



**RICHFIELD VILLAGE COUNCIL
REGULAR MEETING MINUTES
TUESDAY, JULY 21, 2020
6:30 p.m.
(Meeting conducted via Zoom)**

ROLL CALL: Beshara, Boester, Domanick, Lyons, Philippbar, Stoppenhagen and Waszak.

OTHERS PRESENT: Mayor Wheeler, Police Chief Swanson, Fire Chief McLean, Finance Director Turk, Planning and Zoning Director Frantz, Service Director Papp and Law Director Cortes.

APPROVAL OF MINUTES:

MOTION: TO APPROVE THE MINUTES OF THE JULY 7, 2020 REGULAR MEETING, AS CORRECTED.

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

COMMUNICATIONS AND PETITIONS: None.

MAYOR'S REPORT

Report:

- Wheeler commended the Service Department and first responders for all their hard work.
- Of Richfield's two COVID-positive employees, one has been released to work while the other is still in quarantine.
- The mayor welcomed new assistant Laura Toth, who is training with Debbie Bluso Rogers.
- Bluso Rogers is working on an agreement with the Broadview Heights Recreation Center for its use by Richfield residents.
- Gas to the old BP building was not disconnected, so the demolition has been postponed until tomorrow.
- The Service Department is doing a great job completing four of 15 streets. All of them should be finished by the end of September.
- When an employee is COVID-positive, he or she needs clearance from a doctor or the Summit County health department.
- The mayor said the township trustees are not going to meet with Council yet about Briarwood.



board about stocking up on PPE for the fall and the potential for more FD & PD exposure. We will be taking action in Richfield on this concern.

- We have received two State Bid quotes on our new ambulance and reviewed them with the committee. Both builders have quoted on a trade-in of our older unit, which will bring down the total project cost. I can review the details at the meeting if you have any questions. We will have legislation ready for the August 4 Council meeting for the purchase of the ambulance.

MOTION: TO APPROVE THE EXPENDITURE OF FUNDS FOR THE APPARATUS BAY RESURFACING PROJECT.

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

Recreation

Recreation Programs & Facilities:

Programs and use of the rentable facilities and the recreation building will remain closed until the Governor lifts the guidelines of ten (10) people in a gathering.

Part-time staff returned to work on Monday, July 6 to begin the 2020 physical inventory for the rentable facilities, Park and Recreation Building, and Johnston Barn. Inventory work began at 3333 Brecksville Road. Non-Village assets will be identified and segregated. Public Records will be inventoried and archived per the public records retention schedule.

Anyone who has loaned items to Park and Recreation should contact the interim Park and Recreation Director to make arrangements for their property. Affidavits will be required to ensure the proper transfer of property and identification of Village property.

A Zoom meeting with Broadview Heights Mayor to allow residents to use their recreation center will be scheduled the week of July 20.

Eastwood Barn Preservation:

The required Section 106 SHPO (Ohio History Connection) application has been submitted and under review. A ruling will be provided with thirty (30) days, approximately the end of August 2020. Additional status of the Eastwood Barn Project will be provided by the Mayor.



Director Papp – Service

NOPEC funds will be used for the LED lighting at Town Hall. The Historical Society ramp is coming along, and the Brecksville Road sidewalk is 85 percent complete.

Pump Station I lost power, and the backup generator failed. The main generator is 30 years old and obsolete. A rented generator is currently on-site.

Report:

The Service Department continues to respond to normal and emergent work activities. Administratively, we continue to complete permitting, plan review, sewer billing, and responding to calls and emails. The following are some of the highlights of the Service Department's activities over the past two weeks:

- The Service Director has prepared a brief overview of the Village's sanitary sewer system for Council at a time to be set by Council request.
- The 2020 Asphalt Program started July 2nd and will continue through August/September. The contractor is giving notice in areas they will be working via door hangers. Four of the fifteen streets have been paved.
- The crack sealing through the County's bid has been completed, and the work was very disappointing. The Service Department is working with the County to get the issue resolved.
- The Service Department continues to work with the Fire Department to make sure safety protocols are current and PPEs for Service staff are available. Administration building and Service Department facilities "spray" decontamination occurs weekly at the end of the week. It is highly recommended that others are not present during this operation.
- The Service Department completed safety training on fall protection and prevention.
- The Utility Division completed safety training on arc flash.
- The Service Department opened bids for the concrete panel replacements for the Fire Station.
- The Utility Division is working with contractors to refine the costs for the Brecksville Road force main repairs. A new leak occurred last week. This is in addition to the leak that has been temporarily repaired.
- The Service Department is working to complete outstanding items for the Everett Pointe subdivision.
- The Vehicles and Properties Division is working on outfitting three new police vehicles.
- The Grounds Division removed four dead or dying trees.
- The Road Division final graded and seed the storm project just north of Cozumel's.
- The Service Department completed the first round of the entire Village mowing of ditch lines and guardrail trimming.

