



3038 Boston Mills Road, Brecksville, Ohio 44141

RICHFIELD TOWNSHIP BOARD OF TRUSTEES

Regular Meeting October 5, 2017

The Board of Trustees met for their Regular Meeting with Executive Session, which was called to order at 6:04 p.m. on October 5, 2017.

Roll Call:

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

MOTION by: Ms. Jankura and seconded by Mr. Shupe to enter into Executive Session for the discussion of pending or imminent court action per ORC 121.22(g) at 6:04 p.m.

FURTHER DISCUSSION: None

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

Mr. Galonski, Summit County Chief Assistant Prosecuting Attorney; Ms. Remec, and Ms. Page joined trustees for the executive session.

Trustees exited executive session at 6:29 p.m.

Trustees reconvened at 6:30 p.m. for the regular meeting.

Also in Attendance:

John Galonski, Chief Assistant Prosecuting Attorney, Summit County
Keith Morgan, Chief, Village of Richfield Police Department
Phil McLean, Chief, Village of Richfield Fire Department
Mindy Remec, Township Administrator
Larry Fulton, Summit County Chief Deputy Engineer
Jim Koewler, JEDD Board Chairperson
Amy Page, Zoning Inspector
6 additional residents/attendees

Approval of Minutes:

September 7, 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 September 7, 2017 Meeting Minutes as presented.

FURTHER DISCUSSION: NONE

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

Department Head Reports:**Police:**

Chief Morgan provided a written report. He provided numbers on September calls and informed trustees on personnel matters. Trainings at the school will be done on October 13. A clambake will be hosted by the FOP and fire department on October 21 at the Richfield Joint Recreation District.

Fire:

Chief McLean provided a written report and numbers on September calls for service. Chief McLean informed trustees of personnel changes and trainings the department has completed. They are working on the capital budget and reported receiving a grant for \$1,000 for the purchase of AEDs. Fire prevention week is October 8-14 and he reminded everyone to change batteries in smoke detectors with the upcoming time change.

Zoning:

Ms. Page reported that she has issued seven zoning certificates in the past month. The October Board of Zoning Appeals (BZA) meeting has been cancelled. The application deadline for the next meeting is November 6. The next Zoning Commission meeting is October 19 and the Summit County Planning Commission will meet on October 19. Ms. Page reported that the Settlement agreement with property owners at 4528 Boston Road has been violated multiple times and asked trustees if they would like to take action.

MOTION by: Ms. Jankura and seconded by Mr. Luther to authorize the Summit County Prosecutor to enforce the judgement entry case No. CV-2016-10-4474, Richfield Township Resolution 01-2017.

FURTHER DISCUSSION: Mr. Shupe asked Ms. Page to detail the number of violations. Ms. Page said there have been six reported violations since the agreement was made in January 2017.

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

Mr. Anthony Asher, 3462 Scotswood Circle, asked Ms. Page about a new home under construction and requirements for silt fencing. Ms. Page asked Mr. Asher to contact her with information and she would follow up on the matter.

Fiscal: No Report

Parks and Recreation:

Mr. Luther said the parking lot has been patched at Rising Valley Park. Ms. Jankura said that some bridle trails have been completed at Richfield Heritage Preserve.

Roads:

Mr. Luther reported that the service department will complete repairs to the mower. Mr. Luther said that he would like to start Domenico Olivo back as seasonal service department help. Ms. Remec said that trustees made a motion in the spring that gives authorization to have Mr. Olivo assist during chipping the week of October 9.

Administration:

Ms. Remec reported that Mr. Galonski had responded to a question concerning a difference in charges for sewer fees between village and township residents. If a resident qualifies for a homestead exemption by Summit County then village resident could qualify for an additional discount in sewer fees from the village. This discount is not available to township residents.

Mr. Galonski said he researched the issue and that this is not something that could be challenged legally but trustees would be able to request village council extend this exemption to township residents.

MOTION by: Ms. Jankura and seconded by Mr. Luther that the Board of Trustees write a letter to Richfield Village Council requesting the homestead exemption reduction in sewer fees be extended to township residents.

FURTHER DISCUSSION: None

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

Ms. Remec reported that the premium for the township's group life insurance program will have no increase for 2018 and 2019.

Ms. Jankura asked Mr. Larry Fulton if he had anything to report for the Summit County Engineer's Department.

Mr. Fulton said that Alger Road is being considered for the 2018 road maintenance program and Richfield Village has been approached to consider collaboration for its portion of the road. County Council has held public hearings regarding the vacation of Everett Road and passed legislation for an opt-in storm water management program. He offered to have a presentation at an upcoming trustee meeting.

Ms. Jankura asked for the timeframe for implementation of the storm water management program. Mr. Fulton said that if legislation was passed to opt in then it could begin in 2018. If not, it would wait until the following year.

Ms. Jankura asked for the a presentation at the first available meeting and to coordinate with Ms. Remec.

