

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

HELD: August 06, 2024

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Present: Council Vice President B. Savage, Councilmembers: D. Bender; A. Ganim; M. Jantzen; A. Koepke; B. Stucky. Mayor Kingston, Law Director D. Matty, Asst. Law Director L. Sabol, City Engineer Wise, Assistant Law Director L. Sabol, Finance Director L. Starosta, Fire Chief M. Bender, Police Lt. Craig Mares, Service Director J. Kickel, Human Services Director S. Paciorek, Media & Graphic Arts V. Farr, Clerk T. Tabor.

Absent: President D. Caruso.

BUILDINGS & GROUNDS COMMITTEE

Call to Order

Chairperson Mark Jantzen

Members Beth Savage, Brian Stucky

6:45 PM

Roll Call

Present: Ganim, Koepke, Stucky.

Items for Consideration:

B&G 1. Buildings & Grounds July 16, 2024 Committee Meeting Minutes

Motion made by Jantzen, Seconded by Stucky.

Voting Yea: Jantzen, Savage, Stucky.

:38

B&G 2. Natatorium Spa Replacement Doors - Recommend to Council approval of a purchase requisition to GSI Glazing Systems Inc. in the amount of \$9,000.00 for the purchase and installation of one pair of exterior doors by the spa in the natatorium. *Account: #C4900240-32020. Project #BI24007.*

Service Director Kickel said the current double doors at the Community Center Natatorium Spa are rotted due to the harsh environment and cannot be repaired. Quotes were collected to remove the old doors and furnish and install new.

Motion made by Jantzen, Seconded by Stucky.

Voting Yea: Jantzen, Savage, Stucky.

1:28

B&G 3. Vehicle Maintenance Shop Electric Project - Recommend to Council approval of an Ordinance accepting the bid of G&B Electric Co. for the Vehicle Maintenance Shop Electric Project in the amount of \$102,900.00. *Account #C4900170 32020 Project # BI240002.*

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Service Director Kickel said the City solicited for bids and one bid was received from G&B Electric. G&B has worked in other communities but will be new to working for the City of Brecksville.

Motion made by Jantzen, Seconded by Stucky.

Voting Yea: Jantzen, Savage, Stucky.

Motion to Adjourn

6:47 PM

Motion made by Jantzen, Seconded by Stucky.

Voting Yea: Jantzen, Savage, Stucky.

2:55

FINANCE COMMITTEE

Call to Order

Chairperson: Beth Savage

Members: Dan Bender, Ann Koepke

6:47 PM

Roll Call

Present: Bender, Koepke, Savage.

Items for Consideration:

FIN 1. Finance July 16, 2024 Committee Meeting Minutes

Motion made by Savage, Seconded by Koepke.

Voting Yea: Bender, Koepke, Savage.

3:18

FIN 2. Website Hosting - Recommend to Council approval of a Resolution accepting the proposal of CivicPlus to recreate the City of Brecksville website and include the additional components Archive Social, Civic Engage, Civic Ready and SeeClickFix modules in the aggregate amount of \$45,191.58. *Account #C1100150-33000 Project EQ240014.*

Media & Graphic Design Specialist Virginia Farr provided information on the proposal for a new website. CivicPlus specializes in municipal websites and currently created over 10,000 websites in the US. We are currently using CivicPlus for the Municode software for posting our meeting agendas and legislation, as well as our ordinances. I believe this makes them the best choice for our City.

With CivicEngage (the main website) and chosen enhancements we will:

- Become ADA compliant with Audio Eye (which I understand will be a web requirement)
- Be able to live stream meetings right to our site with Agenda and Meeting Management Select, eliminating the use of Facebook for streaming.

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- Updates can be scheduled in advance as it is a Content Management Software (CMS) Archive Social - every post will be captured and archived eliminating the need to screen capture posts.

Mass Communication - This allow residents to sign up for a variety of alerts, event cancellations, weather alerts, active shooter ... etc. This would eventually eliminate CodeRED.

SeeClickFix - Very similar to our current 311 app. This software would work seamlessly with the website and would eliminate the 311 software which is not compatible with our current website.

Clerk Tabor said the website will be ADA compliant. City currently uses Civic Plus for the Codification and on-line hosting of the Ordinances of the City. Currently the City uses Municode Agenda and Meeting Management, which is also a Civic Plus product. The Civic Plus Agenda & Meeting Management software may offer better options if we convert.

Law Director Matty said he has reviewed all of the agreements and approved of all submitted agreements.

Council Member Bender asked if residents will need to sign up for the 311/ Notifications again or can the existing residents be transferred. Ms. Farr said she believes the contacts should be transferred easily.

