

COUNCIL OF THE VILLAGE OF BROOKLYN HEIGHTS

MINUTES OF A MEETING

HELD: April 2, 2024

A meeting of the Council of the Village of Brooklyn Heights, Ohio was held on April 2, 2024 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	Lasky, Presot, Tommer, Schuckert, Walsh
Mayor	Procuk
Clerk/Treasurer	Frank
Law Director	
Assistant Law Director	Mason
Engineer	Zoldak
Police Chief	Meade
Fire Chief	Stefanko
Asst. Fire Chief	
Service Director	Blados
Bldg. Commissioner	
Asst. Bldg. Comm.	Sonenstein
Comm. Service Director	Guilfoyle
Recreation Director	Krzynowek
Soccer Commissioner	Shadd

MOTION: Presot moved to approve the March 19, 2024 Regular Council meeting minutes. Seconded by Walsh. Motion carried 5-0.

CORRESPONDENCE / MAYOR PROCUK

- Mayor Procuk read a letter from the Contipelli family thanking the Village for their donation to Holy Family in Ralph's memory.

Mayor Procuk asked for a moment of silence for former Brooklyn Heights Mayor Larry Robilotta. He said once they know what the arrangements are the Village will post the information on the marquees. Larry Robilotta served from May to November, 1985 and even after Bob Tonne was sworn in, he would still bring the office staff treats. He was also a dedicated coach and volunteer.

BUILDING DEPARTMENT / HOWARD SONENSTEIN

- Mr. Sonenstein reported they have been doing their usual inspections.
- They went down to Columbus to pick up their 2024 code books that the state has provided at no cost. He said while they were there they also had a short meeting to become familiar with the 2024 codes.
- The garbage issue they have been dealing with on Hayes Drive is still ongoing and Mr. Sonenstein stated that Weston has begun the eviction procedures for that tenant.
- Mr. Sonenstein reported that they have been working with the Law Department on their driveway ordinance. He had a resident come in wanting to greatly expand their driveway. He advised them to draw up a plan showing the property lines.

ENGINEER / JENNIFER ZOLDAK

- Ms. Zoldak reported they have started putting together ideas for the Asphalt and Concrete Programs and they will be finalized in the upcoming weeks.
- The Upper Park restroom has been delivered and they are figuring out the electrical and plumbing hook-ups. The contractor that was going to do the hook-ups said they no longer could and Ms. Zoldak and Service Director Blados are looking into other options. They will be receiving \$5,000 back from CXT.
- Ms. Zoldak stated she had two meetings with ODOT last week. One to discuss the Schaaf Road Bridge Replacement and she said the anticipated start date is March 2026. Ms. Zoldak asked Council if they were good with the work hours for this project being 7 a.m. to 7 p.m. Monday through Friday and Council responded yes. The second meeting was to discuss the resurfacing of Granger Road. Ms. Zoldak said she will receive a detailed schedule by the end of the week and will be forwarding it to Council. The Portable Changeable Message Board for the project will be posted May 24th, 2024 and they will start work June 3rd, 2024.
- Ms. Zoldak gave a grant update. She said they have not heard about the snow plow or the Lead Remediation Grants. She reached out to Senator Dolan and he let her know the Senate deadline for the State Community Projects Grant is April 8th, 2024 and it may be a couple of months before they hear back.
- Mr. Shadd asked what side of Granger Road is being resurfaced and Ms. Zoldak responded both.

COMMUNITY SERVICES / THEA GUILFOYLE

MOTION: Walsh moved to pay Lori's Custom Catering \$1,589 for Meals on Wheels for the month of March. Seconded by Tommer. Motion carried 5-0.

