

MINUTES OF THE MEETING OF THE  
**CITY OF BRECKSVILLE COUNCIL COMMITTEE MEETING**

HELD: November 05, 2024

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**BUILDINGS & GROUNDS COMMITTEE**

**Call to Order**

**7:00 PM**

**Chairperson Mark Jantzen**

**Members Beth Savage, Brian Stucky**

**Roll Call**

**Present: Jantzen, Savage, Stucky.**

**Items for Consideration:**

**B&G 1. Buildings & Grounds October 15, 2024 Committee Meeting Minutes**

Motion made by Jantzen, Seconded by Stucky.

Voting Yea: Jantzen, Savage, Stucky.

**B&G 2. Service Garage Reconstruction Project Bid Award** - Approval of an Ordinance accepting the proposal of Johnson-Laux Construction Ohio, LLC for the Service Garage Fire Reconstruction Project.

6:28

Service Director Kickel said the bid opening for the Service Garage Fire Reconstruction Project was held on October 18<sup>th</sup>. Three bids were submitted and Johnson Laux Construction came in at the lowest and best at \$540,900.00. Service director Kickel thanked Chairperson Jansen and Purchasing Director Bartkiewicz for preparing the documents for the bid and organizing the documents. We reviewed the contractors previous work experience and look forward to working with them.

Service Director Kickel said Council previously discussed out of pocket costs for the City related to the Service Garage Fire. As of now, based on the numbers that the City has and some other recent reimbursements we've received from the insurance company, the City will probably be at less than \$100,000 in expenses.

Motion made by Jantzen, Seconded by Stucky.

Voting Yea: Jantzen, Savage, Stucky.

**Other Matters deemed appropriate:** Recreation Director Engle said Kids Quarters is continuing. Color palettes and other items requiring Council approval will be discussed with Mayor Kingston for Phase II. Construction drawings are expected to be completed for approval at the November 19<sup>th</sup> Council meeting.

8:26

**Motion to Adjourn**

**7:04 PM**

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Motion made by Jantzen, Seconded by Stucky.

Voting Yea: Jantzen, Savage, Stucky.

**FINANCE COMMITTEE**

**Call to Order**

**7:04 PM**

**Chairperson: Beth Savage**

**Members: Dan Bender, Ann Koepke**

**Roll Call**

**Present: Bender, Koepke, Savage.**

**Items for Consideration:**

**FIN 1. Finance Committee October 15, 2024 Meeting Minutes**

Council member Bender said on page 4 of the 10-15-2024 Committee Minutes, tip needs to be corrected to TIF.

Motion made by Savage, Seconded by Koepke to approve as amended.

Voting Yea: Bender, Koepke, Savage.

10:40

**FIN 2. Heritage Home Presentation:** Jasmine Prezenkowski presented information regarding the Heritage Home Program. The Heritage Home Program is part of the non-profit Cleveland Restoration Society.

The organization is a historic preservation organization. This program is focused on residential properties and it is the mission of the program to preserve, protect and celebrate old places in communities. The two things that are offered in this program are free technical assistance and then the other half of the program is low interest financing for these older homes. There are some general eligibility requirements for both parts of the program. The home has to be 50 years or older so starting in 2025, homes that were built in 1975 or before and they have to be zoned Residential, three units or less. Ms. Prezenkowski said she believes that criteria describes most homes in Brecksville. As a member community Brecksville residents would be able to call the technical assistance to receive advice, provide resources to help them repair, maintain, fix up, and generally do anything around their home. There are different options when it comes to the free technical assistance. The main, and most popular, is our site visits. They are 30 minute appointments with our construction specialists. Homeowners can ask questions on almost any subject. If homeowners don't know how to paint the exterior of their home maybe they have colors but they're not sure what some trim or accent colors could be we have assistance with that. If there are questions regarding project prioritization, where to start on a project. Energy efficiency with older homes that's also a big topic of discussion.

Low interest financing is also available. The Home Heritage Program partners with two banks currently. Key Bank and Third Federal Savings and Loan offer low interest loans There are

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some other eligibility requirements to qualify for that loan. The home has to be insured, there has to be some equity in that home so it's not really great for first time home buyers in most circumstances. The property has to be current on taxes and this is a very secure loan so it can only be the first or second lien on that property. Heritage Home is available during the entire project. The two banks have differing interest rates. With Key Bank you're going to see an interest rate as low as 2% here in Cuyahoga County and then with Third Federal it's still really low at 4.99% when you're looking at Key Bank the minimum for that loan is going to be \$3,000 with a Max of \$150,000. With Third Federal you're looking at \$5,200 with a max of \$150,000. We have estimated that there's about 2,290 homes that would qualify for this program in Brecksville. We use a resource that was put out by Case Western. For a one year cost for Brecksville to join it's going to be \$7,480. That includes two mailings, a letter from the Mayor in the spring and a post card mailing in the fall.

