

# COUNCIL OF THE VILLAGE OF BROOKLYN HEIGHTS

## MINUTES OF A MEETING

HELD February 5, 2019 20

A meeting of the Council of the Village of Brooklyn Heights, Ohio was held on **February 5, 2019** at **7:30 P.M.** with Mayor Michael Procuk presiding.

The Pledge of Allegiance was recited at this time.

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

**MOTION: Mr. Foote moved to approve the minutes as distributed of the January 8, 2019 and January 15, 2019 regular meeting of council. Second by Mr. Walsh Motion carried 5-0**

### CORRESPONDENCE

- Letter dated Jan. 11<sup>th</sup> from Tim Boyko, Chairman of UH Parma Board, stating that UH President Peter Bergman resigned and they are searching for a new president.
- Letter dated Jan 10<sup>th</sup> from NOACCA stating that Brooklyn Heights is the recipient of a NOACA grant (80% funding) for a new Community Services vehicle. The village will be responsible for the other 20%.
- Letter dated Jan. 18<sup>th</sup> from Chuck Kuiper of NOPEC stating that the village is the recipient of a NOPEC Energized Community Grant in the amount of \$7,310 for 2019. This grant is to help defray costs of implementing energy efficiency.
- Letter dated Jan. 25<sup>th</sup> from County Executive Buddish stating that the village is the recipient of the County 50/50 grant program for 2020. This grant is for the resurfacing of Spring Road from Van Epps to the north corporation line. The county will reimburse 50% of the cost up to \$250,000. Mayor Procuk thanked Engineer Mike Henry for working to get this grant.

### AUDIENCE

- None

Mayor Procuk introduced his appointee to the Zoning Board of Appeals, Laurel Graver (Galway Circle) who will complete the term.

### SOCCER

- Mr. Shadd is out of town – Mayor Procuk gave the report
- Sign-up deadline is Feb. 17<sup>th</sup>.
- Late sign-up deadline is Feb. 18<sup>th</sup> thru 24<sup>th</sup> and has a late fee of \$25 to be charged.
- Mr. Shadd sent out numerous emails and it has been in the Breeze, on the website and on the marquees

### RECREATION DIRECTOR

- Basketball season is finishing up. Playoffs will begin Feb. 11<sup>th</sup>.

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- Baseball & Softball sign-ups will begin in March. He asked council to consider revising the non-resident fees due to increased costs.

### FIRE DEPARTMENT

- Chief Stefanko informed council that the department has begun the upgrades to the station for the Regional Dispatch that will go into effect in June.
- Pulled nine (9) SCBA tanks that are expired in January and February and will pull another eight (8) from service in March and April. The department has applied for a FEMA grant to replace the tanks but won't know until June if we get the grant. Garfield Heights Fire Department received a FEMA grant last year and replaced their tanks so they are offering their old bottles to us. They are able to give us sixteen (16) tanks and we would need a Memo of Understanding from the administration.

### COMMUNITY SERVICES

- AARP Tax prep for low income and Senior citizens. February 25<sup>th</sup> and March 25<sup>th</sup>.
- Mrs. Guilfoyle will attend the NOACA grant meeting tomorrow
- Blood Drive on March 15<sup>th</sup> from 1p-6p in the Community Center
- Spring Art-in-the-Park will be on March 26<sup>th</sup> & March 28<sup>th</sup> from noon – 2p in the Community Center

### POLICE DEPARTMENT

- **MOTION: Mrs. Presot moved to pay Firehawk Automotive \$1,082.45 for repairs to the 2014 Dodge Charger for front end repairs, front end alignment and brakes. Second by Mr. Foote. Motion carried 5-0**
- Two new part-time officers were sworn in at the committee meeting. Jacob Ross of the Valley View Police Department and Kevin Stack of the Cuyahoga Heights Police Department.
- The renewal of the Animal Control contract is on the agenda of ordinances tonight. In 2018 we budgeted \$6500 and came in under budget. The monthly cost is increasing so Chief Algeri budgeted \$7,000 for 2019 if the ordinance is approved. No trapping is done without the approval of the chief.
- The department Breathalyzer is 28 years old and is obsolete. The company will no longer service it. A new unit costs about \$11,000. Valley View sold us their obsolete machine for \$200 and we will use the parts to keep ours running for a few more years.

