

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

HELD: November 07, 2023

Page 1

---

**Virtual Meeting Notice**

For the safety of our staff and residents, to listen to the live stream of the meeting please go to: <https://www.facebook.com/233577357056186/live/> or the City's website: [www.brecksville.oh.us](http://www.brecksville.oh.us). Questions and comments may be e-mailed to [ttabor@brecksville.oh.us](mailto:ttabor@brecksville.oh.us) or by phone to (440) 526-2609 and will be forwarded to the appropriate personnel for a response.

**BUILDINGS & GROUNDS COMMITTEE**

**Call to Order**

**Chairperson Ann Koepke**

**Members AJ Ganim, Brian Stucky**

**Roll Call**

**6:01 PM**

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

**Items for Consideration:**

**B&G 1. Approval of Buildings & Grounds October 17, 2023 Committee Minutes**

Motion made by Koepke, Seconded by Ganim.

Voting Yea: Ganim, Koepke, Stucky.

**:28**

**B&G 2. Joseph Vadini Stadium Drive Athletic Fields** - Consideration of a motion recommending to Council approval of an increase to blanket vendor purchase order #23000157 in the amount of \$3,000.00 for the Supplies and Materials for the Installation of a Concrete Bleacher Pad and Sidewalk at the Joseph Vadini Stadium Drive Athletic Fields.

Motion made by Koepke, Seconded by Ganim.

Voting Yea: Ganim, Koepke, Stucky.

**1:25**

**B&G 3. City Hall Asbestos Abatement** - Consideration of a motion recommending to Council approval of a blanket vendor purchase requisition in the aggregate amount of \$7,339 for Asbestos Removal and Restoration in the Police Training Room in the Basement of City Hall.  
*Account#C4900166 Project#BI190006*

Motion made by Koepke, Seconded by Ganim.

Voting Yea: Ganim, Koepke, Stucky.

**Motion to Adjourn**

**6:03 PM**

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

HELD: November 07, 2023

Page 2

---

Motion made by Koepke, Seconded by Ganim.

Voting Yea: Ganim, Koepke, Stucky.

**FINANCE COMMITTEE**

**2:11**

**Call to Order**

**Chairperson: Dominic Caruso**

**Members: Daryl Kingston, Beth Savage**

**Roll Call**

**6:03 PM**

**Present: Caruso, Kingston, Savage.**

**Items for Consideration:**

**FIN 1. Approval of October 17, 2023 Finance Committee Minutes**

Motion made by Caruso, Seconded by Savage.

Voting Yea: Kingston, Savage.

Abstain: Caruso

**2:37**

**FIN 2. Grant** - Consideration of a motion recommending to Council approval of a Resolution authorizing the submittal of an application for a 2024 Diamond Improvement Grant through the Cleveland Guardians Charities.

Planning and Development Director Bartkiewicz said there is no matching funds required by the City for this grant.

Motion made by Caruso, Seconded by Savage.

Voting Yea: Caruso, Kingston, Savage.

**3:23**

**FIN 3. Recreation & Human Services Fees** - Consideration of a motion recommending to Council approval of changes and updates to the fees for the Recreation Department.

Councilmember Ganim spoke to the 2024 Recreation Fees. Council member Ganim said the biggest area of adjustments were proposed in the travel fees. It has been several years since the fees have been raised, these fees seem to be reasonable. Council President Redinger said the increases appear to be fair. Councilmember Ganim said the pricing is still comparable and most cases lower than neighboring communities. Council member Caruso thanked the Recreation Commission for the work put into updating the fee schedule.

Motion made by Caruso, Seconded by Savage.

Voting Yea: Caruso, Kingston, Savage.

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

HELD: November 07, 2023

Page 3

---

**5:31**

- FIN 4. Annual Audit Services** - Consideration of a motion recommending to Council approval of an Ordinance authorizing a letter of arrangement for annual audit services by the Ohio Auditor of State.

Finance Director Starosta spoke to the audit services. Finance Director Starosta said the Auditor of State will be directly performing the 2023 audit for the city of Brecksville and have provided a letter of arrangement um with a not to exceed amount of \$29,807.

Motion made by Caruso, Seconded by Savage.

Voting Yea: Caruso, Kingston, Savage.

**6:25**

- FIN 5. Appropriations** - Consideration of a motion recommending to Council approval of an Ordinance to amend Ordinance No. 5570, making appropriations for current expenses of the City of Brecksville during the fiscal year ending December 31, 2023, making necessary appropriation and revenue adjustments.

Finance Director Starosta spoke to the proposed appropriations.

Motion made by Caruso, Seconded by Savage.

