

9546 Brandywine Road, Northfield Center, OH 44067

Phone: (330) 467-7646 Fax: (330) 650-0815 www.northfieldcenter.com

FISCAL OFFICER
Andy LaGuardia

TRUSTEES

Paul G. Buescher, Chair Richard H. Reville, Vice-Chair Russell F. Mazzola, Trustee **ADMINISTRATOR**

Steve Wright

NOTICE & AGENDA NORTHFIELD CENTER TOWNSHIP BOARD OF TRUSTEES WORK SESSION Monday May 18, 2020 @ 5 pm

(*Draft as of May 13, 2020-Subject to change prior to meeting*)

Please silence all electronic devices.

No decisions will be made at this Work Session.

There will be no Public Comments at this Work Session.

The public was notified of this WebEx meeting by Facebook, Twitter, Community Focus, an e-mail Sunshine Law notice to the Meeting Notification List, information placed on the Township's website, and the electronic sign.

The COVID-19 relief legislation passed out of the state legislature, on March 25, 2020, included language regarding open meeting laws. For the duration of the state of emergency – or until December 1st, whichever comes first – state boards and commissions, local and county governments, and higher education boards are permitted to operate meetings electronically, as long as the public is aware and can participate electronically.

The meeting access information for this Work Session is as follows:

Internet Access

Meeting link:

https://townadministrator.my.webex.com/townadministrator.my/j.php?MTID=m4e85136135e1997c93c8b9d2 63a3b01a

Meeting Password: 7rbMvJzuB57 (77268598 from phones)

Meeting Number: 140 206 109

<u>Call-In Information</u> (for those without a computer microphone or sufficient Internet access)

Number: 1-650-215-5226 or 1-631-267-4890

Access code for call-in: 140 206 109

The purpose of this Work Session is the discussion of various topics, which may include (but not necessarily be limited to):

- Operational Plan
 - Do we open on June 1st, but continue to limit public access? Do we allow public access, but maintain social distance?
- Discussion regarding Natalie water line taps and cost per household for connecting lines
- Review current Schedule of Fees and Bonds, including ZC request to increase business occupancy fee from \$50 to \$500 The draft, revised Schedule of Fees and Bonds is attached to this Agenda.

A. THE CHAIR CALLS THE WORK SESSION TO ORDER AT P.M.				
Roll Call: Russell F. Mazzola; Richard H. Reville; Paul G. Buescher				
B. DISCUSSION:				
C. TRUSTEE REQUESTS A MOTION FOR ADJOURNMENT.				
moves;seconds.				
Discussion:				
Roll Call: Russell F. Mazzola ; Richard H. Reville ; Paul G. Buescher .				



Northfield Center Township

Schedule of Fees and Bonds (Trustee Resolution No. 18/09-05C, dated 9/5/18)

Recommended revisions made on 05/13/2020

Permit Fees

Permit Fee Type	Amount		
Accessory Building			
Up to 144 square feet	\$25.00		
145 to 450 square feet	\$50.00		
Carports	\$30.00		
Change of Use-Commercial (Certificate of	\$50.00		
Zoning Compliance)			
Commercial Building			
Up to 1,000 square feet	\$500.00		
1,001 square feet and up	\$500.00 plus \$3.00 per 100 square feet		
	over 1,000square feet		
Decks	\$25.00		
Driveway Culvert	\$300.00		
Driveway, New and Reconstructed	\$50.00		
Fence	\$25.00		
Fire Inspection Fee, Commercial	\$50.00		
Garage (Private)	\$50.00		
Industrial Buildings	*I would recommend we simplify this. Or,		
	is this such a rarity that it shouldn't cause		
	issues for automation of permit		
	applications and fee payments?		
Up to 1,000 square feet	\$500.00		
1,001 to 2,000 square feet	\$500.00 plus \$5.00 per 100 square feet		
	over 1,000 square feet (Max cost: \$550)		
2,001 to 3,000 square feet	As above, plus \$3.50 per 100 square feet		
	over 2,000 square feet (<i>Max cost: \$585</i>)		
3,001 square feet and above	As above, plus \$2.50 per 100 square feet		
	over 3,000 square feet		
Occupancy Permit (Business)	\$50		

