

MINUTES OF THE MEETING OF THE
CITY OF BRECKSVILLE COUNCIL COMMITTEE MEETING

HELD: December 17, 2024

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COMMITTEE OF THE WHOLE

Call to Order

Bender, Caruso, Ganim, Jantzen, Koepke, Savage, Stucky.

6:48 PM

Roll Call

Present: Bender; Caruso, Ganim, Koepke, Savage, Stucky.

Others Present: Asst. Law Director Sabol, Finance Director Starosta, Service Director Kickel, Purchasing Director Bartkiewicz, Police Chief Korinek, Fire Chief Bender, Human Services Director Paciorek, CBO Packard, Engineer Wise.

Absent: Jantzen.

Items for Consideration:

CoW 1. December 3, 2024 Committee Meeting Minutes

Motion made by Caruso, Seconded by Savage.

Voting Yea: Bender, Caruso, Ganim, Jantzen, Koepke, Savage, Stucky.

:38

CoW 2. Executive Session – Convene an executive session to discuss matters pertaining to preparing for, conducting, or reviewing collective bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment.

Motion made by Caruso, Seconded by Savage.

Voting Yea: Bender, Ganim, Jantzen, Koepke, Savage, Stucky.

Present: Bender, Caruso, Ganim, Jantzen, Koepke, Savage, Stucky, Law Director Matty, Asst. Law Director Sabol, Mayor Kingston, Atty. James Budzik.

Motion made by Savage, Seconded by Ganim. To adjourn the executive session and reconvene the Committee of the Whole.

Voting Yea: Bender, Ganim, Jantzen, Koepke, Savage, Stucky.

7:18 PM

Motion to Adjourn

Motion made by Caruso, Seconded by Savage.

Voting Yea: Bender, Caruso, Ganim, Koepke, Savage, Stucky.

BUILDINGS & GROUNDS COMMITTEE

32:15

Call to Order

Chairperson Mark Jantzen

Members Beth Savage, Brian Stucky

Roll Call

Present: Savage, Stucky.

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Absent: Jantzen.

Items for Consideration:

B&G 1. Buildings & Grounds December 3, 2024 Committee Meeting Minutes

Motion made by Stucky, Seconded by Savage.

Voting Yea: Savage, Stucky.

Motion to Adjourn

7:21 PM

Motion made by Stucky, Seconded by Savage.

Voting Yea: Savage, Stucky.

FINANCE COMMITTEE

33:04

Call to Order

Chairperson: Beth Savage

Members: Dan Bender, Ann Koepke

Roll Call

7:21 PM

Present: Bender, Koepke, Savage.

Items for Consideration:

FIN 1. Finance December 3, 2024 Committee Meeting Minutes

Motion made by Savage, Seconded by Koepke.

Voting Yea: Bender, Koepke, Savage.

FIN 2. RecTrac & WebTrac - Recommend to Council approval of a Purchase Requisition to Vermont Systems in the amount of \$7,958.47 for the 2025 Annual Maintenance Agreement for RecTrac & WebTrac. Account # 2400710-26120 in the amount of \$5,025.13. Account # 1100330-26120 in the amount of \$2,933.34.

Recreation Director Engle said this is the program that is used for the recreation programs and activities.

Motion made by Savage, Seconded by Koepke.

Voting Yea: Bender, Koepke, Savage.

34:40

FIN 3. Recreation and Human Services Program Fees - Recommend to Council approval of Recreation and Human Services Program Fees.

Recreation Director Engle said there are some increases to programs for the Recreation Department and community room rentals.

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Motion made by Savage, Seconded by Koepke.

Voting Yea: Bender, Koepke, Savage.

36:05

- FIN 4. CDW Government** - Recommend to Council approval of a purchase requisition to CDW Government in the amount of \$6,087.64 for the purchase of (5) iPads, keyboard, cables and charges. Account # 1100510-25010.

Purchasing Director Bartkiewicz said quotes were submitted and CDW is the lowest bid for these items for the Building Department.

Motion made by Savage, Seconded by Koepke.

Voting Yea: Bender, Koepke, Savage.

