

# COUNCIL OF THE VILLAGE OF BROOKLYN HEIGHTS

## MINUTES OF A MEETING

HELD August 16, 2022 20       

A meeting of the Council of the Village of Brooklyn Heights, Ohio was held on August 16, 2022 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, Blados, Lasky, Presot, Walsh
	Mayor:	Procuk
	Clerk/Treasurer:	Frank
	Law Director:	Dowling
	Assistant Law Director:	
	Engineer:	Henry
	Police Chief:	
	Fire Chief:	Stefanko
	Asst. Fire Chief:	Lasky (Mike)
	Acting Service Dir:	Florjancic
	Bldg. Commissioner:	
	Asst. Bldg. Comm.	
	Comm. Service Dir:	
	Recreation Dir:	
	Soccer Commissioner:	

### GUESTS:

**MOTION:** Mr. Berzins moved to approve the minutes from the August 2<sup>nd</sup> council meeting. Seconded by Mr. Presot. Motion carried 5-0.

Mayor Procuk conducted the swearing in of newly-appointed firefighter John Kearns.

### FIRE DEPARTMENT / JOE STEFANKO

**MOTION:** Mr. Berzins moved to pay \$1,400 to Cuyahoga County College for two firefighters to attend the safety inspector class. Seconded by Mrs. Presot. Motion carried 5-0.

**MOTION:** Mr. Lasky moved to pay \$2,995 to Fire Safety Services for an additional set of turnout gear. Seconded by Mr. Walsh. Motion carried 5-0.

Reported that University Hospital will, once again, offer some sponsorship of the 5K Race scheduled for October 16<sup>th</sup>.

### SERVICE DEPARTMENT / MIKE FLORJANCIK

- The water line for the new drinking fountain by the soccer field has been replaced.
- At the Municipal Center, they had to replace a 20' piece of cast iron pipe due to a crack. It was replaced with plastic and is in good shape.
- Jason Knowles looked at the tree at the West 6<sup>th</sup> property we're temporarily maintaining. He reported that the tree, potentially slated for removal, may have roots extending to two neighboring properties. In that case, the tree would be partially owned by two additional parties.
- Mayor Procuk inquired if he wanted to report on the West 6<sup>th</sup> Street home or leave it up to the legal team. Mr. Florjancik replied that they cut the grass and sprayed Round Up to kill the poison ivy, etc. The front is cut and cleaned up but not much has been done in the back. They have been waiting on the tree to be inspected.

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

- The RITA drop was \$69,000 less the \$2,000 fee for a grand total for the month of August of \$500,780.72.
- At this time, we are several hundred dollars ahead of our budget and could end the year with 7.8 million (7.2 was estimated)
- With the \$771,000 variance in the general fund, we closed July with 2.7 million in that fund and 1.2 million in the capital fund.
- The second tranche of the ARPA fund hit and we have \$156,000 in ARPA money.
- The Economic Development fund is flush with \$745,000 and we are still waiting on RITA to finalize things with the VNA so they can get reimbursed for their annual incentive fund. Mayor Procuk asked what the estimate of that was and Mr. Frank responded that it is approximately \$200-250,000.
- We are operating at 3.5% under budget.
- We are still waiting on the audit to be done after a long, drawn out process. Once completed, we will work with the Assistant Law Director on items to free up funds in miscellaneous accounts.
- We received the three letters from the Ohio Department of Taxation indicating the final determination of the three parcels we've been working all expect to be tax exempt and believe that process is done. Mr. Blados asked if this has to be revisited every few years and he responded that he is waiting on that answer.
- He met with the bank representative from Chase to explore options to our credit card usage to begin earning rewards that could be beneficial to the village.