Recommendations/Considerations:

- 1) Please consider the following items for a future workshop noted in priority order:
 - a. Revisiting updating the mapping for the Village's storm and sanitary systems



- b. Sanitary Sewer Division and Grounds Division staffing
- c. Sanitary Sewer System Overview Presentation

Director Frantz – Planning & Zoning

Report:

- 1) At their recent meeting on July 14th, the Planning Commission took the following actions:
 - a. approved a conditional zoning certificate to expand an existing assembly, servicing facility (Columbus Equipment) in the building at 3942 Brecksville Road;
 - b. provided preliminary site plan approval to expand an existing assembly, servicing facility in the building at 3942 Brecksville Road; and
 - c. tabled a variance request from Section 1179.15 of the Zoning Code to permit construction of a new service station in the riparian setback. This matter will be discussed again the August 11th Planning Commission meeting. The previously tabled preliminary plan to construct a new 4,290 square foot gas station (with a convenience store) located at the corner of Wheatley Road and Kinross Lakes Parkway remains tabled at the applicant's request due to their need to overcome the riparian limitations on the subject property.

Pursuant to Section 1173.07 (d) of the Planning and Zoning Code, I am asking Council's consideration to waive their "call-up" authority so I can issue the conditional zoning certificate for Columbus Equipment, as recommended by the Commission.

The upcoming Planning Commission meeting (7-28) is canceled due to lack of agenda items.

- 2) At their recent meeting on July 8th, the Board of Zoning Appeals (BZA) approved a variance from Section 1130.07 of the Zoning Code to permit a 10-foot rear yard setback instead of the 20 feet required for the property located at 4171 Appleridge Lane.

MOTION: TO WAIVE CALLUP AUTHORITY TO ALLOW THE CONDITIONAL ZONING CERTIFICATE FOR COLUMBUS EQUIPMENT.

Moved by Boester, seconded by Stoppenhagen. Upon roll call, motion passed unanimously.



Director Turk – Finance

Report:

Update on Financials

Through mid-July, we have collected \$14,608,815 of the \$29,008,405 budgeted for revenue, or 50.3% of the budget, slightly below the expected rate of 54.1% since we are just completing 6 1/2 months of the year. Even though some of our major revenues appear to be coming in weaker than last year, on the expenditure side \$14,187,742 was expended overall by the Village through mid-July, or 39.6% of the \$35,805,669 budgeted for expenditures. We will continue to closely monitor both revenue and expenditures.

Income Tax Collections

To date, we are up \$5,325, or 0.7% higher than 2019 year-to-date with half the month to go. Year-to-date, we are down \$529,949, or down by 8.5% with half the month to go yet. Last month we were down 9.7% year-to-date. Everything is moving in the right direction.

2021 Tax Budget

The County Budget Commission distributed the 2021 Alternative Tax Budget forms. They waived the requirement for political subdivisions to adopt a tax budget as provided under ORC Section 5705.281, but instead require the filing of this Alternative Tax Budget Information document on an annual basis. I filed the 2021 Tax Budget for the village with the Summit County Fiscal Officer this week. Formal adoption of the Tax Budget by Council is not required. The Tax Budget provides the basis for the Village's Official Certificate of Estimated Resources. By law, the Village cannot adopt an appropriations budget that exceeds the Certificate. This document establishes the outside limits on spending.

Law Director: No report.



COMMITTEE REPORTS

Park Board: Domanick said the board will meet on Aug. 3 and it will discuss the naming of Hawkins Road park.

Public Works: Domanick said the committee will meet next Monday.

Tree and Landscape: Domanick said the commission is looking at the center of town.

Buildings and Grounds: Waszak said the committee's meeting has not been scheduled yet.

