

MINUTES OF THE MEETING OF THE  
**CITY OF BRECKSVILLE COUNCIL COMMITTEE MEETING -  
AMENDED 2**

HELD: March 05, 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](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 Mark Jantzen**

**Members Beth Savage, Brian Stucky**

**6:30 PM**

**Roll Call**

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

**Items for Consideration:**

**B&G 1. Buildings & Grounds Committee Meeting Minutes 2-20-2024**

**:25**

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

**B&G 2. Removal of the Jail Cells from City Hall - Recommending to Council authorizing a blanket vendor purchase requisition in the aggregate amount of \$35,000 for the removal of the jail cells from City Hall. Account #C4900166 32020 Project #BI190006**

Service Director Kickel said Building Commissioner Packard negotiated with Independence Construction to remove the modular jail cells. Service Director Kickel said the removal will be done along with the asbestos abatement project. The projects should last approximately two months.

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

**2:47**

**Other Matters deemed appropriate**

Service Director Kickel reported the Service Department was advised of a fire on February 25th approximately 10:00 PM. Vehicles and equipment were destroyed in the fire. The Cities of Broadview Heights, Independence, Macedonia, and Richfield were on scene to assist Brecksville Fire Department with extinguishing the fire. It took approximately 2 hours to put the fire out. Service Director Kickel said the service building is a total loss along with the contents. The fire may have been caused by a street sweeper parked in the building. The vehicles included a semi tractor, an asphalt roller, a street sweeper

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and an SUV that was a former police vehicle. Service Director Kickel said items may be brought before Council for replacement. The insurance company has been very responsive and was on site the day following the fire. Council member Jantzen said it will take time for the insurance process. Council member Jantzen commended Chief Zamiska for calling in a third party inspector from the State level.

Mayor Kingston thanked the Police, Fire and Service Departments for their help. Mayor Kingston thanked all of the surrounding communities that assisted with putting the fire out. Mayor Kurtz of Independence offered to provide assistance with manpower, facilities and equipment if needed. The City of Independence allowed Brecksville to service vehicles and lent some vehicle jacks. Mayor Kingston said the City has a long relationship with Mayor Kurtz and the City of Independence and they have helped the City of Brecksville.

**6:09**

**Motion to Adjourn**

6:36 PM

Motion made by Jantzen, Seconded by Savage.

Voting Yea: Jantzen, Savage, Stucky.

**FINANCE COMMITTEE**

**Call to Order**

**Chairperson: Beth Savage**

**Members: Dan Bender, Ann Koepke**

6:36 PM

**Roll Call**

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

**Items for Consideration:**

**FIN 1. Finance Committee Meeting Minutes 2-20-2024**

Motion made by Savage, Seconded by Koepke.

Voting Yea: Bender, Koepke, Savage.

**7:06**

**FIN 2. Capital Equipment Replacements - Recommending to Council authorizing a blanket vendor purchase requisition in the amount of \$800,000.00 for Capital Equipment Replacements. Account #C1100150 33000**

Service Director Kickel said this is an estimate for the capital equipment replacements that will be needed as a result of the fire. Some of the funds will be reimbursed from the insurance claims.

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Councilmember Koepke asked if the vehicle jacks and asphalt roller will be paid from this purchase requisition.

Motion made by Savage, Seconded by Koepke.

Voting Yea: Bender, Koepke, Savage.

**8:47**

**FIN 3. Operating Tools and Equipment** - Recommending to Council authorizing a blanket vendor purchase requisition in the amount of \$75,000.00 for Operating Tools & Equipment. Account #1100150 21060

Service Director Kickel said this is for the rental of a generator used to power the vehicle maintenance facility which was damaged in the fire.

Motion made by Savage, Seconded by Koepke.

Voting Yea: Bender, Koepke, Savage.

**10:05**

**FIN 4. Operating Equipment Rentals** - Recommending to Council authorizing a blanket vendor purchase requisition in the amount of \$30,000.00 for Operating Equipment Rentals. Account #1100150 21060

Service Director Kickel said this requisition will also be used for fire damaged equipment.

Motion made by Savage, Seconded by Koepke.

Voting Yea: Bender, Koepke, Savage.

**11:24**

**FIN 5. Operating Supplies and Materials** - Recommending to Council authorizing a blanket vendor purchase requisition in the amount of \$10,000.00 for Operating Supplies & Materials. Account #1100150 21060.

Motion made by Savage, Seconded by Koepke.

Voting Yea: Bender, Koepke, Savage.

**12:07**

**FIN 6. Appropriations** - Recommending to Council approval of an Ordinance to amend Ordinance No. 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 spoke to the changes in appropriations related to the fire, economic development, municipal improvement fund and tax collections.

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

**14:26**

**FIN 7. Professional Bills** - Recommending to Council approval of the payment of bills for professional services, as follows: Matty, Henrikson and & Greve in the amount of \$13,389.83; Kulchystsky Architects, LLC in the amount of \$1,997.50; William Logan in the amount of \$4,000.00 and Donald G. Bohning & Associates in the amount of \$14,590.00. Total of all invoices \$33,977.33.

