

# Westfield Township Board of Trustees

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Special Meeting  
January 3, 2017

FO Evans calls the meeting to order at 7:00 PM. Roll call: Likley- aye, Schmidt- aye, Thombs- aye.

***Likley makes a motion to nominate Trustee Schmidt as Chairman of the Board; seconded by Thombs. Roll call: Schmidt- aye, Likley- aye, Thombs- aye. The motion passes.***

***Likley makes a motion to nominate Trustee Thombs as Vice-chair of the Board; seconded by Schmidt. Roll call: Likley- aye, Schmidt- aye, Thombs- aye. The motion passes.***

***Likley makes a motion to retain the same liaison; Thombs will continue to be the liaison for Cemetery and Roads and the Zoning liaison will be Likley; seconded by Schmidt. Roll call: Thombs- aye, Schmidt-***

***Schmidt makes a motion to maintain Resolution 2014-17 for Sunshine Laws and Resolution 2014-18 for Open Records; seconded by Thombs. Roll call: Thombs- aye, Schmidt- aye, Likley- aye. The motion passes.***

## **Comments from the floor- none**

American Tower Agreement- Received back from Assistant Prosecutor Lyons. Addendum to the existing lease agreement still holds and taxes will be paid by American Towers is on the original agreement.

***Likley makes a motion to accept the addendum to the American Tower lease agreement; seconded by Thombs. Roll call: Thombs- aye, Schmidt- aye, Likley- aye. The motion passes.***

The Board has already passed the motion for the addition to the Verizon structure on December 5, 2017.

FO Evans will notarize the signed copy and return to Prosecutor Lyons who will have American Towers also sign and return a signed copy back to the township.

***Schmidt makes a motion to accept Resolution 2017-01 which will allow the Board to collect in advance the taxes for the 2017; seconded by Thombs. Roll call: Likley- aye, Schmidt- aye, Thombs- aye. The motion passes.***

***Schmidt makes a motion to accept Resolution 2017-02 to allow the road department to proceed in certain instances by force account in the reconstruction, improvement, maintenance and repair of roads and culvert; seconded by Thombs. Roll call: Likley- aye, Schmidt- aye, Thombs- aye. The motion passes.***

***Schmidt makes a motion to accept Resolution 2017-03 to allow the Trustees to be paid an annual salary which will not exceed the maximum amount as set forth in Ohio Revised Codes 505.24 and paid in equal monthly installments from the General Fund; seconded by Thombs. Roll call: Schmidt- aye, Likley- aye, Thombs- aye. The motion passes.***

## **Employee wages:**

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*Thombs makes a motion to go into Executive Session at 7:15 PM to discuss employee wages; seconded by Likley. Roll call: Schmidt- aye, Likley- aye, Thombs- aye. The motion passes.*

*Thombs makes a motion to come out of Executive Session at 7:40 PM; seconded by Likley. Roll call: Thombs- aye, Likley- aye, Schmidt- aye. The motion passes.*

- Road Supervisor- Thombs expresses Lee Evans' contributions to the township and the roads. Appreciation for the saving of monies and the sharing of responsibilities with Lafayette.

*Thombs makes a motion to recommend a 3% raise at a cost of \$23.75 per hour for the road supervisor; seconded by Likley. Roll call: Likley- aye, Schmidt- aye, Thombs- aye. The motion passes.*

*Thombs makes a motion to have the temporary and emergency road help to be kept at the same rate and the road supervisor to call for additional aid at his discretion; seconded by Schmidt. Roll call: Schmidt- aye, Likley- aye, Thombs- aye. The motion passes.*

*Thombs makes a motion to pay the Assistant Fiscal Officer for up to 29 hours a week at \$13.00 per hour; seconded by Schmidt. Roll call: Likley- aye, Schmidt- aye, Thombs- aye. The motion passes.*

*Likley makes a motion to have Mrs. Sims remain as the Zoning Inspector at a salary of \$500.00 per month and \$200.00 activity bonus for the 2016 zoning year; seconded by Thombs. Roll call: Thombs- aye, Schmidt- aye, Likley- aye. The motion passes.*

*Likley makes a motion to pay the Zoning Secretary at the salary of \$475.00 per month with the option to add additional compensation if the activity increases during the 2017 zoning year and continue the rate of \$30.00 per meeting hour for the meeting minutes for the trustees; seconded by Schmidt. Roll call: Likley- aye, Thombs- aye, Schmidt. The motion passes.*

