

# The Village of Northfield

## REGULAR COUNCIL MEETING

January 9, 2013

The meeting was called to order by Mayor Jesse J. Nehez at 7:30 p.m.

### **PLEDGE OF ALLEGIANCE was recited**

ROLL CALL: The Roll Call was taken by the Finance Director, Monica James. The following were present: - Mayor Jesse J. Nehez; Beatrice Greenlee, Mary Volny, John Bolek, Linda Bowen, John Schlueter, and Karyn Selle. In addition, Law Director, Brad Bryan, Engineer Richard Wasosky, Acting Fire Chief Jason Buss and Lt. Jamie Mackie were also present.

Law Director, Brad Bryan asked for nominations for Council President.

Linda Bowen nominated and John Schlueter seconded Beatrice Greenlee.

Mary Volny nominated and John Bolek seconded Karyn Selle

Mr. Bryan called for the Roll for Mrs. Beatrice Greenlee for Council President:

Linda Bowen, aye; Mary Volny, nay; John Schlueter, aye; Beatrice Greenlee, aye; Karyn Selle, nay; John Bolek, nay

Mr. Bryan called for the Roll for Mrs. Karyn Selle for Council President:

Linda Bowen, nay; Mary Volny, aye; John Schlueter, nay; Beatrice Greenlee, nay; Karyn Selle, aye; John Bolek, aye

Mr. Bryan stated that vote neither vote was sufficient for passage.

Mr. Bryan asked for nominations for Council President.

John Bolek nominated and Karyn Selle seconded Mary Volny.

Mr. Bryan called for the Roll for Mrs. Mary Volny for Council President:

Linda Bowen, nay; Mary Volny, aye; John Schlueter, aye; Beatrice Greenlee, nay; Karyn Selle, aye; John Bolek, aye

Mr. Bryan stated that Mrs. Mary Volny would be the new Council President.

### **APPROVAL OF MINUTES: Mayor asked for approval of the December 12, 2012 Regular Council Meeting Minutes.**

John Bolek made a motion for approval of the minutes, seconded by Karyn Selle, passed with 6 ayes

Mayor asked for the approval of the December 20, 2012 Regular Council Meeting Minutes.

John Bolek made a motion for approval of the minutes, seconded by Karyn Selle, passed with 6 ayes

### **PRESENTATION OF PETITIONS, MEMORIALS AND REMONSTRANCES:**

Guest Speakers included: Peggy Spraggins and Tom Speaks

Mrs. Peggy Spraggins explained to the Council, that she was working with Mayor Nehez to put together the necessary information to apply for an AMATS Grant. This is a \$50,000 no match Grant which will allow the

Village of Northfield to do a comprehensive transportation study. The study will look at something's such as: Multiple modes of transportation, bus, pedestrian, neighborhood connections, residents walking, driving or biking to and from work. If the grant is awarded, AMATS will help fund and/or find funding for all phases of the project.

Council asked if Mrs. Spraggins was helping any other community with the application process and what other communities may be applying.

Mrs. Spraggins stated that she was not helping any other community with the project, but has spoken to other Committee members and they can see how the Grant would benefit Northfield Village. Mrs. Spraggins stated that possibly Stow and Hudson may be applying. Maybe some Communities from Portage County will apply but since more rural, not a lot of transportation other than vehicles.

Mayor asked that Council deviate from the Agenda and review Resolution 2013-05.

Resolution 2013-05 1st Reading – An Emergency Resolution Authorizing The May To Apply For An AMATS Grant.

A Motion to suspend the (3) reading rule was made by John Bolek and seconded by Mary Volny, Passed with 6 ayes

A Motion for passage was made by John Bolek, and seconded by Linda Bowen, passed with 6 ayes

Mrs. Spraggins and Mr. Speaks then presented Council with a proposal for DEVELOPMENT MANAGEMENT PLAN. Mrs. Spraggins and Mr. Speaks advised that since the Racino is coming to the Village, their company can help the Village develop a Financial Projection Plan, Staffing Plan, and Capital Improvement Plan. In addition they can make available various Grants that would be beneficial to the Village.

