

# Westfield Township Board of Trustees

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Regular Meeting  
July 5, 2017

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

*Likley makes a motion to go into Executive Session at 7:05PM for the purpose of discussing the audit with F.O. Evans and F.O. Assistant Haendiges; seconded by Schmidt. Roll call: Thombs- aye, Schmidt –aye, Likley – aye. The motion passes.*

*Likley makes a motion to return from Executive Session at 7:18PM; seconded by Schmidt. Roll call: Thombs- aye, Schmidt –aye, Likley – aye. The motion passes.*

*Thombs makes a motion to approve the closing of the CD and transferring the funds to the general fund account; seconded by Likley. Roll call: Thombs- aye, Schmidt –aye, Likley – aye. The motion passes.*

## Comments from the floor

N/A

## Minutes to be approved

*Thombs makes a motion to accept the June 16, 2017 special meeting minutes as corrected; seconded by Likley. Roll call: Thombs- aye, Schmidt –aye, Likley – aye. The motion passes.*

*Schmidt makes a motion to accept the June 19, 2017 regular meeting minutes as submitted; seconded by Likley. Roll call: Thombs- aye, Schmidt –aye, Likley – aye. The motion passes.*

## Road Report

- Lee Evans reported a minor accident with the mow tractor on June 29, 2017. Heading west on Greenwich Road near Daniels Road, an automobile driver went around the tractor crossing the double yellow line. The counter weight hit the side of the car. No damage was done to the tractor. Township employee was not cited.
- Contract received for OPWC \$81,400.00 in funds which will need to be signed by Trustees. Contractor contracts for Stuckey Road Culvert will need to be signed as well. A letter to proceed will be forthcoming.
- Mowing is moving the northern part of the Township.
- Sarver has not begun Chip & Seal but this has allowed the installation of a crossover pipe on Eastlake Road.
- Sign installation will begin when the crew is available. Inventory system will be updated. Auditor provided instructions to report signage funds from Village of Westfield Center and Gloria Glens.
- Mosquito spraying has begun.

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## Cemetery

N/A

## Zoning Report

- ZI Sims issued 3 permits –
  - 6064 Seville Road – Full Deck
  - 5898 Seville Road – Above ground pool
  - 6595 Buffham Road – Accessory building
- Tom James, Park Director, provided the lot split sectioning of 2 – 3 acre lots on the park parcel which is located on the line dividing Westfield Township & Lafayette Township. It is in compliance allowing it to be approved by the Trustees. 2 legal descriptions were also submitted by ZI Sims for reference. Fee was waived since it's a government entity.
- Medina Materials quarry's conditional use permit was approved after 3 public hearings. Neighbor did a records request and was provided by Zoning Secretary Porter an approved site plan and coordinating map. ZI Sims meeting with the neighbor, spouse of the property owner. Friday, July 7, 2017 who explained he could not attend the public meetings due to health. Notices regarding the public hearings were received by the property owner.
- Westfield Terrace/Westfield Lakes will be at planning services for review and approval. Final approval is still pending. Planning services meeting is July 7.
- BZA has 1 meeting minute pending but no meeting has been set.
- Wind Energy approved by planning commission, will be discussed at next Zoning Commission regular meeting.
- Kratzer litigation – no update
- Zoning book is still be reviewed by ZI Sims.

## Fire Station Report

- A meeting will be held on Wednesday, July 12, 2017 at 8:30 AM with the DS Architects. Will need to be advertised as a Special & General Business Trustees meeting. Trustee Thombs will not be in attendance. Anticipated to have cost information from DS Architects at this meeting.
- A public presentation and forum on Thursday, July 13, 2017 at 6:30 PM in the Township Hall for Fires Station presentation and discussion. Chief Fletcher's attendance is necessary.
- Some additional costs with the reconfiguration are expected. \$12,000.00 to DS Architects and \$2,500.00 for cost estimating. This was a quoted cost.
- Trustee Thombs will follow up on the public message that this is a time for input and no final decisions have been made. Thombs needs to finalize ballot language relating to Township uses if total cost is higher than \$2.6M with Rebecca Princehorn.
- Expectation to have total cost final numbers, language and total levy information at a regular meeting in August to move forward with the Board of Election.

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- Adding 10 to 12,000 square feet fire station to current Township Hall would not accommodate the internal traffic flow. There would be issues involving gravel, dirt, salt storage and delivery, septic system, and cell tower currently on the property, public entrance and department member access. A second floor requires ADA compliance or duplicative facilities on the 1<sup>st</sup> floor.

***Thombs makes a motion to continue services with DS Architects for extended services relating to the Fire Station for the November election for a total of \$14,500.00; seconded by Likley. Roll call: Thombs- aye, Schmidt –aye, Likley – aye. The motion passes.***

## **Old Business**

- Solid Waste – no updates. Potentially another meeting sometime in July. Trustee Likley spoke with Bob Rohr of Guilford Township regarding collaboration. Awaiting final decision by County Commissioners regarding the Solid Waste District before entering into a bidding process.
- Cell Tower – Mike Lyons has sent the agreement to American Tower. No updates
- Hall Rentals
  - July 9, 2017 – 7 – 9 PM Westfield Farms – Trustee Schmidt to open.
  - July 30, 2017 – 12 – 5 PM – Trustee Thombs to open.
- Trustee Schmidt sent the Gloria Glens annexation denial to Michelson, attorney for Gloria Glens. No response received. Assumption is that Westfield Township will be aware when it is on Medina County Commissioners Meeting Agenda.

## **New Business**

- Census Bureau inquired if any boundaries changed. Township Trustees determined they will not respond to the online survey.
- Energy Contract – Mike Lyons recommends not contracting. No response will be sent.

## **Announcements**

- July 12, 2017 Special & General Business Trustee Meeting @ 8:30 AM.
- July 13, 2017 Fire Station presentation and discussion @ 6:30 PM.
- July 17, 2017 Trustee Reg. Meeting @ 7:00 PM

## **Fiscal Officer's Report**

- Supplemental Appropriations – N/A
- Correspondence - None

***Thombs makes a motion to pay the bills in the amount of \$10,793.90 as presented; seconded by Likley. Roll call: Thombs - aye, Likley - aye, Schmidt – aye. The motion passes.***

- Includes 2<sup>nd</sup> Quarter 2017 payroll
- Void and reissues due to printing problems.

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Fund Status - \$242,498.80 Checking, \$250,372.63 CD

*Schmidt makes a motion to adjourn at 8:30 PM; seconded by Likley. All said aye.*

*Respectfully submitted by:*

*Michelle English*

*Date approved: July 17, 2017*

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*Trustee Michael Schmidt, Chair*

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*Trustee James Likley*

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*Trustee William Thombs*