

MINUTES

Council Committee Meetings

March 17, 2020

Present: Council Vice President L. Redinger, Councilmembers L. Carouse, D. Caruso, A. Koepke, J. Petsche, K. Veras, Mayor Jerry N. Hruby, Law Director D. Matty, Assistant Law Director S. DiGeronimo, Engineer G. Wise, Finance Director L. Starosta, Fire Chief N. Zamiska, Police Chief W. Goodrich, Purchasing Director R. Riser, C.B.O. S. Packard, Service Director R. Weidig, K. Gaivin, Brecksville Magazine, Adam Cook, The Gazette, B. Sandrick- Cleveland.com, Clerk of Council T. Tabor.

Absent: None.

Buildings & Grounds Committee

Chairperson - K. Veras

Committee members – D. Caruso, L. Redinger.

Chairperson Veras called the meeting to order at 6:04 P.M.

Roll Call – Present: Caruso, Redinger, Veras.

Absent - None.

Approval of the March 3, 2020 Buildings & Grounds Committee meeting minutes.

Motion by Veras, seconded by Caruso to approve the March 3, 2020 Buildings & Grounds Committee meeting minutes as presented. Ayes: Caruso, Redinger, Veras. Nays: None. Motion carried 3-Ayes, 0- Nays.

Removal & Replacement of Energy Efficient Windows Project at 4450 Oakes Road:

Councilmember Veras said a Resolution has been prepared to accept the proposal of Thendesign Architecture (TDA). Service Director Weidig said the City will receive funding through the NOPEC Energized Community Grant Program for this project upon completion of the application. Service Director Weidig said it was determined the Blossom Hill project would benefit from the grant funds. TDA, currently working with the City of Brecksville on the Aquatic Center, was instrumental in a similar project for Mayfield Heights. TDA provided a proposal to provide professional design services for the Removal & Replacement of Energy Efficient Windows Project at 4450 Oakes Road for Building No. 7. The proposal Includes design and Code research, construction documents, bidding assistance and construction services.



(Buildings & Grounds Committee, continued)

- Motion by Veras, seconded by Redinger, to recommend to Council approval of a Resolution authorizing the Mayor to enter into an agreement with Thendesign Architecture (TDA) in the amount of \$4,200.00 for design services the Removal & Replacement of Energy Efficient Windows Project at 4450 Oakes Road, Blossom Hill Building No. 7, for the NOPEC Energized Community Grant Program that will provide the City of Brecksville their allocated amount of \$60,456.00 upon completion of the 2020 grant application. *Account #C490161 3202 Project #BI200007*. Ayes: Caruso, Redinger, Veras. Nays: None. Motion carried 3-Ayes, 0- Nays..

City Hall Roof Replacement & New Air Handlers Project: Councilmember Veras said Ordinance has been prepared 4 the City Hall Roof Replacement & New Air Handler Project, the next (2) agenda items will relate to that project. The first item is legislation authorizing the purchase of replacement air handlers through US Communities contract purchase and the second item is for handling and delivery of the equipment. Service Director Weidig said The City Hall Roof Replacement & New Air Handler Project bids were recently opened and there were, two bidders, for the roof, insulation, to install the air handlers and the automated system. The Two air handlers are being purchased through US Communities contract we have used that on other buildings. when the units come in Shippers Highway holds them until they are needed and then brings them to the site for installation. Shippers will also lift them with a crane and into the building. Service Director Weidig said the (2) bids are being reviewed and we expect to start the project on July 6th.

- Motion by Veras, seconded by Redinger, to recommend to Council passage of an Ordinance for the U.S. Communities contract purchases from Trane for the replacement Air Handlers for the City Hall Roof Replacement & New Air Handler Project in the amount of \$162,034.00. *Account #C490166 3202 Project #BI190003*. Ayes: Caruso, Redinger, Veras. Nays: None. Motion carried 3-Ayes, 0- Nays.
- Motion by Veras, seconded by Caruso, to recommend to Council approval of a purchase requisition to Shippers Highway Express in the amount of \$4,500.00 for the storage, handling and delivery of the new Trane air handlers to the project site for the City Hall Roof Replacement & New Air Handlers Project. *Account #C490166 3202 Project #BI190003*. Ayes: Caruso, Redinger, Veras. Nays: None. Motion carried 3-Ayes, 0- Nays.

