

Westfield Township Board of Trustees

Regular Meeting
May 16, 2016

Schmidt called the meeting to order at 7:20 PM. Roll call: Likley- aye, Schmidt- aye, Thombs- aye.

Comments from the floor

Martha Evans 7998 Ryan Road explained to the Trustees that the Fiscal Officer's position would need additional assistance. Martha Evans realizes that the pay is set by the Ohio Revised Code (\$17,800.00 per year) and that an assistant is necessary in addition to Porter providing transcripts of the meeting minutes.

Martha Evans also apologized and forgave the Trustees for the past problems.

Likley explained to Martha Evans that the Trustees were aware of the amount of work the Township and the WFRD require and paid on numerous occasions for an assistant to the Fiscal Officer. For a year another Fiscal Officer assisted and trained; and two assistants were hired to help. This year 27 hours was allotted per week from January through March of 2016. The Appropriations were determined to approve less hours after the Board discussed 'lack of productivity' (27 hours down to 20 for a 6 month period). The Trustees agreed that there was a need for productive use of tax dollars.

The Trustees also approved over \$2,000.00 for organizational supplies. Training opportunities as well as conference participation was paid for so the Fiscal Officer could attend.

Likley also acknowledged that the WFRD was a duplication of the process and that an increase in salary or a separation of Fiscal responsibilities should be looked into.

Schmidt added that the Trustees waited for everything to be organized and the office revamped.

Martha Evans suggested talking to Bill Ward of North East Auditors office for help who would charge \$17.00 per hour plus miles.

Minutes to be approved

Likley makes a motion to approve the April 12, 2016 which was later changed to April 25, 2016 Meeting Minutes as amended; seconded by Thombs. Roll call: Likley- aye, Schmidt- aye, Thombs- aye. The motion passes.

Likley makes a motion to approve the April 25, 2016 meeting minutes as submitted; seconded by Schmidt. Roll call: Schmidt- aye, Thombs- aye, Likley- aye. The motion passes.

Thombs makes a motion to approve the May 2, 2016 and continuation meeting on May 5, 2016 as amended; seconded by Schmidt. Roll call: Thombs- aye, Likley- aye, Schmidt- aye. The motion passes.

Likley makes a motion to approve the May 6, 2016 special meeting; seconded by Thombs. Roll call: Schmidt- aye, Thombs- aye, Likley- aye. The motion passes.

Westfield Township Board of Trustees

The correction on the March 30, 2016 meeting minutes is \$751,381.08 (appropriated amount).

Discussion: There is a set of minutes that are still pending approval (July 23, 2015).

May 12, 2016 meeting minutes are pending.

Road Report

- Cul-de-sac at Deerfield retention basin, gravel and drains are done. Residents will move their mailboxes so Evans can maintain the road.
- Evans drafted a letter for Trustees to sign to receive OPWC money for culvert # 5 on Stuckey in the amount of \$85,000-\$95,000.
- Engineers brought to the Evan's attention regarding Northern Township who has requested OPWC money to do large paving jobs. Work done on Ryan to Rt. 42- Widening and pave Ryan to Eastlake then continue as a joint grant effort. OPWC monies are greater if it is a collaborated project. OPWC Paving on Buffham Rd has lasted over 16 years. Township would be 26% of the project if collaborated with Lafayette.
- Pipe stock pile- cost is \$38,045.38 and \$14,080.00 will be paid back from Cloverleaf.
- Ditch Enclosure- pre-paid and will provide quote to resident
- Mud Lake- Culvert (will wait for exact size from the county)
- Sign grant- copy sent to Thombs from Victoria Beal that Township received the grant money. Electronic Signature will be used. Inventory for the Township's needs- Evans will keep track of the signs and send invoices to the state for reimbursement (\$33,000.00 authorized through the grant).
- Sign Tracker- 2 ½ days and is up and running.
- Evans has new lap top
- Cemetery request- send bill for burial in the amount of \$150.00 (cremation burial)
- Salt- approximately 275 tons left (800 tons for contract this fall) will store for \$10.00/ton but price increases January 1st. Approximately \$2,750.00
- Salt shed- 1 contractor responded (Evans called 4 different contractors). Will take about 2-3 days
- Cemetery- Guilford Township on May 19th to discuss regulations
- Shimming quote- Sarver should be cheaper than most (160-170 ton at a price of \$110.00/ton)
- Cemetery mowed
- Conversation with Mosquito Dale not to spray until the temperature gets hotter

Zoning Report

- ✓ ZC meets on May 18, 2016 at 6:30 PM with Majewski to work on zoning text. Likley will touch base again with Planning Services regarding a matching funds grant (up to \$5,000) to pay for this collaboration

Westfield Township Board of Trustees

- ✓ ZI Sims and Likley met with Fenton (1 hour meeting) and he was very receptive- he has removed 7 tractor trailers. Fenton also wanted to build a fence so Sims provided the zoning code for guidance. ZI Sims will contact the Prosecutor to discuss his willingness to work on his violations.
- ✓ May 31st Training- Prosecutor's Office will provide zoning training at the Medina Library at 6:30/7:00 PM. Likley will communicate to all Boards with info.

Fire Station

Brickler and Eckler- working with Criteria Architect to receive proposed cost. They have been contracted to prepare bond levy for proposed fire station to go on the November ballot.

Old Business

- Solid Waste met May 12th to discuss proposed waste mall, curbside and other ideas. Board should have a concrete decision in 2-3 months. The Board is looking for the best service at the least cost to the community.
- Broomfield Coalition Grant- no news
- Cell Tower- presently not building but putting up lines
- Memorial Day Parade- May 30, 2016 at 11 am
- Aetna Insurance- all insurances are up to date. Renewed contract for same level of insurance. Township will not increase subsidizing the deductible. (Employees will have to pay the difference.)

New Business

- Block Grant- Likley contacted the property owners on Ash Street but has not heard back from anyone. Deadline has passed.
- Hall Rentals- Schmidt will open Sunday and contact person who are renting. Likley will take care of renters on June 11th from 6-8 PM. Suggestion to put the dates of hall availability on the website for residents

Fiscal Officer Discussion

- FO resigned as of May 31st (changed from May 19th) through a text to the Trustees
- Advertise for FO job position and provide criteria in the ad. Likley will post in Gazette and Trading Post on Tuesday, Thursday and Saturday for 2 weeks.
- Emergency FO will be needed and Likley will contact the State Auditor's Office or the North East Regional Auditing (Nina Hendricks)
- Reconstruction Audit may need to be done.
- Concerned with books as per the State.
- Year-end has not been filed to date (as per the State Website)
- Thombs has contract for Brickler and Eckler so it doesn't get lost

Announcements

Westfield Township Board of Trustees

May 20, 2016 Special Trustee Meeting at 9:00 AM

May 30, 2016 Parade at 11:00 AM

June 6, 2016 Regular Meeting at 6:00 PM

Fiscal Officer's Report

Thombs makes a motion to pay the bills in the amount of \$2,829.51 as submitted; seconded by Likley. Roll call: Likley- aye, Schmidt- aye, Thombs- aye. The motion passes.

Fund status in the amount of \$672,568.35

- Likley stated that there were still appropriation concerns with what the Trustees received. The problems were still not corrected as discussed.
- May 20, 2016 Special Meeting with general business.
- The Trustees need the keys to the F.O. Office

Thombs makes a motion to adjourn at 9:20 PM; seconded by Likley. All said aye.

Respectfully submitted by:

Cheryl Porter, Zoning Secretary

Date approved: _____

Trustee Michael Schmidt, Chair

Trustee James Likley

Trustee William Thombs