



3038 Boston Mills Road, Brecksville, Ohio 44141

RICHFIELD TOWNSHIP BOARD OF TRUSTEES

**Regular Meeting
January 3, 2018**

The Board of Trustees met for a Regular Meeting. The meeting was called to order at 6:30 p.m.

Roll Call:

Janet Jankura, Trustee Chairperson
Jeff Shupe, Trustee Vice Chairperson
Robert Luther, Trustee

Also in Attendance:

Keith Morgan, Chief, Village of Richfield Police Department
Larry Fulton, Summit County Engineer Deputy Director
Mindy Remec, Township Administrator
Laurie Pinney, Zoning Inspector and Fiscal Officer
14 additional residents/attendees

Ms. Jankura opened the floor for nominations of chairperson for the Board of Trustees. Mr. Luther nominated Ms. Jankura for chairperson and Mr. Shupe seconded the nomination. Hearing no other nominations, the nominations for chairperson was closed.

MOTION by: Mr. Luther and seconded by Mr. Shupe to appoint Trustee Ms. Jankura as the 2019 Chairperson for the Board of Trustees.

FURTHER DISCUSSION: none

MOTION PASSED UNANIMOUSLY: Luther (yea), Jankura (abstain), Shupe (yea)

Ms. Jankura opened the floor for nominations of vice-chairperson for the Board of Trustees. Mr. Luther nominated Mr. Shupe for vice-chairperson and Ms. Jankura seconded the nomination. Hearing no other nominations, the nominations for vice-chairperson was closed.

MOTION by: Mr. Luther and seconded by Ms. Jankura to appoint Trustee Mr. Shupe as the 2019 Vice-Chairperson for the Board of Trustees.

FURTHER DISCUSSION: none

MOTION PASSED UNANIMOUSLY: Luther (yea), Jankura (yea), Shupe (abstain)

Approval of Minutes:

December 6, 2018 Regular Meeting

Dispensing with the reading of the minutes, Ms. Jankura requested comments from Trustees Luther and Shupe, who had no corrections or changes.

MOTION by: Ms. Jankura and seconded by Mr. Luther to approve the December 6, 2018 Meeting Minutes as presented.

FURTHER DISCUSSION: NONE

MOTION PASSED: Luther (yea), Jankura, (yea), Shupe (yea)

Department Head Reports:

Police:

Police Chief Keith Morgan but provided a written report and gave information on personnel changes.

Fire:

Chief Phil McLean was not able to attend and will provide a written report.

Fiscal:

Ms. Pinney provided the fiscal report and requested approval from the trustees for the 2019 appropriations. She also provided some revisions to the 2019 purchase orders and blanket certificates approved at the December meeting and asked for trustee approval after the administration report which will address some items for purchase orders.

MOTION by: Ms. Jankura and seconded by Mr. Luther to approve the 2019 appropriations.

FURTHER DISCUSSION: NONE

MOTION PASSED: Luther (yea), Jankura, (yea), Shupe (yea)

Zoning:

Ms. Pinney gave trustees information on permits issued in 2018 and dates of upcoming meetings.

Ms. Jankura opened a discussion for trustees on zoning in the LI-O district. Mr. Shupe and Mr. Luther concurred that they would like to work with the Zoning Commission to make amendments to the zoning within the district. Ms. Jankura stated that she would like to open negotiations with the Village to amend the JEDD agreement.

MOTION by: Ms. Jankura and seconded by Mr. Luther to explore renegotiation of the JEDD agreement.

FURTHER DISCUSSION: In further discussion Mr. Luther and Mr. Shupe were in agreement with opening negotiations with the Village while simultaneously working with the township Zoning Commission.

MOTION PASSED: Luther (yea), Jankura, (yea), Shupe (yea)

Resident Mr. Jim Vocaire addressed trustees with comments about the zoning within the JEDD.

Parks and Recreation:

Ms. Remec updated trustees on the plans underway for the 2019 snowbird festival to be held February 10, 1-4 p.m. at the Richfield Heritage Preserve.

MOTION by: Ms. Jankura and seconded by Mr. Luther to approve an amount not to exceed \$1,400 from the general fund to be paid directly to vendors for the 2019 Snowbird Festival.

FURTHER DISCUSSION: None

MOTION PASSED: Luther (yea), Jankura, (yea), Shupe (yea)

Roads:

Mr. Luther had no report outside of the discussion of the proposed resurfacing work, which is on the agenda as Resolution 01-2019.

