

COUNCIL OF THE VILLAGE OF BROOKLYN HEIGHTS

MINUTES OF A MEETING

HELD March 3, 2020 20

A meeting of the Council of the Village of Brooklyn Heights, Ohio was held on March 3, 2020 at 7:30 P.M. with Mayor Michael Procuk presiding.

The Pledge of Allegiance was recited at this time led by the Cuyahoga Heights Wrestling Team.

Present at roll call:	Council:	Blados, Lahiff, Lasky, Presot & Walsh
	Mayor:	Procuk
	Clerk/Treasurer:	Frank
	Law Director:	Dowling
	Engineer:	Henry
	Police Chief:	Meade
	Fire Chief:	Stefanko
	Service Director:	Hatgas
	Bldg. Commissioner:	
	Asst. Bldg. Comm.:	Sonenstein
	Comm. Service Dir.:	Guilfoyle
	Recreation Dir.:	Krzynowek
	Soccer Dir.:	

MOTION: Mrs. Presot moved to accept the minutes of the February 18, 2020 regular council meeting as distributed. Second by Mr. Blados Motion carried 5-0

AUDIENCE

- None

ORDINANCE 11-2020-AN EMERGENCY ORDINANCE AUTHORIZING THE APPOINTMENT OF DAVID JOHN MEADE TO CHIEF OF POLICE OF THE VILLAGE OF BROOKLYN HEIGHTS POLICE DEPARTMENT

Sponsor: All of Council

Second: Mrs. Presot

Yeas: Presot, Lahiff, Blados, Lasky & Walsh

Nays: None

Ordinance 11-2020 is adopted 5-0

ORDINANCE 12-2020- AN EMERGENCY ORDINANCE AUTHORIZING THE APPOINTMENT OF LAWRENCE EDWARD ZAKRAJSEK TO A LIEUTENANT IN THE VILLAGE OF BROOKLYN HEIGHTS POLICE DEPARTMENT

Sponsor: All of Council

Second: Mr. Walsh

Yeas: Walsh, Lahiff, Blados, Presot & Lasky

Nays: None

Ordinance 12-2020 is adopted 5-0

Mayor Procuk swore in David John Meade as the new Police Chief of Brooklyn Heights, OH.

- Chief Meade introduced and thanked his family, his son Patrick & wife Jackie and grandchildren Colton & Mason, daughter Kelley and fiancé Chris, sons Jordan and Brandon and his wrestling family for attending. He said that this was a tough test to take because it was in the heart of wrestling season. His mantra is "when you stop feeling sorry for yourself you have two choices: you get up, fight and win or you quit." He said he did not have a choice and hopefully will continue to lead by example

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Mayor Procuk swore in Lawrence Edward Zakrajsek, Jr. to the position of Lieutenant of the Brooklyn Heights Ohio police force.

- Larry thanked his wife Amanda and his dad for supporting him and mentioned their 3 year old twins, Josie & Clint, at home. He said he has fourteen years down and twenty to go.
- Both Chief Meade and Lt. Zakrajsek were congratulated by council.

POLICE CHIEF

- **MOTION: Mr. Walsh moved to pay Sundance \$1,680 for the annual maintenance fee. Second by Mr. Lasky Motion carried 5-0**
- **MOTION: Mr. Walsh moved to pay Pradco \$2,325 for the pre-hire assessments. Second by Mr. Blados Motion carried 5-0**
- **MOTION: Mr. Walsh moved to pay Fire Hawk Automotive \$3,590.29 for replacement of water pumps in both cars 2311 & 2316. Second by Mrs. Presot Motion carried 5-0**
- Mayor Procuk stated that there were three (3) candidates for the tow (2) positions of Sergeant. The testing and assessments are complete and President Pro Tem Lasky and Mayor Procuk will conduct the interviews on Thursday.
- The new hire list has three (3) eligible candidates. They made an offer to one who turned it down and went to Euclid. The other two (2) candidates are not looking positive. He will confer with Chief Meade and we may be testing again.

