



**RICHFIELD VILLAGE COUNCIL  
REGULAR MEETING MINUTES  
TUESDAY, JANUARY 4, 2022  
6:30 p.m.**

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

*OTHERS PRESENT:* Mayor Wheeler, Police Chief Swanson, Fire Chief Seifert, Finance Director Turk, Interim Recreation Director Toth, Planning & Zoning Director Frantz, and Law Director Cortes.

**APPROVAL OF MINUTES**

**MOTION:** TO TABLE THE APPROVAL OF MINUTES FOR THE DECEMBER 15, 2021 WORK SESSION AND THE DECEMBER 21, 2021 REGULAR MEETING.

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

**COMMUNICATIONS AND PETITIONS:** None.

**MAYOR'S REPORT**

Happy New Year. I want to officially welcome Pat Norris and Rick Hudak to the Council as well as welcoming Jeff Stoppenhagen and Ralph Waszak back. Congratulations to you all. You all are a great asset to the Village and I look forward to working with you. I would also like to thank the rest of Council and my department heads as well as their staff for all the hard work done in 2021 to make this village the greatest place to live in the world.

As we begin the year, I hope and pray we get this virus under control and get back to some assemblance of normalcy. But the Covid-19 outbreak is continuing. Due to this, and the community spread, the Administration building is once again locked down and seeing people by appointment. We have also re-instituted a mask mandate within the building. The Service department is requiring our personnel at the two garages to take temps daily and wear masks indoors and while in vehicles together. They are also back to spraying and wiping down the vehicles daily.

I ask that you appoint Benjamin Wurster as a part-time fire medic during Chief Seifert's report and after he reads Benjamin's bio.

I am asking to approve my appointment of Alicia Woods to the Park Board to the seat vacated by Ron Heyden which expires on December 31, 2025.



Briarwood pump station installation has started and the project is going well at this time.

As we have done in the past we will collect Christmas Trees weather permitting through Friday, January 7<sup>th</sup>.

The last day to apply for the Service Director position is Friday January 7, 2022. To date we have 90 applications.

Through December 28th, we have collected \$30,532,564 of the \$30,722,121 budgeted for all funds revenue, or 99.4% of the budget. On the expenditure side, \$29,750,798 was expended overall by the Village through December 28th, or 90.6% of the \$32,828,595 budgeted for expenditures. Looking only at the General Fund, 100.5% of the revenues have been collected and 93.3% of the budget was expended.

I am asking for an executive session for the possible promotion of a public employee.

**MOTION:** TO APPROVE THE MAYOR'S APPOINTMENT OF ALICIA WOODS TO THE PARK BOARD.

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

#### **DEPARTMENT HEAD REPORTS:**

**Chief Swanson – Police**

##### **Calls for Service:**

Village 1,027, Township 243.

##### **Report:**

The results for the sergeant's promotional exam that was conducted by an independent firm were recently completed. Additional information will be forthcoming after further review of the results.

As a new year begins and tax season approaches, so do all the associated scams--especially now during the pandemic. We take many, many incident reports related to these types of scams every year and residents with any concerns are urged to contact the police department. In the year ending 2021, IRS reports there are four separate categories of nefarious schemes and scams: **Pandemic-related scams** like Economic Impact Payment theft; **personal information**



**cons** including phishing, ransomware and phone "vishing;" **ruses focusing on unsuspecting victims** like fake charities and senior/immigrant fraud; and **schemes that persuade taxpayers into unscrupulous actions**. So, please be on guard not only for yourself but for others in your life, such as the elderly, who unfortunately are targeted every year by these scammers, and do not hesitate to contact the police department with any questions or concerns.

### Chief Seifert– Fire

#### Report:

- 1) I would like to recommend the hiring of Benjamin Wurster for Part Time fire/medic. He is a graduate of Brecksville -Broadview Heights Schools. He obtained his paramedic certificate from UH-Parma and he received his fire card from Cuyahoga Valley Career Center. He is also a part-time fire/medic for Chagrin Valley Fire Department. We look forward to adding him to our team!
- 2) We have signed the agreement with Lexipol to update and organize our department policies and procedures. We hope to have it completed and implemented by late winter or early spring.
- 3) Unfortunately, Covid-19 is still impacting our operations and calls. I am exploring options to help address transports from skilled care facilities that are non-emergency calls and tying up the med units at the ER. We are still expecting a peak of Covid-19 calls to occur the second week of January.
- 4) We have had our busiest year for emergency responses in the history of the Fire Department. As of December 27<sup>th</sup>, we have responded to 1,370 emergency runs. The total so far for the month are- Township EMS -25 Fire -6 and Village EMS-71 and Fire-15 for a total so far of 117.
- 5) We are currently working on getting our year-end report finished. I believe we this will be done at the end of January.
- 6) I have one action item for disposal of a dishwasher on GovDeals.

