



3038 Boston Mills Road, Brecksville, Ohio 44141

RICHFIELD TOWNSHIP BOARD OF TRUSTEES

**Regular Meeting
February 2, 2023**

The Board of Trustees met for a Regular Meeting. The meeting was called to order at 6:05 p.m.

Roll Call:

Janet Jankura
Robert Luther
Don Laubacher

MOTION by: Ms. Jankura and seconded by Mr. Luther to enter Executive Session for the Discussion of Certain Personnel Matters to consider the appointment of a public employee or official per ORC 121.22(g) at 6:06 p.m.

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

Trustees exited executive session at 6:28 p.m. and reconvened the regular meeting at 6:30 p.m.

Also in Attendance:

Mike Swanson, Chief, Village of Richfield Police Department
George Seifert, Chief, Richfield Fire Department
Laurie Pinney, Fiscal Officer
Mindy Lott, Township Administrator
Pat Ryan, Zoning Inspector
4 additional residents/attendees

Approval of Minutes:

January 12, 2023 Rescheduled Regular Meeting

Dispensing with the reading of the minutes, Ms. Jankura requested comments from Trustees Luther and Laubacher, who had no corrections or changes.

MOTION by: Ms. Jankura and seconded by Mr. Luther to approve the January 12, 2023, Minutes as presented.

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

Department Head Reports:

Police:

Chief Swanson provided a written report. He informed trustees that the department had been recognized for its dedication to policy management by Lexipol. He reported on proposed vehicle purchases and that the Village Police Department will begin providing animal control services to Bath Township.

Fire:

Chief Seifert submitted a written report and updated trustees on calls for service. He informed attendees on personnel trainings, community outreach programs, and vehicle purchases and production delays. Chief Seifert reported that letters have been sent to area businesses regarding potential fees after three false alarms.

Zoning:

Ms. Ryan provided a written report for trustees and updated them on permits issued in January as well as a recap of 2022 permits, which included ten new residences. She provided dates of upcoming meetings for the zoning boards.

Fiscal:

Ms. Pinney provided information on the January Joint Economic Development District meeting and related tax revenue. She reported attendance at the Ohio Township Association conference and training credits earned. She requested a motion to modify the purchase order for the generator after the New Business discussion, which includes a resolution to accept NOPEC grant funds for the generator.

Parks and Recreation:

Mr. Laubacher reported on the great attendance at the Snowbird Festival and on progress for the strategic plan at Richfield Heritage Preserve. He informed attendees that trustees had interviewed Holly Price for the vacant Joint Recreation District Board position. He commented that she has the marketing background that will make her an asset to the board.

MOTION by: Mr. Laubacher and seconded by Mr. Luther to appoint Holly Price to the Richfield Joint Recreation District Board vacant position with a term expiring December 31, 2023.

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

Roads:

Mr. Luther reported that the Service Department is running smoothly with the mild winter.

Administration:

Ms. Lott requested approval for truck repair invoices for December and January.

MOTION by: Ms. Jankura and seconded by Mr. Luther to approve payment of \$6,432.73 to Imperial Truck Service, Inc. for truck repairs from the Motor Vehicle Permissive License Tax Fund, Blanket Certificate 30058.

FURTHER DISCUSSION: Mr. Luther commented that the township was fortunate to have a company that comes onsite to make repairs.

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

Ms. Lott thanked everyone that was involved in the planning for the Snowbird Festival, especially the efforts of Volunteer Coordinator Ms. Susan Czaplicki.

Ms. Lott. reported attending the ReWorks Community Recycling Access Grant (CRAG) meeting. The township is eligible to receive \$2,699 in CRAG funding. She requested a motion to apply for the grant on behalf of the township.

MOTION by: Ms. Jankura and seconded by Mr. Luther to authorize Administrator Mindy Lott to apply for the ReWorks Community Recycling Access Grant on behalf of Richfield Township Board of Trustees.

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

Old Business: None

New Business:

Ms. Jankura introduced discussion on amending Resolution #01-2023, for participation in the 2023 Summit County Regional Pavement Maintenance Program.

