

# COUNCIL OF THE VILLAGE OF BROOKLYN HEIGHTS

## MINUTES OF A MEETING

**HELD: March 5, 2024**

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A meeting of the Council of the Village of Brooklyn Heights, Ohio was held on March 5, 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, Schuckert, Tommer, Walsh
Mayor	Procuk
Clerk/Treasurer	Frank
Law Director	Dowling
Assistant Law Director	
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 February 20, 2024 Regular Council meeting minutes. Seconded by Tommer. Motion carried 5-0.

**CORRESPONDENCE / MAYOR PROCUK**

Mayor Procuk stated he will read Ordinance 27-2024 out of order due to a representative from SE Blueprints being present to answer questions.

- Mr. Frank said digitizing the Legislative Records is big move for the Village and he thanked Council for their progressive approach to it.
- A letter to Chief Meade and Mayor Procuk from Officer Joseph Coin stating his resignation as a Police Officer effective March 17<sup>th</sup>, 2024. Chief Meade responded, accepting Police Officer Joseph Coin's resignation. A letter was received from Brian Day from the Parma Municipal Court. The total amount due for the year 2023 is \$22,096.80. Also a meeting of the Fiscal Officers of the Parma Municipal Court District will be held on Friday April 19<sup>th</sup>, 2024 at 3 pm. Mayor Procuk and Mr. Frank pointed out that this is quadruple the normal cost for using Parma Court and they explained it is due to the State Highway Patrol handing out citations in Brooklyn Heights. Mr. Frank said they break even with these citations the State Highway Patrol issues and this keeps our Village safe and keeps our Officers off the Highway.
- Mayor Procuk offered a letter of the Village's full support of Senate Bill 186. Senate Bill 186 gives government an additional tool to assist in the collection of delinquent taxes, prevents property speculators from avoiding taxes and potentially obstructing the purchase of a property by owners who truly wish to invest in our communities. The member communities of the Northeast Ohio First Suburbs Consortium, fully support

Senate Bill 186 and appreciate the partnership of our Ohio Senate Ways and Means Committee, led by Senator Blessing to assist Ohio communities in the fight against LLC's takeover of Ohio.

- The Village received notice that the Cuyahoga County Fiscal Officers Appraisal Division will begin the 2024 reappraisal process in the upcoming weeks. The appraisers will be working in the Village reviewing all parcels. This comprehensive field review may take between two to four weeks. To ensure their staff is identifiable to Village residents, all Fiscal Office Appraisers will have Cuyahoga County issued picture identification. Also as an added measure of security, all vehicles will be identifiable by signage located in the front and rear windows.

#### **POLICE DEPARTMENT / DAVE MEADE**

**MOTION:** Walsh moved to pay Pro-Tech \$1,092 for replacement ballistic plates for S.W.A.T. vests for two Officers. Seconded by Presot. Motion carried 5-0.

- There was a recall on ballistic vests made in China and Chief Meade said while their Police Officers don't have these vests, two of their S.W.A.T. Officers do. He said they were advised ahead of time so he was able to put this cost into his budget.
- There is an Ordinance on the agenda tonight for the purchase of eighteen new tasers, equipment and warranties from Axon. He said this cost will be spread out over a five year time frame. Chief Meade said their current tasers have become obsolete and are no longer made. Mr. Lasky asked how old the current tasers are and Chief Meade replied eleven years old.
- The Safe Kids Luncheon was today and Chief Meade said Officer Kuczeryn was honored for leading the Department in OVI's and Officer Musleh was honored for leading the Department in seat belt tickets. He said these are the same two Officers that were honored last year.
- The Sergeant and Lieutenant written test is on April 23<sup>rd</sup> and the assessment is May 6<sup>th</sup> through May 8<sup>th</sup>. Chief Meade said they are still on target to promote a Sergeant and Lieutenant at the June Council meeting.
- The Police Officer testing has ended, he said they had twenty nine people take their test and this is a phenomenal number. He said other surrounding, larger suburbs usually get around ten people. They started background checks today and will begin polygraphs this weekend. Chief Meade said they are still on schedule to hire two Police Officers at the June Council meeting.
- The dealership verified today that the new cruisers will start to be delivered to the dealership in June/July. He said over two hundred are being delivered and they will get an idea of where they fall in line as time gets closer.
- Valley View Police Chief has a proposal with SEB to train all Officers as Tactical Officers. He said if it goes through they will be involved but if it doesn't he has two officers trained on teaching this and will coordinate with Cuyahoga Heights Police Department and will invite surrounding departments.

