

# COUNCIL OF THE VILLAGE OF BROOKLYN HEIGHTS

## MINUTES OF A MEETING

HELD February 1, 2022 20

A meeting of the Council of the Village of Brooklyn Heights, Ohio was held on February 1, 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, Blados, Lasky, Presot & Walsh
	Mayor:	Procuk
	Clerk/Treasurer:	Frank
	Law Director:	Dowling
	Engineer:	Henry
	Police Chief:	Meade
	Fire Chief:	
	Asst. Fire Chief:	Lasky
	Acting Service Dir:	Florjancic
	Bldg. Commissioner:	
	Asst. Bldg. Comm.	Sonenstein
	Comm. Service Dir:	Guilfoyle
	Recreation Dir:	Kryznovek
	Soccer Dir:	Shadd

GUESTS: Shane Tommer

Mayor Procuk congratulated Ray Berzins on his appointment to fill the vacant, unexpired seat on council.

**MOTION:** Mayor Procuk asked for a motion to appoint Ray Berzins to the Income Tax Board of Review. Seconded by Mrs. Presot. Motion carried 5-0.

**Mayor Procuk read the 2022 Council Committee assignments as follows:**

Ad-Hoc Environment	Walsh, Berzins, Lasky
Building	Berzins, Blados, Walsh
Finance	Walsh, Presot, Lasky
Income Tax Board of Review	Berzins, Presot, Blados
Industrial Development	Lasky, Walsh, Blados
Ordinance	Presot, Berzins, Walsh
Park, Playground & Comm. Services	Blados, Lasky, Presot
Safety	Presot, Walsh, Berzins
Streets, Beautification & Utilities	Blados, Lasky, Berzins
Wage & Salary	Lasky, Blados, Presot
President Pro-Tem (Elected by Council)	Jennifer Presot

**MOTION:** Mr. Berzins moved to approve the December 21, 2021 and the January 18, 2022 minutes as distributed. Seconded by Mrs. Presot. Motion carried 5-0.

### CORRESPONDENCE:

- Letter dated January 20<sup>th</sup> from resident Gloria Ashworth complimenting the senior snow removal services at her residence.
- Email dated January 18<sup>th</sup> from resident Pamela Houston inquiring about snow plowing services. Residents helped her and Thea Guilfoyle responded to her email.

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- Letter dated February 1<sup>st</sup> from Thea Guilfoyle to the Men's Service Club requesting a donation to assist the low-income seniors on the Meals on Wheels Program.
- Email from Tree City USA announcing the 150<sup>th</sup> Arbor Day birthday with celebration suggestions.
- Reminder that Park board President Mark Lasky scheduled their annual budget meeting for February 10<sup>th</sup> at 7:00 pm. It is open to the public.

### **AUDIENCE COMMENTS:**

None

### **DEPARTMENTS**

#### **POLICE DEPARTMENT**

- Asked for a motion for Sergeant Leahy to attend PELC (Police Executive Leadership College) at a cost \$2,500.

**MOTION: Mayor Procuk moved to approve the expenditure. Seconded by Mr. Walsh. Motion carried 5-0.**

- Unfortunately they did not receive the grant for the body camera equipment. 107 grants were awarded. He will re-apply as soon as information is available for 2022.
- They did receive one of the four guns that were ordered and now every officer has a department-issued weapon. Hopefully the other three come in soon.
- The Lexipol LLC Ordinance for this evening is for the software to rewrite all of our policies and procedures that tie in with the daily training bulletins and also with the Ohio Collaborative that makes us accredited with our policies and procedures.

#### **FIRE DEPARTMENT**

- Two of our firefighters were hired full time in Parma and they will have be off for two months while they satisfy their full time job requirements.
- The new ambulance that was purchased is not only state-of-the-art with COVID but it is 4-wheel drive and has been a godsend this past month with all freeway calls we've responded to.
- The County has been working with us with COVID and you can see the numbers are going down. They keep giving us tests so we tests are available for our First Responders.
- We applied for FEMA's grant again to purchase a new fire truck replacing our current 1995 unit. They run about \$500,000 and we're trying to make it easier with grant dollars. That would be our next vehicle purchase as we've passed the 25-year life expectancy. This will be the fourth time we're applying for this grant.

