

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

HELD: January 21, 2025

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Motion by Caruso, seconded by Savage, to appoint Cassandra El-Khoury as Acting Clerk.

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

**BUILDINGS & GROUNDS COMMITTEE**

**3:56**

**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. January 7, 2025 Committee Meeting Minutes**

Motion made by Jantzen, Seconded by Stucky.

Voting Yea: Jantzen, Koepke, Stucky.

**B&G 2. Human Services Roof Repair** - Recommend to Council approval of a purchase requisition in the amount of \$810.00 for additional materials needed for the repair project. *Account # 1100330-26030*

Motion made by Jantzen, Seconded by Stucky.

Voting Yea: Jantzen, Savage, Stucky.

**5:30**

**B&G 3. Supplementary Snowplowing** - Recommend to Council approval of a purchase requisition to Mattes Landscaping in the amount of \$23,000. for supplementary snow plowing for a term from 10/11/24 through 10/10/25. *Account #1100430-21030 \$16,000.00 Account #1100172-21030 \$7,000.00.*

Service Director Kickel said Mattes Landscaping plows snow at the Postal Annex, the Police Department and the Municipal Lot including the walkways around the Post Office, Police Station and the walkway between the parking lot and the sidewalk on SR 21.

Motion made by Jantzen, Seconded by Stucky.

Voting Yea: Jantzen, Savage, Stucky.

Law Director Matty asked for an amendment to the motion for the term of October 2024 through December 2025.

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Motion made by Jantzen, to amend the motion to include the term for Mattes Landscaping of October 2024 through December 2025.

Seconded by Stucky.

Voting Yea: Jantzen, Savage, Stucky.

**Motion to Adjourn**

6:33 PM

Motion made by Jantzen, Seconded by Stucky.

Voting Yea: Jantzen, Savage, Stucky.

6:54

**FINANCE COMMITTEE**

**Call to Order**

**Chairperson: Beth Savage**

**Members: Dan Bender, Ann Koepke**

6:33 PM

**Roll Call**

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

**Items for Consideration:**

**FIN 1. January 7, 2025 Committee Meeting Minutes**

Motion made by Savage, Seconded by Koepke.

Voting Yea: Bender, Koepke, Savage.

**FIN 2. Chagrin Valley Dispatch** - Recommend 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 2025. *Account #1100135-21010.*

Motion made by Savage, Seconded by Koepke.

Voting Yea: Bender, Koepke, Savage.

8:11

**FIN 3. Code Red Notification** - Recommend to Council approval of a purchase requisition for the contract extension with OnSolve, LLC for CodeRED Emergency Notification Service in the annual amount of \$10,838.28 and Weather Warning Service in the amount of \$4,072.50 for the aggregate total of \$14,910.78. *Account #1100150 21030*

Mayor Kingston said this is the final year for Code Red with the City. The new Civic Plus service provides a user friendly version for resident notification.

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

- FIN 4. 2025 Community Development Grant** - Recommend to Council approval of a Resolution authorizing the submittal a proposal for a grant through the Cuyahoga County Board of Developmental Disabilities for recreation programming.

Recreation Director Engle said the previously awarded grant money has been used to host non-profit organizations within the facilities. Inclusive sports, inclusive fitness programs, therapy and water classes with children and adults. Recreation Director Engle said the department is requesting an application for additional grant funding.

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

11:34

- FIN 5. Bid Authorization** -Recommend to Council approval of a request providing authorization to advertise for bids on the following annual purchases & upcoming projects in 2025: 2025 Online Auctions of Surplus Property on GovDeals.com, Supplying Asphalt Materials (municipal purchasing consortium), Supplying Fuel (municipal purchasing consortium), Supplying Sodium Chloride (municipal purchasing consortium), 2026 Road Program.

Purchasing Director Bartkiewicz said this is an annual request authorizing the department to advertise for bids for specific projects.

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

- FIN 6. Internet Auction**- Recommend 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 2025.

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

**Motion to Adjourn**

6:40 PM

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

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**LEGISLATION COMMITTEE**

**15:41**

**Call to Order**

**Chairperson: Dan Bender**

**Members: AJ Ganim, Mark Jantzen**

**6:42 PM**

**Roll Call**

**Present: Bender, Jantzen.**

**Absent: Ganim.**

**Items for Consideration:**

**LEG 1. January 7,2025 Committee Meeting Minutes**

Motion made by Bender, Seconded by Jantzen.

