

Westfield Township Board of Trustees

Regular Meeting

March 7th, 2022

Trustee Schmidt commenced the in-person Trustee meeting on March 7th at 7:31pm. Roll call: Patterson- here, Horner-here, Schmidt-here. Meeting commenced after reciting the Pledge of Allegiance.

Guests- Carol Rumburg

Comments from the floor

- N/A

Minutes to be approved

- February 21st, 2022, Trustee Regular Meeting- *Trustee Schmidt motions to approve the minutes as presented; seconded by Patterson. Roll call: Patterson-aye, Horner-aye, Schmidt-aye. Motion passes.*

Roads Report

- RS Lee Evans in attendance.
- Road bids have gone out effective March 4th, 2022.

Trustee Schmidt motions to approve the mowing contract to Followway Lawn Care (Creston) based on estimate #133, dated 3/3/2022, for the Township Hall, WFRD, and cemetery for \$250 per occurrence- this price is unchanged since their initial estimate provided in year 2020; seconded by Patterson. Roll call: Patterson-aye, Horner-aye, Schmidt-aye. Motion passes.

- Evans received two (2) quotes for new Township Hall doors. The approximate cost for new doors is \$18,000.
- FO Kurtz received the official Township mileage certification form back. TWP mileage is 21.809 miles.
- Backflows will be tested on Friday, March 11th, 2022.

Cemetery

- No updates.

Zoning

- Zoning report provided to the Board of Trustees.
- Board of Trustees need to hold a public hearing for a project approval for the Lake Rd. parcels (8989 and 8919 Lake Road). Tentatively scheduled for March 22nd at 3:30pm.
- Kratzer Farm- Proposed two (2) warehouse buildings for the property. NO application has been received yet.
- ZI Carr noted that the BZA does not need to read through the Duncan Factors when they are approving an application. The Board of Trustees agree.

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- The board discussed the importance of digitalizing the zoning resolutions. It will allow changes to be implemented much easier.
- Lot combo for Lake Road parcels was signed by the Trustees.

Old Business

- ARP Funds- spreadsheet was reviewed.
- Healthcare Insurance- no updates.
- Recycle Center Update- The board of Trustees are in receipt of the letter from the County Prosecutor's office that a conflict of interest applies in this case and that they suggest us to look into outside counsel.
- Old Truck Wash Update- Work has began on the Lake Rd. parcels.
- Creston payment- WFRD and the TWP are awaiting the payments from the village of Creston. WFRD is owed approximately \$9,000 and the TWP is owed approximately \$12,000. FO Kurtz will keep the Board of Trustees updated on any correspondence with the Creston FO.
- Job Descriptions/Onboarding Plan- Plan to address these topics in March 2022.

New Business

- Westfield Lakes HOA Road update- no new updates.
- OTA – new webinars and the annual conference webinars are available as well.
- NOACA Climate Action Summit- March 15th 9am-12pm. Trustee Schmidt will attend online.

Technology

- Terri Grimm in attendance.
- Terri would like to keep the public updated with road closures within the Township.
- Terri noted that many social media sites have people asking questions about the 8989/8919 Lake Road parcel. Terri will update our FB page with the most current information.

Fiscal Officer Report

- FO Kurtz in attendance.
 - Appropriation Status (See Attached)
 - Fund Status (See Attached)
 - Secondary Checking- \$104,834.36 (*money market*)
 - Primary Checking- \$1,284,172.79
 - Total Fund status- \$1,389,007.15
 - Cash Summary by Fund (See Attached)
 - Payment Listing- totals \$25,677.99 (See Attached)
 - Schmidt questioned the payment to Bell Equipment. This was repairs to the MAC.
 - Receipt Listing (See Attached)
 - Revenue Status by Fund (See Attached)

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Trustee Schmidt motions to pay the bills totaling \$25,677.99; seconded by Horner. Roll call: Patterson-aye, Horner-aye, Schmidt-aye. Motion passes.

Trustee Schmidt motions to approve Resolution #2022-06, "To Set Permanent Appropriations for Year Ending 12-31-2022 in the amount of \$2,046,843.97"; seconded by Patterson. Roll call: Patterson-aye, Horner-aye, Schmidt-aye. Motion passes.

Correspondence

- Addressed during meeting.

Public Records Request

- Michelle Collins with nv5 real estate- Requested zoning details for 8989 and 8919 Lake Rd. property- will be fulfilled tomorrow, March 8th, 2022.
- Open Books- Requested employee information such as hire dates, gross wages, and overtime. This request has been fulfilled as of today, March 7th, 2022.

Announcements

- Zoning Commission Regular Meeting Wednesday, March 16th, 2022, at 6:30pm via Zoom and in person.
- Board of Trustees Regular Meeting Monday, March 21st, 2022, at 7:00pm via Zoom and in person.
- Board of Trustees Public Hearing Tuesday, March 22nd, 2022, at 3:30pm via Zoom and in person.

Trustee Schmidt motions to adjourn meeting at 8:46 pm; seconded by Patterson. Roll call: Patterson-aye, Horner-aye, Schmidt-aye. Meeting adjourned.

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Respectfully submitted by:

Amy M. Banfield

Date approved: 3/21/22 _____



Trustee Michael Schmidt, Chair



Trustee Craig Horner, Vice-Chair

Trustee Kent Patterson, board member