I would like to thank the Mayor, Council and the other Department Heads for their help in 2021. I look forward to working with all of you in 2022 and wishing you all the best for the new year.



**MOTION:** TO APPROVE THE MAYOR'S APPOINTMENT OF BENJAMIN WURSTER AS A PART-TIME FIRE MEDIC.

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

### **Interim Director Toth - Recreation**

#### **Report:**

##### **FACILITIES:**

All open at this time, with new rates added to both the rental forms and our Rec Desk Program. Have not yet been updated on the website. We have had three rentals canceled due to COVID, and those people have all received their refunds. Working towards taking rental reservations and rental payments online, adding the hourly rates into our online recreation program, RecDesk.

##### **EVENTS:**

**EASTWOOD PRESERVE SPEAKER SERIES:** Introducing the new Eastwood Preserve Speaker Series to be held monthly at the Eastwood House. The first event will be held on Sunday, January 16, 2022 at 2:00 p.m. and will feature Jan Weber. Jan will share stories about growing up on the farm and what Richfield was like during her lifetime. Space is limited to 20 people, so please RSVP to Laura Toth.

The Parks and Recreation Department with the help of Teri Moran has updated the kiosk at the Eastwood Park. We have included information on the Eastwood House Speaker panel, a full spread of the Eastwood brochure (that has been passed out), as well as different types of birds people can look for in the park, and a full-page map of the park. This is something will be looking to update seasonally, and or as new information needs to be posted.



### **JUMP START SPORTS-**

**Fall Programs:** Our Fall t-bird t-ball and Hummingbird soccer programs through Jump Start Sports have concluded. We had 24 total children for soccer and 14 for t-ball.

**Youth Programs:** Our Parks and Recreation Coordinator approved the Summer and Spring programs through Jump Start Sports and also spoke to Rick Hart of Jump Start Sports regarding us adding a track and field program that will be run during the summer. The program will be run by the Head Track coach of St. Vincent-St. Mary. The children will practice at a school near Bath and will participate in a multi-community track meet in Hudson on Saturday, July 9<sup>th</sup>. Further details of the program are to come, we just made them aware that we are interested in running the program through Richfield.

### **OTHER DEPARTMENTAL ITEMS:**

#### **Recreation-**

- Broadview Heights Recreation Center Voucher Update-

Village residents are continuing to stop by the office to pick up the vouchers. As of 12/29/2021 there were 37 vouchers picked up for the program; the cost to the Village is approximately \$8,200.00 with the highest memberships Family and Seniors. (UPDATE: Toth said the total is now 40 vouchers).

**Logo Development-** No proof received, update at next meeting-Waiting to review concepts and designs for the next park board logo.

Memorial Benches ordered for two of the parks, one for Mrs. Lobalzo to be located at Babb's Orchard Park and the other for Casey Vari to be located at Richfield Woods.



## Mayor Wheeler - Service

### Report:

The Service Department continues to work through the Fall/early Winter duties. Administratively, we are continuing to do permitting, plan review, sewer billing, cemetery sales, burials, and responding to calls for service and emails. The following are some of the highlights of the Service Department's activities over the past two weeks:

- The 2021 Asphalt Program wrapped up and final bills have been processed.
- Utilities perform routine maintenance to keep things running as smooth as possible.
- Leaf collection wrapped up two weeks ago.
- We did a one-time brush cleanup from the wind storms during the short week of December 27-29.
- We have reported trees on wire to the utility companies for Southern Road, Brush Road, Broadview Road.
- Our Landscape crew is working on debris cleanup in the parks, cemeteries, and village grounds.
- Snow plowing and salt spreading are being done as needed. Our salt storage area is full at this time.
- Briarwood pump station installation has started.
- Maintenance staff continue to keep our vehicles in safe driving condition and our buildings in good repair.
- Covid-19 outbreak is continuing. Due to this, and the community spread, the Administration building is once again locked down and seeing people by appointment. We have also re-instituted a mask mandate within the building. The Service department is requiring our personnel at the two garages to take temps daily and wear masks indoors and while in vehicles together. They are also back to spraying and wiping down the vehicles daily.



## Director Frantz – Planning & Zoning

### Report:

- The Briarwood force main and pump station projects should be completed in June. The first phase of home building (56 lots) should be completed in the first half of 2023.
- Bids for the water-line project are due to the city of Cleveland on Jan. 7.

## Director Turk – Finance

### Report:

#### 2021 Financials

Through December 28th, we have collected \$30,532,564 of the \$30,722,121 budgeted for all funds revenue, or 99.4% of the budget. In 2020, we collected \$27,804,007. On the expenditure side, \$29,750,798 was expended overall by the Village through December 28th, or 90.6% of the \$32,828,595 budgeted for expenditures. In 2020, we expended \$27,368,419. Looking only at the General Fund, 100.5% of the revenues have been collected and 93.3% of the budget was expended.

