

Westfield Township Board of Trustees

Regular Meeting
December 3, 2018

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

Comments from the floor

- Erika Graffain – Medina County Auditor’s Office
 - Dog registrations tags must be purchased by January 31. \$14 per year or \$140 for a permanent tag. Permanent tags are not transferrable.
 - Tax Bills will be processed between Christmas & New Year.
 - 2019 Reappraisals will be out in the summer of 2019
 - 1 credit card skimmer was found within Medina County and residents are cautioned of this growing problem.
- Bill Thombs introduced Mark Krouse of Chippewa Lake – they are looking for support to close the gap of the Muskingham Watershed Conservancy District to present to that board.
 - Trustee Likley asked what the expectation of that effort to be. Krouse said response for the gap area & channel maintenance. There is no intent to add a new channel.
 - Trustees suggested talking to home owners with in the effected area to educate them of the situation.
 - Krouse will be attending a meeting with the Medina County Park’s Board on 12/5/2018 to keep them informed of the effort.
 - The Conservancy runs with a budget of \$10M and it’s expected they can afford this addition. They meet monthly and Krouse attended their August meeting.
 - Village of Chippewa Lake & Gloria Glens has passed resolutions of support.

Likley makes a motion to approve Resolution 2018-21 requesting MWCD addressing the jurisdiction gap for Chippewa Lake and Outlet; seconded by Horner. Roll call: Likley – aye, Schmidt -aye, Horner - aye. The motion passes.

Minutes to be approved

- **Likley makes a motion** to accept the November 19, 2018 regular meeting minutes as submitted; seconded by Horner. Roll call: Schmidt – aye, Horner – aye, Likley – aye. The motion passes.

Roads Report

- Roads Supervisor was not in attendance at the meeting.
- The new truck was delivered but in need of labeling and final technical set up and adjustments.
- Medina County Commissioners passed Resolution 18-0901 to sell material to Townships and Villages pursuant to ORC 305.17

Schmidt makes a motion to approve Resolution 2018-22 accepting the terms of MCC Resolutions 18-0901; seconded by Horner. Roll call: Horner – aye, Schmidt -aye, Likley - aye. The motion passes.

Westfield Township Board of Trustees

Cemetery

- N/A

Zoning

- Zero (0) permits issued and 1 Violation (Deer Pass Structure)
- Zoning Commission Meeting December 19th at 6:30 to propose amendments on language for 606.A.29 Planned Developments and related 807 Site Plan Review. Mark Majewski is finalizing the final draft. The intent is to send it to Planning Services for an information review.
- Deer Pass site plan review. Septic approval is pending final soil testing. ZC will need to approve the amended site plan.
- BZA – Will hold a meeting with Special Prosecutor Innes to review and approve the Response Brief prepared to respond to Tim & Linda Kratzer’s Appeal to the denial of the Use Variance for Lack of Evidence.
- Updated maps – Ready for pick up from Planning Services. A cost for dry mounting needs to be found.
- There was an inquiry about a subdivision along Kennard Road. No further info at this time.
- Signatures were required for an 18 acre lot split.
- ZI Sims was given the information from an e-mail regarding the “Poop” ponds and crafting zoning language.
- Sims was planning on attending a Zoning Seminar hosted by Montville Township next week.

Fire

- Safety Services Building
 - Waiting for Simmons Brothers Construction’s updated estimates from the final floor plan.
 - Contract Language & Insurance requirements are being reviewed by Simmons as well.
- F.O. Haendiges received final paperwork for the Bonds and an invoice from Bricker & Eckler.

Old Business

- Recycle Center – no updates
 - Christmas Trees will be accepted and between 12-1-2018 & 1-12-2019 old lights will be recycled
- Hall Rentals
 - N/A
- Copiers/Printers – \$250 budget included in 2019. Purchase must include 3 paper size compatibility
- F.O. Haendiges met with an Otarma representative on November 6, 2018 to discuss website & IT risk. A Resolution of Adoption will be presented during the Organizational Meeting in January.
- An updated Disaster Recovery policy has been reviewed. It is suggested to add Contact for Insurance and develop a plan to protect the Cemetery Records.
- Trustee Schmidt & Roads Supervisor Evans attended the Medina County Emergency Management Review meeting. It focused on flood/water events.

Westfield Township Board of Trustees

New Business

- Breakdown for the election voting place billing – no updates.
- Language for the handbook regarding Medical Marijuana usage was provided by legal counsel and will be added to the handbook.
 - A new acknowledgement sheet from each employee will need to be signed and returned. BZA needs to complete their acknowledgements during their Organizational meeting in January 2019.

Schmidt makes a motion to approve Resolution 2018-20 to set Temporary Appropriations for 2019 in the amount of \$101,004.00; seconded by Likley. Roll call: Horner – aye, Schmidt -aye, Likley - aye. The motion passes.

Announcements

- December 7 – OPWC Meeting in LaGrange
- December 17 – Trustees Regular Meeting – 7:00 PM

Fiscal Officer's Report

Schmidt makes a motion to pay the bills in the amount of \$10,076.03 as submitted; seconded by Horner. Roll call: Likley – aye, Horner – aye, Schmidt – aye. The motion passes.

- Card Service Center - \$636.00 – New Auger
- Custom Composition - \$459-00 – Webmaster services

Fund Status

- \$362,706.67 Checking
- \$101,276.40 CD
- \$3,302,870.67 – Bond Checking

Appropriations Reallocation

- \$1000.00 to 2021-330-490-0100 Fuel from 2021-330-420-0000 Operating Supplies
 - F.O. Haendiges to research the average cost of diesel fuel is & the consumption amount.

The following reports were given to the Trustees for their review.

- Appropriation Report
- Fund Status
- Payment Register – all payments from the day after the last meeting
- YTD Cash Summary by Fund
- Revenue Status
- Monthly Receipt Listing – November, 2018

Westfield Township Board of Trustees

Correspondence

- o N/A

Schmidt makes a motion to adjourn at 9:00 PM; seconded by Likley. All said aye.

Respectfully submitted by:

Michelle English

Date approved: 12-17-18



Trustee Michael Schmidt, Chair

ABSENT

Trustee James Likley



Trustee Craig Horner