

COUNCIL OF THE VILLAGE OF BROOKLYN HEIGHTS

MINUTES OF A MEETING

HELD February 21, 2023 **20** _____

A meeting of the Council of the Village of Brooklyn Heights, Ohio was held on February 21, 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, Tommer, Walsh
	Mayor	Procuk
	Clerk/Treasurer	Frank
	Law Director	Mason
	Assistant Law Director	
	Engineer	Zoldak
	Police Chief	
	Fire Chief	Stefanko
	Asst. Fire Chief	Lasky (Mike)
	Service Director	Blados
	Bldg. Commissioner	
	Asst. Bldg. Comm.	Sonenstein
	Comm. Service Director	Guilfoyle
	Recreation Director	
Soccer Commissioner		
GUESTS:		
Allen & Lynn Pfenninger, Patty Tommer, Families of Firefighter Candidates, Fire Department Members		

MOTION: Mr. Berzins moved to excuse Council Member Presot due to illness. Seconded by Mr. Tommer. Motion carried 4-0.

ORDINANCE 18-2023 was read and passed 4-0. Mayor Procuk conducted the swearing in of Jack Petrick as a member of the Brooklyn Heights Fire Department.

ORDINANCE 19-2023 was read and passed 4-0. Mayor Procuk conducted the swearing in of Matthew Connors as a member of the Brooklyn Heights Fire Department.

MOTION: Mr. Walsh moved to approve the minutes from the February 7th Regular Council meeting. Seconded by Mr. Tommer. Motion carried 4-0.

FIRE DEPARTMENT / CHIEF STEFANKO

- Chief Stefanko introduced and spoke briefly about the new firefighters Jack Petrick and Matthew Connors.
- Chief Lasky spoke about previous firefighters and their length of stay at the department.

MOTION: Mr. Walsh moved to pay \$4,296.92 to the Cleveland Division of Water for the annual Fire Department Hydrant rental and repair fee. Seconded by Mr. Berzins. Motion carried 4-0.

COUNCIL OF THE VILLAGE OF BROOKLYN HEIGHTS

MINUTES OF A MEETING

HELD February 21, 2023 **20**

CORRESPONDENCE / MAYOR PROCUK

- A thank you note was received from the Kiel Family for the floral arrangement sent for the wake of Tom Hochman's father-in-law.
- Correspondence was received from Ted Biskind from American Benefits Group regarding the long delay for reimbursement for a prescription. It appears the pharmacy failed to submit the claim. Mr. Biskind shared that, after speaking with Medical Mutual, if reimbursement is not received within two weeks, employees should call and request the pharmacy to resubmit.
- A resignation letter was received from Nick Kahwagi. He is grateful for the opportunity to have worked for the Brooklyn Heights Fire Department and due to personal reasons he is focusing his career elsewhere. Chief Stefanko officially accepted the resignation by letter and all equipment and uniforms were turned in.
- A note was received from Becky Gogol and Chelsea Taylor informing everyone that the date for the annual 5K run is Sunday, October 15th.

AUDIENCE COMMENTS

- Resident Allen Pfenninger was following up with Council regarding the use of Jake Brakes on Granger Road.
- Mayor ProcuK explained that our Engineer has worked with ODOT on this issue and there is a Resolution that will be read tonight, as required by ODOT, that "no engine brake" signage can be placed on Granger Road within Village Corporation limits.
- Resolution 06-2023 was read and passed at this time. Signage placement was discussed.
- Mayor ProcuK asked the Service Director the cost for the signs and Mr. Blados responded that the quote is \$205 for two, 24" x 24" signs. He was instructed to order four signs.

SERVICE DEPARTMENT / JOE BLADOS

MOTION: Mr. Walsh moved to pay Fuel Management LLC \$4,200 for consulting for underground storage tanks and programming. Seconded by Mr. Berzins. Motion carried 4-0.

MOTION: Mr. Lasky moved to pay Lisco Heating \$1,105 for repairs to the garage infrared heating system. Seconded by Mr. Tommer. Motion carried 4-0.

- He is requesting to purchase a Billy Goat Hurricane Blower from Marshall Power Equipment and the cost is \$11,860 that could be used at least three out of four seasons. He can secure the purchase with a letter of intent to Marshall Power Equipment and will request an ordinance for the March 7th Council Meeting. NOPEC funds will cover most of the purchase.

