

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

HELD: April 19, 2022

Page 1

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.

BUILDINGS & GROUNDS COMMITTEE

Call to Order

Chairperson Ann Koepke

Members: AJ Ganim, Brian Stucky

6:02 PM

Roll Call

AJ Ganim, Ann Koepke, Brian Stucky

Items for Consideration:

B&G 1. Buildings & Grounds Approval of Minutes 4-5-2022

Motion made by Koepke, Seconded by Stucky.

Voting Yea: Ganim, Koepke, Stucky.

B&G 2. Community Center Lockers - Consideration of a motion recommending to Council approval of a purchase requisition to Stalls Plus in the amount of \$7,560.00 for the installation of the new lockers in the Women's Locker Room at the Community Center. A contingency amount for unforeseen issues in the amount of \$1,000.00 is also requested resulting in an aggregate total of \$8,560.00. *Account #C241710 3400*

Recreation Director Engle said she met with the installers for the lockers in the Women's Locker Room and is confident they can complete our installation. Council President Redinger asked if this is the same company that installed the lockers in Men's Locker Room. Recreation Director Engle said no.

Motion made by Koepke, Seconded by Stucky.

Voting Yea: Ganim, Koepke, Stucky.

B&G 3. Aquatic Center Concession Refrigerator - Consideration of a motion recommending to Council approval of an Ordinance authorizing the SourceWell Contract purchase from Stafford-Smith, Inc. in the amount of \$4,972.00 for a Refrigerated Merchandiser to be used in the Concession area at the Aquatics Center. *Account #240710 2501*

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

HELD: April 19, 2022

Page 2

Recreation Director Engle said this purchase is for a refrigerated merchandiser for use at the concession area at the aquatic center. This unit is a larger version allowing for more cold beverages and fresh options. The current refrigerated merchandiser will be sent for use at the Blossom Hill Comfort Station.

Motion made by Koepke, Seconded by Ganim.

Voting Yea: Ganim, Koepke, Stucky.

Other Matters deemed appropriate

Motion to Adjourn

6:05 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.

6:05 PM

Roll Call

Caruso, Kingston, Savage.

Items for Consideration:

FIN 1. Finance Committee Minutes 4-5-2022

Motion made by Caruso, Seconded by Kingston.

Voting Yea: Caruso, Kingston, Savage.

FIN 2. Appropriations - Consideration of a motion 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.

Motion made by Caruso, Seconded by Savage.

Voting Yea: Caruso, Kingston, Savage.

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

HELD: April 19, 2022

Page 3

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- FIN 3. American Rescue Plan Act** - Consideration of a motion recommending to Council approval of a Resolution documenting and declaring the use of State and Local Fiscal Recovery Funds received through the American Rescue Plan Act by the City of Brecksville to be for the replacement of lost public sector revenue through the standard allowance election.

Finance Director Starosta said if Council elects to use this for replacement of lost revenues and when you select that, you could use it for general government services and in that legislation, it states that you'll be using it for police department salary, wages, and benefits.

Motion made by Caruso, Seconded by Savage.

Voting Yea: Caruso, Kingston, Savage.

- FIN 4. Opioid Settlement Fund** - Consideration of a motion recommending to Council approval of a Resolution establishing the OneOhio Opioid Settlement Fund as a special revenue fund to account for the receipts and expenditures of moneys received pursuant to the OneOhio Opioid Settlement Plan.

Finance Director Starosta said City Council passed legislation in August of last year authorizing participation in the One Ohio Opioid Settlement. According to a specific memorandum of understanding the state has reached an agreement with three of the largest distributors of opioids. And what that means for the city here is 30% of that settlement will go to local governments and the City of Brecksville is estimated to receive approximately forty-eight thousand dollars. The Auditor of State has put out guidance that they would like us to establish the fund, a special revenue fund that would hold this money and account for the use of it in accordance with the memorandum of understanding. Councilmember Caruso asked if there was any indication when we would potentially receive the funds? Finance Director Starosta said they I don't have a specific timeline on receipt but I'm assuming it's going to be promptly since they did send out the bulletin just recently.

Councilmember Stucky asked if this was a one-time payment.