Generator Maintenance: Councilmember Veras said Cummins Bridgeway has presented a quote for a 3- year agreement for maintenance & testing of the City's (10) Generators. Service Director Weidig said the city has 10 generators at different properties on the city. Service Department mechanics inspect them twice a month, checking fluid levels and run them once a week to make sure there are no issues. This approval would allow for two major inspections per year by the generator company. Service Director Weidig said this went out to bid and Cummins Ridgeway was the lowest price.

(Buildings & Grounds Committee, continued)

- Motion by Veras, seconded by Redinger, to recommend to Council approval of a 3-Year Renewable Agreement with Cummins Bridgeway for Maintenance of the City's Generators. This includes (2) annual inspections of (10) generators for the term of 1/1/20 – 12/31/22 at the costs of \$2,733.74 per year for an aggregate amount of \$8,201.22 for the three year term. *Account #110171 2601*. Ayes: Caruso, Veras, Redinger. Nays: None. Motion carried 3-Ayes, 0- Nays.

Backflow Preventer Inspections: Councilmember Veras said a request has been made to authorize a purchase requisition to Gillespie Backflow, Inc. for annual inspections. Service Director Weidig said The Cleveland water Department requires inspection for the integrity of the water system there are 43 locations in this city. However with the acquisition of Central School and Stadium Drive Fieldhouse there are five more backflow devices that require annual inspections to be done.

- Motion by Veras, seconded by Caruso, to recommend to Council approval of a purchase requisition in the amount of \$4,139.60 to Gillespie Backflow, Inc. for the annual services for Backflow Preventer Inspections for (48) City locations, and charged to (8) different accounts. Ayes: Caruso, Redinger, Veras. Nays: None. Motion carried 3-Ayes, 0- Nays.

Asbestos Abatement & Flooring Replacement: Councilmember Veras said a purchase requisition has been submitted for Precision Environmental Company for asbestos abatement at Blossom Hill building #7 as well as a requisition for replacement flooring following the removal of existing flooring that contains asbestos. Service Director Weidig said the city is getting close to finishing building #7 for floor tile replacement, a project that has been continuing for several years. Room #20, a small area outside of the kitchen, 2 small offices and a small area by the gymnasium still need to be completed. Service Director Weidig said the project will begin after June 12th when school is out. After Precision Environmental removes the tile and completes the abatement, D&R Commercial Flooring will install the flooring. Service Director Weidig said because this is a school, air quality monitoring is required, that will be performed by Sebesta & Associates.

- Motion by Veras, seconded by Caruso, to recommend to Council approval of a purchase requisition to Precision Environmental Co. in the amount of \$7,650.00 for the Asbestos Abatement at 4450 Oakes Road in various rooms. *Account #C490161 3202. Project #BI200008*. Ayes: Caruso, Redinger, Veras. Nays: None. Motion carried 3-Ayes, 0- Nays.
- Motion by Veras, seconded by Caruso, to recommend to Council approval of a purchase requisition to D&R Commercial Flooring, Inc. in the amount of \$5,118.03 for the installation of replacement vinyl floor tile at 4450 Oakes Road following the abatement services to be completed in late June during the Summer break for the school. *Account #C490161 3202 Project #BI200008*. Ayes: Caruso, Redinger, Veras. Nays: None. Motion carried 3-Ayes, 0- Nays.

Pest Control: Councilmember Veras said an increase to a Purchase Order is needed for J.C Ehrlich Co. for pest control. Additional service was needed at City Hall and the addition of the new Police Station, Building #5 at Blossom and the Horticulture Building. Purchasing Director Riser said

(Buildings & Grounds Committee, continued)

there is nothing to add to that explanation, there are additional spaces added for any unforeseen items.