*Likley makes a motion to keep the Zoning Boards' compensations remain at \$30.00 per meeting; seconded by Schmidt. Roll call: Thombs- aye, Likley- aye, Schmidt- aye. The motion passes.*

*Likley makes a motion to retain John Miller to the Board of Zoning Commission to continue for 5 year term through 2021; seconded by Schmidt. Roll call: Thombs- aye, Schmidt- aye, Likley- aye. The motion passes.*

*Likley makes a motion to retain Kevin Daugherty to the Board of Zoning Appeals to continue for 5 year term through 2021; seconded by Schmidt. Roll call: Schmidt- aye, Thombs- aye, Likley- aye. The motion passes.*

**Jared Gable has withdrawn from the ZC Board**

*Likley makes a motion to retain Pat Fleming as a BZA first alternate; seconded by Thombs. Roll call: Schmidt- aye, Likley- aye, Thombs- aye. The motion passes.*

*Likley makes a motion to have Andrew Thur be brought back to the BZA second alternate position; seconded by Thombs. Roll call: Likley- aye, Thombs- aye, Schmidt- aye. The motion passes.*

FO Evans will advertise for BZA and ZC positions.

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*Schmidt makes a motion to accept the travel expenses of \$.535 per mile and reimbursement to the employee for workshops or conferences with pre approval; seconded by Thombs. Roll call: Likley-aye, Thombs-aye, Schmidt-aye. The motion passes.*

*Schmidt makes a motion for the township to pay for elected officials dues and the associate members' dues; seconded by Likley. Roll call: Likley-aye, Schmidt-aye, Thombs-aye. The motion passes.*

*Schmidt makes a motion to pay an employee to open and close the hall for rentals in the amount of \$20.00; seconded by Thombs. Roll call: Likley-aye, Schmidt-aye, Thombs-aye. The motion passes.*

## **Road Report**

- A list was provided to the Trustees for road maintenance quotes: East Lake Road in the amount of 7,830.25 for chip and seal; South LeRoy for asphalt in the amount of \$22,107.00 and Garman Road for \$18,160.00 for chip and seal.
- Stuckey Road Culvert 28,600.00- working on easement and \$83,885.25 is the final total for all of the jobs. These bids will go out in March and the county will open the bids. The township will decide on the contractor and the completion date of August.

## **Minutes to be approved**

*Likley makes a motion to accept the December 5, 2016 meeting minutes as submitted; seconded by Thombs. Roll call: Thombs-aye, Schmidt-aye, Likley-aye. The motion passes.*

*Schmidt makes a motion to accept the December 19, 2016 meeting minutes as corrected; seconded by Thombs. Roll call: Likley-aye, Thombs-aye, Schmidt-aye. The motion passes.*

*Thombs makes a motion to accept the December 31, 2016 meeting minutes; seconded by Schmidt. Roll call: Schmidt-aye, Thombs-aye. Likley was absent.*

## **The Westfield Township Community Service Building**

- ✓ Forms for the auditor's office were prepared by FO Evans and Thombs as stated by the Ohio Revised Code 133 B for bond issues of 30 years.
- ✓ Resolution of necessity and the mileage will then be sent back.

*Thombs makes a motion to accept Resolution 2017-04 through 09 requesting the Medina County Auditor to certify the current tax valuation of Westfield Township and the tax millage rate required to produce \$4,500,000.00 for the purpose of buildings finance and construction pursuant to ORC 505.262 to be placed on May 2017 ballot; seconded by Likley.*

- ✓ Discussion: estimated interest rate is on the resolutions for all 6 scenarios and Thombs read the bond information into the record.
- ✓ February 2, 2017 at 7:00 PM proposed informational meeting with the Village Council and DS Architect. Advertisement will be as a special meeting.

*Roll call: Schmidt-aye, Likley-aye, Thombs-aye. The motion passes.*

# Westfield Township Board of Trustees

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## Announcements:

*Regular Trustee Meeting on January 19, 2017 at 7:00 PM*

Fiscal Officer's Report

Zoning – BZA Public Hearing meeting on January 11, 2017 at 6:30 PM

ZC meeting on January 18, 2017 at 6:30 PM

*Schmidt makes a motion to adjourn; seconded by Thombs. All said aye.*

Respectfully submitted by:

Cheryl Porter, Zoning Secretary

Date approved: January 17, 2017

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Trustee Michael Schmidt

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Trustee James Likley

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Trustee William Thombs