

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

HELD: March 19, 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 3-5-2024**

Motion made by Jantzen, Seconded by Savage.

Voting Yea: Jantzen, Savage, Stucky.

:30

**B&G 2. Grant** - Recommend to Council approval of a Resolution accepting a grant in the amount of \$5,812.00 for the purpose of installing two Water Bottle Refilling Stations at City Hall.

Service Department Foreman Thomas said two water fountains at City Hall were removed during COVID. The City received a grant to replace the drinking fountains that offer water bottle filling options. The water bottle filling station will reduce the need for single use paper cups and water bottles.

Motion made by Jantzen, Seconded by Savage.

Voting Yea: Jantzen, Savage, Stucky

2:18

**B&G 3. Old Police Department Asbestos Removal** - Recommend to Council approval of an increase to PO #24000364 in the amount of \$800.00 to Hathaway Environmental for additional asbestos abatement in the Old Police Department and Building Department. *Account #C4900166 32020 Project #BI190006.*

Service Department Foreman Thomas said additional paneling adhesive and ceiling tiles containing asbestos needed to be removed.

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

3:51

**B&G 4. Service Department Vehicle Repair Shop** - Recommend to Council approval of an Resolution accepting the proposal of Karpinski Engineering in the amount of \$7,000 for the coordination and preparation of plans to install dedicated 480V electric service to the Recycle Building now being used as the new Service Department Vehicle Repair Shop. *Account #C4900170 3202 Project #BI240002*

Service Department Foreman Thomas said the electrical service to the recycling center was severed during the February 25<sup>th</sup> fire. Karpinski Engineering will prepare plans and coordinate the installation of the new electrical system currently utilizing a rented generator.

Council member Jantzen asked if the balance of the cost will be covered by insurance. Mayor Kingston said it is unknown what value will be placed on the replacement of the electrical service.

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

**Other Matters deemed appropriate**

Council member Stucky said he is impressed with the ability of the Service Department to recover from the fire in the vehicle maintenance garage.

**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, Savage.**

**Absent: Koepke.**

**Items for Consideration:**

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**FIN 1. Finance Committee Meeting Minutes 3-5-2024**

Motion made by Savage, Seconded by Bender.

Voting Yea: Bender, Savage.

7:34

**FIN 2. Blanket Vendor Purchase Order Increase** - Recommend to Council approval of Blanket Vendor Purchase Order #24000413 for reimbursable expenses on the purchase of replacement Operating Supplies damaged in the Service Garage fire on February 25, 2024.

Service Department Foreman Thomas said \$20,000.0 will be disencumbered and transferred from P.O. #24000411, opened for the replacement of Operating Tools & Equipment. The *funds will be transferred to PO # #24000413* to be used to purchase consumable items such as oils and lubricants.

Motion made by Savage, Seconded by Bender.

Voting Yea: Bender, Savage.

8:48

**FIN 3. Transfers** - Recommend to Council approval of a Resolution making necessary transfers and advances between certain funds for the fiscal year ending December 31, 2024.

Finance Director Starosta said these are typical transfers presented to Council in accordance with the budget.

Motion made by Savage, Seconded by Bender.

Voting Yea: Bender, Savage.

**Motion to Adjourn**

6:39 PM

Motion made by Savage, Seconded by Bender.

Voting Yea: Bender, Savage.

**LEGISLATION COMMITTEE**

**Call to Order**

**Chairperson: Dan Bender**

**Members: AJ Ganim, Mark Jantzen**

6:39 PM

**Roll Call**

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

**Items for Consideration:**

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**LEG 1. Legislation Committee Meeting Minutes 3-5-2024**

Motion made by Bender, Seconded by Ganim.

Voting Yea: Bender, Ganim, Jantzen.

**10:16**

**LEG 2. Vacation Credit** - Recommend to Council approval of a Resolution providing for annual vacation leave upon hiring Cassandra El-Khoury.

Mayor Kingston said the Ordinances are housekeeping items that were part of the hiring negotiations. Cassandra El-Khouy has been working at City Hall and Nada Alempijevic begins at City Hall next Monday.

Motion made by Bender, Seconded by Ganim.

Voting Yea: Bender, Ganim, Jantzen.

**LEG 3. Vacation Credit** - Recommend to Council approval of a Resolution providing for annual vacation leave upon hiring Nada Alempijevic.

Motion made by Bender, Seconded by Ganim.

Voting Yea: Bender, Ganim, Jantzen.

**11:44**

**LEG 4. Municode Supplement No.1** - Recommend to Council approval of an Ordinance enacting and adopting a Supplement to the Codified Ordinances of the City of Brecksville.

Clerk Tabor said Municode provides the service of incorporating the legislation adopted by Council into our Codified Ordinances. The supplements are made to provide the inclusion of the adopted legislation into the existing code. This will be done four times a year.

Motion made by Bender, Seconded by Ganim.

Voting Yea: Bender, Ganim, Jantzen.

**Motion to Adjourn**

6:43 PM

Motion made by Bender, Seconded by Ganim.

Voting Yea: Bender, Ganim, Jantzen.

**SAFETY-SERVICE COMMITTEE**

**Call to Order**

**Chairperson: Ann Koepke**

**Members: Mark Jantzen, Beth Savage**

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**6:43 PM**

**Roll Call**

**Present:** Jantzen, Savage.

**Absent:** Koepke.

**Items for Consideration:**

**SAF 1. Safety Services Committee Meeting Minutes 3-5-2024**

Motion made by Jantzen, Seconded by Savage.

Voting Yea: Jantzen, Savage.