- Motion by Veras, seconded by Caruso, to recommend to Council approval of the increase to blanket purchase order #BL201004 to J.C. Ehrlich Co., Inc. in the amount of \$2,750.00 for Pest Control Management in the City buildings. *Account #110171 2103*. Ayes: Caruso, Redinger, Veras. Nays: None. Motion carried 3-Ayes, 0- Nays.

Recreation Department Equipment: Councilmember Vera said legislation has been prepared for the State contract purchase of a Toro Sand Pro 3040 Field Rake to be used by the Recreation Department for maintenance of the outdoor fields. Recreation Director Tupa provided a copy of the vendor proposal for Council's review and consideration. Councilmember Redinger said this has been discussed previously in Council Committees and with the Recreation Commission.

- Motion by Veras, seconded by Caruso, to recommend to Council approval of an Ordinance for the State Contract purchase in the amount of \$19,921.43 from Century Equipment for a Toro SandPro 3040 Field Rake for the Recreation Department. Ayes: Caruso, Redinger, Veras. Nays: None. Motion carried 3-Ayes, 0- Nays.

Adjournment: Motion by Veras, seconded by Redinger, to adjourn the Buildings & Grounds Committee at 6:16 P.M. Ayes: Caruso, Veras, Redinger. Nays: None. Motion carried 3-Ayes, 0- Nays.

Chairperson - Laura Redinger

Committee members - L. Carouse, A. Koepke.

Chairman Redinger called the meeting to order at 6:16 P.M.

Roll Call – Present: Carouse, Koepke, Redinger.

Absent - None.

Approval of the March 3, 2020 Finance Committee meeting minutes.

Motion by Redinger, seconded by Carouse, to approve the March 3, 2020 Finance Committee meeting minutes as presented. Ayes: Carouse, Redinger, Koepke. Nays: None. Motion carried 3-Ayes, 0-Nays.

Computer Network: Councilmember Redinger said the IT Department is requesting approval of a 3-Year agreement with EverStream to provide fiber internet service for the City network. Carolyn Jatsek said the increase in service would cover all of the City's internet needs for all buildings, all users.

- Motion by Redinger, seconded by Carouse, to recommend to Council approval of a 3-Year agreement in the aggregate amount of \$20,700 with EverStream for fiber internet service for the City network. The funds for the \$575 monthly charge for 2020 are already available on the Telecommunications Blanket P.O. #BL209509, Lands & Buildings account #110171 2951. Ayes: Carouse, Redinger, Koepke. Nays: None. Motion carried 3-Ayes, 0- Nays.

(Finance Committee, continued)

Property Transfer to City of Brecksville: Councilmember Redinger said there are two Resolutions prepared regarding property transfers. Parcel “A” to Brecksville-Broadview Heights City School District (BBHCSD) and another parcel conveying property to the City of Brecksville. Assistant Law Director DiGeronimo said the documents presented will be recorded to memorialize the transfer of property to the BBHCSD and the other document will record the remaining parcel owned by the City of Brecksville. One deed is for the (25) acres to the BBHCSD and the second deed 50 acres is to consolidate the remaining property owned by the City of Brecksville.

- Motion by Redinger, seconded by Carouse, to recommend to Council passage of a Resolution authorizing the transfer of property, Parcel “A” to BBHCSD. Ayes: Carouse, Redinger, Koepke. Nays: None. Motion carried 3-Ayes, 0-Nays.
- Motion by Redinger, seconded by Carouse, to recommend to Council passage of a Resolution conveying certain real estate commonly known as being part of original Brecksville Township Lots 41 and 50, further known as being a part of Parcel “D” of a map of lot split and consolidation for City of Cleveland. Ayes: Carouse, Redinger, Koepke. Nays: None. Motion carried 3-Ayes, 0-Nays.

Morel Landscaping First Addendum to Property Agreement: Councilmember Redinger said a Resolution has been prepared to amend the purchase agreement with Morel Landscaping. Assistant Law Director DiGeronimo said the only change is the title company that is being used for this agreement.

- Motion by Redinger, seconded by Carouse, to recommend to Council passage of a Resolution authorizing a first addendum to the purchase agreement with Morel Landscaping, LLC. Ayes: Carouse, Redinger, Koepke. Nays: None. Motion carried 3-Ayes, 0-Nays.