Voting Yea: Caruso, Kingston, Savage.

**10:03**

- FIN 6. Amend Payroll Ordinance** - Consideration of a motion recommending to Council approval of an Ordinance amending Ordinance No. 5592 as it relates to employee compensation.

Finance Director Starosta said the Ordinance will add the position of Payroll Supervisor in preparation of retirement of the Payroll and Personnel Supervisor.

Motion made by Caruso, Seconded by Savage.

Voting Yea: Caruso, Kingston, Savage.

**10:52**

- FIN 7. Electric Charges** - Consideration of a motion recommending to Council approval of an increase to blanket vendor purchase order #23000037 for 2023 Electric Charges in the aggregate amount of \$45,000.00. *Police Account #1100210 29020 \$16,000.00; Human Services Account #1100330 29020 \$19,000.00; Community Center Account #2400710 29020 \$10,000.00.*

Finance Director Starosta increase to blanket vendor purchase orders for utilities are typical for the end of the year.

Motion made by Caruso, Seconded by Savage.

Voting Yea: Caruso, Kingston, Savage.

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

HELD: November 07, 2023

Page 4

---

**FIN 8. Natural Gas Charges** - Consideration of a motion recommending to Council approval of an increase to blanket vendor purchase order #23000035 for 2023 Gas Charges in the aggregate amount of \$8,900.00. *Lands & Buildings Account #1100161 29010 \$1,500.00; Police Account #1100210 29020 \$1,000.00; Human Services Account #1100330 29020 \$6,400.00.*

Motion made by Caruso, Seconded by Savage.  
Voting Yea: Caruso, Kingston, Savage.

**FIN 9. Water & Sewer Charges** - Consideration of a motion recommending to Council approval of an increase to blanket vendor purchase order #23000038 for Water & Sewer Charges in the amount of \$200.00. Human Services Account #1100330 29030 \$100.00; Community Center Account #2400710 29030 \$100.00.

Motion made by Caruso, Seconded by Savage.  
Voting Yea: Caruso, Kingston, Savage.

**13:17**

**FIN 10. Monthly Bills for Professional Services**

Motion made by Caruso, Seconded by Savage.  
Voting Yea: Caruso, Kingston, Savage.

**14:08**

**Motion to Adjourn**

6:15 PM

Motion made by Caruso, Seconded by Savage.  
Voting Yea: Caruso, Kingston, Savage.

**LEGISLATION COMMITTEE**

**14:09**

**Call to Order**

**Chairperson: Beth Savage**

**Members: AJ Ganim, Ann Koepke**

**Roll Call**

**6:15 PM**

**Present: Ganim, Koepke, Savage.**

**Items for Consideration:**

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

HELD: November 07, 2023

Page 5

---

**LEG 1. Approval of October 17, 2023 Legislation Committee Minutes**

Motion made by Savage, Seconded by Koepke.

Voting Yea: Ganim, Koepke, Savage.

**14:55**

**LEG 2. Appointment** - Consideration of a motion recommending to Council appointing William C. Griffith to Sergeant in the Brecksville Police Department.

Mayor Hruby said William “Chuck” Griffith has been with the City of Brecksville since 2000 and has done an outstanding job with the City. Officer Griffith took a short leave of absence to serve a tour of duty in Iraq with the military. Officer Griffith fills in as Officer in Charge, range instructor and a SWAT member. Mayor Hruby said he is recommending Officer Griffith for the promotion to Sergeant.

Motion made by Savage, Seconded by Koepke.

Voting Yea: Ganim, Koepke, Savage.

**16:13**

**LEG 3. Appointment** -Consideration of a motion recommending to Council approval of a Resolution appointing Patrick M. Coleman to the position of Lieutenant in the Brecksville Police Department.

Mayor Hruby said Sgt. Coleman has served the City of Brecksville for over 30 years. Sgt. Coleman has been a SWAT Commander and part of Regional Command. Sgt. Coleman has overseen the acquisition of Police vehicles as well as property and equipment used by the Police Department. Sgt. Coleman is experienced in the administration of the Police Department including the changeover in radio systems. Mayor Hruby said he is recommending Sgt. Coleman for promotion to Lieutenant in the Police Department.

Motion made by Savage, Seconded by Koepke.

Voting Yea: Ganim, Koepke, Savage.

**18:45**

**LEG 4. Finance Clerk** - Consideration of a motion recommending to Council approval of a Resolution appointing Stephanie McDowell as Finance Clerk in the Brecksville Department of Finance.