Mr. Speaks stated that he would help with a Communication Plan, which would keep the lines of communications open between the Mayor, Council, employees and the residents. Through verbal and written, communications will keep everyone informed of time lines and what to expect. Mr. Speaks can provide the necessary information to everyone, should there be a need for a short term loan or levy.

#### **REPORTS OF MUNICIPAL OFFICERS:**

A. **MAYOR JESSE J. NEHEZ** stated that he has placed an ad on the Village Website as well as in the News Leader, advertising the Village' need for a member on the Planning Commission, a Fire Chief and Firefighter/EMT's.

Mr. Bolek asked what the time line is.

Mayor stated that applications for Fire Chief are due by January 23, 2013.

A/C Jason Buss stated that he has all ready has 5 applicants to present at the next Council Meeting; he would like to hire 5 more at a later date.

Mrs. Selle asked about the position for Planning Commission, must they be from a certain Ward.

Mayor advised that the applicant must just be a resident of the Community.

B. **FINANCE DIRECTOR MONICA A. JAMES** stated:

- The OTAS software has been installed and Jay Mutter is working on some conversions and entering the employees, chart of accounts and other start-up information into the program. Should have the program running within the next 30 days. A presentation will be given to Council and the employees once the system is ready to go fully operational.

- There was an issue with the Chart of Accounts that had been presented to Council. The OTAS program does not accommodate the Funds as suggested by the Auditor of State, therefore some modifications are being done.

- Presented a copy of a flyer that had been e-mailed to everyone indicating that the next OHIO SUNSHINE LAW TRAINING will be February 7, 2013.

- Advised Council that she would like to close the Sewer and Payroll checking accounts that are open with First Merit Bank. There is no need to have all these checking accounts, especially since these (2) accounts are at a zero balance daily, the money is moved in and out of the accounts as needed.

Mrs. Mary Volny asked about the dot-matrix printer.

Mrs. James explained that it would no longer be used. The new OTAS program is for a laser jet printer. Since Lisa Rodriguez will be moving to the new Service Garage Building, she will no longer need the printer that is currently in her office. Mrs. James will be taking possession of the printer; no need to purchase a new one, the printer is needed so that when checks are being printed, no one interferes with the process.

C. ENGINEER RICHARD WASOSKY see attached report

D. **LAW DIRECTOR BRADRIC BRYAN** stated:

- The Charitable Box letters went to the owners that have them on their property

- He spoke to CCA, Joyce LaManna; she will be inspecting the Racino Construction site to make sure that everyone is registered and paying their fair share of the income tax. This is her job to go to different sites for inspections, she even has her own safety helmet and goggles.

E. **DEPARTMENT HEADS:**

1. **Police Department, Lt. Jamie Mackie – had no report**

2. **Fire Department, Acting Chief Jason Buss, see attached report**

Advised that would be using email [firechief@northfieldvillage-oh.gov](mailto:firechief@northfieldvillage-oh.gov) and the fire inspector is using [fireprevention@northfieldvillage-oh.gov](mailto:fireprevention@northfieldvillage-oh.gov), if anyone wants to leave a message for the Chief or fire inspector.

Mr. Bolek asked if the Village could charge for non-transport/refusal

A/C Buss stated that insurances will not pay if no medical treatment but he is looking further into the matter.

A/C Buss stated:

- the department is now using a different software, it is also beneficial because the Fire Inspector can use to keep track of inspections.

- the Fire Inspector is doing a fine job, any violations are also going through Jason Walters and Brad Bryan. A/C Buss would like to look into a fee for Fire Inspections and would like to hire an assistant to handle when the Fire Inspector cannot work

- he is keeping the lines of communications open between members of the fire department and himself, in addition he is making sure that the Officers are getting crossed trained

- A/C Buss has been cleaning out the building and he found some old Knox Boxes that were purchased when servicing Walton Hills. A/C Buss proposed that a refundable fee of \$60.00 per box be charged. A/C Buss would like to use these because sometimes it is necessary to enter into a home, and if the Fire Department has access to a key, would not need to break into the home.

