

## WESTFIELD TOWNSHIP TRUSTEE MEETING

February 20, 2024

Schmidt called the meeting to order at 7:11 pm.

Attendance: Kent Patterson, Craig Horner, Michael Schmidt

Others in attendance: ZI Carr, Carol Rumberg, Terri Grimm

No comments from the floor.

Schmidt made a motion to approve the minutes from Feb 5, 2024 as presented. Horner seconded the motion. **Schmidt- yes, Patterson- yes, Horner- yes. Motion passed.**

Lee Evans, Roads Supervisor updates:

Truck chassis is in. Step rail is being put on and will be ready for pick up later this week.

Installation of dump box, lights, hydraulics is in. \$70,544.42 Total package cost is around \$140,000

**Schmidt makes a motion to go into executive session to discuss the purchase of public equipment/property. Patterson seconds the motion. Schmidt- yes, Patterson- yes, Horner- yes. Motion passed.**

**Schmidt made a motion to come out of executive session at 7:38 with action to follow. Horner seconded the motion. Schmidt- yes, Patterson- yes, Horner- yes. Motion passed.**

**Schmidt makes a motion to return to regular session at 7:38. Patterson seconded the motion. Schmidt- yes, Patterson- yes, Horner- yes. Motion passed.**

**Schmidt makes a motion to approve the installation package from The Glendhill Road Machinery Co of \$70.544.42. Horner seconds the motion. Schmidt- yes, Patterson- yes, Horner- yes. Motion passed.**

Salt is full.

Trustees accepted bid based off of last years results and quotes.

**Horner makes a motion to continue to use Falloway for firestation, township hall and cemetery landscaping needs in 2024. Patterson seconds the motion. Schmidt- yes, Patterson- yes, Horner- yes. Motion passed.**

Grimm asked that the lettering on the vehicle match the new decals of the township. Lee said that was no problem to change on any of the vehicles.

Zoning department updates- Lot split presented by Eric Derhammer and Gregoire's. Derhammer will combine the lot of 2.6837 and 20.170. Trustees agree to sign the lot split with the lot combination planned.

C Rumberg presented the zoning book she created with a 1.5 inch binder. Trustees agreed on a 1.5 inch binder. \$22 for 4 binders on Amazon. Schmidt said he is going to buy them as a donation to the township.

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Township admin updates- hall has been cleaned multiple times, DVD returned thru Fed Ex to Ohio Workers Comp, shred docs will be taken to the recycle center to be destroyed. Voicemails have been returned.

Retention schedule has been reviewed. Need to add a line for audio recordings for BZA meeting to be retained for one year and Agendas can be removed as they are not legally required by the township.

Grimm gave an update on the employee handbook. She is still working on the drug and alcohol statements and policy.

New Business: ZI Carr and Grimm thanked the board for the opportunity to attend the OTA conference.

Hall Rental- Lee Evans will open and close the hall on March 2<sup>nd</sup>.

Schmidt read and entered a letter from FO Kurtz as Exhibit A.

Schmidt shared that cyber attacks are up and to use caution with emails and attachments.

**Schmidt makes a motion to approve the cost of \$1060.00 from Silco for repairs to the fire department kitchen suppression system. Patterson seconds. Schmidt- yes, Patterson- yes, Horner- yes. Motion passed.** Invoice Exhibit B.

Horner talked about potentially recording our meetings for them to be available to be viewed on a later date by the public.

Public records request to Dan Blazy was fulfilled on Feb 12, 2024.

Schmidt updated on the Fiscal Officer provided an update on the fund status. Exhibit C

Payment listing \$11,170.45

**Schmidt makes a motion to approve the payments of \$11,170.45. Patterson seconds the motion. Schmidt- yes, Patterson- yes, Horner- yes. Motion passed.**

Announcements:

Zoning commission 2/21

Trustee Meeting 3/4

**Schmidt makes a motion to adjourn the meeting. Horner seconds the motion.**

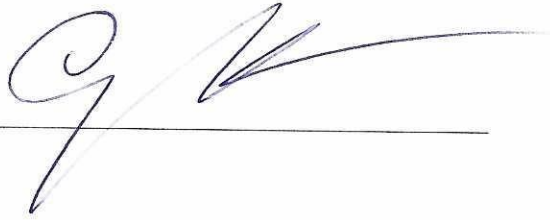
**Schmidt- yes, Patterson- yes, Horner- yes. Motion passed.**

**The meeting adjourns at 8:27pm**

**Minutes prepared by: Julie Carr, Township Administrator**

WESTFIELD TOWNSHIP TRUSTEE MEETING

Signed, 3/4/24

A handwritten signature in blue ink, appearing to be 'C. Horner', written over a horizontal line.

Craig Horner

A handwritten signature in blue ink, appearing to be 'Kent Patterson', written over a horizontal line.

Kent Patterson

A handwritten signature in blue ink, appearing to be 'Michael Schmidt', written over a horizontal line.

Michael Schmidt