### **MAYORS REPORT**

- We've spent 4.6 million so far this year and a little over 2 million of that is in Police and Fire. The police are operating almost 7% under budget and fire is even a little bit better at 12% under budget.
- The second drop of the month was \$745,000. We have only had one month that exceeded \$700,000 in our history which was an anomaly due to one or more businesses having big years.
- We were expecting to be at 5.1 million at this point through August (with the anomaly worth 5.3 million).
- Our Economic Development fund is \$100,000 better than we were last year; we're 1 million dollars better than we were in 2020 and about 1.1 million better than we were in 2019.
- I am going to propose legislation that we increase the percentage going into the capital fund from 10% to 15%. It will be ready for the September 6<sup>th</sup> meeting as a regular ordinance, be passed at the second September meeting and go in effect in the middle of October to begin in November. Mr. Frank pointed out that it was September of 2021 that we did the 5% transfer.
- Our current surplus in the general fund is \$771,000 and our surplus would be almost 1.6 million if we included the funds in the Economic Development fund and the employee pay out fund.

### **PARK, PLAYGROUND & COMMUNITY SERVICES COMMITTEE**

- Mr. Blados reiterated the committee meeting discussions earlier regarding improvement options and costs for the Diamond #2 area. It was decided to revisit the plans in October. The scope of it would be slated for the summer of 2024. Benches for the upper park were also discussed.

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### **CLERK/TREASURER FRANK REVIEWED THE SCHEDULED MEETINGS:**

September 6	7:00 pm	Safety	Fire Dept. Billing Services
September 6	7:15 pm	Community Services	Senior Snow Plowing

### **ORDINANCES & RESOLUTIONS**

**ORDINANCE 75-2022** AN EMERGENCY ORDINANCE CONFIRMING THE APPOINTMENT OF JEROME E. DOWLING AS VILLAGE LAW DIRECTOR AND AUTHORIZING THE MAYOR AND/OR CLERK-TREASURER TO ENTER INTO A CONTRACT FOR LEGAL SERVICES

Sponsor: Mr. Presot

Second: Mr. Walsh

Yeas: 5 / Nays: 0

Ordinance 75-2022 is adopted 5-0

**ORDINANCE 76-2022** AN EMERGENCY ORDINANCE AUTHORIZING THE CLERK/TREASURER TO MAKE PAYMENT TO CHAGRIN VALLEY ENGINEERING, LTD. FOR SERVICES RENDERED ON VILLAGE PROJECTS

Sponsor: Mr. Lasky

Second: Mr. Blados

Yeas: 5 / Nays: 0

Ordinance 76-2022 is adopted 5-0

**ORDINANCE 77-2022** AN ORDINANCE AUTHORIZING THE MAYOR AND/OR CLERK-TREASURER TO ENTER INTO A CONTRACT WITH SCANWORKS LLC FOR THE DIGITAL RECORDING OF THE VILLAGE OF BROOKLYN HEIGHTS BUILDING DEPARTMENT RECORDS

Sponsor: Mr. Berzins

Second: Mrs. Presot

No vote taken

Ordinance 77-2022 will be considered for a vote at the September 6<sup>th</sup> council meeting

**ORDINANCE 78-2022** AN EMERGENCY ORDINANCE AUTHORIZING MAYOR AND/OR CLERK TREASURER TO ENTER INTO AN AGREEMENT WITH CHAGRIN VALLEY PAVING FOR THE 2022 ASPHALT PROGRAM

Sponsor: Mr. Blados

Second: Mrs. Presot

Yeas: 5 / Nays: 0

Ordinance 78-2022 is adopted 5-0

**ORDINANCE 79-2022** AN EMERGENCY ORDINANCE AUTHORIZING THE APPOINTMENT OF FIREFIGHTER, JOHN KEARNS

Sponsor: All of Council

Second: Mr. Presot

Yeas: 5 / Nays: 0

Ordinance 79-2022 is adopted 5-0

**ORDINANCE 80-2022** AUGUST PAY ORDINANCE

Sponsor: Mr. Lasky

Second: Mr. Berzins

Yeas: 5 / Nays: 0

Ordinance 80-2022 is adopted 5-0

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

Yeas: All

Meeting adjourned.



Mayor



Clerk/Treasurer