Regular Meeting
October 5, 2026 @ 7:00 pm

Meeting location: 6699 Buffham Rd, Seville OH 44273

James Likley called the meeting to order at 7:40 pm

Pledge of Allegiance
Roll call: James Likley, Kent Patterson, Joseph Doty
Others in attendance: Julie Carr, Tera Seiwerth

Comments from the Floor-

Arnold Bykov from Chesterfield Dr wanted to discuss road maintenance with the board. In 2022 when he moved in, he found out that the road is a private road and the maintenance is not completed by Westfield Township. He would like to see what options they have available with the township. Likley said that the land was actually developed for modular homes and then sat vacant for more than 20 years. Some of these roads were put in during this initial development and not to county specification. Developer proceeded with private road construction. Likley shared they must meet county specifications in order for the township to maintain the roads. Shawn Newcomer said he would reach out to the county to see what would need done to meet county specifications.
Doty suggested looking into grant options for taking private roads to public roads.

Minutes to be approved

September 21, 2026 regular meeting minutes have been reviewed.
Doty made a motion to approve the minutes of September 21, 2026 regular meeting
Patterson seconded the motion.
Roll Call- Likley- aye, Patterson- aye, Doty-aye. Motion passed.

Roads and Cemetery Report-

- Monthly road sign inspections are completed and documented
- Pre-trip inspections of road equipment completed and documented
- Buffham, Mud Lake, south Daniels and Stuckey got line striping completed. Nathan and I also painted two additional stop bars that weren't included.
  *Daniels and Mud Lake intersection
  *Ballash and Buffham intersection
- Spent a day with a representative from Epoke and we evaluated our Epoke spreader for the Mack. It checked out ok and no parts are needed

- Removed more dead and hazardous trees on Mud Lake rd. that we spotted during our monthly road check
- We assisted Chatham township with their asphalt blade patch paving sept 28th-30th and they will assist with the areas I have identified for repair the week of October 5th-9th
- Quotes for pre-built 12 X 20 storage shed to clear space in our shop
- When the time comes when we have a cold storage structure built we will move the shed to the cemetery to store needed items for the cemetery. Board discussed building and location options.

Doty made a motion to approve the purchase from Minor Farms LLC of $4,450 12x20 cold storage structure with an additional up to $1,000 for interior plywood. Patterson seconded the motion. Roll Call- Likley- aye, Patterson- aye, Doty-aye. Motion passed.

- Resolution to authorize bid for the Buffham Rd. guard rail and paving project
- Weekly lawn maintenance

Doty made a motion to approve Resolution TWP 2026-18 Approving Buffham Rd Project & Authorizing Bidding. Patterson seconded the motion. Roll Call- Likley- aye, Patterson- aye, Doty-aye. Motion passed.

Correspondence- stop sign damage from an accident. Letter received from attorney about funds requested from the township. Shawn said this is a county road. Carr will respond.

Cemetery- Head stones are in for indigent burials. Will be placed soon.

Township Admin Report, Julie Carr

- Hall Rental dates opening and closing- Possibly the 8th- waiting on response from Rick at Westfield Farms. Shawn would leave the hall open. Patterson will close and set alarm.
- Cybersecurity online training- Error in master account set up. Looped in Aaron from OTARMA to get this corrected. Email received today that copied in their tech support. Employee list from the fire department was turned in today so I can contact each employee regarding this training.
- Records Retention- This is a continued project being worked on with fiscal officer. 3 boxes and trash can are available to go to shredding. Likley will take this week.
- Chief Hall is coming on 10/6/2026 to check batteries on the AED machine.

Zoning Inspector Report

Zoning violations:

7552 Seville Rd. correspondence- Prosecutor has everything needed. Waiting on administrative search warrant.

7160 Greenwich Rd- junk cars/accessories- letter sent. Progress is happening!
10181 Wooster Pike- Resident claims to have wet land issues.
5543 Greenwich for junk vehicles- no update and haven't heard from residents.
9919 Wooster Pike- junk vehicles and noxious weeds- no updates
Zoning Income: $963.30 6 applications

Zoning Report- Patterson – no update

Fiscal Officer Report, Tera Seiwerth
Bills/Warrants $18,720.45 payment listing.

Doty made a motion to approve the payment listing of $18,720.45

Patterson seconded the motion.

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

Checking Acct: $752,717.94
Savings Acct: $869,792.88
Receipt Listing: $210,104.65

Likley moved to approve Resolution 2026-19 accepting the amounts and rates as determined. Doty seconded the motion. Roll Call- Patterson- aye, Doty- aye, Likley- aye. Motion passed.

Goliath Engineering submitted a records request. Julie Carr is working on this.

Old Business.
Joint Fire District levy update – Doty said they are working on spreading the word.
Cell tower lease – Doty said no updates
KLM Risk Management Report – Likley is looking into training recommendations.
Job description on file review - Likley is working on this.
Building demo and site revitalization grant- Board is not interested in matching grant funds or becoming owners of dilapidated properties.
Phone transfers at township hall and with township employees- Doty will work with Chris Blair on transferring to updated equipment and removing the township landline.

New Business- none

Comments from the Floor-

Announcements
October 19, 2026 7:00 pm regular meeting

MOTION TO ADJOURN

Likley made a motion to adjourn at 9:00 pm

Doty seconded the motion.

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

Minutes prepared by Township Administrator, Julie Carr.

Signed:

_____ _____

James Likley **Joseph Doty**

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Kent Patterson

Date approved _____