

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

HELD: January 17, 2023

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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 Ann Koepke

Members: AJ Ganim, Brian Stucky.

6:00 PM

**Roll Call**

Present: AJ Ganim, Ann Koepke, Brian Stucky.

**Items for Consideration:**

**B&G 1. Approval of Buildings & Grounds Committee Minutes 12-20-2022**

Motion made by Koepke, Seconded by Ganim.

Voting Yea: Ganim, Koepke, Stucky.

**B&G 2. Community Center Gas Line Replacement Project** - A motion recommending to Council approval of a Resolution accepting the proposal of Karpinski Engineering in the amount of \$3,750.00 for the professional engineering services on the Brecksville Community Center Partial Gas line Replacement Project. Account #C490240 3202 Project #BI230001

Service Director Weidig said the Community Center has a portion of a gas line in the pool pump room that is need of repair due to deterioration from environmental conditions.

Motion made by Koepke, Seconded by Ganim.

Voting Yea: Ganim, Koepke, Stucky.

**B&G 3. Supplementary Snowplowing-** A motion recommending to Council approval of a purchase requisition to Mattes Landscaping in the amount of \$40,000.00 for Supplementary Snowplowing for the 2023 snow season. This includes plowing/icing various parking lots and sidewalks. Account #110430 2103 \$30,000.00, Account #110172 2103 \$10,000.00.

Service Director Weidig said Mattes Landscaping provides snow removal and de-icing of smaller areas/parking lots in the City.

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

**Other Matters deemed appropriate**

**Motion to Adjourn**

6:03 PM

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

**FINANCE COMMITTEE**

**Call to Order**

Chairperson Dominic Caruso

Members: Daryl Kingston, Beth Savage.

6:03 PM

**Roll Call**

Present: Caruso, Kingston, Savage.

**Items for Consideration:**

**FIN 1. Approval of Finance Committee Minutes 12-6-2022**

Motion made by Caruso, Seconded by Savage.  
Voting Yea: Caruso, Kingston, Savage.

**FIN 2. Plans Examiner Services** - A motion recommending to Council approval of a Resolution accepting the proposal of Sixmo Architects & Engineers for Plans Examiner Services.

CBO Packard said Sixmo Architects and Engineers has been utilized by the Building Department and would like to continue with their services. CBO Packard said Sixmo has proposed a rate increase and CBO Packard feels it is a fair proposal. Sixmo has not proposed and increase since the original agreement was made in 2017.

Motion made by Caruso, Seconded by Savage.  
Voting Yea: Caruso, Kingston, Savage.

**FIN 3. Bid Authorization** - A motion recommending to Council approval of a motion authorizing the Purchasing Director to advertise for bids on the following annual purchases & upcoming projects in 2023:

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Annual Purchases:

- 2023 Online Auctions of Surplus Property on GovDeals.com (Ongoing)
- Supplying Asphalt Materials (municipal purchasing consortium) (April 2023)
- 2023 Supplying Gasoline and Diesel Fuel (municipal purchasing consortium) (September 2023)
- 2023 Road Program (December 2023)

Purchasing Director Riser said these are for annual purchases and projects in 2023.

Motion made by Caruso, Seconded by Savage.

Voting Yea: Caruso, Kingston, Savage.

- FIN 4. Internet Auction-** A motion recommending to Council approval of a Resolution authorizing the sale of personal property no longer needed for municipal purposes via internet auction in the calendar year 2023.

Motion made by Caruso, Seconded by Savage.

Voting Yea: Caruso, Kingston, Savage.

- FIN 5. Appropriations** – A motion recommending to Council approval of Ordinance No. 5570, making appropriations for current expenses during the fiscal year ending December 31, 2023.

Finance Director Starosta said appropriations are requested for the Community Center Class Fees, Riverview Road Culvert #1 & #2, and the Community Center Gas line replacement. This will be the final invoices for J Neusser LLC and Lisa Sabol. Jonathan I Klein invoice is for fact finder services related to union negotiations.

Motion made by Caruso, Seconded by Savage.

Voting Yea: Caruso, Kingston, Savage.