Mayor Kingston thanked Ms. Farr for her work on this project and asked if she knew the time line for implementing the website. Ms. Farr said the process should take 6-8 months before the Civic Plus site is up and running.

Council Member Jantzen asked if there are additional modules being considered. Ms. Farr said the Recreation Department may consider a new process, that may be done in the future. The cost is much higher and processing payments though the website is also involved. More investigation and speaking with other cities using the recreation module could be done. The Community Planning module could also be useful in the future.

Council Member Koepke asked if other Cities using the recreation module are happy with it. Mayor Kingston said he has not spoke to other communities regarding the recreation package.

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

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15:56

- FIN 3. Community Center Membership** - Recommend to Council approval of an Ordinance amending Section 136.07 of the Administrative Code to reflect changes to the total number of annual Non-Resident and Corporate Memberships and shall be limited to a combined 1000 memberships.

Council Member Ganim said the Recreation Commission has been working with Recreation Director Engle and Mayor Kingston to address the request for additional non-resident members and lessening corporate memberships. Instead of 500 non-resident members and 500 corporate memberships, the legislation would create a combined 1000 corporate and non-resident membership group. The Mayor would have the option to determine how many of each group would be permitted.

Law Director Matty said the only other change in this legislation is the cost of the guest passes, that have been in effect since 2023. In the future, Law Director Matty said all updates to the recreation fees will be done by legislation and not by motion which has been done in the past.

Motion made by Savage, Seconded by Koepke.

Voting Yea: Bender, Koepke, Savage.

23:29

- FIN 4. Note** - Recommend to Council approval of an Ordinance authorizing the issuance and sale of notes not to exceed \$5,685,000 for paying the costs of expanding the interchange at Miller Rd. and Interstate 77.

Finance Director Starosta said the City has an outstanding BAN on the Miller/77 Interchange project of \$5,685,000 which comes due 09/19/2024. Legislation is being presented for consideration to roll this BAN for another year at \$5,685,000. Discussion with our Municipal Advisor, Matt Stuczynski with MAS Financial Advisory Services, LLC, it is his recommendation to reissue the BANs in 2024 and then look to issue long term bonds for the project in 2025. With the expectations that the Federal Reserve will lower interest rates in the second half of 2024 and into 2025, the City would stand to materially benefit from projected lower interest rates. As an example, a reduction in long term interest rates of 0.25% (or 25 basis points) will reduce overall interest expense by \$186,250 over the life of the 20 year bond issue. Current expected All-in-True Interest Rate for a 20 year bond issue is approximately 4.25%. For context purposes, prior City of Brecksville long term bonds issued in 2022 and 2019 were sold with the following All-in-True Interest Cost 3.00% and 2.86% respectively. With Muni Bonds currently near their highest levels for the year, it would appear prudent to wait a little longer for the Federal Reserve to lower rates and look to capitalize on the lower interest rate environment in 2025.

Motion made by Savage, Seconded by Koepke.

Voting Yea: Bender, Koepke, Savage.

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24:50

FIN 5. Vehicle Maintenance Shop - Recommend to Council approval of an increase to Blanket Vendor Purchase Order #24000412 in the amount of \$24,000.00 for the generator used to power the Vehicle Maintenance Shop. *Account # 1100150 21060.*

Service Director Kickel said purchase order #24000412 – Equipment Rentals, was opened following the fire at the Service Garage. It has been primarily used to fund the generator required to power the new Vehicle Maintenance Shop. In anticipation of the Vehicle Maintenance New Power Service & Distribution project, it is estimated we will be requiring the generator for an additional three months, plus the current months of July and August invoicing.

Motion made by Savage, Seconded by Koepke.

Voting Yea: Bender, Koepke, Savage.

25:50

FIN 6. Professional Bills - Recommend approval of monthly bills for professional services Matty Henrickson & Greve in the amount of \$13,410.83, Kulchystsky in the amount of \$85.00, William Logan in the amount of \$4,000.00, Donald G. Bohning & Assoc. in the amount of \$18,247.50, Sixmo in the amount of \$3,200.00, Huntington Nat'l Bank in the amount of \$500.00. Total amount to be charged \$39,443.33.

Motion made by Savage, Seconded by Koepke.

Voting Yea: Bender, Koepke, Savage.

Motion to Adjourn

7:11 PM

Motion made by Savage, Seconded by Koepke.

Voting Yea: Bender, Koepke, Savage.

