

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

Held: September 17, 2024

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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:

B&G 1. Buildings & Grounds September 3, 2024 Committee Meeting Minutes

Motion made by Jantzen, Seconded by Savage.

Voting Yea: Jantzen, Savage, Stucky.

B&G 2. Vehicle Maintenance Garage - Recommend to Council approval of a motion authorizing a change order in the amount of \$10,781.60 for the installation of an external meter disconnect switch. Account #C4900170-32020; Project BI40002.

Motion made by Jantzen, Seconded by Savage.

Voting Yea: Jantzen, Savage, Stucky.

B&G 3. Service Garage Fire Reconstruction Project - Recommend to Council authorizing the Purchasing Director to advertise for bids for the Service Garage Fire Reconstruction Project.

Service Director Kickel said he is working with the Purchasing Director and the architect on the plans for reconstruction of the Service Garage. If approved the bid request will be advertised Thursday and bid opening will be scheduled for October 8th.

Motion made by Jantzen, Seconded by Savage.

Voting Yea: Jantzen, Savage, Stucky.

B&G 4. Fall Trees - Recommend to Council approval of a purchase requisition in the amount of \$11,551.00 for the purchase of 65 new and replacement trees for the annual Fall planting. Account #2520530 – 22010

Service Director Kickel said the City plants trees twice a year in the spring and fall. Most are replacements for trees removed throughout the season.

Motion made by Jantzen, Seconded by Savage.

Voting Yea: Jantzen, Savage, Stucky.

Motion to Adjourn

6:50 PM

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Motion made by Jantzen, Seconded by Savage.

Voting Yea: Jantzen, Savage, Stucky.

FINANCE COMMITTEE

2:54

Call to Order

Chairperson: Beth Savage

Members: Dan Bender, Ann Koepke

6:50 PM

Roll Call – Present: Bender, Koepke, Savage.

Items for Consideration:

FIN 1. Finance September 3, 2024 Committee Meeting Minutes

Motion made by Savage, Seconded by Koepke.

Voting Yea: Bender, Koepke, Savage.

3:35

FIN 2. Recreation Concession Purchase Order - Recommend to Council approval of an increase to PO #20245102 in the amount of \$10,000.00 for concession supplies in the Recreation Department. *Account # 2400710 – 23030*

Recreation Commission Representative Council Member Ganim said the additional supplies are needed due to the additional programs.

Motion made by Savage, Seconded by Koepke.

Voting Yea: Bender, Koepke, Savage.

4:27

FIN 3. Transfers - Recommend to Council approval of a Resolution making necessary transfers and advances between certain funds for the fiscal year ending 12-31-2024.

Finance Director Starosta said these are standard fourth quarter transfers.

Motion made by Savage, Seconded by Koepke.

Voting Yea: Bender, Koepke, Savage.

5:06

FIN 4. Request Tax Advances - Recommend to Council approval of a Resolution requesting the County Fiscal Officer advance the sums allowed by law from the proceeds of tax levies.

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Finance Director Starosta said this is standard language according to the Ohio Revised Code. The City needs to authorize the County to distribute property tax revenues, allowing the city to receive funds sooner.

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

6:00

FIN 5. Budget Commission 2025 Tax Rates - Recommend to Council approval of a Resolution accepting the amounts & rates as determined by the Budget Commission and authorizing the necessary tax levies and certifying them to the County Fiscal Officer.

Finance Director Starosta said this piece of legislation authorizes the County to certify the tax levies and we will get a good estimate of what the property tax revenues will be.

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

7:09

FIN 6. Physicians Ambulance - Recommend to Council approval of an Ordinance authorizing an amended and restated economic incentive and job preservation agreement with Physicians Ambulance Service, Inc.

