



**RICHFIELD VILLAGE COUNCIL
REGULAR MEETING MINUTES
TUESDAY, JANUARY 17, 2023
6:30 p.m.**

ROLL CALL: Beshara, Boester, Hudak, Norris, Philippbar, Stoppenhagen, and Waszak.

OTHERS PRESENT: Police Chief Swanson, Fire Chief Seifert, Finance Director Turk, Planning & Zoning Director Frantz, Scott Keserich of the Service Department, and Law Director Chojnacki.

APPROVAL OF MINUTES

MOTION: TO APPROVE THE MINUTES OF THE JANUARY 2, 2023 ORGANIZATIONAL MEETING, AS AMENDED.

Moved by Hudak, seconded by Beshara. Upon roll call, motion passed unanimously.

MOTION: TO APPROVE THE MINUTES OF THE JANUARY 3, 2023 REGULAR MEETING, AS AMENDED.

Moved by Hudak, seconded by Beshara. YAY: Beshara, Boester, Hudak, Philippbar, Stoppenhagen, and Waszak. ABSTAIN: Norris.

MOTION: TO APPROVE THE MINUTES OF THE JANUARY 7, 2023 SPECIAL MEETING.

Moved by Hudak, seconded by Norris. YAY: Beshara, Boester, Hudak, Norris, Stoppenhagen, and Waszak. ABSTAIN: Philippbar.

COMMUNICATIONS AND PETITIONS

Former fire chief Phil McLean thanked the mayor and Council for the memorial service for Russell English, the former fire chief who recently passed away.

MAYOR'S REPORT

I ask you to approve my reappointment of Lois Czekaj to the Human Services Commission for a term beginning January 1, 2023 to December 31, 2025.

Thankfully, today, January 17, 2023, the Cleveland Water Contractor will start to put temporary paving on Broadview Road, starting at the intersection of Rt. 303 and going south to Grant Street, then paving Grant Street. Due to the quantity of steel plates required, they will be able to pave only 400 feet per day. The paving will be covered by steel plates for 3 days before they tackle the next 400-foot section. This is to allow the concrete in the temporary pavement to cure. The Contractor is still installing water line extensions on Rt. 303 west, so that will be the final section paved.



In addition we installed two 20-mph temporary work zone speed signs. One westbound on 303 and one northbound on 176. We hope the contractor will be done with all temporary paving by February 6, 2023 or sooner. In the meantime, please consider alternate routes through Richfield.

FirstEnergy and PJM are asking customers to take steps to conserve electricity as the frigid temperatures continue across the country. I will have Laura Toth post the link to information alerting FirstEnergy customers and highlighting conservation steps that can be taken to help conserve the use of electricity.

https://firstenergycorp.com/newsroom/news_articles/firstenergy-and-pjm-ask-customers-to-conserve-electricity.html

I am requesting an executive session at the end of this meeting to consider the possible appointment of a public employee, to consider the possible discipline of a public employee.

MOTION: TO APPROVE THE MAYOR'S RE-APPOINTMENT OF LOIS CZEKAJ TO THE HUMAN SERVICES COMMISSION.

Moved by Hudak, seconded by Beshara. Upon roll call, motion passed unanimously.

DEPARTMENT HEAD REPORTS

Chief Swanson – Police

Report:

Over the last several weeks we have received reports of a fraud scheme in which a caller poses as an attorney and tells the victim that a loved one has been in a car crash that resulted in a pregnant female being injured, and they have been arrested. The suspect then attempts to solicit money for bond.

This is just a reminder of these constant scams, that are unfortunately all too common. Please be wary of these scams and watch out for our elderly population. A scam alert was posted on the Village website and our Facebook page. Det. Sgt. Kellackey also spoke on this topic and provided information to the senior center on 1-12-23.

Legislation will be presented, to enter into an agreement and purchase the Flock camera system. This was previously discussed during the capital budget and with the Safety Committee. We will be asking for suspension of second and third readings and adoption, so we can move forward with the project.

