

MINUTES

Council Committee Meetings

August 6, 2019

Present: Council President M. Harwood, Councilmembers G. Broski, L. Carouse, J. Petsche, L. Redinger, D. Rose, K. Veras, Law Director D. Matty, Assistant Law Director S. DiGeronimo, Engineer G. Wise, Finance Director L. Starosta, Fire Chief N. Zamiska, Purchasing Director R. Riser, C.B.O. S. Packard, Service Director R. Weidig, K. Gaivin, Adam Cook, Brecksville Magazine, T. Collin, Simon & Serena Devito, Clerk of Council T. Tabor.

Absent: None.

Buildings & Grounds Committee

Chairperson - K. Veras

Committee members - L. Carouse, L. Redinger.

Chairperson Veras called the meeting to order at 6:30 P.M.

Roll Call – Present: Carouse, Redinger, Veras.

Absent - None.

Approval of the July 16, 2019 Buildings & Grounds Committee meeting minutes.

Motion by Veras, seconded by Redinger, to approve the July 16, 2019 Buildings & Grounds Committee meeting minutes as presented. Ayes: Carouse, Veras, Redinger. Nays: None. Motion carried 3-Ayes, 0- Nays.

Police Station Architect Contract: Councilmember Veras said a request has been made to authorize an extension to the contract for Perspectus Architecture for the Police Station Project. Purchasing Director Riser said Perspectus Architect's contract for the Police Station Project expired on December 31, 2018. The punch list items for the project and Perspectus's service have continued into 2019. Part one of the extension is for services in January –mid June 2019 and part two is for expected services from mid-June through the end of the project. Total amount of \$104,223.50 for amendment No. 3. Purchasing Director Riser said this amount will be part of the final negotiations with Panzica Construction for various resolutions on disputed items for this project. The request is being made at this time because the City has received valid approved invoices that should be paid. Service Director will provide a status update on the project. Service Director Weidig said there are a few mechanical punch list items to be completed. Paving should be completed in the next week. With the few remaining punch list items, we hope to have occupancy just after the Labor Day holiday. Councilmember Redinger asked if Purchasing



(Buildings & Grounds Committee, continued)

Director Riser expects to use the entire amount of Amendment No. 3. Purchasing Director Riser said it is unknown how much of the approved amount will be used based on the final negotiations with the contractor. There are several items in that amount that the project team believes may not fully be the responsibility of the City of Brecksville to pay. The City will be invoiced for the first part, it is unknown how much of the second part the City will pay.

- Motion by Veras, seconded by Redinger, to submit to Council a request for approval of an Ordinance amending Ordinance No. 4846 for the AIA contract between the City and Perspectus Architecture dated May 21, 2016, which was also modified in November of 2016 and August of 2018. This contract modification request increases the current design fee of \$761,655 for the new Brecksville Police Station in the aggregate amount of \$104,223.50 for a final contract total of \$865,878.50. *Account #C491210 3201 Project #BD090001*. Ayes: Carouse, Redinger, Veras. Nays: None. Motion carried 3-Ayes, 0-Nays.

Backflow Preventer Inspections: Councilmember Veras said approval of the third year of a three year agreement is needed for required backflow preventer inspections. Purchasing Director Riser said there is one charge on the invoice in addition to the usual amount for the backflow preventer at City Hall that required repairs. Purchasing Director Riser said the City will submit a request for quotes in 2020 since this is the final year of this three year agreement.

- Motion by Veras, seconded by Redinger, to recommend approval of the Purchase Requisition in the amount of \$ 3,619.00 to Gillespie Company for year 3 of a 3-year agreement to provide the annual services for Backflow Preventer Inspections for (39) City locations, and charged to (7) different accounts as detailed on the requisition and location summary provided for Council's consideration. Ayes: Carouse, Redinger, Veras. Nays: None. Motion carried 3-Ayes, 0-Nays.

