

# COUNCIL OF THE VILLAGE OF BROOKLYN HEIGHTS

## MINUTES OF A MEETING

HELD \_\_\_\_\_ December 20, 2022 \_\_\_\_\_ 20 \_\_\_\_\_

A meeting of the Council of the Village of Brooklyn Heights, Ohio was held on December 20, 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, Lasky, Presot, Walsh

**Mayor:**

Procuk

**Clerk/Treasurer:**

Frank

**Law Director:**

Dowling

**Assistant Law Director:**

**Engineer:**

Henry

**Engineer:**

Zoldak

**Police Chief:**

**Fire Chief:**

Stefanko

**Asst. Fire Chief:**

**Acting Service Director:**

Florjancic

**Bldg. Commissioner:**

**Asst. Bldg. Commissioner:**

**Community Service Director:**

**Recreation Director:**

**Soccer Commissioner:**

**GUESTS:**

Ed Stepka, Jason Berger, Shane Tommer  
Blados Family, Rob Algeri, Blaine Apathy

### **MAYOR PROCUK**

A resignation was received, effective last night at midnight, from Councilman Blados. There is a vacancy on Council and Council has 30 days to fill that vacancy. He asked Council what their procedure will be. Mrs. Presot responded that she spoke to the council members separately and then asked them their opinion on how to proceed. Mr. Walsh suggested they publicize the opening and then set up a time for interviews, probably in the second week of January. Once a decision has been made, the person could be sworn in at the second meeting in January. Mr. Walsh confirmed that Mrs. Presot will be handling the process. Mr. Lasky commented that this process was held just a year ago. Mrs. Presot shared they will proceed and open it up to the public to submit their resumes or letters of intent by the close of office on January 6<sup>th</sup>. Interviews can be held the week of January 9<sup>th</sup> and be ready to swear in the new council member at the second meeting in January.

Mayor Procuk stated that it is a pretty quick agenda. January 17<sup>th</sup> is the 29<sup>th</sup> day so he is calling a Special Meeting on January 18<sup>th</sup> at 7:30 pm just in case Council has not completed their duty. At that time the decision will fall on the Mayor. With an election coming up and the filing date in August, this is a short term and he indicated he would appoint Shane Tommer who received the next highest number of votes. He further stated that there are instances where he will break a tie but if council ends up with a 2-2 vote, it will remain up to council to decide and he will not break that tie.

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**MOTION:** Mr. Walsh moved to approve the December 6, 2022 Regular Council meeting minutes. Seconded by Mr. Berzins. Motion carried 4-0.

### **CORRESPONDENCE / MAYOR PROCUK**

- An email from Jennifer Presot making a committee request for 2023. She hopes to chair the Parks, Playground & Community Services committee and be involved with the Upper Park grand opening. In addition she requests to be on the Streets Committee to continue the tree canopy project and getting Dorset completed. She also hopes to continue her chairmanship of the Safety Committee and be involved in the transition when the Fire Chief retires.
- Joe Presot, Special Projects Coordinator, wrote that the islands have been cleaned and bulbs will be planted this week. The bulbs were donated by Charlie's Plant Place.
- A letter from NOPEC outlining the community grant was received. This is the 2023 sponsorship award of \$1,500. This is handled by the Park Board President and Thea is well versed in this and will assist you.

### **FIRE DEPARTMENT / JOE STEFANKO**

- Received notification from FEMA that the 2021 Grant was turned down for the pumper truck. This is the third of fourth attempt for this grant funding. They are doing their due diligence for grant funding even though Council approved the funding for a new fire truck.
- Congratulated Joe Blados on his appointment and stated that the two departments work together closely including sharing employees Mike Florjancic and Tracy Harris and look forward to a smooth transition and will help in any way he can.

### **SERVICE DEPARTMENT / MIKE FLORJANCIC**

- Congratulated Mr. Blados on his appointment.
- Leaf pick up was completed last week.
- A streetlight was taken out at Granger due to a vehicle being pursued through Parma into Brooklyn Heights. It took out the corner light and smashed into a wall at the Community Center. No damage was done to the wall. We will most probably have to pay for the light because it was a stolen care. Signal Service will be giving us a quote.
- Received a notification from ODOT that technically Brooklyn Heights is responsible for plowing and salting Route 17. ODOT has previously done it and now say it was done as a courtesy. Saturday we salted it because ODOT did not, they let their crews go home and it was a sheet of ice. ODOT requested Independence to salt Route 77 and they declined.
- The situation will be monitored but if we have to do it, a lot more salt and time will be necessary. Mayor Procuk requested he call ODOT and inquire about collaboration with salt.
- He thanked everyone for their assistance over the last year and to the Service Department employees who worked above and beyond especially when they were short-handed. Mark Lasky thanked Mike for doing a great job and being a pleasure to work with.

