



3038 Boston Mills Road, Brecksville, Ohio 44141

## **RICHFIELD TOWNSHIP BOARD OF TRUSTEES**

**October 6, 2022**

The Board of Trustees met for a Regular Meeting. The meeting was called to order at 6:30 p.m.

**Roll Call:**

Robert Luther  
Don Laubacher

Trustee Janet Jankura was unable to attend the meeting.

**Also in Attendance:**

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

**Approval of Minutes:**

**September 1, 2022 Regular Meeting**

Dispensing with the reading of the minutes, Mr. Luther requested comments from Mr. Laubacher, who had no corrections or changes.

**MOTION by:** Mr. Luther and seconded by Mr. Laubacher to approve the September 1, 2022, Minutes as presented.

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

**Department Head Reports:**

**Police:**

Chief Swanson provided a written report for trustees and updated them on calls for service, a proposed amendment for bail reform, a school district training event, and the retirement of Officer Robert Gaydosh.

**Fire:**

Chief Seifert reported on a fully involved structure fire, mechanical issues and delays in equipment purchases, personnel additions and trainings, and calls for service.

**Zoning:**

Ms. Ryan provided a written report for trustees and updated them on permits issued in September and upcoming zoning meetings. Ms. Ryan requested a motion to set a date for a public hearing for the next regular trustee meeting for the proposed zoning text amendments.

**MOTION by:** Mr. Luther and seconded by Mr. Laubacher to set a Public Hearing date for proposed zoning text amendments for November 3, 2022, at 6:30 p.m.

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

**Fiscal:** No Report

**Parks:**

Mr. Laubacher announced that the Richfield Joint Recreation District (RJRD) strategic plan is ongoing and a fundraiser will be held Sunday, October 16, to raise money for Kirby's Mill by the Friends of Richfield Heritage Preserve.

**Roads:**

Mr. Luther reported that patching and ditching had been completed. Ms. Lott reported on a meeting with the county engineer's department to review their evaluation of the drainage issues in the Hecker, Stubbins, and Farnham roads area. The estimate is approximately \$154,000 for the easement and ditching work. The county is going to seek county ARPA funds to have this project included in the initial Surface Water Management Projects.

**Administration:**

Ms. Lott requested a motion to approve an invoice for driveway culvert pipe. Mr. Laubacher asked about usage of the pipe. Ms. Lott said that the township purchases the pipe upfront and then invoices residents on township roads for the cost of pipe used to repair or replace driveway culverts. Mr. Luther clarified that the township only charges for materials but does not charge for labor.

**MOTION by:** Mr. Luther and seconded by Mr. Laubacher to approve payment of \$3,423.88 to Winwater for driveway culvert pipe from the Roads funds as a then and now certificate.

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

Ms. Lott requested a motion to approve an invoice for trucks repairs and maintenance.

**MOTION by:** Mr. Luther and seconded by Mr. Laubacher to approve payment of \$3,073.91 to Exit 11 for repairs and maintenance on the Ford F250 and Ford F550 from the Roads funds as a then and now certificate.

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

Ms. Lott requested a motion to send a letter of support for a grant application for work to maintain and improve water quality in Furnace Run.

**MOTION by:** Mr. Luther and seconded by Mr. Laubacher to send a letter of support for Summit Soil and Water Conservation District's grant application to the Northeast Ohio Regional Sewer District.

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

Ms. Lott updated trustees on quotes for digitizing zoning records and efforts to obtain additional quotes. Mr. Laubacher informed attendees that the cost is approximately \$22,000. Ms. Ryan spoke about how the records are used and the benefits of having digital records.

**New Business:**

Mr. Luther introduced Resolution 06-2022.

**MOTION by:** Mr. Luther and seconded by Mr. Laubacher to approve Resolution 06-2022 A Resolution 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.

**DISCUSSION:** Mr. Laubacher asked for clarification. Ms. Lott 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 PASSED: Luther (yea), Laubacher (yea)**

Mr. Luther introduced Resolution 07-2022.

**MOTION by:** Mr. Luther and seconded by Mr. Laubacher to approve Resolution 07-2022 A Resolution Authorizing Advances of Local Funds.

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

Mr. Laubacher asked Chief Swanson about any complaints received on the Columbia Road no parking area. Chief Swanson said no new complaints had been made. Ms. Lott said she had not received any complaints as well.

**Citizens Forum:** No comments.

**Agenda Requests and Items for Follow-up:**

Mr. Laubacher requested continued discussion for potential action to digitize zoning records and update the township website.

**Township Corner Article:** Mr. Laubacher is scheduled to write the article for November.

**Adjournment:**

**MOTION by:** Mr. Luther and seconded by Mr. Laubacher to adjourn the meeting at 7:11 p.m.

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

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Trustee

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Secretary