

COUNCIL OF THE VILLAGE OF BROOKLYN HEIGHTS

MINUTES OF A MEETING

HELD: December 19, 2023

A meeting of the Council of the Village of Brooklyn Heights, Ohio was held on December 19, 2023 at 7:30 p.m. with Mayor Michael Procuk presiding.

The Pledge of Allegiance was recited at this time.

Present at roll call:

Council Members	Berzins, Lasky, Presot, Tommer
Mayor	Procuk
Clerk/Treasurer	Frank
Law Director	Dowling
Assistant Law Director	
Engineer	Zoldak
Police Chief	
Fire Chief	
Asst. Fire Chief	
Service Director	Blados
Bldg. Commissioner	
Asst. Bldg. Comm.	
Comm. Service Director	Guilfoyle
Recreation Director	
Soccer Commissioner	

MOTION: Tommer moved to excuse Mr. Walsh from the meeting. Seconded by Berzins. Motion carried 4-0.

CORRESPONDENCE / MAYOR PROCUK

- Council received a letter from NOPEC in response to their letter regarding the proposed rate increase. NOPEC stated they will be holding their natural gas standard program pricing stable for four months beginning January 2024, during peak winter months.
- Kurtz Brothers Press Release - On December 21st, 2023 Kurtz will be donating their Valley Belt property in Brooklyn Heights to West Creek Conservancy. This donation will help restore the former recycling facility back to its natural state. Native trees and shrubs will be planted on the property for a healthier environment for wildlife and safe out door space for the community. Kurtz CEO John Kurtz stated he is proud to be able to support West Creek and Derek Schaffer, Executive Director of West Creek, expressed his gratefulness and excitement to receive their generous donation. Mayor Procuk stated the donation is a major step forward in the West Creek Conservancies mission to create a heathier environment for the Village.

COMMUNITY SERVICES DEPARTMENT / THEA GUILFOYLE

MOTION: Lasky moved to pay the City of Seven Hills \$2,500 for the Rec memberships for the month of October. Seconded by Berzins. Motion carried 4-0.

- Ms. Guilfoyle received an email this morning to start the process for the annual sponsorship NOPEC offers communities every year. She had the Park Board President and Treasurer sign the papers and she

will upload and finalize the application tomorrow. The deadline is April 30th 2024 and funds, \$1000, will be deposited into the Park Board account in late June 2024.

- Ms. Guilfoyle stated that MyRec is moving along very well and they have almost all of the information loaded onto the site. They've been doing test signups to make sure everything is going through smoothly. She has been sending employees their log in information and asking them to go in and make sure all of their sections are correct.
- They had Ruwaidah, assistant Art in The Park supervisor, and their sub-contracted photographer, come and take pictures of the Fire, Police, Service, and Community Services vehicles and equipment. She gave them each a travel drive with their photos and they can be used for their header on their department page on the new web site and other uses.
- Ms. Guilfoyle was happy to announce they were approved for the NOACA Grant for back up cameras, interior cameras and recording devices in their vehicles. This is an 80/20 match and the out- of-pocket amount for the Village will be approximately \$1500, their share will be \$5,942. There will be a virtual workshop in March for the awardee responsibilities and procurement steps.

SERVICE DEPARTMENT / JOE BLADOS

MOTION: Lasky moved to pay Sill's Motor Sales \$1,125 for a portable Honda Generator. Seconded by Tommer. Motion carried 4-0.

- The Service Department assisted the Men's Service Club with the Santa trailer and Mr. Blados said it turned out fantastic. He stated that the Service Department used repurposed materials such as a fire place to turn the Santa Trailer into a living room, the staff even spent money out of their own pocket to purchase snap flooring to make it look more realistic.
- Mr. Blados stated he is coming up on his one year anniversary as Service Director and he thanked Council for their support. He also thanked Ms. Zoldak for all of her help stating she has been amazing with finding Grants and coming up with great ideas. He said he looks forward to 2024 and moving forward as a team.