City Hall HVAC: Councilmember Veras said approval has been requested for the purchase of replacement controls for the building automation project. Purchasing Director Riser said the City Hall Roof Replacement & Air Handler Project was moved to the 2020 Budget. Phase one of the project includes the purchase and installation of the controls or the building automation system. All of the units that have been previously purchased are from Trane and compatible with the controls. This purchase is on the U.S. Communities Government Purchasing program. Purchasing Director Riser said the units are expected to be installed in September before the weather changes. Purchasing Director Riser said the Purchasing Department expects to go out for bid in early 2020 for the City Hall Roof Replacement and Air Handler Project.

- Motion by Veras, seconded by Redinger to recommend to Council an Ordinance for a purchase on the U.S. Communities Government Purchasing Cooperative Contract from Trane U.S., Inc. in the amount of \$27,395.00 for phase 1 of the City Hall Roof Replacement and Air Handlers Project. This will include the replacement of the existing controls for the building automation system to be completed in September. *Account #C490166 3202 Project #BI190003*. Ayes: Carouse, Redinger, Veras. Nays: None. Motion carried 3-Ayes, 0-Nays.

(Buildings & Grounds Committee, continued)

Human Services Center Pool Equipment: Councilmember Veras said a replacement blower is needed for the pool at the Human Services Center. Purchasing Director Riser this was a required repair at the Human Services Center. Service Director Weidig said Pool Pak is the only vendor for this piece of equipment.

- Motion by Veras, seconded by Redinger, to recommend to Council approval of a purchase requisition to PoolPak LLC in the amount of \$3,447.58 for a replacement blower on the PoolPak at the Human Services Center. *Account #110330 2604*. Ayes: Carouse, Redinger, Veras. Nays: None. Motion carried 3-Ayes, 0-Nays.

Blossom Hill Scoreboard: Councilmember Veras said electrical supplies are needed for the installation of the score board at the Blossom Hill Facility. Purchasing Director Riser said additional equipment was necessary for the Building Engineer to complete the installation of the scoreboard at Blossom Hill.

- Motion by Veras, seconded by Redinger, to recommend to Council approval of an increase to Purchase Order #P180873 in the amount of \$450.00 for additional electrical supplies needed for completion of the new scoreboard on the Blossom Hill turf field. *Account #C240710 2501*. Ayes: Carouse, Redinger, Veras. Nays: None. Motion carried 3-Ayes, 0-Nays.

Adjournment: Motion by Veras, seconded by Redinger, to adjourn the Buildings & Grounds Committee at 6:40 P.M. Ayes: Carouse, Redinger, Veras. Nays: None. Motion carried 3-Ayes, 0-Nays.

Finance Committee

Chairperson - Laura Redinger

Committee members - L. Carouse, D. Rose.

Chairman Redinger called the meeting to order at 6:40 P.M.

Roll Call – Present: Carouse, Rose, Redinger.

Absent - None.

Approval of the July 16, 2019 Finance Committee meeting minutes.

Motion by Redinger, seconded by Carouse, to approve the July 16, 2019 Finance Committee meeting minutes as presented. Ayes: Carouse, Redinger, Rose. Nays: None. Motion carried 3-Ayes, 0-Nays.

Meeder Investments: Councilmember Redinger said a request has been submitted to authorize a contract with Meeder Investment Management, Inc. Councilmember Rose asked if Finance Director Starosta knows of any other communities that use Meeder for municipal investing advice. Finance Director Starosta said she did not know but she will request that information from Meeder. Councilmember Petsche asked Finance Director Starosta if the contract may be cancelled with a 30 day notice or must the contract extend the entire three years. Finance Director Starosta referred that question to Law Director Matty. Law Director Matty said the cancellation can take place at any time, after the notice to terminate, there is (30) days before the contract ends.

(Finance Committee, continued)

- Motion by Redinger, seconded by Carouse, to submit to Council a Resolution to renew an agreement with Meeder Investment Management, Inc. for the provision of investment advice. Ayes: Carouse, Redinger, Rose. Nays: None. Motion carried 3-Ayes, 0-Nays.