Finance Director Starosta said the current Finance Clerk, Michelle Baker is being promoted to Payroll Supervisor and Stephanie McDowell has been chosen to replace her in the Finance Department. Stephanie McDowell has AP and accounting experience. Mayor Hruby asked why the amount of the wages was listed in the Ordinance. Law Director Matty said Council needs to authorize those wages.

Motion made by Savage, Seconded by Koepke.

Voting Yea: Ganim, Koepke, Savage.

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

HELD: November 07, 2023

Page 6

---

**19:09**

**LEG 5. Payroll Supervisor** - Consideration of a motion recommending to Council approval of a Resolution appointing Michelle Baker as Payroll Supervisor in the Brecksville Department of Finance.

Finance Clerk Baker has been working with Payroll and Personnel Supervisor Lisa Helbert. Ms. Helbert wishes to retire next year and Michelle Baker has been working toward becoming the Payroll Supervisor, with the expectation of personnel duties being performed by an outside company.

Mayor Hruby asked why the amount of the wages is listed in the Ordinance. Law Director Matty said Council needs to authorize those wages.

Motion made by Savage, Seconded by Koepke.

Voting Yea: Ganim, Koepke, Savage.

**21:45**

**LEG 6. Building Code Amendment** - Consideration of a motion recommending to Council approval of an Ordinance amending Chapter 1331 related to Stormwater Management.

Engineer Wise said the amendment will update the Storm Water Management Regulations as discussed previously with Council.

Motion made by Savage, Seconded by Koepke.

Voting Yea: Ganim, Koepke, Savage.

**23:18**

**LEG 7. Amend Part 15 Tax Code** - Consideration of a motion recommending to Council approval of an Ordinance amending Title One titled Municipal Income Tax Regulations of Part Fifteen- Taxation Code Chapters 1511 and 1531 of the Codified Ordinances of the City of Brecksville regarding Income Tax.

Tax Administrator Logan said House Bill 33 was passed by the State legislature in July. Included in House Bill 33 are items that will affect all of Ohio's income tax code. All municipalities in Ohio that assess a local income tax are affected. Mr. Logan said some of the changes are already part of the Brecksville Code. Persons under the age of 18 don't pay any income tax. Net profit allocation, some employees from some businesses working from home this gives the employer an option when they file their net profit tax return to either you use those employee wages as part of the payroll factor either from where their home is or from where their facility is that they would generally work out of. The net profit filing extension right now, it would be 10 and a half months which would be the middle of October if on a calendar year fiscal year they've extended that by one month so it's the 15th day of the 11th month that your net profit tax return would be due. The late filing penalty has changed from a penalty of \$150 per occurrence to \$25 with no charge on that first occurrence but again this is for late filing not late payment.

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

HELD: November 07, 2023

Page 7

---

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

**27:10**

**Motion to Adjourn**

6:28 PM

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

**SAFETY-SERVICE COMMITTEE**

**Call to Order**

**Chairperson: AJ Ganim**

**Members: Daryl Kingston, Brian Stucky**

**Roll Call**

6:28 PM

**Present: Ganim, Kingston, Sucky.**

**Items for Consideration:**

**27:40**

**SAF 1. Approval of Safety Service October 17, 2023 Committee Minutes**

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

**27:56**

**SAF 2. Police Taser** - Consideration of a motion recommending to Council approval of an Ordinance authorizing the SourceWell Contract Purchase from Axon Enterprise, Inc. for the aggregate amount of \$4,696.50 for the purchase of (70) TASER X2 25' Live Smart Cartridges and (30) TASER X2 25' Training Smart Cartridges. *Account #110210-25010.*

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

**28:45**

**SAF 3. School Safety Grant** - Consideration of a motion recommending to Council approval of a Resolution authorizing the Mayor to apply for funding through the Ohio Attorney General's Officer School Safety Grant Program.

**Police Chief Korinek said he was made aware of an opportunity** for officers to attend an active threat school specifically geared towards SWAT officers and tactical teams. The course is put on by the Ohio Tactical Officers Association. Some of Brecksville's Patrol officers had

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

HELD: November 07, 2023

Page 8

---

gone through a patrol element of this and received very good feedback. The training is \$750 per officer. We are sending two officers, the state Attorney General's office is offering a full reimbursement of the cost of the class in the Grant and that's what we're asking is to apply for this grant to receive the \$1,500 in tuition

Motion made by Ganim, Seconded by Stucky.

Voting Yea: Ganim, Kingston, Stucky.

**29:59**

**SAF 4. Fuel Tank Repair** - Consideration of a motion recommending to Council approval of a purchase requisition to Collins Equipment in the amount of \$4,422.90 for repair to the tank probe and float assembly on the underground diesel tank at the Service Department. *Account #1100171 26010.*

Service Director Kickel said the employees are manually measuring the fuel depth with a measuring rod.