### SERVICE DIRECTOR

- The NOPEC grant with the carryover from 2018 will total about \$9,900. Mr. Hatgas will get quotes for new windows for the Community Center and doors for the Municipal Building. Will need a Building Committee meeting to discuss how best to use the funds.
- **MOTION: Mr. Walsh moved to pay Signal Service \$1,208.77 for repairs done to several village owned lights along Rt. 17. The work was done in September, 2018 but not billed until January, 2019. Second by Mr. Blados Motion carried 5-0**
- Mr. Hatgas told council that the company that originally came out to clean the ductwork in the Community Center found mold and was not certified. **MOTION: Mrs. Presot moved to have Precision Environmental remove the mold from the ductwork at the Community Center at a cost of \$2,700. Second by Mr. Walsh Motion carried 5-0**
- **MOTION: Foote moved to pay Gillingham Ford \$1,330 for repairs to the F-550 air conditioning unit. Second by Mr. Lasky Motion carried 5-0**
- Mr. Hatgas will dispose of the 2012 Dodge Charger at a cost of less than \$1,000.
- Mayor Procuk asked how our road salt situation is and Mr. Hatgas said that as of tomorrow we will have a full bin. We are obligated to purchase a pre-determined quantity of road salt through our contract.



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- Mayor Procuk complemented the Service Department on a job well done during the Polar Vortex and the ensuing snow storm we had. He said there were many compliments from both businesses and residents.

### ENGINEER

- The Van Epps gas main will be installed shortly. Plans have been approved.
- Received \$250,000 grant from the county to fix Spring Road
- 2020 will bring additional grant money from Ohio Public Works Commission to help the county grant go further.

### BUILDING INSPECTOR

- Had a few point of sale inspections
- Pushing to get the VNA in and GrafTech on Keynote Circle.

### LAW DIRECTOR

- The Public Hearing went well. Mr. Dowling thanked the representatives from NIDEC and Geis for attending and answering the questions presented. We will be going forward with the rezoning.
- The County has asked if we want to take a foreclosure property into our land bank, but since there is a structure on the property he said we won't.
- There is property on Van Epps that we have received bids on. Our Assistant Law Director Sheila will be working on this.
- Mr. Dowling will be out of town the next few meetings so Sheila will attend.

### CLERK/TREASURER

- RITA first drop for February \$284,036
- Month-end for January general fund \$590,000
- Mr. Frank asked Mr. Dowling what the next step is for the budget. Mr. Dowling said it has to be done by March 31<sup>st</sup>.

### MAYOR'S COURT

- |                                       |             |
|---------------------------------------|-------------|
| • Income for January                  | \$ 5,157.20 |
| • State of Ohio                       | ( 546.50)   |
| • Indigent Driver & Alcohol           | ( 16.50)    |
| • Reg. Enterprise Data Sharing System | ( 65.00)    |
| • BROOKLYN HEIGHTS                    | \$ 4,529.20 |

### MAYOR

- Committee Chair appointments – Mr. Lasky to Wage & Salary and Mr. Walsh to the Income Tax Board of Review.
- Mayor Procuk and Clerk/Treasurer Frank met with Greg Cingle and Special Projects manager Joe Presot. Mr. Presot is compiling four lists of the businesses in Brooklyn Heights to compare to the RITA tax collection lists. If he finds businesses that are not paying taxes to BH then RITA will go after them.
- The Soil & Water District is holding us to do projects to meet the terms of our agreement. One option is "stream clean-up". Mayor Procuk will present to the service clubs and Cuyahoga Heights High School students for community service hours to clean up our creek in the spring.

### COMMITTEE REPORTS

#### ORDINANCE COMMITTEE

- Mrs. Presot said the committee met to discuss fee increases for the Building Department. An Ordinance will be forthcoming

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- As a member of the BEST Committee, she thanked the department heads for supplying information on the village that she passed out at the Cuyahoga Heights Schools Open House. She also thanked Joe Blados and Chief Stefanko for stopping by the table.

### PARKS, PLAYGROUNDS & COMMUNITY SERVICE

- Discussed the Art-in-the-Park collaboration with Cuyahoga Heights – details to follow

### FINANCE COMMITTEE

- Agreed to pass the 2019 budget
- Will vote on the ordinance to move 5% of the Municipal Income to the Capital Improvement Fund monthly which will be retroactive back to January, 2019.
- Decided to meet every other month as a committee to focus on the budget. Called the next Finance Committee meeting for April 16, 2019 at 7 pm.

