

**Regular Meeting
February 16, 2026 @ 7:00 pm**

Meeting location: 6699 Buffham Rd, Seville OH 44273

James Likley called the meeting to order at 7:00 pm

Pledge of Allegiance

Roll call: Joseph Doty, James Likley, Kent Patterson

Others in attendance: Julie Carr

Comments from the Floor- Trustee Patterson asked Jack Franz, Chair of the Zoning Commission(ZC) to discuss the Planned Unit Development(PUD) status with the Trustees. Doty is inquiring on where the board was at with completing this review. Jack shared that the area the ZC was addressing was for rural residential zoning and they felt that it went against the comprehensive plan. These lots would be a half acre and require water and sewer lines. So currently the ZC has this topic tabled.

Doty asked why a PUD would go to the BZA vs the Zoning Commission. Carr shared that latest updated from our legal counsel was that the Zoning Inspector should be able to review and approve all permitted uses and all conditional uses should be going through the Board of Zoning Appeals. Franz thought that it might be in the Ohio Revised Code that permitted uses get reviewed by the Zoning Commission. This will be looked into as well. The ZC will review if the language for PUD is still adequate.

Doty said that we may want to look into doing a complete review of the Comprehensive Plan in 2027 or 2028.

Board Training – ZI Carr discussed with legal counsel- waiting for their availability. This will be training for all board members and trustees.

Minutes to be approved

Feb 2, 2026 regular meeting minutes have been reviewed.

Doty made a motion to approve the minutes of Feb 2, 2026

Patterson seconded the motion.

Roll Call- Doty- aye, Patterson- aye, Likley- aye. Motion passed.

Feb 13, 2026 special minutes have been reviewed.

Doty made a motion to approve the minutes of Feb 13, 2026

Patterson seconded the motion.

Roll Call- Doty- aye, Patterson- aye, Likley- aye. Motion passed.

Zoning Inspector Report, Julie Carr

Sign application has been applied for by PB Blaster. Income \$16,000
PB Blaster is changing their use to include light manufacturing. Will go to ZC to review.
Junk car zoning violation is being addressed on Buffham Rd.

Township Administrator, Julie Carr

Indigent burial – Documents are signed.
BZA Draft minutes- will be added to the website as draft.

Zoning Report

Zoning mtg. Feb. 18 @ 6:30
Public Hearing date for zoning amendment- no date set yet
Planned unit Development language- discussed above

Roads and Cemetery Report, Shawn Newcomer

Stone Bid information to advertise- will be advertised as a legal notice to get details from the township website if required.

Road mileage signing to County- Doty will follow up on.
Equipment needs- no updates
Post driver ordered- has been received
5 year budget plan- no updates
Gradall sale info- no updates

Fiscal Officer Report.

Bills/Warrants \$21,596.37 payment listing.

Doty made a motion to approve the payment listing of \$21,596.37
Patterson seconded the motion.

Roll Call- Doty- aye, Patterson- aye, Likley- aye. Motion passed.

Likley has asked FO to look into property tax bill for what we believe is the lot the cell tower is on.

Permanent Appropriations Status-still being worked on.

Training Conference March 19-20. FO is attending.

Likley made a motion to approve the attendance, cost, per diem for this conference.
Doty seconded the motion.

Roll Call- Doty- aye, Patterson- aye, Likley- aye. Motion passed.

Old Business.

Personnel Policy Handbook amendments- no updates just yet.

Resolution 2026-06 changes- no updates just yet.

Solid Waste Plan mtg.- Doty attended Westfield Township is anticipating receiving funding based on tonnage. Exact amount has not been determined. This is expected in 2027-2028.

Website changes review discussion

ADA compliance by April 2027- updates are being made to be in compliance.

Add press release area will be added to the front page.

New Business.

Hall rental- none at this time.

ODA Land Use Grant Feb. 19. This is held by Medina County Planning Department. Patterson will attend on behalf of the township.

School project podium- shared with the school that this should be built with oak. Likley will communicate with the teacher.

Cyber security- Trustees would like to look into this through OTARMA. Likley will reach out to identify what these needs would be.

Personnel Policy Handbook training. This is an area that needs addressed with the new employee Nathan and with Shawn as now being a manager of an employee. Doty will review this with the roads employee team. Patterson will address this with all zoning boards. Likley will review with all fire department employees. All employees will sign acknowledgements.

OTA conference- Carr, Likley attended.

Comments from the Floor- none

Announcements

March 2, 7:00pm Regular mtg.

MOTION TO ADJOURN

Doty made a motion to adjourn at 8:42pm

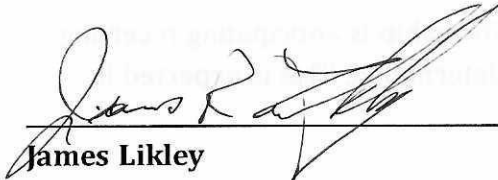
Patterson seconded the motion.

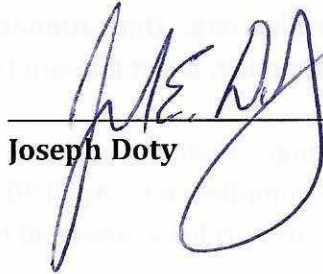
Roll Call- Doty- aye, Likley- aye. Motion passed.

Minutes prepared by Township Administrator, Julie Carr.

Westfield Township Board of Trustees

Signed:


James Likley


Joseph Doty


Kent Patterson

Date approved 03/02/2026