**14:28**

**SAF 2. Cost Share Agreement** - Recommend to Council approval of a Resolution authorizing the Mayor to enter into a Community Cost-Share Agreement with the Northeast Ohio Regional Sewer District for a Bucher Vacuum Street Sweeper Purchase Project in an amount not to exceed three hundred twenty-seven thousand, three hundred forty-nine dollars \$327,349.00.

Service Department Foreman Thomas said NEORS D Community Cost Share funds are being made available to the City of Brecksville. The purchase of a street sweeper qualifies for funding assistance since the sweeper reduces the amount of stormwater debris into the gutters, streams and waterways.

Motion made by Jantzen, Seconded by Savage.

Voting Yea: Jantzen, Savage.

**SAF 3. Street Sweeper** - Recommend to Council approval of an Ordinance authorizing the Ohio Administrative Services Contract purchase from MTECH of a new/replacement Bucher V65t Truck Mounted Sweeper Vac in the aggregate amount of \$373,355.00. *Account #C1100150 33000 Project #EQ240005*

Mayor Kingston said the City was able to negotiate a \$10,000 discount for allowing demonstrations of the street sweeper in the next 2 months.

Motion made by Jantzen, Seconded by Savage.

Voting Yea: Jantzen, Savage.

**Motion to Adjourn**

**6:47 PM**

Motion made by Jantzen, Seconded by Savage.

Voting Yea: Jantzen, Savage.

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**STREETS & SIDEWALKS COMMITTEE**

**17:52**

**Call to Order**

**Chairperson: Brian Stucky**

**Members: Dan Bender, AJ Ganim**

**6:47 PM**

**Roll Call**

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

**Items for Consideration:**

**S&S 1. Streets & Sidewalks Committee Meeting Minutes 3-5-2024**

Motion made by Ganim, Seconded by Stucky.

Voting Yea: Bender, Ganim, Stucky.

**18:20**

**S&S 2. Vaughn Road - Recommend to Council approval of a Resolution authorizing the Mayor to approve a Right of Entry Agreement with the Army Corps of Engineers and the National Park System.**

Engineer Wise said the National Park Service the Army Corp. of Engineers require a Right Of Entry from the City to perform some work within the Vaughn Road Right-of-Way (ROW). The project consists of elongating the oxbow in the Cuyahoga River just upstream (south) of the Vaughn Road Bridge and adding significant stream bank stabilization within the general area. The project is a multiple year project with the intent to achieve stabilization prior to diverting the river to the newly graded section. Work within the Vaughn Road ROW includes constructing a portion of the north-south rock lined berm with the intent to keep water within the channel and a rock trench. Council member Bender asked if the road will be closed. Engineer Wise said no.

**Other Matters deemed appropriate**

**19:38**

**Riverview Slippage** – Engineer Wise said the preconstruction meeting was held and the project has been delayed by a few days due to weather.

**19:58**

**Blossom Hill Trail** – Engineer Wise said it is too early to begin work as the property is too wet and it may be mid-April before work can begin.

**20:20**

**Miller Road** - Engineer Wise said Allega Contractors will have some minor sidewalk replacements and restorations on Miller Road.

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**20:42**

**SR 21 South Paving** - Engineer Wise said the SR 21 Urban Paving project has been released from District 12. There will be some final contract adjustments and then authorization to bid most likely. The City will have a meeting for the businesses on April 10th to talk to all businesses regarding what to expect during repaving.

**21:22**

**Miller Road Signs - No Through Trucks** – Police Chief Korinek said the Department was made aware some of the signs regarding truck travel were not on Miller Road. Chief Korinek said the appropriate signs will be placed.

**22:49**

**Glenwood Water Line Pavement Repair** - Engineer Wise said the contractor will return to do some final restoration. The City does not know when the City of Cleveland Water will be performing repairs to the roadway due to the water main break.

**Motion to Adjourn**

6:53 PM

Motion made by Stucky, Seconded by Bender.

Voting Yea: Bender, Ganim, Stucky.

**23:46**

**UTILITIES COMMITTEE**

**Call to Order**

**Chairperson: AJ Ganim**

**Members: Ann Koepke, Brian Stucky**

**6:53 PM**

**Roll Call**

**Present: Ganim, Stucky.**

**Absent: Koepke.**

**Items for Consideration:**

**UTL 1. Utilities Committee Meeting Minutes 3-5-2024**

Motion made by Ganim, Seconded by Stucky.

Voting Yea: Ganim, Stucky.

**Other Matters deemed appropriate**

**Highland Drive Asphalt Repair** – The Contractor finished the mail line work and will return to do the crossovers when the asphalt plants reopen after April 15<sup>th</sup>.

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**Motion to Adjourn**

6:54 PM

Motion made by Ganim, Seconded by Stucky.

Voting Yea: Ganim, Stucky.

**25:01**

**COMMITTEE OF THE WHOLE**

**Call to Order**

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

**6:54 PM**

**Roll Call**

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

**Absent: Koepke.**

**Items for Consideration:**

**CoW 1. Committee of the Whole Meeting Minutes 3-5-2024**

Motion made by Caruso, Seconded by Savage.

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

**CoW 2. Salary Continuation** - Recommend 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, Savage, Stucky.

**27:25**

**CoW 3. Executive Session** - Convene an executive session to discuss the employment of public employees and pending litigation.

**Present:** Caruso, Ganim, Jantzen, Savage, Stucky, Law Director Matty, Mayor Kingston.

Motion made by Caruso, Seconded by Savage.

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

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

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

**Other Matters deemed appropriate**



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**Motion to Adjourn**

8:05 PM

Motion made by Caruso, Seconded by Savage.

Voting Yea: Caruso, Ganim, Jantzen, 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