

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

HELD: September 19, 2023

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**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.

**Call to Order**

**Chairperson Ann Koepke**

**Members: AJ Ganim, Ann Koepke, Brian Stucky**

**Roll Call**

**6:31 PM**

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

**Items for Consideration:**

**B&G 1. Approval of Buildings & Grounds September 5, 2023 Committee Minutes**

Motion made by Koepke, Seconded by Ganim.

Voting Yea: Ganim, Koepke, Stucky

:36

**B&G 2. Fall Trees** - Consideration of a motion recommending to Council Approve a Blanket Vendor Purchase Requisition in the aggregate amount of \$26,169.05 for the purchase of (130) new and replacement trees for the annual Fall planting. *Acct. #2520530 22010 to be charged \$8,272.89. Acct. #1100171 22050 to be charged \$17,896.16*

Council member Koepke said the City purchases mature trees that average \$200 each.

Motion made by Koepke, Seconded by Ganim.

Voting Yea: Ganim, Koepke, Stucky

1:29

**B&G 3. Human Services Building Roof Repair** - Consideration of a motion recommending to Council approval of a purchase requisition to West Side Roofing Co. in the amount of \$13,750.00 for Replacing the Shingled Roof in the North Hip Section of the Human Services Building Roof. *Account #C4900330 32020 Project #BI230013*

Service Director Kickel said he has been working with Human Services Director Paciorek regarding the roof leaks at the building. The north hip section of the Human Services Building roof is in need of repair. some shingles have been removed and sent for a warranty claim. The leaks need to be fixed as soon as possible.

Motion made by Koepke, Seconded by Ganim.

Voting Yea: Ganim, Koepke, Stucky.

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2:35

**B&G 4. Human Services Caulk Removal & Replacement** - Consideration of a motion recommending to Council approval of a purchase requisition to Kapton Caulking and Building Restoration, Inc. in the aggregate amount of \$42,030.00 for Caulk Removal & Replacement on the North Face of the Human Services Building. *Account #C4900330 32020 Project #BI230014.*

Service Director Kickel said the areas will be pressure washed prior to removing and replacing caulk on the entire north face of the Human Services Building. Doors, window frames, sills, lintels as well the stone masonry and columns will be repaired. Shrunk, cracked and deteriorated caulk that is allowing leaks to the therapy pool and training room.

Motion made by Koepke, Seconded by Ganim.

Voting Yea: Ganim, Koepke, Stucky.

3:35

**B&G 5. 4450 Oakes Road** - Consideration of a motion recommending to Council approval of a purchase requisition to Superior Industrial Insulation Company in the amount of \$21,310.00 for the installation of approximately 2,100 feet of pipe insulation at Blossom Building 7 (4450 Oakes Road-Montessori School). *Account #C4900161 31020 Project #BI230010*

Service Director Kickel said the removal of asbestos containing pipe insulation has been completed at Blossom Hill Building #7. The replacement of 2100 feet of fiberglass insulation on the heating pipes and domestic water supply is needed to complete the project.

Motion made by Koepke, Seconded by Ganim.

Voting Yea: Ganim, Koepke, Stucky.

4:15

**B&G 6. Community Center Pool Pak** - Consideration of a motion recommending to Council approval of a purchase requisition to Pier Associates in the amount of \$5,712.00 for Adjustments to the Community Center Pool Pak. *Account #2400710 26040*

Recreation Director Engel said the poolpak is in need of adjustments to ensure the unit is set to operate in a slight negative space pressure.

Motion made by Koepke, Seconded by Ganim.

Voting Yea: Ganim, Koepke, Stucky.

5:00

**B&G 7. Central School Structural Inspection** - Consideration of a motion recommending to Council approval of an Ordinance accepting the proposal of I.A. Lewin, P.E. and Associates

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in the amount of \$5,000.00 to conduct a structural investigation to determine the structural condition of the former Central School building, constructed in 1918, that could impact any future use and/or repurposing of this building. This will include a condition survey of the various rooms and exterior of the building. *Account #1100150 21030*

Planning & Development Director Bartkiewicz said the proposed study will determine if there are any exposed conditions that could be considered a structural deficiency and prevent the building from being repurposed.

Motion made by Koepke, Seconded by Ganim.