#### **SERVICE DEPARTMENT**

- It's been a difficult month due to the weather and he's ordered 300 tons of salt in January. As of February 2<sup>nd</sup>, we'll have received 250 tons. The annual allotment is 650 tons so we're almost half way through that. Along with other cities in our consortium, we're having difficulty getting salt. Fortunately our bin is full.
- Received a second quote for the elevator repair from Davis & Newcomer in the amount of \$79,875. The first quote from Otis Elevator for \$133,000 and we're still waiting for the quote from Schindler.
- This past Saturday we had an issue at the Service Garage because the boiler pumps were cavitating due to the HVAC system in the police gun range. Lisco believes that one of the valves stuck preventing hot water from circulating and it split three coils. They will see if they

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can get replacement parts but they doubt they can due to the age of the unit. We may have to replace the whole unit on the roof.

- I am looking into ordering paint for the soccer fields earlier than usual due to a predicted price increase and possible shortage on aerosol paint and the 5-gallon buckets.

Mayor Procuik complimented the Service Department on their response to the snow storm and said that the streets were well maintained.

Mayor Procuik reported that Tracy Harris applied for the recycling grant and we can hold the Shred It event and educate the residents on what can and cannot be recycled.

We did not get the county Tree Canopy grant last year. Jason Knowles applied to ODNR and they turned us down in December. The county is going to be awarding \$950,000 for tree canopy and tree plantings and Jason will attend that session. Kari Baciak will help with any Arbor Day activities.

If the weather situation becomes anywhere close to an emergency before the Governor or the County Executive makes an announcement, I have the authority to declare an emergency. It would be posted on social media, the police will help with advising people about parking and we may or may not be able to transport seniors to their appointments depending on safety issues.

### **COMMUNITY SERVICES**

- The senior snow removal contractor, Monteleone Landscaping, did a fantastic job through the storm. There were a couple minor issues that were quickly resolved and we received several complimentary phone calls.
- The senior drive thru event on January 27<sup>th</sup> was successful with 50 seniors driving thru and they were all very appreciative. I was grateful to MiracleCity Hospice and Danbury Senior Living for co-sponsoring the event with us.
- We will hold our in-person senior luncheon on February 8<sup>th</sup> at the Community Center.
- The transfer from SI Play to Sports Engine software for sports registration has been difficult but is coming along and we hope to have everything in place for spring soccer sign up.

### **SOCCER COMMISSIONER**

- He is communicating with Donna Algeri regarding spring soccer sign up and registration is scheduled to begin on February 14<sup>th</sup> through March 2<sup>nd</sup>. Late registration will be March 3<sup>rd</sup> through March 6<sup>th</sup>.
- Team commitments must be into the league by March 11<sup>th</sup> and the season is expected to start in early April.
- All fees remain the same.

### **REC DIRECTOR**

- At this time all COVID restrictions have been lifted for all basketball games.
- The 3<sup>rd</sup> and 4<sup>th</sup> Grade Girls' team and the 5<sup>th</sup> and 6<sup>th</sup> Grade Girls team are both undefeated and in first place.
- There are no playoffs this year but they are trying to get as many games in as possible.
- He was instructed by Mayor Procuik to respond to the Boy Scout email regarding certifying our village park for Scout camping that we cannot accommodate their needs.

### **ENGINEER**

- The Master Plan is not yet completed.
- We will have a resolution to authorize the purchase of the playground equipment at the Council meeting on the 15<sup>th</sup> and the installation and other improvements to the Upper Park will be bid next week.

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- We have another opportunity to apply for a grant through the AARP to help offset the cost of the park improvements not covered by DNR grant that we did not receive.
- Since we were successful in getting OPWC funding for the Brook Park Road Resurfacing, we will need an additional agreement to allow Brooklyn Hts to administer the funding and be reimbursed by Cleveland, Parma, and Brooklyn. ODOT will be paying for the resurfacing portion. Total cost will be approximately \$10.5 million, the design will take place this year and it will be a two year construction project in 2023 – 2024. Brooklyn Heights had the best opportunity to get the grant (OPWC) and we would be reimbursed all the money from the other communities for the base repairs and other cost not covered by OPWC and ODOT. The Village's portion is very small.
- The Belmont project with the City of Seven Hills is making progress.
- We will need a Streets Committee meeting to discuss the Galway, Belmont, and Spring Road projects.

### BUILDING

- A temporary occupancy permit was issued to New Story School at 600 West Resource to allow them to set up their furniture etc. before the students arrive.
- Working with the owner and his attorney at 4869 Van Epps to get that building straightened out.
- Working with the Fire Department bringing all these buildings up to code.

