



**RICHFIELD VILLAGE COUNCIL
REGULAR MEETING MINUTES**

TUESDAY, MARCH 19, 2019

6:30 p.m.

ROLL CALL: Domanick, Healey, Hudak, Lanford, Lyons, Wheeler and Waszak.

OTHERS PRESENT: Mayor Beshara, Police Chief Morgan, Fire Chief McLean, Service Director Papp, Planning & Zoning Director Frantz, Parks and Recreation Director Jocek, Finance Director Turk and Law Director Hanna.

APPROVAL OF MINUTES

MOTION: TO APPROVE THE MINUTES OF THE MARCH 5, 2019 REGULAR MEETING, AS CORRECTED.

Moved by Wheeler, seconded by Domanick. Upon roll call, motion passed unanimously.

COMMUNICATIONS AND PETITIONS: None.

MAYOR'S REPORT:

Beshara asked Council to approve her appointment of Mike Humenik as a full-time fire medic. McLean said Humenik is a Revere High School graduate with eight years of experience, two as a part-time fire medic in Richfield.

MOTION: TO APPOINT MIKE HUMENIK AS A FULL-TIME FIRE MEDIC.

Moved by Wheeler, seconded by Healey. Upon roll call, motion passed unanimously.

Beshara swore in Humenik, whose position will be effective April 1.

The mayor also asked Council to approve the transfer of the Olesia's Restaurant liquor license for use at its new location at the Taverne of Richfield. Frantz said the restaurant will open in early June. Beshara said Olesia's is investing \$1.2 million and will create 50 jobs.

MOTION: TO APPROVE THE TRANSFER OF THE LIQUOR LICENSE FOR OLESIA'S RESTAURANT TO ITS NEW LOCATION AT THE TAVERNE OF RICHFIELD.

Moved by Lyons, seconded by Waszak. Upon roll call, motion passed unanimously.

Beshara also said the village would sign a prisoner agreement with the city of Macedonia in light of the village's jail control panel needing to be replaced.



4410 W. Streetsboro Rd. • Richfield, OH 44286-0387

Office: 330.659.9201 • www.richfieldvillageohio.org

DEPARTMENT HEAD REPORTS:

Chief Morgan – Police

Report:

On March 5, 2019 there was a massive crash involving over 60 vehicles. Although the crash was in Hudson, squads and fire personnel responded from several area departments. I received a letter from the Valley Fire Department recognizing the communications personnel who assisted in the dispatching and other duties. Large scale incidents such as this can cause mass confusion on the radio. The Richfield dispatchers handled the incident with efficiency and professionalism.

I also received a letter thanking police officers for assisting the Bath Police Department with the apprehension of a fleeing suspect.

One of our officers was able to spike the vehicle and bring the vehicle to a safe, controlled stop.

Spike strips are used to puncture and flatten tires at a steady rate which greatly reduces the risk that a fleeing driver would lose control. The spikes are hollow plastic tubes which break free after they are driven over and puncture the tire. The hollow tubes allow the air in the tire to escape gradually.



We have contacted a company that may be able to repair the control panel and keep it operational. This company will also provide a quote to replace the panels.

If the panel cannot be repaired, I will close the housing portion of the jail until such time as there is a functional control panel.

We have also contacted other local agencies that operate facilities so that we can house prisoners when necessary. The housing cost has not yet been provided but generally is \$100 to \$150 per day. The Peninsula Police Department will be notified in the event it is necessary to close the jail as they currently have a

contract with us for jail facilities.

The Summit County Jail will only accept violent felons due to overcrowding.

Chief McLean – Fire

Lanford asked the chief about Bruce Butler's work as an administrative assistant (see below). McLean said Butler's official position is part-time firefighter, and he can go on calls. Lanford said it doesn't make sense to pay a fireman's hourly rate to someone for doing administrative



work. Hudak suggested this was better than bringing in a new person. The chief agreed, citing Butler's familiarity with the EMS billing and payroll systems. Lanford and McLean discussed the assistant fire chief and his scheduling duties. Wheeler asked if the administrative assistant is necessary with an assistant fire chief. McLean said sometime the fire department has walk-ins, and the overall amount of paperwork can be overwhelming. Lanford also wanted to make sure benefits would not need to be paid for the position if the individual could also respond to calls. McLean said the employee's hours would be capped so the position would not pay benefits.

