

MINUTES OF THE MEETING OF THE
CITY OF BRECKSVILLE COUNCIL COMMITTEE MEETING- 2
HELD: November 15, 2022

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Virtual Meeting Notice

For the safety of our staff and residents, to listen to the live stream of the meeting please go to: <https://www.facebook.com/233577357056186/live/> or the City's website: www.brecksville.oh.us. Questions and comments may be e-mailed to ttabor@brecksville.oh.us or by phone to (440) 526-2609 and will be forwarded to the appropriate personnel for a response.

COMMITTEE OF THE WHOLE

Call to Order

Caruso, Ganim, Kingston, Koepke, Redinger, Savage, Stucky.

Roll Call

Present: Ganim, Kingston, Koepke, Redinger, Savage, Stucky.

Absent: Caruso

Items for Consideration:

CoW 1. Committee Minutes Approval 11-1-2022

Motion made by Redinger, Seconded by Kingston .

Voting Yea: Ganim, Kingston, Koepke, Redinger, Savage, Stucky.

CoW 2. Executive Session - Convene an executive session to discuss matters related to collective bargaining personnel and real estate.

Motion made by Redinger, Seconded by Kingston .

Voting Yea: Ganim, Kingston, Koepke, Redinger, Savage, Stucky.

Motion made by Redinger, Seconded by Kingston to adjourn executive session at 7:03 and reconvene the regular meeting.

Voting Yea: Ganim, Kingston, Koepke, Redinger, Savage, Stucky.

Other Matters deemed appropriate

Motion made by Redinger, Seconded by Kingston to authorize the Mayor to enter into an agreement with James Budzick in the patrolmen collective bargaining matter.

Voting Yea: Ganim, Kingston, Koepke, Redinger, Savage, Stucky.

Motion to Adjourn

Motion made by Redinger, Seconded by Kingston to adjourn the regular meeting at 7:05 PM.

Voting Yea: Ganim, Kingston, Koepke, Redinger, Savage, Stucky.

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Call to Order

Chairperson Ann Koepke

Members: AJ Ganim, Brian Stucky

Chairperson Ann Koepke

Members: AJ Ganim, Brian Stucky.

7:05 PM

Roll Call

AJ Ganim, Ann Koepke, Brian Stucky.

Items for Consideration:

B&G 1. Buildings & Grounds Approval of Minutes 11-1-2022

Motion made by Koepke, Seconded by Ganim.

Voting Yea: Ganim, Koepke, Stucky.

Other Matters deemed appropriate

Motion to Adjourn

7:06 PM

Motion made by Koepke, Seconded by Ganim.

Voting Yea: Ganim, Koepke, Stucky

FINANCE COMMITTEE

Call to Order

Chairperson Dominic Caruso

Members: Daryl Kingston, Beth Savage.

7:06 PM

Roll Call

Present: Kingston, Savage.

Absent: Caruso.

Items for Consideration:

FIN 1. Finance Committee Approval of Minutes 11-01-2022

Motion made by Kingston, Seconded by Savage.

Voting Yea: Kingston, Savage

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- FIN 2. Mayor's Court Base Software** - Recommending to Council approval of a purchase requisition to The Baldwin Group, Inc. for the Mayor's Court Base Software and Modules Annual Maintenance and Support Renewal Agreement in the aggregate amount of \$3,760.00 for the term of 1/1/2023 – 12/31/2023. *Account #270190 2506 to be charged \$960.00 Account #270190 2501 to be charged \$2,800.00*

Purchasing Director Riser said no changes, the program is working well for the Court.

Motion made by Kingston, Seconded by Savage.

Voting Yea: Kingston, Savage.

- FIN 3. IP Phone System** - Recommending to Council approval of a Purchase Requisition to Black Box Network Services in the amount of \$6,384.00 for the Annual Maintenance and Support contracts for the City's IP Flex phone system for the term of 11/30/22-11/29/23. *Account #110135 2612*

Purchasing Director Riser said this is for the typical renewal of the Black Box Network Services annual maintenance and support.

