



**REGULAR SESSION OF COUNCIL
MINUTES
SEPTEMBER 6, 2016**

Council President Swan called the meeting to order at 6:30 pm. The Pledge of Allegiance followed.

ROLL CALL: Ellis, Healey, Hudak, Kahoe, Lanford, Lyons and Swan. ABSENT: None.
OTHERS PRESENT: Mayor Beshara, Fire Chief Mihalek, Parks and Recreation Director Jocek, Planning & Zoning and Interim Service Director Frantz, Finance Director Turk and Law Director Hanna. Absent: Police Chief Morgan.

APPROVAL OF MINUTES:

MOTION: TO APPROVE THE MINUTES FROM AUGUST 16, 2016 REGULAR AND PUBLIC HEARING AS CORRECTED.

Moved by Lanford seconded by Hudak. Upon roll call motion passed unanimously

MOTION: TO APPROVE THE MINUTES FROM AUGUST 23, 25 and 29, 2016 SPECIAL MEETINGS AS SUBMITTED.

Moved by Ellis seconded by Kahoe. Roll call: Ellis, yea; Healey, yea; Hudak, yea; Kahoe, yea; Lanford, abstain; Lyons, yea; Swan, yea. Motion passed.

COMMUNICATIONS AND PETITIONS: None.

MAYOR'S REPORT:

- On September 29, 2016, at 5:30 pm to 7:30 pm NEORSD will be at Town Hall to give ways to reduce the storm water billing charges that will be assessed by them.
- Boston Heights Dispatch contract is expiring this year. There will be a meeting with them on September 8th to discuss the future for the contract.
- The Mayor is supporting a Prostate Cancer Proclamation that was received by the Village.
- The Mayor introduced Matt Montgomery, Revere School Superintendent.

Matt Montgomery introduced his other presenters: David Forrest, Treasurer/CFO and Dave Gifford, Families and Community Together for Schools (FACTS). Mr. Montgomery gave an overview of how during his first year the strategic planning developed a 3-year initiative for moving forward in eight areas: Performance, Financial Stewardship, Facilities, Technology Integration & Infrastructure, Staff, Student Wellbeing, Communication Collaboration & Partnerships and Accountability. Mr. Montgomery indicated that the largest concern was facilities. Mr. Forrest presented the financials that brought about the November ballot bond issue. It will be to cover \$68.2 million. The net increase will be \$7.32 a month on a \$100,000 house as a bond issue retires in December. This was decided by a Financial Committee that was formed from citizens. Mr. Montgomery indicated that the plan is to build a replacement at Bath elementary, move third grade from Hillcrest to Bath and move the pre-school from Bath to Hillcrest, build a high school adjacent to the current building with the moving of the softball field and adding some practice fields to the 40 acres owned by the School system and recently evaluated to have some buildable land, and replacing the bus garage in the same area as currently. There is a possibility that the bus garage will be on the 40 acres and the softball field

will be on the current campus. Dave Gifford, FACTS, indicated that the group is trying to get the message to the community of the need to replace the buildings. Pictures of building "faults" were shown by Mr. Montgomery. He explained that about \$1.3 million of the permanent improvement fund is used judiciously each year, but it is not enough to repair everything that has been found in the aging buildings.

Mr. Hudak indicated that most of Council members are Revere graduates and thanked Revere School for their presentation.

Mr. Ellis asked why the replacement of Bath School instead of integration into the campus. The presenters indicated that there are 11 acres on the Bath complex and there is not that much area on the campus, plus adding buildings will increase traffic on the limited amount of roadway and increase parking requirements beyond space available.

Mr. Hudak asked if the two buildings were going to be demolished. Mr. Montgomery indicated that after the new buildings are ready for occupation both buildings will be demolished. Using this method will mean that no students will be displaced during construction.

DEPARTMENT HEAD REPORTS:

Chief Morgan – Police

Report stood as submitted.

