

COUNCIL OF THE VILLAGE OF BROOKLYN HEIGHTS

MINUTES OF A MEETING

HELD: December 5, 2023

A meeting of the Council of the Village of Brooklyn Heights, Ohio was held on December 5, 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, Tommer, Walsh
Mayor	Procuk
Clerk/Treasurer	Frank
Law Director	Dowling
Assistant Law Director	
Engineer	Zoldak
Police Chief	Meade
Fire Chief	
Asst. Fire Chief	
Service Director	Blados
Bldg. Commissioner	
Asst. Bldg. Comm.	Sonenstein
Comm. Service Director	Guilfoyle
Recreation Director	Krzymowek
Soccer Commissioner	

GUESTS: George Todorovich and Heather Young

MOTION: Presot moved to approve the November 8, 2023 Regular Council meeting minutes. Seconded by Tommer. Motion carried 5-0.

CORRESPONDENCE / MAYOR PROCUK

- Mayor Procuk stated that NOPEC announced their new electric rates and the information is posted on the Village's website.
- The Cuyahoga County Board of Elections wants to thank the Village for serving as a polling location during the November 7th, General Election and asks to please mark their calendars for the Presidential Primary Election on March 19th, 2024. He said they will make sure they know our facilities are available to them.

AUDIENCE COMMENTS

- Heather Young and George Todorovich, residing at 803 East Schaaf Road, brought to Council an issue they're having with their neighbor while they are doing construction to try and fix the land erosion on their property. She explained that they have all the permits required and are in full compliance. Mr. Soenstien confirmed this and stated that himself, Ms. Zoldak, and Mr. Blados have been out a number of times making sure they are remaining in compliance. The neighbor continues to call the police on them, upset that they are using the unpaved public right of way to access their property and other random things. With as much as this neighbor has called the police on them, the police suggested that Ms. Young file a report which she did. Ms. Zoldak stated that she would be happy to meet with the neighbor, with a third party, to help the neighbor understand the situation better. Mayor Procuk told her to start there and if it's not resolved then he will notify Blair Melling to set up a prosecutors hearing.

• Mr. Lasky commented on the Christmas lights, saying the Village looks beautiful. He thanked the Service Department and said how proud he is of the Village. Mr. Berzins agreed and stated that it didn't go unnoticed that Mr. Blados had staff doing leaf pick up the Sunday before the snow storm. Mayor Procuk stated that it made sense to him to approve the over time to get that done. He also thanked Council for the approval of the Christmas light purchase.

POLICE DEPARTMENT / DAVE MEADE

MOTION: Lasky moved to pay Parma Police \$4,000 to renew the MOU they have with them for mobile forensics. Seconded by Berzins. Motion carried 5-0.

• Chief Meade stated that seven communities share the bill for the mobile forensics and if they went with BCI the back log is six to eight months. Parma can get them their cell phone history within 24 hours.

MOTION: Walsh moved to pay Gracie Survival Tactical \$3,000 for a five day Jujitsu instructor training course for two of their officers. Seconded by Presot. Motion carried 5-0.

• Chief Meade gave a Flock update. They were supposed to be installed but their entire team got Covid and he was informed today that the last license plate reader will be installed December 11th, and the condor camera in the park will be installed December 19th. They should have electricity hooked up to it the next day.

• Chief Meade said he has three more officers that are interested in going to drone school at Cuyahoga Heights the first week of January. He stated that the Village of Cuyahoga Heights and Newburgh Heights were so impressed with the Village's drone that they are getting drones too. He said if they are searching for a suspect or lost child they have everyone around them now with drones and they can be in the sky looking. Mrs. Presot asked what the school was for the drones and what it entailed. Chief Meade responded that it's a three day class, schooling to get an unmanned pilots license, it is a very difficult test to pass.

FIRE DEPARTMENT / BRETT STANISLAW

• Mr. Stanislaw reported that Chief Stefanko will be back to work on light duty sometime next week. Mayor Procuk said as soon as he gets the okay to go back to his full time job he is welcome here.

SERVICE DEPARTMENT / JOE BLADOS

• Mr. Blados said they continue to set up Christmas lights. The reindeer catapult arrived damaged, they're expecting a replacement unit soon. The Service Department staff built the nativity and he's very happy with it, stating it turned out fantastic.

• He said they made it through the first snow storm and everything went smoothly. He stated that the plows and salt were ready to go.

• Mr. Blados said they are getting ready for their state tree inspections on December 13th. He said they had some trees planted last fall that didn't take and were under warranty. They received replacement trees that are staged throughout the Village and they will be going in the ground soon.

• The electrical contractors were out today and yesterday looking at the elevators, he said that they are still looking at the first quarter of 2024 for completion. Mr. Blados said he has been working with fire to get together the emergency call list for Silco and he's hoping the transition from Securitas goes smoothly.

MOTION: Lasky moved to pay Yonder Star Christmas Shop LLC \$2,385 for the outdoor nativity scene. Seconded by Berzins. Motion carried 5-0.

MOTION: Walsh moved to pay Einheit Electric \$1,607 for wire repairs to the marquee on Tuxedo. Seconded by Tommer. Motion carried 5-0.

