

COUNCIL OF THE VILLAGE OF BROOKLYN HEIGHTS

MINUTES OF A MEETING

HELD: November 21, 2023

A meeting of the Council of the Village of Brooklyn Heights, Ohio was held on November 21, 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	
Fire Chief	
Asst. Fire Chief	
Service Director	Blados
Bldg. Commissioner	
Asst. Bldg. Comm.	
Comm. Service Director	
Recreation Director	
Soccer Commissioner	

GUESTS: Rocky Schuckert

CORRESPONDENCE / MAYOR PROCUK

- A thank you card was received from the Jazzercise women for letting them use the Community Center while the Seven Hills Rec Center was unavailable.
- A copy of the Resolution that Council passed requesting PUCO to explain the increase on transportation fees to taxpayers, was signed by Jerry Dowling and sent to Jenifer French.
- A letter was received November 8th, from the County, Department of Public Works, letting them know if they want to be a part of the Road Preventative Maintenance Reimbursement Program, the applications for 2024, have to be in by December 13th.
- Service Director Blados read a letter from Trenton McRitchie, Scott McRitchie's seven year old son, thanking Mayor Procuk and Council for letting Mr. McRitchie take a plow truck to his school for career day.

SERVICE DEPARTMENT / JOE BLADOS

- Mr. Blados said they have started putting up Christmas lights and reviewing their inventory, seeing what they have and what needs to be replaced. He spoke with Courtney Murphy at Christmas Done Bright, and he was able to get Christmas lights at a pre-sale price with free shipping, the total being \$6,842.70. He reached out to other communities who outline their buildings with lights and learned that they are banded wires that the lights get clipped onto, this is something he would like to do in the Village next year and he is also looking into a nativity scene. Mr. Lasky asked if they were using decorations that they already had and if this was the first big purchase for this year, Mr. Blados responded yes.

MOTION: Berzins moved to pay \$6,842.70 to Christmas Done Bright for Christmas lights for the Village. Seconded by Walsh. Motion carried 5-0.

ENGINEER / JENNIFER ZOLDAK

- Ms. Zoldak has been discussing with Mr. Blados and Mayor ProcuK the Eastview Drive property. The owners, earlier this year, questioned where the Village right of way ends and private property begins. She wants the Village Council to agree for Chagrin Valley Engineering to pull the record plans and do research with the County also have the Village look at their records to see if there are any existing maintenance agreements, access agreements, or easements on the property. She is estimating the cost would be \$2,800 for Chagrin Valley Engineering to do a deep dive at the county and find out what the Village's maintenance responsibilities are. Mayor ProcuK pointed out that Die-Matic was the first commercial business down there and we may not know what agreements were made. He also states that Mr. Blados has been looking at that Village-owned property in front of Die-Matic for possible future storage of Village equipment or road salt.

MOTION: Walsh moved to pay Chagrin Valley Engineering \$2,800 for record research on the Eastview property. Seconded by Tommer. Motion carried 5-0.

- Ms. Zoldak stated they're working on the CDSG Grant application due next week, the Ohio EPA Recycle Litter Prevention Program Grant application is due December 1st, and the application for the Road Preventative Maintenance Reimbursement Program is due on December 13th.
- Mayor ProcuK asked about the arrows in the intersection at Tuxedo. Ms. Zoldak said they had bought a stencil and Mr. Blados is reaching out to Sherwin Williams about ODOT-grade road paint.
- Mayor ProcuK asked Ms. Zoldak about the two large pot holes before the bridge on the eastbound side. She said she was not aware of them but will look into it and assumes they are the Village's responsibility. Mr. Blados said he is not sure if the pot holes are in Brooklyn Heights but that area is frequently driven by Village residents and he will fill them as needed until Phase Two of the Brookpark Road Project begins.

CLERK-TREASURER / AARON FRANK

MOTION: Presot moved to pay \$1,057.50 to our social worker for the month of October. Seconded by Berzins. Motion carried 5-0.

MOTION: Tommer moved to pay Civic Plus \$1,578 for custom banners for each department page. Seconded by Walsh. Motion carried 5-0.

MOTION: Walsh moved to pay the Village of Valley View \$1,260 to compensate for the 21 boys and girls who participated in flag football and cheerleading this fall. Seconded by Lasky. Motion carried 5-0.

Mr. Frank had a letter for Mr. Dowling to sign, paying Mansour Gavin \$135 for Kurtz expansion legal expenses.

MOTION: Walsh moved to pay Clemans, Nelson and Associates \$2,887.50 for various HR consultations. Seconded by Tommer. Motion carried 5-0.

- Mr. Frank was happy to report that they received the reimbursement for the restroom at the Upper Park in the amount of \$150,000 as well as the \$250,000 for the Spring Road reimbursement. They also received a \$2,562.33 reimbursement from the water company for the street repair.

- The municipal income for the month of November, not including \$5,000 in net profit they just received, is \$675,275.57. Mr. Frank stated that last year we were at \$7.517M for the entire year, and we are currently at \$7.549M with a month left to go. He is very excited to see where we end up at the end of the year.

MAYORS REPORT / MAYOR PROCUK

Mayor Procuk stated that they are 13% ahead of the plan, and positioned for a strong finish being less than \$500,000 away from hitting the \$8M mark. He said they keep breaking a new record every year.