Motion made by Kingston, Seconded by Savage.

Voting Yea: Kingston, Savage

- FIN 4. Photo ID Cards** - Recommending to Council approval of a purchase requisition to IDentiphoto in the amount of \$8,776.38 for a Zebra ZXP7 Printer and related accessories for the production of ID cards. *Account #C110135 3300*

Purchasing Director Riser said on behalf of Dan Grein, Chagrin Valley Dispatch, the system will provide photo ID cards for all employees, used for access to buildings. Also used when accessing fuel and diesel for City vehicles. Councilmember Koepke asked if the City may consider an APP that works with the ID cards. Purchasing Director Riser will forward that question to Mr. Grein.

Motion made by Kingston, Seconded by Savage.

Voting Yea: Kingston, Savage

- FIN 5. Electric Charges** - Recommending to Council approval of an increase to Blanket Vendor Purchase Order #FN220023 for 2022 Electric Charges in the aggregate amount of \$54,200.00. The Finance Director is requesting the increases to allow for the payment of electric charges for the balance of the year for the following accounts:

City-Wide, Account #110171 2902 \$18,000.00;

Dispatch, Account #110172 2902 \$3,100.00;

Police, Account #110210 2902 \$14,000.00,

Community Center, Account #240710 2902 \$17,100.00;

Fire, Account #290260 2902 \$2,000.00. **Total \$54,200.00**

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Finance Director Starosta said this is an increase in electricity charges.

Motion made by Kingston, Seconded by Savage.

Voting Yea: Kingston, Savage

- FIN 6. Water & Sewer Charges** - Recommending to Council approval of an Increase to blanket vendor purchase order #FN220024 for Water & Sewer Charges in the amount of \$1,500.00. *Account #110330 2903*

Finance Director Starosta said these charges are for the Human Services Department.

Motion made by Kingston, Seconded by Savage.

Voting Yea: Kingston, Savage

- FIN 7. Treasurer of State** - Recommending to Council approval of an Increase to blanket vendor purchase order #FN220025 to Treasurer of State in the amount of \$2,000.00. *Account #757510 2001*

Finance Director Starosta said this is for an increase in fees collected in the Building Department.

Motion made by Kingston, Seconded by Savage.

Voting Yea: Kingston, Savage

- FIN 8. Increase Bid Threshold** - Recommending to Council authorizing an increase to the public bid threshold from \$25,000.00 to \$49,999.00, effective January 1, 2023.

Purchasing Director Riser said the Brecksville Charter refers to “Competitive bidding shall be carried on as required by the State law of Ohio”. In 2012 Governor Kasich signed House Bill 509 on public bidding procedures which included raising the threshold from \$25,000 to \$50,000. The City of Brecksville stayed at \$25,000. Most of the surrounding Communities have the same language in their Charter and are governed by the \$50,000 bid limit. Other Communities, such as Independence have a \$15,000 public bid threshold. Purchasing Director Riser outlined the past projects that would require public bidding. The same processes would be required without the public bid requirement. The Charter Review Commission is considering the limit on expenditures, which is currently at purchases greater than \$3,000. Purchasing Director Riser said if the Charter Review Commission expands that amount, it would allow approval by the Mayor. Authorizing the increase to the bid limit does not affect the purchasing limit that may be proposed by the Charter Review Commission. Authorizing this increase will require a motion.

Motion made by Kingston, Seconded by Savage.

Voting Yea: Kingston, Savage

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FIN 9. Mayor's Compensation 2024-2027 - Recommending to Council approval of an Ordinance establishing the Mayor's Compensation for the years 2024-2027.

Redinger said increases were determined when preparing the budget and increases are in line with the employees of the City.

Law Director Matty said the increase for the Mayor is 3% first year, 2% after that. Law Director Matty said action must be taken 120 days before the municipal election of the Mayor and Council officials. Councilmember Koepke said increases to elected officials compensation mid- term is not permitted.