Voting Yea: Bender, Jantzen.

**LEG 2. Lease** - Recommend to Council approval of a Resolution authorizing a second amendment to a lease agreement with Christ the Redeemer Lutheran Church for the rental of parking spaces.

Purchasing Director Bartkiewicz said this is a renewal of an agreement with Christ the Redeemer Lutheran Church for use of parking spaces when needed for the Community Center and Human Services Center.

Motion made by Bender, Seconded by Jantzen.

Voting Yea: Bender, Jantzen.

**LEG 3. Lease Agreement** - Recommend to Council approval of a purchase requisition for Christ the Redeemer Lutheran Church in the amount of \$6,000 for the rental of overflow parking spaces at 9201 Brecksville Road for 2025. *Account # 2400710-21030*

Motion made by Bender, Seconded by Jantzen.

Voting Yea: Bender, Jantzen.

**17:47**

**LEG 4. Cuyahoga County Juvenile Diversion** - Recommend to Council approval of a Resolution authorizing the Mayor to enter into an amendment to the contract with the Cuyahoga County Court of Common Pleas, Juvenile Division for the Community Diversion Program.

Purchasing Director Bartkiewicz said each year the city enters into an agreement with Cuyahoga Court of Common Pleas to administer the Juvenile Diversion program and includes \$8,700.00 in grant funding for the City. It's an opportunity for kids that do not have a history of making bad decisions to avoid a record with the court system.

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Motion made by Bender, Seconded by Jantzen.

Voting Yea: Bender, Jantzen.

**LEG 5. Amend Ord. 5763 FF/Paramedic Wage Rate** - Recommend to Council approval of an Ordinance amending Ordinance No. 5763 to correct firefighter/paramedic Grade II wage rate.

Law Director Matty said Special Counsel for the City recognized an incorrect listing for a pay grade in the original approval. Currently the City does not have an employee in that job classification.

Motion made by Bender, Seconded by Jantzen.

Voting Yea: Bender, Jantzen.

**Other Matters deemed appropriate**

**Motion to Adjourn**

6:56 PM

Motion made by Bender, Seconded by Jantzen.

Voting Yea: Bender, Jantzen.

**SAFETY-SERVICE COMMITTEE**

21:30

**Call to Order**

**Chairperson: Ann Koepke**

**Members: Mark Jantzen, Beth Savage**

6:56 PM

**Roll Call**

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

**Items for Consideration:**

**SAF 1. January 7, 2025 Committee Meeting Minutes**

Motion made by Koepke, Seconded by Jantzen.

Voting Yea: Jantzen, Koepke, Savage.

**SAF 2. Temporary Labor** - Recommend to Council approval of a purchase requisition in the amount of \$70,000.00 for temporary labor provided by Safe Staffing of Ohio. *Account #1100621-21030*

Service Director Kickel said this approval is for the extension of the contract for temporary labor used for refuse collection.

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

22:47

**SAF 3. Refuse & Recycling Services** - Recommend to Council approval of a purchase requisition in the amount of \$360,000 for 2025 refuse and recycling services from Rumpke of Northern Ohio for the disposal of rubbish, street sweepings, and vector debris, and from WM Recycle America for recycling services.

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

**SAF 4. Leaf Disposal Contract Renewal** - Recommend to Council approval of a purchase requisition to Buyansky Outdoor Supply in the amount of \$28,000 for the disposal of leaves. *Account # 1100623-21260.*

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

24:11

**SAF 5. Gasoline & Diesel Fuel Purchase** - Recommend to Council approval of a purchase requisition in the amount of \$350,000.00 for the supply of gasoline and diesel fuel for 2025. *Account #1100150-22040*

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

**SAF 6. Authorize Recycling Grant** - Recommend to Council approval of a Resolution authorizing the Mayor to apply for a 2025 Community Recycling Awareness Grant from the Cuyahoga County Solid Waste Management District to fund the City's (2) document shredding events and an education component.