Voting Yea: Ganim, Koepke, Stucky.

**Motion to Adjourn**

**6:37 PM**

Motion made by Koepke, Seconded by Ganim.

Voting Yea: Ganim, Koepke, Stucky.

**FINANCE COMMITTEE**

06:43

**Call to Order**

**Chairperson: Dominic Caruso**

**Members: C. Caruso, D. Kingston, B. Savage.**

**6:37 PM**

**Roll Call**

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

**Items for Consideration:**

**FIN 1. Approval of Finance September 5, 2023 Committee Minutes**

Motion made by Caruso, Seconded by Savage.

Voting Yea: Caruso, Kingston, Savage.

07:10

**FIN 2. Public Health Services** - Consideration of a motion recommending to Council approval of an Ordinance authorizing the Mayor to enter into an agreement with the Cuyahoga County Board of Health.

Mayor Hruby said the Cuyahoga County Board of Health provides services to the City through the Human Services Department. Charges are based on the number of residents in the city.

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Motion made by Caruso, Seconded by Savage.

Voting Yea: Caruso, Kingston, Savage.

08:01

- FIN 3. Civic Plus Meeting & Agenda Management** - Consideration of a motion recommending to Council approval of a Resolution accepting the proposal of CivicPlus, LLC for a new 3-year agreement for the renewal of the Municode Agenda and Meeting Management Program Subscription. The annual rate will remain at \$8,600.00 per year for the term of 12/1/2023 to 11/30/2026. Account #1100150 21030

Council Clerk Tabor said Municode system is used by City Council and all of the Boards and Commissions in the City. This invoice includes the Meeting and Agenda management system, the website portal where agendas, minutes and meeting videos may be accessed by the public. Board & Commission members as well as all board appointments are available for review in the portal. The City has used the Meeting and Agenda management system since 2020. The company has proposed a (3) year agreement with no increase or upcharge during the next three years.

Motion made by Caruso, Seconded by Savage.

Voting Yea: Caruso, Kingston, Savage.

09:36

- FIN 4. Charter Amendment Booklet & Mailing** - Consideration of a motion recommending to Council approval of a blanket vendor purchase requisition to HKM Printing Services LLC in the aggregate amount of \$4,200.00 for the printing and mailing services, as well as postage, for the Proposed Charter Amendment Voter Information Booklet as required by the Charter Review Commission. This booklet is scheduled to mail to Brecksville residents the week of September 25th. Account #1100150 24100

Purchasing Director Riser said the Brecksville Charter requires mailing information to all registered voters in the City of Brecksville regarding changes proposed by the Charter Amendment Committee.

Motion made by Caruso, Seconded by Savage.

Voting Yea: Caruso, Kingston, Savage.

11:12

- FIN 5. GIS Data Conversion** - Consideration of a motion recommending to Council approval of an increase to PO #23000200 in the amount of \$6000.00 for Geo-centric Consulting, Inc for the development and execution of GIS data conversion in connection with the new Tyler Software requirements. Account # C110150-3300

CBO Packard said an increase is needed for the development and execution of GIS data conversion necessary for the new Tyler Technologies Software.

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Motion made by Caruso, Seconded by Savage.

Voting Yea: Caruso, Kingston, Savage.

12:30

- FIN 6. Finance & Building Department Software Maintenance** - Consideration of a motion recommending to Council approval of a purchase requisition to Superior, LLC, a Central Square Company, in the amount of \$40,696.06 for the renewal of the annual maintenance for selected modules of the previous Finance software system, and current Building software programs for the period 11/1/23 – 10/31/24. The maintenance charges are \$30,586.07 and \$10,109.99 for the Finance and Building Departments respectively. *Administration Account #1100150 21030 to be charged: \$30,586.07. Building Dept. Account #11005100 21030 to be charged: \$10,109.99*

Finance Director Starosta said the proposal and removed any modules that were already live on in the new software. The City is still not live on the payroll module, that is upcoming before the end of the year and also Capital assets. Finance Director Starosta said she wanted to make sure the maintenance was kept on for the finance modules that we're still using in the old software and again the Building Department is not live on their new Tyler product as well so this will cover the maintenance for the next year

Motion made by Caruso, Seconded by Savage.

