



3038 Boston Mills Road, Brecksville, Ohio 44141

## **RICHFIELD TOWNSHIP BOARD OF TRUSTEES**

### **Regular Meeting April 1, 2021**

The Board of Trustees met for a Regular Meeting. The meeting was called to order at 6:34 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  
George Seifert, Chief, Richfield Fire Department  
Laurie Pinney, Zoning Inspector and Fiscal Officer  
Mindy Remec, Township Administrator  
16 additional residents/attendees

#### **Summit County Public Library Presentation:**

Executive Director of the Summit County Public Library, Pam Hickson-Stevenson, spoke to trustees and attendees about the importance of the library's renewal levy to their budget. The levy will be on the May 4, 2021 ballot.

#### **Approval of Minutes:**

**March 4, 2021 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 March 4, 2021 Minutes as presented.

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

#### **Department Head Reports:**

##### **Police:**

Chief Swanson provided a written report and gave numbers on calls for service. He updated trustees on the safety committee discussions, personnel changes, and Red Cross blood drive efforts. Chief Swanson cautioned attendees on ongoing scams and changes in license registrations at Mr. Shupe's request.

##### **Fire:**

Chief Seifert updated trustees on personnel changes, responses to emergency calls, department trainings, cancer screenings for fire department personnel, and an update on the new squad ordered. He provided a written report and gave the number of calls for service in the township. Chief Seifert also provided a COVID-19 update at Ms. Jankura's request.

##### **Zoning:**

Ms. Pinney submitted a written report and advised trustees and attendees on certificates issued and those in process as well as zoning board activities, upcoming meetings, and resignations from the zoning commission.

**MOTION by:** Mr. Shupe and seconded by Ms. Jankura to accept the April 1, 2021 Zoning Report as submitted.

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

**Fiscal:** No Report

**Parks and Recreation:**

Mr. Luther reported he attended the Richfield Joint Recreation District's (RJRD) meeting on March 22, 2021. Mr. Luther spoke about the RJRD's budget concerns if they accepted the donation Rising Valley Park land.

**Roads:**

Mr. Luther reported on road salt supply.

**Administration:**

Ms. Remec requested a motion to approve payment of an invoice for road salt.

**MOTION by:** Mr. Shupe and seconded by Mr. Luther approve payment of \$22,495.39 to Compass Minerals America Inc. from Purchase Order 10014

**FURTHER DISCUSSION:** Ms. Jankura asked what fund this would be paid from. Ms. Remec said this would be paid from the Gasoline Tax Fund and Ms. Pinney concurred.

**MOTION PASSED: Jankura (yea), Luther, (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 44 percent savings, which is approximately \$1,186.

**MOTION by:** Mr. Shupe and seconded by Mr. Luther to approve the payment of the annual premium of \$790 to Sedgwick with \$407.14 from the general fund and \$382.83 from the roads funds as the third-party administrator for worker's compensation.

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

Ms. Remec requested a motion to approve opening a purchase order for the equipment lease of new trucks and to approve the first invoice.

**MOTION by:** Mr. Shupe and seconded by Mr. Luther to approve opening a Purchase Order for equipment lease financing in amount of \$23,333.66 payable to Huntington Public Capital Corporation from the Roads funds and approve the first payment of \$11,666.83 as a then and now certificate.

**FURTHER DISCUSSION:** Mr. Shupe asked for clarification on the first payment amount, which Ms. Remec provided.

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

Ms. Remec announced availability of COVID-19 vaccine appointments at the Summit County Fairgrounds.

**Old Business:** None

**New Business:**

Mr. Shupe introduced Resolution 09-2021 to enter the bid to purchase road salt for the 2021-2022 season through ODOT. Ms. Remec spoke about salt on hand and recommendation for amounts needed from Service Department Foreman Jerry Schall.

**MOTION by:** Mr. Shupe and seconded by Mr. Luther to approve Resolution 09-2021 Authorizing Participation in the ODOT Salt Contracts Awarded in 2021 and authorizing the Administrator to enter the bid for 525 tons.

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

Mr. Shupe asked Ms. Remec to introduce Resolution 10-2021. Ms. Remec said the resolution was proposed by property owner Randy Hooke on Southern Road with land in Richfield Township and Richfield Village. Mr. Hooke would like to detach, or de-annex, the property from Richfield Village to Richfield Township. Mr. Hartsough spoke about the process for detaching the property and Mr. Drew Hanna, attorney for Mr. Hooke, spoke about the difficulties of conflicting zoning requirements and the request for a resolution in support of the detachment. Ms. Remec said that there would still be a need to request variances from township zoning for their plans. Mr. Luther commented this is the first de-annexation he has seen.

**MOTION by:** Mr. Shupe and seconded by Mr. Luther to approve 10-2021 In Support of the Petition Initiated by Property Owners of 3484 Southern Road for Detachment of Property from the Village.

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

Mr. Shupe asked Ms. Remec to introduce the Request for Engineering Assistance. Ms. Remec spoke about the need for assistance from the Summit County Engineer's Department to review all work being proposed in township road rights-of-way for the Briarwood development.

**MOTION by:** Mr. Shupe and seconded by Mr. Luther to approve a Request for Engineering Service to assist in reviewing development plans and road opening permits in association with the proposed Briarwood development and pump station.

**FURTHER DISCUSSION:** Ms. Jankura asked for the timing of available assistance from the County Engineer. Mr. Hartsough said engineers have been involved in meetings and are up to date on the issue.

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

**Announcements:** None

**Township Corner Article:** Mr. Shupe will write the article for May.

#### **Executive Session**

**MOTION by:** Mr. Shupe and seconded by Mr. Luther to enter into Executive Session for the discussion of disputes involving the public body that are the subject of pending or imminent court action and discussion of certain personnel matters to consider the employment and compensation of a public employee per ORC 121.22(g)(3) and ORC 121.22(g)(1) at 7:24 p.m.

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

Township attorneys Mr. Irv Sugarman and Mr. Ray Hartsough, and Ms. Pinney and Ms. Remec accompanied trustees into executive session.

Trustees exited executive session and reconvened the meeting at 8:27 p.m.

#### **Adjournment:**

**MOTION by:** Mr. Shupe and seconded by Mr. Luther to adjourn the meeting at 8:28 p.m.

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

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Trustee

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Secretary