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## BUILDING & GROUNDS COMMITTEE

### Call to Order

**Chairperson: Mark Jantzen**

**Members: Beth Savage, Brian Stucky**

7:00 PM

### Roll Call

Present: Jantzen, Savage, Stucky.

### Items for Consideration:

**B&G 1.** Committee Meeting Minutes Buildings & Grounds November 18, 2025

Motion made by Jantzen, Seconded by Stucky.

Voting Yea: Jantzen, Savage, Stucky.

### Other Matters deemed appropriate

### Adjourn

7:01 PM

Motion made by Jantzen, Seconded by Stucky.

Voting Yea: Jantzen, Savage, Stucky.

## FINANCE COMMITTEE

### Call to Order

**Chairperson: Beth Savage**

**Members: Dan Bender, Ann Koepke**

7:01 PM

### Roll Call

Present: Bender, Koepke, Savage.

### Items for Consideration:

**FIN 1.** Committee Meeting Minutes Finance November 18, 2025

Motion made by Savage, Seconded by Koepke.

Voting Yea: Bender, Koepke, Savage.

**FIN 2.** Committee Meeting Minutes Finance November 24, 2025

Minutes were not available and will be reviewed at the next meeting.

**FIN 3.** Payroll Ordinance - Recommend to Council approval of an Ordinance amending Ordinance 5778 as it relates to employee compensation.

Discussion moved to the Committee of the Whole.

**FIN 4.** Auditor of State - Recommend to Council approval of an Ordinance retaining the services of the Local Government Services (LGS) of the Auditor of State's Office to assist in the preparation of the City's Annual Comprehensive Financial Reports for the

Year 2025.

Finance Director Starosta said the Auditor of State's Local Government Services assists the City in preparing the Comprehensive Annual Financial Report.

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

- FIN 5.** Audit Arrangement - Recommend to Council approval of a Resolution authorizing the Mayor to enter into an audit arrangement with the Auditor of State by means of an Engagement Letter for the audit of the City's basic financial statements as of and for the year ended December 31, 2025.

Finance Director Starosta said an agreement is needed for an audit of the City's basic financial statements for 2025.

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

- FIN 6.** Temporary Labor - Recommend to Council approval of a Resolution authorizing the Mayor to enter into an agreement with Safe Staffing of Ohio for temporary general labor staffing services for a term from January 1, 2026 to December 31, 2026.

Purchasing Director Bartkiewicz said the agreement with Safe Staffing to provide expires at the end of the year. The request for qualifications was sent out to eight companies and Safe Staffing was again the lowest and best bid.

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

- FIN 7.** Appropriations - Recommend to Council approval of an Ordinance to make appropriations for current expenditures and other expenditures of the City of Brecksville.

Finance Director Starosta said the appropriation Ordinance was created based on the 2026 budget presented to Council last month.

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

- FIN 8.** Transfers - Recommend to Council approval of a Resolution making necessary transfers between certain funds for the Fiscal Year Ending December 31, 2026.

Finance Director Starosta said the transfers are done quarterly based on the budget that was reviewed by City Council. plan out. The transfers and advances that are passed in the budget, are planned out based on needs and cash flows within certain capital project funds. When capital projects are going to kick off, it's not like the funds are taken in the budget divided by four. I'm taking a different look, and that may change throughout the year if the project begins sooner than expected.

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

- FIN 9.** Police Department Equipment - Recommend to Council approval of a motion authorizing a requisition in the amount of \$7,618.84 for Parr Public Safety Equipment for two (2) Mobile Data Terminals for the Police Department.

Police Chief Korinek said the Police Department has requested the purchase of two Mobile Data Terminals (MDT). One unit does not work at all and the second needs repair at the cost of \$1,600. Police Chief Korinek said IT Director Grein recommended the purchase of a new unit instead of repairing the older one that is out of warranty. Police Chief Korinek said this is the basic tool officers use in the vehicle to get calls, communicate with dispatch, and run checks on vehicles and people. This was not in the budget for 2025, however the funds are available for this emergency purchase.

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

- FIN 10.** Professional Bills - Recommend to Council approval of a motion authorizing payment of monthly professional bills.

Professional Bills -Motion to approve the payment of monthly professional bills - Matty, Henrikson & Greve LLC \$ 16,320.33, Squire Patton Boggs \$2,500.00, William Logan \$4,000.00, Mary Hanna, Esq. \$2,100.00, Mansour Gavin LLP. \$1,646.50, Donald G. Bohning & Associates, Inc. \$23,992.68, Sixmo \$2,175.00 Total of all Invoices \$51,088.01.

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

### **Other Matters deemed appropriate**

#### **Adjourn**

7:09 PM

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

### **LEGISLATION COMMITTEE**

#### **Call to Order**

**Chairperson: Dan Bender**

**Members: AJ Ganim, Mark Jantzen**

7:09 PM

#### **Roll Call**

Present: Bender, Jantzen, Ganim.

#### **Items for Consideration:**

**LEG 1.** Legislation Committee Meeting Minutes November 18, 2025

Motion made by Bender, Seconded by Jantzen.

Voting Yea: Bender, Ganim, Jantzen.

**LEG 2.** Appointment — Recommend to Council approval of a Resolution appointing Stephen J. Zawacki as a part-time firefighter/paramedic in the City of Brecksville Fire Department.