CORRESPONDENCE

- Mayor Procuk read a letter of resignation from Patrolman Dennis Derbin. His retirement will be effective April 8, 2020 after twenty-seven (27) years of service. He asked that his health insurance be carried to May 1, 2020.
- **MOTION: Mr. Lahiff moved to continue health insurance coverage for Dennis Derbin to May 1, 2020. Second by Mr. Lasky Motion carried 5-0**
Mr. Derbin said this was a very hard decision for him and that he loves the village and that is why he built his house in the village.
- Mayor Procuk read a letter from Community Services Director Thea Guilfoyle stating that the upright freezer for Project Hope died and the entire stock of meat was lost. She is asking the Men's Service Club and the Women's Service Club for help in purchasing a new freezer. See attached letter. FF Kevin Messich, president of the BH Firefighter's Association, said they would cut her a check.

SERVICE DIRECTOR

- **MOTION: Mr. Walsh moved to accept the Cuyahoga County Solid Waste District Recycling Awareness grant in the amount of \$2,530. Second by Mrs. Presot Motion carried 5-0**
- Mr. Hatgas would like approval to begin the process of purchasing and financing a multiple use mower at a cost of \$19,809.55. This mower will allow us to do our own fertilization of the village properties at a cost savings of \$1,500 per year. The financing would be for five (5) years at zero (0) percent interest. This will have to be an ordinance.
- We have purchased 300 tons of salts to date and still must purchase 250 tons according to our contract.

RECREATION DIRECTOR

- Basketball is done – the coaches did a great job minimizing the number of kids on a team to maximize the playing time.
 - According to the rules the teams play eight (8) minutes and at four (4) minutes the game stops and the bench comes in to give all kids equal playing time. Our



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coach split his team of twelve (12) into two (2) teams, coached both teams and allowed all kids to play the four (4) minutes.

- Baseball sign-ups are underway and will end on March 31st. He is looking for sponsors at a cost of \$100 per team.
- Mr. Krzynowek will contact the prior umpires and advertise for additional umpires if needed. He is not aware of any umpires not returning at this time.

COMMUNITY SERVICES

- Art-in-the-Park spring session is scheduled for March 24th & 26th at the Community Center
- Mrs. Guilfoyle is collaborating with Jason from Cuyahoga Heights for the summer session.
- She has reached out to Supt. Tom Evans for the number of eligible children in the age group for the summer session and is waiting to get those numbers.
- The Older Americans Recognition Luncheon is on May 19th and she is looking for door prize donations. Please contact Mrs. Guilfoyle.
- She thanked Ed and the Service Department for removing the freezer (the smell was horrible).
- She thanked the MSC & WSC for their quick response to her letter and also to Kevin Messich for jumping in to help with the purchase of a new freezer.

FIRE CHIEF

- Working with Law Director and Brett Stanislaw regarding the FEMA grant in the amount of \$155,000. Our share would be 10% but the county will pick that up. We are moving ahead with getting three (3) quotes to purchase the SCBA's.
- Working with Parma on the grant for the portable radios. Will keep council updated as this progresses.
- Working with the county and UH Parma regarding the Coronavirus and they are keeping us up-to-date with the virus and what to do if it spreads to our area. In the state of Washington, fourteen (14) firefighters were quarantined for fourteen (14) days due to outbreak. *He asked council to keep it in the back of their heads as to how we would handle this if it happened here.*
- Chief Stefanko said the department along with UH Parma has recertified our police department in CPR, the administration of NARCAN and Bleeding control.
- He and Chief Meade are working on details for training the Park Security in CPR and we have two (2) extra AED's, through the State of Ohio grant last year, available for use by Park Security if council is accepting of this. We would train them on the use of the AED's.
- We are continuing to apply for FEMA Grants and again this year applying for a new fire truck. We will also be asking for a new LifePak 15 Cardiac Monitor and some turn-out gear.
- Chief Stefanko thanked Association President Kevin Messich for stepping up regarding the donation to the freezer. He said that the association makes many donations to different organizations that no one even knows about.
- Kitchen remodel is moving along.

ENGINEER

- Will have an ordinance prepared for either late March or April meeting to go out for bids on the 5th Street water main project.
- Received the county grant reimbursement for \$69,005 for the materials for the streets program.
- Received affirmation from NEORSO that the removal of the skating rink in the park meets their criteria and Mr. Henry should have a yes or no answer by the next meeting.

BUILDING INSPECTOR

- Continue with both Commercial inspections
- Residential point of sale inspections.
- NIDEC has a conditional occupancy permit. They are working to fill the building as soon as possible. Probably within the next month.