Report:

- The Ohio Fire Chiefs, and our internal panel conducted an assessment on Feb. 25 to fill the position left vacant when Bob Jones retired. Four of our part time Fire medics applied, and they all scored very well. We offered the position to Mike Humenik. I will ask tonight for confirmation of the mayor's appointment of Mike from part-time to full-time.
- I have broken down the attendance from the first phase of the strategic plan. The stakeholders are defined as follows:

| | |
|----------------|----|
| Citizens | 13 |
| Businesses | 13 |
| Fire | 12 |
| Village Adm. | 5 |
| Twp. Adm. | 1 |
| Council | 4 |
| Revere Schools | 2 |
- We have started the process for promotional testing for the Lieutenant's position that was held by Bob Jones.
- I am also pleased to announce that our part time Lieutenant, Bruce Butler has retired from the Red Cross and has accepted the part time clerical assistant position in the Fire Dept. This position is 20 to 24 hours per week. It has been budgeted in 2018 and 2019.
- We are working through a few plans review, and inspections are ongoing.
- The tanker will be back soon from the mechanical refurbish at Sutphen Corporation.



Director Jocek - Parks and Recreation

Jocek said the Art Show will take place at Masonic Hall on April 6, and it will feature new and returning artists, as well as art demonstrations.

Report:

- I have applied for the NOPEC community grant and I hope that we receive it. It is for \$1,500 and it goes toward the summer concerts.
- It is hard to believe that spring is around the corner and the snow has melted, revealing the trash from under the snow. Please join in Community Project Pride, (Clean-Up Richfield) Saturday, April 27th from 9 am – Noon. I hope you and your family will consider adopting a road to clean up. (And it will be great exercise!) We are also shredding papers and collecting computers.
- We continue getting fitness memberships. Our members are both young and old and come for a variety of reasons, including fitness, sports and continuing physical therapy. It is an interesting mix of people and great conversation.
- I believe that the copy machine situation has been resolved. After the last Council meeting, I was getting a copier from Mr. Wheeler, on Friday I was getting a new copier and on Monday I was informed I was getting a used machine!



Director Papp – Service

Papp said his team completed 16 hours of trench safety training, which the Operating Engineers provided at no cost.

He also talked to Jim Fry about the Knopp House. He is interested in the entire structure. The mayor added that removal of the house is in the budget. Waszak said the rules of the Historic District require review by the Planning and Zoning Commission.

Papp also discussed transferring sewer billing to Cleveland Water. This would involve a change from quarterly to monthly billing. Wheeler said several residents are in favor of this change.

Hudak said this was discussed at the Public Works Committee meeting, and there is only an additional cost of approximately \$1,000.

Report:

1) Highways

- a. Snow and ice control
- b. Pot hole patching weather permitting
- c. Brush Chipping
- d. Leaf Clean-up
- e. FD day room project
- f. Sign maintenance
- g. Engineering standards review

2) Grounds

- a. Snow and ice control at public properties: walks, drives and parking lots
- b. Wind storm Clean-up
- c. Trail Clean-up
- d. Right of way tree trimming & chipping
- e. Spring fertilizing and plantings preparations
- f. Capital projects

3) Utilities

- a. Utility inspections & locating



- b. General pump station maintenance
- c. Revere HS inspections
- d. Safety training
- e. Meter reads

4) Vehicles & Properties

- a. On-going fleet maintenance
- b. Finished lunch room renovations
- c. Fire station water leak repairs
- d. New sewer truck spec and ordering
- e. Safety training