Ordinance 5307 Proposed Text Amendment: Councilmember Redinger said an amendment to Ordinance 5307, an Ordinance creating an Urban Redevelopment TIF Fund, has been prepared to include the language “**Interest, if any, derived from investments from this Fund and accounts therein shall be credited to the Fund and accounts therein.**” Finance Director Starosta said she requested the language be added. Law Director Matty said the procedure for adopting the legislation would be to make a motion to amend the legislation and then a motion to adopt the amended legislation.

- Motion by Redinger, seconded by Carouse, to recommend to Council passage of an amendment to Ordinance 5307, Urban Redevelopment TIF Fund – Adding text “**Interest, if any, derived from investments from this Fund and accounts therein shall be credited to the Fund and accounts therein.**” Ayes: Carouse, Redinger, Koepke. Nays: None. Motion carried 3-Ayes, 0-Nays.

Adjournment: Motion by Redinger, seconded by Carouse, to adjourn the Finance Committee meeting at 6:19 P.M. Ayes: Carouse, Redinger, Koepke. Nays: None. Motion carried 3-Ayes, 0-Nays.

Legislation Committee

Chairperson- Ann Koepke

Committee members – D. Caruso, L. Redinger.

Chairperson Koepke called the meeting to order at 6:20 P.M.

Roll Call – Present: Caruso, Redinger, Koepke.

Absent- None.

Approval of the March 3, 2020 Legislation Committee meeting minutes.

Motion by Koepke, seconded by Redinger, to approve the March 3, 2020 Legislation Committee meeting minutes as presented. Ayes: Caruso, Redinger, Koepke. Nays: None. Motion carried 3-Ayes, 0-Nays.

Adjournment: Motion by Redinger, seconded by Redinger, to adjourn the Legislation Committee meeting at 6:21 P.M. Ayes: Caruso, Redinger, Koepke. Nays: None. Motion carried 3-Ayes, 0-Nays.

Safety-Service Committee

Chairperson- Dominic Caruso

Committee members- J. Petsche, K. Veras.

Chairperson Caruso called the meeting to order at 6:22 P.M.

Roll Call – Present: Caruso, Petsche, Veras.

Absent: None.

Approval of the March 3, 2020 Safety-Service Committee meeting minutes.

Motion by Caruso, seconded by Veras, to approve the March 3, 2020 Safety-Service Committee meeting minutes as submitted. Ayes: Caruso, Petsche, Veras. Nays: None. Motion carried 3-Ayes, 0-Nays.

Recycling Center Equipment: Councilmember Caruso said a request has been made to purchase (2) two HD300 Apex Heavy Duty Lift Truck Hoppers for the Recycling Center. Service Director Weidig said Purchasing Director Riser assisted in submitting the grant application to the Cuyahoga County Solid Waste District. The City was awarded the \$5,528.00 for the purchase of (2) lift truck hoppers for recycling and the cost of (2) shred days, with no cost to the City.

- Motion by Caruso, seconded by Veras, to recommend to Council passage of a motion to approve a purchase requisition to Industrial Containers, Inc. in the aggregate amount of \$3,769.60 for (2) two HD300 Apex Heavy Duty Lift Truck Hoppers for the Recycling Center, costs to be reimbursed through a grant from the Solid Waste District. *Account #251622 2201*. Ayes: Caruso, Petsche, Veras. Nays: None. Motion carried 3-Ayes, 0-Nays.

Airgas USA, Agreement: Councilmember Caruso said an increase is needed to a Blanket purchase order for the Oxygen Cylinder Release Program. Airgas has extended the flat renewal of the (5) year agreement for the same cost. Purchasing Director Riser said Council has approved product purchases through a Blanket Purchase Order, the increase to the purchase order will include the lease of equipment. Councilmember Petsche asked what this is for. Service Director Weidig said it includes propane, acetylene & oxygen for the welding department.

