

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

HELD: January 16, 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.

**UTILITIES COMMITTEE**

**Call to Order**

**Chairperson: AJ Ganim**

**Members: Ann Koepke, Brian Stucky**

**Roll Call**

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

**Items for Consideration:**

:57

**UTL 1. NEORS-** Discussion with Northeast Ohio Regional Sewer District (NEORS) regarding the Flood Reduction at Riverview Road Project.

Councilmember Ganim introduced Ann Schilling and Donna Friedman with Northeast Ohio Regional Sewer District. Ms. Friedman is the manager of Community Watershed Coordination. Ms. Friedman provided information regarding NEORS. Ms. Friedman said the discussion today will focus on the storm water management program.

Ms. Schilling said the Riverview Road project in Brecksville is scheduled to begin shortly. Ms. Schilling said most residents are aware the area of Riverview Road between Weise Road and Greenhaven Parkway flood often during rain events. The project will bring Riverview Road up to the 100 year level of service which is equivalent to five (5) inches of rain in a 24-hour period. A basin is located upstream of Greenhaven Parkway which drains down to Greenhaven Parkway through sediment vaults at the corner of Greenhaven and Riverview Road. Ms. Schilling said a recent project dredged 12,000 cubic yards of sediment from that basin which helped improve the water's ability to pass through the crossing under Riverview Road. Dredging was also performed downstream in the National Park which provided some relief to residents during rain events. NEORS will bring up the area to the 100 year level of service and raise the road four feet at the highest point and upsize the two crossings that pass underneath Riverview Road. The plan will remove the sediment vault at Riverview and Greenhaven and replace with an open concept area for the stream channel to pass through. This will make it easier for inspection and maintenance. NEORS will also be adding a 72 inch culvert underneath Greenhaven across and underneath Riverview Road to help drain that intersection.

Ms. Schilling said the open houses held on December 19<sup>th</sup> provided feedback from the City, residents and the National Park. NEORS will work with the City for property interests and

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utility coordination. Construction will begin late this year or early next year depending on the acquisition and utility relocation. The construction is expected to last 11 months with Riverview Road closed for the entire project. Residents will have access to their driveways. The project will be completed in phases with the contractor providing that information when the project is awarded. The current engineers estimate is \$44.16 million. The City o has contributed \$700,000 through their Community Cost Share Fund.

Council member Savage asked how many properties will be impacted by the property acquisition. Ms. Schilling stated there are 10 properties that have a temporary or permanent easement outside of the right of way.

Council member Stucky said he visited the project area and there are a couple properties that are built up on hills with trees that may be severely impacted. Do you anticipate any issues with gaining these easements? Ms. Schilling said they called each of the residents in the project area and invited them to the public meeting. An easement exhibit was also mailed to the residents. Many had questions regarding how their driveways will tie back in. We've had a discussion with Colleen Carter at the corner of Greenhaven and Riverview Drive about her parcel because that's going to be the most impacted with the sediment faults that are going to be removed, so we'll be discussing that further with her and with the city engineer. Council member Stucky asked about a garage that was below grade. Ms. Schilling said she believes a berm will be constructed to keep the water off of the driveway as well as the construction of storm sewers. NEORSD is designing for the 100 year storm based on the National Oceanic and Atmospheric Administration indices. We will be removing the sediment vaults and redoing the headwalls adding a safety rail and riprap(rock) in the channel to allow water to dissipate energy as it flows and also make for easier maintenance.

19:39

**UTL 2. Soil & Water Conservation Agreement** - Authorizing payment to the Cuyahoga Soil & Water Conservation District for the annual \$6,000.00 fee authorized by the Memorandum of Understanding (MOU). The MOU assists the City with fulfilling the requirements of the Ohio EPA MS4 program. *Account #2600640 21030*

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

20:30

**UTL 3. Glen Valley Easement Release** - Discussion

Engineer Wise said the Glen Valley HOA has requested the release of easements held by the City due to the construction of the Glen Valley Pump Station in 2002 and 2003. With the completion of the Chippewa/Calvin Sanitary Sewer project the pump station has been removed. Law Director Matty will prepare legislation and submit to Council and the Glen Valley HOA. Council members had no objection to release of the Glen Valley easements.

