

Westfield Township Trustee Regular Meeting

December 15, 2025

Horner called the regular meeting to order at 7:00 pm. Meeting location: 6699 Buffham Rd

Attendance: Kent Patterson, Craig Horner, Michael Schmidt. Others in attendance: Julie Carr, Tera Seiwert

Comments from the public:

Jim Likley shared that Trustee Kent Patterson and Joseph Doty (starting Jan 1) were elected to be representatives of the Medina County Solid Waste Policy Committee. Joe Doty is the alternate. Likley was sworn in for the trustee role at the meeting starting January 1, 2026. Schmidt shared that he was on that board and attended those meetings the last two years, so the township has had representation. Likley shared that he met with and talked to the Medina County Prosecutor, Forrest Thompson at the meeting.

Approval of Minutes: Horner made a motion to approve minutes from Dec 1, 2025 as corrected. Schmidt seconded the motion. Roll Call- Patterson-yes, Horner- yes, Schmidt-yes. Motion passed.

Road update:

Emptied the brine tank due to the extreme cold weather. Brine was freezing on the spinner. Hot brine will not do this.

Used 175 ton of salt already this winter.

Road project is going out for bid in February. The OPWC will be sent out in February and will be open for bids in March.

Shawn has received his tanker endorsement.

Garmin Rd County Sanitary water department well project. The sanitary water department was informed by Lee that a drill rig was in place at their Westfield Rd. well site earlier this year prior to gas drilling operations. The gas wells close proximity to the county water well has caused it (county well) to be shut down by ODNR. Water line construction on Garmin and Westfield roads from new well head site on Garmin Rd has caused some concerns, Lee has informed the fire department to be cautious of this area on the sides of the road.

Lee has ordered more salt. Shawn knows how to do this as well.

Likley asked what the past amount of salt being ordered was (1000 ton) and what the amount is today. Lee shared how much now (450 ton) and how much brine is being used. He said rock salt often bounces and gets in the ditch, where brine sticks to the roads.

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Seville did get a load of brine and tried it. They saw the value of seeing the brine stick to the road off the spinner.

Likley asked if on record the township has Larry Lewis proof of insurance and needed documentation, such as a clean driving record as he helps with roads when asked. Schmidt shared he will need to sign the new employee handbook. Tera will follow up on this.

Zoning Updates:

Violations: Sent a violation letter to Wooster Pike Rd for junk vehicles. Spoke with resident and agreed to extend the time frame to fix the violation as they will be putting up a hoop barn. Discussed the zoning certificate process. Application has been received but waiting on payment for an accessory structure. Carr received a notarized document that the violation will be corrected by Feb 1. This was agreed to as we have inclement weather this time of year.

Township Administrator Updates:

A public records request was received for 8834 Lake Road from Emma Shaffer, this has been fulfilled.

A public records request was received from William Ball regarding 5 years of BZA records, this has been fulfilled.

Cemetery program to bring old records into a digital platform is being worked on. This is a very time consuming project that is underway.

Township hall was cleaned, all communications completed, website and sign updated.

Old Business: none

New Business: Health Insurance claims were not filed correctly by the medical facilities for Schmidt. He said one of the bills was from 2023 and 2024. Tera said if approved by the trustees, and after a discussion with legal counsel, she could make a payment to him. Schmidt contacted TASC and was informed this was sent to collections. Schmidt provide payment documentation of the bills totaling \$1,171.20 and requesting reimbursement of the same from his HRA account. The money for the payment would have come out of the HRA money assigned to Schmidt, but since he made the payment himself, he is requesting a reimbursement be paid back to him.

Hall rental- Dee Bestvina rented the hall and paid for extra time, but did not need it. Horner was able to close the hall early. Horner made a motion to refund the \$100 extra payment for

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the additional hour of hall rental time. Patterson seconded the motion. **Roll Call- Patterson-yes, Horner- yes, Schmidt- yes. Motion passed.**

Fiscal Officer Report:

Resolution 2025-19 a resolution to set temporary appropriations for 2026. Horner made a motion to approve the resolution in the amount of \$803,086.49 . Schmidt seconded the motion. **Roll Call- Patterson-yes, Horner- yes, Schmidt- yes. Motion passed.**

Schmidt shared he would have liked to have the documentation on this but is trusting this is what we need.

Primary checking status \$323,016.54

Savings Status \$863,332.36

Payment listings: \$27,856.64

Funds status and payment listings were reviewed. **Horner made a motion to approve the payment listing of \$27,856.64. Schmidt seconded the motion. Roll Call: Patterson- yes, Horner- yes, Schmidt- yes. Motion passed.**

The billing for the water and sewer is now a monthly bill vs every other month.

Announcements:

Next meeting will be January 5, 2026 7:00 pm at the town hall. Horner would like to thank the township for a great 8 years. Schmidt shared he was involved in the township for 39 years.

No Zoning Commission meeting for the month.

Hall Rental:

Dec 7th– Opening and closing is Schmidt

Dec 13th- Opening and closing is Horner

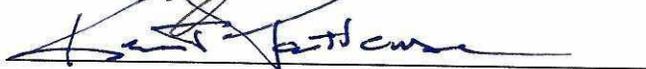
Horner makes a motion to adjourn the meeting. Patterson seconds the motion. Patterson-yes, Horner-yes, Schmidt- yes. Motion passed.

The meeting adjourns at 7:37 pm. Minutes prepared by: Julie Carr, Township Administrator

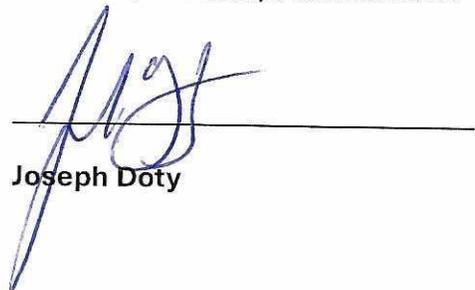
Signed,



James Likley



Kent Patterson



Joseph Doty