Law Director Matty said it will be two payments. Half will be this year if they stay on track. Half will be next year. And basically, we're just setting up the account. We're just account for it but this is so these opioid companies are paying off their damages with this payment.

Motion made by Caruso, Seconded by Savage.

Voting Yea: Caruso, Kingston, Savage.

- FIN 5. Workers Compensation Pool Rating** - Consideration of a motion recommending to Council approval of a Resolution authorizing participation in the Ohio Association of Public Treasurers Workers Compensation Group Rating Program and an agreement with Sedgwick Claims Management Services, Inc. as part of such program.

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

HELD: April 19, 2022

Page 4

Motion made by Caruso, Seconded by Savage.

Voting Yea: Caruso, Kingston, Savage.

- FIN 6. Workers Compensation Claim Administration** - Consideration of a motion recommending to Council approval of a Purchase Requisition to Sedgwick in the amount of \$3,065.00 for the third party administration of all workers compensation claims in policy year 2023.

Motion made by Caruso, Seconded by Savage.

Voting Yea: Caruso, Kingston, Savage.

- FIN 7. Employee Compensation** - Consideration of a motion recommending to Council approval of an Ordinance amending Ordinance No. 5473 as it relates to employee compensation.

Finance Director Starosta said this Ordinance will include a part-time service classification. Currently, The City has an employee who works under the seasonal classification for service and that employee would like to move to the part-time classification. Finance Director Starosta said we need to add that line in there to do so.

Councilmember Caruso asked how did this part-time differ from a permanent part-time?

Finance Director Starosta said permanent part-time employees, that's in a later discussion on the agenda but they are grandfathered in as of a certain date and they receive a different PTO schedule than a part-time employee.

Motion made by Caruso, Seconded by Savage.

Voting Yea: Caruso, Kingston, Savage.

- FIN 8. Time & Attendance Software** - Consideration of a motion recommending to Council approval of a purchase requisition to Tyler Technologies, Inc. in the amount of \$12,124.69 for the annual support, maintenance and update licensing for the Advanced Scheduling and Time & Attendance software. *Account #110150 2103.*

Motion made by Caruso, Seconded by Savage.

Voting Yea: Caruso, Kingston, Savage.

- FIN 9. Recreation Equipment** - Consideration of a motion recommending to Council approval of a purchase requisition to Commercial Fitness Solutions, Inc. in the amount of \$10,980.00 for the purchase, delivery and set-up of various pieces of replacement fitness equipment for the Community Center. *Account #241710 2501*

Recreation Director Engle said these items include three reconditioned treadmills, two reconditioned spin bikes, and one reconditioned bike. The treadmills that are being replaced are from 2010 and have had a lot of use. Recreation Director Engle said the department is replacing is the original leg press. The department has been using some of our original spin

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

HELD: April 19, 2022

Page 5

bikes for some parts and pieces. Recreation Director Engle said they were able to send unusable bikes to auction. The Department is also asking to get two spin bikes which would now allow us to have fourteen riders in our class instead of twelve.

Councilmember Caruso asked if the three treadmills are the three that say do not use right now. Recreation Director Engle said that is correct. And two that were 10 years old, they just needed new belts on them and that repair is happening tomorrow.

Motion made by Caruso, Seconded by Savage.

Voting Yea: Caruso, Kingston, Savage.

FIN 10. Computer Purchase - Consideration of a motion recommending to Council authorizing an Ordinance authorizing the purchase of twenty-one (21) replacement computers for use by various departments from Dell Technologies through the State of Ohio Administrative Services Purchasing Program. Account #110135 2506.

Purchasing Director Riser said Council had approved the purchase of 21 computers at the previous meeting. A last minute quote came in that's going to save us a lot of money. This doesn't happen too often. Chagrin Valley Dispatch had put the request out for four quotes and you received the three that we brought forward because at the time, Dell was slow responding by the deadline due to availability of what they had offer at the time and a couple days after you approved the lowest and best bid at that time, they sent over their state contract quote. Purchasing Director Riser said that will offer the city a \$9,000 savings. So, we thought it was worth the time to bring before you again.

Motion made by Caruso, Seconded by Savage.

Voting Yea: Caruso, Kingston, Savage.