ENGINEER / JENNIFER ZOLDAK

- Ms. Zoldak reported that last year the Dorset, Bancroft funding project was discussed and wanted to clarify that we did pass Resolution 2-2022 authorizing us to take the project to bid. With that in place already, accurate pricing has been obtained and they will proceed.

COUNCIL OF THE VILLAGE OF BROOKLYN HEIGHTS

MINUTES OF A MEETING

HELD February 21, 2023 **20**

CLERK-TREASURER / AARON FRANK

MOTION: Mr. Lasky moved to pay the Monsour Gavin invoice in the amount of \$3,104.66 for legal services rendered regarding the Kurtz landfill expansion. Seconded by Mr. Berzins. Motion carried 4-0.

- The second RITA drop was received in the amount of \$161,000, less the fee of about \$157,000. \$20,000 net profit was received giving us a total municipal income line in the month of February of \$650,595.
- The transfer to the Capital Fund will be \$97,589 this month.
- The budget has been updated with the healthcare, vision, dental and life costs.

MAYOR'S REPORT / MAYOR PROCUK

- He stated that he will be asking to go into Executive Session later this evening to discuss negotiations with the Fraternal Order of Police.
- Through the first two months, we're at \$1,380,000 in RITA collections which is about \$300,000 ahead of the projected numbers.
- We are \$52,000 behind last year's revenue but last year we had the second highest deposit in our history in February of \$770,000. The \$650,000 that came in this February closely tracks the \$651,000 both in 2021 and 2020. A large check of over \$100,000 had to be refunded to a person with a high salary that worked from home in 2021. RITA refunded their money after the request was received and that was deducted from our amount.

COMMUNITY SERVICES DEPARTMENT / SHANE TOMMER

- A committee meeting was held tonight and Council agreed to charge \$200 for the participants in the 2023 Senior Lawn Cutting Program.

COMMUNITY SERVICES / THEA GUILFOYLE

- After an extended medical leave, employee Donna Algeri worked remotely for three days and, unfortunately, realized she was unable to resume working due to her medical status.
- She submitted a letter stating that she will utilize the remainder of her FML, apply for disability and not return to work. She requested that her health insurance remain in place, on a month-to-month basis, for 90 days. She will pay the employee portion (13%).
- If her disability is approved prior to 90 days, she will let the Village know that she will be receiving coverage under disability and no longer request coverage under the village policy.
- It was approved by Council to allow her to remain on our Village health policy and further agreed that Donna Algeri is responsible for the out of pocket costs of the HRA.
- Should the disability claim not be in place within 90 days, Council will reassess the situation at that time. This package was referred to as Severance Insurance.

COUNCIL OF THE VILLAGE OF BROOKLYN HEIGHTS

MINUTES OF A MEETING

HELD February 21, 2023 20

FINANCE COMMITTEE / MATT WALSH

- A Finance Committee was held this evening in Executive Session to discuss the audit and exit review.
- Mr. Walsh also shared that he spoke to Mark Dobbins, President of the Cuyahoga Heights School Board, and they are holding a Finance Committee meeting tomorrow night at 5:30 pm at the school library.

CLERK/TREASURER AARON FRANK REVIEWED SCHEDULE MEETINGS

March 7 th *	6:30 pm	Wage & Salary	Department Head Salaries
(* This meeting is still to be determined)			
April 18 th	TBD	Streets	Repair/Replacement of mailboxes

ORDINANCES & RESOLUTIONS

ORDINANCE 11-2023 AN ORDINANCE AUTHORIZING THE MAYOR AND/OR CLERK/TREASURER TO ENTER INTO AN AGREEMENT WITH KURTZ BROS. INC. IN WHICH KURTZ BROS., INC. WILL FOREGO THE OPERATION OF A NEW LANDFILL IN THE VILLAGE OF BROOKLYN HEIGHTS BY DONATING THE PROPERTY TO AN ENTITY AFFILIATED WITH THE WEST CREEK CONSERVANCY (2nd Reading)

Sponsor: Berzins

Second: Walsh

Yeas: 4 / Nays: 0

Ordinance 11-2022 is adopted 4-0

ORDINANCE 15-2023 AN EMERGENCY ORDINANCE AUTHORIZING THE MAYOR AND/OR CLERK/TREASURER TO PAY THE 2022 MUNICIPAL COURT DISTRICT COST ALLOCATION FOR BROOKLYN HEIGHTS TO THE CITY OF PARMA