We are sponsoring another American Red Cross Blood Drive on January 26, 2023 from 10:00 am to 4:00 pm in the Council Chambers. To schedule an appointment, contact 1-800-RED



CROSS or visit RedCrossBlood.org and enter sponsor code: Richfield.

Chief Seifert– Fire

Report:

- 1) The Fire and Police departments were recently awarded the health and wellness grant from the State of Ohio. This grant is for \$95,000 and is part of the ARPA funds. The grant money will help cover comprehensive physical screenings and mental health counseling that we submitted for. I have asked that a resolution be added to the agenda to allow me to go out for bid when that time occurs. We have two years to use the grant money. Sandy and I have been working closely together to make sure all requirements are met.
- 2) We finished the month of December with 153 emergency runs. The Village had 67 EMS and 38 fire runs. The Township had 34 EMS and 14 fire runs.
- 3) We are currently gathering all of our data for the year-end report.
- 4) We have been advised that our pre-build meeting for the new engine will be in March. They are still promising the engine will be delivered in late October.
- 5) We are currently scheduling with the contractor to remodel the female locker room. I am guessing that will occur in February or March. I will keep you update on that process.
- 6) We are continuing to work on organizing the drone team. Next week, Both Chiefs and Assistant Chiefs will attend a safety force drone training. We are hoping the information we learn will help us in putting together the team.
- 7) We are about three quarters completed with the implementation of the First Due program. Once completed, we will share all the capabilities of the new reporting software.

Recreation – Director Piepsny

Report:

Administrative Duties: Staff meeting with Mayor and Department Heads. Planning of Winter Wonders. Cleaned Masonic Hall of Holiday Decorations. Finalized payments for Holly Days vendors. Multiple showings of Fellowship Hall and Masonic Hall. Movie Night at Masonic Hall on January 15. We had 18 children registered.

Started planning Parent/Child Dance for February 18th and getting pricing. Park board meeting on January 9th. Wrote Park board minutes. Started to clean the Holiday Decorations at Eastwoods Preserve. Working on hiring a replacement for Elizabeth Kelly. Started meeting with instructors to plan classes in 2023. Redesigning our parks and recreation website and Facebook page.



Rentals: Rentals for Fellowship and Masonic Hall have increased. Processed refunds.

Recreation: Broadview Heights Recreation Center Voucher update as of Thursday, January 12: there were 207 vouchers picked up for the program. Instructors for spring/summer classes have started to respond and we are looking forward to launching new recreation programs and classes in 2023 for all ages!

We continue to advertise for instructors for the 2023 Spring/summer classes. If there is anyone that has a unique hobby or skill set that they would like to teach as a class, we are currently looking and will hire. Please contact John Piepsny at jpiepsny@richfieldvillageohio.org.

Director Waldemarson - Service

Report:

The Service Department Continues to respond to normal and emergency work activities. Administratively, we are working on Permitting, Cemetery. Responding to phone calls and emails. Worked on capital spreadsheet. The following are some of the highlights of the Service Department's activities over the past two weeks.

- 1) Highway Division has been working on Cold patch roads, Brush chipping, Remove Christmas decorations from senior center, Drian patrol.
- 2) Utilities Division has been working station checks & maintenance, 2 clogs at pump station #1, Meter reads, Power outage at Hillcrest pump station, Repairs at station #3.
- 3) Grounds Division has been working on Carter/ Pedigo trail repairs, Removal of overgrown, dead, or dying trees and shrubs encompassing headstones at Fairview Cemetery. Removed evergreen trees from pump station #3. Removing Christmas decorations.
- 4) Vehicles & Properties Has been working on vehicle maintenance, Truck 18 replaced kingpins, rear brake shoes, brake drums, both tie rod ends, Repair sally port door, Senior center entrance light repair

Director Baker – Information Technology

Report:



1. New Servers are ordered and will take 8-10 weeks for everything to come in.
2. Office 365 is ordered and will roll out within the next couple of weeks, training will follow.
3. Renewal of block hours with BPI have been completed.
4. Still continue to look at new phone systems to see what is out there and will work best for our environment.
5. I am working with the Mayor on getting quotes for cameras in the Richfield Woods Park to cover areas that get hit the most with vandalism.

