

COUNCIL OF THE VILLAGE OF BROOKLYN HEIGHTS

MINUTES OF A MEETING

HELD January 2, 2018 20

A meeting of the Council of the Village of Brooklyn Heights, Ohio was held on January 2, 2018 at 7:30 P.M. with Mayor Michael Procuk presiding.

The Pledge of Allegiance was recited at this time.

- Bill Mason gave the oath of office to Michael S. Procuk, Mayor
Jennifer Presot, Councilwoman
Matthew J. Walsh, Councilman

Present at roll call:	Councilmen:	Foote, Lasky, Presot, & Walsh
	Mayor:	Procuk
	Clerk/Treasurer:	Clymer/Black
	Law Director:	Dowling
	Engineer:	Henry
	Police Chief:	Algeri
	Fire Chief:	Stefanko
	Service Director:	Hatgas
	Bldg. Commissioner:	Monaco
	Comm. Service Dir:	Guilfoyle
	Recreation Dir:	Frank

Law Director Dowling said that Tom Lahiff is vacating his council seat and council will go forward to fill the vacancy according to the charter.

MOTION: Mr. Foote moved to approve the minutes of the December 19th meeting as distributed. Second by Mr. Lasky Motion carried 4-0

CORRESPONDENCE

- A thank you note from the Cannon family for the planter sent upon the death of Patrick's mother.
- A letter of congratulations from NOPEC awarding the village a grant in the amount of \$7,260 to improve energy efficiency in the village buildings
- Thank you note from Girl Scout Troop 71313 for village support of their Support the Soldiers project
- Greenways public meetings will be held on Jan 17th & 18th in different locations
- A letter from Creating Circumstances Where Miracles Occur, Jen Lasky, Executive Director of Edna House for Women inviting the administration to their open house on January 6th from 5-9 pm. (Attached)

AUDIENCE

None

POLICE CHIEF

- Shop with a Cop took 17 children to Target in Macedonia. Each child got \$150 to spend. The George Murray Lodge supported 332 kids with this program this year. Thank you to all who bought tickets and to the Community Service Dept. for transporting the kids and sponsors.
- The department is now set up to do Grand Jury Testimony via Skype.
- Chief Algeri signed a contract with Solon jail. We now have contracts with Solon, North Royalton and Broadview Heights for jail use.
- We received a check for \$760 as reimbursement on the Charger (Chief's car) recall
- The officers completed 20 hours of mandatory training. We will receive \$400 per officer for a total of \$5200. These are restricted funds to be used for additional professional training.

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- In 2017 the department had 4,700 radio runs and drove over 130,000 miles.

FIRE CHIEF

- **MOTION: Mr. Foote moves to pay the City of Cleveland Division of Water \$3,915.52 for Fire Hydrant Maintenance. Second by Mrs. Presot Motion carried 4-0**
- The renewal of the Nationwide Insurance Volunteer Fire Fighter Plan is \$9,153.50. Chief Stefanko is asking for \$1,000 tonight so there is no lapse in coverage and Mr. Dowling will work up an ordinance for the January 16th meeting for the balance.
MOTION: Mr. Walsh moves to pay \$1,000 to Nationwide Insurance for the Volunteer FF Plan. Second by Mrs. Presot Motion carried 4-0
- Call volume for 2017 was up 9%

BUILDING DEPT.

- MetroHealth has moved 70 employees into building A. In January they will move in 35 and in February another 200. Parking will be limited.
- Hamilton Parker Company will move into 1100 Resource Dr. with 6-12 employees.
- ICE will be adding an additional 100 employees on the 2nd floor within the next few weeks.
- A residential program for homeowners is Home Enhancement Loan Program which is free to the village. There are no restrictions as to what improvements qualify for the program and is open to any age home.
- There are several programs for homeowners and Mr. Monaco has brochures on most of them.
- 2017 numbers:
 - a. 187 residential inspections
 - b. 73 commercial inspections
 - c. 40 point of sale inspections with 23 homes sold
 - d. 14 rental inspections with 9 actual rentals

ENGINEER

- NEORSD will be making improvements along West Creek. They will begin in the spring of 2018 and continue through December 2019.
 - a. Erosion under Lancaster Bridge
 - b. Erosion along 990 Resource Drive

COMMUNITY SERVICE

- Christmas Art in the Park was a success
- AARP Tax assistance will be held in February and March
- They will be working on another NOACA grant

