

# WESTFIELD TOWNSHIP BOARD OF TRUSTEES

Regular Meeting

April 3rd, 2023

*Trustee Horner commenced the in-person and Facebook Live Trustee meeting on April 3rd, 2023, at 7:06 pm. Roll call: Patterson- here, Horner-here, Schmidt-here. The meeting commenced after reciting the Pledge of Allegiance.*

Guests- Jack (John) Franz, Ron Oiler

## Comments from the floor

- N/A

## Minutes to be approved

- March 20th, 2023, Regular Meeting- *Trustee Horner motions to approve the minutes as presented; seconded by Schmidt. Roll call: Patterson-aye, Horner-aye, Schmidt-aye. Motion passes.*

## Roads Report

- RS Lee Evans in attendance.
- Flags changed out at the Township Hall.
- Tree services provided after the recent windstorm. Their invoice was provided to the FO.
- Awaiting parking lot quote from Melway. Most paving has provided a quote.
- ODOT Salt Contract- due back in May.

*Trustee Horner motions to approve Resolution #2023-08 'Authorizing participation in the ODOT Salt Contract' agreeing to purchase 500 tons of salt; seconded by Patterson. Roll call: Patterson-aye, Horner-aye, Schmidt-aye. Resolution passes.*

- Trustee Horner wanted to recognize all those involved in clearing the live wire on Buffham Rd. during the recent windstorm. Also, Horner thanked Buck Grimm for cleaning the trash from around the recycle/trash bins at the Township Hall.

## Cemetery

- A family member called regarding a cemetery plot at the cemetery. The deceased family member has already been buried at another cemetery. RS Evans is speaking with the family.

## Zoning

- ZI Carr not in attendance.
- Zoning income is \$294.00.
- Secretary Banfield called Mr. Aaron Domini from OHM Advisors regarding updating our Comprehensive Development Plan. Mr. Domini noted that the Township should anticipate paying around \$30,000-\$40,000 to have a company assist with developing a Comprehensive Plan for the Township. Trustee Schmidt is going to reach out to another individual with planning experience and get back to the Trustees with an update.
- Lot Split- The Medina County Parks District sent a lot split to be signed. This lot split is from 2022, however, the Parks District misplaced the previously signed lot split. The new lot split is

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dated April 2022 and the Zoning Inspector's name is listed as Dennis Banfield. Trustee Horner does not feel comfortable signing the lot split and asked that Secretary Banfield call and speak to the Parks District.

- Still need two (2) BZA alternates and one (1) ZC alternate.
- ZC Regulations Manual is complete. Next steps include sending the corrections list to the Planning Department and Prosecutor's Office.

### Old Business

- Astro Computer Update- Our new equipment is in and ready to be installed.
- Secretary Banfield is attending grant writing courses to assist with any grants.

### New Business

- ARP funds- FO Kurtz will report on the fund usage thus far.

***Trustee Horner motions to approve \$3,062.00 of ARP funds for the MSA purchase for Fire Safety Services; seconded by Patterson. Roll call: Patterson-aye, Horner-aye, Schmidt-aye. Motion passes.***

### Fiscal Officer Report

- FO Kurtz in attendance.
  - Appropriation Status (See Attached)
  - Appropriation Supplemental (See Attached)
    - FO Kurtz recommends transferring \$266,018.38 from checking to Money Market Savings.

***Trustee Schmidt motions to transfer \$266,018.38 from checking to the Money Market savings account; seconded by Horner. Roll call: Patterson- aye, Horner-aye, Schmidt-aye. Motion passes.***

- Fund Status (See Attached)
  - Secondary Checking- \$345,343.50 (*money market*)
  - Primary Checking- \$1,226,102.97
  - Total Fund status- \$1,541,098.12

- Payment Listing- totals \$27,132.56 (See Attached)

***Trustee Horner motions to pay the bills totaling \$27,132.56; seconded by Schmidt. Roll call: Patterson-aye, Horner-aye, Schmidt-aye. Motion passes.***

- Cash Summary by Fund (See Attached)
- Receipt Listing (See Attached)
- Revenue Status (See Attached)

### Correspondence

- Recycle Medina County- Voucher program has started. They have vouchers for \$50 per ton. Some items are restricted.

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### Hall Rental

- April 15th- Trustee Schmidt will open and close for this rental.

### Public Records Request

- N/A

### Announcements

- Zoning Commission special meeting Wednesday, April 5th, 2023, at 6:30 pm via in person only.
- Board of Trustees regular meeting Monday, April 17th, 2023, at 7:00 pm via in person and Facebook Live.
- Zoning Commission regular meeting Wednesday, April 19<sup>th</sup>, 2023, at 6:30 pm via in person and Facebook Live.
- Medina County Trustee Meeting Thursday, April 20th, 2023, at 7:00 pm at Chippewa Lake.

***Trustee Horner motions to adjourn the meeting at 8:23 pm; seconded by Schmidt. Roll call: Patterson-aye, Horner-aye, Schmidt-aye. Meeting adjourned.***

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*Respectfully submitted by:*

*Amy M. Banfield*

*Date approved: 4/17/23*



*Trustee Craig Horner, Chair*



*Trustee Michael Schmidt, Vice-Chair*



*Trustee Kent Patterson, board member*