

COUNCIL OF THE VILLAGE OF BROOKLYN HEIGHTS

MINUTES OF A MEETING

HELD April 4, 2023 **20**

A meeting of the Council of the Village of Brooklyn Heights, Ohio was held on April 4, 2023 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

Assistant Law Director

Mason

Engineer

Zoldak

Police Chief

Fire Chief

Stefanko

Asst. Fire Chief

Lasky (Mike)

Service Director

Blados

Bldg. Commissioner

Asst. Bldg. Comm.

Sonenstein

Comm. Service Director

Guilfoyle

Recreation Director

Krzynowek

Soccer Commissioner

GUESTS:

Patty Tommer, Firefighters, Family of
Matthew Higginbotham

Mayor Procuk conducted the swearing in of Matthew Higginbotham as a Member of the Brooklyn Heights Fire Department. Ordinance 34-2023 was read and passed 5-0.

MOTION: Mrs. Presot moved to approve the March 21, 2023 Regular Council meeting minutes. Seconded by Mr. Berzins. Motion carried 5-0.

CORRESPONDENCE / MAYOR PROCUK

- A letter was received from the Cuyahoga County Planning Commission Executive Director Mary Cierebiej thanking Mayor Procuk for his dedicated volunteer service on the Board since 2007. Due to recent changes the person representing our district is now the Mayor of Newburgh Heights, Mayor Gigi Traore.

SERVICE DEPARTMENT / JOE BLADOS

- The Service Department has been busy around the village with cleanups, flowerbeds and island updates.
- All equipment has been readied for grass cutting

MOTION: Mr. Berzins moved to purchase flowers from Northcoast Perennials not to exceed \$3,000. Seconded by Mrs. Presot. Motion carried 5-0.

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MOTION: Mr. Lasky moved to renew the contract with Lisco Heating & Air Conditioning for the period April 1, 2023 to March 31, 2024 in the amount of \$7,000. Seconded by Mr. Tommer. Motion carried 5-0.

Mr. Berzins shared that the Lancaster sign looks great. He also inquired when the elevator quotes would be received and Mr. Blados responded that he will follow up tomorrow. Mr. Berzins then shared that everyone is doing a great job and to keep up the good work. Mr. Lasky stated that the bridge deck is getting better every day.

RECREATION DEPARTMENT / DALE KRZYNOWEK

- There is about a week left for baseball, softball and t-ball sign up. They're coming in pretty regularly to Community Services and the Municipal Center with about 45 registered to date.
- Unfortunately out of the nine teams we would have, each team only has four to six players so hopefully this last week of sign up will fill the teams.

COMMUNITY SERVICES DEPARTMENT / THEA GUILFOYLE

- Nineteen people had their portraits taken. I am still waiting on the photographer to forward me the pictures.
- All snow removal stakes should have been removed by the contractor.
- Sign up is going well for the Senior Lawn Cutting Program with 71 signed up to date.
- The ARPA funds were received and the new bus is officially ordered and is expected in June/July. It is a 2024 StarTrans Senator II, 25 Passenger. Mayor Procuk inquired on the plan for the current large bus and Ms. Guilfoyle responded that she did not discuss a trade in option with Tesco and would like to assess the situation when the new bus arrives.
- We have two Art in the Park sessions scheduled for next week with 32 kids signed up. The student volunteers were slow to sign up but we have enough committed.
- We are ready to proceed with hiring Donna Algeri's replacement and will be hiring Jenny Blados from within the department, who is currently a driver. We'll have legislation for this at the next council meeting.
- We are in the process of putting together an all-village mailer with upcoming events. We hope to have this out in the next couple of weeks. Please forward any information you would like included by April 14th.

FIRE DEPARTMENT / MIKE LASKY

MOTION: Mr. Berzins moved to pay Municipal Emergency Services in the amount \$1,250 for certification of the SCBA flow testing. Seconded by Mr. Tommer. Motion carried 5-0.

ENGINEER / JENNIFER ZOLDAK

- The Spring Road Pavement preconstruction meeting will be held tomorrow at 10 am. Tri Mor is the Contractor and it is anticipated that the portable message sign will be placed this Friday with construction to start around April 17th. They hope to have work completed by the end of August.