27:00

LEGISLATION COMMITTEE

Call to Order

Chairperson: Dan Bender

Members: AJ Ganim, Mark Jantzen

7:11 PM

Roll Call

Present: Bender, Ganim, Jantzen.

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Items for Consideration:

LEG 1. Legislation July 16, 2024 Committee Meeting Minutes

Motion made by Bender, Seconded by Jantzen.

Voting Yea: Bender, Ganim, Jantzen.

27:25

LEG 2. Independent Contractor - Recommend to Council approval of a Resolution authorizing an Independent Contractor Agreement with Karol Boryka for work as the Bees Youth Soccer Academy Director for the the Fall 2024 Session in the amount of \$8,500.00.

Mayor Kingston said Mr. Boryka is taking over for John Farrell as the Director of the Bees Soccer Academy. Mayor Kingston said he is excited to have him begin with the Brecksville Youth Soccer Academy.

Council Member Stucky said Mr. Boryka is (working) at the High School and comes highly recommended.

Council Member Bender said Mr. Boryka is a graduate of Brecksville schools and John Carroll University and has a good resume for the position.

Motion made by Bender, Seconded by Jantzen.

Voting Yea: Bender, Ganim, Jantzen.

29:01

LEG 3. Appointment - Recommend to Council approval of a Resolution appointing Brent A. Boyko as a full-time firefighter/paramedic in the City of Brecksville Fire Department.

Fire Chief Bender said Brent is currently a full-time firefighter in the City of Twinsburg. Fire Chief Bender said additional appointments in the Fire Department are necessary with the retirement of Chief Zamiska and promotion of himself.

Motion made by Bender, Seconded by Jantzen.

Voting Yea: Bender, Ganim, Jantzen.

30:34

LEG 4. Sick Time Donation - Recommend to Council approval of a Resolution authorizing a leave donation process for eligible employee Vlastimir Rakic to receive donated sick leave from employees of the City of Brecksville.

Motion made by Bender, Seconded by Jantzen.

Voting Yea: Bender, Ganim, Jantzen.

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31:14

LEG 5. Ohio Department of Commerce - Ohio Department of Commerce request for any objections to renewal of retail liquor permits.

The renewal of all Class C and D liquor permits will expire on October 1, 2024. Ohio Revised Code Section 4303.271 (B) provides the legislative authority with the right to object to the renewal of a retail permit and to request a hearing. This will be your only opportunity to object to the renewal of a liquor permit premises which might be a problem in the City of Brecksville.

Motion to waive the necessity of hearings for renewal of any liquor permits in the City of Brecksville.

Motion made by Bender, Seconded by Jantzen.

Voting Yea: Bender, Ganim.

Motion to Adjourn

7:18 PM

Motion made by Bender, Seconded by Jantzen.

Voting Yea: Bender, Ganim, Jantzen.

SAFETY-SERVICE COMMITTEE

33:25

Call to Order

Chairperson: Ann Koepke

Members: Mark Jantzen, Beth Savage

7:18 PM

Roll Call

Present: Jantzen, Koepke, Savage

Items for Consideration:

SAF 1. Safety Service July 16, 2024 Committee Meeting Minutes

Motion made by Koepke, Seconded by Savage.

Voting Yea: Jantzen, Koepke, Savage.

33:56

SAF 2. Ambulance Purchase: Recommend to Council approval of an Ordinance authorizing the purchase of a 2025 Freightliner Ambulance including contract and non-contract options for the Fire Department. *Account #C4500260 33000 Project #EQ240012.*

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Fire Chief Bender said the City has utilized a three year rotation program for the ambulances. Every three years a new ambulance is purchased and the previous ambulances are to back-up and reserve vehicles. The Freightliner vehicle requested for purchase is preferred by firefighters for the additional height and suspension of the vehicle.

Motion made by Koepke, Seconded by Jantzen.

Voting Yea: Jantzen, Koepke, Savage.

37:50

SAF 3. Fire Department First Due Program - Recommend to Council approval of a purchase requisition to First Due Fire Program for Reporting, Dispatching, Occupancy Inspections, Training and Inventory tracking for use by the Fire Department. *Account# 2900260 25060.*

Fire Chief Bender said the computer reporting software will no longer be supported by the current vendor. Chagrin Valley Dispatch was able to obtain a group purchasing agreement with First Due to replace the current software used for reporting and dispatching.

Motion made by Koepke, Seconded by Jantzen.

Voting Yea: Jantzen, Koepke, Savage.

Motion to Adjourn

7:25 PM

Motion made by Koepke, Seconded by Jantzen.

Voting Yea: Jantzen, Koepke, Savage.

