

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

HELD: February 20, 2024

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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. Questions and comments may be e-mailed to 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 Mark Jantzen

Members Beth Savage, Brian Stucky

6:45 PM

Roll Call

Present: Jantzen, Savage, Stucky.

Items for Consideration:

:18

B&G 1. Buildings & Grounds Committee Meeting Minutes 2-6-2024

Motion made by Jantzen, Seconded by Savage.

Voting Yea: Jantzen, Savage, Stucky

:47

B&G 2. Kids Quarters - an Ordinance accepting the proposal of Knight & Stolar, Inc. for Landscape Architectural Services for Phase I of the Kids Quarters Revitalization Project.

Recreation Director Engle said the project received a \$250,000 ARPA Grant to help fund Phase 1 of the Kids Quarters Revitalization Project. Knight & Stolar has prepared a proposal for architectural services for Phase One. Architects from Knight & Stolar will provide items such as the preparation of site demolition, the layout, grading specifications, construction of the new stairs and ramp system. They will prepare the estimate of construction cost and bid documents for the project scope that was included in your packet. Recreation Director Engle said if Council approves, she is also requesting approval to advertise for public bids for this project. Mayor Hruby said Councilmembers Stucky and Koepke have also worked toward getting this project complete.

Motion made by Jantzen, Seconded by Stucky.

Voting Yea: Jantzen, Savage, Stucky.

B&G 3. Kids Quarters Revitalization Project Phs. 1 Bid Authorization - Recommend to Council authorizing the Director of Purchasing to advertise for bids for the Kids Quarters Revitalization Project, Phase 1.

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

3:42

B&G 4. Old Police Department Asbestos Removal - Recommend to Council approval of a purchase requisition in the aggregate amount of \$11,973.00 to Hathaway Environmental for Asbestos Abatement in the Old Police Department and Building Department. Account #C4900166 32020 Project #BI190006.

Service Director Kickel said this phase of the project will be to remove asbestos containing ceiling tiles and the mastic beneath the non -asbestos containing floor tile in the former Police Station at City Hall. Service Director Kickel said a request for removal of asbestos ceiling tiles in the area occupied by the Building Department at City Hall is also included in this project.

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

Motion to Adjourn

6:51 PM

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

FINANCE COMMITTEE

5:52

Call to Order

Chairperson: Beth Savage

Members: Dan Bender, Ann Koepke

6:51 PM

Roll Call

Present: Bender, Koepke, Savage.

Items for Consideration:

FIN 1. Finance Committee Meeting Minutes 2-6-2024

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

6:30

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FIN 2. Employee Assistance Services Agreement - Recommend to Council approval of a Resolution authorizing an agreement with Ease@Work EAP, LLC to provide employee assistance services.

Council President Caruso said the City has worked with this organization, which focuses on governmental organizations, to provide many assistance benefits to the City's employees.

Motion made by Savage, Seconded by Bender.

Voting Yea: Bender, Koepke, Savage.

Motion to Adjourn

6:53 PM

Motion made by Savage, Seconded by Koepke.

Voting Yea: Bender, Koepke, Savage.

LEGISLATION COMMITTEE

7:47

Call to Order

Chairperson: Dan Bender

Members: AJ Ganim, Mark Jantzen

6:53 PM

Roll Call

Present: Bender, Ganim, Jantzen.

Items for Consideration:

LEG 1. Legislation Committee Meeting Minutes 2-6-2024

Motion made by Bender, Seconded by Ganim.

Voting Yea: Bender, Ganim, Jantzen.

8:22

LEG 2. Amend Section 145.13 Exempted Employees - Recommend to Council approval of an Ordinance amending Section 145.13 of the exempted employees to include Human Resource Specialist and Assistant Law Director.

Council President Caruso said in January Law Director Matty proposed including "Assistant Law Director" as part of Lisa Sabol's job description. Ms. Sabol will now be able to reference her duties as Assistant Law Director when dealing with duties outside of her existing duties as Prosecutor. Council President Caruso said previously Prosecutor Sergio DiGeronimo was the City Prosecutor and Assistant Law Director prior to his appointment to Judge in the Garfield Heights Municipal Court.