- Ms. Guilfoyle reported they are ready for the up-coming Solar Eclipse Event being held at the Community Center. She said they have 70 people signed up so far and they will have fun games, activities and snacks. They sold 153 Eclipse t-shirts and she thanked Ed Stepka for making them. She also thanked Service Director Blados and John Triner for getting the new televisions up and running in the Community Center.
- Senior Lawn Cutting is in progress, they have 75 signed up so far and 7 of those are new to the program this year. Ms. Guilfoyle said there are 8 seniors that were on the program last year that haven't yet signed up this year.
- They held one session of Spring Art in The Park and it was a field trip to the Painted Penguin. They had 21 kids attend and it went really well. Ms. Guilfoyle stated they have the summer schedule almost complete.
- All of the stakes from Senior Snow Plowing have been removed and the seniors have until April 30th, 2024 to report any damage that may have been caused by the plows.
- Ms. Guilfoyle stated her staff and herself are learning the new Civic Plus site and have one more training session to schedule. She said the launch date is set for mid/late May.
- Ms. Guilfoyle thanked the Park Board for the generous donation of \$1,000 to Project Hope.

SOCCER COMMISSIONER / NARLIN SHADD

- Mr. Shadd reported that soccer season begins this Saturday and all of their uniforms have been ordered and should be arriving tomorrow evening.
- Mr. Shadd expressed concern about the field being torn up when his team went there for practice yesterday. Mayor Procuik stated it was brought to their attention that a men's Ukrainian soccer team has been using the soccer fields on Sundays. Mayor Procuik wanted to make it very clear that there is no playing on any wet fields in the Village Park. He let Mr. Shadd know he has the authority to tell them if a field is unplayable.

RECREATION DIRECTOR / DALE KRZYNOWEK

- Mr. Krzynowek stated they are getting ready for Baseball and Softball season. He said they have around 55 kids total signed up so far and is surprised at the low number of Pre-T-Ball and T-Ball registrations. They still have a week left for registrations.

FIRE DEPARTMENT / CHIEF STEFANKO

MOTION: Presot moved to pay M.E.S. \$1,250 for their annual self-contained breathing apparatus flow test. Seconded by Walsh. Motion carried 5-0.

- Chief Stefanko reported he is aware of the Hayes Drive issue and is going there tomorrow for an alarm test and will double check it. He stated they do not have an occupancy permit yet and typically they would do an inspection after an occupancy permit is obtained.

POLICE DEPARTMENT / CHIEF MEADE

MOTION: Lasky moved to pay ADJ Consulting \$2,450 for pre-employment polygraphs. Seconded by Schuckert. Motion carried 5-0.

MOTION: Tommer moved to pay Motorola \$1,950 for the Police Departments annual licensing fee for body cameras. Seconded by Schuckert. Motion carried 5-0.

MOTION: Presot moved to pay Sundance \$3,400 for an Authenticator for LEADS Security. Seconded by Schuckert. Motion carried 5-0.

- Chief Meade explained to Council what LEADS is and how it works.
- Chief Meade reported for the next two days the Officers will be in Active Threat training with the Cuyahoga Heights Police and Valley View Police Departments at the school.
- May 2nd, is Prom Promise and he said the officers will be participating again this year.
- Chief Meade stated Park Patrol will begin April 13th, on weekends from 9 am – 9 pm and May 1st, on weekdays 4 pm – 9 pm. Mayor Procuk asked if he had the Police in the park on the few nice days we have had and Chief Meade responded yes. He also stated he and his Officers are aware of the new park and pavilion rules.
- Chief Meade stated they are still on schedule for the June 4th, Council meeting for the swearing in of two new officers. He said they have interviews on April 15th, and 17th, with conditionals, psychological tests, drug tests and physicals following. They will be swearing in a new Lieutenant and a new Sergeant during the June 4th, meeting as well. He said the written test will be April 23, and the first week of May will be the assessments. Mayor Procuk asked when they will be holding interviews and Chief Meade responded in mid-May.
- He gave an update for the up-coming Eclipse, he said that the traffic can be compared to a Browns game and they can expect terrible cellular service. He recommended not being connected to Wi-Fi during the event.
- Mayor Procuk stated they will be interviewing seven Police Officers. Mark Lasky, Council President Pro-Tem and Human Recourses will be in the interviews with Mayor Procuk.
- Mrs. Presot asked Chief Meade who is hosting Prom Promise this year and he said Cuyahoga Heights School will be.