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

**Other Matters deemed appropriate**

**Motion to Adjourn**

6:45 PM

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

**LEGISLATION COMMITTEE**

**Call to Order**

**Chairperson: Dan Bender**

**Members: AJ Ganim, Mark Jantzen**

6:45 PM

**Roll Call**

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

**Items for Consideration:**

**15:23**

**LEG 1. Legislation Committee Meeting Minutes 2-20-2024**

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

**16:04**

**LEG 2. Authorize Release from Agreement for the Sale and Purchase of Real Estate** - Recommending to Council approval of a Resolution authorizing the Mayor to enter into a release from agreement for the sale and purchase of real estate with Morel Landscaping, LLC for the mutual termination of the agreement to purchase property known as PPN 604-25-007 located on Noble Park Lane AKA Noble Park Drive and Noble Park Road and the return of earnest money/down payment.

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Councilmember Bender said he has a business relationship with Rob Morel and will be abstaining from the vote. Law Director Matty said Councilmember Bender should abstain from discussion and voting on the issue.

Law Director Matty said this agreement was produced by Assistant Law Director Sabol. The agreement has been mutually agreed upon to release from agreement for the sale and purchase of real estate with Morel Landscaping, LLC for the purchase of property on Nobel Road.

Motion made by Jantzen, Seconded by Ganim.

Voting Yea: Ganim, Jantzen

Voting Abstaining: Bender.

**Motion to Adjourn**

6:50 PM

Motion made by Bender, Seconded by Ganim.

Voting Yea: Bender, Ganim, Jantzen

19:53

**SAFETY-SERVICE COMMITTEE**

**Call to Order**

**Chairperson: Ann Koepke**

**Members: Mark Jantzen, Beth Savage**

**6:50 PM**

**Roll Call**

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

**Items for Consideration:**

**SAF 1. Safety Services Committee Meeting Minutes 2-20-2024**

Motion made by Koepke, Seconded by Jantzen.

Voting Yea: Jantzen, Koepke, Savage.

20:20

**SAF 2. Authorize MOU with Cuyahoga Co. Sheriff's Dept CVD Brecksville PD -** Recommending to Council approval of a Resolution authorizing a Memorandum of Understanding with the Cuyahoga County Sheriff's Department, Chagrin Valley Dispatch Council and Brecksville Police Department.

Police Chief Korinek said this is an update to an agreement the City has had for many years. The relationship has been very helpful.

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

**21:58**

**SAF 3. Asphalt Roller** - Recommending to Council approval of an Ordinance authorizing the Mayor to proceed with the SourceWell Contract Purchase of a Hamm HD14VVi 5-Ton Asphalt Roller to replace the City's equipment #B-59 that was damaged in the Service Garage fire on February 25, 2024. The purchase will be made from The McLean Company on SourceWell contract #060122-WAI in the amount of \$76,808.00.

Service Director Kickel said the vendors do have these items in stock and available for delivery.

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

**22:36**

**SAF 4. Mobile Lifts** - Recommending to Council approval of an Ordinance authorizing the purchase of Ten ARI-HETRA mobile vehicle lifts and related equipment for use by the Service Department from ARI Phoenix, Inc. through the State of Ohio Administrative Services Purchasing Program.

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

**Motion to Adjourn**

6:55 PM

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

**25:10**

**STREETS & SIDEWALKS COMMITTEE**

**Call to Order**

**Chairperson: Brian Stucky**

**Members: Dan Bender, AJ Ganim**

**6:55 PM**

**Roll Call**

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

**Items for Consideration:**

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**S&S 1. Streets & Sidewalks Committee Meeting Minutes 2-20-2024**

Motion made by Stucky, Seconded by Bender.

Voting Yea: Bender, Ganim, Stucky.

25:37

**S&S 2. Accept Bid Riverview Slope Slippage -** Recommending to Council approval of an Ordinance accepting the bid from Marks Construction Inc. for the Riverview Road Slope Repair Project.

Engineer Wise said he has come across Marks Construction in the private sector but not on a municipal project. The Lorain County, Medina County, both had favorable remarks. Engineer Wise said when the notice to proceed is issued the contractor will have 60 days to complete the project and only 45 days to close the road. Councilmember Bender asked if the road would be completely closed. Engineer Wise said the entire road will be removed and the road will be closed. Engineer Wise said the construction management fee is 3% of the project cost.

Motion made by Stucky, Seconded by Bender.

Voting Yea: Bender, Ganim, Stucky.

**S&S 3. Riverview Slope Slippage Construction Services -** Recommending to Council approval of a motion authorizing Donald G. Bohning & Associates to provide construction related services for the Riverview Road Slope Repair Project for a fee of \$7,365.78.

Motion made by Stucky, Seconded by Bender.

Voting Yea: Bender, Ganim, Stucky.

28:32

**S&S 4. Authorize Subdivision Agreement (Tree Felling Approval)-Harris Park -** Recommending to Council approval of a Resolution authorizing the Mayor to enter into a a subdivision agreement with Harris Park Development, LLC for tree felling approval on property located at 9457 Highland Drive.