Other Matters deemed appropriate

Mayor Hruby advised Council that the Community Awareness and Prevention Association (CAPA) has sent a letter regarding a grant from the City of Brecksville for the next school year. Mayor Hruby said the City has contributed funds to the organization in the past and would like Council to consider if the City is able to contribute, and does not know if funds were included in the 2022 budget.

Councilmember Koepke asked if the Opioid Settlement Funds could go toward this grant request. Mayor Hruby said, potentially.

Motion to Adjourn

6:25 PM

Motion made by Caruso, Seconded by Savage.

Voting Yea: Caruso, Kingston, Savage.

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

HELD: April 19, 2022

Page 6

LEGISLATION COMMITTEE

Call to Order

Chairperson Beth Savage

Members: AJ Ganim, Ann Koepke

6:25 PM

Roll Call

Ganim, Koepke, Savage.

Items for Consideration:

LEG 1. Legislation Committee Approval of Minutes 4-5-2022

Motion made by Savage, Seconded by Ganim.

Voting Yea: Ganim, Koepke, Savage.

LEG 2. Amend 145.01 Part Time Employees - Consideration of a motion recommending to Council approval of an Ordinance amending section 145.01 of the Administrative Code titled "Employee Categories" to add part-time employee.

Motion made by Savage, Seconded by Koepke.

Voting Yea: Ganim, Koepke, Savage.

Other Matters deemed appropriate

Councilmember Savage reported the survey made available to residents will conclude on April 28th and reports will be discussed at the MAY 3, 2022 committee meeting.

Motion to Adjourn

6:28 PM

Motion made by Savage, Seconded by Koepke.

Voting Yea: Ganim, Koepke, Savage.

SAFETY-SERVICE COMMITTEE

Call to Order

Chairperson AJ Ganim

Members Kingston, Stucky

6:28 PM

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

HELD: April 19, 2022

Page 7

Roll Call

Ganim, Kingston, Stucky.

Items for Consideration:

SAF 1. Safety Service Approval of Minutes 4-5-2022

Motion made by Ganim, Seconded by Stucky.

Voting Yea: Ganim, Kingston, Stucky.

SAF 2. Recycle Center Lift Hoppers - Consideration of a motion recommending to Council approving an increase to Purchase Order #P220390 to Apex Bulk Handlers in the amount of \$218.40 for the Apex 5-Cubic Yard Heavy Duty Lift Truck Hopper for the Recycle Center. This order was approved at the April 5th meeting of Council, but the steel price had changed from the time of our refreshed quote. The new grand total for the Lift Truck Hopper is \$3,596.00. *Account #251622 2201*

Councilmember Ganim said the price for the recycle hopper increased from the time the quote was given and the order was placed, requiring an increase to the previously approved purchase order.

Motion made by Ganim, Seconded by Stucky.

Voting Yea: Ganim, Kingston, Stucky.

Other Matters deemed appropriate

Motion to Adjourn

6:30 PM

Motion made by Ganim, Seconded by Kingston.

Voting Yea: Ganim, Kingston, Stucky.

STREETS & SIDEWALKS COMMITTEE

Call to Order

Chairperson Daryl Kingston

Members: Caruso, Savage

6:30 PM

Roll Call

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

HELD: April 19, 2022

Page 8

Caruso, Kingston, Savage.

Items for Consideration:

S&S 1. Streets & Sidewalks Committee Minutes Approval 4-5-2022

Motion made by Kingston, Seconded by Caruso.

Voting Yea: Caruso, Kingston, Savage.

S&S 2. Approval of March 23, 2022 Minutes

Motion made by Kingston, Seconded by Caruso.

Voting Yea: Caruso, Kingston, Savage.

S&S 3. Traffic Signal Battery Back -up - Consideration of a motion recommending to Council approval of a purchase requisition to Signal Service in the amount of \$6,406.00 for the battery back-up for traffic signals at Brecksville Road and Snowville Road. *Account #C110171 3300*

Service Director Weidig said there was an accident at the Snowville and SR 21 that damaged the traffic signal controls. The Service Department would like to add a battery back up system at this time while the other repair & replacement work is being completed. The accident repairs will be reimbursed by the insured.

Motion made by Kingston, Seconded by Caruso.