Police Station Electricity: Councilmember Redinger said the Finance Department has requested an increase to the Blanket Purchase Order for the electricity used at the Police Station. Finance Director Starosta said the electricity is separated between the Police Station and the Dispatch Center based on direct metering. Councilmember Broski asked if the costs would be charged to the contractor. Finance Director Starosta said the contract was not written that way. Councilmember Petsche asked what the normal bill is going to be. Finance Director Starosta said Council has approved \$26,000.00, we are requesting an additional \$30,000.00 until the end of the year. Council President Harwood said if Councilmember Petsche is asking for the normal consumption of electricity, it is unknown what the costs will be. Councilmember Redinger said at this time there is no set usage. Finance Director Starosta said until the Police have moved into the building, there will a period of normalization before the extent of usage is known. Service Director Weidig explained that there is a power monitoring system that shows the different usage areas for the dispatch center and the Police Department.

- Motion by Redinger, seconded by Carouse, to recommend to Council passage of a motion to approve an increase to the Finance Department's Utility Blanket Purchase Order #FN190022 for electricity in the amount of \$30,000.00 for electricity to the new Police Station building. *Account #110210 2902.*

Salary Continuation: Councilmember Redinger said a request has been submitted by the Service Director for salary continuation for a service department employee. Councilmember Rose asked if Service Director Weidig could provide any further information, was the employee hurt while working. Service Director Weidig said because of HIPPA rules, all he can disclose is the employee was hurt while working on a trash truck.

- Motion by Redinger, seconded by Carouse, to recommend to Council passage of a motion to authorize the salary continuation for Service Department Employee Phillip Helman through 9-15-2019. Ayes: Carouse, Redinger, Rose. Nays: None. Motion carried 3-Ayes, 0-Nays.

Advance Funds: Councilmember Redinger said a Resolution has been prepared to authorize the advance of funds. Finance Director Starosta said she will discuss this Resolution and the following Ordinance together. The City of Brecksville has received \$750,000 from the Community Improvement Corporation (CIC). With the approval by the CIC to transfer those funds to the City, Finance Director Starosta said she is recommending those funds to be used as a temporary funding source for the Field House Project. Finance Director Starosta said she expects to issue notes in early 2020 for the Field House Project. The City is required to refund the School District for the portion of fees related to design. Another item in the legislation reflects the restoration of local government funds to the municipality of just under \$34,000. Also listed are reductions in the estimated resources and budget. Finance Director Starosta said she would like to appropriate \$230,000.00 to the Police Station Fund. If these funds are not used for construction expenses, they may be used to pay the note that is outstanding. Councilmember Redinger asked Finance Director

(Finance Committee, Continued)

Starosta to explain the appropriation Ordinance. Finance Director Starosta explained the changes to the appropriation Ordinance.

- Motion by Redinger, seconded by Carouse, to recommend to Council passage of a Resolution authorizing the advance of funds between certain funds of the City. Ayes: Carouse, Redinger, Rose. Nays: None. Motion carried 3-Ayes, 0-Nays.
- Motion by Redinger, seconded by Rose, to recommend to Council an Ordinance to amend Ordinance No. 5220, making necessary appropriations for current expenses of the City of Brecksville during the fiscal year ending 12-31-2019. Ayes: Carouse, Redinger, Rose. Nays: None. Motion carried 3-Ayes, 0-Nays.

Monthly Bills: Councilmember Redinger said the Monthly Bills have been prepared and submitted for Council approval.

- Motion by Redinger, seconded by Carouse, to recommend to Council approval of monthly bills for professional services as follows: Matty, Henrikson and & Greve in the amount of \$9,000.83; Sergio I. DiGeronimo in the amount of \$7,095.00; Roger Wadsworth in the amount of \$1050.00; Kulchytsky Architects, LLC in the amount of \$300.00; J Neusser, LLC in the amount of \$2,578.00; and Donald J. Bohning & Associates in the amount of \$22,109.87; and Sixmo in the amount of \$762.50. Total of all invoices \$42,896.20. Ayes: Carouse, Redinger, Rose. Nays: None. Motion carried 3-Ayes, 0-Nays.