- FIN 6. Accident & Health Insurance** - A motion recommending to Council approval of a Purchase Requisition to Wichert Insurance Services, Inc. for year 2 of a 3 year rate-guaranteed policy through Provident for Accident & Health Insurance Coverage for Volunteer & Part-Time Firemen at \$3,234.00 per year. Policy term 2/1/2023 – 2/1/2024. Account No. 290260 2101.

Fire Chief Zamiska said this insurance is available to part-time firefighters, through the Volunteer Firemen's Dependents Board, who may be injured or die during the line of service.

Motion made by Caruso, Seconded by Savage.

Voting Yea: Caruso, Kingston, Savage.

- FIN 7. Chagrin Valley Dispatch** - A motion recommending to Council approval of a purchase requisition to Chagrin Valley Dispatch in the amount of \$288,000.00 for Annual IT Management and support fees for 2023. Account #110135 2101.

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Motion made by Caruso, Seconded by Savage.

Voting Yea: Caruso, Kingston, Savage.

- FIN 8. Recreation General Programming** -A motion recommending to Council approval of a new 2023 Blanket Purchase Order for the Recreation Department in the amount of \$10,000.00 titled “General Programming” for class offerings such as painting and acting. Account #240710 2102.

Motion made by Caruso, Seconded by Savage.

Voting Yea: Caruso, Kingston, Savage.

- FIN 9. CAD Disaster Software & Mobile Data** - 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 1/1/2023 – 12/31/2023. Account #110210 2103.

Police Chief Korinek said the software system works well for the mobile data and record keeping for the Police Department.

Motion made by Caruso, Seconded by Savage.

Voting Yea: Caruso, Kingston, Savage.

- FIN 10. Police & Fire Radio Equipment** - 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 1/1/2023 – 12/31/23. Police Account #110210 2613 to be charged \$3,792.00. Fire Account #290260 2501 to be charged \$3,624.00. Administration Account #110150 2501 to be charged \$216.00.

Police Chief Korinek said Chagrin Valley Dispatch has been very effective in maintaining the city’s radio equipment. Fire Chief Zamiska said it has been convenient for the departments when service and updates are needed for the radio equipment.

Motion made by Caruso, Seconded by Savage.

Voting Yea: Caruso, Kingston, Savage.

- FIN 11. Monthly Bills for Professional Services**

**Professional Bills:** A motion recommending to Council approval of the payment of bills for professional services, as follows: Matty, Henrikson and & Greve in the amount of \$12,610.33; Lisa Sabol in the amount of \$5,967.50.00; Squire Patton Boggs in the amount of \$1,511.25, Kulchystsky Architects, LLC in the amount of \$1,891.25; and J. Neusser in the amount of \$2,000.00; Jonathan I. Klein in the amount of \$2,550.00; Donald G. Bohning & Associates in

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the amount of \$19,101.25.00 and Sixmo in the amount of \$362.50; Total of all invoices \$45,994.08.

Motion made by Caruso, Seconded by Savage.

Voting Yea: Caruso, Kingston, Savage.

**Other Matters deemed appropriate**

**Motion to Adjourn**

6:16 PM

Motion made by Caruso, Seconded by Savage.

Voting Yea: Caruso, Kingston, Savage.

**LEGISLATION COMMITTEE**

**Call to Order**

Chairperson Beth Savage

Members: AJ Ganim, Ann Koepke .

6:16 PM

**Roll Call**

Present: Ganim, Koepke, Savage.

**Items for Consideration:**

**LEG 1. Approval of Legislation Committee Minutes 12-20-2022**

Motion made by Koepke, Seconded by Ganim.

Voting Yea: Ganim, Koepke, Savage.

**LEG 2. Plan Review Fees - A motion recommending to Council approval of an Ordinance amending Section 1314.23 of the Building Code to update the fee schedule for plan examination services.**

CBO Packard said the update to the Building Code allows for an increase to the current rate charged for third party plan review services.

Motion made by Savage, Seconded by Koepke.

Voting Yea: Ganim, Koepke, Savage.

**Other Matters deemed appropriate**

Councilmember Savage said two recommendations for appointment to the Recreation Commission will be considered by the committee today.

