

Westfield Township Board of Trustees

Regular Meeting
May 21, 2018

Trustee Schmidt called the meeting to order at 7:00 PM. with the Pledge of Allegiance.
Roll call: Likely – aye, Horner – aye, Schmidt – aye.

Comments from the floor

- N/A

Minutes to be approved

- **Likley makes a motion** to accept the May 7, 2018 Regular meeting minutes as corrected; seconded by Horner. Roll call: Schmidt – aye, Horner – aye, Likley – aye. The motion passes.
- **Likley makes a motion** to accept the May 19, 2018 Special meeting minutes as amended; seconded by Horner. Roll call: Likley – aye, Schmidt – aye, Horner – aye. The motion passes.

Road Report

Schmidt makes a motion to rescind the mowing bid replacing NEO Landscaping Services with Enviroscapes per their bid for the 2018 mowing season; seconded by Likley. Roll call: Horner – aye, Schmidt – aye, Likley – aye. The motion passes.

- Roads Supervisor Evans will memorialize the rescinding of the bid by sending NEO Landscaping Services a letter.
- Mosquito spraying around Clayton, Elm & Ash will be \$50 per spray or \$75 for a duet (duet kills the Zika virus mosquito)
 - This is an appropriated item in the Gas Tax line item.
 - Trustee Likley expressed a desire to have the Medina County Park's contribute to spraying as their property is also in area of concern.

Horner makes a motion to approve spraying for mosquitoes at \$50 per spray on a bi-weekly basis until the end of the season; seconded by Likley. Roll call: Schmidt – aye, Horner – aye, Likley – aye. The motion passes.

- A quote from Sarver Paving for shimming Buffham Road was received for \$100 per ton for 150 tons. Most other quotes were \$165 per ton.
- Ballash Road's culvert replacement work will begin on May 22, 2018 for approximately 3 days. Twin 66' galvanized pipes are being replaced with twin 72" pipes.
- The Grade-All needed a new tire which cost approximately \$500.00.
- The asphalt in front of the Township Hall garage is failing. Evans will be securing quotes for repairs from concrete vendors. The current average price is \$100 per yard of concrete.
- Per Roads Supervisor Evans residents have inquired about culvert repairs on their property. Property owner is responsible for purchasing the pipes and stone for ditch enclosures on township roads. Township then in turn invoices residents after the work is completed.

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- Evans was asked to review the Insurance options for vision & dental. They are being offered however the premiums are the employees cost.
- Flags will be going up in the Township on Thursday, May 24th in preparation for Memorial Day.

Cemetery

- N/A

Zoning

- Kratzer hearing updates:
 - A notice of appeal, decision & praecipe was received.
 - The appeal will be presented to Judge Collier.
 - Attorney Innis will continue to represent the BZA.
 - Cheryl Porter, Zoning Secretary is managing all communication.
 - Copies of the transcript were paid for by the BZA. The question will need to be researched as to whether or not the BZA can make more copies.
 - The transcript is not a public record. The BZA may have responsibility of providing the court with a copy.
 - Attorney Innis should provide guidance to the BZA with respect to records requests.
 - Trustees would like a status report regarding the case.
- Map Update and Amendments
 - Planning Services & Commission Voted to approve on April 4th
 - May 9th at 6:30 PM Public Hearing Held
 - Letter from the Zoning Commission for updating all 3 Maps from May 16th meeting.
 - An advertisement for the Public Hearing on June 4th will need to be placed.
 - A signature sheet with the Zoning Commission members is needed.

Likley makes a motion to hold a Public Hearing on June 4, 2018 at 6:45 for approve the Map Updates and Amendments; seconded by Horner. Roll call: Schmidt – aye, Likley – aye Horner – aye. The motion passes.

- The Deer Pass site plan review was postponed to May 23, 2018.
- TA needs a letter stating a Zoning Certificate is not needed for the Cell Tower/Pole in the right of way. No response from Mike Lyons yet, Trustee Schmidt will follow-up.
- Non-conforming lot inquiry at 8920 Friendsville Road – it's only a .5 acre lot and there is a question if the lot is buildable.
- Trustee Schmidt, F.O. Haendiges & ZI Sims met on May 10th to finalize procedures involving the funds received for permits and the need to be deposited within the proper period per the audit.
- ZI Sims will review the retention pond fencing at Westfield Lakes.
- 1 permit issued for Westfield Lakes.