- Mr. Blados stated that they submitted their Tree City USA Grant application early and everything looks good.

COMMUNITY SERVICES / THEA GUILFOYLE

MOTION: Berzins moved to pay Lori's Custom Catering \$1,351 for Meals on Wheels for the month of November. Seconded by Presot. Motion carried 5-0.

- Ms. Guilfoyle stated that they distributed a total of 102 building plans to residents and the rest have been discarded.
- They had their first senior snow removal and 91 seniors participating. She said even though they were short staffed for that first plow and the plowing took longer than expected, all the driveways got done.
- Ms. Guilfoyle said Project Hope had a total of 15 families and 37 children participate in the program this year which may be the largest group they ever had. She is very grateful for the generosity of the residents, businesses, and the Services Clubs, who really helped them this year due to many late entries. The gifts are all turned in and will be distributed to the families this week or the beginning of next week.
- They were approved for the 2024 Art In the Park grant. She said they received \$3,410 of the \$5,000 she always asks for. The amount they get is based on the amount of donations Cuyahoga Art and Culture receives. They will be holding two winter sessions at the Community Center on December 27th and 29th. She has solicited student volunteers through social media and they have children signing up.
- She has not heard back from the NOACA Grant they applied for. She has reached out to Jim Thompson and has not heard back yet. She will keep following up.
- She had a meeting with Civic Plus again this morning she will be meeting with Mayor Procuk and department heads to go over things they need to do, such as cleaning up their current website so that when they migrate it over they are not taking over a bunch of outdated information.
- Ms. Guilfoyle stated that she has almost everything set up on My Rec and will be asking a few people to create test sign ups.

RECREATION DIRECTOR / DALE KRZYNOWEK

- Mr. Krzynowek stated that the basketball season is off and running. They had their first game this past weekend. Their Cavs uniforms are ordered and they are expecting them soon.

ENGINEER / JENNIFER ZOLDAK

- Ms. Zoldak states there are no ongoing construction projects currently. She did hear from ODOT today about upcoming projects. The resurfacing of Granger Road in 2024. January 2025 - July 2026 they will be doing the I-480/I-77 Bridge Deck replacements. July 2025 - February 2026 they will be doing the Schaaf Road Bridge over West Creek replacement, and October 2025 - October 2026 they will be doing the Schaaf Road over Granger replacement. She says these may cause significant detours, and she will keep them updated as time gets closer.
- Ms. Zoldak gave a grant update. The CDSG Grant for Dorset Mini Park, the Ohio EPA Recycle Grant for the water filling stations, the Ohio EPA Recycle Community Litter Grant for the wood chipper, and the Brownfield Remediation Grant, are all complete and submitted. She expects to find out if they got them in February or March 2024. The County Maintenance Fund is in process and almost done and should be submitted by the end of the week. One other free form she mentioned is the State of Ohio sometimes has a surplus of funds they are looking to give away. She said other municipalities have been contacted their by State Representatives and they may want to start brainstorming of different community betterment projects they could present to them. Mr. Frank asked about deadlines to submit, Ms. Zoldak responded maybe they should reach out to their state representative for more information.
- She stated the she does not have an update on the OPWC application for Valley Belt, she will keep them posted on it.
- Ms. Zoldak wanted to thank Council for their support over the past year.

- Mayor ProcuK asked about the fence that ODOT put up at Nidec and Ms. Zoldak responded it was part of the ODOT project though the Village did not ask for it. She will reach out to ODOT and see if they can take it down.

BUILDING DEPARTMENT / HOWARD SONENSTEIN

- Mr. Sonenstein states they are working with property owners at 803 East Schaaf Road. He says Ms. Zoldak has been doing a great job and Mr. Blados has been out a number of times.
- Mr. Sonenstien gave an update on the West 8th property. The portion of the driveway she has agreed to remove has been cut out, she still has to get it graded and seeded.
- He stated that they had some issues on Eastview Drive with tenants deciding whose property is whose. Ms. Zoldak hopes to be going there the last week of December to address the issue.
- The FOP purchased the building that was formally the VFW and Mr. Sonenstein said they applied for a sign permit and what they have presented looks very nice.

CLERK TREASURE / AARON FRANK

- Mr. Frank wanted to thank Ms. Zoldak for how well she has done over the past year, he also complemented the Service Department on what a good job they have done.

MOTION: Lasky moved to pay Chagrin Valley Engineering \$3,710 for various engineering fees. Seconded by Berzins. Motion carried 5-0.

- Mr. Frank stated that the transfer from the 203 Fund was made. They moved the \$35,000 and there is \$26,000 left in the account witch should be enough to cover if someone were to retire in the next year or two. If they were to need more they could pull from the General Fund. He stated that they did pass the 5M mark as they anticipated and are now back in the black at \$526,000. Mr. Frank was happy to report that in one month they brought \$706,000 into their Capital Fund.
- Mr. Frank said they are looking good and under budget by 3.02%. Community Services has used almost 100% of their budget, this is not normal for them and it is because of the new website. That was a very large expense for their department. The Mayor's budget is almost at 100% as well due to engineering costs.
- Mr. Frank was very excited to say they went over 8M on their first drop putting them at \$8,020,000!
- Mr. Frank stated that in 2024, they will be setting up an investment account with Ohio Star so they can start earning some interest. He has the application started and is working with the Law Department.

