

Regular Meeting

July 6, 2026 @ 7:00 pm

Meeting location: 6699 Buffham Rd, Seville OH 44273

James Likley called the meeting to order at 7:05 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-

Minutes to be approved

June 15, 2026 regular meeting minutes have been reviewed.

June 30, 2026 special meeting minutes have been reviewed.

Doty made a motion to approve the minutes of

June 15, 2026 regular meeting, June 30, 2026 special meeting

Patterson seconded the motion.

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

Roads and Cemetery Report- Shawn Newcomer

Tree trimming on Daniels rd. is complete. We trimmed the trees back into the right of way and higher up, and also removed 2 big dead trees. I also removed a walnut tree that was hanging over the road and turned out to be hollow so it was a safety threat. Large tree fell along Daniels Road south of Seville and will be contract removal by the resident. Road depart. may assist with front end loader due to the size.

Round one for roadside mowing is complete and both the front side and back slopes have been mowed.

Buffham rd easement – All paperwork for the easement has been signed & notarized and returned to the county. The residents agreed upon a sum of \$10 to grant the easement.

Buffham guard rail project- The project will begin moving forward now that the easement is acquired. I spoke with the county and updated the CEO and CFO. Joe Doty is the CEO Tera Seiwerth is the CFO

The next step in the project will be to remove trees which have been marked out already and it has been coordinated to have Donny George do the tree removal

We will also add dirt to some areas that need dirt prior to the install, and add an extension pipe onto a crossover pipe at the 6251 Buffham rd. section.

Road repair- Buffham rd. between Ryan rd. and Lake rd. has been temporarily fixed with cold patch. We have used 6 ton so far and are nearing completion. The edges are failing and will need shimmed in the future but for now cold patching will buy us some time

Bar coding for fuel- we are set up and have been using the bar coding for keeping track of our fuel usage. We also got rid of the fire station “on road diesel tank” and fixed the fence around the tanks. I also rewired the gas tank and used an explosion proof fitting.

Uniforms- I spoke with UniFirst and due to a back log in their embroidery shop they are due to arrive in mid-July.

In between projects we’ve filled our time with cleaning up around the township yard which includes consolidating our dirt piles, spraying weeds and mowing grass @ the townhall, fire station, and cemetery.

Completed background check for the notary and registered for class.

Zoning Inspector Report, Julie Carr

Zoning Income: \$500.60. Report given to Trustees.

Planned unit development language- meeting June 17 Commission reviewed Zoning Resolution Article VI Conditional Uses specifically in section 606.A.29.c.i.B and C and as it relates to Section 606.A.29.c.i.E. per recommendation of Trustee Likley. After much discussion, commission chair Franz, recommended to seek further clarification of the noted zoning resolutions. Franz to follow-up with Trustees’ Likley and Doty on the subject and will update at the next meeting.

BZA meeting June 25th to work on creating a new variance application. Created a cover page and checklist to follow for applicants. Carr completed this and sent to legal for a quick review of the cover page.

Received a follow up call that 7511 Greenwich is again collecting junk and debris.

Township Administrator, Julie Carr

Communicated with Shannon on Cyber security updates- We have 24 FD employees and 7 twp employees to complete upcoming training. More info to come.

Personnel policy update and all forms have been updated and corrected in the shared drive.

Website had monthly updates added.

Followed up with Shawn on when to order the headstone. He isn't ready for that yet, but will give me a few weeks' notice when they plan to dig plots.

Website tracking has already been set up with a google analytics account. Reached out to Don (website host) to see if this was set up under his access.

Completed Background check for notary. Guilford TWP will be splitting the bill for all charges.

Spoke with Fiscal Officer, Ray Ruprecht at Guilford TWP regarding a bullet point easy guide on building an accessory building. He suggested reaching out to the Medina County Prosecutor as he is guiding them step by step.

Zoning Report- Patterson

Board of Zoning Appeals Review- Spoke with BZA about Robert's rule of order.

Patterson will follow up with inactive board members.

Seville Property follow-up-went to the property twice and no response from homeowners.

Fiscal Officer Report, Tera Seiwerth

Correspondence- Call from Jody Wall- American Tower about easement conversion.

OTA Compensation chart for FO and Trustees is slightly increasing in 2027.

Gov Deals- \$72 for old TWP hall chairs.

Received notice that designation of depositories needs completed.

OTARMA anniversary application needs completed.

Checking Acct: \$543,397.04

Savings Acct: \$867,058.19

Receipt Listing: \$24,372.27

Bills/Warrants \$35,915.49 payment listing.

Doty made a motion to approve the payment listing of \$35,915.49

Patterson seconded the motion.

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

FO shared the 2027 proposed budget.

Likley moved to approve the Resolution 2026-14 to submit the 2027 proposed budget to the Medina County Auditor. Jospeh Doty seconded the motion.

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

Old Business.

Joint Fire District Resolution – Approved the township’s representatives of James Likley and John Franz. The township has approved to officially form the Westfield Joint Fire District.

Joint Fire District Meeting will be held on July 20th at 5:30 at the Fire Station, the next step is to identify a millage to the Auditor for certificate of revenue. The scheduled WFRD Township meeting will be moved to a 7:00pm start time.

Auditor millage Resolution – will be discussed at Joint Fire Meeting

Ballot language Resolution - will be discussed at Joint Fire Meeting

Phone price comparison update - Doty

Design build information – Carr Guilford twp. Doty

Land Bank Grant Brandon Gibson - Likley

Cell tower lease - Doty

MOU from Prosecutor office - hold

New Business.

Joint Fire District- meeting July 20th at 5:30 pm at fire station.

Doty met with Solid Waste District (M. Springer Medina Co. Finance Officer and Barb Walton Solid Waste Director) regarding funding. They have reached a tentative agreement, subject to a formal agreement, and funding will start on January 1, 2027. Yearly estimated amount is \$21,777.48 based on today’s taxable billing rates.

Patterson will attend the policy meeting with Waste District on July 15th.

Comments from the Floor- none

Announcements

July 20, 2026 7:00 pm regular meeting

Joint Fire District- meeting January 20th at 5:30 pm at fire station.

MOTION TO ADJOURN

Likley made a motion to adjourn at 8:17 pm

Doty seconded the motion.

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

Minutes prepared by Township Administrator, Julie Carr.

Date approved _____

James Likley

Joseph Doty

Kent Patterson