Lt. Mackie stated that he agrees with this proposal, it would also be beneficial to the Police Department.

- had given to Council a list of items that should be disposed of, due to the reasons listed.

Beatrice Greenlee made a motion seconded by Linda Bowen authorizing Acting Chief Buss to dispose of the items on the list. (A copy of the list is attached.) Passed with 6 ayes

- Will present to Council a list of (5) people that he would like to hire. This will help to start bringing up the number of members on the Fire Department. Then depending on the proposed opening of the Racino, may

want to hire another (5) people in June or July. A/C Buss' goal is to have the department back to 35 – 40 members by the time the Racino opens. In addition, A/C Buss is working towards compliance with NFPA standards.

- The new truck is getting striped at this time. There were some items that had not been budgeted, were going to come off the old vehicle but these items would like work in the new vehicle. Like the lights, due to the different design of the roof, would not fit. Old 16 is out-of-service, the brakes went out, since January 1. Since the new 16 is almost ready to go in-service, it was not worth putting more money into the Old 16.

- In speaking with Radio Repair, it was discovered that the Radio License does not reflect the move from Sagamore Hills tower to Macedonia tower. If the FCC were to become aware, the Village could be fined thousands of dollars. A/C Buss would like to spend the approximate \$1,000.00 to have B & C make the changes. It about 3-4 years the repeater will need replacing.

- Is working on Policy and Procedures for the department.

Mrs. Mary Volny asked if the air conditioning has been fixed in the squad.

A/C Buss advised that still needs some repairs.

Mayor Nehez stated that he was very impressed with the work that Acting Chief Buss has done in the few short weeks he has been in charge. Mayor Nehez believes that A/C Buss has taken the department in a whole new direction.

A/C Buss thanked the Mayor and stated that there are still several maintenance issues that need to be addressed; such as ladder and pump testing. These tests are usually done yearly, and he cannot remember the last time they were completed. A/C Buss is also going to check with Macedonia and Northfield Center, when their testing will be done, sometime the representative will give a discount if can work with several communities at one time.

Lt. Mackie agreed that it was pleasant working with A/C Buss. The Lt. and A/C have even discussed having joint trainings between the Police and Fire Departments.

3. **Service/Bldg Dept. Supervisor**, Jason Walters, was not present.

Mr. Bolek stated that one of the plow trucks had broken down and had to be towed. It has since been repaired but will need to look at replacement of this vehicle down the road.

#### **REPORTS OF MUNICIPAL BOARDS AND COMMISSIONS:**

A. **PLANNING COMMISSION**, BEATRICE GREENLEE – a tentative meeting is scheduled for January 16, 2013 at 7:30 p.m. There is a possibility of having a lot split on the agenda. One of the Board members has resigned and an advertisement has been posted for this opening.

B. **CEMETERY BOARD**, BEATRICE GREENLEE had nothing to report.

C. **RECREATION BOARD**, MAYOR NEHEZ had nothing to report

Council discussed the snowman, it may be time to get rid of it. Council would like to put it on eBay and use the money to purchase new decorations.

D. **CHARTER REVIEW COMMISSION**, Mayor Nehez stated that they would start meeting later this year. Since this will be a Municipal Election year, there may be items to go on the ballot.

#### **REPORTS OF STANDING COMMITTEES:**

A. **FINANCE**, LINDA BOWEN stated the next meeting will be January 23 at 6:30 p.m.

B. **ROADS/PUBLIC WORKS**, KARYN SELLE stated:

- The Department is plowing 108 Senior driveways this year
- Have used 300 tons of salt, so far this year, which was about what was used all of last year
- Should be moving into the new building the end of February

Once the title transfers will begin doing the necessary cosmetic work to the building. It does not need a lot of preparation, some cleaning and upgrades to the office area.

