



9546 Brandywine Rd. Northfield Center Township, Ohio 44067

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FISCAL OFFICER	TRUSTEES	INTERIM ADMINISTRATOR
Andy LaGuardia	Russell F. Mazzola, Chair	Jim Honsberger CPA
	Richard A. Patz, Vice-Chair	
	Richard H. Reville, Trustee	

**TRUSTEE REGULAR MEETING AGENDA**  
**APRIL 4, 2022**  
**7:00 P.M. Regular Meeting**

The public was notified of both this Public Hearing and Regular 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 CHAIR CALLS THE REGULAR MEETING TO ORDER AT 7:00 P.M.**

Roll Call: Russell F. Mazzola aye; Richard H. Reville aye; Richard A. Patz aye.

**A. DEPARTMENT HEAD REPORTS**

1. Sheriff – Lt. Bloomingdale reported: in March 2022, 1,077 calls for service, includes extra patrols; there were 829 extra patrols. She spoke with Detective Famady (?) regarding the stray bullet/shooting incident from the shooting range. Working on getting the range location moved. Jackson Comfort believes it was a trespasser on the property. Trustee Mazzola verified that there was a range on the Jackson property. Lt. Bloomingdale said the range meets requirements; not facing toward the property involved with the shooting. Trustee Reville mentioned the gunfire/fireworks incident on Valley View. Trustee Mazzola also asked about the hit and run sign incident near Olde Eight on Oakmont. Lt. Bloomingdale said they are acting on it.
2. Fire Chief – Chief Ripley reported: in March, 2022, there were 40 EMS runs and 6 fire runs. FD did some training at an empty home on Hazel Dr. There was a barn fire in Sagamore Hills, right down the road from NCT. Trustee Mazzola reminded everyone about the fire levy coming up in May.
3. Service Director- Frank Buehner reported; **see report attached to these minutes.**
4. County Engineer- Eugene Wilson reported by end of week, should have a preconstruction meeting regarding Brandywine Rd. bridge. Olde Eight and Valley View is on the schedule for the 2023 resurfacing program. Trustee Reville said that a left turn signal is needed going East and West.

5. Township Administrator- Jim Honsberger reported that a letter is being prepared for residents interested in the Town Hall volunteer committee. Property sales have also closed on Brandywine and 60-80 W. Aurora properties.

**B. COMMITTEE REPORTS**

1. Communications- not present; Trustee Mazzola said he wants to work on getting the website updated monthly.
2. Parks and Recreation- Rick Patz reported that flagpole plans for painting are in place; Wendy Wysocki has had a couple of meetings with the committee; they are looking at making plans for Cannon Park.
3. Safety Services- not present.
4. Stormwater Management- Rick Patz reported that the issue with Beechwood and Cherry Lane issue is pinpointed. Some issues have been identified. Trustee Reville mentioned one of the pipes was cracked open where flooding was.

**C. PUBLIC COMMENTS**

John Campbell, Brandywine Rd., said that Fleet Feet had a sidewalk sale with a food truck. NCT needs to inform businesses about permits that are needed for such events; he asked how businesses can be notified.

Chief Ripley said that Ohio fire code requires all food trucks to be inspected.

Samantha Salamon suggested that new businesses receive a welcome packet with pertinent information.

**D. MOTIONS/RESOLUTIONS**

1. Consent Agenda

- a) The Chair requests a Motion to approve/or dispense with the reading of the minutes of the Trustees Public Hearing and the Regular Meeting of March 7, 2022
- b) The Chair requests a Motion to approve/or dispense with the reading of the minutes of the Trustees Special Meeting of March 21, 2022
- c) The Chair requests a Motion to authorize the Fiscal Officer to draw current warrants/vouchers totaling \$615,680.90 to meet current expenditures.
- d) The Chair requests a Motion to acknowledge receipt of the Bank Reconciliations for the months of March 2022, received April 1, 2022.
- e) The Chair requests a Motion to schedule a public hearing prior to the May 2, 2022 regular Trustee meeting for consideration of proposed text amendments from the Zoning Commission for Section 230.17 and Chapters 310 and 410. The Administrator is directed to publish the required Public Hearing notice for this meeting in a timely manner.

The Chair requests a motion to approve all items on the consent agenda.

Trustee Reville moves; Trustee Patz seconds.

Discussion: None.

Roll Call: Russell F. Mazzola aye; Richard H. Reville aye; Richard A. Patz aye.

- 1. The Chair requests Resolution 22/04-04-A to: accept REWORKS offer to hold an electronics collections event on May 24, 2022 (3-6pm) at Sagamore Hills Town Hall for both Northfield Center (and Sagamore residents) at no charge to our Township.**

Trustee Patz moves; Trustee Reville seconds.

Discussion: Trustee Reville explained about the event. Jim Honsberger said that John Zaccardelli asked for some assistance from NCT.

Roll Call: Russell F. Mazzola aye; Richard H. Reville aye; Richard A. Patz aye.