Purchasing Director Bartkiewicz said in October of 2022 the City Council authorized an economic incentive agreement with Physicians Ambulance. At the time of the agreement the incentive agreement offered \$180,000 in down payment assistance for the acquisition of their property and income tax reimbursement for years four, five, six and seven. Was offered to them based on the \$8.75 million payroll. The actual payroll reported for the first year was just over \$4.9 million, short of their minimum level of operation required to receive their incentive. The City met with Physicians Ambulance and offered to amend the incentive agreement to allow them to keep the \$180,000 in down payment assistance and removing the 30% income tax reimbursement for years four through seven. Council President Caruso said he feels this is a robust company and would like them to remain in the City. Council Member Stucky asked if there was a recourse if the company continues to fall short. Ms. Bartkiewicz said the company would be required to refund the \$180,000.00 of down payment assistance.

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

Motion to Adjourn
6:58 PM

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Motion made by Savage, Seconded by Koepke.

Voting Yea: Bender, Koepke, Savage.

LEGISLATION COMMITTEE

10:56

Call to Order

Chairperson: Dan Bender

Members: AJ Ganim, Mark Jantzen

6:58 PM

Roll Call – Present: Bender, Ganim, Jantzen

Items for Consideration:

LEG 1. Legislation September 3, 2024 Committee Meeting Minutes

Motion made by Bender, Seconded by Jantzen.

Voting Yea: Bender, Ganim, Jantzen.

11:24

LEG 2. Appointment - Recommend to Council approval of a Resolution appointing Kyle Bauman as a full time Firefighter/Paramedic in the Fire Department.

Fire Chief Bender said Kyle Bauman was interviewed and was determined to be a well qualified candidate. The Fire Department is working toward obtaining additional manpower.

Motion made by Bender, Seconded by Jantzen.

Voting Yea: Bender, Ganim, Jantzen.

Motion to Adjourn

7:00 PM

Motion made by Bender, Seconded by Jantzen.

Voting Yea: Bender, Ganim, Jantzen.

SAFETY-SERVICE COMMITTEE

13:00

Call to Order

Chairperson: Ann Koepke

Members: Mark Jantzen, Beth Savage

7:00 PM

Roll Call – Present: Jantzen, Koepke, Savage.

Items for Consideration:

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SAF 1. Safety Service September 3, 2024 Committee Meeting Minutes

Motion made by Koepke, Seconded by Jantzen.

Voting Yea: Jantzen, Koepke, Savage.

13:22

SAF 2. FLOCK Cameras - Recommend to Council approval of a payment to Flock Safety in the amount of \$3,336.96 for the lease of cameras during 11/18/2023 to 12/22/2023. *Account# 1100210 – 25010*

Police Chief Korinek said this invoice came in earlier in the year and after investigating, it was determined to be for a time between the previous contract and the current contract.

Motion made by Koepke, Seconded by Jantzen.

Voting Yea: Jantzen, Koepke, Savage.

14:59

SAF 3. Police Body Armor - Recommend to Council approval of an Ordinance authorizing the purchase of body armor, for use by the Police Department in the amount of \$15,792.44 for nine (9) sets of body armor. *Account # 1100210 – 25030*

Police Chief Korinek said the body armor used by the Police Department is replaced as it expires and no longer warranted by the manufacturer.

Motion made by Koepke, Seconded by Jantzen.

Voting Yea: Jantzen, Koepke, Savage.

16:18

SAF 4. Body Worn Cameras - Recommend to Council approval of an Ordinance authorizing the purchase of (20) WatchGuard Body Worn Cameras, support equipment, software, warranties, licenses and fees in the aggregate amount of \$47,792.00 from Chagrin Valley Dispatch for use by the Police Department. *Account # C1100210 - 25010 Project ID EQ230011*