5) Service Administration & Engineering

- a. Residential & commercial site & utility plan reviews
- b. Employee safety training (trench protection)
- c. CWD pump station coordination
- d. Briarwood sewer coordination
- e. Knopp house disposition coordination
- f. Maintenance Technician employee search
- g. Engineering Standards update
- h. Service Dept. 2018 Annual Report
- i. Copier acquisition
- j. CWD sewer billing

Director Frantz – Planning & Zoning

Report:

- 1) The Planning Commission took the following actions at their March 12th meeting:
 - a. Provided site plan approval to construct a small addition on the building on the property located at 3960 Broadview Road. The addition will serve as the expanded kitchen for Olesia's Taverne of Richfield;
 - b. Provided architectural approval to Pulte Homes for a model home to be constructed in the Everett Pointe subdivision;
 - c. Provided architectural approval for only the front elevations for all the homes being offered for sale in the Everett Pointe subdivision; and
 - d. Set an information hearing date for multiple zoning text amendments being



proposed by the Planning Commission and for an applicant requested zoning text amendment to permit electrified security fences in the Industrial Zoning District. The information hearing date is set for 7 p.m. on April 9.

- 2) The Board of Zoning Appeals (BZA) met on March 13th for a two-hour training session conducted by Bill Hanna and me. The training topics covered:
 - a. The differences between appeals and variances;
 - b. The legal authority of the BZA;
 - c. The differences between area and use variances;
 - d. Procedural considerations of running effective hearings; and
 - e. The importance of the BZA proceedings and the judicial review process.

- 3) We met with the Cleveland Water Department to discuss the design and location of the pump station proposed on Village property located at 3921 Brecksville Road. Moreover, we have begun the final internal approvals of all the agreements for the water tower and water main extension projects. We anticipate signing all the agreements in the next couple of weeks.

- 4) Village Council may not be aware that I am the chairman of the medical insurance committee, which is comprised of employees from the Village Administration and members of the Police and Fire Unions. The committee recently held a meeting with the Village's medical insurance broker (AUI) and the following topics were discussed:
 - a. Teledoc usage and savings statistics;
 - b. Statistics regarding medical and prescription claims; and
 - c. The SaveonSP Pharmaceutical Manufacturer Assistance Program offered by Medical Mutual.

As a comparison, from July 2017 through January 2018 to July 2018 through January 2019, the total costs (medical and prescription) to the Village have gone down by approximately \$148,000. If all goes well, we are projected to finish the year (ending June 30th) ahead, which hopefully translates into a smaller percentage increase in the Village overall health insurance costs than previously experienced in prior years.

As a way to contain costs, the Village's Medical Insurance Committee voted to instituted a prescription therapy program, which to date has provided the Village over \$40,000 in savings compared to when we did not have the program in place. As an aside, there were no initial or monthly fees to participate in this program.



As we continue to examine ways to contain costs, The Village's Medical Insurance Committee voted to implement the SaveonSP Pharmaceutical Manufacturer Assistance Program. This particular program focuses on coupons offered by drug manufacturers for specialty drugs and provides a mechanism for the Village to realize the residual savings from these coupons.

The following is an example of how the program works: an employee takes an on-going maintenance drug that costs \$1,000 a month for the prescription. A \$500 coupon is issued that the employee can use to reduce/eliminate their out-of-pocket co-pay expenses. If the employee expense is \$100, then there is \$400 left on the coupon. Under the SaveonSP Pharmaceutical Manufacturer Assistance Program, the Village can "capture" the remaining \$400 from coupon to defray some of its prescription coverage expenses. There are no out-of-pocket costs to the employee or the Village to participate in the program.

We will continue to monitor expenses and explore additional programs that can save money for the employee and the Village.

Director Turk – Finance

Report:

Real Property Tax Exemption Forms Filed

Real Property Tax Exemption Forms were completed and filed with the Summit County Fiscal Office for the Calabersa property and for the 3767 Broadview Road property. We have to wait until next year to file the Wierzbicki and Heinle properties, since applications should not be filed until a year following acquisition of the property.

