



3038 Boston Mills Road, Brecksville, Ohio 44141

RICHFIELD TOWNSHIP BOARD OF TRUSTEES

Special Meeting June 6, 2017

The Board of Trustees met for their Special Meeting, which was called to order at 5:05 p.m. on June 6, 2017.

Roll Call:

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

Also in Attendance:

Mindy Remec, Township Administrator

MOTION by: Ms. Jankura and seconded by Mr. Luther to enter into Executive Session for the discussion of certain personnel matters to consider the appointment, employment, or compensation of a public employee or official per ORC 121.22(g) at 5:06 p.m.

FURTHER DISCUSSION: None

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

Trustees exited Executive Session at 6:25 p.m. and took a brief recess.

The Special Meeting resumed and was called to order at 6:35 p.m.

Also in Attendance:

Laurie Pinney, Fiscal Officer
Mindy Remec, Township Administrator
Bob Becker, Richfield Joint Recreation District Board Chairperson
Rich Fleming, Richfield Joint Recreation District Trustee
Judy Soroczak, Richfield Joint Recreation District Board Administrative Coordinator
5 additional residents/attendees

Approval of Minutes:

May 4, 2017 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 May 4, 2017 Meeting Minutes as presented.

FURTHER DISCUSSION: NONE

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

Department Head Reports:

Police:

Chief Morgan was unable to attend the meeting but provided a written report. Ms. Jankura read from the report and provided the figures on the calls for service in the township and village.

Fire:

Chief McLean was unable to attend the meeting but provided a written report. Ms. Jankura read from the report and provided the data on the calls for service in the township and village.

Zoning:

Ms. Jankura reported on behalf of Zoning Inspector Amy Page that the Board of Zoning Appeals June meeting has been cancelled. The Zoning Commission will meet on June 8, 2017 and Stephanie Diebel from Summit Soil and Water is scheduled to give a presentation. The Summit County Planning Commission's June meeting has been cancelled.

Ms. Jankura also reported that Ms. Page has made inspections of properties with vegetation complaints and has determined that the grass does not exceed eight inches so no action has been taken at this time. Follow up has been made with the Summit County Building Department and the township has been informed that evaluations should be coming soon.

Fiscal:

Fiscal Officer Ms. Pinney reported that the 2018 alternative tax budget is due to the Summit County Fiscal Office in July. Ms. Pinney said that the figures in the draft budget were based on assumptions for expenses. She asked trustees to review this draft and let her know of any corrections or changes needed or plans for future projects that trustees have.

Mr. Shupe asked for additional information on police and fire levies. Ms. Pinney said that the police levy is ongoing but that the fire levy is in its last year of a three-year period. This means that funding will come to the township through 2018. The last opportunity to place the fire levy on the ballot is November 2018 so that continued funding will not be interrupted.

Mr. Shupe asked for the amount the township receives for EMS reimbursements. Ms. Pinney said that this is difficult to project but that the township receives payment twice per year. The township received just over \$55,000 total in 2016 and so far has received just over \$31,000 in 2017 with one more payment coming.

Ms. Jankura asked Mr. Shupe when he anticipates starting safety service contract discussions. He said that he is already speaking with the fire and police chiefs to start the process.

Ms. Jankura thanked Ms. Pinney for the information and said that trustees would provide additional input based on the initial assumptions in the draft.

Parks and Recreation:

Ms. Jankura welcomed Mr. Bob Becker, chairperson of the Richfield Joint Recreation District (RJRD) Board and Ms. Judy Soroczak, RJRD Administrative Coordinator. Mr. Becker gave an update presentation on progress being made in the Richfield Heritage Preserve.

Ms. Jankura recognized Rich Fleming, RJRD Board member, who was also in attendance and thanked the Board for all of the work they have done and the progress made.

Mr. Luther reported that the Rising Valley Park driveway pavement was completed and said they will work on putting in some berm gravel.

Roads:

Mr. Luther reported the Hawkins Road project has started. Service Department Foreman Jerry Schall is back to working three days following an injury that occurred while not at work. Mr. Luther said he interviewed Jason Graber, a township resident, for a seasonal service department job.

MOTION by: Mr. Luther and seconded by Mr. Shupe to hire Jason Graber as a seasonal service department employee from June through August 2017 for approximately 32 hours per week on a flexible schedule at \$10.00 per hour.

FURTHER DISCUSSION: None

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

Administration:

Ms. Remec reported that August 1 is the renewal date for the township medical insurance plan and renewal information was received with a percentage increase of approximately 4.2%.

MOTION by: Ms. Jankura and seconded by Mr. Luther to accept the Medical Mutual renewal for the current health insurance plan with Burnham and Flower as the administrators of the plan

FURTHER DISCUSSION: None

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

Ms. Remec reported that funds are low in the account for health reimbursements and requested a motion to transfer funds.

MOTION by: Ms. Jankura and seconded by Mr. Shupe to authorize the fiscal officer to transfer \$7,400 from the general fund and \$2,600 from the roads fund for a total of \$10,000 to augment the HRA account from purchase order number 70018.

FURTHER DISCUSSION: None

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

Ms. Remec informed trustees that the laptop used by the fiscal officer, purchased in 2012, has become outdated and some of the functions are no longer working. The fiscal officer said she is also in need of a laser printer and scanner. Ms. Remec said that the expenditure should be well under the amount she can approve.

Ms. Remec requested a motion to add Imperial Truck Service to the vendors list. This company is able to do roadside repairs for trucks on a 24-hour basis and has a lower rate for service than others the township has previously used.

MOTION by: Mr. Luther and seconded by Ms. Jankura to add Imperial Truck Services to the township vendors list.

FURTHER DISCUSSION: None

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

Old Business: None

New Business:

Ms. Jankura introduced the proposed Resolution 09-2017 to Authorize Financial Assistance for the Senior Citizens Center. Ms. Jankura said that trustees had been approached to make a donation of \$5,000 to support the senior center since its services benefit township residents. Trustees have sought legal counsel to see if they are able to make this contribution. Certain conditions would have to be met,

such as the senior center receiving federal funds for operations. Ms. Jankura said that she was told that federal funds had been applied for but verification of this would be needed before trustees could take action. Mr. Shupe concurred and said this should be tabled until verification in writing was received.

Announcements: None

Citizens Forum: None

Agenda Requests and Items for Follow-Up: Ms. Remec asked if the trustees had considered the date of the July regular meeting because it is the week of the July 4th holiday as this has been an issue in previous years. Trustees concurred to cancel the July 6, 2017 meeting and to hold a special meeting after the holiday if needed.

Township Corner Article: Ms. Jankura will write the article for July.

Adjournment:

MOTION by: Ms. Jankura and seconded by Mr. Shupe to adjourn the meeting at 7:20 p.m.

FURTHER DISCUSSION: NONE

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

Trustee

Secretary