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LAW DIRECTOR

- No report

CLERK / TREASURER

- Deposited \$26,877 to the Capital Improvement Fund, \$20,000 to the Economic Development Fund and zero (\$0) to the Retiree Accrual Benefit Fund.
- Worked with NIDEC's finance director to file the first annual CRA report
- Our auditing company has completed our annual report to submit to the State of Ohio
- The boxes that were stacked up outside the Mayor's office have been separated by year (2016, 17, 18 & 19) and are ready for the state auditors when they come in to audit. This also puts them under lock and key.
- We are preparing the records retention list to submit to the state so that we can shred a few boxes each year as opposed to decades of shredding all at once.
- The Clerk/Treasurer's department computers have been upgraded to Windows 10.

ECONOMIC DEVELOPMENT

- Mayor Procuik met with Weston Corp. They have 400k square feet in the village and are at 90% capacity. They have 40K square feet available and have a pending business for 32k square feet which would leave them with two (2) 4k square feet cubby holes.
- Rathbone LLC has purchased the Talaris building and is petitioning RTA to put a bus stop on Granger Road.
- Mayor Procuik thanked Mike Henry for going above and beyond in helping him, Derek Schafer and Jerry Dowling get the land transfer completed on the second part of West creek behind the building which will become a daycare center in the front of the building and Collier's believes they have a deal for the back part.
- There is a nut sales and packaging business coming into Brooklyn Hts. on Valley Belt Road where the Coats for Kids project was this past fall.

MAYOR'S COURT

• Income for February	\$ 10,105.90
• State of Ohio	(1,845.00)
• Indigent Driver & Alcohol	(60.00)
• Reg. Enterprise Data Sharing System	(165.00)
• BROOKLYN HEIGHTS	\$ 8,035.90

MAYOR'S REPORT

- Engaged with the County on the Master Plan. He selected Option B which is the Stakeholder Model. This is three (3) tiers: Project Team, Stakeholders and Public. He will put together the Project Team soon which will be the department heads. Next they will conduct Stakeholder interviews which could consist of representatives of both businesses and residents. After that they will begin holding public meetings on the master plan.
- Mayor Procuik has been re-appointed to the Cuyahoga County Planning Commission for the period of March 25, 2020 to March 24, 2023.

COMMITTEE REPORTS

- FINANCE COMMITTEE: met tonight to discuss the budget and an ordinance will be drawn up for the March 17th meeting. Supt. Tom Evans came to discuss improvements to the schools.

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- AD HOC COMMITTEE: will meet at 6pm on March 17th to continue discussions on future improvements.
- COMMUNITY SERVICES COMMITTEE: will meet at 6:30 pm on March 17th to discuss the Senior Grass Cutting Program
- ORDINANCE COMMITTEE: will meet on March 17th at 7pm to discuss the placement of garbage cans and street signage.

MOTION: Mr. Lahiff moved to pay First Suburbs Consortium \$3,000 for our annual membership fee. Second by Mrs. Presot Motion carried 5-0

ORDINANCES & RESOLUTIONS

ORDINANCE 10-2020- AN EMERGENCY ORDINANCE AUTHORIZING THE MAYOR AND/OR VILLAGE CLERK/TREASURER TO APPROVE THE CHANGE ORDER TO ADD ADDITIONAL ITEMS NOT ORIGINALLY IN THE CONTRACT WITH CARRON ASPHALT PAVING, INC. FOR THE 2019 ASPHALT, PROGRAM AND ALSO TO REDUCE THE AMOUNT DUE

Sponsor: Mr. Walsh

Second: Mr. Blados

Yeas: Walsh, Blados, Lahiff, Presot & Lasky

Nays: None

Ordinance 10-2020 is adopted 5-0

ORDINANCE 15-2020 – MARCH PAY ORDINANCE

Sponsor: Mrs. Presot

Second: Mr. Blados

Yeas: Presot, Blados, Lahiff, Lasky, Walsh

Nays: None

Ordinance 15-2020 is adopted 5-0

Brandon asked for a moment of silence for the family of Michael Ellis who passed away over the weekend.

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

Yeas: All

Meeting adjourned.



Mayor



Clerk/Treasurer