### ORDINANCES & RESOLUTIONS

**RESOLUTIONS 01-2019-** AN EMERGENCY RESOLUTION TO APPOINT VALERIE SNYDER AS THE COMPLIANCE OFFICER TO OVERSEE THE CREDIT CARD POLICY OF THE VILLAGE OF BROOKLYN HEIGHTS

Sponsor: Mrs. Presot

Second: Mr. Lasky

*Discussion: This is to meet the requirements of the State of Ohio HB 312 for the use of credit cards in government.*

Yeas: Presot, Lasky, Foote, Blados, Walsh

Nays: None

Resolution 01-2019 is adopted 5-0

**RESOLUTIONS 02-2019-** A RESOLUTION TO ADOPT THE SOLID WASTE MANAGEMENT PLAN FOR THE CUYAHOGA COUNTY SOLID WASTE MANAGEMENT DISTRICT

Sponsor: Mr. Walsh

Second: Mr. Blados

Yeas: Walsh, Blados, Foote, Presot, Lasky

Nays: None

Resolution 02-2019 is adopted 5-0

**RESOLUTIONS 03-2019-** A RESOLUTION RECOGNIZING THE CLERK/TREASURER'S DECISION TO DONATE HIS 2019 RAISE IN SALARY, CELLULAR PHONE STIPEND, AND HEALTH REIMBURSEMENT BACK TO THE VILLAGE AS WELL AS FOREGOING REIMBURSEMENT FOR TRAVEL

Sponsor: All of Council

Second: Mr. Lasky

Yeas: Lasky, Presot, Foote, Blados, Walsh

Nays: None

Resolution 03-2019 is adopted 5-0

**ORDINANCE 77-2018-** AN ORDINANCE REZONING PARCEL # 531-15-007, PARCEL # 531-20-020, PARCEL # 531-20-001 (PART OF) AS DESCRIBED HEREIN, FROM SINGLE FAMILY/RETAIL BUSINESS TO GENERAL INDUSTRIAL

*2<sup>nd</sup> Reading*

Sponsor: Mrs. Presot

Second: Mr. Foote

Yeas: Presot, Foote, Blados, Lasky, Walsh

Nays: None

Ordinance 2018-77 is adopted 5-0 and will become law in thirty (30) days

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**ORDINANCE 04-2019-** AN EMERGENCY ORDINANCE AUTHORIZING THE MAYOR AND/OR CLERK/TREASURER TO ENTER INTO A CONTRACT WITH A & S ANIMAL CONTROL

Sponsor: Mr. Walsh

Second: Mr. Blados

*Discussion: Mr. Foote asked what the total cost was for 2018 (\$3600 retainer / \$1800 for residential use)*

Yeas: Walsh, Blados, Foote, Presot, Lasky

Nays: None

Ordinance 04-2019 in adopted 5-0

**ORDINANCE 05-2019-** AN EMERGENCY ORDINANCE AUTHORIZING THE MAYOR AND/OR VILLAGE CLERK/TREASURER TO ENTER INTO A CONTRACT WITH LISCO HEATING AND COOLING, INC. FOR HVAC

MAINTENANCE SERVICES FOR THE MUNICIPAL BUILDING, COMMUNITY CENTER BUILDING AND SERVICE BUILDING IN THE VILLAGE OF BROOKLYN HEIGHTS

Sponsor: Mrs. Presot

Second: Mr. Walsh

Yeas: Presot, Walsh, Foote, Blados, Lasky

Nays: None

Ordinance 05-2019 is adopted 5-0

**ORDINANCE 06-2019-** AN EMERGENCY ORDINANCE AFFIRMING THE DECISION OF THE ZONING BOARD OF APPEALS GRANTING THE APPLICATION OF LOU BELKNAP, REPRESENTING AGILE SIGN AND LIGHTING, FOR TWO SIGNS HAVING A TOTAL FOOT SIGNAGE OF 116.84 SQUARE FEET AT THE PROPERTY AT 925 KEYNOTE CIRCLE

Sponsor: Mr. Lasky

Second: Mr. Walsh

Yeas: Lasky, Walsh, Foote, Blados, Presot

Nays: None

Ordinance 06-2019 is adopted 5-0

**ORDINANCE 07-2019 -** AN EMERGENCY ORDINANCE REVERSING THE DECISION OF THE ZONING BOARD OF APPEALS GRANTING THE APPLICATION OF LOU BELKNAP, REPRESENTING AGILE SIGN AND LIGHTING, FOR TWO SIGNS HAVING A TOTAL FOOT SIGNAGE OF 116.84 SQUARE FEET AT THE PROPERTY AT 925 KEYNOTE CIRCLE