Motion made by Ganim, Seconded by Stucky.

Voting Yea: Ganim, Kingston, Stucky.

**30:57**

**Motion to Adjourn**

6:32 PM

Motion made by Ganim, Seconded by Kingston.

Voting Yea: Ganim, Kingston, Stucky.

**STREETS & SIDEWALKS COMMITTEE**

**31:10**

**Call to Order**

**Chairperson: Daryl Kingston**

**Members: Dominic Caruso, Beth Savage.**

**Roll Call**

6:32 PM

**Present: Caruso, Kingston, Savage.**

**Items for Consideration:**

**31:18**

**S&S 1. Approval of Streets & Sidewalks October 17, 2023 Committee Minutes**

Motion made by Kingston, Seconded by Savage.

Voting Yea: Kingston, Savage

Voting Abstaining: Caruso.



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

HELD: November 07, 2023

Page 9

---

**S&S 2. Blossom Hill Trail Project Update**

Engineer Wise said a pre-construction meeting was held. Members of the Recreation Department were in attendance as well as the Brecksville-Broadview Heights School, the Montessori School and the Co-op Preschool. The contractor has been made aware of the school drop off and pick up. The contractor would like to have as much paved as possible or stoned in for spring paving.

**Other Matters deemed appropriate**

**33:03**

**Motion to Adjourn**

6:34 PM

Motion made by Kingston, Seconded by Caruso.

Voting Yea: Caruso, Kingston, Savage.

**UTILITIES COMMITTEE**

**Call to Order**

**Chairperson: Brian Stucky**

**Members: Dominic Caruso, Ann Koepke**

**Roll Call**

**6:34 PM**

**Present: Caruso Koepke Stucky.**

**Items for Consideration:**

**33:23**

**UTL 1. Approval of October 17, 2023 Utility Committee Minutes**

Motion made by Stucky, Seconded by Koepke.

Voting Yea: Koepke, Stucky

Voting Abstaining: Caruso.

**33:36**

**UTL 2. Maintenance Agreement** - Consideration of a motion recommending to Council approval of an Ordinance authorizing an inspection and maintenance agreement with Sherwin-Williams Company for stormwater control measures on property located at 6701 Miller Road.

Engineer Wise said the City has storm water maintenance agreements and obligations to properties that have storm water facilities. Many times the storm water maintenance is part of the HOA documents. The EPA has specific requirements for separate maintenance

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

HELD: November 07, 2023

Page 10

---

agreements. The document places responsibility on the property owner for the storm water maintenance.

Motion made by Stucky, Seconded by Caruso.

Voting Yea: Caruso, Koepke, Stucky.

**Other Matters deemed appropriate**

**Motion to Adjourn**

6:37 PM

Motion made by Stucky, Seconded by Caruso.

Voting Yea: Caruso, Koepke, Stucky.

**COMMITTEE OF THE WHOLE**

**36:07**

**Call to Order**

**Roll Call**

6:37 PM

Present: Caruso, Ganim, Kingston, Koepke, Redinger, Savage Stucky.

**Items for Consideration:**

**CoW 1. Approval of October 17, 2023 Committee Meeting Minutes**

Motion made by Redinger, Seconded by Caruso.

Voting Yea: Kingston, Koepke, Redinger, Savage, Stucky

Voting Abstaining: Caruso, Ganim

**CoW 2. Executive Session** - Convene an executive session to discuss matters pertaining to the appointment to boards & commissions and the hiring of full time employees.

Motion made by Redinger, Seconded by Caruso.

Voting Yea: Caruso, Ganim, Kingston, Koepke, Redinger, Savage, Stucky.

Law Director Matty, Mayor Hruby, Council President Redinger, Councilmembers Caruso, Ganim, Kingston, Koepke, Savage and Stucky were present.

Adjourn executive session and reconvene regular meeting.

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

HELD: November 07, 2023

Page 11

---

Motion made by Redinger, Seconded by Caruso.

Voting Yea: Caruso, Ganim, Kingston, Koepke, Redinger, Savage, Stucky.

**Other Matters deemed appropriate**

**Motion to Adjourn**

7:25 PM

Motion made by Redinger, Seconded by Caruso.

Voting Yea: Caruso, Ganim, Kingston, Koepke, Redinger, Savage, Stucky.

**Mayor and Safety Director:** Jerry N. Hruby,

**City Council Members:** Laura C. Redinger, *President*; Dominic Caruso, *Vice President*; AJ Ganim,  
Daryl Kingston, Ann Koepke, Beth Savage, Brian Stucky.

**Clerk:** Tammy Tabor