Voting Yea: Caruso, Kingston, Savage.

14:03

- FIN 7. Appropriations** - Consideration of a motion recommending to Council approval of an Ordinance to amend Ordinance No. 5570, making appropriations for current expenditures of the City of Brecksville during the fiscal year ending December 31, 2023, making necessary appropriation and revenue adjustments.

Motion made by Caruso, Seconded by Savage.

Voting Yea: Caruso, Kingston, Savage.

- FIN 8. Transfers** - a Resolution making necessary transfers between certain funds for the fiscal year ending December 31, 2023.

Motion made by Caruso, Seconded by Savage.

Voting Yea: Caruso, Kingston, Savage.

15:55

**Other Matters deemed appropriate**

Finance Director Starosta said the City went to the market on September 7th to price the new notes for the Miller 77 interchange project. Finance Director Starosta said the City did have a successful sale with a coupon of 4.625 and a yield of 3.97 percent. City Council and the Mayor were provided information with

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some comparative numbers and the City did better than people who priced the day before us and when talking to PNC they said that's just showing how our good credit rating provides us a better rate.

**Motion to Adjourn**

6:47 PM

Motion made by Caruso, Seconded by Savage.

Voting Yea: Caruso, Kingston, Savage.

16:44

**LEGISLATION COMMITTEE**

**Call to Order**

**Chairperson: Beth Savage**

**Members: Ganim, Koepke, Savage.**

**6:47 PM**

**Roll Call**

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

**Items for Consideration:**

**LEG 1. Approval of September 5, 2023 Legislation Committee Minutes**

Motion made by Savage, Seconded by Koepke.

Voting Yea: Ganim, Koepke, Savage

17:30

**Motion to Adjourn**

6:48 PM

Motion made by Savage, Seconded by Koepke.

Voting Yea: Ganim, Koepke, Savage.

**SAFETY-SERVICE COMMITTEE**

17:37

**Call to Order**

**Chairperson: AJ Ganim**

**Members: Ganim, Kingston, Stucky.**

6:48 PM

**Roll Call**

**Present: Ganim, Kingston, Stucky.**

**Items for Consideration:**

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**SAF 1. Approval of Safety Service September 5, 2023 Committee Minutes**

Motion made by Ganim, Seconded by Stucky.

Voting Yea: Ganim, Kingston, Stucky.

17:57

**SAF 2. Landscape Trailers** - Consideration of a motion recommending to Council approval of a purchase requisition to Rocks Trailer Sales in the aggregate amount of \$9,140.00 for the purchase of two (2) 16' Landscape Trailers for the Service Department. *Account #C1100610 33000 Project #EQ230019*

Motion made by Ganim, Seconded by Stucky.

Voting Yea: Ganim, Kingston, Stucky.

18:32

**SAF 3. Police Vehicle** - Consideration of a motion recommending to Council approval of a purchase requisition in the amount of \$32,752.00 for the purchase of a non-traditional vehicle for the Brecksville Police Department Detective Bureau. *Account #C1100210 33000 Project #EQ230017*

Police Chief Korinek said the detective unit is currently using a forfeited 2011 vehicle. Quotes have been obtained and older vehicles will be traded in to decrease the cost of the new vehicle. Mechanic Foreman Karpowicz said the trade in values were similar to amounts the auction values would have been.

Motion made by Ganim, Seconded by Stucky.

Voting Yea: Ganim, Kingston, Stucky.

21:09

**SAF 4. Cuyahoga Valley Career Center SRO** - Consideration of a motion recommending to Council approval of a Resolution authorizing a Memorandum of Understanding with the Cuyahoga Valley Career Center to provide a School Resource Officer at the Cuyahoga Valley Career Center High School.

Police Chief Korinek said the school is in the City of Brecksville jurisdiction. The school will pay 50% of the cost of the officer and grants have been applied for to cover the City's portion of the costs.

Motion made by Ganim, Seconded by Stucky.

Voting Yea: Ganim, Kingston, Stucky.

**SAF 5. Police Vehicle Discussion** - Request to place an order with Lally Chevrolet for (3) 2024 Chevrolet Tahoe Vehicles for the Police Department.