Report
Village 945 Township 171
The departmental firearm requalification process began in late August. To date all able personnel have completed handgun qualifications. Long gun and shotgun qualifications will be completed in the near future.
The Ohio Peace Officer Training Commission has also mandated that each officer complete at least eleven hours of continuing professional training for 2016. A portion of the training is reimbursed as long as nine (9) hours of critical subject training is included. The training to comply with this mandate is well underway.
LEGISLATION:
Resolution declaring police vehicles surplus property.
"A RESOLUTION DECLARING TWO VILLAGE POLICE VEHICLES AS SURPLUS PROPERTY NO LONGER NEEDED FOR PUBLIC USE, AUTHORIZING THE VILLAGE TO SELL SAID PROPERTY BY INTERNET AUCTION AND DECLARING AN EMERGENCY."

Chief Mihalek – Fire

Report stood as submitted.

Report
Calls for the month of August:
<ul style="list-style-type: none"> • Richfield Township EMS – 20 • Richfield Township Fire – 4 • Richfield Village EMS – 53 • Richfield Village Fire – 22 • Mutual Aid Given – 8 • Mutual Aid Received – 4
We have just completed missing persons training in the RJRD park. This training helps our planning process for this kind of event in all our our various parks and vast lands throughout Richfield. We would like to thank the RJRD park for allowing us to conduct this very beneficial training in their park.
Our fire prevention bureau has been extremely busy with all the future growth in Richfield with various new businesses coming to Richfield and various other business renovating or expanding. We have conducted many plans reviews which are required for each renovation, expansion, or new construction. We have also conducted many fire extinguisher and safety trainings and emergency planning for various businesses as they look to become proactive. Any business that would like any of this training or planning please call the Richfield Fire Department.

Interim Director Frantz – Service

Report submitted at meeting.

Report

- 1) The building project at 3921 Brecksville Road is on-track and scheduled for punch list November 1st. Installation of utilities has a minor setback but are now in progress to be installed in the next few weeks. Internally, Administration is examining the what personnel should be located in the new building.
- 2) The Senior Path project is moving forward and we received one bid. The project is being awarded to R.J. Platten from North Royalton and the contract amount is \$24,900.
- 3) We have moved forward with bidding the Brecksville Road sidewalk extension project. Bids are due this Friday by noon and at least five bid packets have been purchased for the project.
- 4) We have executed an agreement with GPD Group to update the survey for the Heinle property so we can move forward with the driveway realignment into the library. GPD is also under contract to perform a survey for the Johnson Barn project.
- 5) Asbestos abatement for the former township building on Town Hall property, the Soni property and 4034 Wheatley Road are in progress and expected to begin the next few weeks. We also have bids to perform abatement at the Knopp House but have not moved forward yet with that project until it's determined exactly what will happen with the home.
- 6) We are scheduled to close out the Village Green parking lot project this week with the project architect.
- 7) We met with GPD and Cawrse and Associates to execute contracts to work on the site renderings and structural analysis for the Knopp House relocation project. Representatives from GPD and Cawrse will be at the September 20th Council meeting to discuss their findings during work session. Planning Commission and the Historical Society have been invited to the meeting.
- 8) We are meeting internally with the Fire Department to discuss the hood suppression system project for the Senior Center building. This is a capital project funded for 2016 that we hope to still be able to complete.
- 9) We have started the data collection for the sanitary sewer rate study and flow capacity analysis project. This project will likely be completed by the end of 2016 but could require some additional time taking the project into early 2017 for completion.
- 10) We are beginning to wrap-up the paving project on the south end of town (Motor, Five Oaks) and are working with a few residents to correct some minor curb apron issues resulting from the project.
- 11) Finally, we have moved forward with filling two vacant positions (both in the 2016 budget) in the Service Department. The first position is a full-time janitorial/building maintenance position and the second is the full-time sewer technician position. Both positions were offered internally to existing employees.

Recommendations/Considerations: None**Legislation: Economic Development Legislation**

Mrs. Lanford asked why the Johnson property was being surveyed. Directors Frantz and Jocek indicated that it was for the placement of the well. Mrs. Lanford thought this was being held until the location of water tower was finalized.. The water is 5-years out for the center of town.

Director Jocek – Recreation

No report submitted.

Report

Director Jocek indicated that there are still tickets available for the Fall Festival. The delayed fireworks will be held Saturday, September 10th.