Police Chief Korinek said the first request is for the purchase or equipment necessary for the body worn camera program. The initial purchase of body worn cameras will be discontinued. The purchase of (9) additional V7000 cameras is requested. The City is paying for one of the remote fees, the fees to store the video footage and transfer it and hold it. The second Ordinance presented tonight, we're asking Council to amend the initial Ordinance that authorized the purchase of body worn cameras. That Ordinance authorized the purchase of 22 devices, the annual license and fees, four transfer stations, five desktop chargers and one evidence library license, one redactive license and one redactive annual license fee plus training and setup. The initial invoice that we received did not reflect that order. That invoice reflected was 11 v300 cameras, 11 5year warranties, three 8 unit transfer stations, 5 USB

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single unit docks, the evidence library license, the redactive license and annual support fees and then the setup and training and the hosting of years two and three, the total invoice that we received was \$ 68,605 we did receive everything that was in this invoice, but did not reflect the first invoice for \$68,845.

Motion made by Koepke, Seconded by Jantzen.

Voting Yea: Jantzen, Koepke, Savage.

19:21

SAF 5. Body Worn Cameras - Recommend to Council approval of an Ordinance amending Ordinance No. 5629 to amend the number of body worn cameras and related items from 22 cameras to 11 body worn cameras and related items, and to amend the approved purchase total from \$68,845.00 to \$68,605.00. *Account #C1100210 - 33000 Project ID EQ230011*

Motion made by Koepke, Seconded by Jantzen.

Voting Yea: Jantzen, Koepke, Savage.

20:03

SAF 6. Routers & Antennas for Police Cruisers - Recommend to Council approval of an Ordinance authorizing the purchase of Cradlepoint Routers and Antennas for installation on 13 Police Cruisers in the amount of \$36,165.61. *Account # C2700190 - 33000 Project ID EQ240017*

Police Chief Korinek said Police Officers have been reporting areas in the City where the MDT (Mobile Data Terminals) were unable to connect to the network. Without the ability to obtain necessary information, it could cause a safety issue for the officers. The City has tested and evaluated a new router called Cradlepoint. The Cradlepoint routers have allowed our MDT's to connect to the servers throughout the city. Chief Korinek said he is recommending the purchase of the Cradlepoint routers based on the reviews and the performance of the system in the City.

Motion made by Koepke, Seconded by Jantzen.

Voting Yea: Jantzen, Koepke, Savage.

23:05

SAF 7. Equipment and Air Quality Testing - Recommend to Council approval of an increase to Blanket Purchase Order #20242606 in the amount of \$500.00, from \$4,500.00 to \$5,000.00 for SCBA equipment and air quality testing for the Fire Department. *Account # 2900260 - 26110*

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Fire Chief Bender said this increase reflects the increase in costs for the air quality and breathing apparatus testing for the Fire Department equipment.

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

Motion to Adjourn

7:11 PM

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

STREETS & SIDEWALKS COMMITTEE

24:26

Call to Order

Chairperson: Brian Stucky

Members: Dan Bender, AJ Ganim

7:11 PM

Roll Call

Present: Bender, Ganim, Stucky.

Items for Consideration:

S&S 1. Streets & Sidewalks September 3, 2024 Committee Meeting Minutes

Motion made by Stucky, Seconded by Bender.

Voting Yea: Bender, Ganim, Stucky.

24:55

S&S 2. Easement - Recommend to Council approval of a Resolution accepting a Permanent Easement for construction, reconstruction, operating, maintaining, repairing and replacing public utilities, and appurtenances thereto in, under, across and through certain lands owned by Nathan Swisher and Mary Margaret Swisher, Trustees and known as PPN 602-08-009.

Engineer Wise said the next two easements are the final easements the City of Brecksville needed to obtain related to the NEORS D Project on Riverview Road.

Motion made by Stucky, Seconded by Bender.

Voting Yea: Bender, Ganim, Stucky.

26:12

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S&S 3. Easement - Recommend to Council approval of a Resolution accepting a Permanent Easement for construction, reconstruction, operating, maintaining, repairing and replacing public utilities, and appurtenances thereto in, under, across and through certain lands owned by Heidi L. Jackson and known as PPN 602-08-008

Motion made by Stucky, Seconded by Bender.