*Withdrawn as moot*

**ORDINANCE 08-2019-** AN EMERGENCY ORDINANCE AFFIRMING THE DECISION OF THE ZONING BOARD OF APPEALS DENYING THE APPLICATION OF LOU BELKNAP, REPRESENTING AGILE SIGN AND LIGHTING, TO HAVE A SIGN HIGHER THAN THE RIDGE LINE OR PARAPET OF THE BUILDING LOCATED AT 925 KEYNOTE CIRCLE

Sponsor: Mr. Foote

Second: Mr. Lasky

Yeas: Foote, Lasky, Blados, Presot, Walsh

Nays: None

Ordinance 08-2019 is adopted 5-0

**ORDINANCE 09-2019-** AN EMERGENCY ORDINANCE REVERSING THE DECISION OF THE ZONING BOARD OF APPEALS DENYING THE APPLICATION OF LOU BELKNAP, REPRESENTING AGILE SIGN AND LIGHTING, FOR A SIGN HIGHER THAN THE RIDGE LINE OR PARAPET ON THE BUILDING AT THE PROPERTY AT 925 KEYNOTE CIRCLE

*Withdrawn as moot*

**ORDINANCE 10-2019-** AN EMERGENCY ORDINANCE AFFIRMING THE DECISION OF THE ZONING BOARD OF APPEALS GRANTING THE APPLICATION OF LOU BELKNAP, REPRESENTING AGILE SIGN AND LIGHTING, TO ALLOW ILLUMINATED SIGNS TO HAVE THE CURRENT LEVEL OF ILLUMINATION TO FACE RESIDENTIAL PROPERTIES WITH REGARD TO THE PROPERTY LOCATED AT 925 KEYNOTE CIRCLE

Sponsor: Mr. Foote



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Second: Mr. Blados  
Yeas: Foote, Blados, Presot, Lasky, Walsh  
Nays: None  
Ordinance 10-2019 is adopted 5-0

**ORDINANCE 11-2019-** AN EMERGENCY ORDINANCE REVERSING THE DECISION OF THE ZONING BOARD OF APPEALS GRANTING THE APPLICATION OF LOU BELKNAP, REPRESENTING AGILE SIGN AND LIGHTING, TO ALLOW ILLUMINATED SIGNS TO HAVE THE CURRENT LEVEL OF ILLUMINATION TO FACE RESIDENTIAL PROPERTIES WITH REGARD TO THE PROPERTY LOCATED AT 925 KEYNOTE CIRCLE

*Withdrawn as moot*

**ORDINANCE 12-2019** AN EMERGENCY ORDINANCE AUTHORIZING ALL ACTIONS NECESSARY TO ACCEPT NORTHEAST OHIO PUBLIC ENERGY COUNCIL (NOPEC) ENERGIZED COMMUNITY GRANTS

Sponsor: Mr. Lasky  
Second: Mr. Walsh  
Yeas: Lasky, Walsh, Foote, Blados, Presot  
Nays: None  
Ordinance 12-2019 is adopted 5-0

**ORDINANCE 13-2019-** AN EMERGENCY ORDINANCE AUTHORIZING THE MAYOR AND/OR CLERK/TREASURER TO ENTER INTO A CONTRACT WITH TECTRONIC OFFICE PRODUCTS SALES & SERVICE (TOPSS) TO MAINTAIN AND SERVICE ALL COMPUTER RELATED EQUIPMENT AND PROVIDE TECHNICAL SUPPORT FOR THE VILLAGE OF BROOKLYN HEIGHTS' SOFTWARE SYSTEMS

Sponsor: Mrs. Presot  
Second: Mr. Foote  
Yeas: Presot, Foote, Blados, Lasky, Walsh  
Nays: None  
Ordinance 13-2019 is adopted 5-0

**ORDINANCE 14-2019 – JANUARY 2019 PAY ORDINANCE**

Sponsor: Mrs. Presot  
Second: Mr. Blados  
Yeas: Presot, Blados, Foote, Lasky, Walsh  
Nays: None  
Ordinance 14-2019 is adopted 5-0

**ORDINANCE 15-2019- FEBRUARY 2019 PAY ORDINANCE**

Sponsor: Mrs. Presot  
Second: Mr. Walsh  
Yeas: Presot, Walsh, Blados, Foote, Lasky  
Nays: None  
Ordinance 15-2019 is adopted 5-0

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

Yeas: All  
Meeting adjourned.

Mayor

Clerk/Treasurer