Pool	\$25.00		
Recreational, Institutional, Governmental,	\$20.00 minimum plus \$.01 per square foot		
and Miscellaneous Structures and/or	of area within the outside dimensions of		
Accessory Buildings and Additions (We	the foundation (up to a maximum of \$100)		
need to clarify this category. It seems			
rather nebulous and a confusing catch-all.)	\$20.00		
	\$30.00		
Up to 500 square feet	\$40.00		
501 to 1,000 square feet	\$50.00		
1,001 to 2,000 square feet	\$60.00		
2,001 to 3,000 square feet	<mark>\$70.00</mark>		
3,001 to 4,000 square feet	\$80.00		
4,001 to 5,000 square feet	<mark>\$90.00</mark> _		
5,001 to 6,000 square feet	\$100.00		
6,001 to 7,000 square feet			
7,001 square feet and above			
Residential Buildings	\$1,500.00 per unit		
Road Opening and Right of Way			
Disturbance			
Residential	\$75.00 permit fee (See bond fees, below,		
	for additional information.)		
Commercial	\$200.00 permit fee (See bond fees, below,		
	for additional information.)		
Short-Term Rental	\$150.00/year		
Sign			
Advertising business or service on			
premises			
Less than 20 square feet	\$25.00		
Over 20 square feet	\$50.00		
Directional	\$25.00		
Home Occupation	\$25.00		
Subdivision or Commercial Real Estate	\$50.00 plus \$150 security deposit		
	(refunded if removed)		
Temporary	\$25.00 plus \$150.00 security deposit		
	(refunded if removed at expiration of		
	permit)		
Storage Containers (e.g. PODS)	\$10 plus \$25 Bond		
Telecommunications Pole (Small Cell)	\$250 plus Road Opening and Right of Way		
	Disturbance Bond AND a Restoration Bond		

^{*}Please Note: Political and school events are exempt from the permit application and fee process.

Public Hearing Fees

Board of Zoning Appeals**	
Appeals	\$150 for residential districts

Conditional Zoning Certificates	\$275 for all other districts
Request for Variance	
Zoning Commission**	
Text Amendment Changes	\$150 for residential districts
Zoning Amendment Changes	\$275 for all other districts

^{**}Any additional fees shall be billed after the final hearing for the following items: legal, legal ads, related per diems, postage, secretary's wages, etc.

Bond Fees

Cemetery Performance Bond Up to 40 acres	\$25,000
Each additional 10 acres beyond initial 40	\$5,000
Oil or Gas Drilling or Mining	Surety Bond of \$20,000 on each ingress or egress on Township road, held for one (1) year.
Performance Bonds or Other Financial Guarantees	\$2,000 cash bond, which is refundable 5% of total construction cost for all zoning districts. A cash bond of \$2,000 is required for residential buildings and driveways A cash bond of \$2,000, or \$100 per 1,000 square feet, for all zoning districts and held for one year after construction
Restoration Bond	
New Developments	\$2,500/acre, with a minimum fee of \$25,000
Road Opening/Right of Way Disturbance	\$.45/foot (held for one year)
Road Bond	\$25,000 to ensure protection of existing Township roads during subdivision construction
Road Opening and Right of Way Disturbance	
Opening of 100 feet or less	\$2,000 for drilled, dug or cut road opening within the road right-of-way dimensions
Opening larger than 100 feet	An additional \$2,000 bond for each additional 100 feet of road to be opened (Max bond of \$250,000)
Storage Containers	\$25 reimbursable bond

Document Copying

Public Records Requests-Hardcopies	\$.05/page
Zoning Resolution (All Pages)	\$50.00

Town Hall Rental

\$100 deposit, which will be refunded if the space is left clean and undamaged



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FISCAL OFFICER Andy LaGuardia TRUSTEES

ADMINISTRATOR

Paul G. Buescher, Chair Richard H. Reville, Vice-Chair Russell F. Mazzola. Trustee Steve Wright

NOTICE & AGENDA NORTHFIELD CENTER TOWNSHIP BOARD OF TRUSTEES SPECIAL MEETING Monday, May 18, 2020

Immediately following Work Session, which begins at 5 p.m.

(Draft as of May 14, 2020-Subject to change prior to meeting)

The public was notified of this WebEx meeting by Facebook, Twitter, Community Focus, an e-mail Sunshine Law notice to the Meeting Notification List, information placed on the Township's website, and the electronic sign.

The COVID-19 relief legislation passed out of the state legislature, on March 25, 2020, included language regarding open meeting laws. For the duration of the state of emergency – or until December 1st, whichever comes first – state boards and commissions, local and county governments, and higher education boards are permitted to operate meetings electronically, as long as the public is aware and can participate electronically.

