



4410 W Streetsboro Road
Richfield, Ohio 44286

RICHFIELD TOWNSHIP BOARD OF TRUSTEES

EXECUTIVE SESSION
THURSDAY, DECEMBER 15, 2011
5:00 p.m.

The Richfield Township Trustees met for the REGULAR meeting on Thursday, December 15, 2011. The Meeting was called to order by Township Administrator, Ms. Linda Bowmer at 5:07 p.m.

The following were also present:

Laurie Pinney, Zoning Inspector/Director of Planning and Zoning and Fiscal Officer,

MOTION by: Ms. Gilmore and seconded by Mr. Wyatt to go into Executive Session to discuss personnel issues and the acquisition of property.

FURTHER DISCUSSION: NONE

MOTION PASSED UNANIMOUSLY

Let the record reflect that at 6:00 p.m., Mr. Denny Kolp, Glencairn Corporation joined the Executive Session.

MOTION by: Mr. Wyatt and seconded by Ms. Gilmore to go out of Executive Session at 6:37 p.m.

FURTHER DISCUSSION: NONE

MOTION PASSED UNANIMOUSLY

REGULAR MEETING
THURSDAY, DECEMBER 15, 2011
6:45 p.m.

Roll Call:

Laurie Peters Gilmore – Chair
David Wyatt – Vice Chair
Janet Jankura

The following were also present:

Laurie Pinney, Zoning Inspector/Director of Planning and Zoning and Fiscal Officer,
Calvin Jefferson, The Richfield Times,
Jeff Gorman, West Side Leader Publications,
Caine Collins, Summit County Engineer's Office

Approval of Minutes:

MOTION by: Ms. Jankura and seconded by Mr. Wyatt to approve the minutes for the **Regular Trustee Meeting for December 1, 2011** as presented.

FURTHER DISCUSSION: NONE

MOTION PASSED UNANIMOUSLY

Department Head Reports:

Zoning: No report for this meeting. **Ms. Pinney stated** that a formal report will be provided at the first Thursday meeting in January.

Fiscal: **Ms. Pinney** provided a report detailing changes to the funds appropriations made February, 2011. Ms. Pinney is asking the Trustees to approve these modifications so they can be reported to the county.

MOTION by: Ms. Jankura and seconded by Mr. Wyatt to approve the **2011 Supplemental Appropriations** as presented by Fiscal Officer, Ms. Pinney.

FURTHER DISCUSSION: NONE

MOTION PASSED UNANIMOUSLY

Ms. Pinney also stated that action was required per the compensation time policy that was discussed in Executive Session. **Trustee Ms. Gilmore stated** that the compensation time policy was to enable employees to “carry over” time without “cashing out” from one year to the next.

MOTION by: Ms. Gilmore and seconded by Mr. Wyatt to allow compensation time to be “cashed out” in any payroll period within the same year it is earned and compensation time earned in previous years is limited to use for time off and cannot be “cashed out.”

FURTHER DISCUSSION: NONE

MOTION PASSED UNANIMOUSLY

Trustee Ms. Gilmore stated that the other personnel issues that were discussed in Executive Session will be made public at the January, 2012 Organizational Meeting.

Park: No Report.

Roads: **Trustee Ms. Gilmore stated** that there was an underwater spring on Forest Run Road (Subdivision off of Townsend Road) and the Service Department has been busy digging “French” drains to diver the water off the road and resolve the issue. At this time last year, 200 tons of salt were used and to date no salt has been used. Salt and overtime costs are down. The Service Department roof will be taken up under “new business.”

Administration: **Ms. Bowmer stated** that Police Chief Dale Canter stopped by and dropped off the November, 2011 statistics since he was not able to attend tonight's meeting. The "*Summit County Annual Township Report*" was distributed to all of the Trustees. Summit County Engineer Brubaker also extended his availability to attend one of the trustee meetings to discuss the report in more detail. **Ms. Bowmer also stated** that both Girl Scout Camps in Richfield (township) will be placed for sale and the "Friends of the Girl Scouts" will be filing a lawsuit. Contributions to help protect the camp can be made at www.trefoilintegrity.org or www.friendsofcrowellhilak.org or mail a check to Richfield Historical Society at P. O. Box 215, Richfield, Ohio, 44286 and write "camps" on the memo line.

The application for the Jobs Ready Sites Grant for the light industrial office district has passed the first round at Summit County and the application has been forwarded to the State and a site visit is being scheduled.

New Business:

Trustee Ms. Gilmore stated that snow rails and new gutters need to be installed on the Service Department building. **Mr. Jerry Schall** requested bids from several companies and a sheet ranking all bids were distributed. After speaking to all of the company representatives, it was felt that NuVision Construction was the best candidate even though the bid was not the lowest.

MOTION by: Mr. Wyatt and seconded by Ms. Jankura to accept the proposal from **NuVision Construction** in an amount not to exceed **\$3,685.00** to remove existing gutters and install 180 feet of snow rails and new gutters.

FURTHER DISCUSSION: NONE

MOTION PASSED UNANIMOUSLY

Announcements:

Trustee Ms. Gilmore stated that the next meeting is an organizational meeting and it is scheduled for Thursday, January 5, 2011 at 1:30 p.m. and Mr. Biggar is planning on attending to discuss in public his proposal for the Township's administration building.

Also, the Police and Fire contracts need to be approved but it seems prudent to wait until the Village's administration situation is determined. At the end of November, Ms. Bowmer requested additional statistical information to help with these negotiations and it is anticipated that information will come in shortly. If the Township is in the position to discuss the contracts, this item will be placed on the January 5, 2011 agenda.

The Fire Levy and the Road and Bridge Levy will need to be evaluated since they are due to expire.

Mr. Cain Collins, Engineer, stated that the drainage complaint at **3005 Southern Road** is indeed in the Township and the County is examining the situation to assist with the resolution. **Mr. Collins** will forward the survey information to the county's GIS system for update. The GIS system is relied upon to identify parcels.

Trustee Ms. Gilmore requested Mr. Collins to follow-up to a ditch cleaning complaint at 4972 Townsend Road.

Citizens Forum: None

Agenda Requests: None

Trustee Ms. Gilmore stated that there was another personnel item that needed to be discussed in Executive Session and she was requesting that the Trustees go back into Executive Session.

MOTION by: Ms. Gilmore and seconded by Mr. Wyatt to go into Executive Session at 7:07 p.m.

FURTHER DISCUSSION: NONE

MOTION PASSED UNANIMOUSLY

MOTION by: Ms. Jankura and seconded by Ms. Gilmore to go out of Executive Session at 7:38 p.m.

FURTHER DISCUSSION: NONE

MOTION PASSED UNANIMOUSLY

MOTION by: Ms. Jankura and seconded by Ms. Gilmore to adjourn the Regular Trustee Meeting at 7:40 p.m.

FURTHER DISCUSSION: NONE

MOTION PASSED UNANIMOUSLY

Trustee

Secretary