Fire Chief Bender said Stephen Zawacki 's family have been Brecksville residents and very active in the community. Stephen currently works part-time in the Broadview Heights Fire Department. Mayor Kingston said the City has 13 full time firefighters and part-time personnel are necessary to fill in when full time is not available due to emergencies, sickness, or scheduled time off.

Motion made by Bender, Seconded by Jantzen.

Voting Yea: Bender, Ganim, Jantzen.

**Other Matters deemed appropriate**

**Adjourn**

7:12 PM

Motion made by Bender, Seconded by Jantzen.

Voting Yea: Bender, Ganim, Jantzen.

**SAFETY-SERVICE COMMITTEE**

**Call to Order**

**Chairperson: Ann Koepke**

**Members: Mark Jantzen, Beth Savage**

7:13 PM

**Roll Call**

Present: Koepke, Jantzen, Savage.

**Items for Consideration:**

**SAF 1.** Committee Meeting Minutes Safety-Service November 18, 2025

Motion made by Koepke, Seconded by Jantzen.

Voting Yea: Jantzen, Koepke, Savage.

**Other Matters deemed appropriate**

**Adjourn**

7:13 PM

Motion made by Koepke, Seconded by Jantzen.

Voting Yea: Jantzen, Koepke, Savage.

**STREETS & SIDEWALKS COMMITTEE**

**Call to Order**

**Chairperson: Brian Stucky**

**Members: Dan Bender, AJ Ganim**

7:14 PM

**Roll Call**

Present: Bender, Stucky, Ganim.

**Items for Consideration:**

**S&S 1.** Committee Meeting Minutes Streets & Sidewalks November 18, 2025

Motion made by Stucky, Seconded by Bender.

Voting Yea: Bender, Ganim, Stucky.

**Other Matters deemed appropriate**

**Adjourn**

7:14 PM

Motion made by Stucky, Seconded by Bender.

Voting Yea: Bender, Ganim, Stucky.

**UTILITIES COMMITTEE**

**Call to Order**

**Chairperson: AJ Ganim**

**Members: Ann Koepke, Brian Stucky**

7:14 PM

**Roll Call**

Present: Ganim, Koepke, Stucky.

**Items for Consideration:**

**UTL 1.** Committee Meeting Minutes Utilities November 18, 2025

Motion made by Ganim, Seconded by Koepke.

Voting Yea: Ganim, Koepke, Stucky.

**Other Matters deemed appropriate**

**Adjourn**

7:14 PM

Motion made by Ganim, Seconded by Koepke.

Voting Yea: Ganim, Koepke, Stucky.

**COMMITTEE OF THE WHOLE**

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

**Roll Call**

7:14 PM

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Present: Dan Bender, Dominic Caruso, AJ Ganim, Mark Jantzen, Ann Koepke, Beth Savage, Brian Stucky.

**Items for Consideration:**

**CoW 1.** Committee Meeting Minutes Committee of the Whole November 18, 2025

Motion made by Caruso, Seconded by Savage.

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

**Other Matters deemed appropriate/Reports**

Council Member Bender and Council Member Koepke were excused due to a conflict with the next agenda item.

Payroll Ordinance - Recommend to Council approval of an Ordinance amending Ordinance 5778 as it relates to employee compensation.

Motion made by Caruso, Seconded by Savage.

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

Council Member Bender and Council Member Koepke returned to the meeting.

Council President Caruso introduced Russell Balthis, Special Counsel for the City of Brecksville. Mr. Balthis said he would like to follow up on the TIF legislation on the Council Agenda. The "Downtown TIF". That TIF has met all of the statutory requirements and is ready for Council's consideration today. That legislation is on third reading and Council should feel free to consider that. The timeline given at the beginning of the TIF discussions did not take into consideration an objection from Cuyahoga County. The City did receive an objection. The City, according to the Ohio Revised Code, may enter into negotiations to find a mutually acceptable compensation agreement. Regarding the incentive district TIF's Mr. Balthis said he would request that Council just read those this evening, but not consider those ordinances this evening, and then we will come back in two weeks after we've had additional time to discuss with the County, and then they would be ready for Council's consideration.

Special Counsel is asking to postpone the vote on those TIF's until our December 16th meeting. The statute that we are working with has the language in it, which will permit, if parties agree, the county and the city, to negotiate a mutually agreeable compensation agreement. Compensation is set by statute and there is room there for negotiation and that's what Special Counsel is asking Council consider leaving open until the next meeting. That would leave the other five open for discussion at the next meeting and at that meeting the Special Counsel Law Director Matty would have a recommendation to Council as to which of those TIF's, if any, would be recommended for passage and which of those TIF's Legal Counsel would recommend that you not consider at the next meeting. That would give the Special Counsel the time that is available to him before the end of the year and before your next meeting. LawDirector Matty said Council can read an Ordinance and move to the next one. And then at the next council meeting, the clerk will put all those five back on your agenda, and at that time. Mr. Balthis will be back with his recommendations on what to do with those five. They may differ as to each one, but at least we would entertain at that time a

vote going forward. My only concern was, did this affect any timeline with when these had to be passed by? Mr. Balthis said It does not, and would appreciate an extra two weeks to continue negotiating. Law Director Matty said he does not have any objections.

**Adjourn**

7:24 PM

Motion made by Caruso, Seconded by Savage.

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