Director Frantz – Planning and Zoning

Report was submitted at meeting.

Report:

- 12) At their meeting held on August 23rd, the Planning Commission approved a 19,500 square foot building addition to the existing OE Connection building located at 4205 Highlander Parkway.

The Planning Commission also met with the owner of 2636 Brecksville Road (former Bencin site) and discussed their interest to lease a portion of the warehouse space to a company that retrofits BMWs with high tech equipment and electronic components. Formal conditional use approval will take place at the September 13th Planning Commission meeting.

Finally, the Commission met with the owner of Ohio Hardwood Furniture regarding his plans to move the Peninsula based business to 4050 Broadview Road. The plans include an approximate 3,000 square foot addition to the existing vet clinic and eventual construction of an approximate 15,000 square foot showroom to their rear of the five-acre property. The Commission finds the project favorable and is working with the applicant to begin the planning process for approvals. The first needed approval is grant an exception to the 5,000 square foot ground limitation currently in place in the Commercial Historic District. This exception will also require Council input as well.

- 13) The recently approved economic development incentives for Dawson, OE Connection and National Interstate Insurance are being finalized by Administration and the Law Department. We hope to have all the agreements executed in the next week or two. The Nexen Tire project is moving forward and we anticipate closing on the sale of the four-acre Village property at the end of September. Nexen plans to begin construction of their North American Technical Center in March of 2017.

Recommendations/Considerations: None

Legislation: Economic Development Legislation

Director Turk – Finance

Report stood as submitted.

Report

Income Tax Collections

August's income tax revenue was down 4.1%, or by \$28,075, compared to August 2015. Year-to-date income tax revenue is up 7.8% over the same time period last year. A 2% increase was built into the budget. A separate memo will be sent out next week providing more detail.

Uniform Allowances

Payroll will process once the info is received from the Chiefs the second installment of uniform allowances for Police and Fire for the September 8th pay period in accordance with the collective bargaining agreements.

Recommendations/Considerations: I would like Council to reconsider issuing debt for the Service garage since income tax collections are up \$472,897 through August. I have a request in the fiscal item resolution to appropriate funds to pay for the renovations to the Service garage instead of issuing debt for the project as initially budgeted.

Legislation:

- A. Resolution No. 61– 2016 To Enter into an Agreement with the Summit County Public Defender's Commission for Fiscal Year 2017.**

This resolution is being submitted for first reading. This is an annual agreement to have the Public Defender to provide legal counsel to indigent persons charged with a violation of the Village's Codified Ordinances in Akron Municipal Court during 2017. The Village will be billed \$170 per case, the same rate since 2015. The last case that we had utilized their services was in 2013.

- B. Resolution No. 63-2016 To Make Appropriations for Current Expenses and Other Expenditures**

This resolution is being submitted for first reading. Overall appropriations are being increased by \$1,206,295.60. \$1,074,000 is related to the renovation of the Service garage to be discussed at the work session. I would like Council to reconsider issuing debt for the Service garage since income tax collections are up \$472,897 through August. There are eight additional appropriations, one appropriation transfer request, and two cash transfer requests. The additional appropriations outside of the Service garage appropriations are to cover anticipated medical expenses (the two lasers totaling \$160,000 were not appropriated at renewal in July to monitor how claims were coming in to make a determination as to whether the appropriation would be needed). Most departments are forecasted to come in slightly below or slightly above budget and the amounts being requested are to serve as a cushion just in case some expenses come in higher than anticipated. There are also some monies that are forecasted to be excess that can be reduced later in the year but want to ensure the amounts will not be needed before requesting to reduce the appropriations. The two cash transfers being requested would be to transfer cash to cover the payment of the Service garage renovations and the second one is to transfer four stale dated checks to the unclaimed monies fund.

- C. Resolution No. 64-2016 To declare two Police Vehicles as Surplus Property and sell them by Internet Auction.**

Bill Hanna prepared this resolution for first reading declaring the two police vehicles surplus property no longer needed for public use so that they can be sold on an internet auction site. The on-site live auction that was held on August 27, 2016 brought in \$62,392.50 with expenses totaling \$6,949.15 so that net proceeds totaled \$55,443.35.