36:25

- FIN 5. IP Phone System** -Recommend to Council approval of a Purchase Requisition to Black Box Network Services in the amount of \$7,468.00 for the term of 11/30/2024 - 11-29-2025. Account # 1100135-26120.

Purchasing Director Bartkiewicz said the lowest bid came from our current IP phone system provider Black Box.

Motion made by Savage, Seconded by Koepke.

Voting Yea: Bender, Koepke, Savage.

36:42

- FIN 6. IT Equipment** - Recommend to Council approval of a Blanket Vendor Purchase Requisition in the amount of \$85,000.00 for various IT Equipment including UPS Replacement units, access point replacement units, work stations, laptops, VoIP Gateways and Storage & Recovery systems. Account # #1100135-25060.

Purchasing Director Bartkiewicz said these purchases were included in the budget and submitted by Chagrin Valley Dispatch.

Motion made by Savage, Seconded by Koepke.

Voting Yea: Bender, Koepke, Savage.

38:08

- FIN 7. Bulletin Pricing** - Recommend to Council accepting the quote of HKM Direct Market Communications for printing of the City's Bulletin publication.

Purchasing Director Bartkiewicz said a request for quotes was provided and the current provider, HKM Direct Market Communications was the lowest bidder.

Motion made by Savage, Seconded by Koepke.

Voting Yea: Bender, Koepke, Savage.

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38:59

- FIN 8. Vehicle Lease Amendment** - Recommend to Council approval of a Resolution amending Resolution No. 5485 to increase the monthly payment from \$685.53 to \$685.70. Purchasing Director Bartkiewicz said the prior authorizing legislation was \$.17 lower than the actual cost. This allows the increase to the purchase order and the bill to be paid.

Motion made by Savage, Seconded by Koepke.

Voting Yea: Bender, Koepke, Savage.

39:45

- FIN 9. Appropriation** - Recommend to Council approval of an Ordinance amending Ordinance 5666 making appropriations for current expenses during the fiscal year ending December 31, 2024. Finance Director Starosta said this appropriation is for architect fees. When a permit is applied for a deposit is made to the architect fees fund. The architect is then paid from this fund.

Motion made by Savage, Seconded by Koepke.

Voting Yea: Bender, Koepke, Savage.

40:30

- FIN 10. Payroll** - Recommend to Council approval of an Ordinance amending Ordinance 5711 as it relates to employee compensation.

Motion by Savage to accept the revision to the Payroll Ordinance.

Motion made by Savage, Seconded by Koepke.

Voting Yea: Bender, Koepke, Savage.

Finance Director Starosta said this is the update discussed for the 2025 budget. Most employees will receive a 3 ½% wage increase, season employee rates also changed as discussed for the 2025 budget.

Motion made by Savage, Seconded by Koepke.

Voting Yea: Bender, Koepke, Savage.

41:50

- FIN 11. Authorize Firefighters Collective Bargaining Agreement** - Recommend to Council approval of a Collective Bargaining Agreement with the Professional Firefighters IAFF Local 5500 representing the Brecksville Fire Department Firefighters.

Law Director Matty said this is the first year for negotiations with the firefighters. The agreement is for one year and will put the firefighters on the same negotiating schedule with the Police Officers. The Fire Department had a 5 member committee and all members including the Chief provided valuable information to the negotiations.

Mayor Kingston said this was the first time negotiating with the firefighters and thanked Mr. Budzick for assisting the Mayor in well rounded discussions.

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43:54

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

FIN 12. Economic Development - Recommend to Council approval of an Ordinance authorizing the acceptance of USA Firmware's Cognovit Promissory Note in payment and complete satisfaction of the incentive granted in the Economic Incentive and Relocation Agreement. Law Director Matty said the agreement with USA Firmware is confirmed by the cognovit promissory note and payments will start on January 10, 2025 and run for the entire 2025.

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

Motion to Adjourn

7:33 PM

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

LEGISLATION COMMITTEE

45:19

Call to Order

Chairperson: Dan Bender

Members: AJ Ganim, Mark Jantzen

7:33 PM

Roll Call

Present: Bender, Ganim.