Motion: Berzins moved to renew the Heritage Home Program through December 2024, for the \$720 reduced fee that the Cleveland Restoration Society is offering them. Seconded by Presot. Motion carried 5-0.

- Mayor Procuk said that the Tree City USA application is being worked on, they did plant a tree and take the required photos so they could submit the application, but the dedication won't formally take place until spring. He is suggesting to the Tree Commission, that they try to do it on Arbor Day 2024. The tree was planted before having the dedication because those are things that have to be submitted as part of the Tree City USA and he wanted to make sure they got their sixteen year credit.
- Mayor Procuk stated that after the first of the year he will appoint three citizens to the Planning Commission.

COMMITTEE REPORTS

- Mrs. Presot stated that they held a committee meeting that evening to discuss the CDSG grant they are applying for, and it was decided that they would be doing a match of up to \$50,000 in the application process.

MOTION: Presot moved that The Village will match at least \$50,000 of funds granted by CDSG. Seconded by Berzins. Motion carried 5-0.

ORDINANCES & RESOLUTIONS

ORDINANCE 98-2023 AN ORDINANCE AMENDING SECTION 452.03(n) OF THE VILLAGE OF BROOKLYN HEIGHTS CODIFIED ORDANANCES *SECOND READING*

Sponsor: Presot

Second: Berzins

Yeas: 5 / Nays: 0

Ordinance 98-2023 is adopted 5-0

DISCUSSION: Mayor Procuk asked what the business of this ordinance is and Mr. Frank answered, to clarify the use of parking signs within the village.

ORDINANCE 102-2023 AN EMERGENCY ORDINANCE AMENDING SECTION 33.01 OF THE BROOKLYN HEIGHTS CODE OF ORDINANCES

Sponsor: Walsh

Second: Tommer

Yeas: 5 / Nays: 0

Ordinance 102-2023 is adopted 5-0

ORDINANCE 103-2023 AN EMERGENCY ORDINANCE AUTHORIZING THE MAYOR AND/OR CLERK/TREASURER TO ENTER AN AGREEMENT WITH SILCO FIRE & SECURITY FOR THE VILLAGE OF BROOKLYN HEIGHTS

Sponsor: Berzins

Second: Presot

Yeas: 5 / Nays: 0

Ordinance 103-2023 is adopted 5-0

ORDINANCE 104-2023 AN EMERGENCY ORDINANCE AUTHORIZING THE CLERK/TREASURER TO TRANSFER FUNDS FROM 203 TO THE GENERAL FUND

Sponsor: Presot

Second: Tommer

Yeas: 5 / Nays: 0

Ordinance 104-2023 is adopted 5-0

DISCUSSION: Mayor Procuk asked what the 203 Fund was and Mr. Frank stated it is the Retiree Fund. Mayor Procuk wanted to make sure we have paid out the latest retirees and that the Fund will stay intact for future retirees. Mr. Frank assured him that was correct.

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 *FIRST READING*

Sponsor: Berzins

Second: Lasky

Yeas: / Nays:

ORDINANCE 106-2023 AN EMERGENCY ORDINANCE AUTHORIZING THE CLERK/TREASURER TO TRANSFER THE AMERICAN RESCUE PLAN ACT (ARPA) FUNDS TO THE CAPITAL FUND

Sponsor: Lasky

Second: Presot

Yeas: 5 / Nays: 0

Ordinance 106-2023 is adopted 5-0

DISCUSSION: Mr. Frank wanted to note that this is the original ARPA money that we received during Covid. The amount of money they are transferring out is exactly \$156,074.37. There will be money left in there, and that exact amount will go towards the elevators when they receive the bill.

ORDINANCE 107-2023 AN EMERGENCY ORDINANCE CONFIRMING THE DECISION OF THE PLANNING COMMISSION TO APPROVE A LOT SPLIT OF PERMANENT PARCEL #531-11-002.

Sponsor: Tommer

Second: Berzins

Yeas: 5 / Nays: 0

Ordinance 107-2023 is adopted 5-0

RESOLUTION 20-2023 A RESOLUTION AUTHORIZING THE MAYOR AND/OR CLERK/TREASURER TO MAKE AN APPLICATION TO THE CUYAHOGA COUNTY DEPARTMENT OF DEVELOPMENT, 2024 COMMUNITY DEVELOPMENT SUPPLEMENTAL GRANT PROGRAM FOR THE FUNDING OF A CERTAIN CAPITAL EXPENDITURE

Sponsor: Berzins

Second: Presot

Yeas: 5 / Nays: 0

Resolution 20-2023 is adopted 5-0

MOTION: Presot moved to go into Executive Session to discuss legal matters. Seconded by Berzins. Motion carried 5-0.

RETURN FROM EXECUTIVE SESSION

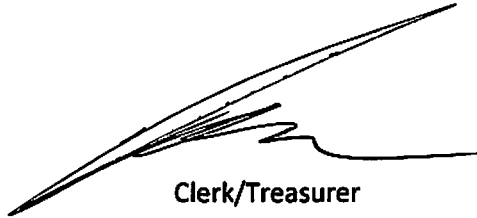
There being no further business to come before the Council, it was moved by Walsh and Seconded by Presot that the meeting be adjourned.

Yeas: All

Meeting adjourned.



Mayor



Clerk/Treasurer