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Mayor Kingston said the City is in the process of hiring an individual to fill a vacancy in the position of personnel. Lisa Helbert is retiring and held the position of payroll and personnel supervisor. Michelle Baker will be managing the payroll portion of the job and the new hire will handle personnel matters as a Human Resources Specialist.

Motion made by Bender, Seconded by Ganim.

Voting Yea: Bender, Ganim, Jantzen.

11:04

LEG 3. Payroll Amendment - an Ordinance amending Ordinance No. 5668 as it relates to employee compensation.

Motion made by Bender, Seconded by Ganim.

Voting Yea: Bender, Ganim, Jantzen.

Motion to Adjourn

6:57 PM

Motion made by Bender, Seconded by Ganim.

Voting Yea: Bender, Ganim, Jantzen.

SAFETY-SERVICE COMMITTEE

12:05

Call to Order

Chairperson: Ann Koepke

Members: Mark Jantzen, Beth Savage

Roll Call

Present: Koepke, Ganim, Jantzen.

Items for Consideration:

SAF 1. Safety Services Committee Meeting Minutes 2-6-2024

Motion made by Koepke, Seconded by Jantzen.

Voting Yea: Jantzen, Koepke, Savage.

12:32

SAF 2. Grant - Recommend to Council approval of a Resolution authorizing the Fire Chief to complete the grant process for the FY 2023 Assistance to Firefighters Grant.

Lt. Bender said this grant, if awarded, will be used to replace the portable and mobile radios used by the Fire Department. The Fire Department would like to replace the radios before the current ones become obsolete.

Motion made by Koepke, Seconded by Savage.

Voting Yea: Jantzen, Koepke, Savage.

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13:45

SAF 3. Southwest COG Membership - Recommend to Council approval of a Purchase Requisition in the amount of \$27,500.00 to Southwest Council of Governments for annual membership dues. Southwest Enforcement Bureau - Police \$15,000.00 Account #100210 21030.
Southwest Emergency Response Team -Fire \$12,500.00 Account #2900260 21030

Police Chief Korinek said the Police Department membership in the Southwest Council of Governments includes the join use of the SWAT Team, Bomb Team, Mobile Field Force Team. The City does not have the means to support all of these resources on an individual basis. Officers on the SWAT Team are outfitted with body armor, special tactical body armor, helmets and specialized training. Membership also provided the availability of 50-100 officers within a short amount of time.

Lt. Bender said the membership for the Fire Department comes under the same umbrella of the Southwest Emergency Response team and provides specialized rescue, technical response and hazmat response among many other specialized rescues.

Motion made by Koepke, Seconded by Savage.

Voting Yea: Jantzen, Koepke, Savage.

16:03

SAF 4. Transfer Portable Radios & Related Equipment for Credit - an Ordinance authorizing the transfer of Police Portable Radios no longer needed for municipal purposes to Vasu Communications in exchange for credit to purchase needed speaker microphones and batteries.

Lt. Bender said the radios are no longer needed and the trade in value is more than the cost to reprogram. The radios were obtained by a grant in 2018.

Motion made by Koepke, Seconded by Savage.

Voting Yea: Jantzen, Koepke, Savage.

Motion to Adjourn

7:03 PM

Motion made by Koepke, Seconded by Savage.

Voting Yea: Jantzen, Koepke, Savage.

STREETS & SIDEWALKS COMMITTEE

17:28

Call to Order

Chairperson: Brian Stucky

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Members: Dan Bender, AJ Ganim

7:03 PM

Roll Call

Present: Stucky, Bender, Ganim.

Items for Consideration:

S&S 1. Streets & Sidewalks Committee Meeting Minutes 2-6-2024

Motion made by Stucky, Seconded by Bender.

Voting Yea: Bender, Ganim, Stucky.

18:01

S&S 2. Accept bids for 2024 Road Program - an Ordinance accepting the bids of J.D. Striping & Services, Inc., Specialized Construction, Inc., Konstruction King, Inc., Cuyahoga Fence LLC, and Ronyak Paving, Inc. for various portions of the 2024 Road Maintenance Program for the Service Department of the City of Brecksville.