SERVICE DEPARTMENT / JOE BLADOS

- Mr. Blados reported the signs for the Pavilion Rentals came in and are posted. He said weather permitting, they will begin the Pavilion 2 restorations in the next few weeks. Mr. Blados stated the porta-potty has been delivered in the Lower Park by Pavilion 3.
- Mr. Blados stated the soccer field restoration is in process and he will be keeping in touch with coaches on field conditions and practices.
- They received the 2020 Cuyahoga County Recycling Grant and Mr. Blados said they decided to go with the reusable bag option.
- The date for the Shred-It Event is June 1st, and Mr. Blados said it will be posted as it gets closer.

- Mr. Blados stated he will be attending the Salt Consortium on Thursday to review their group contract rate. He said when they get back to him with the rate he will be bringing it back to Council for a vote.
- Mr. Blados reported is planning on getting an early start on Senior Grass Cutting.
- He encouraged Council to take a look at the Granger Road Marginal and said it is looking very nice and they are planning on adding more recycled concrete.
- Mr. Blados stated the Silco Alarm System Project is nearing completion.
- The Upper Park restroom should be opening soon. Mr. Blados stated he and Ms. Zoldak have been working out the last few details.

MOTION: Presot moved to pay an amount not to exceed \$2,000 for a new freezer in the Community Center. Seconded by Tommer. Motion carried 5-0.

- Mayor ProcuK asked who purchased the last freezer and Mr. Blados responded he was told the Women's Service Club. There was a discussion on the subject and Becky Gogol stated she did not feel the Woman's Service Club should have to pay for the freezer.

ASSISTANT LAW DIRECTOR / MARTY MASON

- Mr. Mason discussed the Moratorium they have on marijuana business. He explained the state law allows for any Municipality to place a ban on Marijuana businesses inside their Municipality. The Village currently has one and he stated he will look into when it expires and a Committee Meeting will be held to discuss whether or not Council wants to extend it.

CLERK/TREASURER / AARON FRANK

MOTION: Lasky moved to pay Clemons, Nelson \$1,142.50 for various HR consultations. Seconded by Presot. Motion carried 5-0.

- Mr. Frank stated he will have the month closed by the end of the week.
- He reported they transferred a total of \$112,814 into the Capital Fund for the month of March and their first RITA drop was \$533,000. Mr. Frank said they are on pace to beat March of last year.
- Mr. Frank said the record scanning is going very well and in a few more weeks they should be done with the bulk of the project.
- Mayor ProcuK was happy to state they are \$420,000 ahead of their four year average.

MAYORS REPORT / MAYOR PROCUK

Income for March	\$16,590.20
Victims of Violent Crimes	\$450.00
Drug Law Enforcement Fund	\$168.00
State Bond Surcharge	\$50.00
Seatbelt Violation	\$120.00
Child Restraint	\$80.00
State of Ohio	\$2,178.00
Indigent Defense Support	\$1,310.00
Indigent Driver Alcohol Treatment Fund	\$72.00
Bond Forfeitures	
Regional Enterprise Data Sharing System	\$230.00
Brooklyn Heights	\$14,110.20

- Mayor ProcuK reported they have two buildings on Spring Road, one was for sale and is currently under contract and the other will be expanding.
- He commented on watching the restroom being delivered. He said it was really a sight to see the crane operator and several semi-trucks at the Upper Park.
- Mayor ProcuK asked Mr. Blados when the restrooms will open for the season and he replied towards the end of this month, weather depending.

PARKS, PLAYGROUND & COMMUNITY SERVICES COMMITTEE / JENNIFER PRESOT

- Mrs. Presot reported they discussed park operations and the new signage added in the lower park area to keep people off the field while they are trying to rejuvenate the lawn.
- She stated some exciting changes ahead with the Service Department taking over the Senior Snow Removal for winter 2025. They will be purchasing a vehicle to get that job accomplished.