23:25

**UTL 4. Highland Drive Storm Sewer Improvement Project** – Discussion

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Engineer Wise said the contractor, Rising Son, expects to begin working January 22, weather permitting and expects the project to be substantially complete in 60 days with finish work to be done in the spring.

**Motion to Adjourn**

6:57 PM

Motion made by Ganim, Seconded by Koepke.

Voting Yea: Ganim, Koepke, Stucky.

**BUILDINGS & GROUNDS COMMITTEE**

25:10

**Call to Order**

**Chairperson Mark Jantzen**

**Members Beth Savage, Brian Stucky**

6:57 PM

**Roll Call**

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

**Items for Consideration:**

25:24

**B&G 1. Supplementary Snowplowing-** Approval of a purchase requisition to Mattes Landscaping in the amount of \$35,000.00 for Supplementary Snowplowing for the 2024 snow season. This includes plowing/icing various parking lots and sidewalks. *Account #1100430 21030 \$25,0000.00, Account #1100172 21030 \$10,000.00.*

Service Director Kickel said Mattes landscaping is contracted to do some of the City owned smaller parking lots and driveways in the City.

Motion made by Jantzen, Seconded by Stucky.

Voting Yea: Savage, Stucky, Jantzen.

**Motion to Adjourn**

7:00 PM

Motion made by Jantzen, Seconded by Stucky.

Voting Yea: Savage, Stucky, Jantzen.

**FINANCE COMMITTEE**

27:34

**Call to Order**

**Chairperson: Beth Savage**

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**Members: Dan Bender, Ann Koepke**

7:00 PM

**Roll Call**

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

**Items for Consideration:**

**27:46**

- FIN 1. Applied Medical Technologies (AMT)-** Approval of a Resolution authorizing the Mayor to execute a Restated and Amended Economic and Job Preservation agreement with Applied Medical Technology, Inc.

Director of Planning and Economic Development Bartkiewicz said the agreement was originally authorized in June 2022. The amended and restated agreement is to support an expansion by AMT. Due to delays in the expansion the agreement was never executed. AMT is now seeking to commence with an expansion of 110,000 square feet and are seeking an amended and restated incentive and job preservation agreement with the City of Brecksville. This agreement seeks the previous agreement with a different pay structure due to the time that has elapsed since the Ordinance was passed in June 2022.

Council member Bender asked what caused the delays. Economic Development Director Bartkiewicz said she believes it was the cost of materials and construction.

Motion made by Savage, Seconded by Koepke.

Voting Yea: Koepke, Savage, Bender.

**30:20**

- FIN 2. Internet Auction-**Approval of a Resolution authorizing the sale of personal property no longer needed for municipal purposes via internet auction in the calendar year 2024.

Purchasing Director riser said Ohio revised Code Section 721.15 requires legislation to be passed authorizing the sale of municipal property through an on-line auction.

Motion made by Savage, Seconded by Koepke.

Voting Yea: Koepke, Savage, Bender.

**31:43**

- FIN 3. Bid Authorization** -Approval of a request providing authorization to advertise for bids on the following annual purchases & upcoming projects in 2024: -2024 Online Auctions of Surplus Property on GovDeals.com, which is ongoing. Supplying Asphalt Materials (municipal purchasing consortium in April 2024, Supplying Sodium Chloride (municipal purchasing consortium) in May 2024 and 2025 Road Program in December 2024.

Motion made by Savage, Seconded by Koepke.

Voting Yea: Koepke, Savage, Bender.

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32:28

**FIN 4. Payment Processing Agreement** - Approval of an Ordinance authorizing the Mayor to enter into a payment processing agreement for sub-merchants with i3 Verticles, LLC dba BIS for certain payment processing services for the Mayor's Court.

Purchasing Director Riser said the online payment processor is Infinitetech and they were purchased by i3 Verticals. There is a sub-merchant application which needs to be completed in order for us to migrate to the new and improved platform for the Mayor's Court support online docking and payment processing.

Motion made by Savage, Seconded by Koepke.

Voting Yea: Koepke, Savage, Bender.

33:41

**FIN 5. Chagrin Valley Dispatch** - Approval of a purchase requisition to Chagrin Valley Dispatch in the amount of \$288,000.00 for Annual IT Management and support fees for 2024. *Account #1100135 21010.*

Motion made by Savage, Seconded by Koepke.

Voting Yea: Koepke, Savage, Bender.