Chief McLean said that he had been in contact with fire chiefs from Bath Township, Cuyahoga Falls, and Valley Fire to discuss difficulties for fire departments if the road is vacated. He asked for fire representatives to be included in any further discussions.

Mr. Shupe asked Mr. Fulton if there would be a road barrier. Mr. Fulton said that the end of that road would be transferred to the township.

Mr. Shupe asked Mr. Fulton if a traffic impact study could be done on State Route 303 for the proposed Briarwood Development. He said that the proposed development would have tremendous impact on the township properties in that area and voiced his concerns for safety because of limited access in the plans. Mr. Fulton said that this would need to be completed by ODOT because 303 is a state route but that many times traffic studies would be completed by the developer. Mr. Fulton said the county engineer's department may be able to assist with ODOT.

Ms. Jankura said these concerns have been voiced to the property owner's representative.

Mr. John Prusak, 5129 Black Road, asked Mr. Fulton about the status of the Boston Mills Road closure. Mr. Fulton said that the project is ongoing and it should be complete this year.

Mr. Anthony Asher commented that there are legal requirements to have more than one entrance to a development for safety access. He cited the emergency access in Glencairn.

Mr. Luther said that entering the development from State Route 303 would be a problem, especially in bad weather.

Old Business:

Ms. Jankura introduced the discussion of Resolution 10-2017, A Resolution for Recommendation for Zoning Text Amendment for the Light Industrial Office District. She said that these changes have been talked about for years and that it is a long process. The JEDD Board recommended text changes in an effort to attract businesses to generate revenue. She said research has been done to make sure changes

are not too drastic and that they protect the interests of the residents. Ms. Jankura opened this up for trustees' discussion.

Mr. Shupe asked Ms. Page to outline the seven items recommended for change.

Ms. Page summarized the seven recommendations as follows: changing the conditionally permitted uses to permitted uses; reduce and make the setback requirements uniform; allowing different materials for buffer wall; reduce or eliminate restrictions on the number of and size of accessory buildings; allow some storage and activities to be done outside; eliminate the ratios for office to warehouse; and make the heat, glare, light, and vibration standards measurable.

Mr. Shupe questioned the change to a 50-foot buffer wall setback for courtyard developments and proposed leaving the setback at 100 feet.

Don Faulhaber, Hecker Drive, said there is supposed to be a 50-foot tree buffer before the buffer wall.

Mr. Shupe talked about the buffer wall requirements and suggested that it should be sound-deadening materials.

JEDD Board Chairperson Jim Koewler said flexibility in the material of the buffer wall was one of the recommendations. He asked for some compromise with the buffer wall setback and asked for 75 feet. He said the JEDD Board would like to see some consistency in the setback requirements.

Mr. Shupe said that these changes should make it better for the residents and also attract more businesses because development is needed financially for the township. There needs to be some give and take.

Trustees concurred to recommend amending the courtyard setback requirements to 75-feet.

Ms. Jankura asked Ms. Page to outline the process for adopting these changes.

Ms. Page went through the process and said there would be opportunity for public discussion during a public hearing and it would then come back to the trustees for final approval.

Jerome Pinney, 3154 Streetsboro Rd., asked if the zoning commission and Summit County need to agree with the changes before trustees could adopt them.

Ms. Remec said that trustees could take action regardless of the zoning commission's recommendation.

Mr. Shupe asked for clarification on hazardous waste and materials.

Ms. Page said that this section is for outside storage. She pointed out that Appendix B is referred to in this section and specifically addresses hazardous materials and that none of that language would change. Anything prohibited in the township would remain prohibited.

Mr. Shupe said this is a protection we would have to stay with.

Mr. Shupe asked for clarity on the loading space setback and asked for Mr. Koewler's input.

Mr. Koewler said that as long as this is inside an enclosed courtyard that this would be the property owner's concern and would allow them to make their land use more efficient. It should not have impact on anyone outside of the courtyard.

Trustees concurred to leave the text change to 50 feet for loading space setback.

Ms. Page brought Appendix C to the trustees' attention for discussion.

Ms. Jankura said this was fine. That this section states the township does not define the material a buffer wall needs to be constructed. As long as it deadens the sound it is fine.

MOTION by: Ms. Jankura and seconded by Mr. Luther to approve Resolution 10-2017 A Resolution for Recommendation for Zoning Text Amendment for the Light Industrial Office District with changes noted in this meeting.

FURTHER DISCUSSION: Ms. Jankura recognized Mr. Koewler, who suggested that the buffer wall description should say that the wall is opaque. Part of the reason for the wall is sound and part is for visual. Trustees concurred to change the description to say the wall should be opaque.

Mr. Faulhaber asked trustees if the term “sound deadening” was too vague. Ms. Jankura said that another section of the code details that sound has to fall within certain decibels and this is not going to be changed.

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

Ms. Jankura stated this will start the process and thanked Amy Page for her hard work on the resolution.

Ms. Jankura asked for a summary of the solid waste and recycling contract bid.

