Oiler asked about the brick engraver for the fund raiser. Mr. Likley has turned that project over to the Eagle Scout that is anticipating doing the flag pole at the cemetery but will try to touch base.
- Ms. Edington from the Village of Westfield Center left the park maintenance proposal for 2010.

Mr. Likley wants to review the proposal before making a decision. There were some increases. PARK PROPOSAL TABLED UNTIL NEXT MEETING BECAUSE MR. LIKLEY WOULD LIKE TO SIT DOWN WITH PAT EDINGTON AND GET SOME ADDITIONAL INFORMATION.

FIRE DEPARTMENT

Trustee Oiler reporting:

The next fire committee meeting will be April 22, 2010 at 7:00 pm. The last report there were about 15-18 resumes for the fire chief. The time line for fire chief resumes to close was Friday, April 16, 2010 at 5 pm.

The Village of Westfield Center council voted unanimously to manage the single fire fund and to be the employer of all fire department personnel and Martha to receive all soft billing revenue. The village agreement is good until the end of 2011. If an unincorporated fire district is formed and a levy to support that district passes, the township can be the manager of the one fund and employer of the fire department personnel.

ROADS

Lee Evans reporting:

- ✓ The following roads need to be Chipped and Sealed this year
 - Ballash from Kennard Rd. to Buffham Rd.
 - Buffham Rd. from Westfield Rd. to Lake Rd.
 - Kennard Rd from Western Township line to Friendsville Rd.
 - Kings Creek Dr. and cul-de-sac
 - Mudlake Rd. from Daniels Rd. to Hulbert Rd.
 - Daniels Rd & Stuckey from Rt. 3 to Mudlake Rd will be shimmed 4' on each edge
 - ✓ THIS IS JUST A QUOTE OF \$88,331.40. I need to forward this to the county engineers office and have them work up a bid package and put out for bid and then open the bids as soon as we can.
 - ✓ Some of the roads that are going to be sealed will need to be shimmed with asphalt before the sealing at a cost of about \$15,000.
 - ✓ The chipping and sealing is like a band-aid to preserve the roads until we can top it with hot mix or motor paving due to the fact they had been left go.
- Mr. Likley asked about Issue I funding for Buffham Road and requested that Lee pursue that issue. Lee did not know where the county stands on that project.
- ✓ Buffham Rd bridge over Chippewa Creek east of Lake Road is being surveyed by the county, possibly replacing and moving the bridge out of the curve.
 - ✓ No report from CSX on the bridge replacement on Mudlake Rd. Possibly start in June after the rainy season because of the flooding.

ALL TRUSTEES AGREED TO PERMIT LEE TO SUBMIT THE ABOVE MENTIONED ROAD PROJECTS TO THE COUNTY ENGINEER TO HAVE A BID PACKAGE WORKED UP AND PUT OUT FOR BID.

Notice to bidders for the 2011 Truck Cab & Chassis

Once a week for 2 weeks beginning April 23, 2010

Bids need to be in by noon May 11, 2010

Special meeting May 12, 2010 @ 9:00 bid opening
Bids will be awarded within 10 days after the meeting

All trustees agreed to the above specifications for the notice to bidders

ZONING

Matt Witmer reporting:

- ❖ 2 issues going before the BZA
 - New elementary school sign variance. The board is waiting to set the meeting until Bill Thorne gets a letter to the board pertaining to the procedure of how to rule on the school sign. The school is not in any hurry at this point because the permit for the building has been issued minus the sign.
 - Soccer fields – Variance application for the 70 acre portion that is in RR is complete – waiting to set that hearing
 - Soccer fields – Front portion in LC will be looked at to make sure that is up to code and standards. No site plan or information that this time. The zoning inspector is trying to get one issue at a time completed.
 - Issued a permit for an addition to a house
 - One pending complaint – make contact with him – resident understands what needs to be done and hopefully within the next 30 days or so have the issue taken care of.(Seville Rd.)

Mr. Likley reporting:

Zoning Commission in the May meeting will be reviewing the comp plan with Mark Majewski. Mr. Likley would ask that the zoning commission if there are any amendments that they offer those amendments and their vote of approval so it can come before this board to move forward with this comprehensive plan.

OLD BUSINESS

The awarding of the stone bids:

Trustee Oiler made a motion to award to Willowvale Farms, inc. the following:

1's & 2's; 411's; 304's; and 9's, seconded by Trustee Likley. Roll call: Oiler, aye; Harris, aye; Likley, aye.

Trustee Oiler made a motion to award to Osborne Medina, Inc. the following:

8's; 67's; 57's; and 6's, seconded by Trustee Likley. Roll call: Likley, aye; Harris, aye; Oiler, aye.

Policy and Procedure for Requisitions

Discussion: A dollar amount maximum not requiring a pre-approved requisition prior to purchase other than emergency.

A \$1,000 maximum not requiring a pre-approved requisition prior to purchase other than emergency was agreed upon. If an emergency expenditure would occur, a requisition would be submitted and signed by the trustee in charge, he would then notify the other 2 trustees and have the requisition signed by the fiscal officer that the funds are available. The fiscal officer was asked to prepare a resolution for this policy and will be considered at the next meeting.

NEW BUSINESS – NONE

ANOUNCEMENTS

Zoning Commission	April 27 th , 2010 @ 7:30 pm
Trustees Regular Meeting	May 3, 2010 @ 7:00 pm
Zoning Commission	May 11, 2010 @ 7:30 pm

Trustee Likley: I have a question about zoning members pay. Is there any issue paying quarterly? Martha: I had one member request to be paid annually. Likley: Are we doing that? Martha: Yes. Likley: Was it not the discussion, decision, and unanimous vote of this board to pay quarterly? Martha: Unless someone asks that they don't want to be paid that way. Oiler: They have a right to request. Likley: Will all members be able to choose when they get paid? Oiler: That is up to the Fiscal Officer. Martha: Doesn't matter to me. Harris: Didn't we decide to pay quarterly? Likley: That's my point. If we are going to adjust for one it should be available for all. His point was the trustees made a motion at the first of the year setting the zoning board members pay to be quarterly and now someone has asked for an annual payment. After much discussion:

Trustee Oiler made a motion to give the option to the zoning board members to be paid quarterly, semi-annually or annually, seconded by Trustee Harris.

Roll call: Oiler, aye; Likley, nay; Harris, aye. Motion carried with 2 ayes 1 nay.

The fiscal officer will send an e-mail or letter to each zoning board asking for their preference.

Trustee Harris announced there will be a run and wellness fair at the Westfield Township Park Circle

May 22, 2010 from 7:30 am to noon.

Trustee Harris made a motion to adjourn at 8:05 pm , seconded by Trustee Likley. All signified by saying aye.

Approved May 3, 2010