Director Frantz – Planning & Zoning

Report:

- 1) At their January 10th meeting, the Planning Commission took the following actions:
 - a) approved a request to update the on-site signage related to the Wendy's tenant space for the property located at 5219 Brecksville Road;
 - b) provided preliminary plan approval to construct two truck maintenance buildings on an approximate 12.24-acre parcel located on the south side of Congress Parkway West. The request also includes extension of the existing public road; and
 - c) elected officers for the 2023 calendar year. The Chair of the Commission remains as Dr. Charles Boester, the Vice Chair is now Geoff Aiken and the Secretary is Monica Day.
- 2) The settlement agreement and escrow agreement with Storage In Motion has been executed (see attached). A significant component of the settlement agreement is removal of U-Haul rental trucks and equipment from the property. I'm pleased to report that all U-Haul related items were removed as of January 5th and are not permitted on the property (in the Office Laboratory Zoning District) in the future. There are several other performance-based items in place and we will monitor those for compliance during the term of the agreement.
- 3) We have met with Will Poggemeyer Design Group to discuss formulation of a Steering Committee to guide the Comprehensive Land Use Plan update. We have settled on a 20-person Steering Committee consisting of members of Planning Commission, Council, the business community, residents and other key members of Richfield. In particular, two members of Planning Commission and two members of Council are being requested to participate on the Steering Committee. As such, I am requesting Council discuss this issue at the upcoming meeting and appoint two members so the Steering Committee can begin to meet beginning in February. Meetings will generally occur once every four to six weeks, and will likely being held on Wednesday evenings at 6PM. I anticipate a couple meetings to take place on a Saturday when the Committee hosts design workshops focused on certain geographic locations in the



Village.

As a reminder, the draft schedule (and key tasks by phase) anticipated for formulation of the Plan are:

PHASE 1 – Discovery (December-February)

- a) Initial Meeting with Village Staff (Steering Committee #1);
- b) Analyze/Review Existing Planning Documents, Compile/Analyze Relevant Data, Update of Key Issue Trends;
- c) Creation of a Communications and Public Engagement Plan; and
- d) Information Sharing, Insights, and Visioning Discussions (Steering Committee #2).

PHASE 2 – Collaborative/Visioning (March-May)

- a) Public Visioning Event; I. Identify consistent themes and common perceptions; and II. Facilitate conversations about various topics including land use, housing, connectivity/transportation, sustainability/resiliency, parks/recreation, cultural/natural resources, infrastructure/utilities, community facilities, community branding, public services/safety, quality of life, economic development, and innovation/technology.
- b) Public Visioning Debrief and Workshop Organization (Steering Committee #3);
 - I. Organize visioning data and planning themes;
 - II. Summarize meeting results; and
 - III. Create draft vision statement (s) around key issues.

PHASE 3 – Plan Development Workshop/Draft Plan (June-November)

- a) Prepare for Workshops (Steering Committee #4);
- b) Conduct three Stakeholder Workshops; I. North end of Town; II. Center of Town; and III. Revere Senior Class
- c) Summarize workshops and provide information to Steering Committee (#5);
- d) Develop Sub-Area Plans with Design Concepts;
- e) Draft Plan preparation; and
- f) Review with Steering Committee (#6).