34:47

**FIN 6. Professional Bills**

Approve the payment of bills for professional services, as follows: Matty, Henrikson and & Greve in the amount of \$10,037.64; Kulchystsky Architects, LLC in the amount of \$333.75; William Logan in the amount of \$4,000.00 and Donald G. Bohning & Associates in the amount of \$18,181.15 and Huntington National Bank in the amount of \$500.00; Total of all invoices \$33,052.54.

Motion made by Savage, Seconded by Koepke.

Voting Yea: Koepke, Savage, Bender.

**Other Matters deemed appropriate**

Purchasing Director Riser said the Charter Amendment approved by the voters in the November 2023 raised the maximum dollar amount required to be approved by Council. Purchasing Director Riser said there have been three items submitted and paid in the \$3,000 - \$5,999 range. Mayor's Court Software support in the amount of \$3,820, Purchase of Gloves for the Service Department in the amount of \$3,093 and replacement valves for the City Hall Chiller in the amount of \$3,390.

**Motion to Adjourn**

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Motion made by Savage, Seconded by Koepke.

Voting Yea: Koepke, Savage, Bender.

**LEGISLATION COMMITTEE**

37:38

**Call to Order**

**Chairperson: Dan Bender**

**Members: AJ Ganim, Mark Jantzen**

7:11 PM

**Roll Call**

**Present: Dan Bender, AJ Ganim, Mark Jantzen**

**Items for Consideration:**

**LEG 1. Amend Section 145.05(b)** - Approval of an Ordinance authorizing an amendment to Section 145.05(b) designating one tour of duty as a floating holiday for full-time firemen.

Motion made by Jantzen, Seconded by Ganim.

Voting Yea: Ganim, Jantzen.

Abstain: Bender.

**Motion to Adjourn**

7:12 PM

Motion made by Bender, Seconded by Ganim.

Voting Yea: Ganim, Bender, Jantzen.

**SAFETY-SERVICE COMMITTEE**

39:43

**Call to Order**

**Chairperson: Ann Koepke**

**Members: Mark Jantzen, Beth Savage**

7:12 PM

**Roll Call**

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

**Items for Consideration:**

**SAF 1. Goodyear Purchases** - Approval of an Ordinance authorizing the purchase of tires, tubes and related services through December 31, 2024 through the Goodyear Tire & Rubber Company

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for use by the City of Brecksville Service Department through the State of Ohio Department of Administrative Services.

Purchasing Director Riser said this is an annual request for tires and related equipment through the State of Ohio Department of Administrative Services.

Motion made by Koepke, Seconded by Jantzen.

Voting Yea: Koepke, Savage, Jantzen.

- SAF 2. Vehicle Purchase** - Approval of an Ordinance authorizing the purchase of a Ford F-350 pickup for use by the Service Department on State of Ohio, Department of Administrative Services – State Purchasing Contract terms, conditions, and specifications, but at a lower price. *Project # EQ240001 Account #C1100610 33000.*

Service Director Kickel said the Service Department was made aware of this vehicle available for purchase. The Department did have funds in the budget for this purchase. It has been difficult to procure vehicles on the state contract, which allows for purchases no on state contract for an equal or less than state contract price.

Motion made by Koepke, Seconded by Jantzen.

Voting Yea: Koepke, Savage, Jantzen.

42:32

- SAF 3. Service Department Apparel** -Approval of a Purchase Requisition in the amount of \$7,254.09 to Adler Team Sports for the annual purchase of apparel for the Service Department. *Account #1100610 14040 (Service) \$6,597.96; Account #1100165 14040 (Housekeeping) \$656.13.*

Service Director Kickel said this is the annual purchase of t-shirts and sweatshirts for the Service Department.

Motion made by Koepke, Seconded by Jantzen.

Voting Yea: Koepke, Savage, Jantzen.

43:16

- SAF 4. Chagrin Valley Dispatch** -Approval of a Purchase Requisition to Chagrin Valley Dispatch (CVD) in the amount of \$537,295.56 for the 2024 Operating Cost Share, per the Member Participation Agreement with CVD approved via Resolution 4796 in December 2017. *Account #1100210 21320.*

Purchasing Director Riser said this agreement was put into place in 2017 and includes the standard 5% increase. Police Chief Korinek said the cost came in under budget this year.

Motion made by Koepke, Seconded by Jantzen.