Motion made by Kingston, Seconded by Savage.

Voting Yea: Kingston, Savage

FIN 10. Appropriations - Recommending to Council approval of an Ordinance to amend Ordinance No. 5457, making appropriations for current expenses of the City of Brecksville during the fiscal year ending December 31, 2022, making necessary appropriation and revenue adjustments.

Finance Director Starosta outlined the proposed changes.

Motion made by Kingston, Seconded by Savage.

Voting Yea: Kingston, Savage

FIN 11. Income Tax Administrator - Recommending to Council approval of a Resolution authorizing a Professional Consulting Services Agreement with William D. Logan for consultation in the area of Municipal Income Tax Administration.

Mayor Hruby said it is the responsibility of the Mayor to appoint a Tax Administrator who is also a member of the Income Tax Review Board. The current Tax Administrator's, who has done a great job for the City, contract is ending at the end of 2022. Mayor Hruby said he is recommending William Logan to the position of Tax Administrator. Mr. Logan has Municipal experience and has retired from the City of Avon as the Finance Director. Mr. Logan has a background in economic development and working with businesses in the community to make sure companies are paying the proper amount of taxes.

Motion made by Kingston, Seconded by Savage.

Voting Yea: Kingston, Savage

FIN 12. Chapter 911 Amendment -Recommending to Council approval of an Ordinance amending Chapter 911 titled "City Property Rentals" of the Streets & Public Services Code.

Recreation Director Engle said this legislation will include the Fieldhouse as one of the City's rental facilities.

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Motion made by Kingston, Seconded by Savage.
Voting Yea: Kingston, Savage

FIN 13. TIF Ordinance (non-school 40(B)) - Approval of an Ordinance authorizing the establishment of a non-school Tax Increment Financing (“TIF”) district in the South End of Brecksville. This proposed TIF district excludes the VA property, for which a TIF is currently in effect.

Economic Development Director Bartkiewicz explained the Tax Increment Finance (TIF) Development District. Designate a revenue stream in a TIF district or areas that will serve a TIF District. Increase in property values the tax is paid to increase the property tax values or properties within a TIF District. Service Payments are made in lieu of property taxes. This includes commercial office and vacant land in the south end of the City.

Councilmember Kingston asked what the difference was for a 40 (b) and a 41 TIF. Economic Development Director Bartkiewicz said the funds derived from a 40(b) is for public improvements and a 41 covers public and private.

Councilmember Koepke asked why 30 years is the length of the TIF. Economic Development Director Bartkiewicz said 30 years is the duration according to the Ohio Revised Code. The TIF is triggered by an increase in the assessed value of a specific parcel. The TIF goes into effect on January 1 of the tax year of the increase.

Councilmember Koepke asked if the assessed value was an addition, new construction, remodeling. Economic Development Director Bartkiewicz said assessed values come from market conditions, improvements to the parcel or improvements to a nearby parcel. The County uses specific criteria to identify the assessed value.

Councilmember Koepke asked if the funds can be used in the TIF or adjacent to it.

Economic Development Director Bartkiewicz revenue can be used in TIF district or that serve the TIF District. Improvements such as emergency services that would serve the TIF District would be an example.

Councilmember Koepke said when it was discussed for Valor Acres it included sidewalks on SR 21 to a certain extent, roads improvements that benefit the TIF area to a certain extent. Mayor Hruby said Mr. Daniels, wrote the legislation. Mayor Hruby discussed the TIF with Mr. Daniels. Mayor Hruby said he asked if SR 82 could benefit since SR 82 touches SR 21, which services SR 21, which touches the TIF area. Mr. Daniels said that is what the law provides for.

Notice has been sent to Brecksville Broadview Heights City School District and Cuyahoga Valley Career Center that a non school TIF is being considered and will not affect the school ability to tax.

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Motion made by Kingston, Seconded by Savage.
Voting Yea: Kingston, Savage

Other Matters deemed appropriate

Motion to Adjourn

Motion made by Kingston, Seconded by Savage.
Voting Yea: Kingston, Savage.