(Safety-Service Committee, Continued)

- Motion by Caruso, seconded by Veras, to recommend to Council passage of a motion to approve the increase to blanket purchase order # BL206551 for the Oxygen Cylinder Release Program with Airgas USA, LLC in the amount of \$3,600.00. *Account #110610 2201*. Ayes: Caruso, Petsche, Veras. Nays: None. Motion carried 3-Ayes, 0-Nays.

EMS Grant Application: Councilmember Caruso said a request has been submitted to authorize the submittal of an application to the Ohio Emergency Medical Services grant through the Ohio Department of Public Safety's Division of EMS. Fire Chief Zamiska said the Fire Department has been successful in receiving this grant in the past, the grant amount received in the past range between \$2,500 & \$3,200.00. If awarded the department would use the funds to cover the cost of the EMS reporting software. Any remaining funds would be used for the replacement of bleeding control equipment.

- Motion by Caruso, seconded by Veras, to recommend to Council passage of a Resolution authorizing the application to the Ohio Department of Public Safety Division of EMS for the 2020-2021 Ohio EMS Grant to be used by the Brecksville Fire Department. Ayes: Caruso, Petsche, Veras. Nays: None. Motion carried 3-Ayes, 0-Nays.

Adjournment: Motion by Caruso, seconded by Veras, to adjourn the Safety-Service Committee meeting at 6:25 P.M. Ayes: Caruso, Petsche, Veras. Nays: None. Motion carried 3-Ayes, 0-Nays.

Streets & Sidewalks Committee

Chairperson Lou Carouse

Committee members J. Petsche, K. Veras.

Chairperson Carouse called the meeting to order at 6:25 P.M.

Roll Call – Present: Carouse, Petsche, Veras.

Absent: None.

Approval of the March 3, 2020 Streets & Sidewalks Committee meeting minutes.

Motion by Carouse, seconded by Veras, to approve the March 3, 2020 Streets & Sidewalks Committee meeting minutes as presented. Ayes: Petsche, Veras, Carouse. Nays: None. Motion carried 3-Ayes, 0-Nays.

Councilmember Carouse said he spoke with Service Director Weidig regarding the yearly Streets and Sidewalk Committee review of the City streets. Councilmember Carouse said it has been determined the committee, in response to the COVID-19 pandemic and the extremely mild winter, will not be doing the review, but will accept the 2020 Road Maintenance Program as outlined by the Service Department.

7842 Cambridge Dr.: Engineer Wise said a request came to Councilmember Caruso from a resident on Cambridge The resident has requested in the past to have the City install a culvert pipe in the right-of-way. Engineer Wise said the property owner, who is a senior citizen, would like the culvert to be level so that he can maintain his yard with his riding mower/tractor. Engineer Wise said this has been considered by Council in the past and, with recommendations from Counsel, have determined not to perform the installation of pipe and filling the roadside swales. The Law

(Streets & Sidewalks Committee, continued)

Director has further advised the City if roadside swale enclosures were permitted, the City would need to accept them as City Infrastructure. Councilmember Carouse asked if the Utilities Committee would be discussion this issue. Councilmember Petsche said no, he did not plan on discussing it. Councilmember Carouse said he feels the previous recommendation was still valid and did not feel the City should comply with this request, but said the Committee members may feel differently. Service Director Weidig said he agrees that if the City does this work, the entire subdivision would want the same. Service Director Weidig continued, if a property owner did the work themselves, once it is installed the City owns and maintains it forever. If there are circumstances that warrant filling in roadside swales, such as storm water control, Engineer Wise will bring that to the attention of the City. Councilmember Carouse said when property owners have done this without approval or recommendation if the City, stormwater management has sometimes become an issue for neighboring properties.

Mayor Hruby said a resident on Tanager Trail asked “what will the future hold for the repair of the slope slippage on Tanager Trail.” Engineer Wise said he explained to a resident who asked; Council has authorized the project the plans are almost complete. The plans will take the road down to one lane through where the current slippage occurred, taking the guardrail and curb over, the cul-de-sac would remain the same. Engineer Wise said Safety Services and Fire Department review the plan and both have advised they are still able to get through the area. He explained before the City requests bids for a project, notifications are sent to property owners and possibly a public meeting would be held. Mayor Hruby said he did not respond, he feels more information and plans should be reviewed by Council before making a decision on the proposed plan. Councilmember Carouse asked what the timetable is for those plans. Engineer Wise said plans should be to Council shortly.