SERVICE DIRECTOR

- Honeywell has completed two parts of their project. The water efficiency is complete and the new boiler has been installed in the Service Garage. The lighting upgrades will be next.
- We have used our allotment of 2017 road salt and will now begin our 2018 allotment at a decrease of \$1.00 per ton.
- **MOTION: Mr. Footed moved to pay Sirna Construction \$2,977 for road repair on Belmont following a water main break. To be reimbursed by the City of Cleveland. Second by Mr. Walsh Motion carried 4-0**
- **MOTION: Mrs. Presot moved to pay Signal Service \$1,055.72 for repairs to the thirty-five street lights that the village owns. Second by Mr. Walsh Motion carried 4-0**
- Mr. Hatgas said Kimble would like to make a presentation to council regarding the trash contract. He will have them come in February.

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- Mayor Procuk thanked the department for their diligence during the recent extremely cold weather keeping the streets and sidewalks clear.

Councilman Lasky told council and Mayor Procuk that the Breeze will not be delivered this weekend due to the expected extreme wind chill temperatures. It will be delivered later. Safety first.

RECREATION DIRECTOR

- Basketball is on hiatus while school is closed. Teams had the opportunity to practice at Seven Hills Recreation Center.

SOCCER

- Spring soccer registration is open. ALL players must register. Ages 3-14 can play.
- Registration ends on Feb. 16th
- Late fee of \$25 will be assessed per child during late sign-up week Feb 19th – 23rd.

CLERK/TREASURER

- NOACCA grant Public Hearing will be at 7:20 pm on Jan. 16th in council chambers
- **MOTION: Mr. Foote moves to appoint Thea Guilfoyle and John Black to the Volunteer Firefighters Dependent Board. Second by Mr. Lasky Motion carried 4-0**

LAW DIRECTOR

- Mr. Dowling congratulated Mayor Procuk, Jennifer Procuk and Matt Walsh on their election and said he looks forward to working with all department heads and employees.

MAYOR'S COURT

• Income for December	\$6,831.00
• State of Ohio	(1,018.50)
• Indigent Driver & Alcohol	(31.50)
• Reg. Enterprise Data Sharing System	(105.00)
• BROOKLYN HEIGHTS	\$5,676.00

MAYOR'S REPORT

- Brooklyn Heights has the lowest property tax in the county
- There is a SCOG meeting on Jan. 17, 2018
- West Creek Preservation Conservancy has applied for Greenway Connection. It appears that they will be fully funded.
- Nate Kelly has left the county government and taken a job as Managing Director of Cushman & Wakefield CRESCO Real Estate
- There will be no changes in committee chairs until a full council is seated. We do need to have a finance meeting so that we can approve a budget by March 31st.
- A staff meeting is planned for Monday, Jan. 8th.

ORDINANCES & RESOLUTIONS

Ordinance 01-2018- MOTION: Mr. Foote moves to amend Section 3 which reads \$2,000 per month to read \$1,400 per month. Second by Mrs. Presot

Yeas: Foote, Presot, Lasky, Walsh

Nays: None

Motion carries 4-0

COUNCIL OF THE VILLAGE OF BROOKLYN HEIGHTS

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ORDINANCE 01-2018— AN EMERGENCY ORDINANCE CONFIRMING THE APPOINTMENT OF JOHN BLACK AS THE ASSISTANT CLERK/TREASURER FOR THE VILLAGE OF BROOKLYN HEIGHTS AS AMENDED.

Sponsor: Mr. Foote

Second: Mr. Walsh

Yeas: Foote, Walsh, Lasky, Presot

Nays: None

Ordinance 01-2018 is adopted as amended

ORDINANCE 02-2018— AN EMERGENCY ORDINANCE AUTHORIZING THE MAYOR AND/OR CLERK/TREASURER TO ENTER INTO A 12-MONTH AGREEMENT WITH LINCOLN NATIONAL LIFE INSURANCE COMPANY FOR DENTAL COVERAGE FOR EMPLOYEES OF THE VILLAGE OF BROOKLYN HEIGHTS

Sponsor: Mr. Foote

Second: Mr. Walsh

Yeas: Foote, Walsh, Lasky, Presot

Nays: None

Ordinance 02-2018 is adopted 4-0

ORDINANCE 03-2018 – JANUARY PAY ORDINANCE

Sponsor: Mr. Walsh

Second: Mr. Foote

Yeas: Walsh, Foote, Lasky, Presot

Nays: None

Ordinance 03-2018 is adopted 4-0

MOTION: Mr. Foote moved to go into Executive Session to discuss a personnel matter. Second by Mr. Walsh

Yeas: Foote, Walsh, Lasky, Presot

Nays: None

Motion carried 4-0


Unexpired Term Council Vacancy

A vacant seat will exist on Village Council on January 1, 2018 to complete an unexpired term to December 31, 2019. In an attempt to fill the vacancy, council will be in search for a replacement. Interested parties may submit their names and resume to the Municipal Center by 4:30 p.m. on January 16, 2018. Council will follow the process in our Village Charter which does not restrict council in its search. Council may contact eligible applicants for interview after the deadline of January 16, 2018. Council has until January 30, 2018 to appoint a replacement by simple majority.