Voting Yea: Bender, Ganim, Stucky.

26:40

S&S 4. Cost Share Agreement - Recommend to Council approval of an Ordinance authorizing the Mayor to execute the Project Costs Deposit Agreement related to the Snowville Road project, with the Project Costs Deposit Agreement.

Law Director Matty was available remotely by telephone. Law Director Matty said the Project Costs Deposit Agreement presented tonight is the first step in the assessment process for the Snowville Road Lowering Project. This is necessary to secure reimbursement if the project does not go forward. The engineering and geotechnical studies will be performed and funds will be held in escrow to cover expenses if the land owner does not go forward with the project. The assessment process will continue as it normally would if those costs are actually accepted and part of the investment on the lot that would be developed. This process is necessary so the money is there to reimburse the City if the project does not go forward. The next step will be the assessment procedure which will come to Council as a petition for assessment. Council Member Bender asked if this a cash deposit. Law Director Matty said yes, it is a cash deposit.

Motion made by Stucky, Seconded by Bender.

Voting Yea: Bender, Ganim, Stucky.

31:20

S&S 5. Surveying & Engineering Service Proposal - Recommend to Council approval of a motion authorizing Donald G. Bohning & Associates to provide engineering and surveying services for the Snowville Road Lowering Project. *Account # C4800171 35010 Project #RD240002*

Engineer Wise said Law Director Matty and Squires Attorney Katie Romanchek have been working on this for quite some time. Engineer Wise prepared a proposal and it included the entire project. The proposal included fees for Donald G. Bohning and Associates and CTL Engineering. CTL will drill (2) test holes on the street within the zone and coordinate with the private utility companies.

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

32:38

S&S 6. RES 5607 - Geotechnical Investigation Services - Recommend to Council approval of a Resolution accepting the proposal of CTL Engineering, Inc. for geotechnical Investigation Services for the Snowville Road Lowering Project. *Account # C4800171 - 35010 Project ID RD240002.*

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

Motion to Adjourn

7:20 PM

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

UTILITIES COMMITTEE

33:16

Call to Order

Chairperson: AJ Ganim

Members: Ann Koepke, Brian Stucky

7:20 PM

Roll Call

Present: Ganim, Koepke, Stucky.

Items for Consideration:

UTL 1. Utilities September 3, 2024 Committee Meeting Minutes

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

33:49

UTL 2. Water Service Easement - Recommend to Council approval of a Resolution accepting a standard easement for the installation and maintenance of a water main for the purpose of supplying water service.

Engineer Wise said all utilities within the mixed use area of Valor Acres are private with the exception of the water main the water main. The water main in will have a loop that extends from Miller Road through the project and back out the Brecksville Road. Because it is Cleveland Water that 12 inch main will be a public main and

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then it requires the standard easement for this because it's not in a dedicated right of way. This easement is boilerplate Cleveland Water Easement. Once accepted by City Council then goes to the City of Cleveland for acceptance. This is standard for any time water mains are outside of city right of ways, ways but they're public mains.

Motion made by Koepke, Seconded by Stucky.

Voting Yea: Koepke, Stucky.

Voting Abstaining: Ganim.

Motion to Adjourn

7:22 PM

Motion made by Koepke, Seconded by Stucky.

Voting Yea: Ganim, Koepke, Stucky.

COMMITTEE OF THE WHOLE

35:19

Call to Order

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

Roll Call

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

Others Present: Asst. Law Director Sabol, Finance Director Starosta, Service Director Kickel, Purchasing Director Bartkiewicz, Police Chief Korinek, Fire Chief Bender, Human Services Director Paciorek, CBO Packard, Engineer Wise.

Items for Consideration:

CoW 1. September 3, 2024 Committee Meeting Minutes

Motion made by Caruso, Seconded by Savage.

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

Motion to Adjourn

7:23 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

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