- Had problems again with the Elm Pump Station
- 97 Plow Truck will need to be replaced soon

- C. **HEALTH AND WELFARE**, MARY VOLNY had nothing to report.
- D. **BUILDINGS & GROUNDS**, JOHN BOLEK had nothing to report.
- E. **WAGES AND WORKING CONDITIONS**, JOHN SCHLUETER had nothing to report.
- F. **FIRE AND SAFETY**, BEATRICE GREENLEE had nothing to report.

Mr. Bolek stated that even though the below Resolutions may pass and all employees will receive raises, he feels that the Fire Department is still way underpaid and would like to revisit this issue sometime this year.

#### **LEGISLATION:**

Resolution 2013-01 1<sup>st</sup> Reading – An Emergency Resolution Amending The Rate Of Compensation For Members Of The Fire Department

A motion to suspend the 3 reading rule was made by Beatrice Greenlee and seconded by Linda Bowen, passed with 6 ayes

A motion for passage was made by Beatrice Greenlee and seconded by Karyn Selle, passed with 6 ayes

Resolution 2013-02 1<sup>st</sup> Reading - An Emergency Resolution Pertaining To The Rate Of Pay For Certain Employees

A motion to suspend the 3 reading rule was made by Beatrice Greenlee and seconded by Mary Volny, Passed with 6 ayes

A motion for passage was made by Beatrice Greenlee and seconded by John Schlueter, passed with 6 ayes

Ordinance 2013-03 1<sup>st</sup> Reading - An Emergency Ordinance Establishing Chapter 206 Of The Codified Ordinance Setting Forth The Ward Boundaries.

A discussion by Council that the description of the ward boundaries does not appear to be correct. They would like to look further into this matter.

Therefore, will go on 2<sup>nd</sup> reading for the next agenda.

Resolution 2013-04 1<sup>st</sup> Reading – An Emergency Resolution Authorizing Euthenics, Inc. To Do The Summit Avenue, Northfield Road and Houghton Road Sewer Replacement and Elm Pump Station Elimination Project.

A motion to suspend the 3 reading rule was made by John Bolek seconded by Mary Volny, passed with 6 ayes

A motion for passage was made by John Bolek and seconded by Karyn Selle, passed with 6 ayes

#### **OLD BUSINESS; NEW BUSINESS; ANNOUNCEMENTS; ADJOURNMENT**

Mrs. Volny asked everyone to start looking at their calendars, would like to start planning the Community Garage Sale.

Mr. Bolek stated that should look at planning Ward Block Parties, also.

Lt. Jamie Mackie stated that need to rekindle the Records Retention Committee.

Mrs. Volny presented Flags that were donated by the VFW for the new building on Ledge Road and to the Fire Department.

A discussion was held; need to obtain a flag pole for the Ledge Road property. In addition, Council suggested that an Ohio Flag should also be flown outside the Village Hall. This can either go on the same pole or a second pole erected. A suggestion was made that maybe the Village should design a flag and could have three poles outside one each for the American Flag, State Flag and Village Flag.

Mrs. Volny announced that the VFW will hold a TAKE YOUR SWEETHEART TO BREAKFAST on February 10.

Mrs. Bowen announced the next Blockwatch Meeting will meet on January 16, 2013 at 6:00 p.m.

Mr. Schlueter reminded everyone that the Senior Center is open on Wednesday from 10:00 a.m. to 4:00 p.m. at the Epiphany Lutheran Church. So far, turnout has been slow but could be due to the Holidays and the weather.

Mr. Bolek asked if the Police Department does a walkthrough of Lee Eaton School.

Lt. Mackie stated that he is working with the Principal and Superintendent on these issues.

A motion was made by John Bolek and seconded by Beatrice Greenlee to adjourn at 9:20 p.m.,  
passed with 6 ayes

Respectfully submitted by:

Attest:

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President of Council

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Clerk of Council