PHASE 4 – Public Review & Final Plan Development (November-December)

- a) Public review I. Press releases, social media promotion, custom flyers, etc.; and II. Presentation to Planning Commission and Council.
- b) Final adoption process 4) We met with First Energy designers and are in the final stages of determining the underground electric layout for the center of town improvement project. As a reminder, the overhead electric lines along Grant Street and Broadview Road between the former library drive and the new library drive are going to be placed underground. We will provide Council more details of the project as they become available.
- 5) We are in the process of meeting with GPD and Rob Morgan regarding capital projects funded by Council in the 2023 budget. One of the projects Council approved is construction of a structure (e.g., timber frame open-air meeting space) on the green in the center of town. As you are aware, the new



brewery will feature a timber frame pergola with seating at the northeast corner of the Grant Street extension (i.e., "the public corner"). We are examining synergies between this feature and the desire for the Village Green (possibly similar with the Floyd Virginia example). As such, we are going to meet with the timber frame company working with the brewery project to determine if they could assist with the Village project. We will provide Council with more details as they become available. Recommendations/Considerations: Nomination of two Council members to the Comprehensive Land Use Plan Steering Committee

Frantz said two Council representatives are needed for the Comprehensive Plan Steering Committee. Waszak, Beshara, and Philipbar were interested and discussed their credentials. Mayor Wheeler drew Waszak and Beshara's names out of a bag, so they will be the representatives. Waszak said he has old thoroughfare and corridor plans in his possession.

Director Turk – Finance

Report:

2022 Financial Books Closed

We closed the 2022 financial books on January 10 th. In 2022, we collected \$33,529,586 of the \$35,953,355 budgeted for all funds revenue, or 93.3% of the budget. In 2021, we collected \$30,574,451. On the expenditure side, \$34,787,367 was expended overall by the Village in 2022, or 87.7% of the \$39,686,905 budgeted for expenditures. In 2021, we expended \$29,851,363. Looking only at the General Fund, 99.8% of the revenues have been collected and 95.0% of the budget was expended.

Income Tax

2022 income tax collections were up \$573,504, or up by 5%. The withholding component was down \$67,511 for the year, or down by 0.7%. That equates to a loss of \$3.375 million in wages for the year compared to 2021. The individual and net profit components were up. The individual component was up \$390,758, or up by 85%. The net profits component was up \$250,257, or up by 15%. Income tax refunds of \$546,505 were processed in 2022 compared to \$315,608 processed in 2021. Staff processed income tax refunds totaling \$451,655 for individuals who are employed by Richfield companies but they worked from home living in other communities. We received \$418,853 (this includes a one-time payment of \$255,000+



received from a resident that was an anomaly) from individuals who are employed by entities in other communities but live in Richfield and worked from home. The income tax post cards were mailed on January 11, 2023. The withholding booklets will be mailed out next week. The first withholding payment is due February 15, 2021 for January. Since April 15th is a Saturday, income taxes are due on Monday, April 17th.

Sewer Bills

Service is working on the fourth quarter sewer meter reads and the goal is to have staff process and mail the sewer bills out by the end of January, with payment due before the end of February.

ARPA First Responder Wellness Grant Award Granted

The Governor's Office notified us this week that Richfield was awarded a \$95,000 ARPA First Responders' Wellness Grant that Chief Seifert applied for. This will allow police and fire personnel to receive mental health and physical wellness checks and programming; and counseling sessions.

Recommendations/Considerations:

Consider a motion to accept the above ARPA 1st Responder Wellness Grant Award for \$95,000.

Legislation:

A. Resolution No. 4- 2023 Authorizing to Enter into an Agreement with VFIS for Accident and Sickness Insurance Coverage for Firefighters

This resolution is submitted for first reading only. The current coverage expires on February 28th, and costs us \$4,346. We are still awaiting the renewal, so this resolution will be amended prior to adoption at the February 21st Council meeting. VFIS can provide their customers education, risk control, and management programs for little or no cost. Examples of the training would include emergency vehicle driver training, or emergency vehicle response safety classes, etc. This insurance was picked up primarily to have coverage for the part-time fire employees and it is extended to the full-time employees also. The briefing memo



provides additional details.

B. Resolution No. 5-2023 Accepting the Proposal of Ohio Plan Risk Management, Inc. for Property and Casualty Insurance Coverage

This resolution is submitted for first reading only. We are still awaiting the renewal quote from Ohio Plan so this resolution will be amended before adoption at the February 21st Council meeting. The current coverage with Ohio Plan expires on February 28 th and costs us \$69,758. Ohio Plan will also reimburse the Village 30% of the Fire Lexipol subscription fee for a total of approximately \$3,000. They offer a three-year subsidy program of 50% subsidy the first year, 30% subsidy the second year, and 20% subsidy the third year. Police received all three subsidies for their subscription fees.