### LAW DIRECTOR

- We will need to go into Executive Session to discuss a potential piece of real estate.

### CLERK / TREASURER

- We are working on closing the month by the end of this week.
- The first RITA drop hit today in the amount of \$614,424.
- \$67,059 was transferred from the General Fund to the Capital Fund.
- AM Legal is working on the codified ordinances.
- The Board of Elections was given necessary information on Raymond Berzins.
- Working with Cuyahoga County and our Law Director regarding miscellaneous parcels.

### MAYOR'S COURT

• Income for January	\$18,545.13
Victims of Violent Crime	( 639.00)
Drug Law Enforcement Club	( 232.00)
State Fond Surcharge Fund	( 75.00)
Child Restraint	( 35.00)
State of Ohio	( 1,840.00)
Indigent Driver & Alcohol	( 99.00)
Reg. Enterprise Data Sharing System	( 315.00)
Brooklyn Heights	\$15,246.13

### MAYOR'S REPORT

- Requests Greg Cingle to come before council, also RITA, to discuss the subpoena program and the property tax abatement plans.
- With three collections into the year, we are approximately a quarter of a million dollars ahead of this time last year (41% ahead of the prediction).
- Earlier I gave out committee assignments. The Parks, Playground & Community Services Committee will be looking at the Upper Park project. We may look at the potential of extending the fence to protect Pavilion #3 during soccer games. The Ordinance Committee will look at resident's only in the park and revisiting getting rid of the Van Epps property. The Streets Committee has a lot as the engineer noted.

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- There has been no further updates from Seven Hills on the Belmont project.
- I've met with two smaller individual HR companies, Thursday I'm meeting with Organizational Architecture who work with larger cities and I'll meet with Clemons Nelson who we used before. The first project they'll look at is to coordinate our agreements, our ordinances and our personnel policies.
- I have vacancies on some of the boards and commissions. There is a vacancy on the Board of Zoning Appeals I believe I have filled already and two are coming up on the Planning Commission. One person has to serve on the Zoning Appeals Board and the Planning Commission. They elect their own officers, one being a secretary. The only expiring term we have now is Gary Samerigo on the Zoning Board which expires at the end of this year.
- I'm in constant contact with our law firm handling our Deny the Permit which falls under the Environment Committee and will ask that they call committee meetings as needed. The parties involved have until February 15<sup>th</sup> to review and request any additional documents.
- The Flip Saunders Legacy Fund send their first donation of \$25,000 and a formal receipt was provided. They would like to be involved with the park signage especially on the courts.
- We have not issued employee ID cards but I am holding off until we have the HR person in place.
- The County extended the date for your tax bills until February 15<sup>th</sup>. We still have the lowest tax rate in the county at 60.63.
- Kari Baciak attended the Suburban Council of Governments meeting and Ronald D. Sulik to the Sewer District board.
- The County published a Funding Resources Booklet for residents who may be interested in a variety of home improvement projects, sources for low income families and many funding opportunities for businesses. This has been posted on our website and social media.

### **FINANCE COMMITTEE**

- Mr. Walsh reviewed the earlier Finance Committee Meeting discussing the annual budget process. The next Finance Meeting is scheduled for February 15<sup>th</sup> at 6:30 pm.

### **STREETS COMMITTEE**

- Mr. Blados called a Streets Committee Meeting for February 8<sup>th</sup> at 5:30 pm to discuss the Galway, Belmont and Brookpark Road projects

### **ORDINANCES & RESOLUTIONS**

**ORDINANCE 9-2022** – AN EMERGENCY ORDINANCE AUTHORIZING THE MAYOR AND/OR CLERK/TREASURER TO ENTER INTO A CONTRACT WITH LEXIPOL LLC FOR THE POLICE DEPARTMENT FOR LAW ENFORCEMENT POLICY MANUALS AND TRAINING BULLETINS

Sponsor: Blados

Second: Presot

Yeas: 5

Nays: 0

Ordinance 9-2022 is adopted 5-0.

Mayor Procuk asked for a motion to go into Executive Session to discuss a real estate matter and a personnel issue.

**MOTION:** Mr. Berzins moved to go to Executive Session. Seconded by Mrs. Presot. Motion carried 5-0.

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

Yeas: All

Meeting adjourned.



Mayor



Clerk/Treasurer