



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 SPECIAL MEETING
Monday, June 15, 2020-Immediately following MVL
Permissive Tax Increase Public Hearing
(Draft as of June 10, 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=m29fb6a0a7db591b12a198fbd98be2c7e>

Meeting Number: 163 901 2050
Meeting Password: YdsZQdBk766 (93797325 from phones)

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: 163 901 2050

There will be no public comments during this Special Meeting.

A. THE CHAIR CALLS THE MEETING TO ORDER AT _____ P.M.

Roll Call: Russell F. Mazzola ____; Richard H. Reville ____; Paul G. Buescher ____.

B. GUEST SPEAKER/DISCUSSION

Jason Dodson, of the Roetzel and Andress Law Firm

Topic of Discussion: Potential Tax Increment Financing (TIF) options for the Township

C. MOTIONS/RESOLUTIONS

- 1) The Chair requests **Resolution No. 20/06-15**__ to: Approve the proposed 06/08/2020 revisions to the Northfield Center Township Schedule of Fees and Bonds. **The proposed Schedule of Fees and Bonds is attached to this Agenda.**

_____ moves; _____ seconds.

Discussion: _____

Roll Call: Russell F. Mazzola ____; Richard H. Reville ____; Paul G. Buescher ____.

- 2) The Chair requests **Resolution No. 20/06-15**__ to: Approve a Purchase Order, in the amount of \$4,200, to be drawn from the 01-F-02 (Improvement of Sites) Fund, payable to Durant Electric, LLC, for electrical work for the Beacon Hills Park pavilion. **The full quote 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. 20/06-15**__ to: Authorize Township Administrator Steve Wright to request assistance from the Summit County Engineer to determine appropriate bid specs for the proposed Bayberry Road Re-construction Project.

_____ moves; _____ seconds.

Discussion: _____

Roll Call: Russell F. Mazzola ____; Richard H. Reville ____; Paul G. Buescher ____.

- 4) The Chair requests **Resolution No. 20/06-15**__ to: Declare both the Northfield Center Townhall and Service Department facilities as local Department Operations Centers

(DOC) for use during local emergency and disaster events, when an emergency is declared by the Board of Trustees.

_____ moves; _____ seconds.

Discussion: _____

Roll Call: Russell F. Mazzola ____; Richard H. Reville ____; Paul G. Buescher ____.

- 5) The Chair requests **Resolution No. 20/06-15**__ to: Request distribution of CARES Act funding, with the affirmation that all funds received will be expended in accordance with Section 5001 of the CARES Act and Ohio’s House Bill 481. **The full text of the resolution is attached.**

_____ moves; _____ seconds.

Discussion: _____

Roll Call: Russell F. Mazzola ____; Richard H. Reville ____; Paul G. Buescher ____.

- 6) The Chair requests **Resolution No. 20/06-15**__ to: Proceed with the Renewal of 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, with the issue to be placed on the ballot at the November 3, 2020 election. **The full text of the resolution is attached.**

_____ moves; _____ seconds.

Discussion: _____

Roll Call: Russell F. Mazzola ____; Richard H. Reville ____; Paul G. Buescher ____.

D. TRUSTEES’ REPORTS AND COMMENTS

E. TRUSTEE _____ REQUESTS A MOTION FOR ADJOURNMENT.

_____ moves; _____ seconds.

Discussion: _____

Roll Call: Russell F. Mazzola ____; Richard H. Reville ____; Paul G. Buescher ____.

The meeting adjourned at _____ p.m.



Northfield Center Township

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

Revised on 06/08/2020

Permit Fees

Permit Fee Type	Amount
Accessory Building Up to 144 square feet 145 to 450 square feet 451 square feet and above	\$25.00 \$50.00 \$100.00
Carports	\$30.00
Certificate of Zoning Compliance (Change of Use-Commercial) <i>This replaces Occupancy Permit (Business)</i>	\$500.00
Certificate of Zoning Compliance (Residential) <i>This replaces Occupancy Permit (Residential)</i>	\$25.00
Commercial/Industrial Building Up to 1,000 square feet —1,001 square feet and up Up to 5,000 square feet 5,001 square feet and above	\$500.00 \$500.00 plus \$3.00/100 square feet over 1,000 square feet \$1,500.00 \$1,500 plus \$5.00 per 100 square feet over 5,000 square feet
Decks/Patios	\$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
Gazebos/Pergolas <i>This was not reflected in the schedule before.</i>	\$25.00