#### **FIRE DEPARTMENT / CHIEF STEFANKO**

- They had a small fire at a location on Marko Lane this week. Chief Stefanko said damage was very minimal.
- He reported they have one of their members that will be joining the Southwest Emergency Response Team for rope rescue and water rescue.
- Chief Stefanko said he has been working with Clerk Treasurer Aaron Frank on the new Medicaid/Medicare review and recertification process. He said it's a lengthy process to get more funding from Medicare and Medicaid.
- He reported they are trying to find a new software system, he hopes by the third part of this year.
- Chief Stefanko thanked Chief Meade for the Police Departments help with the fire earlier this week.

#### **SERVICE DEPARTMENT / JOE BLADOS**

- Mr. Blados reported that he has been having issues with the recycling dumpster at the service garage being filled with garbage. He is considering sending a staff member to the two businesses that were interested in

the Pilot Recycling Program, to pick up their recycling and bring it back to the Service Garage dumpster. This way he can control what is going in it and see if there is a need for extra recycling dumpsters.

- They finished the tree trimming last week and he said they had 293 loads they took to the dump. Mr. Blados said he has received positive feedback from the Village residents.

Mr. Blados explained what is happening at the upper park. He said they had to put 150 tons of recycled concrete down as a temporary construction drive for the crane and trailer. He said he has been working with Jenny Zoldak and they were quoted \$21,000 from an outside contractor but he was able to do it in house for under \$5,000. Mayor Procuk stated for the record that the recycled concrete is needed to support the crane and will be repurposed after the project is complete. He also stated the delivery of the restroom will not be this week, it will be delivered a week from Friday.

- Mr. Schuckert suggested putting up a safety fence around the concrete and Mr. Blados agreed.

- Mr. Blados stated the next projects he will be working on as the weather get nicer is prepping the marginal for the recycled concrete and working on Pavilion two at the Lower Park.

**MOTION:** Tommer moved to pay Boyas Excavating \$4,140 for recycled concrete for the Upper Park Construction. Seconded by Schuckert. Motion carried 5-0.

#### **COMMUNITY SERVICES DEPARTMENT / THEA GUILFOYLE**

**MOTION:** Lasky moved to pay Lori's Custom Catering \$1,470 for Meals on Wheels for February. Seconded by Walsh. Motion carried 5-0.

- March 7<sup>th</sup>, they will be having a Solar Eclipse speaker at the Community Center. Ms. Guilfoyle said they have over thirty people signed up to go.

- The April 8<sup>th</sup>, Solar Eclipse event is coming together nicely. She said T-shirt orders are coming in steadily and they have thirty orders so far. The WSC contacted Ms. Guilfoyle and requested to have a table set up to pass out baked goods on the day of the event.

- Senior Lawn Cutting sign up is in process and they have over a dozen seniors that are signed up.

- Ms. Guilfoyle reported they will be having one session of spring Art in The Park on April 1<sup>st</sup>. She said they will be going on a field trip to the Painted Penguin at Southpark Mall to paint a craft.

- Ms. Guilfoyle said they are nearing the end of Senior Snow Removal and she spoke with Pat Monteleone regarding the five year contract and advised Council that he is firm on the original offer. Mr. Lasky asked if this was the last year of their current three year contract and she replied yes.

- Civic Plus is moving along smoothly, they have three days of training scheduled for next week. Ms. Guilfoyle said everything is transferred to the new web site with the exception of a few recent updates.

- They have received a total of 76 registrations for Seven Hills Rec memberships and she said this includes all different age and family categories.

#### **RECREATION DIRECTOR / DALE KRZYNOWEK**

- The fifth and sixth grade girls' basketball team was the South Hills champion. Mr. Krzynowek said they finished the season undefeated and elected to get championship t-shirts which have been ordered.

**MOTION:** Lasky moved to pay Valley View \$1,640 for housing Brooklyn Heights Rec Teams for practice and games. Seconded by Walsh. Motion carried 5-0.

#### **SOCCER COMMISSIONER / NARLIN SHADD**

- Mr. Shadd said they have 48 players signed up for spring Soccer and he gave a breakdown of age groups and teams.

- They have only five registrations for 14-15 year olds and after speaking with league directors in surrounding areas he found that there are no other teams in that age group and there will not be a 14-15 year old team

this season. He said they could combine girls 8-9, boys 10-11 and girls 10-11 to create one co-ed team. He said he would have to talk to parents to see if their children are willing to play on a co-ed team.

- Mr. Shadd thanked Patty Tommer for donating some number four soccer balls to the Recreation Department.