Ms. Prezenkowski said a six month trial period is also available for the cost of \$3,825 with a variety of projects in our program.

Council member Stucky asked if the fee is an annual cost. Ms. Prezenkowski said yes, the membership is an annual renewal.

Council President Caruso said Mayor Kingston provided some statistics: 48 % of the homes in Brecksville are over 50 years old. In 12 years, that number will be 70% of the housing stock will be over 50 years old.

Council President Caruso asked if there are stipulations or strings attached to the type of improvements or how the improvements qualify for the loans. Is there anything that the Heritage Foundation requires of the homeowner that's separate from the technical or the loan itself?

Ms. Prezenkowski said not really, when it comes to the projects. All projects must adhere to code. For the exterior of the home we're not dictating colors, just materials. The main material not permitted is new vinyl siding or new vinyl windows. If it exists on the house, that's fine and that's just because it's not a long lasting material as we come to find. An example of requirements are if the code requires 3 feet of ice guard on a replacement roof, our program requires 6 feet of ice guard protection.

Council Member Bender asked if this program is primarily in Cuyahoga County. Ms. Prezenkowski said they are currently in 45 cities and 43 of those are in Cuyahoga County.

The Heritage Home program also serves Oberlin and Chardon. Oberlin and Chardon unfortunately are not able to offer the low interest financing because it is a partnership with the banks and the county. Cuyahoga County subsidizes the loans.

Council Member Bender asked how long the organization has been in existence. Ms. Prezenkowski said the organization itself was founded in 1972 and then the program was founded in 1992 so a little over 50 years and a little over 30 years.

Council Member Ganim asked if is the membership on annual basis. Will it expire and the City has to choose to renew or is it automatic renewal, is there any opt out clause?

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Ms. Prezenkowski said the annual fee, or the six month fee, if you decided to join it is on an automatic renewal. We send renewal letters out every year for the city to see the cost. The cost does change year to year based on the number of homes that we're adding in each year. The City typically gets the renewal letter around this time of year.

Assistant Law Director Sabol asked if the City receives a breakdown of the services used and what type of service is requested and if Ms. Prezenkowski has any statistics from surrounding communities?

Ms. Prezenkowski said Solon and Independence, this was their first full year in the program. Independence joined for a six month trial last year and Solon joined up again this year. North Royalton, Strongsville and many other cities in the north east county. She does not have the statistics from those communities. Ms. Prezenkowski said she will forward a presentation and comparable statistics for Council consideration.

25:39

**FIN 3. Appropriations** - Approval of an Ordinance amending Ordinance 5666, making appropriations for current expenses of the City of Brecksville during the fiscal year ending December 31, 2024, making necessary appropriation and revenue adjustments.

Finance Director Starosta said the Police Department will be doing Civil Service tests in response to retirement and exams and hiring tests.

25:59

The Service Department is proceeding with the reconstruction of the building after the fire damage.

26:30

There are additional changes from capital projects that are aren't moving forward this year. The compensated absences is increased due to one more retirement this year.

Motion made by Savage, Seconded by Koepke.

Voting Yea: Bender, Koepke, Savage.

**FIN 4. Annual Audit Services** - Approval of an Ordinance authorizing a letter of arrangement for preparation of Annual Comprehensive Financial Report services by the Ohio Auditor of State.

27:55

Finance Director Starosta said the City has always used the Auditor of State local government services division for of our annual comprehensive and financial reports since she has been with the City.

28:26

Motion made by Savage, Seconded by Koepke.

Voting Yea: Bender, Koepke, Savage.

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**FIN 5. Printing Expenses** - Approval of an increase to Blanket Purchase Order #20241115 in the amount of \$2,460 for the forthcoming 2024 Holiday Bulletin issue and production of the 2025 City Calendar. Bulletin quantities increased from 6,500 to 6,900. Account# 1100150- 21100

Motion made by Savage, Seconded by Koepke.

Voting Yea: Bender, Koepke, Savage.

