

**Regular Meeting
May 4, 2026 @ 7:00 pm**

Meeting location: 8515 Virginia Dr, Westfield Center, OH

James Likley called the meeting to order at 7:35 pm

Pledge of Allegiance

Roll call: Joseph Doty, James Likley, Kent Patterson

Others in attendance: Julie Carr, Tera Seiwerth, Shawn Newcomer

Comments from the Floor- none

Minutes to be approved

April 20, 2026 regular meeting minutes have been reviewed.

Doty made a motion to approve the minutes of April 20, 2026

Patterson seconded the motion.

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

April 20, 2026 Pubic Hearing meeting minutes have been reviewed.

Doty made a motion to approve the minutes of April 20, 2026

Patterson seconded the motion.

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

Roads and Cemetery Report- Shawn Newcomer

-Fuel tracking should be set up later this week. Currently being done by tracking on paper. This will now all be automated using a barcode tracking system.

-Met with park district about birding and bridle trail markings on the road. Trustees discussed getting something in writing that the park district will maintain this area.

-A cold storage building for equipment storage is being reviewed. Doty will follow-up with AP Kott for Standard and Design Build requirements and processes.

- Newcomer and Doty will conduct performance review of Nathen Stack since he is 90 days into employment.

Zoning Inspector Report, Julie Carr

Zoning Income: \$1,321. 40 a total of 5 applications.

4 zoning violation letters sent by mail.

Likley moved to set the fee of \$35 fence zoning applications. Patterson seconded.

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

Township Administrator, Julie Carr

Hall Rentals- May 14th- Shawn Newcomer will leave the hall open- Patterson will close. May 5th- Voting. Shawn will open and Patterson will close.

Website updates include revenue, expenses, fire department archived reports and resolutions.

Zoning Report

Planned unit development language- will be worked on next meeting May 20, 2026

Training was offered on April 23rd- great turnout from the boards.

Fiscal Officer Report, Tera Seiwerth

Bills/Warrants \$11,678.85 payment listing.

Tera explained bills from home depot, tool supply, conference expenses.

Doty made a motion to approve the payment listing of \$11,678.85

Patterson seconded the motion.

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

Checking Acct: \$635,717.02

Savings Acct: \$865,249.70

Correspondence- Ohio Edison rates are increasing.

Receipt Listing: 95,428.23

Likley asked if more funds will need appropriated for items already at 100% of the budget.

Tera explained that she can move funds that are allocated and allowed based on the resolution, but some line items will need more funds reallocated.

Tera would like to break down a line items for salt on the roads department budget going forward. Trustees agree this would be beneficial.

Old Business.

Personnel Policy Handbook – special meeting will be planned for May 13th. Likley asked Trustees to review the policy and supporting documents before the meeting.

Design build information - from AP Kott, Doty- no updates

Phone price comparison – Doty and Lieutenant Chris Bliar will be working on this on May 8th.

Website server transfer – completed.

Cybersecurity policy update – Carr worked with tech support for a response plan.

Auditor Resolution/Ballot Resolution - Hold for budget plan

MOU from Prosecutor office- on hold.

Community Block Grant – Doty has officially applied for this. Copy of application on file.

Amount of grant being asked for is \$85,000.00. County will be the ones to put this out for bids.

Doty shared we need to supplement the application with a blight/slum area certification. Doty moved to approve the slum and blight certification. Likley seconded the motion. Roll Call- Doty- aye, Likley- aye, Patterson- aye Motion passed.

Security camera hardline phone – Likley shared a hardline is not required for this.

New Business-

Carr shared possibly needing to increase the cost for concrete for cemetery foundations. To be reviewed for price increases.

Comments from the Floor-

Announcements

May 18th, 7:00pm Regular mtg.
May 13th, 6:30pm Special Meeting

MOTION TO ADJOURN

Likley made a motion to adjourn at 8:30 pm
Doty seconded the motion.
Roll Call- Doty- aye, Likley- aye, Patterson- aye Motion passed.

Minutes prepared by Township Administrator, Julie Carr.

Signed by:

James Likley

Joseph Doty

Kent Patterson

Date approved 5/18