- Mayor Procuik asked if he was reaching out to other communities to see if they have any kids that need a place to play so we would have enough kids for a full boys' team and a full girls' team. Mr. Shadd responded yes.

- Mayor Procuik asked if we have ever offered our players to Seven Hills so the kids would be able to play on a full team, with their own gender and own age group. Mr. Shadd answered yes he can reach out to see if they could use any players. Mayor Procuik suggested that he reach out to Jennifer Berger in Seven Hills.

#### **ENGINEER / JENNIFER ZOLDAK**

- The delivery date for the Upper Park restroom has been pushed back to March 15<sup>th</sup>, Ms. Zoldak said there is a slight chance it will be this coming Friday.

- She thanked Service Director, Joe Blados, for helping with the placement of the stone, stating to have an outside contractor do the work would have cost \$21,000 and Mr. Blados was able to do the work for \$4,100 by performing the labor in house. Ms. Zoldak also thanked Clerk Treasurer, Aaron Frank for helping with the payment of the stone in such a short notice.

- County Council will be recommending approval of the Dorset Mini Park to receive the CDSG Grant in the amount of \$50,000 and Ms. Zoldak said the final reading and approval will be at the end of March.

- She met with Mr. Blados at the outfall on North Street and he has an option to place gabion baskets and steel sheeting over the outfall to remove the safety hazard that the residents are concerned about. She stated the outfall is within a Village-owned easement and the work would be not to exceed \$10,000. They will work with Law Director Dowling to discuss liability and the Service Department would do the work in August when the weather is best.

#### **BUILDING DEPARTMENT / HOWARD SONENSTEIN**

- They are continuing to work with Cloud Permit for their inspections and records. Mr. Sonenstein said it's an ongoing process and is going well.

- Mr. Sonenstein reported the Board of Building Standard is initiating the 2024 code updates. He said their legislation allows them to go right into it with no interruptions. Mr. Frank asked if there were any fee changes and Mr. Sonenstein replied no, the fees will remain the same.

#### **LAW DEPARTMENT / JERRY DOWLING**

- Mr. Dowling reported he met with Assistant Law Director, Marty Mason today and he is working on the credit card waiver for the MyRec site.

#### **CLERK-TREASURER / AARON FRANK**

**Motion:** Walsh moved to pay Charles E. Harris and Associates \$1,450 for completion of the Annual Report. Seconded by Presot. Motion carried 5-0.

- Mr. Frank asked Ms. Guilfoyle if she had advertised that the Annual Report available to view. She responded it was sent to the County and should have been posted by the end of the day. Mr. Frank said this is another official advertisement that the Annual Report is ready and available for viewing at the Municipal Center.

- He brought February to a close and reported that it was a good month.

- Mr. Frank reported the Capital transfer was \$115,651 plus the \$30,000 for a total of \$145,651.

- The first RITA drop this month was \$492,000 and this puts them \$20,000 ahead of where they were last year and they still have the second drop to go.

- They paid Cuyahoga Heights their annual CRA for the NIDEC property which comes out of the Economical Fund and Council will see that transaction on next month's statement.
- Mr. Frank stated that he has been regularly contacting Congressman Max Miller's office on getting paperwork for the Community Project Funding.
- Mr. Frank said he received an email requesting the first batch for the audit and he should have everything together by the end of the week.
- The new site, MyRec, charges a fee of 3.125% per each credit card transaction and Mr. Frank said that is billed directly to the customer and for some reason a few cents per transaction is being left by the MyRec merchant. He explained that it would be against compliance to keep this money and he suggested creating a scholarship fund to pay the sports fee for a disadvantaged child or donate to another cause.
- Mr. Frank explained Resolution 02-2024 that is on the agenda tonight.

#### **MAYOR'S REPORT / MAYOR PROCUK**

Victims of Violent Crimes	\$252.00
Income for November	\$13,058.00
Drug Law Enforcement Fund	\$84.00
State Bond Surcharge	\$50.00
Seatbelt Violation	\$90.00
Child Restraint	\$50.00
State of Ohio	\$1,266.00
Indigent Defense Support	\$740.00
Indigent Driver Alcohol Treatment Fund	\$36.00
Bond Forfeitures	
Regional Enterprise Data Sharing System	\$140.00
Brooklyn Heights	\$11,616.00

- Former Mayor of Cuyahoga Heights, Ralph Contipelli, passed away and the family asked for a donation to Holy Family Hospice in lieu of flowers. Mayor Procuk said the Village gave a \$75 donation to Holy Family Hospice.
- Mayor Procuk sent in the RSVP for Brooklyn Heights to be represented at the upcoming Cuyahoga County Annual Board of Health meeting on March 14<sup>th</sup>, 2024. In the event he cannot attend, Council President Pro Tem Mark Lasky will attend in his place.
- Mayor Procuk reported the Department of Transportation announced 1.25 billion in direct accessible grants for local communities to improve roadway safety. He said as he learns more about this they may be applying for some of these grants.
- Mayor Procuk said they are having a very good start with their first drop of the year being \$94,000 more than the first drop of last year. He said the average drop for March is \$289,000 and they were \$202,000 over that this March. Using the budget numbers of \$600,000 a month, being at two and a half months will put them at \$390,000 over their four year average.