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

- The final RITA drop was received and unless some net profit is received we are ending the year with municipal income tax in the amount of \$7,493,638 which is 4% over the prediction, \$293,000 over the predicted amount.

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- The normal end of the year process is to appropriate funds and this is the first time that we are reducing our appropriations as opposed to adding them. This is based on the General Fund being a little higher, but all funds together, the appropriations have been reduced and much of that was the Capital Fund.
- In January there will be a lot of movement in the Capital Fund.
- It has been a fantastic year and once the year is closed there will be final numbers.
- He worked with the county and our Arborist, Jason, very closely on the county tree grants. All paperwork has been submitted and we look forward to some reimbursement in January.
- He looks forward to the New Year and would like to get the budgetary process going for the Capital Fund as soon as possible.

### **MAYOR'S REPORT / MAYOR PROCUK**

**MOTION:** Mr. Berzins moved to approve payment to the Cuyahoga Mayor's & City Manager's Association for the annual dues in the amount of \$928.54. Seconded by Mrs. Presot. Motion carried 4-0.

**MOTION:** Mr. Lasky moved to approve payment to the Northeast Ohio Mayor's & Managers Association for the annual dues in the amount of \$250. Seconded by Mr. Berzins. Motion carried 4-0.

- We set another record this year being at just under \$7.5 Million in revenue collections. Last year we set a record at \$7.1 Million. Aaron mentioned that we're about \$300,000 ahead of what our plan was but more importantly, we're ahead about \$350,000 more this year than last year. We are very grateful to the continued growth of our companies here.
- We increased our payroll from our employees and our businesses this year by over \$14 Million. There is not a lot of net profit coming in but we never relied on that. A lot of small businesses add up to a big payroll.
- Our Department Heads and all of our employees have kept us under budget by 5½% through the end of November.
- He likes to see any bills paid before the end of the year rather than carrying them over. He asked the Clerk Treasurer to pay everything as quickly as possible.
- A Zoning Board meeting was held last night on what we refer to as the GE Property on Van Epps where the trailers used to be stored. A lot of trucks were there and they did not proceed to get a Zoning Board variance because we're not zoned for that. The first meeting was last night and the Project Manager of the tenant was here. He is very confident that the deal will be completed in the next few weeks. The Zoning Board did a good job asking pertinent questions and he will keep everyone posted on this parcel.

### **COMMITTEE REPORTS**

#### **STREETS COMMITTEE / JENNIFER PRESOT**

- She reported that the Tree City USA paperwork was finalized and Jason Knowles submitted it.

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### **ORDINANCES & RESOLUTIONS**

#### **ORDINANCE 110-2022 AN EMERGENCY ORDINANCE AUTHORIZING THE CLERK/TREASURER TO MAKE PAYMENT TO CHAGRIN VALLEY ENGINEERING, LTD. FOR SERVICES RENDERED ON VILLAGE PROJECTS**

Sponsor: Mrs. Presot

Second: Mr. Berzins

Yeas: 4 / Nays: 0

Ordinance 110-2022 is adopted 4-0

#### **ORDINANCE 111-2022 AN ORDINANCE AUTHORIZING THE MAYOR AND/OR VILLAGE CLERK/TREASURER TO ENTER INTO AN AGREEMENT WITH THE OHIO DEPARTMENT OF TRANSPORTATION (ODOT) FOR THE FINAL COST OF THE RESURFACING OF BROOKPARK ROAD (SR-17) PID 89267**

Sponsor: Mr. Lasky

Second: Mrs. Presot

Yeas: 4 / Nays: 0

Ordinance 111-2022 – *First Reading*

#### **ORDINANCE 112-2022 AN EMERGENCY ORDINANCE AUTHORIZING THE APPOINTMENT OF JOSEPH BLADOS AS THE VILLAGE OF BROOKLYN HEIGHTS SERVICE DEPARTMENT DIRECTOR**

Sponsor: All of Council

Second: Mrs. Presot

Yeas: 4 / Nays: 0

Ordinance 112-2022 is adopted 4-0

Discussion: Mayor Procuk stated that all of his hires and appointments are made with the advice and consent of Council by a majority vote. Our HR consultant reviewed all applications and put them on a grid giving the top three names who were then interviewed. Mr. Blados was the best candidate and received Council's approval.

