

# COUNCIL OF THE VILLAGE OF BROOKLYN HEIGHTS

## MINUTES OF A MEETING

HELD: AUGUST 15, 2023

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A meeting of the Council of the Village of Brooklyn Heights, Ohio was held on August 15, 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	
Assistant Law Director	Mason
Engineer	
Police Chief	
Fire Chief	
Asst. Fire Chief	Lasky (Mike)
Service Director	Blados
Bldg. Commissioner	
Asst. Bldg. Comm.	
Comm. Service Director	
Recreation Director	
Soccer Commissioner	

GUESTS: Chase Cochran

**MOTION:** Lasky moved to excuse Councilman Walsh due to illness. Seconded by Presot. Motion carried 4-0.

**MOTION:** Berzins moved to approve the July 18, 2023 Regular Council meeting minutes. Seconded by Tommer. Motion carried 4-0.

**MOTION:** Berzins moved to approve the August 1, 2023 Regular Council meeting minutes. Seconded by Tommer. Motion carried 4-0.

**CORRESPONDENCE / MAYOR PROCUK**

- A letter was received from Tom Rabe, Executive Vice President of the Greater Cleveland Safety Council thanking us for renewing our membership with them and the Membership Certificate was enclosed.
- Jennifer Zoldak, Engineer, sent a letter regarding the Dorset Project stating that all residential driveways are now open. The contractor is doing two final pours, one on Wednesday and one on Friday on the cul-de-sac. All pavement will be poured by the end of day on Friday. Service Director Blados coordinated with the Transportation Department at the school and the plan is to restrict bus access to the Dorset cul-de-sac until Monday. Starting on Monday, all pavement will be installed and ready with

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no impact to the bus service. The contractor will be working on restoration that will be completed over the next few weeks. The entire job should be seeded, mulched and done, aside from the grass growing.

- Correspondence from Clerk/Treasurer Frank to Mark Termini confirming the receipt for the third payment and that the hard copy is in the mail. Mr. Termini replied that it was received and on behalf of the Saunders Family and himself, and thanked him for his work on this project.
- An email was received from Councilwoman Presot stating that her son Dominic had 418 hours of community service at the time of graduation and that they were all earned within the Village except eight hours were from the Meijer Grand Opening.

### **AUDIENCE COMMENTS**

- Chase Cochran introduced himself and attended on behalf of Congressman Max Miller. He works out of the Parma Office and his role is a field organizer for Cuyahoga and Medina Counties. He shared that his office is ready to assist with grants and any other matters. He distributed his business cards. He stated that they submitted 15 earmarks for funding; the maximum allowable and they were all approved. Not all were approved for the requested amounts but all were approved. Mr. Miller is focused on safety forces, safety and security, infrastructure projects and career tech development.

### **FIRE DEPARTMENT / ASSISTANT CHIEF LASKY**

- He reported that Chief Stefanko is doing very well after his knee surgery.
- This past year they received a FEMA grant and purchased helmets, hoods, gloves and boots. There was money left over and he learned that he could resubmit the grant for additional equipment. They would like to purchase an 18" battery-powered positive pressure fan for \$4,999. The grant will reimburse us \$3,113.33.
- Mr. Frank brought up a motion that he spoke to Chief Stefanko about for annual necessary testing. After discussion, it was realized that this was passed at a previous meeting.

**MOTION:** Presot moved to pay \$4,999 for an 18" Battery-Powered Positive Pressure Fan for use by the Fire Department. Seconded by Tommer. Motion carried 4-0.

### **CLERK-TREASURER / AARON FRANK**

**MOTION:** Berzins moved to pay \$2,102.06 to Clemens Nelson for HR Services. Seconded by Lasky. Motion carried 4-0.

- The month of July was closed and reports previously distributed. The General Fund is at 2.9 Million and the surplus for the year is at \$340,817.
- Assistant Law Director Marty Mason will be preparing legislation to transfer the money for the couple of recent retirees so we will see some movement of the 203 Fund.
- The Capital Fund is at \$668,000. We're at the end of the Spring Road Project and we're going to owe approximately \$80,000. Engineer Zoldak is working with NEORS D because there is about \$260,000 that we're hoping the sewer company will cover and it would put us in the red temporarily with that fund on the sewer side. The out-of-pocket amount of the project changed a couple times, first up to \$99,000 and now an additional \$58,000. We can handle this but an overage of \$260,000 was unexpected and Engineer Zoldak put together a report spelling this out in simple terms. She is working with NEORS D to get them to cover what we feel they should. The Dorset Project is completely funded by the Village, no

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grant dollars, and we budgeted for that. Should we have to pay the \$260,000, it would greatly affect our fund. The Clerk/Treasurer and Engineer are watching this very closely.