7:35 PM

LEGISLATION COMMITTEE

Call to Order

Chairperson Beth Savage
Members: AJ Ganim, Ann Koepke
7:35 PM

Roll Call

Present: Ganim, Koepke, Savage

Items for Consideration:

LEG 1. Legislation Committee Approval of Minutes 11-1-2022

Motion made by Savage, Seconded by Koepke.
Voting Yea: Ganim, Koepke, Savage.

LEG 2. Department of Children & Family Services -Recommending to Council approval of a Resolution authorizing an updated Memorandum of Understanding with the Division of Children & Family Services and Law Enforcement.

Police Chief Korinek said this agreement updates the current agreement.

Motion made by Savage, Seconded by Koepke.
Voting Yea: Ganim, Koepke, Savage.

LEG 3. Amending Ord. No. 5559 NOPEC Ordinance Levying Assessments - Recommending to Council approval of an Ordinance amending Section 2. of Ordinance 5559 levying special assessments for the purpose of acquiring, installing, equipping, and improving certain public improvements in the City of Brecksville, Ohio in cooperation with the Northeast Ohio Advanced Energy District; authorizing an Energy Project Cooperative Agreement and a Special Assessment Agreement.

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Law Director Matty said the only change that is needed are the dates for the collection of the assessed amounts.

Motion made by Savage, Seconded by Koepke.
Voting Yea: Ganim, Koepke, Savage

Other Matters deemed appropriate

Motion to Adjourn

7:40 PM

Motion made by Savage, Seconded by Ganim.
Voting Yea: Ganim, Koepke, Savage

SAFETY-SERVICE COMMITTEE

Call to Order

Chairperson AJ Ganim
Members Kingston, Stucky
7:40 PM

Roll Call

Present: Ganim, Kingston, Stucky

Items for Consideration:

SAF 1. Safety Service Approval of Minutes 11-1-2022

Motion made by Ganim, Seconded by Stucky.
Voting Yea: Ganim, Kingston, Stucky

SAF 2. Gasoline & Diesel Fuel - Recommending to Council approval of the second year contract renewal from Petroleum Traders and Ports Petroleum for the Supplying of Gasoline & Diesel Fuel to the City of Brecksville for the term of 1/1/2023 – 12/31/23.

Motion made by Ganim, Seconded by Stucky.
Voting Yea: Ganim, Kingston, Stucky

SAF 3. Accept Proposal of TMS Engineers-Signal Support Painting- Recommending to Council approval of a Resolution accepting the proposal of TMS Engineers, Inc. in the amount of \$6,020.00 to prepare the bid specifications for the Traffic Signal Pole Painting Project. Account #C480171 3504 Project #TS220002

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Service Director Weidig said correction have been made in accordance with the inspections performed, with the exception of the painting of the poles. TMS Engineers has provided a proposal to provide a bid package for the pole painting project.

Motion made by Ganim, Seconded by Stucky.

Voting Yea: Ganim, Kingston, Stucky

- SAF 4. Authorize Bid for Traffic Signal Support Painting Project** - Recommending to Council authorizing the Director of Purchasing to Advertise for Public Bid for the Traffic Signal Pole Painting Project.

Motion made by Ganim, Seconded by Stucky.

Voting Yea: Kingston, Stucky

- SAF 5. Overhead Sign Support Replacements Project** - Recommending to Council approval of a Resolution accepting the proposal of TMS Engineers, Inc. in the amount of \$7,650.00 to prepare the bid specifications for the Overhead Sign Support Replacements Project. Account #C480171 3504 Project #TS220003

Service Director Weidig said there are 8 overhead span signs in the City of Brecksville that will require replacement. TMS Engineers will provide a bid package.

Motion made by Ganim, Seconded by Stucky.

Voting Yea: Ganim, Kingston, Stucky

- SAF 6. Authorize Bid for Overhead Sign Support Replacements** Recommending to Council authorizing the Director of Purchasing to Advertise for Public Bid for the Overhead Sign Support Replacements Project.