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Police Chief Korinek said the supply of Ford vehicles expected next year may not be available for orders placed in 2024. Police Chief Korinek said the City could be placed on a list of vehicles requested for 2024. The request is non-binding if the preferred 2024 Ford vehicles are available.

Hearing no objections, Mayor Hruby will forward a letter of intent to Lally Chevrolet.

24:36

**Other Matters deemed appropriate**

Council member Ganim said the City has been awarded forty thousand dollars in funding through the Competitive Small Rural Tribe Body Worn Camera Program for the purchase of body worn cameras for the Brecksville Police Department. Approximately 40 percent of the nearly 650 applicants submitted Nationwide were awarded funding the Brecksville Police Department was previously awarded funding in the amount of sixty nine thousand one hundred twenty dollars and nine cents through the Ohio Department of Public Safety for the purchase of body worn cameras for a total of a hundred nine thousand one hundred twenty dollars and nine cents in grant funding or approximately 95 of the total costs of the body worn cameras.

25:19

**Motion to Adjourn**

6:56 PM

Motion made by Ganim, Seconded by Stucky.

Voting Yea: Ganim, Kingston, Stucky.

**STREETS & SIDEWALKS COMMITTEE**

25:57

**Call to Order**

**Chairperson: Daryl Kingston**

**Members: Caruso, Kingston, Savage.**

**6:56 PM**

**Roll Call**

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

**Items for Consideration:**

**S&S 1. Approval of Streets & Sidewalks September 5, 2023 Committee Minutes**

Motion made by Kingston, Seconded by Caruso.

Voting Yea: Caruso, Kingston, Savage.

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**S&S 2. Chippewa Road Sidewalk NOACA Grant Application** - Consideration of a motion recommending to Council approval of a Resolution authorizing the Mayor to apply to the Northeast Ohio Areawide Coordinating Agency (NOACA) for funding through the TLCI Implementation Grant program to construct sidewalks on Chippewa Road (SR 82) from Cinnabar Drive to Riverview Road and ADA pedestrian improvements to the Chippewa Road/Riverview Road intersection.

Economic Development Director Bartkiewicz said the City is seeking funding for sidewalks from Cinnabar to Riverview Road on Chippewa Road this grant funding requires a 20% local match and this proposed project would create a direct connection between downtown Brecksville and the Riverview Road Chippewa Road intersection it will allow us to increase access to our Park system and will lead us to creating a direct connection between downtown Brecksville and the Cuyahoga Valley National Park Station Road Bridge Trailhead

Motion made by Kingston, Seconded by Caruso.

Voting Yea: Caruso, Kingston, Savage.

27:15

**S&S 3. Riverview Road/Chippewa Road Path Funding** - Consideration of a motion recommending to Council a Resolution authorizing the Mayor to submit a request for State Capital Budget funding to the Office of State Senator Jerry Cirino to construct a multi-use path from the intersection of Riverview Road/Chippewa Road to the Station Road Bridge Trailhead in the Cuyahoga Valley National Park.

Economic Development Director Bartkiewicz said the office of Senator Jerry Sereno has put out an application for state capital budget funding for the next state capital budget and the department put together a list of projects and one of those projects that we were looking to submit is the construction of a multi-use pathway or trail from the Riverview Road Chippewa Road intersection to the Cuyahoga Valley National Park Station Road Bridge trailhead. For the state capital budget there awards typically range from five thousand dollars to 5 million and there is not typically a local match required for these funds.

Motion made by Kingston, Seconded by Caruso.

Voting Yea: Caruso, Kingston, Savage.

29:34

**S&S 4. Brecksville Road Resurfacing** - Public Notice

Engineer Wise said funding for the Brecksville Road resurfacing project requires a public notice. The City of Brecksville has posted the notice on the City's website. The notification includes a quick description of the project, anticipated schedule, the cost and it opens it up for public comments up until October 15th if anyone has any comments they can just email directly.

30:21

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**S&S 5. Blossom Hill Multi-Purpose Trail Update**

Law Director Matty said he was informed by the Assistant Law Director for Cleveland who is handling this issue for the sidewalk project. Cleveland City Council introduced this legislation on June 5th, the last session before the Cleveland Council adjourned for the summer. Law Director Matty said he will be attending a Council Committee meeting later this week where the legislation is introduced. The process is to introduce to committee and then it comes back to Council for passage where the Council Committee will be entertaining the documentation for the easement. Councilmember Kingston said the motion is currently tabled, ready for a third reading. If we do get the green light we can pass it. Law Director Matty said the legislation is not tabled, it is pending third reading. It would simply have to come back to Council and he will instruct the clerk if it does pass the City of Cleveland committee, Brecksville can go forward.