Engineer Wise said the development project at the former Highland School requires removal of trees. The trees will need to be removed before April 1st. The agreement allows for a deposit by the developer and reimbursement if the project does not follow through.

Motion made by Stucky, Seconded by Bender.

Voting Yea: Bender, Ganim, Stucky.

31:07

**S&S 5. Brecksville Road Repaving SR 82 to North Corporation Line DGB-** Recommending to Council approval of a motion authorizing Donald G. Bohning & Assoc. Inc. to proceed with the Surveying and Engineering Services necessary to prepare

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improvement plans, bid specification, for the repaving of Brecksville Road from S.R.-82 to the North Corporation limits.

Engineer Wise said this project is to repave SR 21. proceed with Surveying and Engineering Services with the intent to prepare improvement plans, bid specification, for the repaving of Brecksville Road from S.R. 82 to the North Corporation limits. In addition to the repaving, ODOT requires evaluation of all intersections to verify ADA compliance at all crossings. As part of ODOT requirements, Categorical Exclusion Level C1 environmental services are required for this project. Such work includes Section 106 – Scoping Request Form, Section 4F - Ecological Exempt Form, Environmental Site Assessment – Regulated Material Screening, & Public Involvement. We have obtained the attached proposal from Chagrin Valley Engineering, LTD (CVE) in the amount of \$6,500.00 to provide these services. CVE, worked with us on Phase 1 and we would like to utilize their services again. CVE is an ODOT pre-qualified firm for the requested work. .

Motion made by Stucky, Seconded by Bender.

Voting Yea: Bender, Ganim, Stucky.

**S&S 6. Brecksville Road Repaving SR 82 to North Corporation Line** - Recommending to Council approval of a Resolution accepting the proposal of Chagrin Valley Engineering, LTD for environmental services for the Brecksville Road (S.R. 21) Urban Paving – SR-82 to North Corp Line Project in the amount of \$6,500.00.

Motion made by Stucky, Seconded by Bender.

Voting Yea: Bender, Ganim, Stucky.

**Other Matters deemed appropriate**

Council member Stucky asked about the SR 21 paving to the south. Engineer Wise said the project is going through final adjustments. The business owners should be contacted, perhaps a quick meeting at City Hall to discuss what to expect during the project. Every driveway on the east side will be removed if there is more than one driveway, the work will be alternated on each driveway. If only one driveway, the drive will have to be done one side at a time. Mayor Kingston said the administration can help schedule a meeting with the business owners in April.

Mayor Kingston said work crews are finishing up at SR 21 and SR 82 with the Audible Pedestrian Signal Project.

Engineer wise said there was a watermain break on Glenwood. Cleveland Water Department drilled holes in the road and removed a section of the road and made repairs. When the repairs have settled the Service Department will patch the road and request reimbursement from the City of Cleveland Water.



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**37:25**

**Motion to Adjourn**

7:07 PM

Motion made by Stucky, Seconded by Bender.

Voting Yea: Bender, Ganim, Stucky.

**UTILITIES COMMITTEE**

**Call to Order**

**Chairperson: AJ Ganim**

**Members: Ann Koepke, Brian Stucky**

**7:08 PM**

**Roll Call**

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

**Items for Consideration:**

**UTL 1. Utilities Committee Meeting Minutes 2-20-2024**

Motion made by Ganim, Seconded by Koepke.

Voting Yea: Ganim, Koepke, Stucky.

**UTL 2. Highland Drive Culvert DGB - Recommending to Council approval of a motion authorizing Donald G. Bohning & Associates, Inc. in the amount of \$36,850.00 for Engineering and Surveying Services as it relates to the Highland Drive Culvert (C-10) Replacement Project.**

Engineer Wise said this year's capital plan includes the replacement of Highland Drive Culvert C-10 which is just north of Oakes Road. The intent to fund this project would be utilizing NEORS Community Share funds or County Storm Funds.

Motion made by Ganim, Seconded by Stucky.

Voting Yea: Ganim, Koepke, Stucky.

**Other Matters deemed appropriate**

**39:01**

**Motion to Adjourn**

7:09 PM

Motion made by Ganim, Seconded by Koepke.

Voting Yea: Ganim, Koepke, Stucky.

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**COMMITTEE OF THE WHOLE**

**Call to Order**

**7:09 PM**

**Roll Call**

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

**Items for Consideration:**

**CoW 1. Committee of the Whole Meeting Minutes 2-20-2024**

Motion made by Caruso, Seconded by Savage.

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

**CoW 2. Salary Continuation** - Recommending to Council approval of salary continuation for a City Employee injured while working.

Motion made by Caruso, Seconded by Savage.

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

**40:19**

**CoW 3. Executive Session** - Convene an executive session to discuss matters related to pending litigation, imminent litigation and the appointment of public employees.

Motion made by Caruso, Seconded by Savage.

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

PRESENT: Dan Bender, Dominic Caruso, AJ Ganim, Mark Jantzen, Ann Koepke, Beth Savage, Brian Stucky, Mayor Kingston, Law Director Matty.

Motion made by Caruso, Seconded by Savage to adjourn executive session and reconvene the regular meeting.

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

**Motion to Adjourn**

**8:05 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