Motion made by Ganim, Seconded by Stucky.

Voting Yea: Ganim, Kingston, Stucky

- SAF 7. Police Community Outreach** - Recommending to Council approval of an increase to Blanket Purchase Order #BL224300 for Police Community Outreach in the amount of \$300.00 to cover expenses for the balance of the year. *Account #110210 2404*

Moving funds from line item to the purchase order for the rest of 2022.

Motion made by Ganim, Seconded by Stucky.

Voting Yea: Ganim, Kingston, Stucky

- SAF 8. Ambulance Repair** - Recommending to Council approval of a Purchase Requisition to Ohio Peterbilt - Cleveland in the amount of \$5,146.00 for the repair to the Liquid Spring Suspension System in the 2017 Freightliner Ambulance, City Vehicle #3042. *Account #290260 2602*

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Motion made by Ganim, Seconded by Stucky.
Voting Yea: Ganim, Kingston, Stucky

SAF 9. All Hazards Mitigation Plan - Recommending to Council approving the adoption of the 2022-2027 All-Hazards Mitigation Plan for Cuyahoga County

Fire Chief Zamiska said in 2000 the Federal Government required communities to create a hazards mitigation plan. Cuyahoga County Office of Emergency Management works with local communities and agencies to create this plan. Approval of this All Hazards Mitigation Plan is in conformance with the Federal Government's requirement, allows for federal assistance in the event of an emergency and grant funding for mitigation.

Motion made by Ganim, Seconded by Stucky.
Voting Yea: Ganim, Kingston, Stucky

Other Matters deemed appropriate

Motion to Adjourn

7:49 PM

Motion made by Ganim, Seconded by Stucky.
Voting Yea: Ganim, Kingston, Stucky

STREETS & SIDEWALKS COMMITTEE

Call to Order

Chairperson Daryl Kingston

Members: Caruso, Savage

7:49 PM

Roll Call

Present: Kingston, Savage

Absent: Caruso

Items for Consideration:

S&S 1. Streets & Sidewalks Committee Approval of Minutes 11-1-2022

Motion made by Kingston, Seconded by Savage.
Voting Yea: Kingston, Savage.

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S&S 2. Easement - Consideration of a motion recommending to Council approval of a Resolution accepting an easement to remove obstructions and grade as necessary to install a public sidewalk.

Engineer Wise said this is (1) of (4) properties for which easements are necessary for the sidewalks to be constructed on Oakes Road between Blossom and the school on Oakes Road.

Motion made by Kingston, Seconded by Savage.

Voting Yea: Kingston, Savage

S&S 3. Temporary Easement - Consideration of a motion recommending to Council acceptance of a Temporary Grading & Access Easement for the installation of sidewalks at 3810 Oakes Road.

Motion made by Kingston, Seconded by Savage.

Voting Yea: Kingston, Savage

Other Matters deemed appropriate

Motion to Adjourn

Motion made by Kingston, Seconded by Savage.

Voting Yea: Kingston, Savage

7:52 PM

UTILITIES COMMITTEE

Call to Order

Chairperson: Brian Stucky

Members: Caruso, Koepke.

7:52 PM

Roll Call

Present: Koepke, Stucky.

Absent: Caruso.

Items for Consideration:

UTL 1. Utility Committee Approval of Minutes 11-1-2022

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Motion made by Stucky, Seconded by Koepke.
Voting Yea: Koepke, Stucky

Other Matters deemed appropriate

Motion to Adjourn

Motion made by Stucky, Seconded by Koepke.
Voting Yea: Koepke, Stucky

7:57 PM

Mayor and Safety Director: Jerry N. Hruby,

City Council Members: Laura C. Redinger, *President*; Dominic Caruso, *Vice President*; AJ Ganim,
Daryl Kingston, Ann Koepke, Beth Savage, Brian Stucky.

Clerk: Tammy Tabor