The access information for this Special Meeting is as follows:

Internet Access

Meeting link:

https://townadministrator.my.webex.com/townadministrator.my/j.php?MTID=m4e85136135e1997c93c8b9d263a3b01a

Meeting Password: 7rbMvJzuB57 (77268598 from phones)

Meeting Number: 140 206 109

Call-In Information (for those without a computer microphone or sufficient Internet access)

Number: 1-650-215-5226 or 1-631-267-4890

Access code for call-in: 140 206 109

There will be no public comments during this Special Meeting.

Roll Call: Russell F. Mazzola; Richard H. Reville; Paul G. Buescher GUEST SPEAKER Kate Chapel, Senior Project Manager for Tinker's Creek Watershed Please note: The full presentation is attached to this Agenda. MOTIONS/RESOLUTIONS			
Kate Chapel, Senior Project Manager for Tinker's Creek Watershed Please note: The full presentation is attached to this Agenda.			
MOTIONS/RESOLUTIONS			
1) Consent Agenda			
All matters under the Consent Agenda are considered by the Board of Trustees to be routine and will be enacted by one motion. Any Trustee may remove an item from the Consent Agenda by request. No second is required for removal of an item. Items removed for separate discussion will be considered after the motion to approve the Consent Agenda.			
Organizational Items:			
 a) The Chair requests a Motion to approve and/or dispense with the reading of the minutes of the Trustee Work Session of April 13, 2020. b) The Chair requests a Motion to approve and/or dispense with the reading of the minutes of the Trustee Special Meeting of April 13, 2020. c) The Chair requests a Motion to approve and/or dispense with the reading of the minutes of the Trustee Work Session of April 23, 2020. d) The Chair requests a Motion to approve and/or dispense with the reading of the minutes of the Trustee Special Meeting of April 23, 2020. e) The Chair requests a Motion to authorize the Fiscal Officer to draw April 2020 vouchers, in the amount of \$213,669.56, to meet current expenditures. f) The Chair requests a Motion to acknowledge receipt of the Bank Reconciliations for the month of April 2020, received May 1, 2020, as presented by the Fiscal Officer. The Chair requests a Motion to approve all items on the consent agenda. moves; seconds. 			
Roll Call: Russell F. Mazzola; Richard H. Reville; Paul G. Buescher			
2) The Chair requests Resolution No. 20/05-18 to: Approve a Resolution of Necessity to renew the levy of taxes, pursuant to ORC 5705.19(G), for the general construction, reconstruction, resurfacing, and repair of streets, roads, and bridges in the Township. The full text of this resolution is attached to this Agenda. moves; seconds. Discussion:			

	Roll Call: Russell F. Mazzola; Richard H. Reville; Paul G. Buescher			
3) The Chair requests Resolution No. 20/05-18 to: Approve a Purchase Orde amount of \$2,000.00, to be drawn from the 04-B-02 (Material) Fund, payable to Discount Drainage Supplies, for culvert pipes.				
	moves; seconds.			
	Discussion:			
	Roll Call: Russell F. Mazzola; Richard H. Reville; Paul G. Buescher			
4)	The Chair requests Resolution No. 20/05-18 to: Approve a Purchase Order, in the amount of \$1,500, to be drawn from the 01-F-02 (Improvement of Sites) Fund, payable to Discount Drainage Supplies, for pipes and catch basins for the Beacon Hills Park Project.			
	moves; seconds.			
	Discussion:			
	Roll Call: Russell F. Mazzola; Richard H. Reville; Paul G. Buescher			
5)	The Chair requests Resolution No. 20/05-18 to: Approve a Purchase Order, in the amount of \$3,611.98, to be drawn from the 01-F-02 (Park and Recreation Improvement of Sites) Fund, payable to GameTime for the replacement parts for the Crestwood Park playground equipment. (This is part of the NatureWorks Grant Project.) <i>Please note: This vendor was selected as the lowest and/or best bidder.</i> The quote is attached to this agenda.			
	moves; seconds.			
	Discussion:			
	Roll Call: Russell F. Mazzola; Richard H. Reville; Paul G. Buescher			
6)	 The Chair requests Resolution No. 20/05-18 to: Authorize Service Director Rick Youel to liquidate through auction the following Township vehicles: 1991 International 4700 Dump Truck, with plow and salt spreader, with a reserve of \$5,000 1996 Ford F-150, with a reserve of \$1,000 2006 Ford F-350 Super Duty, with plow and salt spreader, with a reserve of \$2,500 			
	moves; seconds.			