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- The Dorset, Dunedeen & Bancroft Project we hope to be awarded tonight to A&J and it was requested they complete the project by August 11th.
- At the next Streets meeting, she would like to discuss plans for the asphalt/concrete program. That meeting is scheduled for April 18th at 7:00 pm.
- Mike Henry attended the Brookpark Road preconstruction meeting on March 24th. They will begin at the west end, at 130th and move east. Their anticipated schedule is to complete the area up to State Road and resume in the spring of 2024. The checks were received from Brooklyn and Parma and are waiting on the payment from Cleveland. Final payment is due to ODOT on April 12th.
- Mike Henry handled a few meetings and some coordination regarding the Upper Park improvements. He met with Site Tech and stated that all remaining improvements must be done by Memorial Day. She will work with Site Tech to be sure everything is completed.
- Mayor Procuk stated that they anticipate having something with the grand opening in the first two weeks of June. However, it does hinge on how far the Denver Nuggets go because Ryan is an assistant coach.

BUILDING DEPARTMENT / HOWARD SONENSTEIN

- They have been doing a number of inspections, had a few complaints and have a couple of new businesses looking to come into the Village. One is a pallet making company and the other is a truck parts company.
- He met with the Law Director regarding record retention and a meeting with the Records Commission will be scheduled.

CLERK-TREASURER / AARON FRANK

MOTION: Mrs. Presot moved to pay North East Ohio First Suburbs Consortium membership for the period January through December 2023 in the amount of \$3,000. Seconded by Mr. Berzins. Motion carried 5-0.

MOTION: Mr. Tommer moved to pay Shuttlers Uniform Inc. for uniforms for the new officer in the amount of \$1,684.90. Seconded by Mrs. Presot. Motion carried 5-0.

- The first RITA drop came in and the net amount is \$497,640. Last year the entire month brought in \$523,000. We've almost hit our entire month on the first deposit compared to last year.
- The month close is almost completed and updated spreadsheets should be distributed by the end of the week.
- The 15% transfer was made to the Capital Fund in the amount of \$70,517 and the standard \$30,000 was transferred to the Economic Development Fund. Once summer starts and the local businesses have applied for their incentives, we may want to temporarily discontinue the transfer.
- There are a couple retirement/resignation payouts expected and they will come out of the 203 Fund which currently has about \$60,000, enough to cover the payouts.
- He attended the Auditor State Conference virtually.

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- ARPA funds will be expended for the new Community Services bus and the Spring Road project. In addition, there is the \$156,000 that we'll discuss where to transfer.
- An email was received from Elicia Lamirand on behalf of the Blue Wave Swim Team following up on the requests for funding. The initial email came in early March and the team budget was outlined. They are requesting \$5,000. Mr. Walsh suggested that Ms. Lamirand follow up with the other two villages. Mr. Lasky inquired if we are setting a precedent that may have an impact in other sports. It was decided that due to our rec department not having a swim team, there is no precedent to worry about. Council is requesting that she attend the April 18th meeting to more clearly outline the request. Mr. Tommer offered to call her.

MAYOR'S REPORT / MAYOR PROCUK

- The first drop in April was about \$80,000 ahead of our plan and about \$200,000 more than the first drop in April of last year. We're about \$400,000 ahead of the anticipated receipts and about \$200,000 ahead of last year's pay.
- Chris Triscari submitted his letter of resignation and the following was my response letter dated March 24th:

Dear Mr. Triscari, I am in receipt of your correspondence dated March 24. Submitting your voluntary resignation retirement from the Village of Brooklyn Heights and requesting to utilize accumulated unused vacation up through your last day of employment of April 30, 2023. Please be advised that I approve your vacation leave up through that date and accept your resignation retirement notice. Between now and your last date of service, Village HR representatives will be in contact to finalize the return of any property and/or separation information necessary to process your severance. On behalf of the Village of Brooklyn Heights. I would like to thank you for your service, and I wish you the best of luck in your future endeavors.

His letter of resignation requested that Council consider extending his hospitalization for three months while he gets set up on his spouse's coverage. He thought that he had to wait for an open enrollment period but our HR representative believes he does not have to wait and can be put on without delay.