There being no further business to come before the council, it was moved by Mr. Foote seconded by Mrs. Presot that the meeting be adjourned.

Yeas: All

Meeting adjourned.



Mayor



Clerk/Treasurer

Mayor, Council &
Employees of The
Village of Brooklyn Hts,

Thank You for the
beautiful planter in
sympathy for the loss of
my mother, Therese Cannon.

It really meant a lot in
our time of mourning. My
mom knew Mayor Turner
& let him know I was
a firefighter at one of our
first Christmas Tree lighting
ceremonies. The rest is
history!

Thinking of you...
and hoping your holiday
will be as special as you are.

Forever
Grateful,
Pat Cannon
&
Family

December 18, 2017

The Honorable Mike Procuk
Mayor
Village of Brooklyn Heights
345 Tuxedo Avenue
Brooklyn Heights, OH 44131

RON MCVOY
Chairman

CHUCK KEIPER
Executive Director

BOARD OF DIRECTORS

RON MCVOY
Ashtabula County

JOHN ZEHENTBAUER
Columbiana County

GEORGINE WELO
Cuyahoga County

JAMES FLAIZ
Geauga County

ROB DUNCAN
Huron County

DANIEL TROY
Lake County

DAVID GILLOCK
Lorain County

ROBERT MCCracken
Mahoning County

PATRICIA HANEK
Medina County

MICKEY MAROZZI
Portage County

AARON MONTZ
Seneca County

STEVE PATTERSON
Southeast Ohio

JAN TULLEY
Summit County

JACK HANEY
Trumbull County

Dear Mayor Procuk:

Congratulations! Brooklyn Heights is receiving a NOPEC Energized Community (NEC) grant of \$7,260.00 for 2018. NOPEC* and NextEra value your community's membership and are awarding this grant to help your community achieve even greater savings. The NEC grants are being offered to help you implement energy efficiency or energy infrastructure projects that will benefit your community for years to come.

We're excited to be able to offer this new this grant program and we've designed it to make the whole process as streamlined as possible. All NEC grant program information and materials will be available online. In January, you'll receive an e-mail with detailed instructions on how to access this information and get started on completing the grant process. Our staff is available to help at any point during the process.

The NEC grant program has some new features that weren't available in previous grant programs through NOPEC. These features offer more options and greater flexibility for your community to get the greatest benefit from your grant, while reducing the paperwork required. For example, you'll have the ability to coordinate with other communities on a multi-jurisdictional project. Or, if you'd like to escrow your grant funds (or a portion of them) for a future year's project that will also be an option for you.

NOPEC's Special Projects Manager, Norma Fox Horwitz, is managing the NEC grant program. Feel free to contact her by email at grants@nopecinfo.org, or by phone at 440-249-7829 if you have questions. We look forward to receiving your application!!

Sincerely,

Chuck Keiper
Executive Director

cc: Tim Clymer, Clerk/Treasurer

*The 2018 NEC grant program is funded and administered by NOPEC, Inc. an affiliate of the Northeast Ohio Public Energy Council (NOPEC).

Dear Mayor

Girl Scout troop 71313 would like to thank the communities for supporting our “goodies” collection for our Army soldiers. As you can see, many neighbors supported our initiative and we are able to send our soldiers in training some much needed “goodies” and supplies.



**Wishing you all a Merry Christmas
And
Healthy and Safe New Year!**

GSNEO Troop 71313

Skylar

Elin

Sam
♡

Anna Patterson♡

Lauren K

Amy Ellis

Jenna

Rylie
Paige
Guillianra
Sariyah

Mike Procuk

From: Annette Linden <alinden@cuyahogacounty.us>
Sent: Tuesday, December 19, 2017 8:42 AM
To: Mike Procuk
Subject: Cuyahoga Greenway TLCI Plan - Third Progress Update
Attachments: Greenways Public Meeting Flyer.pdf; Cuyahoga Greenways Logo.jpg

Dear Mayor,

As 2017 concludes, County Planning and its partners at Cleveland Metroparks and NOACA wanted to thank you and your staff for contributing to the Cuyahoga Greenways Project over the past year. After several successful Steering Committee and Public Workshops, the Project Team has developed a network of candidate routes to connect existing trails, parks, commercial centers, and points of interest throughout Cuyahoga County.