MAYORS COURT / MAYOR PROCUK

Income for November	\$11,092.80
Victims of Violent Crimes	\$315.00
Drug Law Enforcement Fund	\$119.00
State Bond Surcharge	\$25.00
Seatbelt Violation	\$30.00
Child Restraint	\$155.00
State of Ohio	\$1,544.00
Indigent Defense Support	\$900.00
Indigent Driver Alcohol Treatment Fund	\$51.00
Bond Forfeitures	
Regional Enterprise Data Sharing System	\$185.00
Brooklyn Heights	\$9,312.80

- Mayor Procuk stated when the residents passed a tax increase of a half percent, their first real year of collections took them from 4.7M to 5.9M and this was the 1.2M increase they were anticipating. Year 2020 was 6.3M and 2021 was the first time they passed 7M at 7.1M. Last year was 7.5M and this year they have already passed 8M. Mayor Procuk said he always believed it would happen.
- Gertsburg Licata, the law building on Granger, had three tenants and Covid took all three so there is vacant office space they are looking to market and Mayor Procuk gave them a suggestion. They, along with GrafTech, another company that has been in the Village for ten years, are interested in doing some type of recycling at their business. They're exploring possibilities such as a community dumpster for people to take their recycle to or possible collection sites. Mayor Procuk asked the Service Director to look into it further.
- Mayor Procuk stated that the Village is operating at 3.02% under budget and he is especially proud of their safety forces. Police are operating at 9.64% under budget and Fire is operating at 5.7% under budget. He said this is meaningful because these two departments take almost 4M of their budget. He says he is very proud of everyone and all of their departments are operating efficiently. He says he's looking forward to closing this year out with a bang.
- Stove Guard, a startup manufacturing company in the Village that has about six employees, is going to be moving out. Mayor Procuk stated that office space is readily available at a discounted rate and he's sure that as Stove Guard moves out there will be inquiries coming in.
- Mayor Procuk spoke with a Village resident named Reggie Clark, he believes he is a realtor and he was inquiring about development of the Pretzer property. He said he was going to talk to some developers but Mayor told him to hold off for now.
- Mayor Procuk asked about the Reindeer Games and Mrs. Presot answered, she will be talking to Rocky Schuckert after the meeting. Mayor Procuk stated that the Village cannot sponsor this and the fee for the Community Center would not be waived unless a Village Club sponsors the event.
- Mayor Procuk attended and passed the Mayor's court recertification along with their magistrate and they are all set for next year.
- Mr. Frank read correspondence from Ted Biskind regarding the Villages Dental plan. He is recommending they go with Delta Dental. Cuyahoga Heights has had Delta for ten years, during which they have had multiple years with no rate increases and at least one renewal with a rate decrease. The rate being offered by Delta Dental is locked in for two years.

MOTION: Tommer moved to get legislation drawn up for Delta Dental. Seconded by Presot. Motion carried 5-0.

ORDINANCES & RESOLUTIONS

ORDINANCE 105-2023 AN ORDINANCE AUTHORIZING THE MAYOR AND/OR CLERK-TREASURER TO ENTER INTO AN AGREEMENT WITH CHAGRIN VALLEY ENGINEERING, LTD. FOR ENGINEERING SERVICES FOR THE VILLAGE OF BROOKLYN HEIGHTS COMMENCING JANUARY 1, 2024 (*SECOND READING*)

Sponsor: Tommer

Second: Lasky

Yeas: 5 / Nays: 0

Ordinance 105-2023 is adopted 5-0

ORDINANCE 108-2023 AN EMERGENCY ORDINANCE AUTHORIZING THE MAYOR AND/OR CLERK-TREASURER TO ENTER INTO A PURCHASE AGREEMENT WITH CHRISTMAS DONE BRIGHT TO PURCHASE HOLIDAY EQUIPMENT

Sponsor: Lasky

Second: Walsh

Yeas: 5 / Nays: 0

Ordinance 108-2023 is adopted 5-0

ORDINANCE 109-2023 AN EMERGENCY ORDINANCE AUTHORIZING THE MAYOR TO APPLY TO THE OHIO DEPARTMENT OF DEVELOPMENT FOR FUNDING THROUGH THE BROWNFIELD REMEDIATION PROGRAM

Sponsor: Berzins

Second: Walsh

Yeas: 5 / Nays: 0

Ordinance 109-2023 is adopted 5-0

ORDINANCE 110-2023 DECEMBER PAY ORDINANCE

Sponsor: Tommer

Second: Lasky

Yeas: 5 / Nays: 0

Ordinance 110-2023 is adopted 5-0

MOTION: Presot moved to go into Executive Session to discuss a personnel matter. Seconded by Berzins.
Motion carried 5-0.

RETURN FROM EXECUTIVE SESSION

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

Yeas: All

Meeting adjourned.

Mayor



Clerk/Treasurer