Mayor Procuk proceeded to swear in Mr. Blados as the Brooklyn Heights Service Director. Mike Florjancic has agreed to assist in the transition with Mr. Blados, working at an hourly rate.

#### **ORDINANCE 113-2022 AN EMERGENCY ORDINANCE AUTHORIZING THE MAYOR AND/OR VILLAGE CLERK/TREASURER TO ENTER INTO AN AGREEMENT WITH THE STATE OF OHIO, DEPARTMENT OF TRANSPORTATION, TO DEVELOP, PLAN, CONSTRUCT AND INSTALL, AND MAINTAIN A LOCAL GOVERNMENT COMMUNITY GATEWAY MONUMENT/LANDSCAPING PROJECT AT THE INTERCHANGE OF STATE ROUTE 17 AT TUXEDO AVENUE**

Sponsor: Mr. Berzins

Second: Mrs. Presot

Yeas: 4 / Nays: 0

Ordinance 113-2022 is adopted 4-0

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Discussion: Mr. Walsh requested explanation of this project. Ms. Zoldak explained this is the NIDEC parcel and we're entering into an Agreement with ODOT that the Village can maintain this property. We will have ownership of a couple of the trees and fencing depending on what our plans are. We can plant trees, remove trees and handle the mowing of the grass.

### **ORDINANCE 114-2022 AN EMERGENCY ORDINANCE FOR THE APPROPRIATIONS FOR THE FISCAL YEAR 2022**

Sponsor: Mr. Lasky

Second: Mr. Berzins

Yeas: 4 / Nays: 0

Ordinance 114-2022 is adopted 4-0

### **ORDINANCE 115-2022 AN EMERGENCY ORDINANCE TO MAKE APPROPRIATIONS FOR CURRENT YEAR EXPENSES AND EXPENDITURES OF THE VILLAGE OF BROOKLYN HEIGHTS, OHIO DURING THE PERIOD FROM JANUARY 1, 2023 TO AND INCLUDING MARCH 31, 2023**

Sponsor: Mrs. Presot

Second: Mr. Berzins

Yeas: 4 / Nays: 0

Ordinance 115-2022 is adopted 4-0

Discussion: Aaron Frank explained that this is the temporary appropriations for the first quarter that allows us to spend money until we set our budget and have filed everything with the County. We do this annually.

### **RESOLUTION 14-2022 AN EMERGENCY RESOLUTION AUTHORIZING THE MAYOR AND/OR VILLAGE CLERK/TREASURER TO ENTER INTO AN AGREEMENT WITH THE OHIO DEPARTMENT OF TRANSPORTATION (ODOT) FOR THE FINAL COST OF THE RESURFACING OF BROOKPARK ROAD (SR-17) PID 89267**

Sponsor: Mr. Lasky

Second: Mrs. Presot

Yeas: 4 / Nays: 0

Resolution 14-2022 is adopted 4-0

Discussion: Mr. Walsh inquired why this is a Resolution instead of an Ordinance. Mr. Dowling explained that ODOT required a Resolution, in addition to the Ordinance. Mayor Procuk further explained that Brooklyn Heights is on point for this collaborative effort between the cities of Parma, Brooklyn and Cleveland causing us to handle the paperwork but it does not cost our tax payers any more than our fair share of the project. Ms. Zoldak stated that the Resolution is for signing the Agreement, not for spending the money. It's specifically to sign the paperwork so that they can put the plans out for public bid.

**MOTION:** Mr. Berzins moved to go into Executive Session to discuss negotiations with the Fraternal Order of Police, a litigation matter and a personnel matter. No discussion can take place concerning the filling of the vacancy of the Council seat in Executive Session. Seconded by Mrs. Presot. Motion carried 4-0.

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Mayor Procuk wished everyone in attendance a Merry Christmas, Happy Hanukkah and a Healthy New Year.

### RETURN FROM EXECUTIVE SESSION

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

Yeas: All

Meeting adjourned.



Mayor



Clerk/Treasurer