We want to ensure that we are on the right track and these proposed regional and local connections meet the aspirations and needs of residents in your community. Therefore, we are requesting your assistance in distributing promotional materials outlining the location and times of the upcoming round of public meetings. There is one meeting each for Western, Central, and Eastern communities:

- **CENTRAL** – Wednesday, January 17th from 4:30pm – 6:30pm
Hofbrauhaus, 1550 Chester Avenue, Cleveland 44114
- **WESTERN** – Thursday, January 18th from 6:30pm – 8:30pm
Gemini Center, 21225 Lorain Road, Fairview Park 44126
- **EASTERN** – Thursday, January 18th from 6:30pm – 8:30pm
Beachwood Community Center, 25325 Fairmount Boulevard, Beachwood 44122

To help us reach the widest audience possible, please consider reaching out to residents in your community by including the attached flyer or link to the project webpage www.cuyahogagrreenways.com on your City website, or in any monthly emails or newsletters.

We have attached a public meeting announcement and the Cuyahoga Greenways logo for your use on the internet or in print.

Please feel free to contact me at gcoyne@cuyahogacounty.us or 216-443-3700 if I can answer any questions or provide further information. We look forward to continue working with you on the Cuyahoga Greenways Plan.

Sincerely,
Glenn Coyne, FAICP
Executive Director, County Planning
On behalf of the Cuyahoga Greenways Team

encl. Greenways Public Meeting Flyer (pdf)
Cuyahoga Greenways Logo (jpeg)



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PUBLIC MEETINGS - JANUARY 17TH & 18TH



CUYAHOGA greenways

CUYAHOGA GREENWAYS

Cuyahoga Greenways is a joint effort between County Planning, Cleveland Metroparks, and NOACA to build an interconnected system of greenways and trails that link neighborhoods, parks, and public transportation, creating a comprehensive countywide network. The greenway system will provide recreation opportunities and alternative transportation options for moving around the county, improving the community's health, well-being, and economic vitality.

The project team is preparing this network of candidate routes connecting existing trails, parks, and points of interest throughout every community in Cuyahoga County. If you want to learn more on the benefits of greenways or get updates on the plan, please participate in an upcoming meeting to help shape the routes with your ideas and opinions. Additional materials and information can be found online at cuyahogagreenways.org

PUBLIC MEETINGS

Hosted by:



CENTRAL

Wednesday, January 17th

4:30 - 6:30 p.m.

Hofbrauhaus - Festsaal

1550 Chester Ave, Cleveland

WEST

Thursday, January 18th

6:30 - 8:30 p.m.

Gemini Center - Oak Room

21225 Lorain Road, Fairview Park

EAST

Thursday, January 18th

6:30 - 8:30 p.m.

Beachwood Community Center

25325 Fairmount Blvd, Beachwood



Mayor Michael Procuk
345 Tuxedo Avenue
Brooklyn Heights, Ohio 44131

December 26, 2017

Dear Mayor Procuk,

I am writing to you today as I know you are aware of the heroin epidemic which has plagued our state. This is problematic to our small Ohio towns as we try to find resources to help the addict, the family and our safety forces. Almost everyone knows someone whose life has been tragically altered due to alcoholism or drug addiction.

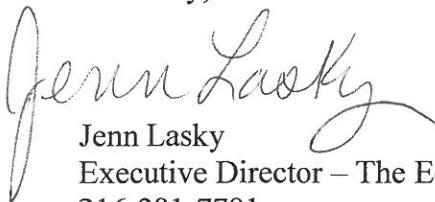
I write to you today as the Executive Director of the Edna House which is home to up to 45 women with the desire and dedication to get sober. The Edna House is committed to providing women with the opportunity to focus solely on their recovery with the support and direction from experienced members of the recovery community.

I am not looking to fill beds, as we have a waiting list. But I wanted to let you know as a resident of our community that this program is open to our residents. This information would be helpful to our community service department and safety forces so they can pass the information on to those who are asking for help and don't know where to go.

