



3038 Boston Mills Road, Brecksville, Ohio 44141

## **RICHFIELD TOWNSHIP BOARD OF TRUSTEES**

### **Regular Meeting October 1, 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  
Ray Hartsough, Assistant Summit County Prosecuting Attorney  
Laurie Pinney, Zoning Inspector and Fiscal Officer  
Mindy Remec, Township Administrator  
6 additional residents/attendees

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

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

**MOTION PASSED:** Jankura (yea), Shupe (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 changes in personnel and shared graphs detailing the data from the community questionnaire.

##### **Fire:**

Chief Phil McLean reported that calls for service were still being tabulated and would be shared when available. He informed trustees that installation of long driveway markers and fire hydrant maintenance is underway.

##### **Zoning:**

Ms. Pinney submitted a written report and updated trustees on permits issued and upcoming meeting dates. She informed trustees about upcoming action that may need to be taken on agricultural exemptions to zoning and that she anticipates receiving application materials for development in the Light Industrial-Office (LI-O) district.

##### **Fiscal:**

Ms. Pinney reported that additional CARES Act funding will be received and will follow the same guidelines as the initial HB 481 funding. She requested a change to the name of the fund to describe the funding source more adequately.

**MOTION by:** Mr. Shupe and seconded by Mr. Luther to rename fund 14A HB 481 CARES Funding to the 14A Local Coronavirus Relief fund and accept the Governor Controlling Board distribution of \$41,307.66 and the SB 357 / HB 614 distribution of \$90,234

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

Ms. Pinney requested approval of a change in appropriations and transfers.

**MOTION by:** Mr. Shupe and seconded by Mr. Luther to accept the Richfield Township 2020 Appropriations and Transfers with supplemental appropriations approved October 1, 2020 including a 01 General Fund intrafund transfer of \$20,000 from Miscellaneous to Personnel and a 14A Local Coronavirus Relief Fund increase of \$131,541.66 resulting in total appropriations of \$3,957,910.89 and requesting an update to the Certificate of Estimated Resources to include these changes

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

**Parks and Recreation:**

Mr. Luther said Rising Valley Park fields are in good shape. Trustees discussed a letter received from the Richfield Joint Recreation District (RJRD) Board regarding questions and requests for clarification on the possibility of transferring ownership of Rising Valley Park to the RJRD. Trustees concurred on the following topics: the latrine doors would not be replaced or repaired prior to the property transfer, future maintenance of the asphalt driveway would be the responsibility of the RJRD but the township may be able to assist with snow removal, additional legal counsel will be necessary on authority of the township to transfer the property and the fund specific to capital improvements in Rising Valley Park. Trustees requested Ms. Remec request legal counsel and draft a response to the RJRD Board.

**Roads:**

Mr. Luther reported the service department has been ditching and Oviatt Road work is complete.

Ms. Jankura asked for an update on Wheatley Road maintenance. Ms. Remec said she would follow up.

**Administration:**

Ms. Remec updated trustees on progress made by contacting PUCO for assistance with recent power outages due to low hanging wires. She informed trustees on a request from Mr. Jim Choma and Akron University to complete a study to test forensic equipment in the Columbia Road Cemetery. The study will take place within the next month and findings will be shared with the township. Ms. Remec asked for trustees' feedback on a question from the Zoning Commission. The Zoning Commission asked if trustees support having a continuous buffer wall around the residential area of the LI-O. Trustees concurred their support of the buffer wall to protect the area residents and that this is in the zoning resolution.

**Old Business:** None

**New Business:**

Ms. Jankura asked for an update on the Tax Increment Financing (TIF) agreement that was removed from the agenda. Mr. Hartsough said that Mr. Allega and his attorneys requested to postpone this discussion while they work through some issues with Richfield Village. Ms. Jankura asked fellow trustees if they are still supportive for moving forward with the development and TIF process. Mr. Luther and Mr. Shupe agreed that they are still in support of continuing discussions for the TIF.

Mr. Shupe asked Ms. Pinney to introduced Resolution 08-2020. Ms. Pinney said this is a resolution trustees act on each year. The county budget commission provides the information on how much tax revenue the township will receive, and the township is required to certify these amounts back to the county.

**MOTION by:** Mr. Shupe and seconded by Ms. Jankura to approve Resolution 08-2020 Accepting the Amounts and Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying Them to the County Fiscal Officer

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

Mr. Shupe introduced and read Resolution 09-2020 Authorizing Advances of Local Funds.

**MOTION by:** Mr. Shupe and seconded by Mr. Luther to Approve Resolution 09-2020 Authorizing Advances of Local Funds

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

Mr. Shupe introduced and read Resolution 10-2020 to authorize CARES Act expenses.

**MOTION by:** Mr. Shupe and seconded by Mr. Luther to Approve Resolution 10-2020 Coronavirus Aid, Relief, and Economic Security Act Funds Expenditures

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

Mr. Shupe requested Ms. Remec introduce the resolution. Ms. Remec said this resolution would make Richfield Village a subrecipient of the township's remaining CARES Act funds and apply these funds towards the Fire/EMS Contract with the Village towards allowable payroll expenses.

Ms. Jankura asked if this is how other townships that contract for safety services are handling the use of these funds. Ms. Remec said that the agreement is modeled off the agreement Summit County is using for the communities that contract with the sheriff's department. Mr. Hartsough said that Boston Township and Northfield Center Township are pursuing similar subrecipient agreements and it protects the townships on proper use of the funds.

**MOTION by:** Mr. Shupe and seconded by Mr. Luther to Approve Resolution 11-2020 CARES Act Fund Application and Subrecipient Agreement with Village of Richfield and open a purchase order from 14A Local Coronavirus Relief fund in the amount of \$186,260.98 and approve payment as a then and now certificate of \$270,924 with \$186,260.98 from fund 14A Local Coronavirus Relief and \$84,663.02 from the Fire Levy fund subject to adoption of the agreement by Richfield Village

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

Mr. Shupe asked Ms. Remec to speak about the Payroll Support Grant Funds Program. Ms. Remec said that the Township was not party to the agreement between Summit County and Richfield Village for the use of the Township's Payroll Support Grant Program Funds. Legal counsel has suggested that trustees adopt and ratify this agreement so that approval has been given by the trustees to direct the funds towards the Police Contract with the Village.

**MOTION by:** Mr. Shupe and seconded by Ms. Jankura to Ratify and Adopt the COVID-19 Local Government Payroll Support Grant Program Application and Agreement between Summit County and the Village of Richfield and Approve opening a purchase order in the amount of \$71,584.08 from 14B Summit County COVID-19 PSGP Fund and approve payment as a then and now certificate of \$351,987.50 with \$71,584.08 from 14B Summit County COVID-19 PSGP Fund and \$280,403.42 from the Police Levy Funds

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

**Announcements:**

Mr. Shupe announced the township chipping program the week of October 5, 2020. Mr. Hartsough announced the deadline to register to vote is Monday, October 5, 2020.

**Township Corner Article:**

Mr. Luther will write the article for November.

**Agenda Requests and Items for Follow-Up:** None

**Adjournment:**

**MOTION by:** Mr. Luther and seconded by Ms. Jankura to adjourn the meeting at 7:47 p.m.

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

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Trustee

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Secretary