

COUNCIL OF THE VILLAGE OF BROOKLYN HEIGHTS

MINUTES OF A MEETING

HELD January 18, 2022 **20**

A meeting of the Council of the Village of Brooklyn Heights, Ohio was held on January 18, 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: | Blados, Lasky, Presot & Walsh |
| Mayor: | Procuk |
| Clerk/Treasurer: | Frank |
| Law Director: | Dowling |
| Engineer: | |
| Police Chief: | |
| Fire Chief: | |
| Asst. Fire Chief: | |
| Acting Service Dir: | |
| Bldg. Commissioner: | |
| Asst. Bldg. Comm. | |
| Comm. Service Dir: | |
| Recreation Dir: | |
| Soccer Dir: | |

GUESTS: **None**

A moment of silence was observed in honor of Robert Schrade, Jr. who passed away.

MOTION: Mr. Walsh moved to approve the minutes of the January 4, 2022 regular council meeting. Seconded by Mrs. Presot. Motion carried 4-0

CORRESPONDENCE

- Ohio Municipal League is offering seminars for municipal officials. A seminar is scheduled for March 26th at the Embassy Suites on Rockside Road.
- First Energy has notified us that they will have their helicopter up inspecting lines and poles.

AUDIENCE COMMENTS

- None

LAW DIRECTOR

- The new Assistant Law Director, Marty Mason, is here and he will begin on February 1st.

CLERK / TREASURER

- Have the Concentra bill to cover the medical costs associated with an employee injury.
- Asked for a motion to pay the bill in the amount of \$2,255.99 for employee Christopher Triscari

MOTION: Mr. Walsh moved to approve payment of the Concentra bill in the amount of \$2,255.69. Seconded by Mrs. Presot. Motion carried 4-0

- We closed the month and the report reflects that we have \$1.942 million in the general fund with a variance of \$441,000 which includes moving a half million dollars into the capital fund.
- The capital fund has an ending balance of \$1.112 million with a variance of \$605,000
- The Economic Development fund has \$566,000. Payments out of that are typically due by the end of the first quarter for business deals in place

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- The 206 Fund is the new account to accept the ARPA money. It has \$78,000 in it. We'll be getting another \$78,000 sometime in the summer and that money is highly restricted. We have until 2024 to encumber and until 2026 to spend.
- The 203 Fund, the retiree fund, has \$61,000. With retirement information we have now, it does not seem that we need to add money to that fund this year.
- The total cash we ended the year with is \$4.678 million and after THE January RITA drops it is back over 5 million.
- We ended the year at 93% of our budget, 7% under budget, not including the \$500,000 capital fund transfer. After the capital transfer, we are at about 1% under budget.
- We'll be working on our guaranteed deposit money with the assistant law director and get those funds freed up.
- The RITA drop for January was \$670,000. This is the highest drop for January in the last six years. Off to a fantastic start.
- Municipal income for 2021 was \$7.149 million and the RITA prediction for 2022 is \$7.2 million.
- Budget meetings will start soon and I'll be working with department heads to present the budget for your approval.

MAYOR'S REPORT

- Appreciate council moved \$500,000 to the capital fund. There's been a lot of influx into capital with the 10% monthly transfer and various other reasons.
- Inquired on the RITA subpoena program. We are waiting on RITA.
- Our bottom line is 43% over where we started one year ago despite the pandemic, businesses closing or not operating properly due to lack of staffing
- Looking forward to the budget meetings and may want to visit the amount going into the capital fund half way through the year.
- We closed the year 7% under budget with a tightly scrutinized budget, built up our capital fund and couldn't be in a better place to start the budget process this year. Thank you also to our department heads and employees as well.
- Have another meeting with an HR person tomorrow and four other referrals that I'm setting up.
- Working with Nino Monaco and Thea Guilfoyle regarding a County Funding & Resource Guide booklet that offers homeowners and businesses programs and grant opportunities for storefront renovations and other improvements. Mike Henry worked on legislation to go after a potential Brownfield grant for Schaaf Road property remediation.
- Once the council vacancy is filled and committee assignments done, we'll need to look to fill the chairperson and secretary positions on the Planning Commission. I have a viable candidate for the Zoning Board already.

MAYOR'S COURT

| | |
|-------------------------------------|----------|
| • Income for December | \$17,575 |
| State of Ohio | (2,933) |
| Indigent Driver & Alcohol | (108) |
| Reg. Enterprise Data Sharing System | (345) |
| Brooklyn Heights | \$14,189 |

As a comparison, 21 years ago, the total money collected was \$68,736 for the year.

Supreme Court orders that a lawyer must be present for Mayors Court. Our magistrate will be handling court and we'll be having five-day hearings with me backing up the magistrate going forward this year.

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FINANCE COMMITTEE

- We will be meeting February 1st to begin the budget process

Mayor Procuik shared that we had the biggest snowfall since around 1974 and the Service Department, operating with five people due to the resignation of Craig Morrow, did a superior job. The streets were kept open and safe and they came back and cleaned everything up. It will be difficult to get the sidewalks done due to the amount of snow at this time.

ORDINANCES & RESOLUTIONS

ORDINANCE 3-2022 – AN EMERGENCY ORDINANCE AUTHORIZING THE MAYOR TO APPLY TO THE OHIO DEPARTMENT OF DEVELOPMENT FOR FUNDING THROUGH THE BROWNFIELD REMEDIATION PROGRAM

Sponsor: Lasky

Second: Blados

Yeas: 4 / Nays: 0

Ordinance 3-2022 is adopted 4-0.

ORDINANCE 4-2022 – AN EMERGENCY ORDINANCE AUTHORIZING THE MAYOR AND/OR CLERK-TREASURER TO ENTER INTO AN AGREEMENT WITH AMERICAN LEGAL PUBLISHING FOR UPDATING THE CODIFIED ORDINANCES FOR THE VILLAGE OF BROOKLYN HEIGHTS

Sponsor: Presot

Second: Walsh

Yeas: 4 / Nays: 0

Ordinance 4-2022 is adopted 4-0.

ORDINANCE 5-2022 – AN EMERGENCY ORDINANCE CONFIRMING THE APPOINTMENT OF WILLIAM MASON JR. AS ASSISTANT LAW DIRECTOR FOR THE VILLAGE OF BROOKLYN HEIGHTS AND AUTHORIZING THE MAYOR AND/OR CLERK-TREASURER TO ENTER INTO A CONTRACT FOR LEGAL SERVICES

Sponsor: All of Council

Second: Blados

Yeas: 4 / Nays: 0

Ordinance 5-2022 is adopted 4-0.

ORDINANCE 6-2022 – AN EMERGENCY ORDINANCE CONFIRMING THE APPOINTMENT OF GEORGE SIMON AS VILLAGE MAGISTRATE AUTHORIZING THE MAYOR AND/OR CLERK-TREASURER TO ENTER INTO A CONTRACT FOR SERVICES

Sponsor: All of Council

Second: Presot

Yeas: 4 / Nays: 0

Ordinance 6-2022 is adopted 4-0.

ORDINANCE 7-2022 – JANUARY PAY ORDINANCE

Sponsor: Walsh

Second: Blados

Yeas: 4 / Nays: 0

Ordinance 7-2022 is adopted 4-0.

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Mayor Procuk conducted the swearing in of William Mason Jr. as the Assistant Law Director.

Mayor Procuk reminded council that the clock is ticking to fill the vacant council seat. They could be sworn in on January 30th and still be in the 30-day requirement with a confirming ordinance on February 1st.

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

Yeas: All

Meeting adjourned.



Mayor



Clerk/Treasurer