We sought proposals in 2020, and providers declined to submit proposals either because we were too small a client or the brokers indicated that the quotes would not be competitive with Ohio Plan's. We did receive one quote that was higher than Ohio Plan's renewal rate.

Ohio Plan offers the "Plan Advantage Program" that is a renewal premium credit that may be rewarded to a member on an annual basis based upon the number of consecutive years of membership, loss ratio calculation, and risk management practices. The 2022 credit was 6%, or \$4,414 and that credit can climb by 1% each year basically with a maximum credit of 20%.

Ohio Plan has been in existence since 1988, and it is a not-for-profit entity that services only public entities. They have over 780 Ohio public entity clients with over a 97% retention rate. Services are provided from Toledo. The briefing memo provides additional details.

MOTION: TO ACCEPT THE ARPA FIRST RESPONDER GRANT.

Moved by Hudak, seconded by Beshara. Upon roll call, motion passed unanimously.



COMMITTEE REPORTS AND COUNCIL COMMENTS

Waszak said the Tree and Landscape Commission is waiting for a new member. Hopefully, the commission will meet in early February. He also hopes the Public Works Committee will meet soon. That committee will discuss the Glencairn sewer situation. Frantz said the village cannot use stormwater funds for Glencairn because it is located outside the village.

Beshara is the chairperson of the Finance and Safety committees. Stoppenhagen said the Cemetery Board will meet on Jan. 25. Philippbar said the RJRD board will meet at The Lodge on Jan. 23. The Winter Wonders program will take place this Sunday at the Richfield Heritage Preserve. Hudak said the Human Services Commission did not meet on Jan. 12 due to a lack of a quorum. The Commission said the Senior Center needs a new computer. Baker said he is working on it.

CAUCUS

COMMENTS FROM THE FLOOR ON AGENDA ITEMS ONLY

ORDINANCES AND RESOLUTIONS

First Readings:

RESOLUTION 4-2023

Offered by All of Council

A RESOLUTION AUTHORIZING THE MAYOR AND THE FINANCE DIRECTOR TO ENTER INTO AN AGREEMENT WITH VFIS FOR ACCIDENT AND SICKNESS INSURANCE COVERAGE FOR VILLAGE FIREFIGHTERS AND DECLARING AN EMERGENCY

RESOLUTION 5-2023

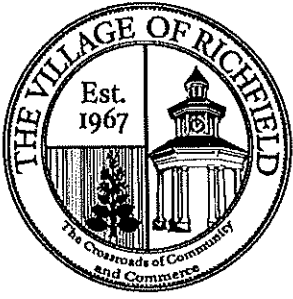
Offered by All of Council

A RESOLUTION ACCEPTING THE PROPOSAL OF OHIO PLAN RISK MANAGEMENT, INC. FOR PROPERTY AND CASUALTY INSURANCE COVERAGE FOR THE VILLAGE AND ITS EMPLOYEES AND DECLARING AN EMERGENCY

RESOLUTION 6-2023

Offered by All of Council

A RESOLUTION AUTHORIZING THE MAYOR AND THE FINANCE DIRECTOR TO ENTER INTO A SERVICES AGREEMENT WITH FLOCK GROUP, INC. FOR THE LEASE AND SERVICE OF AUTOMATIC LICENSE PLATE READERS



DISCUSSION: The police chief described the location of these flock cameras and their benefit. The mayor added his endorsement of the license plate readers. Philippbar expressed that we should not suspend readings, allowing the public time to learn more about the cameras.

MOTION: TO SUSPEND SECOND AND THIRD READING OF RESOLUTION 6-2023.