Adjournment: Motion by Carouse, seconded by Veras, to adjourn the Streets and Sidewalks Committee meeting at 6:34 P.M. Ayes: Petsche, Veras, Carouse. Nays: None. Motion carried 3-Ayes, 0-Nays.

Utilities Committee

Chairperson Jack Petsche

Committee members L. Carouse, A. Koepke.

Chairperson Petsche called the meeting to order at 6:34 P.M.

Roll Call – Present: Petsche, Carouse, Koepke.

Absent: None.

Approval of the March 3, 2020 Utilities Committee meeting minutes.

Motion by Petsche, seconded by Carouse, to approve the March 3, 2020 Utilities Committee meeting minutes as presented. Ayes: Petsche, Carouse, Koepke. Nays: None. Motion carried 3-Ayes, 0-Nays.

Councilmember Carouse was excused from the room for discussion on the Highland Drive request for sewer installation relief.

(Utilities Committee, continued)

Engineer's Report: Engineer Wise said at Council's request he has additional information regarding the Ray Weiss and Bryan Holt's request for sewer installation cost relief. Both residents appreciated Council's offer to assist with the additional cost to install the sewer connection under Highland Drive. Engineer Wise said he worked with Law Director Matty's office regarding a settlement agreement. City Council's position was that in lieu of the city undertaking a project to design, bid, and construct a sanitary main on the frontage of these two parcels comma the city would consider reimbursing the resident for the cost involved for their contractor to complete this work. The portion of the sewer within the City right-of-way would become City property after construction similar to any other main or connection within the city right-of-way. Engineer Weiss said he reviewed the work included in the proposal and determine the cost associated with the crossing of the street equates to \$5,355.00 for each property which includes installation and associated sanitary testing and inspection sanitary fees the property owners are still responsible for the city \$5,200.00 sanitary tap fee and all fees related to water service. Engineer Wise said he suggests the agreement be valid only if the project is completed before August 14, 2020, if not, the City would not be required to reimburse the property owners. That should assure completion of the project this year. The City of Brecksville would assume no responsibility to the contractor. Bonds will be required to be obtained and permits issued through the building Department. Law Director Matty asked CBO Packard to explain what the contractor is responsible for. CBO Packard said the contractor is required to register with the City and provide proof of insurance. There is a \$25,000.00 performance bond also required. If any work or performance goes wrong, the City may file against that bond to collect on whatever remedies are necessary. As part of the permitting, a permit must be obtained, there is a permit fee and a bond required that is required for a road opening. Inspectors will be on site during the work and the contractor is required to restore the road and right of way. Law Director Matty asked if there is a (2) year maintenance bond for the road CBO Packard replied no, it will be put back in place and inspectors on site will verify that is done. Law Director Matty said if the work is completed by August 14, 2020, reimbursement will be made when the inspectors verify the work is completed. Law Director Matty said, if change orders occur, the City is not responsible, the \$5,355.00 per resident is all the City will be responsible to reimburse. Law Director Matty asked the committee to authorize the legislation and agreement to be drafted regarding this reimbursement.

Councilmember Carouse returned to the meeting.

Adjournment: Motion by Petsche, seconded by Carouse, to adjourn the Utilities Committee meeting at 7:23 P.M. Ayes: Petsche, Carouse, Koepke. 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 7:23 P.M. Ayes: Carouse, Caruso, Harwood, Koepke, Petsche, Redinger, Veras. Nays: None. Motion carried 7-Ayes, 0-Nays.

Approval of the March 3, 2020 Committee of the Whole meeting minutes. Motion by Harwood, seconded by Carouse, to approve the March 3, 2020 Committee of the Whole meeting minutes as

(Committee of the Whole Meeting, continued)

submitted. Ayes: Carouse, Caruso, Harwood, Koepke, Petsche, Redinger, 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 7:23 P.M. Ayes: Carouse, Caruso, Harwood, Koepke, Petsche, Redinger, 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