		Discussion:			
		Roll Call: Russell F. Mazzola; Richard H. Reville; Paul G. Buescher			
	7)	The Chair requests Resolution No. 20/05-18 to: Approve an increase in the occupancy fee, for all businesses in any Township zoning district, from \$50 to \$500.			
		moves; seconds.			
		Discussion:			
		Roll Call: Russell F. Mazzola; Richard H. Reville; Paul G. Buescher			
	8)	The Chair requests Resolution No. 20/05-18 to: Approve the updated Township Schedule of Fees and Bonds (with revisions reflected through of May 13, 2020).			
		moves; seconds.			
		Discussion:			
		Roll Call: Russell F. Mazzola; Richard H. Reville; Paul G. Buescher			
	9) The Chair requests a Motion to schedule two Public Hearings, for Monday, June 1 pm, and Monday, June 22 nd , at 5 pm, respectively, to discuss implementing the no additional \$5 Permissive Motor Vehicle License Fee in the Township.				
		moves; seconds.			
		Discussion:			
		Roll Call: Russell F. Mazzola; Richard H. Reville; Paul G. Buescher			
D.	TR	USTEES' REPORTS AND COMMENTS			
E.	USTEE REQUESTS A MOTION FOR ADJOURMENT.				
	moves; seconds.				
	Dis	scussion:			
	Ro	ll Call: Russell F. Mazzola; Richard H. Reville; Paul G. Buescher			
	Th	e meeting adjourned at p.m.			





MISSION

To <u>protect</u> and <u>restore</u> water quality and habitats in the Tinker's Creek watershed through community partnerships.

Who we are

Non-profit, 501(c)(3) watershed organization officially established in 2006.

Board of Directors

Currently 15

Experts in many fields

Staff

Executive Director
Project Manager
Coordinators
NOWCorps
Manager

Members

Community
Business
Individual

Our goals

- <u>Increase the understanding</u> of community officials and the public regarding the natural and monetary value of protecting their water resources.
- **Promote low-impact** and conservation development practices that balance environmental integrity with human development
- <u>Educate</u> watershed communities about their daily activities and habits which negatively impact their environmental surroundings and provide alternative approaches to those practices.
- <u>Encourage a no-net-loss</u> wetland mitigation policy where mitigation remains localized within the watershed rather than outsourced to other watersheds.
- <u>Lead</u> a watershed-based approach to decision making that advances the concept of connectivity between the different political jurisdictions within the watershed.
- <u>Increase recreational opportunities</u> by connecting greenways, corridors, and bike paths between the different jurisdictions within the watershed.

Our goals

Teach

- Residents
- City leaders
- Business owners

Act

- Creating guiding documents
- Install projects
- Permit compliance

Grow

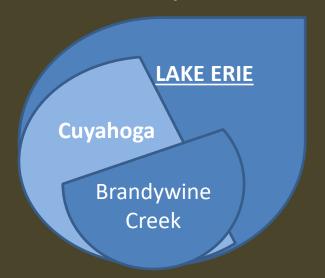
- Apply for grants
- Hire students
- Use partnerships to extend reach

Brandywine Creek Watershed Northfield Macedonia State Rte 82 **Twinsburg** Northfield Center Twinsburg Township Sagamore Hills Boston Township Boston Heights State Rte 303

The watershed

What is a watershed?

An area of land that drains to a river, river system, lake, or other water body.



(23)Cuyahoga Portage Medina Summit Stark

Cuyahoga Watershed

We serve both the Tinker's Creek and Brandywine Creek Watersheds

Threats to watersheds









Urbanization
Invasive species
Excess nutrients
Climate change

What membership means

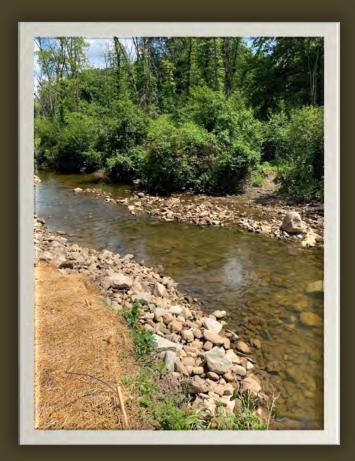
A membership with TCWP is \$1,000 per year and includes several services:

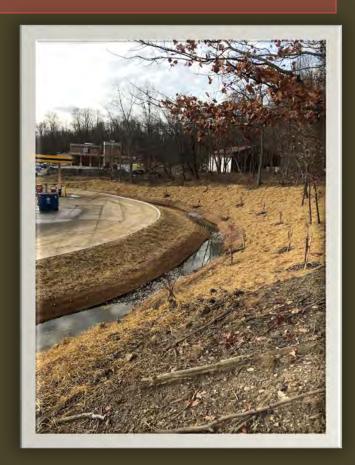
- Public presentations
- Workshops
- Municipal staff training
- Events that contribute to your PIPE requirements
- Variance request review
- Grant writing
- Project administration

Project Examples

Hudson Tenbroeck

Over 500 linear feet of stream restored to more natural flow and stability





Bedford Heights Bus Garage

Over 300 linear feet of stream restored to more natural flow and reduced flooding

Public Engagement







Contact information

- Tinker's Creek Watershed Partners
- www.tinkerscreek.org
- P.O. Box 444, Twinsburg, OH 44087

- Kate Chapel, Senior Project Manager
- 330-963-6243
- kchapel@tinkerscreekwatershed.org



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TRUSTEES

ADMINISTRATOR
Steve Wright

Russell F. Mazzola, Chair Paul G. Buescher, Vice-Chair Richard H. Reville

NORTHFIELD CENTER TOWNSHIP

Resolution 20/05-18___

A RESOLUTION OF NECESSITY TO RENEW THE LEVY OF TAXES, PURSUANT TO ORC 5705.19(G), FOR THE GENERAL CONSTRUCTION, RECONSTRUCTION, RESURFACING, AND REPAIR OF STREETS, ROADS, AND BRIDGES IN THE TOWNSHIP

WHEREAS, Northfield Center Township is statutorily responsible for the general construction, reconstruction, resurfacing, and repair of streets, road, and bridges maintained by the Township; and

WHEREAS, Northfield Center Township is permitted, pursuant to ORC 5705.19(G), to levy a tax on property contained within the Township for the purpose of funding street, road, and bridge construction, reconstruction, resurfacing, and repair projects; and

WHEREAS, the current and most significant levy permitted under ORC § 5705.19(G) is set to expire in the 2019 tax year, with the collection in 2020;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Northfield Center Township, Summit County, Ohio declare the following:

Section 1. The Township Board of Trustees declares it necessary to submit to the electors of Northfield Center Township, on November 3, 2020, the question of levying an additional tax outside of the 10-mill limitation, pursuant to the tax levy authorization granted by ORC 5705.19(G), for the purpose of funding street, road, and bridge, construction, resurfacing, and repair projects; and

Section 2. The tax will be levied upon the entire territory of Northfield Center Township, located in Summit County only, and, accordingly, the ballot measure will be submitted to the entire territory of Northfield Center Township; and

Section 3. The tax revenue will be utilized for the purpose of funding street, road, and bridge, construction, resurfacing, and repair projects; and

Section 4. This levy would commence in the 2020 tax year, with the first collection in 2021; and

Section 5. This levy would continue for a period of five years; and

Andy LaGuardia, Fiscal Officer

Section 6. As the Board of Trustees of Northfield Center Township declare the fiscal necessity of levying a tax outside of the current 10-mill limitation for the purpose of funding street, road, and bridge, construction, resurfacing, and repair projects it now hereby directs the Township Fiscal Officer to file a certified copy of this Resolution to the County Fiscal Officer and hereby further requests that the County Fiscal Officer certify the current tax valuation of the Township and the amount of revenue that would be generated by the renewal of the current 1.40 mill levy.

Resolved: May, 2020	
Paul G. Buescher	Paul Buescher, Chair
Richard H. Reville	Rich Reville, Vice Chair
Russell F. Mazzola	Russell Mazzola, Trustee
I hereby Certify that the above is a true and comby the Board of Trustees of Northfield Center To of May 2020.	-
	

P.O. Box 208 Harrison, OH 45030 Toll Free 800-762-7936 Fax 330-821-4505 www.dwarec.com info@dwarec.com

Northfield Center Twp. - GameTime Replacement Rumble & Roll

Northfield Center Township Attn: Steve Wright 9546 Brandywine Road Northfield Center, OH 44067 Phone: 330-467-7646 Ext. 10