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Mayor Hruby said he is recommending Andrew Moleski and Nicole Kern to be reappointed to the Recreation Commission. Mayor Hruby said Mr. Moleski and Ms. Kern have been valuable members of the Recreation Commission.

**Appointment:** A motion recommending to Council approval of a Resolution appointing Andrew Moleski to the Recreation Commission.

Motion made by Savage, Seconded by Ganim.

Voting Yea: Ganim, Koepke, Savage.

**Appointment:** A motion recommending to Council approval of a Resolution appointing Nicole Kern to the Recreation Commission.

Motion made by Savage, Seconded by Ganim.

Voting Yea: Ganim, Koepke, Savage.

**Motion to Adjourn**

6:21 PM

Motion made by Savage, Seconded by Koepke.

Voting Yea: Ganim, Koepke, Savage.

**SAFETY-SERVICE COMMITTEE**

**Call to Order**

Chairperson AJ Ganim

Members Kingston, Stucky.

6:21 PM

**Roll Call**

Present: Ganim, Kingston, Stucky.

**Items for Consideration:**

**SAF 1. Approval of Safety Service Committee Minutes 12-20-2022**

Motion made by Ganim, Seconded by Stucky.

Voting Yea: Ganim, Kingston, Stucky.

**SAF 2. Goodyear Purchases** - A motion recommending to Council approval of an Ordinance authorizing the purchase of tires, tubes and related services through December 31, 2023 through the Goodyear Tire & Rubber Company for use by the City of Brecksville Service Department through the State of Ohio Department of Administrative Services.

Purchasing Director Riser said the approval of this Ordinance permits the purchase of tire, tubes and related services in 2023.

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

**SAF 3. Chagrin Valley Dispatch** - A motion recommending to Council approval of a Purchase Requisition to Chagrin Valley Dispatch (CVD) in the amount of \$511,710.00 for the 2023 Operating Cost Share, per the Member Participation Agreement with CVD approved via Resolution 4796 in December 2017. *Account #110210 2132.*

Councilmember Ganim said this is the cost-share for the City of Brecksville as a member of Chagrin Valley Dispatch.

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

**SAF 4. State Contract Vehicle Purchase Update**

Service Director Weidig said the State Contract Purchase of (4) Chevy Silverado 1500 Pickup Trucks, through Valley Chevrolet, was previously authorized has changed. Service Director Weidig said the City was only able to obtain (3) trucks from Valley Chevrolet due to dealership allotments. Through the Service Department research a 2023 Ford F-150 Regular Cab Pickup is available for purchase at Liberty Ford in Brunswick.

**Other Matters deemed appropriate**

**Motion to Adjourn**

6:25 PM

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

**STREETS & SIDEWALKS COMMITTEE**

**Call to Order**

Chairperson Daryl Kingston

Members: Caruso, Savage.

6:25 PM

**Roll Call**

Present: Caruso, Kingston, Savage.

**Items for Consideration:**

**S&S 1. Approval of Streets & Sidewalks Committee Minutes 12-6-2022 (tabled 12-20-2022)**

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Motion made by Kingston, Seconded by Caruso.  
Voting Yea: Caruso, Kingston, Savage.

**S&S 2. Easement** - A motion recommending to Council approval of a Resolution accepting an easement for construction, reconstruction, maintaining, repairing, and replacing sidewalks and utilities in, under, across and through certain lands owned by Brecksville-Broadview Heights City School District and known as PPN 603-09-006.

Engineer Wise said this is the 3<sup>rd</sup> of (4) easements needed for the Oakes Road Sidewalk Project.

Motion made by Kingston, Seconded by Caruso.  
Voting Yea: Caruso, Kingston, Savage.

**Other Matters deemed appropriate**

**Motion to Adjourn**

6:28 PM

Motion made by Kingston, Seconded by Caruso.  
Voting Yea: Caruso, Kingston, Savage.

**UTILITIES COMMITTEE**

**Call to Order**

Chairperson Daryl Kingston

Members: Caruso, Savage

6:28 PM

**Roll Call**

Present: Caruso, Koepke, Stucky.