Administration:

Ms. Remec reported that the septic system, which is from the previous building, is in need of repair. Aeration Septic, Inc., who does commercial septic work, has identified that we need to replace the pumps and provided a quote for the repair work.

MOTION by: Ms. Jankura and seconded by Mr. Luther to approve the payment of \$1,467.52 from the roads funds and \$825.48 from general fund for a total of \$2,293.00 to Aeration Septic, Inc. for repair and maintenance of the septic system.

FURTHER DISCUSSION: None

MOTION PASSED: Luther (yea), Jankura, (yea), Shupe (yea)

The township has qualified to join the group rating program for Workers Compensation through the Ohio Township Association. In order to take advantage of the group rating the township is required to have a third-party administrator of the program. This will give an estimated 45% savings, which is approximately \$1,759.

MOTION by: Ms. Jankura and seconded by Mr. Luther to approve the payment of the annual premium of \$730 to CareWorks Comp from the general fund as the third-party administrator for worker's compensation.

FURTHER DISCUSSION: None

MOTION PASSED: Luther (yea), Jankura, (yea), Shupe (yea)

Ms. Remec requested a motion to remove items from the township inventory and declare them scrap.

MOTION by: Ms. Jankura and seconded by Mr. Luther to declare the following items scrap and remove from the inventory: 2 Kyocera Brigadier cell phones, the HP Compaq 8200 Elite Desktop, the HP Elite Book Mobile Workstation, two truck light bars, portable 250-gallon water tank, 1,000 gallon brine tank.

FURTHER DISCUSSION: None

MOTION PASSED: Luther (yea), Jankura, (yea), Shupe (yea)

Old Business:

Ms. Audrey Kukwa addressed trustees regarding complaints against the Ohio Operating Engineers property. Ms. Pinney stated that repeated visits to the property have been made and no evidence of a

zoning violation has been observed and that Ms. Kukwa has been given information to dispute her decision as zoning inspector through an application to the Board of Zoning Appeals. Chief Morgan responded to Ms. Kukwa saying that that the township has no authority to regulate truck traffic on Newton Road.

New Business:

Mr. Luther spoke about the proposed resolution, which allows the township to be included in the county's regional bid with other communities and the county's projects. The estimate is for chip seal resurfacing and leveling with additional pavement repair to Twig Road.

MOTION by: Ms. Jankura and seconded by Mr. Luther to approve Resolution 01-2019 A Resolution to Participate in the 2019 Summit County Regional Pavement Maintenance Program to Complete the 2019 Richfield Township Road Program with an amount not to exceed \$155,000.

FURTHER DISCUSSION: NONE

MOTION PASSED: Luther (yea), Jankura (yea), Shupe (yea)

Ms. Jankura introduced discussion on the proposed Credit Card Account Policy. Ms. Remec stated this policy need to be updated due to amendments made to ORC 505.64. The state made the ORC changes in November 2018 and gave municipalities three months to revise their policies to be compliant. The changes are to prevent credit card misuse.

MOTION by: Ms. Jankura and seconded by Mr. Luther to approve the Richfield Township Credit Card Account policy and to name the township administrator as the Board's designee and the Fiscal Officer's designee to administer the policy per ORC 505.64.

FURTHER DISCUSSION: NONE

MOTION PASSED: Luther (yea), Jankura (yea), Shupe (yea)

MOTION by: Ms. Jankura and seconded by Mr. Shupe to approve the 2019 purchase orders and blanket certificates as presented.

FURTHER DISCUSSION: NONE

MOTION PASSED: Luther (yea), Jankura, (yea), Shupe (yea)

Citizens Forum:

Resident Mr. Jim Vocaire requested information for zoning violations in the LI-O and was informed of progress made on any violations. Mr. Vocaire asked for township financial reports and was provided information.

Resident Ed Pepera addressed trustees with comments about the Township Corner article and zoning in the LI-O district.

Agenda Requests and Items for Follow-Up: None

Township Corner Article:

Mr. Luther will write the article for February.

Adjournment:

MOTION by: Ms. Jankura and seconded by Mr. Luther to adjourn the meeting at 8:05 p.m.

FURTHER DISCUSSION: NONE

MOTION PASSED: Luther (yea), Jankura (yea), Shupe (yea)

Trustee

Secretary