Fax:330-650-0815

townshipadministrator@northfieldcenter.com

Project # 23715 Job # 23715-01 Ship to Zip 44601

Quantity	Part #	Description	Unit Price	Amount
1	RDU	GameTime - #81348 Rumble & Roll Slide- Color: Beige	\$1,952.00	\$1,952.00
		(1) 176401 3'-0" Rumble & Roll Slide		
		(1) 176166 Double Powerscape Hood		
		(2) 176385 Footbuck Assy 32 1/8"Lg		
		(2) W03861 Tru-Loc Panel Attach		
		(1) 176406 Hdw-Dbl Wave Zip Slide		
1	INSTALL	GameTime - Removal of Existing Rumble & Roll Slide and Installation of New Rumble & Roll Slide by GameTime Certified Installer-Note: Pricing is based on installation of freestanding equipment and replacement climbers recently purchased.	\$1,350.00	\$1,350.00
			Sub Total	\$3,302.00
			Freight	\$309.98
			Total	\$3,611.98

Due to the current COVID-19 crisis, shipping times might be extended beyond what is noted.

Pricing valid for 30 days. Please request a new price after that time. Our quotation is based on shipment of all items at one time to a single destination, unless otherwise noted, and changes are subject to price adjustment.

Payment terms: Payment in full, net 30 days <u>subject to credit approval</u>. A 1.5% per month finance charge will be imposed on all past due accounts. Equipment will be invoiced separately from other services and shall be payable in advance of those services and project completion.

To order: Please complete the acceptance portion of this quotation and provide color selections, purchase order copy and other key information requested.

This quote does not include any state or local sales taxes. Sales tax will be added to the order if required, unless otherwise noted.

Acceptance of this proposal indicates your agreement to the terms and conditions stated herein.

Purchase Orders or Checks must be made out to:

GameTime c/o DWA Recreation, Inc. P.O. Box 208 Harrison, OH 45030

Once equipment is ordered, the owner assumes that the equipment is being installed according to the ASTM standards for layout and design. Additionally, the owner shall check to make sure that all appropriate fall zones are current and compliant. In the event that the owner has to return the equipment, both inbound and outbound freight will be charged along with a 25% restocking fee.

GameTime Shipping Time: Standard shipping time for GameTime is 21-28 days. Allow an additional 4-7 days for transit.

Short Ship Claims: Purchaser has 14 days from receipt of equipment to file a short ship report in writing to our office. Company reserves right to not honor claims made after this time.



P.O. Box 208 Harrison, OH 45030 Toll Free 800-762-7936 Fax 330-821-4505 www.dwarec.com info@dwarec.com

Northfield Center Twp. - GameTime Replacement Rumble & Roll

Installation Terms:

- -- The above pricing is based on installation over natural earth and does not include any site work, unless otherwise noted on this quote.
- -- This pricing does include receiving and storage of the equipment prior to installation.
- -- Any existing wood chips, asphalt, or playground equipment, in the area where the new structure will be located, must be removed by the owner unless otherwise noted on this quote.
- -- The play area site would need to be level prior to installation.
- -- An area will need to be provided for the disposal of excess dirt created when augering holes.
- -- Access to a dumpster will need to be provided for the disposal of packaging materials.
- -- The above pricing is based on non-prevailing wage rates.

Please note, you are required by Ohio law to contact "Ohio Utilities Protection Service" at 1-800-362-2764 before any excavation or installation takes place. Because their questions will relate to the location of the site, we ask you to please contact them personally. This should be done within a two week period but not less than four days prior to installation, as they will need 48 hours to mark off the site.

Order Information:	
Bill To:	Ship To:
Contact:	Contact:
Address:	Address:
City, State, Zip:	City, State, Zip:
Tel:	Tel:
Fax:	Fax:
eMail:	eMail:
Project/Site Location:	-
Contact:	-
Address:	-
City, State, Zip:	-
Tel:	-
Fax:	-
eMail:	-
Coordinates or Description of Location:	-



Acceptance of quotation:

P.O. Box 208 Harrison, OH 45030 Toll Free 800-762-7936 Fax 330-821-4505 www.dwarec.com info@dwarec.com

Northfield Center Twp. - GameTime Replacement Rumble & Roll

Accepted By (printed):	Date:	
Title:	P.O. No:	
Telephone:	Fax:	
Purchase Amount: \$3,611.98		
SALES TAX EXEMPTION CERTIFICATE #:		
Customer Signature		
Customer signature		

Quote prepared by: Donna Essick
Sales Representative: Taylor Kolanko