32:18

**Other Matters deemed appropriate**

Council member Kingston said he received an update regarding the CMAQ Grant application that was discussed in committee a couple months ago. At the meeting of September 8th 2023 the NOACA board of directors passed resolution 2023-040 which approves the proposed Regional priority of new congestion mitigation and air quality program projects to be implemented through fiscal year 2029. Included on that list of recommended projects is the construction of a multi-use pathway on Brecksville Road State Route 21 extending from the Cleveland Metro Parks Valley Parkway to Miller Road as well as construction of an enhanced bus shelter for which funding in the amount of \$1.95 million is recommended. The next steps include submission of recommended projects to the Statewide CMAQ program committee. It is anticipated that the Ohio Statewide Urban CMAQ committee will then submit project recommendations to the Ohio Association of Regional Councils Executive Directors for final approval at their November 2023 meeting.

**Motion to Adjourn**

7:04 PM

Motion made by Kingston, Seconded by Caruso.

Voting Yea: Caruso, Kingston, Savage.

34:07

**UTILITIES COMMITTEE**

**Call to Order**

**Chairperson: Brian Stucky**

**Members: Caruso, Koepke, Stucky.**

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**Roll Call**

7:04 PM

Present: Caruso, Koepke, Stucky.

**Items for Consideration:**

**UTL 1. Approval of September 5, 2023 Utilities Committee Minutes**

Motion made by Stucky, Seconded by Caruso.

Voting Yea: Caruso, Koepke, Stucky.

**UTL 2. Highland Drive Storm Sewer Improvement Project** - Consideration of a motion recommending to Council approval of a motion authorizing the Purchasing Director to advertise for public bidding for the Highland Drive Storm Sewer Improvement Project.

34:33

Engineer Wise said the Highland Drive Storm Sewer Improvement Project will install storm sewers on the south side or west side of the street. The installation of storm sewers will resolve an ongoing issue.

Motion made by Stucky, Seconded by Caruso.

Voting Yea: Caruso, Koepke, Stucky.

**UTL 3. Glenwood Trail Improvement Project Update**

35:51

Engineer wise said the project is continuing. Sidewalks have been installed and people were seen using the sidewalk. Road striping will be completed along with road signs. Engineer Wise said punch list items will be presented to the contractor. There will be two change orders submitted. In front of 9235 Glenwood Trail in the front yard there's some drainage work they submitted for approval. it was returned to the contractor for revision, when the final cost is determined, Engineer Wise will seek approval from Council.

36:57

Engineer Wise said at 9267 Glenwood the day before the surface course on the roadway Cleveland Water did a repair on the water connection. Cleveland Water dug a hole in the pavement. The contractor has moved forward on and they're going to submit the data to me for review but the city had a redo the subgrade, put LSM in the hole and then we had to

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put a concrete base in there and get it prepped for paving. There will be a cost forthcoming, hopefully we get the road striped and open the road.

38:00

**UTL 4. Miller Road Improvement Project Update**

Engineer Wise said the contractor is moving along and is expected to be completed in approximately a month. Allega Conrete was determining the extent of work necessary to finalize the watermain items. There will be a forth coming change order that covers additional work to relocate and remove old abandoned Dominion lines and to address additional service connections located along Miller Road.

39:10

**Other Matters deemed appropriate**

**Motion to Adjourn**

7:10 PM

Motion made by Stucky, Seconded by Caruso.

Voting Yea: Caruso, Koepke, Stucky.

**COMMITTEE OF THE WHOLE**

**Call to Order**

7:11 PM

**Roll Call**

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

**Items for Consideration:**

**CoW 1. Approval of September 5, 2023 Committee Minutes**

39:42

Motion made by Redinger, Seconded by Caruso.

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

**Motion to Adjourn**

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40:22

7:12 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

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PRESIDENT OF COUNCIL

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CLERK OF COUNCIL