ORDINANCES & RESOLUTIONS

ORDINANCE 34-2024 AN EMERGENCY ORDINANCE AUTHORIZING THE CLERK-TREASURER TO MAKE PAYMENT TO TODD D. CIPOLLO CO., L.P.A. FOR LEGAL SERVICES

Sponsor: Tommer

Second: Schuckert

Yeas: 5 / Nays: 0

Ordinance 34-2024 is adopted 5-0

ORDINANCE 35-2024 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: Schuckert

Second: Presot

Yeas: 5 / Nays: 0

Ordinance 35-2024 is adopted 5-0

ORDINANCE 36-2024 AN EMERGENCY ORDINANCE AUTHORIZING THE CLERK-TREASURER TO MAKE PAYMENT TO CHAGRIN VALLEY ENGINEERING, LTD. FOR SERVICES RENDERED ON VILLAGE PROJECTS

Sponsor: Lasky

Second: Tommer

Yeas: 5 / Nays: 0

Ordinance 36-2024 is adopted 5-0

ORDINANCE 37-2024 AN EMERGENCY ORDINANCE TO PURCHASE EXMARK LAZER Z E-SERIES MOWERS FROM MARSHALL POWER EQUIPMENT FOR USE BY THE SERVICE DEPARTMENT

Sponsor: Presot

Second: Lasky

Yeas: 5 / Nays: 0

Ordinance 37-2024 is adopted 5-0

ORDINANCE 38-2024 AN EMERGENCY ORDINANCE AMENDING CHAPTER 1068.02 OF THE VILLAGE OF BROOKLYN HEIGHTS CODIFIED ORDINANCES (*Conditions of facility rental*)

Sponsor: Presot

Second: Schuckert

Yeas: 5 / Nays: 0

Ordinance 38-2024 is adopted 5-0

ORDINANCE 39-2024 AN EMERGENCY ORDINANCE AMENDING CHAPTER 1068.02 OF THE VILLAGE OF BROOKLYN HEIGHTS CODIFIED ORDINANCE (*Pavilions permitting process and fees*)

Sponsor: Tommer

Second: Schuckert

Yeas: 5 / Nays: 0

Ordinance 39-2024 is adopted 5-0

ORDINANCE 40-2024 AN EMERGENCY ORDINANCE AUTHORIZING THE VILLAGE OF BROOKLYN HEIGHTS TO ENTER INTO A CONTRACT WITH KTS EQUIPMENT FOR THE PURCHASE OF A WOOD CHIPPER FOR USE BY THE SERVICE DEPARTMENT

Sponsor: Lasky

Second: Presot

Yeas: 5 / Nays: 0

Ordinance 40-2024 is adopted 5-0

RESOLUTION 07-2024 AN EMERGENCY RESOLUTION AUTHORIZING THE REQUIREMENT OF A CREDIT CARD RELEASE AND WAIVER FORM AS A CONDITION OF ALL FACILITY RENTALS

Sponsor: Tommer

Second: Presot

Yeas: 5 / Nays: 0

Resolution 07-2024 is adopted 5-0

RESOLUTION 08-2024 AN EMERGENCY RESOLUTION AUTHORIZING THE MAYOR AND/OR VILLAGE CLERK-TREASURER TO ACCEPT FUNDING FROM THE OHIO ENVIRONMENTAL PROTECTION AGENCY RECYCLE OHIO GRANT TO PURCHASE A WOOD CHIPPER FOR THE VILLAGE OF BROOKLYN HEIGHTS

Sponsor: Presot

Second: Walsh

Yeas: 5 / Nays: 0

Resolution 08-2024 is adopted 5-0

- Mayor Procuk stated what a pleasure it is working with an enthusiastic Council that really wants the Village to keep moving forward. He said he really appreciates their knowledge, cooperation, questions and their vetting of everything that they are doing.

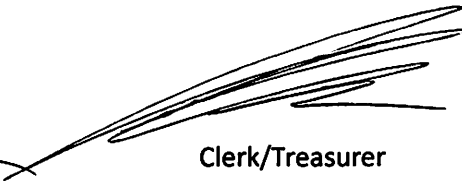
There being no further business to come before the Council, it was moved by Tommer and seconded by Presot that the meeting be adjourned.

Yeas: All

Meeting adjourned.



Mayor



Clerk/Treasurer