Voting Yea: Caruso, Kingston, Savage.

S&S 4. Asphalt Supply- Consideration of a motion recommending to Council approval of an Ordinance accepting the bid of Kokosing Materials, Inc. for the furnishing of various types of asphalt for road repairs in the City of Brecksville.

Service Director Weidig said the bid of Kokosing was the lowest and best bid for the asphalt supply.

Motion made by Kingston, Seconded by Caruso.

Voting Yea: Caruso, Kingston, Savage.

S&S 5. Sodium Chloride Bid Advertisement - Consideration of a motion recommending to Council authorizing the Director of Purchasing to advertise for bids for the 2022/2023 Contract for Supplying Sodium Chloride for the municipal purchasing consortium of (12) cities.

Purchasing Director Riser said the use of Compass in the previous season had some issues. There were challenges getting delivery of the salt. A meeting with the consortium members was held and the discussion led to an agreement to go put to bid again this year. Purchasing

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

HELD: April 19, 2022

Page 9

Director Riser said the consortium would then decide whether to accept the second year option of the Compass contract or accept an alternate bid.

Motion made by Kingston, Seconded by Caruso.

Voting Yea: Caruso, Kingston, Savage.

S&S 6. Valley Parkway Trail Crossing Project Update

Engineer Wise reported the MetroParks awarded the Valley Parkway Trail Crossing Project to RJ Platinum Company. The project is expected to begin on May 2nd and take approximately (2) month to complete. There will be lane closures and traffic will be re-routed.

Other Matters deemed appropriate

Motion to Adjourn

6:40 PM

Motion made by Kingston, Seconded by Caruso.

Voting Yea: Caruso, Kingston, Savage.

UTILITIES COMMITTEE

Call to Order

Chairperson: Brian Stucky

Members: Caruso, Koepke.

6:40 PM

Roll Call

Caruso, Koepke, Stucky.

Items for Consideration:

UTL 1. Utilities Committee Approval of Minutes 4-5-2022

Motion made by Stucky, Seconded by Caruso.

Voting Yea: Caruso, Koepke, Stucky.

UTL 2. Sherwood Trail Storm Sewer Outfall Improvement Project - Consideration of a motion authorizing the Purchasing Director to advertise for the acceptance of public bids for the Sherwood Trail Storm Sewer Outfall Improvement Project.

Engineer Wise said the project will be lining a section of the channel with the intent to try and disperse as much energy coming out of the forty-eight inch pipe as possible. The City has a

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

HELD: April 19, 2022

Page 10

temporary easement in place. It's a one-time use easement that the abutting owner is allowing us access over the property during construction and we're just trying to get this project done in a time frame due to a project that the owners are doing in their yard that would block access, this easier access. We're putting it out for a bid for \$130,000 and if Council authorizes, we will advertise this Thursday, next Thursday, and open bids on May 6th.

Motion made by Stucky, Seconded by Caruso.

Voting Yea: Caruso, Koepke, Stucky.

Other Matters deemed appropriate

Motion to Adjourn

6:48 PM

Motion made by Stucky, Seconded by Caruso.

Voting Yea: Caruso, Koepke, Stucky.

COMMITTEE OF THE WHOLE

Call to Order

6:48 PM

Roll Call

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

Items for Consideration:

CoW 1. Committee Minutes Approval 4-5-2022

Motion made by Redinger, Seconded by Caruso.

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

CoW 2. Executive Session - Convene an executive session to discuss matters related to real estate, economic development and personnel.

Motion made by Redinger, Seconded by Caruso.

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

Present: Caruso, Ganim, Kingston, Koepke, Redinger, Savage, Stucky, Mayor Hruby, Law Director Matty, Purchasing Director Riser, Service Director Weidig.

Other Matters deemed appropriate

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

HELD: April 19, 2022

Page 11

Motion to Adjourn

Adjourn Executive Session and reconvene the regular meeting at 8:03 PM.

Motion made by Redinger, Seconded by Caruso.

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

Adjourn the Committee of the Whole.

Motion made by Redinger, Seconded by Caruso.

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

Mayor and Safety Director: Jerry N. Hraby,

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

Clerk: Tammy Tabor