

# VILLAGE OF BROOKLYN HEIGHTS

## MINUTES OF A MEETING

December 15, 2020

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A meeting of the Council of the Village of Brooklyn Heights, Ohio was held on December 15, 2020 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, Lahiff, Lasky, Presot & Walsh
	Mayor:	Procuk
	Clerk/Treasurer:	Frank
	Law Director:	Dowling
	Engineer:	Henry
	Police Chief:	
	Fire Chief:	
	Asst. Chief:	
	Service Director:	
	Bldg. Commissioner:	
	Asst. Bldg. Comm.:	
	Comm. Service Dir.:	
	Recreation Dir.:	
	Soccer Dir.:	
GUESTS:	Kovar	

### CORRESPONDENCE

- Email to Chief Meade from Ptl. Jack Wilkins informing the chief of his resignation from the Police Department effective December 11, 2020.
- Read the responding email dated December 10<sup>th</sup> from Chief Meade to Ptl. Jack Wilkins accepting his resignation effective December 11, 2020. He informed Ptl. Wilkins that he owes the village one day pay for Christmas which he has already used. This will be deducted from his final paycheck. He also informed Ptl. Wilkins that he could purchase his bullet-proof vest at a cost of \$185. Ptl. Wilkins is joining the Lakewood Police Department.
- Email dated December 15<sup>th</sup> from Service Director Ed Hatgas informing council of his upcoming shoulder surgery on December 18<sup>th</sup>. He will use his vacation and then sick time. He informed them that he can be reached by phone and that Foreman Chris Triscari will be in charge.
- Email dated December 7<sup>th</sup> from NOPEC regarding the Sponsorship Grant. The village has been awarded \$1,000 for 2021. Mr. Mark Lasky thanked Park Board Treasurer Gary Suchocki, Clerk/Treasurer Frank, Mrs. Guilfoyle and Donna Algeri for their help in obtaining the grant.

### SERVICE DIRECTOR

- Mayor Procuk read a memo from Service Director Hatgas requesting a motion. **MOTION: Mr. Blados moved to pay Presot Masonry and Construction \$1,000 for repairs to the Community Center for damage done by Kimble. To be reimbursed by Kimble. Second by Mr. Lahiff. Motion carried 5-0**

### CLERK/TREASURER

- Mr. Frank closed the month of November with a surplus of \$251,000.
- \$10,000 was deposited into the Retiree Fund and \$45,000 into the Economic Development Fund.
- We received a large check from the City of Cleveland for the W. 5<sup>th</sup> Street work and a portion of that will pay the Chagrin Valley Engineering invoice.
- We are operating at 10% under budget for 2020.
- The second R.I.T.A municipal income for December was \$243,000 bringing our total Municipal Income for 2020 to \$6,352,461 which is about \$212,000 over our predicted amount.

**VILLAGE OF BROOKLYN HEIGHTS**

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- **MOTION: Mrs. Presot moved to pay TOPSS, Inc. \$1,288 for the Barracuda 300 Email Energize Update one-year subscription (expires 12/27/2021). Second by Mr. Walsh Motion carried 5-0**
- The Exit Audit interview went very well and Mayor Procuik said it was the cleanest audit he has seen. There are 54 outstanding checks with some being almost 20 years old making reconciling the accounts difficult. The auditors pointed this out and Mr. Frank will try to clear this up in 2021. It will go into an Unclaimed Funds account. If the funds remain unclaimed then the money will go back into the General Fund.

**MAYOR'S REPORT**

- Mayor Procuik said we are \$430,000 ahead of 2019 so we are finishing the year in good shape.
- He reminded council that we will be swearing in two additional police officers at the January 5, 2021 meeting.
- He has prepared a Resolution and will call a special meeting once we receive the expected \$277,316 BWC check. He would like to put the funds into the Capital Improvement Fund. Hopefully we will have the money before the end of the month.

**PARK AD HOC COMMITTEE**

- The committee met to discuss the regrading of the upper park small playground and new equipment. The also discussed the basketball courts and tennis courts.
- Mr. Henry has been working on grants
- Mr. Blados thanked all who have been involved this year in the committee meetings.

**ORDINANCES & RESOLUTIONS**

**ORDINANCE 68-2020- AN EMERGENCY ORDINANCE AUTHORIZING THE VILLAGE OF BROOKLYN HEIGHTS TO ENTER INTO AN AGREEMENT WITH CHAGRIN VALLEY ENGINEERING, LTD., WITH MICHAEL E. HENRY PE AS MUNICIPAL ENGINEER FOR ENGINEERING SERVICE FOR THE VILLAGE**

Sponsor: All of Council

Second: Mrs. Presot

Yeas: Lahiff, Blados, Presot, Lasky, Walsh

Nays: None

Ordinance 68-2020 is adopted 5-0

**ORDINANCE 69-2020- 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: Mr. Lahiff

Second: Mr. Blados

Yeas: Lahiff, Blados, Presot, Lasky, Walsh

Nays: None

Ordinance 69-2020 is adopted 5-0

Mr. Blados said some residents told him to thank the Service Department for clearing the path in the park and on the roads.

Mayor Procuik said that there will be no change in 2021 committee assignments and a Charter Review Commission will be established in 2021.

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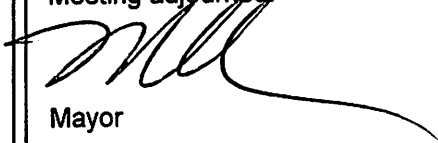
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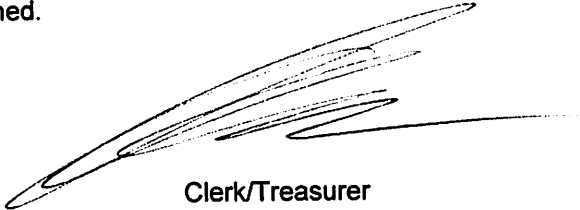
There being no further business to come before the council, it was moved by Mrs. Presot and seconded by Mr. Blados that the meeting be adjourned.

Yeas: All

Meeting adjourned.



Mayor



Clerk/Treasurer