ENGINEER / JENNIFER ZOLDAK

- Ms. Zoldak said they submitted the application for the state money from the House of Representatives for \$600,000 for park projects. They also submitted the Cuyahoga County Maintenance Program Grant, if approved they would be reimbursed half the cost of standard road repair. Ms. Zoldak said they received their scoring for the Valley Belt application and even though they scored very competitively, it does not look like they will be recommended for small government. She suggested they resubmit the application next year and have Chagrin Valley Engineering put together the plans and have it ready. Mr. Frank asked what percentage that would cover and Ms. Zoldak responded they were going to pay \$700,000 out of pocket and the maximum amount from OPWC was 1M. Mr. Frank suggested she put it on her spread sheet for budget.
- Ms. Zoldak stated that early next year the County will be excepting applications for 50/50 projects. She said this is what they used for the Spring Road Project and suggested they apply if they want to resurface Tuxedo which is a county route.
- She said they are almost done with their field work and research at the East View property, determining where Village ends and private property begins.
- Mr. Lasky asked they could use the 50/50 Grant on the Lancaster Bridge, Ms. Zoldak responded that ODOT said not to do anything big because they are going to be resurfacing the deck in the next year or two.

CLERK-TREASURER / AARON FRANK

MOTION: Berzins moved to approve the November 21, 2023 and December 5, 2023 Regular Council meeting minutes. Seconded by Tommer. Motion carried 5-0.

- Mr. Frank received a letter from the CEO at Clemens Nelson and Associates, Inc. thanking Mayor Procuk and Council for allowing them to be of service during 2023, also advising them of their hourly rates under their management's consultant agreement with The Village of Brooklyn Heights on and after August 1, 2024.
- Mr. Frank stated they received their last Rita deposit and they are ending the year at \$8,076,089.58 with a net profit of \$72,214. They transferred \$1,187,404 into the Capital Fund and an additional \$210,000 will be what they transferred from Economic Development Fund. He will be doing December's transfers next week before they close the month and year.

MAYOR'S REPORT / MAYOR PROCUK

- Mayor Procuk said that he's been approached several times about Jeffery Talani, age 70, asking him about his next potential release date. Mayor Procuk stated that Talani is still at Richland Correctional Institution and will not be up for parole again for five years. He said his next potential release date would be October 1st, 2028.

Councilmen Berzins wanted to congratulate Rocky Schuckert on the Election and he also thanked Council for helping him during the last two years. He stated the department heads are all doing a great job and work hard to keep the budget intact. Mayor Procuk thanked Mr. Berzins for stepping up and accepting the position along with the challenges that came with it.

ORDINANCES & RESOLUTIONS

ORDINANCE 111-2023 AN EMERGENCY ORDINANCE AUTHORIZING THE MAYOR AND/OR CLERK/TREASURER TO ENTER INTO AN AGREEMENT WITH TECHTRONIC OFFICE PRODUCTS SALES & SERVICE (TOPSS) FOR SOFTWARE AND NETWORK SERVICES FOR THE VILLAGE OF BROOKLYN HEIGHTS FROM JANUARY 1, 2024 THROUGH DECEMBER 31, 2024

Sponsor: Berzins

Second: Tommer

Yeas: 4 / Nays: 0

Ordinance 111-2023 is adopted 4-0

ORDINANCE 112-2023 AN EMERGENCY ORDINANCE AUTHORIZING THE MAYOR AND/OR CLERK/TREASURER TO ENTER INTO AN AGREEMENT WITH DELTA DENTAL FOR DENTAL COVERAGE FOR EMPLOYEES OF THE VILLAGE OF BROOKLYN HEIGHTS

Sponsor: Berzins

Second: Lasky

Yeas: 4 / Nays: 0

Ordinance 112-2023 is adopted 4-0

ORDINANCE 113-2023 AN EMERGENCY ORDINANCE FOR THE APPROPRIATION FOR THE FISCAL YEAR 2023

Sponsor: Berzins

Second: Tommer

Yeas: 4 / Nays: 0

Ordinance 113-2023 is adopted 4-0

ORDINANCE 114-2023 AN EMERGENCY ORDINANCE TO MAKE APPROPRIATIONS FOR THE CURRENT EXPENSES AND EXPENDITURES OF THE VILLAGE OF BROOKLYN HEIGHTS, OHIO DURING THE PERIOD FROM JANUARY 1, 2024 TO AND INCLUDING MARCH 31, 2024

Sponsor: Berzins

Second: Presot

Yeas: 4 / Nays: 0

Ordinance 114-2023 is adopted 4-0


There being no further business to come before the Council, it was moved by Berzins and seconded by Presot that the meeting be adjourned.

Yeas: All

Meeting adjourned.



Mayor



Clerk/Treasurer