Adjournment: Motion by Redinger, seconded by Carouse, to adjourn the Finance Committee meeting at 6:56 P.M. Ayes: Carouse, Rose, Redinger. Nays: None. Motion carried 3-Ayes, 0-Nays.

Legislation Committee

Chairperson- Dennis Rose

Committee members - J. Petsche, K. Veras

Chairperson Rose called the meeting to order at 6:56 P.M.

Roll Call – Present: Petsche, Veras, Rose.

Absent- None.

Approval of the July 16, 2019 Legislation Committee meeting minutes.

Councilmember Rose asked that the committee minutes be amended to read “the happy occasion to commend Sergeant Reppa on his retirement.” Motion by Rose, seconded by Veras, to approve the July 16, 2019 Legislation Committee meeting minutes as amended. Ayes: Petsche, Rose, Veras. Nays: None. Motion carried 3-Ayes, 0-Nays.

Adjournment: Motion by Rose, seconded by Veras, to adjourn the Legislation Committee meeting at 6:57 P.M. Ayes: Petsche, Veras, Rose. Nays: None. Motion carried 3-Ayes, 0-Nays.

Safety-Service Committee

Chairperson- Louis Carouse

Committee members- G. Broski, K. Veras

Chairperson Carouse called the meeting to order at 6:57 P.M.

Roll Call – Present: Broski, Carouse, Veras.

Absent: None.

Approval of the July 16, 2019 Safety-Service Committee meeting minutes.

Motion by Carouse, seconded by Broski, to approve the July 16, 2019 Safety-Service Committee meeting minutes as submitted. Ayes: Broski, Carouse, Veras. Nays: None. Motion carried 3-Ayes, 0-Nays.

Fire Department Safety Grant: Councilmember Carouse said the Fire Chief has submitted a request for approval of an application for a grant for \$7,850.00. Fire Chief Zamiska said the grant is for a Forcible Entry Training Door Simulator. This grant through the Firehouse Subs Public Safety Foundation does not require a cost share from the City. Fire Chief Zamiska said this is a mobile unit that could also be used by the Police Department.

- Motion by Carouse, seconded by Broski, to submit to Council a request for passage of a Resolution authorizing a grant application through the Firehouse Subs Public Safety Foundation. The grant, in the amount of \$7,850.00 will cover the cost of a Forcible Entry Training Door Simulator for the Fire Department. Ayes: Broski, Carouse, Veras. Nays: None. Motion carried 3-Ayes, 0-Nays.

Traffic Signal Battery Back-up: Councilmember Carouse said approval of a purchase requisition has been requested for a battery back-up system at Wallings Road and S.R. 21. Councilmember Carouse asked if this is part of the repair from the accident. Service Director Weidig said no. This will be the second intersection where the City is installing the battery back-up system. Service Director Weidig said the purpose of these systems is safety. Officers having to direct traffic in the road is not safe. In the event of a power outage, the traffic signal will continue to work for up to four hours. Service Director Weidig said if the power outage is longer than the battery power, a generator may be temporarily located there. There is also a plan to install LED lightbulbs in the traffic signals throughout the City. Councilmember Broski asked why the battery back-up was not installed when the repairs were done earlier in the year. Service Director Weidig said that repair was part of an insurance claim from a vehicle accident.

- Motion by Carouse, seconded by Broski, to submit to Council a request for passage of a motion to approve a purchase requisition to Signal Service Company in the amount of \$5,531.00 for the installation of a battery back-up system to the existing traffic signal equipment at Route 21 and Wallings Road. Account #C110171 3300. Ayes: Broski, Carouse, Veras. Nays: None. Motion carried 3-Ayes, 0-Nays.

