

Westfield Township Board of Trustees

Regular Meeting
February 4, 2019

Trustee Schmidt called the meeting to order at 7:25 PM. with the Pledge of Allegiance.
Roll call: Likley – aye, Horner – aye, Schmidt – aye.

Comments from the floor

- Erika Griffen, Medina County Auditor's Office
 - CAUV renewal notices have been mailed and are due back to the Auditor by March 4th for land owners to receive their tax deduction.
 - Property Value appeals must present information to support their request for a revision. The deadline for MC Board of Revision is March 31st. Forms are available on line at the MC website
 - 1st half taxes are due and need to be post marked by 2/8/2019.

Minutes to be approved

- *Likley makes a motion to accept the January 7, 2019 meeting minutes as submitted; seconded by Horner. Roll call: Schmidt - aye, Horner – aye, Likley - absent. The motion passes.*
- *Schmidt makes a motion to accept the January 21, 2019 meeting minutes as corrected; seconded by Horner. Roll call: Likley - aye, Horner – aye, Schmidt - absent. The motion passes.*

Roads Report

- CUE is our current source of salt so we should renew our membership to remain in good standing. CUE allows us a +(-) 20% from our commitment.
 - CUE also allowed for us to purchase Chief Fletcher's truck at a discount.
- The road mileage report due to the MC Engineer needs to be signed by the Trustees and submitted. We cover 21.745 miles of public roads.
- It is the time of the year to advertise for stone & mow bids. It has been decided to contact last year's vendors to see if they are interested in the work for 2019 at the 2018 pricing. If their prices are high it will be discussed at a Board meeting. This approach can potentially save on advertising costs.
- Evans has been asked to provide the cost to Chip & Seal Buffham Road in 2019.
- The new truck is back after a program recall due to the lights not functioning properly.
- 580 tons of salt were ordered with the Cloverleaf Local Schools using 110 tons.
- Lettering still needs to be added to the new truck – Evan will contact the same vendor used by WFRD. Trustee Schmidt will also provide contact information for a vendor who does vehicle wraps.
- Trustee Schmidt stated a resident reported many garbage trucks use Ryan Road. Evans concurred.
- Evans is seeking OPWC funds to fix the culvert on Ryan Road.

Westfield Township Board of Trustees

Cemetery

- N/A

Zoning

- ZI Sims was not in attendance.
- BZA – Organizational and Westfield Lakes Phase III site plan review meeting set for February 19th at 6:30 PM
- Zoning Commission Meeting February 20th at 6:30 with Mark Majewski finalize language for 606.A.29 Planned Developments and related 807 Site Plan Review.
- BZA
 - Have not met for their Annual Organizational Meeting due to scheduling conflicts.
 - Trustee Schmidt suggested they set a date/time each month as a placeholder on everyone's calendar
 - A Chair will need to be elected as Simmerer has stepped down from the Board.
 - Drug Policy Acknowledgements have not been received yet.
 - Zoning Commission meeting schedule will be the third Wednesday of each month.
- Kratzer Hearing – Attorneys Innes & Schrader submitted findings of facts. Magistrate to respond by 2/19/19.
- Trustee Schmidt & ZI Sims are meeting with a developer for a preliminary discussion.
- Deer Pass is still in violation

Fire

- Safety Services Building
 - Costs for items outside the Simmons Brothers contract are being estimated.
 - Millwork
 - Chief Fletcher is going to Ohio Desk to price out furniture
 - Plymovent for the Exhaust system
 - Erie Pro undercarriage wash system cost estimate is \$15,000.00
 - Gear Grind – turn out gear
 - 30' Flag Pole - \$2000.00.
 - Simmons Brothers and the Architect are working through the performance bond.
 - 3/1/2019 is the target for the ground breaking.
 - The Village of Westfield Center is thanked for their assistance and sewer tap fee waiver. This equates to a cost savings of \$16,500.00
 - MC Commissioners are being asked to waive the water tap fee as well, no response as of this date. They have a meeting on 2/5/2019 and the hope is there will be discussion at this meeting.

Old Business

- Recycle Center – No updates, the next meeting is 2/21/2019
- Hall Rentals
 - February 17 – 10 AM – 4 PM – Horner to open
- Copiers/Printers – No updates
- F.O. Haendiges met with an Otarma representative on November 6, 2018 to discuss website & IT risk. This will be addressed in March, 2019.

Westfield Township Board of Trustees

- A new acknowledgement sheet on Medical Marijuana Policy from each employee will need to be signed and returned. BZA needs to complete their acknowledgements during their 2019 Organizational meeting.
- Otarma's Appraisal vendor prepared a replacement appraisal on the Fire Station which is not applicable in the sale of the building. This type of appraisal is being quoted at \$6,000.00. Further research is needed.

New Business

- With the 2019 Appropriations being prepared Trustee Likley suggested getting pricing to build a 40 x 60 Pole Barn to store Township Equipment.
- F.O. Haendiges received a census questionnaire as it relates the annexation of Gloria Glens to Lafayette. She will follow up with the State for further clarification.

Announcements

- February 8, 2019 – Trustees Special Meeting – 6:00 PM
- February 18, 2019 – Trustees Regular Meeting – 7:00 PM

Fiscal Officer's Report

Likley makes a motion to pay the bills in the amount of \$23,624.52 plus \$200.00 for CUE as amended; seconded by Schmidt. Roll call: Horner – aye, Likley – aye, Schmidt -aye. The motion passes.

- Cargill - \$11,213.11 – Road Salt
- Gateway Tire & Service Center - \$1,285.36 – Dodge Tires
- Northstar - \$1,500.00 – Mark Majewski Consulting with ZC
- CUE - \$200.00 – PAYMENT released for Annual Membership with Evans approval

Appropriations Reallocation

- \$2,000.00 to 2020-420-0000 Operating Supplies from 2031-930-930-0000 Contingency
- \$1,150.00 to 2031-330-599-0606 Dodge from 2031-930-930-0000 Contingency

Fund Status

- \$500,050.68 Checking
- \$101,521.97 CD
- \$3,148,949.71 – Bond Checking

The following 2019 reports were given to the Trustees for their review.

- Revenue Status
- Appropriation Report
- Fund Status

Westfield Township Board of Trustees

- Cash Summary by Fund YTD
- Receipt Detail – January 2019

Correspondence

- SPCA reported that 35 animals at a cost of \$7,800.00 were serviced in the Township. \$200.00 has been added to the Temporary Appropriations for a donation to the SPCA.
- Anthem Life Insurance renews April 1, 2019 with no increase
- Bauman Oil provided a breakdown of pricing and gallons for 2017 & 2018 for WFRD, Diesel & Off-Road purchases.
- F.O. Haendiges confirmed she will be insured through her spouse's employer beginning April 1st.

Schmidt makes a motion to adjourn at 8:58 PM; seconded by Likley. All said aye.

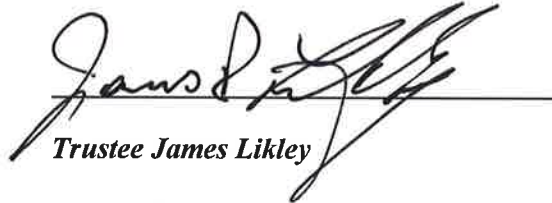
Respectfully submitted by:

Michelle English

Date approved: 2-18-19



Trustee Michael Schmidt, Chair



Trustee James Likley



Trustee Craig Horner