**FIN 6. Monthly Bills** - Approval of monthly professional bills.

Matty, Henrikson & Greve LLC \$16,061.78, Kulchystsky Architects, LLC \$ 488.75, William Logan \$ 4,000.00 , Mansour Gavin LPA \$ 2,183.75, Donald G. Bohning & Associates, Inc. \$16,931.75, Sixmo \$ 1,050.00. Total of all Invoices \$40,715.28.

Motion made by Savage, Seconded by Koepke.

Voting Yea: Bender, Koepke, Savage.

**Other Matters deemed appropriate**

**Motion to Adjourn**

7:26 PM

Motion made by Savage, Seconded by Koepke.

Voting Yea: Koepke, Savage.

**LEGISLATION COMMITTEE**

**Call to Order**

7:26 PM

**Chairperson: Dan Bender**

**Members: AJ Ganim, Mark Jantzen**

**Roll Call**

**Present: Bender, Ganim, Jantzen.**

**Items for Consideration:**

**LEG 1. Legislation Committee October 15, 2024 Meeting Minutes**

Motion made by Bender, Seconded by Jantzen.

Voting Yea: Bender, Jantzen

Voting Abstaining: Ganim

**LEG 2. Appointment** Approval of a Resolution appointing Randall E. Dudas as a part-time Firefighter/Paramedic in the City of Brecksville Fire Department.

Fire Chief Bender said Randall Dudas is a full time firefighter/paramedic for the City of Broadview Heights and has completed the Fire Academy at Cuyahoga Community College and University Hospitals Paramedic Program.

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Motion made by Bender, Seconded by Jantzen.  
Voting Yea: Bender, Ganim, Jantzen.

**Other Matters deemed appropriate**

**Motion to Adjourn**

7:28 PM

Motion made by Bender, Seconded by Jantzen.  
Voting Yea: Bender, Ganim, Jantzen.

**SAFETY-SERVICE COMMITTEE**

**Call to Order**

7:28 PM

**Chairperson: Ann Koepke**

**Members: Mark Jantzen, Beth Savage**

**Roll Call**

**Present: Jantzen, Koepke, Savage.**

**Items for Consideration:**

**SAF 1. Safety Committee October 15, 2024 Meeting Minutes**

Motion made by Koepke, Seconded by Jantzen.  
Voting Yea: Jantzen, Koepke, Savage.

**SAF 2. City of Parma Prisoner Housing - Approval of an Ordinance authorizing the Mayor to enter into an agreement for prisoner housing with the City of Parma to provide a secondary jail source as needed for supplemental jail services.**

33:41

Police Chief Korinek said the City of Brecksville has a one year lease agreement with the city of North Royalton to provide jail services. The agreement gives us one spot, or housing for one prisoner per day. Periodically the Police Department will have two people that we have to house under this current agreement with North Royalton. North Royalton will allow Brecksville, at \$200.00 per day to house an additional person. North Royalton does not always have room for additional persons. The Police Department needs supplemental jail agreements. Currently the city works with Strongsville Jail. Strongsville has restrictions at times that a violent felony or felon arrest or something like that so they don't accept those all the time. This agreement would be a supplement to the agreement with Strongsville and give us another option.

Council President Caruso asked if the City of Solon provides prisoner housing. Chief Korinek said they did not renew the contract with Brecksville as other Cities are utilizing the Solon space on a daily basis.

35:09

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Motion made by Koepke, Seconded by Jantzen.  
Voting Yea: Jantzen, Koepke, Savage.

**Other Matters deemed appropriate**

**Motion to Adjourn**

7:30 PM

Motion made by Koepke, Seconded by Jantzen.  
Voting Yea: Jantzen, Koepke, Savage.

**STREETS & SIDEWALKS COMMITTEE**

**Call to Order**

**Chairperson: Brian Stucky**

**Members: Dan Bender, AJ Ganim**

**7:30 PM**

**Roll Call**

**Present: Stucky, Bender, Ganim.**

**Items for Consideration:**

**S&S 1. Streets & Sidewalks Committee October 15, 2024 Meeting Minutes**

Motion made by Stucky, Seconded by Bender.  
Voting Yea: Bender, Stucky.  
Voting Abstaining: Ganim.

**S&S 2. Brecksville Road (S.R. 21) Resurfacing CUY SR 021 0.00-0.82** –Approval of a change order approving change order #3 and the increase of Brecksville Road (S.R. 21) Resurfacing CUY SR 021 0.00-0.82 purchase requisition to Catts Construction, Inc. in the amount of \$39,046.75.

36:28

**Engineer Wise said** after it rained, where the sidewalks were installed, from the Marathon property on Brecksville Road the rain water was running off the property and across Brecksville Road.