Sponsor: Walsh

Second: Lasky

Yeas: 4 / Nays: 0

Ordinance 15-2023 is adopted 4-0

ORDINANCE 16-2023 AN EMERGENCY ORDINANCE AUTHORIZING THE MAYOR AND/OR CLERK/TREASURER TO MAKE PAYMENT TO SIGNAL-SERVICE COMPANY FOR REPAIRS MADE ON A VILLAGE STREET LIGHT

Sponsor: Berzins

Second: Walsh

Yeas: 4 / Nays: 0

Ordinance 16-2023 is adopted 4-0

COUNCIL OF THE VILLAGE OF BROOKLYN HEIGHTS

MINUTES OF A MEETING

HELD February 21, 2023 **20**

ORDINANCE 17-2023 AN EMERGENCY ORDINANCE AUTHORIZING THE MAYOR AND/OR CLERK/TREASURER TO ENTER INTO A CONTRACT WITH LEXIPOL LLC FOR THE POLICE DEPARTMENT FOR LAW ENFORCEMENT POLICE MANUALS AND TRAINING BULLETINS

Sponsor: Lasky

Second: Tommer

Yeas: 4 / Nays: 0

Ordinance 17-2023 is adopted 4-0

ORDINANCE 18-2023 AN EMERGENCY ORDINANCE AUTHORIZING THE APPOINTMENT OF FIREFIGHTER, JACK PETRICK

Sponsor: All of Council

Second: Lasky

Yeas: 4 / Nays: 0

Ordinance 18-2023 is adopted 4-0

ORDINANCE 19-2023 AN EMERGENCY ORDINANCE AUTHORIZING THE APPOINTMENT OF FIREFIGHTER, MATTHEW CONNORS

Sponsor: All of Council

Second: Berzins

Yeas: 4 / Nays: 0

Ordinance 19-2023 is adopted 4-0

ORDINANCE 20-2023 AN EMERGENCY ORDINANCE AUTHORIZING THE VILLAGE OF BROOKLYN HEIGHTS TO MAINTAIN MEMBERSHIP IN THE SOUTHWEST COUNCIL OF GOVERNMENTS FOR THE YEAR 2023

Sponsor: Walsh

Second: Berzins

Yeas: 4 / Nays: 0

Ordinance 20-2023 is adopted 4-0

ORDINANCE 21-2023 AN EMERGENCY ORDINANCE AUTHORIZING THE CLERK/TREASURER TO MAKE PAYMENT TO CHAGRIN VALLEY ENGINEERING, LTD. FOR SERVICES RENDERED ON VILLAGE PROJECTS

Sponsor: Walsh

Second: Lasky

Yeas: 4 / Nays: 0

Ordinance 21-2023 is adopted 4-0

RESOLUTION 05-2023 AN EMERGENCY RESOLUTION AUTHORIZING THE ENGINEER TO PREPARE PLANS, SPECIFICATIONS, AND AUTHORIZE TO BID THE GRANGER ROAD GUARDRAIL REMOVAL AND REPLACEMENT PROJECT

Sponsor: Berzins

Second: Tommer

Yeas: 4 / Nays: 0

Resolution 05-2023 is adopted 4-0

COUNCIL OF THE VILLAGE OF BROOKLYN HEIGHTS

MINUTES OF A MEETING

HELD _____ February 21, 2023 _____ 20 _____

RESOLUTION 06-2023 AN EMERGENCY RESOLUTION AUTHORIZING THE VILLAGE OF BROOKLYN HEIGHTS TO INSTALL "NO ENGINE BRAKE" SIGNAGE ALONG STATE ROUTE 17 (ALSO KNOWN AS GRANGER ROAD) WITHIN THE VILLAGE CORPORATION LIMITS

Sponsor: Walsh

Second: Tommer

Yeas: 4 / Nays: 0

Resolution 06-2023 is adopted 4-0

MOTION: Mr. Berzins moved to go into Executive Session to discuss to discuss litigation. Seconded by Mr. Walsh. Motion carried 4-0.

RETURN FROM EXECUTIVE SESSION

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

Yeas: All

Meeting adjourned.



Mayor



Clerk/Treasurer