Absent: Jantzen.

Items for Consideration:

LEG 1. Legislation December 3, 2024 Committee Meeting Minutes

Motion made by Bender, Seconded by Ganim.
Voting Yea: Bender, Ganim.

LEG 2. Civic Plus - Recommend to Council approval of an increase to purchase order #24001486 in the amount of \$500 to Civic Plus for the conversion from Municode Agenda and Meeting Management to CivicPlus Agenda and Meeting Management Select. *Account #1100150 21030*

Motion made by Bender, Seconded by Ganim.
Voting Yea: Bender, Ganim.

Motion to Adjourn

7:35 PM

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Motion made by Bender, Seconded by Ganim.

Voting Yea: Bender, Ganim.

SAFETY-SERVICE COMMITTEE

46:55

Call to Order

Chairperson: Ann Koepke

Members: Mark Jantzen, Beth Savage

7:35 PM

Roll Call

Present: Koepke, Savage.

Absent: Jantzen.

Items for Consideration:

SAF 1. Safety Service December 3, 2024 Committee Meeting Minutes

Motion made by Koepke, Seconded by Savage.

Voting Yea: Koepke, Savage.

47:19

SAF 2. Shredding Events - Recommend to Council approval of an increase to Purchase Order # 24000925 in the amount of \$300.00 for a total of \$7,597.00 for community shredding events.
Account # 1100622-22010

Motion made by Koepke, Seconded by Savage.

Voting Yea: Koepke, Savage.

Motion to Adjourn

7:36 PM

Motion made by Koepke, Seconded by Savage.

Voting Yea: Koepke, Savage.

STREETS & SIDEWALKS COMMITTEE

48:09

Call to Order

Chairperson: Brian Stucky

Members: Dan Bender, AJ Ganim

7:36 PM

Roll Call

Present: Stucky, Bender, Ganim.

Items for Consideration:

S&S 1. Streets & Sidewalks December 3, 2024 Committee Meeting Minutes

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

48:48

Other Matters deemed appropriate

Engineer Wise said the SR 21 project is ongoing with additional work to be done in the spring. The Marathon property driveway work may be done this year, weather permitting. Phase 2, the northern section of SR 21 re-pavement project is scheduled to be done in 2025, with phase 3, between Miller and Chippewa Road to be done in 2026.

Law Director Matty said there is a small area of this project that is in Independence that the City will ask for their approval of a Cooperative agreement.

Motion to Adjourn

7:40 PM

Motion made by Stucky, Seconded by Bender.

Voting Yea: Bender, Ganim, Stucky.

UTILITIES COMMITTEE

51:45

Call to Order

Chairperson: AJ Ganim

Members: Ann Koepke, Brian Stucky

7:40 PM

Roll Call

Present: Ganim, Koepke, Stucky.

Items for Consideration:

UTL 1. Utilities December 3, 2024 Committee Meeting Minutes

Motion made by Ganim, Seconded by Koepke.

Voting Yea: Ganim, Koepke, Stucky.

52:09

UTL 2. Soil & Water Conservation Agreement - Recommend to Council approval of a Resolution authorizing payment to the Cuyahoga Soil & Water Conservation District for the annual \$6,000.00 fee authorized by the Memorandum of Understanding(MOU). The MOU assists the City with fulfilling the requirements of the Ohio EPA MS4 program. *Account 2600640 2103*

Engineer Wise said this is an agreement for the Soil and Water Conservation district that is part of the Public Information Public Education program. They provide brochures and hold small workshops to inform the residents of storm water management.

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Motion made by Ganim, Seconded by Koepke.

Voting Yea: Ganim, Koepke, Stucky.

Motion to Adjourn

7:42 PM

Motion made by Ganim, Seconded by Koepke.

Voting Yea: Ganim, Koepke, Stucky.

Mayor and Safety Director: Daryl Kingston
City Council Members: Dominic Caruso; President , Beth Savage, *Vice President*;
Dan Bender; AJ Ganim, Mark Jantzen, Ann Koepke, Brian Stucky.
Clerk: Tammy Tabor