Ms. Remec said that two bids from Rumpke and Kimble were received. Kimble bid on the fully-automated option only and Rumpke was the lowest bid received on all options.

Option 1 is non-automated and is the same service residents are currently receiving and came in at \$13.49 monthly per unit. Option 2 is semi-automated, which is the same as Option 1 but provides a 65-gallon wheeled, lidded tote for recycling instead of the 18-gallon bin. Rumpke bid Option 2 at \$13.49 as well. Option 2A was for a 65-gallon recycling tote but reduced recycling pickup to bi-weekly and the cost would be \$13.35 monthly per unit. While this is slightly less than Option 2, the cost savings to the township is minimal and may be confusing to residents. Option 3 is fully-automated and was bid at \$14.24 monthly per unit. After meeting with village staff it looks like they may be leaning towards Option 2 as being the best service for residents.

Mr. Luther asked if the village would pay the same pricing and also that this is for a three-year contract.

Ms. Remec confirmed that the service was bid with the village and they would pay the same monthly cost per unit. She said that the contract is for three years with an option to extend for two additional years. The two optional years, which would be 2021 and 2022 would be \$14.26 monthly per unit.

MOTION by: Ms. Jankura and seconded by Mr. Luther to enter into three-year contract starting January 1, 2018, with a possible two-year extension with Rumpke Waste and Recycling Services of Northern Ohio with a cost of \$13.49 per unit monthly for bid Option 2.

FURTHER DISCUSSION:

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

New Business:

Ms. Jankura asked Ms. Remec to present the background on the computer maintenance and IT support contract.

Ms. Remec said that the current contract expired and we were working on a month-to-month basis and took the opportunity to see what other services might be available. Two additional companies provided quotes and Ms. Remec recommended Bay Pointe Technologies, a local Richfield company, at \$300 per month for a 12-month period. The contract would give the township access to an IT help desk for any computer or device related issue. They would work with the internet and email service provider or any other vendor the township has. Also included are two additional hours of support to assist with any IT-related project, such as a new computer setup. They would provide quarterly reports and meet with us to make sure we are maximizing our investments. The antivirus software is included in this contract which is something currently purchase separately. Because antivirus is included it makes the pricing comparable to our current service provider.

The second quote received was for an on-demand service at \$85.00 hourly rate. This would also give the township access to a help desk to resolve issues and work with our internet provider and provide IT planning and advice as we ask for it. The company would remotely monitor systems and respond to any alerts. Any actions taken would be billed at the hourly rate. The township would purchase the antivirus software that they recommend and they could monitor this as well.

Ms. Jankura asked if we knew how many hours per month our current service works and if Bay Pointe would provide website designing service. Ms. Remec said that all work is done remotely and so did not have an estimate. She said she could ask Bay Pointe if web design is something they could assist with. Proposals for projects exceeding the two additional hours allowed per month would be provided before work is started.

Ms. Jankura asked if Bay Pointe Technologies provided security on the systems. Ms. Remec said that the antivirus software is provided and monitored by them to give alerts to any issues.

MOTION by: Ms. Jankura and seconded by Mr. Luther to authorize Administrator Mindy Remec to enter into a contract with Bay Pointe Technologies for computer maintenance and IT support at \$60 per month from the roads fund and \$240 per month from the general fund for a total of \$300 per month.

FURTHER DISCUSSION:

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

Announcements:

Ms. Jankura asked if there were any updates on the safety service contracts.

Mr. Shupe said that he met with village officials and went over their proposal. Mr. Shupe recommended a counter to their proposal for both fire and police contracts.

Ms. Remec said that Village Finance Director Sandy Turk sent a proposed contract for police services. They are offering a three-year contract with 4% annual increases.

Mr. Shupe said that he would counter the village's proposal and bring information back to the board.

Citizens Forum:

Mr. Noel Shriver, 2597 Columbia Rd., said that his wife had an accident and thanked the emergency service for their excellent service in transporting her to the hospital.

Mr. Anthony Asher, 3462 Scotswood Circle, addressed trustees and asked for their help in protecting senior citizens, the disabled, and veterans in the community. He said he researched the issue of the Summit County Homestead Exemption as it relates to the sanitary sewer rates. He provided information to the trustees on how the village ordinance that excludes township residents from the discount in sewer fees. Mr. Asher said that no distinction is made between village and township residents for senior center membership and veterans from both communities march in the Veteran's Day parade. He thanked trustees for agreeing to write a letter to village council asking them to change their ordinance and he hopes they do the right thing.

Ms. Jankura thanked him for his presentation.

Agenda Requests and Items for Follow-Up:

Ms. Remec said that Fiscal Officer Laurie Pinney is requesting resolutions for the county budget certification and the authorization for advances of local funds be added to the November agenda.

Township Corner Article: Mr. Luther will write the article for November.

Adjournment:

MOTION by: Ms. Jankura and seconded by Mr. Luther to adjourn the meeting at 8:07 p.m.

FURTHER DISCUSSION: NONE

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

Trustee

Secretary