Industrial Buildings- COLLAPSE WITH COMMERCIAL ABOVE. There is no need to separate commercial and industrial.	
Up to 1,000 square feet	\$500.00
—1,001 to 2,000 square feet	\$550.00
—2,001 to 3,000 square feet	\$585.00
3,001 feet and above	\$610.00
Pool (Above or ground)	\$25.00
Recreational, Institutional, Governmental, and Miscellaneous Structures and/or Accessory Buildings and Additions ELIMINATE THIS CATEGORY ALTOGETHER	\$20.00 minimum plus \$.01 per square foot of area within the outside dimensions of the foundation (up to a maximum of \$100)
Residential Buildings (Construction Permit)	\$1,500.00 per unit + \$2,000 Performance Bond
Road Opening and Right of Way Disturbance Residential Commercial	\$75.00 permit fee (See bond fees, below, for additional information.) \$200.00 permit fee (See bond fees, below, for additional information.)
Short-Term Rental (e.g. Air BNBs)	\$150.00/year
Sign Advertising business or service on premises Less than 20 square feet 21 square feet and above Directional (e.g. enter and exit signs) Subdivision or Commercial Real Estate Temporary (e.g. Festivals, theatre productions, etc.) *Please note: Each resident is allowed one sign without a permit.	\$25.00 \$50.00 \$25.00 \$50.00 plus \$150 security deposit (refunded if removed) \$25.00 plus \$150.00 security deposit (refunded if removed at expiration of permit)
Storage Containers (e.g. PODS)	\$10 plus \$25 Refundable 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/Conditional Zoning Certificates	\$150 for residential districts/\$275 for all other districts
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Request for Variance	
Zoning Commission** Text Amendment/Zoning Amendment Changes	\$150 for residential districts/\$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. Eliminate this verbiage. We never utilize this clause.**

Bond Fees

Please note: Bonds are released upon written request AND approval by Township officials.

Cemetery Performance Bond Up to 40 acres Each additional 10 acres beyond initial 40	\$25,000 \$5,000
Driveway (Not associated with new construction of single residence)	\$2,000 refundable cash bond
New Construction (Development) <i>This replaces "Performance Bonds or Other Financial Guarantees".</i>	5% of total construction cost for all zoning districts
New Construction (Single residence) <i>This replaces "Performance Bonds or Other Financial Guarantees".</i>	\$2,000 refundable cash bond
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 <i>Eliminate this section. It is redundant.</i>	\$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 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)
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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

DURANT ELECTRIC, LLC
COMMERCIAL – RESIDENTIAL

LICENSE #23144

MIKE DURANT

BONDED – INSURED

OFFICE: 440.498.9394
CELL: 440.567.5188

Invoice

PROPOSAL NO: 20202	DATE: June 6, 2020
PROPOSAL SUBMITTED TO:	
NAME: Tim	WORK TO BE PERFORMED AT:
ADDRESS: Kenwick Gazebo	ADDRESS:
CITY, STATE: Northfield Center, OH	CITY, STATE:
PHONE NO:	

We hereby propose to furnish the materials and perform the labor necessary for the completion of:

- Install 100 amp underground wire in PVC pipe
- Install feed up the CEI pole to transformer
- Install 100 amp outside main panel in gazebo
- Install 100 amp meter base to feed the main panel at pole
- Install six lights (jelly jar) in gazebo
- Install 4 plugs in gazebo
- Install motion sensor for gazebo lights
- Trenching not included

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for above work and completed in a substantial workmanlike manner for the sum of:

TOTAL \$4,200.00 (Four thousand two hundred dollars)
\$2,000.00 Down
\$2,200.00 Upon completion

Mike Durant and Durant Electric LLC are not responsible for any electrical service from another electrician that was done prior to the start of the proposal date. Any alteration or deviation from above specifications involving extra costs will be executed only upon written order, and will become an extra charge over and above the final estimate. All agreements contingent upon strikes, accidents or delays beyond our control.