Moved by Hudak, seconded by Norris. YAY: Beshara, Boester, Hudak, Norris, Stoppenhagen and Waszak. NAY: Philippbar.

MOTION: TO ADOPT RESOLUTION 6-2023.

Moved by Hudak, seconded by Norris. Upon roll call, motion passed unanimously.

RESOLUTION 7-2023

Offered by All of Council

A RESOLUTION AUTHORIZING THE CHIEF OF THE FIRE DEPARTMENT TO ADVERTISE AND SOLICIT SEPARATE BIDS FOR WELLNESS CHECKS AND EAP COUNSELING SERVICES TO BE PROVIDED TO MEMBERS OF THE FIRE DEPARTMENT, POLICE DEPARTMENT, AND DISPATCH

RESOLUTION 8-2023

Offered by All of Council

A RESOLUTION AUTHORIZING THE MAYOR AND/OR DIRECTOR OF PUBLIC SERVICE TO SOLICIT PROPOSALS OF THE LEASING OF VILLAGE-OWNED PROPERTY LOCATED AT 3771 GRANT STREET, AND DECLARING AN EMERGENCY

DISCUSSION: Hudak suggested selling the house. Wheeler said that was possible, but the village would get a higher price when construction of the brewery is complete.

Second Readings: None.

Third Readings:

RESOLUTION 57-2022

Offered by All of Council

A RESOLUTION AUTHORIZING AND DIRECTING THE MAYOR AND DIRECTOR OF FINANCE TO ENTER INTO A CONTRACT WITH SITE TECHNOLOGY, INC. FOR THE BASKETBALL COURT CONSTRUCTION PROJECT AT RICHFIELD WOODS PARK, WAIVING THE REQUIREMENTS OF COMPETITIVE BIDDING, AND DECLARING AN EMERGENCY

UNFINISHED BUSINESS



Hudak asked Wheeler about Prairie Vista Drive. The mayor said Waldemarson met with the contractor to note the needed repairs, which will take place when the weather permits.

NEW BUSINESS

COMMENTS FROM THE FLOOR

Brigitte Eschnauer of Gelding Lane suggested 24-hour security for the shooting range in light of a recent break-in at the Summit Armory.

WORK SESSION

Lights on Broadview Road

Piepsny is in favor of lights near the Richfield Heritage Preserve driveway. This will provide safety for wedding guest and anyone using the sidewalks. Wheeler agreed there should be street lights there. He said he would get a cost proposal. Waszak talked about the GammaSonic solar product and said it should be Dark Sky compliant. Frantz said Ashton Village is a good example of lights that are sufficient without being overbearing.

Review of Town Hall/Carter Pedigo plans

Waszak said it would be a good idea to go over the plans from 2015 since we have a new Recreation Director and members of Council and the Planning & Zoning Commission. Frantz said Council has approved the expense of the design of Phase 2 that would connect the trail to Brecksville Road. Waszak and Frantz discussed the salt dome and the shooting range. Philipbar asked about the pickleball court, and the mayor said it would be between Route 303 and the baseball field.

Council rules

Chojnacki said having the legislation in place 10 days before the Council meeting would be ideal, but it doesn't need to be an official rule. Waszak said he would like legislation to be sponsored by the committee chair rather than by "All of Council." Hudak said paper copies of minutes, agendas, and legislation are not necessary around town, just at the Village Hall lobby and post office.

Philipbar asked if a roll call vote is always necessary. Beshara said yes, and Chojacki said it is required by the charter.



MOTION: TO ENTER EXECUTIVE SESSION TO DISCUSS PURCHASE OR SALE OF PUBLIC PROPERTY, APPOINTMENT OF A PUBLIC EMPLOYEE AND DISCIPLINE OF A PUBLIC EMPLOYEE.

Moved by Hudak, seconded by Philippbar. Upon roll call, motion passed unanimously.

The executive session lasted from 8:25 to 9:29 p.m., when Philippbar adjourned the meeting.

Respectfully submitted,

Jeff Gorman
Clerk of Council

Sue Ann Philippbar
Council President

