



3038 Boston Mills Road, Brecksville, Ohio 44141

RICHFIELD TOWNSHIP BOARD OF TRUSTEES

Regular Meeting May 7, 2020

The Board of Trustees met for a Regular Meeting. The meeting was called to order at 6:30 p.m. This meeting was held remotely via the Teams meeting 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
Mindy Remec, Township Administrator
Laurie Pinney, Zoning Inspector and Fiscal Officer
6 additional residents/attendees

Approval of Minutes:

March 19, 2020 Regular Meeting
April 24, 2020 Special 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: Mr. Shupe and seconded by Mr. Luther to approve the March 19, 2020, and April 24, 2020, Meeting Minutes as presented.

FURTHER DISCUSSION: NONE

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

Department Head Reports:

Police:

Police Chief Mike Swanson provided a written report and gave numbers on calls for service. He updated trustees on measures put in place to keep officers and residents safe.

Fire:

Chief Phil McLean submitted a written report and provided an update on the COVID-19 pandemic and the progress made on the Incident Action Plan (IAP) by the incident management team.

Mr. Shupe inquired about the cancellation of community events. Chief McLean provided information and said events are being evaluated and updates are made frequently.

Ms. Jankura asked for additional information about the need for four additional part-time hires for the fire department. Chief McLean reported that through retirements and subsequent promotions part-time staff had been lost in recent years. He said that hiring additional part-time staff reduces overtime costs.

Zoning:

Ms. Pinney submitted a written report and updated trustees on permits issued and upcoming meeting dates. She spoke about an unscheduled meeting the zoning commission held while meeting with

trustees and addressed a miscommunication regarding a settlement agreement. Ms. Pinney said she would try to correct this by posting a post hoc agenda and meeting minutes.

Fiscal:

Ms. Pinney reported on potential effects the COVID-19 pandemic may have on the township's future revenue.

Parks and Recreation:

Mr. Luther said Rising Valley Park has been mowed but remains mostly shut down for activity due to the pandemic. Ms. Jankura reported an upcoming brainstorming session between the Village, Township, and Richfield Joint Recreation District on recreation in the community.

Roads:

Mr. Luther said the service department will handle a plow repair in-house and the first week of chipping had been completed.

Administration:

Ms. Remec said she and Ms. Pinney have participated in the conference calls with Summit County Executive Ilene Shapiro's staff for updates on COVID-19. She updated trustees on progress to get township staff and board members online with Office 365 and the bid results for the Summit County Regional Paving program.

Old Business:

Ms. Jankura asked Mr. Shupe and Mr. Luther if they would be interested in discussion amending the organizational resolution to change some of the trustees' areas of responsibilities.

New Business: None

Announcements: None

Township Corner Article:

Mr. Shupe will write the article for June.

Agenda Requests and Items for Follow-Up:

2020 Organizational Resolution amendment discussion.

Citizens Comment:

State Representative Bill Roemer updated trustees on CARES Act funding for local governments and Capital Budget funding for projects.

Adjournment:

MOTION by: Mr. Luther and seconded by Ms. Jankura to adjourn the meeting at 7:12 p.m.

FURTHER DISCUSSION: NONE

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

Trustee

Secretary