CAUCUS

COMMENTS FROM FLOOR ON AGENDA ITEMS ONLY: None.

ORDINANCES AND RESOLUTIONS

First Readings:

RESOLUTION 55-2020

Offered by All of Council

A RESOLUTION AUTHORIZING THE MAYOR AND THE FINANCE DIRECTOR TO TAKE ALL ACTIONS NECESSARY TO ACCEPT A NORTHEAST OHIO PUBLIC ENERGY COUNCIL (NOPEC) ENERGIZED COMMUNITY GRANT(S), AND DECLARING AN EMERGENCY

MOTION: TO SUSPEND SECOND AND THIRD READINGS OF RESOLUTION 55-2020.

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

MOTION: TO ADOPT RESOLUTION 55-2020.

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

RESOLUTION 56-2020

Offered by All of Council

A RESOLUTION DECLARING VARIOUS ITEMS OF VILLAGE PERSONAL PROPERTY AS SUPPLUS PERSONAL PROPERTY NO LONGER NEEDED FOR PUBLIC USE AND AUTHORIZING THE VILLAGE TO SELL SAID PROPERTY BY INTERNET AUCTION AND/OR TRADE IN CERTAIN ITEMS TO OFFSET THE COST OF PURCHASING NEW PERSONAL PROPERTY, AND DECLARING AN EMERGENCY

MOTION: TO SUSPEND SECOND AND THIRD READINGS OF RESOLUTION 56-2020.

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

MOTION: TO ADOPT RESOLUTION 56-2020.

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



Second Readings:

RESOLUTION 44-2020

Offered by All of Council

A RESOLUTION REQUESTING AUTHORIZING THE MAYOR AND THE FINANCE DIRECTOR TO ENTER INTO A MEMORANDUM OF UNDERSTANDING AND FUNDING AGREEMENT WITH BATH TOWNSHIP AND THE BOARD OF EDUCATION OF THE REVERE LOCAL SCHOOL DISTRICT TO CONTINUE THE SCHOOL RESOURCE OFFICER PROGRAM AND DECLARING AN EMERGENCY

MOTION: TO SUSPEND THIRD READING OF RESOLUTION 44-2020.

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

MOTION: TO ADOPT RESOLUTION 44-2020.

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

RESOLUTION 47-2020

Offered by All of Council

A RESOLUTION SUBMITTING TO THE ELECTORS OF THE VILLAGE OF RICHFIELD A PROPOSAL TO AMEND SECTION 3.01 OF THE CHARTER OF THE VILLAGE OF RICHFIELD TO PROVIDE THAT THE MAYOR SHALL NOT BE A CANDIDATE FOR ANY OTHER ELECTIVE OFFICE OF THE VILLAGE WHILE SERVING AS MAYOR, AND DECLARING AN EMERGENCY

RESOLUTION 48-2020

Offered by All of Council

A RESOLUTION SUBMITTING TO THE ELECTORS OF THE VILLAGE OF RICHFIELD A PROPOSAL TO AMEND SECTION 4.04 OF THE CHARTER OF THE VILLAGE OF RICHFIELD TO PROVIDE THAT EACH COUNCIL MEMBER ELECTED OR APPOINTED TO FILL A VACANCY SHALL NOT HAVE COMPLETED TWO CONSECUTIVE ELECTED TERMS IMMEDIATELY PRIOR TO THE COUNCIL MEMBER'S APPOINTMENT TO THE UNEXPIRED TERM TO WHICH THE COUNCIL MEMBER IS APPOINTED, AND DECLARING AN EMERGENCY

RESOLUTION 49-2020

Offered by All of Council

A RESOLUTION SUBMITTING TO THE ELECTORS OF THE VILLAGE OF RICHFIELD A PROPOSAL TO AMEND SECTION 4.14 OF THE CHARTER OF THE VILLAGE OF RICHFIELD TO CHANGE THE COUNCIL ORGINZATIONAL MEETING TIME FROM 8:00 P.M. TO 6:30 P.M., AND DECLARING AN EMERGENCY