I would like to invite you, our village safety forces, and community services personnel to our annual Open House on Saturday January 6, 2017 from 5-9pm. We would love for you to meet some of our residents and learn more about our simple yet impactful program which has seen tremendous personal successes over the past 14 years.

We are a 501(c)3 organization sustained primarily through donations from individuals and businesses. We are independent of any state or federal funding. The dedication and commitment of our volunteers and the overwhelming generosity of our supporters has allowed us to share the gift of HOPE with every single woman seeking our help regardless of her ability to pay.

Sincerely,


Jenn Lasky
Executive Director – The Edna House
216-281-7791

THE EDNA HOUSE FOR WOMEN, INC.

2007 W. 65th St • P.O. Box 602686 • Cleveland, OH 44102 • 216.281.7751
A 501(C)(3) CORPORATION



HERITAGE HOME PROGRAM

216-426-3116 (T) 216-426-1975 (F)

HHP@HERITAGEHOMEPROGRAM.ORG

WWW.HERITAGEHOMEPROGRAM.ORG

December 21, 2018

Mayor Michael Procuk
Village of Brooklyn Heights
345 Tuxedo Avenue
Brooklyn Heights, Ohio 44131

Re: An opportunity to join the Heritage Home ProgramSM in 2018.

Dear Mayor Procuk,

The Cleveland Restoration Society would like to extend an opportunity for Brooklyn Heights to join the Heritage Home ProgramSM in 2018. The program is a preservation-based approach to home maintenance and repairs that is offered to residents with homes that are 50 years old or older. If you join, residents of Brooklyn Heights will be eligible for free technical assistance on home improvement projects and will have access to low-interest financing to cover project costs.

Our free technical assistance is the heart and soul of the program. This technical assistance usually starts with a site visit to the homeowner's property by our Construction Specialist. Our Construction Specialist can then answer questions regarding the work, help the homeowner prioritize projects, and also point out other repairs that the homeowner should consider. Following the site visit, we can provide the homeowner with information on contractors who do the type of work they'd like to complete. Once the homeowner has bids for the work, we can help them make a decision regarding which contractor to use.

Two recent surveys of the recipients of our Technical Assistance indicated that 35% of the respondents have already completed their projects and 24.5% were planning to complete their projects. Therefore, 59.5% of the respondents have moved forward with a project, or will be moving forward, even though they did not utilize the Heritage Home Loan. The respondents also indicated that services such as contractor information, estimate review, and impartial feedback from Heritage staff helped move their projects forward. We will continue to send surveys to homeowners who have received our technical assistance, and are excited to share the positive results received thus far!

The low-interest financing option that we provide comes in the form of a fixed- rate equity loan (as low as 1.99%). A unique aspect of the HHP loan is that the equity amount



is established by an after-rehab appraisal, meaning that the homeowners' proposed projects will be used to forecast the value of the property once all work is complete. For value-added projects, this appraisal can be very helpful in its potential to create additional equity and borrowing power.

The program has been expanding across Cuyahoga County and is now operating in 43 individual communities. We would love to add the Village of Brooklyn Heights to our growing service area! We estimate there are 376 houses in Brooklyn Heights that are eligible for our services. The cost to Brooklyn Heights for offering these homeowners the program for all of 2018 is \$470.00. This fee assumes that we will send a Mayor's letter to eligible homeowners in lieu of our normal spring postcard mailing. The Mayor's letter will tell the residents of the new service that is being provided to them. Such a letter typically gets **double** the response of our postcard mailing. We will process this mailing and are more than happy to provide you with a draft letter to edit. This fee also assumes that we will make our usual postcard mailing in the fall. In subsequent years, we will do our normal spring and fall postcards and your fee will be adjusted to \$440.00.

I invite you to visit our website (www.heritagehomeprogram.org) for more information on the services that we provide. **Additionally, please consider attending our Mayors' Breakfast on January 19th, 2018 from 8:30am – 10:30am.** The event will be held at the Cleveland Restoration Society, 3751 Prospect Avenue. This is a great opportunity for you to meet our staff and learn first-hand about our successes in other communities. Please RSVP to Charles Crouch at ccrouch@clevelandrestoration.org.

Please call or email me with any questions or comments.

Very truly yours,

A handwritten signature in blue ink, appearing to read "Tom", with a long, sweeping underline that extends to the left.

Thomas A. Jorgensen
Chief Operating Officer
(216) 426-3108
tjorgensen@clevelandrestoration.org

cc: Brooklyn Heights Village Council