#### **FINANCE COMMITTEE / MATT WALSH**

- The Finance Committee held a meeting at 7 pm to discuss SE Blueprints. Mark Mathias, Representative of SE Blueprints was in attendance to answer any questions.
- A Parks, Playgrounds and Community Services Committee meeting was called to discuss Upper Park operations, Dorset Mini Park and Park Pavilion Rentals for March 19<sup>th</sup>.

## **ORDINANCES & RESOLUTIONS**

### **RESOLUTION 02-2024 AN EMERGENCY RESOLUTION ADOPTING THE MUNICIPAL INCOME TAX PROVISIONS CONTAINED IN HOUSE BILL 33 AND AMENDING OUR AGREEMENT WITH THE REGIONAL INCOME TAX ADMINISTRATION (RITA)**

Sponsor: Schuckert

Second: Tommer

Yeas: 5 / Nays: 0

Resolution 02-2024 is adopted 5-0

### **ORDINANCE 25-2024 AN EMERGENCY ORDINANCE FOR THE APPROPRIATIONS FOR THE FISCAL YEAR 2024**

Sponsor: Walsh

Second: Lasky

Yeas: 5 / Nays: 0

Ordinance 25-2024 is adopted 5-0

### **ORDINANCE 26-2024 AN EMERGENCY ORDINANCE AMENDING SECTION 33.01 FROM THE BROOKLYN HEIGHTS CODIFIED ORDINANCES**

Sponsor: Walsh

Second: Schuckert

Yeas: 5 / Nays: 0

Ordinance 26-2024 is adopted 5-0

### **ORDINANCE 27-2024 AN EMERGENCY ORDINANCE AUTHORIZING THE MAYOR AND/OR CLERK – TREASURER TO ENTER INTO AN AGREEMENT WITH SE BLUEPRINT TO DIGITIZE HISTORIC LEGISLATIVE RECORD BOOKS FOR THE FINANCE DEPARTMENT**

Sponsor: Lasky

Second: Presot

Yeas: 5 / Nays: 0

Ordinance 27-2024 is adopted 5-0

### **ORDINANCE 28-2024 AN EMERGENCY ORDINANCE AUTHORIZING THE MAYOR AND/OR CLERK- TREASURER TO ENTER INTO AN AGREEMENT WITH AXON ENTERPRISE, INC. TO PURCHASE TASERS FOR THE POLICE DEPARTMENT**

Sponsor: Presot

Second: Tommer

Yeas: 5 / Nays: 0

Ordinance 28-2024 is adopted 5-0

### **ORDINANCE 29-2024 AN EMERGENCY ORDINANCE AUTHORIZING THE MAYOR AND/OR CLERK-TREASURER TO PAY THE MUNICIPAL COURT DISTRICT COST ALLOCATION FOR BROOKLYN HEIGHTS TO THE CITY OF PARMA FOR 2023**

Sponsor: Lasky

Second: Schuckert

Yeas: 5 / Nays: 0

Ordinance 29-2024 is adopted 5-0

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

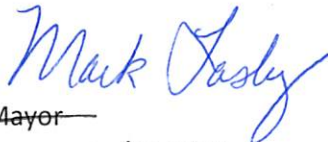
- Mr. Walsh stated in the past two weeks he has had four residents come up to him acknowledging seeing all of the Policemen patrolling stating how happy that makes them and he thanked Chief Meade.

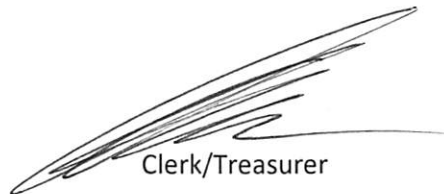
**RETURN FROM EXECUTIVE SESSION**

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

Yeas: All

Meeting adjourned.

  
~~Mayor~~  
PRESIDENT PRO TEM  
MARK LASKY

  
Clerk/Treasurer