Yard Waste Disposal: Service Director Weidig said the cost of yard waste has gone up from \$150.00 per load to \$250.00 per load. Service Director Weidig said the City has completed (39) pick-ups so far for the year and last year there were (60) yard waste pick-ups. Councilmember Broski asked if the City used Rumpke for yard waste pick up previously. Service Director Weidig said no.

(Safety-Service Committee, Continued)

- Motion by Carouse, seconded by Broski, to submit to Council a request for passage of a motion to approve an increase to Blanket Purchase Order #BL196601 for Yard Waste Disposal Fees in the amount of \$10,000.00. *Account #110623 2126.* Ayes: Broski, Carouse, Veras. Nays: None. Motion carried 3-Ayes, 0-Nays.

Adjournment: Motion by Carouse, seconded by Broski, to adjourn the Safety-Service Committee meeting at 7:08 P.M. Ayes: Broski, Carouse, Veras. Nays: None. Motion carried 3-Ayes, 0-Nays.

Streets & Sidewalks Committee

Chairperson Gerald Broski

Committee members J. Petsche, L. Redinger.

Chairperson Broski called the meeting to order at 7:08 P.M.

Roll Call – Present: Broski, Redinger, Petsche.

Absent: None.

Approval of the July 16, 2019 Streets & Sidewalks Committee meeting minutes.

Motion by Broski, seconded by Redinger, to approve the July 16, 2019 Streets & Sidewalks Committee meeting minutes as presented. Ayes: Broski, Petsche, Redinger, Nays: None. Motion carried 3-Ayes, 0-Nays.

Engineer's Report: Engineer Wise said it is time to submit for OPWC Funding. Engineer Wise said he has put together a few projects from the Capital Plan that might be accepted to receive funding. The Chippewa Road Sanitary Project is one of the items that would benefit from the OPWC Funding. Engineer Wise said the Chippewa Road project has already received \$1.5 million in funding from Regional Sewer.

The Miller Road Widening Project may also be a project that could apply for funding, although TRAC funding has already been submitted for that project. TRAC money would come through ODOT and may be two years before funding is approved.

Engineer Wise said Conifer Acres Sewer Outfall Repair would be a far shot to receive money from OPWC.

Councilmember Broski asked about the SR 82 Sewer Project, paving of the road is not part of the Regional Sewer funds. Engineer Wise said the paving portion of the project is separate from the sewer project. Urban Paving grant money may be available for the paving portion of the project. Urban Paving is federal grant money and requires a construction manager. The City can save a considerable amount of money utilizing in-house inspectors, where a construction manager is not needed. Councilmember Broski asked what the cost of the sewer project is. Engineer Wise said approximately \$3.5 million. Committee members discussed and agreed that the Chippewa Road Sewer project may be the most beneficial application to submit.

Councilmember Carouse said Shirley Harper on Emerald Woods sent an e-mail regarding the timing of construction near the entrance to the development. The association did not want to go forward with any modifications to the entrance. Engineer Wise said they should wait until after construction since machinery will be going over the entrance during the project. Councilmember Carouse said he will forward the e-mail to Engineer Wise for a response to the property owner.

(Streets & Sidewalks Committee, continued)

Service Director Weidig said Timber Trail and Fitzwater are done. Edgerton Road needs some work in the eastbound lane near where the school will be built. The cost will be approximately \$4,600.00. Service Director Weidig said the road will be torn up and widened for the new school and Field House Project but the patch needs to be done in the meantime and hopes to do the repairs this year.

Councilmember Petsche said there have been two major accidents at Valley Parkway and Brecksville Road in the past two days. Councilmember Petsche said there is no traffic signal there. Engineer Wise said the Metroparks is looking to relocate the crosswalk in the near future. Previous studies showed the intersection does not warrant a signal.

Adjournment: Motion by Broski, seconded by Redinger, to adjourn the Streets and Sidewalks Committee meeting at 7:23 P.M. Ayes: Broski, Petsche, Redinger, Nays: None. Motion carried 3-Ayes, 0-Nays.