We hope to have the 2021 financial books closed by January 14<sup>th</sup> or earlier.

#### Income Tax

Through December 28th, income tax collections are up 18.2%, or \$156,366 higher than December's 2020 collections, with a couple of days left in the month. The individual component is down \$14,216 (44%) and the net profits and withholding components are up 54% and 16%, respectively. Year-to-date we up by 10.8%, or up \$1,126,890 over last year with a couple of days left in the month. Both the net profit and withholding components are up and the individual component is down. The net profit component is up 60.8%, or up by \$611,548. The withholding component year-to-date is up 6.3%, or up by \$563,751. The individual component is down by \$48,409, or down by 9.6%.



Income tax refunds of \$315,608 were processed in 2021 compared to \$690,810 processed in 2020. In 2020, we had one refund of \$515,000 that was an anomaly.

### 2022 Payroll Activity

Thank you for the 2% COLA. Staff have put into the CBIZ system, the new 2022 salary rates for all staff. Staff are also working with CBIZ to get the W-2s out to all employees by January 29<sup>th</sup>. They will also work on preparing and mailing out the 1099 forms by the end of January.

**Law Director:** No report.

### **COMMITTEE REPORTS AND COUNCIL COMMENTS**

Beshara will work with Council members on their preferences for committee assignments.

Philippbar said the Human Services Commission will meet on Jan. 5

### **CAUCUS**

### **COMMENTS FROM THE FLOOR ON AGENDA ITEMS ONLY**

### **ORDINANCES AND RESOLUTIONS**

#### First Readings:

#### RESOLUTION 1-2022

Offered by All of Council

**A RESOLUTION EXPRESSING THE INTENT OF THE VILLAGE OF RICHFIELD TO SELL PERSONAL PROPERTY, INCLUDING, BUT NOT LIMITED TO VEHICLES, EQUIPMENT, TOOLS, AND SUPPLIES THAT ARE NO LONGER NEEDED FOR PUBLIC USE, OR ARE OBSOLETE, OR UNFIT FOR THE USE FOR WHICH THEY WERE ACQUIRED BY INTERNET AUCTION IN ACCORDANCE WITH R.C. 721.15, AND DECLARING AN EMERGENCY**

#### RESOLUTION 2-2022

Offered by All of Council

**A RESOLUTION CONSENTING TO THE OHIO DEPARTMENT OF TRANSPORTATION TO PERFORM CRACK SEALING ALONG STATE ROUTE 21 WITHIN THE VILLAGE OF RICHFIELD (PID NO. 116077, COUNTY/ROUTE/SECTION D04 CS FY2022), AND DECLARING AN EMERGENCY**

#### RESOLUTION 3-2022

Offered by All of Council





**A RESOLUTION DECLARING VARIOUS ITEMS OF VILLAGE PERSONAL PROPERTY AS SURPLUS PERSONAL PROPERTY NO LONGER NEEDED FOR PUBLIC USE AND AUTHORIZING THE VILLAGE TO DISCARD AND/OR SELL SAID PROPERTY BY INTERNET AUCTION, AND DECLARING AN EMERGENCY**

*Second Readings:* None

*Third Readings:*

**RESOLUTION 116-2021**

Offered by All of Council

**A RESOLUTION AUTHORIZING AND DIRECTING THE MAYOR AND THE FINANCE DIRECTOR TO ENTER INTO AN INCOME TAX RETENTION AND CREATION INCENTIVE GRANT AGREEMENT WITH NEXEN TIRE AMERICAN INC., AND DECLARING AN EMERGENCY**

**DISCUSSION:** Hudak asked if working at home has affected Nexen's income taxes. Turk said that information is confidential. Waszak said Nexen has established its research and development facility and its North American headquarters on Wheatley Road, and it is nice to have an international company in our portfolio. Frantz said Nexen workers are back in the office full time.

**MOTION:** TO ADOPT RESOLUTION 116-2021.

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

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:** None.

**COMMENTS FROM THE FLOOR**

Denise Ready of Creche Drive asked Beshara how she avoids conflict between her position on Council and her job as Rittman City Manager. Beshara said he has been on Council before. Cortes said there is no conflict between the two positions as they are incompatible. Ready asked how Beshara manages the two positions personally. Beshara replied that she takes both jobs seriously and takes great measures to keep them separate every day. She also said that Council members take an oath to act properly in office. Hudak noted that the previous Council president was also the law director in Medina.

**WORK SESSION:** None.

**MOTION:** TO ENTER EXECUTIVE SESSION TO DISCUSS POSSIBLE PROMOTION OF A PUBLIC EMPLOYEE.

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



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Executive session lasted from 7:05 to 7:22 p.m., when Beshara adjourned the meeting.

Respectfully submitted,

Jeff Gorman  
Clerk of Council

Bobbie Beshara  
Council President