2018 Annual State Reports Filed

Per the Ohio Revised Code, the 2018 annual finance reports for the Village and the JEDD were completed and filed with the State Auditor's office at the end of February. The required legal ad stating that the reports are complete and available for inspection in the Finance office was published in the Feb. 28 West Side Leader.

State H.B. 62 – Ohio House Passed a 10.7 Cent Increase in Gas Tax

The Governor proposed a transportation budget that included an 18-cent increase to Ohio's current 28 cents-per-gallon gasoline tax that would be indexed to inflation. The Ohio House passed a transportation budget that included a 10.7 cent a gallon gas tax hike phased in over 2 years but not indexed to inflation. The Senate is not expected to exceed the 10.7 cent hike and hopes to pass its version of the transportation bill by March 20. These funds are used to repair



and maintain existing roads and bridges.

Recommendations/Considerations:

If Council approves Resolution No. 17-2019 authorizing the purchase agreement with Ace for copiers, then consideration should also be given to suspending readings and approving Resolution No. 19-2019 (as amended 3/13/19) appropriating the funds to support the purchase agreement.

Legislation:

Resolution No. 19-2019 (As Amended 3/13/19) – To make appropriation for current expenses for the year ending December 31, 2019 and declaring an emergency.

This resolution is submitted for second reading. If Resolution No. 17-2019 authorizing the purchase agreement with Ace for copiers is approved by Council then consideration should also be given to suspending third reading and approving Resolution No. 19-2019 (As Amended 3/13/19). This resolution was amended to reflect the revised appropriation need of \$32,356 from \$39,076 in the Capital Improvement Fund to support the purchase agreement for only four copy machines. The four new copy machines will be going to the following departments: Finance, Planning and Zoning, Police and Service. The machines that are being replaced will be relocated to the following departments: Detective Bureau, Mechanic's Bay, Parks & Rec, and Senior Center. There is \$27,823 in the various departmental operating budgets for copier costs. A portion of this amount can be reduced once the service and maintenance costs are determined.

In addition, I have added an \$8,250 appropriation for the Senior Center to replace the carpeting in the Western Reserve Room with a new laminate flooring (\$7,500) and three carpet runners (\$750). The Senior Center will cover this cost from their donation account.

Law Director Hanna: No report.

COMMITTEE REPORTS

Planning and Zoning Commission: Waszak said the commission will discuss the proposed text amendment at an informational meeting on April 9.

Tree and Landscape: Domanick said a planting guide is available to the Adopt-A-Spot participants. The Tree City USA celebration will take place in Richfield next year.

Parks and Recreation: Domanick said the Project Pride community clean-up day is scheduled for April 27.

Wheeler attended the Fire Department's strategic planning meeting. He also received his Community Emergency Response Team (CERT) credentials.



RJRD Governance Committee Meeting (March 11, 2019) Report by Mrs. Healey:

- There was a discussion on creating a "Donation Policy" that Art Gonzales is going to work to create.
- A FOCH work plan and revisions to it were reviewed including a "Work Plan Project," using a LOI (Letter of Intent), a "Historic Home Stabilization Process," and how to handle donations to FOCH and the same for donations to the Richfield Heritage Preserve.
- The position of the Maintenance Tech was discussed as to the seasonal employment with April to November at 24 hours a week at \$17 an hour.
- There is a Park Punch List for 2019 that was reviewed with the projects, what phase, what time frame and comments. It also includes what projects targeted for each of the various committees including the partners.

CAUCUS

COMMENTS FROM FLOOR ON AGENDA ITEMS ONLY: None.

ORDINANCES AND RESOLUTIONS

First Readings: None.