Respectfully submitted by: *Mike Durant*

ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above:

Signature: _____

Date: _____



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NORTHFIELD CENTER TOWNSHIP

Resolution 20/06-15__

A RESOLUTION REQUESTING DISTRIBUTION OF CARES ACT FUNDING AND AFFIRMING THAT ALL FUNDS RECEIVED WILL BE EXPENDED IN ACCORDANCE WITH THE REQUIREMENTS OF SECTION 5001 OF THE CARES ACT, AS DESCRIBED IN 42 U.S.C. 601(d), AND ANY APPLICABLE REGULATIONS AND GUIDANCE, AS WELL AS THE DISTRIBUTION AND UTILIZATION REQUIREMENTS FOUND IN OHIO'S HOUSE BILL 481.

WHEREAS, the Coronavirus Aid, Relief, and Economic Security Act, 116 Public Law 136, (the CARES Act) was signed into law by the President of the United States on March 27, 2020; and

WHEREAS, the Ohio General Assembly established a process for distributing funds provided by the "Coronavirus Aid, Relief, and Economic Security Act" in Amended House Bill 481 of the 133rd General Assembly (H.B. 481); and

WHEREAS, H.B.481 requires subdivisions receiving funds, to pass a resolution affirming that funds from the County Coronavirus Relief Distribution Fund may be expended only to cover costs of the subdivision consistent with the requirements of section 5001 of the CARES Act as described in 42 U.S.C. 601(d), and any applicable regulations before receiving said funds; and

WHEREAS, Northfield Center Township is requesting its share of funds from the Summit County Coronavirus Relief Distribution Fund.

NOW THEREFORE, be it resolved that the Board of Trustees of Northfield Center Township affirms that all funds received from the Summit County Coronavirus Relief Distribution Fund pursuant to H.B. 481 be expended only to cover costs of the subdivision consistent with the requirements of section 5001 of the CARES Act as described in 42 U.S.C. 601(d), and any applicable regulations and guidance only to cover expenses that:

- (1) Are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19);
- (2) Were not accounted for in Northfield Center Township's most recently approved budget as of March 27, 2020; and

- (3) Were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.

FURTHERMORE, in compliance with H.B. 481, be it resolved by the Board of Trustees of Northfield Center Township that the Northfield Center Township Fiscal Officer take all necessary action to:

- (1) On or before October 15, 2020, pay any unencumbered balance of money in the Northfield Center Township's local coronavirus relief fund to the Summit County Treasurer;
- (2) On or before December 28, 2020, pay the balance of any money in the Northfield Center Township's local coronavirus relief fund to the state treasury in the manner prescribed by the Director of the Ohio Office of Budget and Management; and
- (3) Provide any information related to any payments received under H.B. 481 to the Director of the Ohio Office of Budget and Management as requested.

Resolved: June 15, 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 correct transcript of the Resolution as adopted by the Board of Trustees of Northfield Center Township, Summit County, Ohio, on the 15th day of June 2020.

Andy LaGuardia, Fiscal Officer



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NORTHFIELD CENTER TOWNSHIP

Resolution 20/06-15_

RESOLUTION TO PROCEED WITH THE RENEWAL OF 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, WITH THE ISSUE TO BE PLACED ON THE BALLOT AT THE NOVEMBER 3, 2020 ELECTION.

WHEREAS, On May 18, 2020, the Northfield Center Township Board of Trustees adopted Resolution 20/05-18A, declaring the necessity, for the purposes set forth in ORC 5705.19(G), to renew the levy of 1.40 mills in excess of the 10 mill limitation, for each one dollar of valuation, and the Board accordingly certified a copy of its Resolution and requested the County Fiscal Officer to certify the current tax valuation and the amount of revenue that would be produced by the renewal levy of 1.40 mills; and,

WHEREAS, on the 12th day of June 2020, the County Fiscal Officer certified that the total tax valuation of the Township is \$164,947,050 and, consequently, the dollar amount of revenue that would be generated by the renewal levy of 1.40 mills would be \$220,913 annually during the life of the levy, assuming the total current tax valuation remains the same throughout the life of said levy.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Northfield Center Township, of Summit County, Ohio, by two-thirds of all members elected thereto concurring, who voted as certified below, that it is necessary to proceed to renew a levy of 1.40 mills, in compliance with ORC 5705.19(G) for each one dollar of valuation, which amounts to 4.1 cents for each one hundred dollars of valuation, for the general construction, reconstruction, resurfacing, and repair of streets, roads, and bridges in the Township, with this levy lasting for a period not to exceed 5 years, commencing tax year 2020, and beginning collections in 2021.