Mr. Berzins stated that this has been offered to other employees and Mr. Triscari should pay his monthly portion.

MOTION: Mr. Berzins moved to continue hospitalization coverage for Chris Triscari for a three-month period, (May, June and July) with the understanding that Mr. Triscari will pay his monthly portion. Seconded by Mr. Tommer. Motion carried 5-0.

- A letter was received from Gioele and Morgan Guglielmi, 4672 Van Epps Road, asking if their home can be re-zoned. Currently it is zoned in a light industry district and that is preventing them from getting a bridge loan to sell their home. They are requesting they be zoned as residential. This matter will be given to the Law Department for advice. Mayor ProcuK does not believe we have the authority to make that change.

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- Economic Development had a meeting today at 1205 Valley Belt with Lasting Impressions, a catering service. They want to install a large washing machine to wash tents and other items. The Building Department, Fire Department and Nino Monaco attended and they came to terms with an action plan.
- The other company is a palette company on Eastlawn that Mr. Sonenstein is handling.
- There was a Zoning Board meeting regarding property owned by Mr. DeLillo. The property was cleaned up and he was preparing to enter a lease agreement with someone who was going to store and maintain Amazon trucks. The tenant breached the contract and it was cancelled and lawyers are involved to settle the matter. We expect this property to be back on the market.
- Narlin Schadd, Soccer Commissioner, sent an email that he was unable to attend due to a family matter. He included that some games will begin on April 15th, the travel team is on schedule and all of the teams have started practicing.

MAYOR'S COURT / MAYOR PROCUK

Income for March	17,745.40
Victims of Violent Crimes	634.00
Drug Law Enforcement Fund	248.50
State Bond Surcharge	200.00
Seatbelt Violation	60.00
Child Restraint	71.00
State of Ohio	3,053.50
Indigent Defense Support	1,840.00
Indigent Driver Alcohol Treatment Fund	106.50
Bond Forfeitures	1,260.00
Regional Enterprise Data Sharing System	370.00
Brooklyn Heights	14,215.40

BUILDING COMMITTEE / RAY BERZINS

- The Building Department met earlier this evening to discuss fees and it was decided that sign fees will be \$200 plus \$3 per square feet on visible portions; fence permits will be \$20 plus \$1 per lineal foot; and the contractor registration fee will increase to \$110.
- He requested a Building meeting on April 18th at 6:45 pm to discuss elevator repair.

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ORDINANCES & RESOLUTIONS

ORDINANCE 32-2023 AN EMERGENCY ORDINANCE AUTHORIZING THE MAYOR AND/OR CLERK/TREASURER TO ENTER INTO A CONTRACT WITH SOFTWARE SOLUTIONS, INC. TO PROVIDE SOFTWARE SUPPORT FOR THE VILLAGE OF BROOKLYN HEIGHTS

Sponsor: Mr. Walsh

Second: Mr. Berzins

Yeas: 5 / Nays: 0

Ordinance 32-2023 is adopted 5-0

ORDINANCE 33-2023 AN EMERGENCY ORDINANCE AUTHORIZING THE MAYOR AND/OR VILLAGE CLERK/TREASURER TO ENTER INTO A CONTRACT WITH A&J CEMENT CONTRACTORS FOR THE BANCROFT, DORSET AND DUNEDEEN RECONSTRUCTION PROJECT

Sponsor: Mr. Lasky

Second: Mr. Berzins

Yeas: 5 / Nays: 0

Ordinance 33-2023 is adopted 5-0

ORDINANCE 34-2023 AN EMERGENCY ORDINANCE AUTHORIZING THE APPOINTMENT OF FIREFIGHTER, MATTHEW HIGGINBOTHAM

Sponsor: All of Council

Second: Mr. Lasky

Yeas: 5 / Nays: 0

Ordinance 34-2023 is adopted 5-0

ORDINANCE 35-2023 APRIL PAY ORDINANCE

Sponsor: Mr. Walsh

Second: Mrs. Presot

Yeas: 5 / Nays: 0

Ordinance 35-2023 is adopted 5-0

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

Yeas: All

Meeting adjourned.



Mayor



Clerk/Treasurer