MOTION by: Ms. Jankura and seconded by Mr. Luther to amend Resolution 01-2023 for a not-to-exceed cost for the 2023 Richfield Township Road Program of \$400,000 and to authorize the Township Fiscal Officer to compensate the Contractor(s) directly for their work performed for this program. Funding of an amount not to exceed \$300,000 will be drawn from the Motor Vehicle License Tax, Gasoline Tax, Road and Bridge Fund, and Permissive Motor Vehicle License Tax funds and \$100,000 from the American Rescue Plan Act Fund.

FURTHER DISCUSSION: Ms. Lott informed trustees that the amounts in the motion can be amended to include Robert Burns Drive, McCrea Lane, Crawford Drive, Bannockburn Drive and Balmoral Drive that were estimated at an additional \$350,000. Trustees also have the option of excluding Bannockburn Drive and Balmoral Drive which would then amount to an estimated additional \$266,525.50.

Mr. Laubacher said that Robert Burns Drive is in bad condition, and he is in favor of resurfacing it this year as well as the small sections coming off Robert Burns at the same time. He spoke about the difficulty of applying for an OPWC SCIP loan. The township is applying for OPWC LTIP grant and the application process is the same for the loan and the grant.

Ms. Jankura asked if these roads were the oldest in the development. Ms. Lott said they were the oldest and the most in need of repair.

Trustees concurred to include Robert Burns Drive, McCrea Lane and Crawford Drive for a total not to exceed \$700,000 including additional concrete work. They also agreed to keep the amount of ARPA funds for the project at \$100,000.

MOTION AMENDED by: Ms. Jankura and seconded by Mr. Luther to amend Resolution 01-2023 for a not-to-exceed cost for the 2023 Richfield Township Road Program of \$700,000 and to authorize the Township Fiscal Officer to compensate the Contractor(s) directly for their work performed for this program. Funding of an amount not to exceed \$600,000 will be drawn from the Motor Vehicle License Tax, Gasoline Tax, Road and Bridge Fund, and Permissive Motor Vehicle License Tax funds and \$100,000 from the American Rescue Plan Act Fund

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

Ms. Jankura introduced discussion on Resolution 03-2023 to accept the Northeast Ohio Energy Council (NOPEC) Energized Community Grant.

MOTION by: Ms. Jankura and seconded by Mr. Luther to approve Resolution 03-2023 A Resolution Authorizing All Actions Necessary to Accept Northeast Ohio Public Energy Council (NOPEC) 2023 Energized Community Grants(s).

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

Ms. Jankura introduced discussion on the township's banking and investment policy and asked Mr. Laubacher for information.

Mr. Laubacher reported meeting with Ms. Pinney, Ms. Lott, and Huntington Bank representatives. The type of banking product the Township has is no longer working because the monthly fees charged exceed the interest earned. He suggested a change of banking product as the first action. Mr. Laubacher said that additional discussions will be scheduled for investing in State Treasury Asset Reserve (STAR) Ohio that is currently earning 4.19%.

Ms. Lott said that without changing the type of account the trustees could take immediate action to discontinue AFI Sweeps, which would reduce the monthly fees. The other option was a Hybrid Checking Account, which would generate a small amount in interest.

Ms. Pinney said any changes need to be made within the first week of the month.

MOTION by: Ms. Jankura and seconded by Mr. Luther to authorize the fiscal officer to discontinue the AFI Sweeps on the Township Huntington Bank Account.

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

Ms. Pinney requested the motion to modify the purchase order for the generator.

MOTION by: Ms. Jankura and seconded by Mr. Luther to reissue & replace Purchase Order 30008 to Broadview Heating and Air Conditioning to maintain the total amount of \$29,098 with \$21,890 from the American Rescue Plan Act funds, \$4,613.12 from the Road & Bridge Fund and \$2,594.88 from the General Fund to utilize the NOPEC Energized Community grant funds.

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

Announcements:

Mr. Laubacher announced a Sweetheart Dance at the Richfield Heritage Preserve Lodge on February 18. He also announced the upcoming Waste Hauling Levy on May 2, 2023, ballot. Information is on the township website, and he encouraged attendees to reach out with any additional questions.

Citizens Forum: None

Agenda Requests and Items for Follow-Up:

Mr. Laubacher requested continued discussion on investment options.

Township Corner Article: Ms. Jankura will write the article for March and Mr. Luther is scheduled to write the article for April.

Adjournment:

MOTION by: Mr. Jankura and seconded by Mr. Luther to adjourn the meeting at 7:15 p.m.

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

Trustee

Secretary