Mrs. Healey asked for a definition of a stale dated check. Director Turk indicated that it is a check that the Village wrote and has not been cashed in over 6 months.

Law Director Hanna

No report.

REPORT OF COMMITTEES:

Mr. Kahoe – Tree and Landscape Committee; Building & Grounds; Insurance

No report.

Mr. Ellis- Safety Committee; Fire Dependency Board

No report.

Mr. Hudak- Finance, Cemetery Board

No report.

President Swan- Planning & Zoning Commission; RJRD

President Swan indicated that Director Frantz's Planning Commission report was complete. RJRD announced the new name for the Crowell-Hilaka property at their meeting. It is Richfield Heritage Preserve.

Mr. Lyons – Township Liaison

No report.

Mrs. Lanford – Human Services Commission

No report.

Mrs. Healey – Parks & Recreation Board Representative

Mrs. Healey reported that Council walked the Pedigo-Carter property and it was very interesting plus full of poison ivy.

CAUCUS (Council's discussion of agenda items, including motions to modify agenda)

(See CAUCUS DISCUSSION under Ordinance 62-2016, and 64-2015)

MOTION: TO ADD RESOLUTION 65-2016 TO TONIGHTS AGENDA.

Moved by Hudak seconded by Ellis. Upon roll call motion passed unanimously.

COMMENTS FROM THE FLOOR ON AGENDA ITEMS ONLY

None.

ORDINANCES AND RESOLUTIONS.**First Readings:**

RESOLUTION 61-2016 Offered by All of Council

A RESOLUTION AUTHORIZING THE MAYOR AND THE FINANCE DIRECTOR TO ENTER INTO AN AGREEMENT WITH THE SUMMIT COUNTY PUBLIC DEFENDER'S COMMISSION FOR FISCAL YEAR 2017.

ORDINANCE 62-2016 Offered by All of Council

AN ORDINANCE ADOPTING THE VILLAGE ENGINEER'S TECHNICAL STANDARDS PURSUANT TO THE VILLAGE SUBDIVISION REGULATIONS, AND DECLARING AN EMERGENCY.

CAUCUS DISCUSSION: None.

MOTION: TO SUSPEND 2ND AND 3RD READINGS OF ORDINANCE 62-2016.
Moved by Ellis seconded by Hudak. Upon roll call motion passed unanimously.

MOTION: TO ADOPT ORDINANCE 62-2016.

Moved by Hudak seconded by Ellis. Upon roll call motion passed unanimously.

DISCUSSION: None.

RESOLUTION 63-2016 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, 2016 AND DECLARING AN EMERGENCY.

CAUCUS DISCUSSION: None.

RESOLUTION 64-2016 Offered by All of Council

A RESOLUTION DECLARING TWO VILLAGE POLICE VEHICLES AS SURPLUS PROPERTY NO LONGER NEEDED FOR PUBLIC USE, AUTHORIZING THE VILLAGE TO SELL SAID PROPERTY BY INTERNET AUCTION AND DECLARING AN EMERGENCY.

CAUCUS DISCUSSION: Mrs. Lanford asked if Council had already passed this legislation a couple of meetings earlier. Director Turk explained that the legislation passed was to allow the internet auction which is then available for a year..

MOTION: TO SUSPEND 2ND AND 3RD READINGS OF RESOLUTION 64-2016.

Moved by Hudak seconded by Ellis. Upon roll call motion passed unanimously.

MOTION: TO ADOPT RESOLUTION 64-2016.

Moved by Hudak seconded by Ellis. Upon roll call motion passed unanimously.

DISCUSSION: President Swan asked why these were not sold at the public auction. Chief Morgan explained that the cars would have to be dismantled to sell at auction, but the online auction is to other municipalities which can buy them as they are outfitted.

RESOLUTION 65-2016 Offered by All of Council

A RESOLUTION AUTHORIZING ADDITIONAL COMPENSATION FOR THE INTERIM SERVICE DIRECTOR, AND DECLARING AN EMERGENCY.

CAUCUS DISCUSSION: None.

Second Readings: None.