RESOLUTION 50-2020

Offered by All of Council

A RESOLUTION SUBMITTING TO THE ELECTORS OF THE VILLAGE OF RICHFIELD A PROPOSAL TO AMEND SECTION 10.01 OF THE CHARTER OF THE VILLAGE OF RICHFIELD TO CHANGE THE COMPOSITION OF THE BOARD OF ZONING APPEALS AND TO AUTHORIZE THE MAYOR TO APPOINT TWO ALTERNATE MEMBERS TO THE BOARD OF ZONING APPEALS TO TERMS OF FIVE YEARS, AND DECLARING AN EMERGENCY

RESOLUTION 51-2020

Offered by All of Council

A RESOLUTION SUBMITTING TO THE ELECTORS OF THE VILLAGE OF RICHFIELD A PROPOSAL TO AMEND SECTION 13.01 OF THE CHARTER OF THE VILLAGE OF RICHFIELD TO CHANGE THE COMPOSITION OF THE PARK AND RECREATION BOARD AND TO AUTHORIZE THE MAYOR TO APPOINT TWO ALTERNATE MEMBERS OF THE PARK AND RECREATION BOARD TO TERMS OF TWO YEARS, AND DECLARING AN EMERGENCY

RESOLUTION 52-2020

Offered by All of Council

A RESOLUTION SUBMITTING TO THE ELECTORS OF THE VILLAGE OF RICHFIELD A PROPOSAL TO AMEND SECTION 13.03 OF THE CHARTER OF THE VILLAGE OF RICHFIELD TO CLARIFY THE POWERS AND DUTIES OF THE PARK AND RECREATION BOARD TO ACCEPT FINANCIAL AND LAND DONATIONS FOR PARK AND RECREATIONAL PURPOSES ONLY, AND DECLARING AN EMERGENCY

RESOLUTION 54-2020

Offered by All of Council

A RESOLUTION SUBMITTING TO THE ELECTORS OF THE VILLAGE OF RICHFIELD A PROPOSAL TO AMEND THE CHARTER OF THE VILLAGE OF RICHFIELD TO PROVIDE COUNCIL WITH THE AUTHORITY TO MAKE TYPOGRAPHICAL AND NON-SUBSTANTIVE CORRECTIONS TO THE CHARTER, AND DECLARING AN EMERGENCY

Third Readings:

ORDINANCE 16-2016

Offered by All of Council

AN ORDINANCE AUTHORIZING AND DIRECTING THE MAYOR AND FINANCE DIRECTOR TO ENTER INTO A DEVELOPMENT AGREEMENT WITH RICHFIELD FURNACE RUN ASSOCIATES LLC AND WATER AND SEWER LLC AND DECLARING AN EMERGENCY

ORDINANCE 17-2016

Offered by All of Council

AN ORDINANCE AMENDING CERTAIN SECTIONS OF CHAPTER 1128 OF THE VILLAGE OF RICHFIELD'S PLANNING AND ZONING CODE, ENTITLED "RCD SINGLE FAMILY



CONSERVATION DISTRICT," TO FACILITATE R-3 RESIDENTIAL CONSERVATION DEVELOPMENT

UNFINISHED BUSINESS

Frantz noted that Resolution 53-2020, which Council passed on July 7, pertains to Broadview Road, not Brecksville Road.

NEW BUSINESS

Beshara asked for an executive session regarding the dismissal of a public employee.

Philippbar asked if Council could schedule some of Papp's suggested sewer-related topics at the Aug. 12 work session. Beshara would also like to discuss Broadview Road sidewalks.

COMMENTS FROM THE FLOOR: Peg Patterson asked again about the frozen food in the Senior Center. McLean said Patterson can join him and Jan Weber in donating the food.

WORK SESSION

Charter amendment discussion

Philippbar said Council members should not vote on what they want personally, but whether the public is concerned with the issue. Regarding the Council eligibility, Philippbar suggested two years before possible re-appointment.

Future of the employee garden

Wheeler asked whether employees should pick a plot and pay a small fee, or whether Council favors a different option. Beshara said the garden has been a great benefit to employees' health and welfare. Waszak suggested that if not enough employees participate, garden plots could be made available to the public.

MOTION: TO ENTER EXECUTIVE SESSION TO DISCUSS THE DISCIPLINE OR DISMISSAL OF A VILLAGE EMPLOYEE.

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

Executive session lasted from 8:10 to 8:25 p.m., when Lyons adjourned the meeting.

Respectfully submitted,

Jeff Gorman
Clerk of Council

Mike Lyons
Council President

