

Westfield Township Board of Trustees

Regular Meeting
September 21, 2015

Trustee Schmidt called the meeting to order at 7:00 PM. Roll call: Likley- aye, Schmidt- aye, Thombs- aye.

Comments from the Floor- none

Minutes to be approved

Likley makes a motion to accept the August 26, 2015 Joint Trustee and Zoning Commission meeting minutes as submitted; seconded by Schmidt. Roll call: Likley- aye, Schmidt- aye, Thombs- abstain. The motion passes.

Thombs makes a motion to accept the September 8, 2015 meeting minutes as amended; seconded by Likley. Roll call: Schmidt- aye, Thombs- aye, Likley- aye. The motion passes.

Fiscal Officer's Report

- *Payments in the amount of \$10,936.87.*
- *Discussion: Last electric payment on the park on September 3, 2015. DJL for crack sealer in the amount of \$4,486.00.*

Schmidt makes a motion to accept the payment in the amount of \$4,486.00 as submitted; seconded by Thombs. Roll call: Thombs- aye, Likley- no, Schmidt- aye. The motion passes.

- *Fund status in the amount of \$302,153.86. Thombs asked if this included the CD money and all available checking funds. Zweifel confirmed that it did but not the money market account money of \$170,000.*
- *New Money Market Account for 13 months at .995% in the amount of \$170,000.00. Discussion about having checks available through this account to pay architect or for design. Likley did not want any checks since there would be no way to appropriate funds correctly. Zweifel will have to contact Marybeth Gunther at the Auditor's Office to amend the certificate of resources to identify the \$170,000 resources that have come to the township.*
- *Schmidt said that this money (\$170,000) was not showing up in the fund status and this needs to be clarified.*
- *Budget Commissioner's Report and budget packet will be sent on September 25, 2015 to be signed by trustees when everything is done.*

Roads Report

- *Crack and Seal- material has been purchased and the worst areas have been sealed (Daniels Road is done). Also, North Leroy, Buffham to Westfield and Speedway Drive.*
- *Evans does not want to spend an additional \$2500.00 for additional material at this time.*
- *Cold Patching is being done*

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- Striping list- approximately \$13,000.00
- Mud Lake, Hulbert to Westfield Road are targeted to get chip and sealed for next year. Striping is going to be done on Kennard Road, Daniels Road, Greenwich to Mud Lake Road, Stuckey Road, Buffham (Ryan to school).
- Bid Packet was sent to the Prosecutor's Office because there has been some issues on the lump sum item for traffic control with Crossroads and there were no flaggers (so amount should be adjusted since this service was not completed). Prosecutor will review and advise what township should do; perhaps hold back on a partial payment to Crossroads. Also, Crossroad did not provide the Township with a 2 year maintenance bond to be paid in October. Crossroads did not complete the job on time (9-4-15) instead they striped on 9-9-15. Zweifel received calls regarding no flaggers and unsafe road passage. Evans will get in writing the decision by the Prosecutor's Office. Likley added that there was an expectation and agreement to pay for services that weren't met by Crossroads and placed the traveling residents in jeopardy.
- Logging on Ballash Road (Lafayette Township) the trucks have been known to tear up the road and the Township should work on a policy for temporary work done and posting a bond if the road gets destroyed. Presently the Township has no recourse. The Township should talk with Lafayette about establishing criteria for the bond on repeated traffic. Evans will contact the County Highway Engineer's Department for a video benchmark for road comparison analysis. Thombs will contact Thorne and Lafayette regarding this matter.
- Drive by RR Museum was widened with culvert pipe that is a different size than original culvert and without a permit. Evans is looking into this matter.
- Thombs provided the Trustees a Preliminary Ditch Policy. Thombs would like the Trustees to make additions. Some suggestions at this time include: pricing, township schedule and final decision, service will always protect the integrity of the roads, only on township roads, no screen at ends of pipe, township and county will determine the size of pipe and catch basins, home owner's responsibility to keep pipe free of debris, water, gas and electric lines will be checked by the Township, cut asphalt or concrete at the property owner's cost (if they request services).
- Cemetery- cleaned up and mowed

Zoning Report

- ✓ ZC regular meeting on September 23, 2015- proposed zoning text from Haumesser on yard set-backs, entrance features and accessory structures.
- ✓ Highway Commercial Text will be provided to the Board Members at the next Trustee meeting and Signature Pages signed- completed by Porter.
- ✓ Schmidt received letter regarding delinquent taxes on two 40' lots in Chippewa Lake from the Prosecutor's Office.

Recommendation for next meeting: W- 4's and names for snow plowing help have been provided to Zweifel. Thombs would like to approve a rate of \$16.00 an hour for emergency help. Likley suggested that the snow plow help will need to have back ground checks, sign-off on the Township's policy forms

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and request driving records from the Ohio Bureau of Motor Vehicles as stated in the Township's Personnel Policy Handbook. This is necessary since they will be driving the Township's equipment and under our employment.

Old Business

- Sirens- not sure if the cable is done and Likley will ask the Chief when he returns from vacation.
- EMA invoice has been sent and the Village has been invoiced for their payment on the sirens.
- Recycle Bins- they are clean and are being utilized by the township residents. Chatham has an extra garbage can for the plastic bags.
- Health Department agreement for mass dispensing plan- Likley would like to communicate with OTARMA regarding the Township's liability and also have the Fire Department involved.
- Website and calendar have not been updated since June. There also has not been an agenda posted for the residents.
- Hall cleaning- rented this Saturday and garbage needs to be taken out and restrooms cleaned. Thombs is opening building on Saturday.

New Business- none

Announcements

September 23, 2015- ZC regular meeting at 6:30 PM

October 5, 2015- Regular Trustee meeting at 6:00 PM. Bill Thorne will be attending the WFRD meeting and Thombs will ask Thorne if he is able to stay for Trustees' meeting.

Likley makes a motion to adjourn at 8:05 PM; seconded by Thombs. All said aye.

Respectfully submitted by:

Cheryl Porter, Zoning Secretary

Date approved: _____

Trustee Michael Schmidt, Chair

Trustee James Likley

Trustee William Thombs

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