Third Readings:

ORDINANCE 49-2016 Offered by All of Council

AN ORDINANCE AMENDING ORDINANCE NO. 82-2015 ADOPTING A SCHEDULE OF POSITIONS, SALARY RATES AND WAGES AND OTHERWISE FIXING AND DETERMINING COMPENSATION FOR PERSONNEL OF THE VILLAGE OF RICHFIELD, AND OTHER ORDINANCES NOT CONSISTENT, TO INCREASE THE PAY RANGE FOR THE CLERK OF COUNCIL POSITION.

CAUCUS DISCUSSION: None

MOTION: TO ADOPT ORDINANCE 49-2016.

Moved by Hudak seconded by Kahoe. Upon roll call motion passed unanimously.

DISCUSSION: None.

UNFINISHED BUSINESS: None.

NEW BUSINESS: None.

COMMENTS FROM THE FLOOR None

WORK SESSION

Discussion Topics

1. Finance Committee of the Whole.
Mr. Hudak indicated that he wanted Council to start thinking on the budget process and that is why he asked for this short overview. Director Turk indicated that most departments are in line with the 2016 budget but overtime and compensation payouts may affect the final amounts. Director Turk stated that as of the end of August Income Tax is up by 7.8% and the current budget was formulated with 2.0%. She is recommending the 2017 budget use 3.0% increase for Income Tax and small upward adjustments for expenses. She also recommended that the Service Building renovations be paid in cash instead of financing due to the influx of cash that is being produced in 2016. Director Turk would like to present the 2017 budget at the first meeting in November. Mr. Hudak, Finance Committee Chairman, indicated that there needs to be another Finance Committee Meeting of the Whole prior to the finalization. Director Turk will be ready after speaking with the department heads.
2. Plans for the road behind Town Hall mainly for recreational purposes
Council walked the property and would like to get engineering for the entire road with phase in approaches included. The Mayor will get a cost estimate for the engineering. The roof of one barn needs to be checked to see if any repairs are needed and the asbestos abatement in the house needs to be verified. Director Frantz will see to these two issues. Director Jocek would like Council to look at the other three roadway plans before deciding on the one presented that evening.
3. Plans for Richfield School property.
Director Frantz presented a plan for the Richfield School property from a new developer. It is a 17 lots single home addition. The houses are projected to be in the \$375,000 to \$450,000 range. Both buildings on the property would be removed. The developer purportedly has a purchase agreement with the owner. This development would require rezoning the property to R3. Planning Commission is considering the concept plan. Home owners abutting the property have had a couple of requests which the developer appears to be able to meet. Council was in agreement with proceeding.
4. Council Clerk position.
The Council Clerk position will be advertised starting September 15th and continue until October 15th. Council was presented with costs for different publications and online advertising. After consideration Council chose to utilize Westside Leader, Cleveland online/print and Richfield Times.

MOTION: TO ADVERTISE COUNCIL CLERK POSITION IN WESTSIDE LEADER, CLEVELAND PLAIN DEALER (ONLINE AND PRINT) AND RICHFIELD TIMES.

Moved by Lyons seconded by Swan. Upon roll call motion passed unanimously.

Two position descriptions were presented. Council preferred the more generalized description, two years of experience, an Associate's degree and no mention of a Notary Public certificate. Mr. Hanna was asked to look over the position description with the inclusion of these items and prepare the final copy. This will be on the Village website and referred to in the ads.

Old Business – None.

New Business – None.

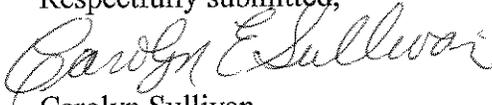
MOTION: TO ADJOURN TO EXECUTIVE SESSION TO DISCUSS HIRING AND COMPENSATION FOR PUBLIC EMPLOYEES.

Moved by Hudak seconded by Healey. Upon roll call motion passed unanimously.

Council Adjourned to Executive Session at 8:54 pm and returned at 9:30 pm.

ADOURNMENT: President Swan adjourned the meeting at 9:30 pm.

Respectfully submitted,



Carolyn Sullivan
Council Clerk

Approved by,



Roger Davis Swan
President of Council