

Westfield Township Board of Trustees

Regular Meeting
September 4, 2018

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

Comments from the floor

- N/A

Minutes to be approved

- **Schmidt makes a motion** to accept the August 20, 2018 regular meeting minutes as corrected; seconded by Horner. Roll call: Schmidt -aye, Horner – aye, Likley - absent. The motion passes.

Roads Report

- Evans received the “Adopt A Road” signs as requested by the Guay’s on Westfield Landing Road
- Sarver Paving completed the chip & seal on Westfield Landing Road the week of August 27th. The road is temporarily striped.
- Edge lines are redone every year and center lines are done every other year unless the road is heavily traveled.
- A tree fell across Ballash Road on 9/3/2018 a little past midnight.
- Evans has a small culvert job on Kennard Road to complete.
- The new mowing vendor is working out well this season.
- The mow tractor needed a replacement battery for \$373.00.
- Mosquito spraying will continue until temperatures lower and mosquito’s activity slows.
- ODOT confirmed that Federal Regulations set the speed on State Route 224.
- The new truck chassis has been received by American Road Machine (ARM). The hydraulics are on back order until mid-September. Evans will be going there to discuss the installation of the additional equipment. The truck will be received within 30 days of the final sign off.

Cemetery

- N/A

Zoning

- Kratzer updates – meeting September 5th with all representative attorneys at the Medina County Court of Common Pleas.
- Signatures on the updated maps have been sent to the Medina County Planning Services
- There will be a Zoning Commission organizational meeting on September 5th to plan next steps for their newest project.
- 4 new certificates were issued in the past 2 weeks for homes.

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Fire

- Safety Services Building
 - A meeting will be held on September 6th to review the Design Build Contractor responses, apply the scoring parameters and narrow the list. Asst Chief Grabowski, Rick Robb & DS Architects will also be in attendance.
 - October 1st is the anticipated date to announce the award of the Design Build Contract for the Safety Services Building.

Old Business

- Recycle Center – no updates
- Hall Rentals
 - September 16 – 11 AM – 5 PM – Horner to open
 - August 12 – Westfield Farm HOA was a no show. Schmidt was to open. Cancellations per policy can be charged their security deposit. Westfield Farms disagrees with the Township's decision to keep their deposit however an exception will not be made.
- The ODOT R-cut meeting was held on August 16th. The project will proceed in Spring, 2019. A test turnaround is being installed and a presentation will be scheduled.
- FO Haendiges contacted Joe Doty, Zoning Commission to discuss copier lease pricing through Comdoc.
 - Option 1 - table top \$86 per month, .0039 per copy or \$3,068 to purchase
 - Option 2 – Stand up \$132 per month, .0039 per copy or \$4,875 to purchase

New Business

- Township awards – Will be delivered
- Language in the current Employee Handbook is acceptable as it relates to Medical Marijuana. Further guidance from Mike Lyons will be pursued.
- Breakdown for the Election Deductions – no updates
- Trustee Schmidt explained that an article in the Grass Roots Newsletter stated a Storm Shelter is required in a newly built Safety Services Building.

Announcements

- September 6 – Safety Services Meeting Contractor Review & General Business – 4 PM (needs to be advertised)
- September 17 – Trustees Regular Meeting – 7:00 PM
- September 21 – Safety Services Meeting Contractor Interviews & General Business – needs to be advertised

Fiscal Officer's Report

Schmidt makes a motion to pay the bills in the amount of \$19,956.26 as submitted; seconded by Horner. Roll call: Likley – absent, Horner -aye, Schmidt – aye. The motion passes.

- Sarver Paving - \$10,979.15 – Westfield Landing Chip & Seal.

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- Frank Brothers - \$146.16 - Mulch

Fund Status

- \$425,213.30 Checking
- \$100,907.15 CD
- \$3,300,000 – Bond Checking

Appropriations Reallocation

- \$2,000.00 to 2021-330-490-0100 Fuel from 2021-330-360-0000 Contract Services
- \$300.00 to 1000-120-360-0000 Contract Services from 1000-120-323-5555 Repairs & Maintenance

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 – August, 2018

Correspondence

- N/A

Schmidt makes a motion to adjourn at 7:45 PM; seconded by Horner. All said aye.

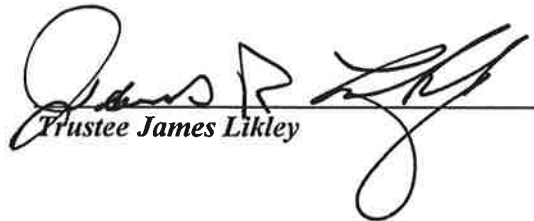
Respectfully submitted by:

Michelle English


Date approved:



Trustee Michael Schmidt, Chair



Trustee James Likley



Trustee Craig Horner