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

25:19

**SAF 7. Goodyear Purchases** - Recommend to Council approval of an Ordinance authorizing the purchase of tires, tubes and related services through December 31, 2025 through the Goodyear Tire & Rubber Company for use by the City of Brecksville Service Department through the State of Ohio Department of Administrative Services contract #RS902819.

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

**SAF 8. Police & Fire Radio Equipment** - Recommend to Council approval of a purchase requisition to Chagrin Valley Dispatch in the amount of \$7,632.00 for the flat renewal of the City's annual maintenance agreement on radio equipment for the period of 1/1/2025 through 12/31/25. The charges are \$9.00/month per unit for mobile radios and \$5.00/month per unit for portable radios. *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*

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

27:01

**SAF 9. Chagrin Valley Dispatch** - Recommend to Council approval of a Purchase Requisition to Chagrin Valley Dispatch (CVD) in the amount of \$304,289.88 for the 2025 Operating Cost Share, equaling \$25,357.49 per month. *Account #1100210-21320*

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

**SAF 10. Sundance Systems CAD/RMS Support** - Recommend 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 1/1/25 to 12/31/25. *Account #1100210-21030*

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

28:53

**SAF 11. 2025 Fire Department Individual and Joint Equipment Grant** - Recommend to Council approval of a Resolution authorizing an application for the 2025 Fire Department Individual and Joint Equipment Grant through the Ohio Department of Commerce Division of State Fire Marshal.

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

**SAF 12. NOPEC Community Event Sponsorship** - Recommend to Council approval of a Resolution authorizing the Mayor to Accept Funding through the NOPEC Community Event Sponsorship Program in the amount of \$2,000.00 for 2025.

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

**Motion to Adjourn**

6:56 PM

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

**STREETS & SIDEWALKS COMMITTEE**

**30:05**

**Call to Order**

**Chairperson: Brian Stucky**

**Members: Dan Bender, AJ Ganim**

**6:56 PM**

**Roll Call**

**Present: Stucky, Bender.**

**Absent: Ganim.**

**Items for Consideration:**

**S&S 1. January 7, 2025 Committee Meeting Minutes**

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

**S&S 2. Road Salt** - Recommend to Council approval of a purchase requisition in the amount of \$376,000.00 for 2025 road salt provided by Cargill. *Account #2020410-26080*

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

**Motion to Adjourn**

6:58 PM

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

**UTILITIES COMMITTEE**

**31:50**

**Call to Order**

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**Chairperson: AJ Ganim**

**Members: Ann Koepke, Brian Stucky**

**6:58 PM**

**Roll Call**

**Present: Koepke, Stucky.**

**Absent: Ganim.**

**Items for Consideration:**

**UTL 1. January 7, 2025 Committee Meeting Minutes**

Motion made by Koepke, Seconded by Stucky.

Voting Yea: Koepke, Stucky.

**UTL 2. Highland Drive Culvert (C-10) Replacement Project** – Recommend to Council approval of a motion authorizing the Purchasing Director to advertise for public bidding for the Highland Drive Culvert (C-10) Replacement Project.

Engineer Wise said this project replaces the Highland Drive Culvert (just north of Oakes Road). The work will require a complete road closure of Highland Drive, which we have scheduled to occur in the summer when school is closed. We have established our Engineer's Estimate at \$500,000.00. The purpose of asking for bidding early date is concern on the length of time it will take to have the culvert fabricated. We are allowing 3 months for this process prior to the road closure or actual construction.

Motion made by Koepke, Seconded by Stucky.

Voting Yea: Koepke, Stucky.

**Other Matters deemed appropriate**

**Motion to Adjourn**

7:00 PM

Motion made by Koepke, Seconded by Stucky.

Voting Yea: Koepke, Stucky.

**COMMITTEE OF THE WHOLE**

**Call to Order**

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

**7:00 PM**

**Roll Call**

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

**Absent: Ganim.**

**Items for Consideration:**

**CoW 1. January 7, 2025 Committee Meeting Minutes**

Motion made by Caruso, Seconded by Savage.

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

**35:00**

**Other Matters deemed appropriate**

**Motion to Adjourn**

7:01 PM

Motion made by Caruso, Seconded by Savage.

Voting Yea: Bender, Caruso, 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