Voting Yea: Koepke, Savage, Jantzen.

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44:47

**SAF 5. CAD Disaster Software & Mobile Data** - Consideration of a motion recommending to Council approval of a purchase requisition to Sundance Systems, Inc. for the annual support of CAD Disaster Software and Mobile Data, Public Records Online, AVL Support, Hosted System and Mayor's Court Interface Support for the aggregate amount of \$11,540.00 for the period of 1/1/2024 – 12/31/2024. *Account #1100210 21030.*

Police Chief Korinek said this system controls the mobile data terminals and the records management system. The Department is very happy with the system and the cost has remained the same for several years.

Motion made by Koepke, Seconded by Jantzen.

Voting Yea: Koepke, Savage, Jantzen.

46:25

**SAF 6. Police & Fire Radio Equipment** - Consideration of a motion recommending to Council approval of a Purchase Requisition to Chagrin Valley Dispatch in the amount of \$7,632.00 for the City's annual maintenance agreement on radio equipment for the period of 1/1/2024 – 12/31/24. *Police Account #1100210 25010 to be charged \$3,792.00. Fire Account #2900260 25010 to be charged \$3,624.00. Administration Account #1100150 25010 to be charged \$216.00.*

Police Chief Korinek said the Department is happy with the service provided by Chagrin Valley as they are located in the same building.

Motion made by Koepke, Seconded by Jantzen.

Voting Yea: Koepke, Savage, Jantzen.

47:43

**SAF 7. Authorize Recycling Grant** - a Resolution authorizing the Mayor to apply for a 2024 Community Recycling Awareness Grant from the Cuyahoga County Solid Waste Management District to fund a Community Recycling Awareness project.

Planning & Economic Development Director Bartkiewicz said this an annual grant application. The funds from this grant are used to offset the cost of the Community Shredding Events.

Motion made by Koepke, Seconded by Jantzen.

Voting Yea: Koepke, Savage, Jantzen.

**Other Matters deemed appropriate**

**Motion to Adjourn**



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7:21 PM

Motion made by Koepke, Seconded by Jantzen.

Voting Yea: Koepke, Savage, Jantzen.

49:06

**STREETS & SIDEWALKS COMMITTEE**

**Call to Order**

**Chairperson: Brian Stucky**

**Members: AJ Ganim, Dan Bender**

**7:21 PM**

**Roll Call**

**Present: Dan Bender, AJ Ganim, Brian Stucky**

**Items for Consideration:**

49:13

**S&S 1. Blossom Hill Multi Purpose Trail** - Consideration of a motion recommending to Council approval of Change Order #2 in the amount of \$29,595.37 for changes requested by the Metroparks for the Blossom Hill Multi Purpose Trail. *Project #SD220001 Account #C4800171 35020.*

Engineer Wise said the Metroparks issued comments on the project after this project was awarded. The Metroparks requested concrete pipes under the trail. The Metroparks also requested the headwalls to be made with brick ledges. The ADA ramps will be installed to match the ramps at Brecksville, Highland and Barr Road.

Motion made by Stucky, Seconded by Bender.

Voting Yea: Ganim, Stucky, Bender

**Other Matters deemed appropriate**

**51:12**

Engineer Wise said the Brecksville Road Paving Project has been discussed with ODOT. The decision to do a 3 inch mill and fill on SR 21 south of Miller Road has added a significant cost to the project. If it is agreeable with Council, the sidewalks would be constructed on the east side of SR 21 only. Council member Koepke asked if the project is to the County line. Engineer Wise said yes, the sidewalks would go from downtown Brecksville on the east side of SR 21 to the south county line. Council member Stucky asked for any further questions or objections to the project descriptions.

**54:26**

**Motion to Adjourn**

7:27 PM

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Motion made by Stucky, Seconded by Bender.

Voting Yea: Ganim, Stucky, Bender.

**COMMITTEE OF THE WHOLE**

54:40

**Call to Order**

7:27 PM

**Roll Call**

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

**Items for Consideration:**

**CoW 1. Commendation** - a Resolution commending Laura Redinger for her service on City Council in the City of Brecksville.

Motion made by Caruso, Seconded by Stucky.

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

**Other Matters deemed appropriate**

**Motion to Adjourn**

7:28 PM

Motion made by Caruso, Seconded by Stucky.

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