Second Readings:

RESOLUTION 19-2019 (as amended 3-13-2019) Offered by All of Council

A RESOLUTION TO MAKE APPROPRIATIONS FOR CURRENT EXPENSES AND OTHER EXPENDITURES OF THE VILLAGE OF RICHFIELD, STATE OF OHIO, DURING THE YEAR ENDING DECEMBER 31, 2019 AND DECLARING AN EMERGENCY

ORDINANCE 21-2019 (ref. to PZC until 5-4-2019) Offered by All of Council

AN ORDINANCE AMENDING SECTION 1171.11 OF THE VILLAGE OF RICHFIELD'S PLANNING AND ZONING CODE TO PERMIT ELECTRIC SECURITY FENCES IN THE INDUSTRIAL ZONING DISTRICT

MOTION: TO TRANSFER ORDINANCE 21-2019 TO THE INACTIVE AGENDA.
Moved by Wheeler, seconded by Healey. Upon roll call, motion passed unanimously.



Third Readings:

ORDINANCE 13-2019 (ref. to PZC until 6-20-2019) Offered by All of Council

AN ORDINANCE AMENDING SECTIONS 1107.09, 1113.01, 1145.15, 1171.11, 1177.03 AND 1181.09 OF THE VILLAGE OF RICHFIELD'S PLANNING AND ZONING CODE TO IMPROVE CONSISTENCIES AND CLARIFY VARIOUS REQUIREMENT

MOTION: TO TRANSFER ORDINANCE 13-2019 TO THE INACTIVE AGENDA. Moved by Waszak, seconded by Wheeler. Upon roll call, motion passed unanimously.

RESOLUTION 17-2019 (as amended 3-15-2019) Offered by All of Council

A RESOLUTION AUTHORIZING THE MAYOR AND THE FINANCE DIRECTOR TO ENTER INTO A PURCHASE AGREEMENT WITH ACE, A DIVISION OF MERITECH, INC., FOR PHOTOCOPIERS AND RELATED EQUIPMENT, MAINTENANCE AND SERVICE, FOR USE BY THE VILLAGE AND DECLARING AN EMERGENCY

CAUCUS DISCUSSION: Wheeler suggested allowing the copier leases to run out, because it is not cheaper to buy them out. Papp said he did not have those numbers. Beshara said the village should purchase the copiers because the price is increasing. Hanna said a representative from ACE could attend a future Council meeting. Wheeler said he would like to talk to the ACE rep with Papp. Hudak said the key question is whether the buyout is tied to the price.

RESOLUTION 18-2019 Offered by All of Council

A RESOLUTION AUTHORIZING THE PURCHASE OF A SECURITY SYSTEM AND CONTROL PANELS FROM JOHNSON CONTROLS, WAIVING COMPETITIVE BIDDING, APPROPRIATING FUNDS THEREFOR, AND DECLARING AN EMERGENCY

ORDINANCE 44-2018 (as amended 7/17/2018) Offered by Mr. Kahoe

AN ORDINANCE AMENDING SECTION 131.01 OF THE ADMINISTRATIVE CODE PROVIDING FOR THE COMPENSATION OF THE MAYOR FOR THE TERM COMMENCING JANUARY 1, 2020

UNFINISHED BUSINESS: None.

NEW BUSINESS

Beshara said Richfield has been named Tree City USA, and preparations are underway for next year's Tree City event in Richfield.

Waszak talked about the history of the Richfield nonesuch apple, which originated in Connecticut and came here in the 1880s. He said 13 of the trees are in existence, thanks to help



from the Ohio State University Arboretum. Healey said she knows people who were involved in the creation of these trees.

Hudak said today is the 95th birthday of Buzzy Davis, the oldest living person who was born in Richfield.

COMMENTS FROM THE FLOOR: None.

WORK SESSION

Community Center study funding

Jocek has an example of the feasibility study that she can forward to Council. The study could cost \$25,000 without an architectural drawing. Domanick said the Park Board needs to consult two more companies.

Waszak asked if the center would include a swimming pool. Jocek replied that she would like all of the options to be available. Hudak said a possible location for the center would be the current portion of the building at Town Hall occupied by the Service Department. The activities done there now would move to 3921 Brecksville Road. This discussion may continue at the April 2 work session.

Hudak adjourned the meeting at 7:47 p.m.

Respectfully Submitted:

Jeff Gorman
Clerk of Council

Rick Hudak
Council President