- There will be a lot of activity in the Capital Fund with road projects being completed and also grant reimbursements coming in and large payments going out.
- They received the ARPA Funding for the elevator in the amount of \$150,000 in addition to the \$27,000 ARPA Funds left over from the new bus for a total of \$177,000. This is all ear-marked for the elevator repair.
- Mr. Blados added that Otis came back out and did more inspections, more measurements and are putting together more approvals and this should all be moving soon. Mr. Berzins inquired if this included the updating of the alarm systems and he responded that they are still working on getting solid quotes.
- The monthly report reflects that we are working at about 2% under budget. The second RITA drop hit and we are at \$591,000 for the month. In addition, we received about \$10,000 in net profit for a total of \$601,000 for August.
- He spoke to the Ohio Historical Society regarding records retention and sent them an outline of what we want to do. He will follow this through and both the Law Director and Assistant Law Director are also researching what is allowable.
- There will be a Parks, Playground & Community Services committee meeting on September 5<sup>th</sup> at 7:00 pm to discuss a new recreation platform that Community Services Director Thea Guilfoyle is working on. They all attended a webinar presentation on the platform and it is impressive, efficient, affordable and will do everything we need and more. The other part of the meeting will be to discuss the cost for the Senior Snow Plowing program.

### MAYOR'S REPORT / MAYOR PROCUK

- The numbers are phenomenal for August but again, it's like a roller coaster. In 2021 we had a huge RITA drop of just over one million in one month. In 2021, our August receipts were just under \$600,000 and in 2022 they were a little more than \$500,000 and this month, we have the extra \$10,000 and we're at \$601,000. We're seeing very consistent numbers year to date and are \$464,000 ahead of what we expected. We saw about that same number, about \$400,000 more than in 2022 and \$500,000 more than 2021 and a Million more than the 2020 Covid year.
- The General Fund surplus is very healthy and we're operating about 2% under budget. Things are looking good financially.

### ORDINANCES & RESOLUTIONS

#### ORDINANCE 77-2023 AN EMERGENCY ORDINANCE AUTHORIZING THE CLERK/TREASURER TO MAKE PAYMENT TO CHAGRIN VALLEY ENGINEERING, LTD. FOR SERVICES RENDERED ON VILLAGE PROJECTS

Sponsor: Lasky

Second: Tommer

Yeas: 4 / Nays: 0

Ordinance 77-2023 is adopted 4-0

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**ORDINANCE 78-2023 AN EMERGENCY ORDINANCE AUTHORIZING THE MAYOR AND/OR VILLAGE CLERK/TREASURER TO APPROVE THE CHANGE ORDER TO ADD ADDITIONAL SAFETY ITEMS WITH SUTPHEN FOR THE 2024 SUTPHEN PUMPER FOR USE BY THE VILLAGE OF BROOKYN HEIGHTS FIRE DEPARTMENT**

Sponsor: Berzins

Second: Presot

Yeas: 4/ Nays: 0

Ordinance 78-2023 is adopted 4-0

**ORDINANCE 79-2023 AN EMERGENCY ORDINANCE AUTHORIZING THE MAYOR AND/OR CLERK/TREASURER TO ENTER INTO AN AGREEMENT TO PURCHASE LICENSE PLATE READERS AND AN HD CAMERA FOR THE POLICE DEPARTMENT FROM FLOCK SAFETY**

Sponsor: Tommer

Second: Berzins

Yeas: 4 / Nays: 0

Ordinance 79-2023 is adopted 4-0

**ORDINANCE 80-2023 AN EMERGENCY ORDINANCE AUTHORIZING THE MAYOR AND/OR VILLAGE CLERK/TREASURER TO ENTER INTO AN AGREEMENT WITH EYE MED VISION CARE FOR THE PURCHASE OF VISION COVERAGE FOR ELIGIBLE EMPLOYEES**

Sponsor: Presot

Second: Berzins

Yeas: 4 / Nays: 0

Ordinance 80-2023 is adopted 4-0

**ORDINANCE 81-2023 JULY PAY ORDINANCE**

Sponsor: Lasky

Second: Tommer

Yeas: 4 / Nays: 0

Ordinance 81-2023 is adopted 4-0

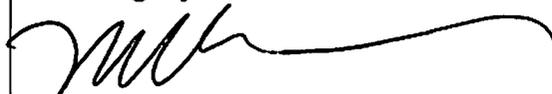
**MOTION: Presot moved to go into Executive Session to discuss litigation and a personnel matter. Seconded by Tommer. Motion carried 5-0.**

**RETURN FROM EXECUTIVE SESSION**

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