40:39

STREETS & SIDEWALKS COMMITTEE

7:25 PM

Call to Order

Chairperson: Brian Stucky

Members: Dan Bender, AJ Ganim

7:25 PM

Roll Call

Present: Koepke, Jantzen, Savage.

Items for Consideration:

S&S 1. Streets & Sidewalks July 16, 2024 Committee Meeting Minutes

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

Engineer Wise said there are five properties presented today, there are three additional properties for which easements are needed. There is a combination of permanent and temporary easements for the NEORSD Riverview, Weise, Greenhaven Flood Reduction project. The permanent easements will be recorded and temporary easements will expire when no longer needed at the end of the project. The easements are necessary to install and maintain utilities and have been given voluntarily for the offers made to the property owners.

43:19

- S&S 2. Easement** - Recommend to Council approval of a Resolution accepting a temporary easement for the NEORSD Flood Reduction at Riverview Road Improvement Project from Leslie Jean Lesinski, permanent parcel #602-08-001.

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

43:59

- S&S 3. Easement** - Recommend to Council approval of a Resolution accepting a temporary easement for the NEORSD Flood Reduction at Riverview Road Improvement Project from Martha P. Banks on Permanent Parcel 602-08-010.

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

- S&S 4. Easement** - Recommend to Council approval of a Resolution accepting a permanent easement for the NEORSD Flood Reduction at Riverview Road Improvement Project from Martha P. Banks for Permanent Parcel no. 602-08-010.

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

44:18

- S&S 5. Easement** - Recommend to Council approval of a Resolution accepting a temporary easement for the NEORSD Flood Reduction at Riverview Road Improvement Project from Daniel J Borosh and Randi L Borosh for Permanent Parcel #602-08-007.

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

45:11

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S&S 6. Easement - Recommend to Council approval of a Resolution accepting a temporary easement for the NEORSD Flood Reduction at Riverview Road Improvement Project from Kenneth Kazel for Permanent Parcel No. 602-08-012.

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

45:31

S&S 7. Easement - Recommend to Council approval of a Resolution accepting a permanent easement for the NEORSD Flood Reduction at Riverview Road Improvement Project from Allen J. Kennedy and Linda Kennedy for Permanent Parcel 602-23-007.

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

Other Matters deemed appropriate

Motion to Adjourn

7:25 PM

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

47:10

UTILITIES COMMITTEE

Call to Order

Chairperson: AJ Ganim

Members: Ann Koepke, Brian Stucky

7:32 PM

Roll Call

Present: Ganim, Koepke, Stucky.

Items for Consideration:

UTL 1. Utilities July 16, 2024 Committee Meeting Minutes

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

Engineer Wise said the easements presented are for the highland Drive Culvert Replacement Project. The culverts were installed approximately 70 years ago. The properties did not have

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easements when installed, and are necessary to obtain before the work can begin. Engineer Wise said appraisals have been completed and compensation has been agreed upon.

48:53

UTL 2. Easement - Recommend to Council approval of a Resolution accepting a permanent easement for the Highland Culvert Replacement Project from Robert Nejedlik for Permanent Parcel 603-07-014.

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

49:05

UTL 3. Easement - Recommend to Council approval of a Resolution accepting a permanent easement for the Highland Culvert Replacement Project from Dennis James Walp and Martha Liliana Walp for Permanent Parcel 603-06-025.

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

49:20

UTL 4. Easement - Recommend to Council approval of a Resolution accepting a temporary grading and access easement for the Highland Culvert Replacement Project from Arpad & Elizabeth Orosz for Permanent Parcel 603-06-013.

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

Other Matters deemed appropriate

Motion to Adjourn

7:36 PM

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

COMMITTEE OF THE WHOLE

Call to Order

Bender, Caruso, Ganim, Jantzen, Koepke, Savage, Stucky.

Roll Call

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

Absent: Caruso.

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Items for Consideration:

CoW 1. Committee of the Whole July 16, 2024 Committee Meeting Minutes

Motion made by Savage, Seconded by Ganim.

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

52:19

CoW 2. Executive Session - Convene an executive session to discuss matters related to the employment of public employees and property acquisition.

Present: Law Director Matty, Asst. Law Director Sabol, Mayor Kingston, Engineer Wise, Bender, Ganim, Jantzen, Koepke, Savage, Stucky.

Motion made by Savage, Seconded by Ganim.

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

Adjourn executive session and reconvene the regular meeting.

Motion made by Savage, Seconded by Ganim.

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

Motion to Adjourn

8:00 PM

Motion made by Savage, Seconded by Ganim.

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

52:54