**Items for Consideration:**

**UTL 1. Approval of Utilities Committee Minutes 12-20-2022**

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

**UTL 2. Riverview Road Culvert #1 & #2 Replacement Project** - A motion recommending to Council approval of an Ordinance accepting the bid of DiGioia-Suburban Excavating, Inc. in the amount of \$554,999.00 for the Riverview Road Culvert #1 & #2 Replacement Project.

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Engineer Wise said DiGioia-Suburban Excavating, Inc. was the lowest bidder and is being recommended as a qualified and certified contractor with significant work experience.

Motion made by Stucky, Seconded by Caruso.

Voting Yea: Caruso, Koepke, Stucky.

**UTL 3. Riverview Culvert #1& #2 Replacement Project** - A motion recommending to Council approval of the proposal of Donald G. Bohning & Associates for construction related services for the Riverview Road Culvert #1 & #2 Replacement Project in the amount of \$16,650.00.

Engineer Wise said Donald G. Bohning and Associates will be providing construction related services as outlined in the contract with Brecksville. The Construction Management Services are 3% of the contract value.

Motion made by Stucky, Seconded by Caruso.

Voting Yea: Caruso, Koepke, Stucky.

**UTL 4. Soil & Water Conservation Agreement** - A motion recommending to Council approval of a Resolution authorizing a renewal of the Memorandum of Understanding with the Cuyahoga Soil and Water Conservation District and the Northeast Ohio Regional Sewer District for the provision of technical assistance in implementing the City of Brecksville's soil and water conservation measures for the year 2023.

Engineer Wise said the agreement with Cuyahoga Soil & Water Conservation District will fulfill requirements of the Ohio EPA MS4 program.

Motion made by Stucky, Seconded by Caruso.

Voting Yea: Caruso, Koepke, Stucky.

**UTL 5. Highland Drive Storm Sewer Replacement Project** - A motion recommending to Council approval of the proposal of Donald G. Bohning & Associates for engineering & surveying related design services in the amount of \$18,750.00 for the 10207-10231 Highland Drive Storm Sewer Replacement Project.

Engineer Wise said he provided information regarding the production of Improvement Plans and Construction Documents for the Highland Drive Storm Sewer replacement Project.

Motion made by Stucky, Seconded by Caruso.

Voting Yea: Caruso, Koepke, Stucky.

**Other Matters deemed appropriate**

**Motion to Adjourn**

6:38 PM

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Motion made by Stucky, Seconded by Caruso.

Voting Yea: Caruso, Koepke, Stucky.

**COMMITTEE OF THE WHOLE**

**Call to Order**

6:38 PM

**Roll Call**

Caruso, Ganim, Kingston, Koepke, Redinger, Savage, Stucky.

**Items for Consideration:**

**CoW 1. Approval of Committee Minutes 12-20-2022**

Motion made by Redinger, Seconded by Caruso.

Voting Yea: Caruso, Ganim, Kingston, Koepke, Redinger, Savage, Stucky.

**CoW 2. Executive Session** - Convene an executive session for a matter involving the employment of a public employee and matters of real estate relating to a city property.

Motion made by Redinger, Seconded by Caruso.

Voting Yea: Caruso, Ganim, Kingston, Koepke, Redinger, Savage, Stucky

Mayor Hruby, Law Director Matty, Prosecutor Sabol, Council President Redinger, Councilmembers Caruso, Ganim, Kingston, Koepke, Savage and Stucky were present.

**Motion to Adjourn**

Motion to adjourn executive session and reconvene the regular meeting.

Motion made by Redinger, Seconded by Stucky.

Voting Yea: Caruso, Ganim, Kingston, Koepke, Redinger, Savage, Stucky.

Motion to adjourn the regular meeting.

8:07 PM

Motion made by Redinger, Seconded by Stucky.

Voting Yea: Caruso, Ganim, Kingston, Koepke, Redinger, Savage, Stucky.

**Mayor and Safety Director:** Jerry N. Hruby,

**City Council Members:** Laura C. Redinger, *President*; Dominic Caruso, *Vice President*; AJ Ganim, Daryl Kingston, Ann Koepke, Beth Savage, Brian Stucky.

**Clerk:** Tammy Tabor