Engineer Wise said the rain came across the road for about 3 days. The entire sidewalk tree lawn was saturated from the rain event. Engineer Wise said he provided a sketch that went out to Catt's Construction, Brecksville's contractor on the Sr 21 project. Catt's construction provided pricing in the amount of \$39,046.75 and accomplishes the work depicted in the attached exhibit. The plan sets basins on both sides of the Marathon north driveway and then it runs around a telephone pole, but then it runs it up and ties it into the Brecksville Road storm sewer system. It takes that drainage and keeps it underground and stops it from running

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across Brecksville Road and Engineer Wise said he would like to use Catts Construction on this project. It keeps it in their maintenance bond from the project and makes it part of their project and would like to get this addressed before winter. There is going to be an agreement with Marathon. The City expects to receive the agreement for review by Law Director Matty soon.

Engineer Wise said he is assuming the agreement will consist of an easement but the city has not reviewed the document. Engineer Wise is presenting the change order today and will wait for the agreement form Marathon before authorizing work to begin.

Council member Stucky said he viewed the site and witnessed the rainwater runoff. Engineer Wise said previously there was aggregate next to the Marathon driveways. They were just ditches, that were filled in when the sidewalk was installed. Engineer Wise said the area did not just drain the front yard, there are under drains from almost the entire facility that come down and then discharge into the tree lawn and then the water runoff goes out onto Brecksville Road. Prior to the sidewalk installation there were ditches that went left and right of the driveway and then approximately 75 to 80 feet to the catch basins. Now the sidewalk blocks all that off and then it so just running down it hits the sidewalk stays on the apron and pushes straight on the road. Councilmember Koepke asked if this improves the Marathon property. Engineer Wise said yes, it is the unintended result of the sidewalk.

40:22

Motion made by Stucky, Seconded by Bender.

Voting Yea: Bender, Ganim, Stucky.

**Other Matters deemed appropriate**

**Motion to Adjourn**

7:36 PM

Motion made by Stucky, Seconded by Bender.

Voting Yea: Bender, Ganim, Stucky.

**UTILITIES COMMITTEE**

**Call to Order**

7:36 PM

**Chairperson: AJ Ganim**

**Members: Ann Koepke, Brian Stucky**

**Roll Call**

**Present: Ganim, Koepke, Stucky.**

**Items for Consideration:**

**UTL 1. Utilities Committee October 15, 2024 Meeting Minutes**



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Motion made by Ganim, Seconded by Stucky.  
Voting Yea: Ganim, Koepke, Stucky.

**UTL 2. Auth Dev Agreement VA Land LLC-** Approval of an Ordinance authorizing the Mayor to enter into a Development Agreement with VA Land, LLC.

41:47

Engineer Wise said this is a pretty standard agreement for the mixed use section of Valor Acres. It is no different than any other subdivision that we have, except for the fact it covers less because of the private roads. This development agreement covers the water main, which is public in that area, and then it would cover improvements to be done within the Brecksville Road and Miller Road right of way. Engineer Wise said he drafted the agreement, Law Director Matty has reviewed it and DiGeronimo Development agrees with the document.

Motion made by Stucky, Seconded by Koepke.  
Voting Yea: Koepke, Stucky.  
Voting Abstaining: Ganim

**Other Matters deemed appropriate**

**Motion to Adjourn**

7:39 PM

Motion made by Ganim, Seconded by Stucky.  
Voting Yea: Ganim, Koepke, Stucky.

**COMMITTEE OF THE WHOLE**

**Call to Order**

7:39 PM

**Members: Bender, Caruso, Ganim, Jantzen, Koepke, Savage, Stucky.**

**Roll Call**

**Present: Bender, Caruso, Ganim, Jantzen, Koepke, Savage, Stucky.**

**Items for Consideration:**

**CoW 1. October 15, 2024 Committee Meeting Minutes**

Motion made by Caruso, Seconded by Savage.  
Voting Yea: Bender, Caruso, Ganim, Jantzen, Koepke, Savage, Stucky

**Motion to Adjourn**

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7:40 PM

Motion made by Caruso, Seconded by Savage.

Voting Yea: Bender, Caruso, Ganim, Jantzen, Koepke, Savage, Stucky

**Mayor and Safety Director:** Daryl Kingston

**City Council Members:** Dominic Caruso; President , Beth Savage,*Vice President*;

Dan Bender; AJ Ganim, Mark Jantzen, Ann Koepke, Brian Stucky.

**Clerk:** Tammy Tabor