BE IT FURTHER RESOLVED that the provision of said 1.40 mill renewal tax levy be submitted to the electors at the General Election to be held on November 3, 2020, under the authority of ORC 3501.02 and ORC 5705.19.

BE IT FURTHER RESOLVED that the Northfield Center Township Fiscal Officer is hereby directed to certify a copy of this Resolution to Proceed, with a proposed levy for a renewal of 1.4 mills in excess of the 10 mill limitation, for the general construction, reconstruction, resurfacing, and repair

of streets, roads, and bridges in the Township, to the Board of Elections of Summit County, no later than 4:00 p.m. on August 5, 2020, 90 days before the General Election of November 3, 2020, and to notify the Board of Elections to cause notice of election on the question of levying said tax to be given as required by law.

RESOLVED: June 15, 2020

Paul G. Buescher

Paul Buescher, Chair

Richard H. Reville

Rich Reville, Vice Chair

Russell F. Mazzola

Russell Mazzola, Trustee

Attest:

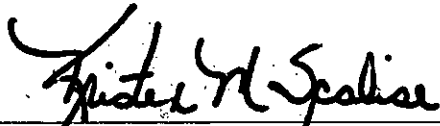
Andy LaGuardia, Fiscal Officer

Certificate of Estimated Property Tax Revenue

(Use this form when a taxing authority certifies a millage rate and requests the revenue produced by that rate.)

The County Fiscal Officer of Summit County, Ohio, does hereby certify the following:

1. On June 1, 2020, the taxing authority of the Northfield Center Township certified a copy of its Resolution No. 20/05-18A, adopted May 18, 2020, requesting the County Fiscal Officer to certify the current tax valuation of the subdivision and the amount of revenue that would be produced by 1.40 mills; to levy a tax outside the ten-mill limitation for Road Improvement purposes pursuant to Revised Code 5705.19(G), to be placed on the ballot at the November 3, 2020 election. The levy type is Renewal.
2. The estimated property tax revenue that will be produced by the stated millage, assuming the tax valuation of the subdivision remains constant throughout the life of the levy, is calculated to be \$220,913.
3. The total tax valuation of the subdivision used in calculating the estimated property tax revenue is \$164,947,050.



Kristen M. Scalise CPA, CFE
Fiscal Officer, County of Summit

June 12, 2020
Date

Prepared by: Susan L. Maple

Entity Name: Northfield Center Twp
 Resolution No. 20/05-18A
 O.R.C. § 5705.19(G)
 Levy Type: Renewal
 Purpose: Road & Bridge
 Eligible for state credits: Yes
 Terms: 5 years
 Date of Estimate: 9-Jun-20

**Worksheet to Calculate Revenue for DTE Form 140R
 When a Taxing Authority Certifies a Rate and Requests the Revenue
 Produced by that Rate for Renewal Levies.**

Calculation of Revenue Estimate

	Real & Public Utility Value	Pending Exemption Value	Real & Public Utility Value used for rate setting		Millage Rate		Revenue
			<small>Tax Value less Pending Exemption Value</small>				
1. Class I Real - Res/Ag	\$ 140,631,060	-\$ -	\$ 140,631,060	x	1.331999 /1000=		\$ 187,320
2. Class II Real -Other	\$ 21,424,850	-\$ 303,780	\$ 21,121,070	x	1.378727 /1000=		\$ 29,120
3. Public Utility Personal	\$ 3,194,920	-\$ -	\$ 3,194,920	x	1.400000 /1000=		\$ 4,473
4. General Personal	\$ -	-\$ -	\$ -	x	- /1000=		\$ -
5. Total Real & Public Utility Valuation	\$ <u>165,250,830</u>	<u>303,780</u>	\$ <u>164,947,050</u>				
6. Personal Property Phase-out Reimbursement Payment							\$ -
7. Total Revenue							\$ <u>220,913</u>

To be placed on the Ballot at the November 3, 2020, Election.

To be first levied 2020 Tax Year /2021 Collection Year.

Cost estimate to a Homeowner of a \$100,000 Home			
Appraised Value	Taxable Value	Cost Per Year*	Cost Per Half
100,000	35,000	\$40.80	\$20.40

*Renewal levies qualify for the State of Ohio Non-business and Owner Occupied credits.