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Fire

- A Special Meeting was held on May 19th with Trustees Likley & Horner, DS Architects, Asst. Chief William & Kevin Rych.
 - DS Architects will provide assistance preparing RFQ's (Request for Quotes)
 - A scoring process will be developed to determine the best firm to complete construction of the new Safety Services Building.
 - DS will develop a timeline for construction. To meet a 70% completion by December 1st, a contractor will need to be under contract by August 1st.
 - To not rush the process & potentially be impacted by winter weather the groundbreaking may be delayed until March 1, 2019.
 - Total project costs must remain within the approved bond amount and cannot be exceeded.
- A preliminary discussion on May 8th was had regarding the financial/bond need and requirements. Financial institutions will need a certification regarding the passing of the levy from the Medina County Board of Elections. The bonds issued will be tax exempt.
- Sarah Sitko, WFRD, has been asked to provide an accounting of the Levy Committee Funds.

Likley makes a motion proceed under the Design Build Concept for construction of the Safety Services Building; seconded by Schmidt. Roll call: Likley – aye, Schmidt – aye, Horner – aye. The motion passes.

Old Business

- Recycle Center – no updates.
- Hall Rentals
 - May 28 – 10 AM – 4 PM – Evans to Open
 - June 2 – 11 AM – 5 PM - Likley to Open
 - June 3 – 10 AM – 4 PM - Horner to Open
- A survey to find dates acceptable for a meeting with ODOT has been received by the Trustees for Wednesdays & Thursdays between June – August. The deadline was May 11, 2018. WFRD would like to be involved in these meetings.

Likley makes a motion to accept the 2018 Medical Insurance plan with Medical Mutual's PPO Bronze 6550 HSA with deductible of \$6,550 per single and \$13,100 per family. The Township will provide reimbursement of deductibles of up to \$5,000 per single and \$10,000 per family; seconded by Schmidt. Roll call: Schmidt – aye, Likley – aye, Horner – aye. The motion passes.

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- The Gloria Glens Annexation Approval will go the Medina County Commissioners Public Meeting on May 29th.
 - Trustee Schmidt contacted applicant Mr. James Director of Medina Co. Park District to request he withdraw the application. Mr. James declined the request.

New Business

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- Grand Marshal for the Memorial Day parade – Nancy Powell from Westfield Center will arrange.
- LeRoy Methodist Church has expressed interest in the Fire Station that will be vacated.
- Township awards – no updates.
- Board of Election expenses Medina County Auditor – Mary Beth Geunther from the Auditor's Office referred Trustee Schmidt back to the Board of Elections. Superintendent of Cloverleaf Local Schools, Darryl Kubilis will research this topic with the School Board's Treasurer.
 - This expense is reimbursable through the levy.
- Medina County Auditor's Office refunded \$5.5M of unused Real Estate Assessments throughout the county. The Township received \$646.92, Roads & Bridges \$4,204.98, WFRD \$3,416.80.
- A letter from the EPA was received regarding Class B Biosolid distribution to sites in Westfield Township per regulations. A copy of the letter is available for review.

Announcements

- June 4, 2018 – Public Hearing Zoning Maps & Amendments – 6:45 PM
- June 4, 2018 – Trustees Regular Meeting – 7:00 PM

Fiscal Officer's Report

Schmidt makes a motion to pay the bills in the amount of \$5,098.06 as submitted; seconded by Likley.

Roll call: Horner– aye, Likely – aye, Schmidt – aye. The motion passes.

- Kleem, Inc. – \$1,868.08 – Reflective signs, Men At Work
- Wil-son Distributing - \$242.40 – Waterproof grease
- MFC Drilling, Inc. - \$283.41 – Natural Gas Bill

Fund Status

- \$454,834.52 Checking
- \$100,539.26 CD

Appropriations Reallocation

- \$100.00 to 2181-130-410-000 Zoning Office Supplies from 2181-930-930-0000 Zoning Contingency

Schmidt makes a motion to adjourn at 8:50 PM; seconded by Horner. All said aye.

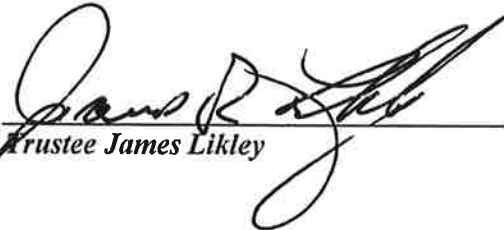
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Respectfully submitted by:

Michelle English

Date approved: June 4, 2018


Trustee Michael Schmidt, Chair


Trustee James Likley


Trustee Craig Horner