



3038 Boston Mills Road, Brecksville, Ohio 44141

RICHFIELD TOWNSHIP BOARD OF TRUSTEES

Regular Meeting January 7, 2021

The Board of Trustees met for a Regular Meeting. The meeting was called to order at 6:33 p.m. and was held remotely via Microsoft Teams software to prevent the spread of COVID-19.

Roll Call:

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

Also in Attendance:

Mike Swanson, Chief, Village of Richfield Police Department
Phil McLean, Chief, Richfield Fire Department
Ray Hartsough, Assistant Summit County Prosecuting Attorney
Laurie Pinney, Zoning Inspector and Fiscal Officer
Mindy Remec, Township Administrator
15 additional residents/attendees

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

MOTION by: Mr. Luther and seconded by Ms. Jankura to appoint Trustee Mr. Shupe as the 2021 Chairperson for the Board of Trustees.

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

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

MOTION by: Ms. Jankura and seconded by Mr. Shupe to appoint Trustee Mr. Luther as the 2021 Vice-Chairperson for the Board of Trustees.

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

Approval of Minutes:

December 3, 2020 Regular Meeting

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

MOTION by: Ms. Jankura and seconded by Mr. Luther to approve the December 3, 2020, Minutes as presented.

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

Department Head Reports:

Police:

Police Chief Swanson provided a written report and gave numbers on calls for service. He updated trustees on personnel who tested positive for COVID-19, and changes in personnel. He recognized officers for volunteer work and awards received.

Fire:

Chief Phil McLean reported the calls for service and calls that involved COVID-19. He reported staff are being vaccinated, personal protective equipment levels are in good shape, and he updated trustees on the December 19 Mobile Santa program.

Zoning:

Ms. Pinney submitted a written report and also shared the document through Microsoft Teams software with meeting attendees. She updated attendees on permits issued and upcoming meeting dates.

Fiscal:

Ms. Pinney reported having shared the 2021 Appropriations and Transfers document with trustees and also shared the document through Microsoft Teams software with meeting attendees. She requested trustee approval.

MOTION by: Mr. Shupe and seconded by Mr. Luther to approve the Permanent Appropriations as presented, in the total amount of \$4,246,524.95.

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

Ms. Pinney reported having shared the 2021 Purchase Orders and Blanket Certificates with trustees. She shared the document with meeting attendees through Microsoft Teams software and requested trustee approval.

MOTION by: Mr. Shupe and seconded by Mr. Luther to approve the Richfield Township 2021 Purchase Orders & Blanket Certificates as presented

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

Parks and Recreation:

Mr. Luther introduced discussion on the potential transfer of Rising Valley Park to the Richfield Joint Recreation District (RJRD). He said that a letter had been sent with trustees' responses from their previous meeting. Mr. Luther proposed providing funds to RJRD for future capital improvement projects and maintenance at Rising Valley Park. Trustees discussed their authority to provide these funds, the amount and number of years, the township's average expenditures at the park, whether these funds should be for capital expenses only or also operational expenses, and a potential memorandum of understanding with RJRD.

Roads:

Mr. Luther introduced discussion on purchasing trucks and the need to order before February 18, 2021 for this year's models. Trustees discussed costs of a Ford 550 and a Ford Ranger, the size and versatility of the trucks, and financing the purchases through an equipment lease program. Trustees concurred to take action on the purchase at an upcoming meeting before the ordering deadline.

Administration:

Ms. Remec reported the Memorandum of Understanding (MOU) between the county health department and the township has expired. The MOU is for the health department to provide the services of inspecting, screening, and sampling outfalls that are required for the National Pollutant Discharge Elimination System Permit. The new MOU is for 2021-2025.

MOTION by: Mr. Shupe and seconded by Ms. Jankura to approve the Memorandum of Understanding Between Summit County Combined Health District and Richfield Township

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

Ms. Remec reported that Summit County has proposed a service department mutual aid agreement for snowplowing with communities due to COVID-19. Mr. Hartsough said he has reviewed the agreement and does not have any concerns. Trustees concurred to explore entering the agreement.

Ms. Remec announced that Village Councilperson Ms. Bobbie Beshara is now the Village Council's representative to the township.

Old Business: None

New Business:

Mr. Shupe asked Mr. Hartsough to introduce Resolution 01-2021, which is an amended development agreement with Village of Richfield, JJJ Properties, LLC, and Summit County. Mr. Hartsough said that Summit County Engineer's Department wanted to more fully describe the scope of the project and had asked for changes to the agreement. He said these changes do not have an impact on the township.

MOTION by: Mr. Shupe and seconded by Mr. Luther to approve Resolution 01-2021 A Development Agreement with J.J.J. Properties LLC, the Village of Richfield, Summit County and Richfield Township

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

Mr. Shupe asked Ms. Pinney to introduce Resolution 02-2021, to begin the process of placing a levy on the ballot for Fire/EMS. Ms. Pinney spoke about the levies in the township, the options for funding Fire/EMS services to township residents, and potential strategies for future township levy funding.

Ms. Jankura commented that her hope is that levy increases will not be necessary with development in the Joint Economic Development District.

Ms. Remec said the resolution was drafted as a replacement levy with increase from the current 2.3 mills to 2.85 mills.

MOTION by: Mr. Shupe and seconded by Mr. Luther to approve Resolution 02-2021 A Fire Levy Resolution of Necessity

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

Mr. Shupe introduced discussion of Resolution #03-2021, to participate in the 2021 Summit County Regional Pavement Maintenance Program. Ms. Remec said this would give authorization for the township to join the county bid for the township's resurfacing projects on Kings Forest Blvd., Forest Brooke Court North, and Forest Brooke Court South and guard rail replacement on Oviatt, Harter, Newton, and Briarwood roads. The resolution also authorizes the payment of an amount not to exceed \$130,000 for the projects. Mr. Luther commented that participating in the county bid may result in a better price on the bid.

MOTION by: Mr. Shupe and seconded by Mr. Luther to approve Resolution 03-2021 A Resolution to Participate in the 2021 Summit County Regional Pavement Maintenance Program to Complete the 2021 Richfield Township Road Program

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

Announcements: None

Township Corner Article:

Mr. Shupe will write the article for February.

Agenda Requests and Items for Follow-Up:

A special meeting date will be set for the Fire Levy Resolution to Proceed and the trustees may reschedule the February meeting if needed to meet board of election deadlines.

Adjournment:

MOTION by: Mr. Luther and seconded by Ms. Jankura to adjourn the meeting at 7:59 p.m.

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

Trustee

Secretary