Utilities Committee

Chairperson Jack Petsche

Committee members G. Broski, D. Rose

Chairperson Petsche called the meeting to order at 7:24 P.M.

Roll Call – Present: Broski, Petsche, Rose.

Absent: None.

Approval of the July 16, 2019 Utilities Committee meeting minutes.

Motion by Petsche, seconded by Rose, to approve the July 16, 2019 Utilities Committee meeting minutes as presented. Ayes: Broski, Petsche, Rose, Nays: None. Motion carried 3-Ayes, 0-Nays.

Easement Appropriations: Councilmember Petsche said the one item on the agenda is for the appropriation of an easement for the Whitewood Aerial sewer project. Engineer Wise said he was unable to get a response back from the property owner. Law Director Matty will request that Mayor Hruby send a letter to the property owners requesting the easement. If there is no response from the property owners, he will proceed with the appropriation. Law Director Matty said he needs to have an appraisal done on this property. If Council agrees, a motion is necessary to hire Charles P. Braman & Company Inc. in the amount of \$2,950.00. That report is necessary to negotiate the cost of the easement with the property owner.

- Motion by Petsche, seconded by Broski to request passage of a Resolution to authorize the appropriation of an easement on PP# 601-22-013 for the install & maintenance of storm & sanitary sewers. Ayes: Broski, Petsche, Rose, Nays: None. Motion carried 3-Ayes, 0-Nays.
- Motion by Petsche, seconded by Rose, to recommend to Council approval of a motion authorizing the hiring of Charles P. Braman & Company Inc. for the preparation of an appraisal for the appropriation of an easement on PP# 601-22-013 for the install & maintenance of storm & sanitary sewers. Ayes: Broski, Petsche, Rose, Nays: None. Motion carried 3-Ayes, 0-Nays.

(Utilities Committee, continued)

9643 Sherwood Trail: Engineer Wise said the City is requesting access at 9643 Sherwood and the new homeowner installed a playground system in the easement. Engineer Wise said he made inquiries and found that take down and storage of the system during the work would cost between \$1,000.00 and \$1,500.00.00. Engineer Wise said he will include that cost to be reimbursed by the City.

Councilmember Carouse said Councilmembers received an E-mail regarding conditions after a rain event that a grate and storm water basin in Cambridge Village becomes blocked. Service Department employees will install a fence on City property that will catch debris before it blocks the catch basin.

Robert & Karen Bosiaki, 7419 Amber Lane, said they have more stormwater on their property in the past (5) years. Engineer Wise said he is unaware of any new projects or concerns that would cause more surface water in that area.

Adjournment: Motion by Petsche, seconded by Rose, to adjourn the Utilities Committee meeting at 7:35 P.M. Ayes: Broski, Petsche, Rose, Nays: None. Motion carried 3-Ayes, 0-Nays.

Committee of the Whole Meeting: Motion by Harwood, seconded by Carouse, to convene a Committee of the Whole meeting at 7:35 P.M. Ayes: Broski, Carouse, Harwood, Petsche, Redinger, Rose, Veras. Nays: None. Motion carried 7-Ayes, 0-Nays.

Approval of the July 16, 2019 Committee of the Whole meeting minutes. Motion by Harwood, seconded by Carouse, to approve the July 16, 2019 Committee of the Whole meeting minutes as submitted. Ayes: Broski, Carouse, Harwood, Petsche, Redinger, Rose, Veras. Nays: None. Motion carried 7-Ayes, 0-Nays.

Committee of the Whole Meeting Adjourned: Motion by Harwood, seconded by Carouse to adjourn the Committee of the Whole at 7:36 P.M. Ayes: Broski, Carouse, Harwood, Petsche, Redinger, Rose, Veras. Nays: None. Motion carried 7-Ayes, 0-Nays.

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cc: Members of Council,
Mayor Jerry N. Hruby,
Law Director D. Matty,
Asst. Law Director
S. DiGeronimo,
Engineer G. Wise,
Department Heads