Service Director Kickel thanked Purchasing Director Riser for the very comprehensive, highly structured book and bid tabulation for the 2024 Road Program. Service Director Kickel said several bids were received, creating an opportunity for lower bids. Some of the contractors have worked in the City previously and one is a new contractor in the program.

Motion made by Stucky, Seconded by Bender.

Voting Yea: Bender, Ganim, Stucky.

20:39

S&S 3. NEORSD Riverview Road Flood Reduction Project – NPS Permit Application Recommending to Council approval of a Resolution authorizing the Mayor to execute the NPS Permit Application.

Engineer Wise said NEORSD is requesting that the NPS permit application is processed through the City of Brecksville since ultimately, Riverview Road and the associated infrastructure is City Property. Engineer Wise said he has no objection with the permit application, if Council is in favor of advancing this project needs to obtain easements for the Riverview Road Flood Reduction Project.

Motion made by Stucky, Seconded by Bender.

Voting Yea: Bender, Ganim, Stucky.

S&S 4. NEORSD Riverview Road Flood Reduction Project – Update on the Property Acquisition Agreement

Engineer Wise said he had a discussion regarding the easement along Riverview Road to NEORSD and they have followed up by setting up some resident meetings with the most impacted property

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owners. After such meetings, he will be in a position to meet with City Council again to update you on the outcome of these meetings

22:20

S&S 5. Brecksville Road Urban Paving - Update on SR 21 Paving Project

Engineer Wise said Miller Rd. to South Corp Phase 1 – Plans are being finalized and submitted to ODOT for Final Approval. This construction is slated for Summer 2024.

SR 82 to North Corp. – The ODOT Scope of Services has been accepted and requires Engineering and Surveying authorization by March 6, 2024 to stay on schedule. Engineer Wise is currently working with the Finance Director on the availability of City funding needed to allow the project to proceed. This project requires design in 2024/2025 with Construction in Summer 2025.

SR 82 to Miller Rd. – This final section has not initiated at this time. Design is slated for 2025/2026 with Construction in Summer 2026.

Motion to Adjourn

7:10 PM

Motion made by Stucky, Seconded by Bender.

Voting Yea: Bender, Ganim, Stucky.

UTILITIES COMMITTEE

24:51

Call to Order

Chairperson: AJ Ganim

Members: Ann Koepke, Brian Stucky

7:10 PM

Roll Call

Present: Ganim, Koepke, Stucky.

Items for Consideration:

UTL 1. Utilities Committee Meeting Minutes 2-6-2024

Motion made by Ganim.

Voting Yea: Ganim, Koepke, Stucky.

25:16

UTL 2. Highland Drive Culvert Replacement Project (North of Oakes) – Update

Engineer Wise said this culvert replacement will be the next design request to the Utilities Committee. Engineer Wise is hopeful to try and advance this project design this spring with the intent to try and use the summer months for installation. Due to limited available City funding, we will be delaying this request a couple months and anticipate a summer design followed by fall construction.

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Motion to Adjourn

7:13 PM

Motion made by Ganim, Seconded by Koepke.

Voting Yea: Ganim, Koepke, Stucky.

COMMITTEE OF THE WHOLE

27:38

Call to Order

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

7:13 PM

Roll Call

Present: Dan Bender, Dominic Caruso, AJ Ganim, Mark Jantzen, Ann Koepke, Beth Savage, Brian Stucky.

Items for Consideration:

CoW 1. Committee of the Whole Meeting Minutes 2-6-2024

Motion made by Caruso, Seconded by Savage.

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

Other Matters deemed appropriate

Council President Caruso said he held a meeting with Mayor Kingston, Vice President Savage And several members of BBH Pride. Council President Caruso said the meeting was cordial and professional with both groups learning more information about the other. Nothing has changed regarding the use of any additional city owned properties allowed for privately hosted public events. Mayor Kingston offered the same support Broadview Heights provided in 2023 if the event is held at the Hilton School in Brecksville. If the City decides to make changes to the private use of city property, the Recreation Commission may review options. The Recreation Commission reviews the rentals and uses of other City facilities.

Motion to Adjourn

7:16 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