- 2. The Chair requests Resolution 22/04-04-B- to: approve Alternates 6 & 7 as quoted by Infinity Construction in the document dated January 21, 2022; these include repave of main driveway and glass panels for overhead garage doors (2 for each door) and directs the Fiscal Officer to prepare a purchase order for \$26,700 & charge account code 01-B-03.**

Trustee Reville moves; Trustee Patz seconds.

Discussion: None.

Roll Call: Russell F. Mazzola aye; Richard H. Reville aye; Richard A. Patz aye

- 3. The Chair requests Resolution 22/4-04-C – to: authorize the upgrade of the Northfield Center computer server with the recommended Synology DiskStation DS720+ and all related setup and software costs; to authorize the Administrator to coordinate these efforts with our IT Consultant Jerry Ferguson; and to direct the fiscal officer to prepare a purchase order for an amount not to exceed \$2,000 & charge account code 01-A-05B**

Trustee Reville moves; Trustee Patz seconds.

Discussion: Trustee Reville noted this includes labor also.

Roll Call: Russell F. Mazzola, aye; Richard H. Reville, aye; Richard A. Patz aye.

- 4. The Chair requests Resolution 22/4-04-D to recognize receipt of proposals for 2022 lawn mowing contract for Township Properties (mowing, trimming and related services) and to accept the proposal of Sharpscapes and authorize the fiscal officer to prepare a purchase order for an amount not to exceed \$ 25,070.00 & charge account 01-B-02.**

Trustee Reville moves; Trustee Patz seconds.

Discussion: None.

Roll Call: Russell F. Mazzola, aye Richard H. Reville, aye Richard A. Patz, aye.

- 5. The Chair requests Resolution 22/4-04-E to authorize hiring Lake County camera crew and equipment to inspect storm water drains as directed by Trustee Patz/Service Dept Director and to include Beechwood/Cherry Lane; and to authorize the fiscal officer to prepare a purchase order for an amount not to exceed \$2,500 & charge 04-A-13.**

Trustee Patz moves; Trustee Reville seconds.

Discussion: None.

Roll Call: Russell F. Mazzola, aye Richard H. Reville, aye Richard A. Patz aye.

**6. The Chair requests Resolution 22/4-04-F to authorize the purchase up to 120 tons of road salt from Cargill under our 2021/22 CUE commitment at \$59.17/ton; to pursue a 2022/23 CUE commitment of 300 tons with the price and vendor to be determined by bids received by CUE; and, to authorize the fiscal officer to prepare a purchase order to Cargill for an amount not to exceed \$7,500 & charge 03-B-02B.**

Trustee Reville moves; Trustee Patz seconds.

Discussion: None.

Roll Call: Russell F. Mazzola, aye Richard H. Reville, aye Richard A. Patz aye.

**7. The Chair requests Resolution 22/4-04-G to authorize the purchase of storm water pipe for replacement of driveway and cross over pipes from Winsupply, and, to authorize the fiscal officer to prepare a Winsupply purchase order for an amount not to exceed \$17,000 & charge 04-B-02 & charge \$3,000 to 04-B-04**

Trustee Reville moves; Trustee Patz seconds.

Discussion: None.

Roll Call: Russell F. Mazzola, aye Richard H. Reville, aye Richard A. Patz aye.

**E. The Chair requests input on any other business for discussion and action as determined by the Trustees.**

Trustee Patz said the township may develop a letter to residents regarding drive pipe requests; can also utilize the township website for this.

**THE CHAIR REQUESTS A MOTION FOR ADJOURNMENT.**

Trustee Reville moves; Trustee Patz seconds.

Roll Call: Russell F. Mazzola, aye Richard H. Reville, aye Richard A. Patz, aye.

**The meeting adjourned at 8:04 P.M.**

## Service Department report for the 4-4-22 Trustee's Meeting

Catch Basin inspection report.

We have inspected 142 (about 33%) of the known 439 stormwater catch basins in the township that are the responsibility of our Service Department to maintain. We have found the following:

Twenty catch basins need cleaning out.

Fourteen catch basins need dirt filling around tops

Eighteen catch basins need minor/major masonry work.

Ten catch basins need new grates and or steel risers.

Eleven catch basins have heavy concrete tops. We were unable to inspect currently. Five catch basins need culvert pipe replacement of which 3 are road crossover pipes. I am hoping to finish inspections this month.

We have zeroed in on the storm water flow problem in the Cherry/Beechwood area which is due to one or two catch basins blocked or collapsed. They are located on private property between Beechwood and RT 82 being. Both catch basins are buried and with the camera inspection of the pipe system, we should be able to locate and remedy the problem.

Other items:

We are nearing completion of a third round of cold patching of the roads.

We received speed hump materials and signage and plan to install first week of May.

Dinkmar picked up Leaf Vac 550 for approved modifications.

Our trucks are fully serviced and ready for the summer season.

FD: Thaxton Roofers repaired Leaks in Safety building roof.

Parks: our department removed dying Maple tree in Sign Park.

Reading of attached letter from VFW Post 6768 April 4, 2022.