

The Village of Northfield

REGULAR COUNCIL MEETING

August 24, 2016

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

The Pledge of Allegiance was led by Mayor Nehez.

ROLL CALL was read by Tricia Ingrassia. The following were present: Mayor Nehez, Council Persons Nick Magistrelli, Jim Daugherty, Jenn Domzalski, Alan Hipps, Renell Noack. Gary Vojtush was absent. Also present were Law Director Brad Bryan, Engineer Rich Wasosky, Lieutenant Mackie, Fire Chief Jason Buss, and Service Director Jason Walters.

APPROVAL OF THE MINUTES:

A motion to approve the minutes for the July 27, 2016 Council Meeting was made by Ms. Domzalski, seconded by Ms. Noack. All members of Council were in favor of approval, zero opposed. The minutes for the July 27, 2016 Council meeting were approved.

REPORTS OF MUNICIPAL OFFICERS:

Mayor Jesse J. Nehez – No report.

Finance Director, Tricia Ingrassia – Report attached. A motion was made to acknowledge receipt of the July 2016 Cash Reconciliation by Mr. Magistrelli, seconded by Ms. Domzalski. All members were in favor of acknowledgement of the receipt of the July 2016 Cash Reconciliation, zero opposed.

Village Engineer, Rich Wasosky –Report attached.

Discussion ensued regarding the highly unusual consumption of water by the Moose Lodge. Mr. Daugherty asked how much the bill was for consumption. Mr. Wasosky indicated that between the Northeast Ohio Regional Sewer District bill and the Cleveland Water Department bill, the totals were \$16,000.00. Mr. Wasosky explained that [the City of Cleveland] has a lien on the Moose Lodge property with Summit County. Mr. Wasosky indicated that the City of Cleveland has given the Moose Lodge thirty days to resolve the issue, or they will turn off the Lodge's water. Mr. Wasosky indicated that with his preliminary calculations that if the Moose Lodge turned on every faucet or spicket in the Lodge and left the water running for 24 hours a day, for 35 straight days, the consumption of that water usage is possible. Mr. Walters and Mr. Wasosky feel that the readings are over-stated by a decimal place. Mr. Wasosky indicated that it is the position of the City of Cleveland that their meter readings are accurate.

Mr. Wasosky added something not on his report. He attended a monthly meeting with Summit County regarding the new EPA Storm Water legislation that needs to be passed by December 1, 2016. The legislation will have to be passed by Council if the Village intends to stay within the County organization.

Law Director, Brad Bryan – In connection with the Village's move to the Regional Income Tax Agency for local income tax collection, the Village must appoint a delegate and an alternate delegate to the Regional Council of Governments in order for the Village to vote on decisions that are brought to us by the Council of Governments. Mr. Bryan recommended that Ms. Ingrassia be appointed as the primary delegate, and that Mayor Nehez be appointed as the alternate delegate. Mr. Daugherty made a motion to appoint Ms. Ingrassia as the primary delegate, and Mayor Nehez as the alternate delegate, seconded by Mr. Magistrelli. Mr. Bryan asked if there were questions or discussion by any other members of Council. There was none. All were in favor of the motion, none opposed.

DEPARTMENT HEADS:

Police Chief, Mark Wentz – Lt. Jamie Mackie reported that the Police Department is experiencing staffing issues. Lt. Mackie called for a Fire and Safety Committee meeting. Ms. Domzalski requested that the meeting be scheduled as soon as possible. Lt. Mackie indicated that he would get the Chief's availability and have the Chief contact the committee members regarding the scheduling of the meeting.

Lt. Mackie also reported that Sunday, August 28th there would be a large charitable event with an estimated 3,000 motorcycles at the Hard Rock Rocksino and Northfield Park property that the Village of Walton Hills is running and Northfield Village Police Department and other surrounding communities and agencies are assisting.

Lt. Mackie also reported that tomorrow (August 25, 2016) is the first day of school and with the Ledge Road project in progress the Police Department has been in discussion with the principal of Lee Eaton School and the Service Director, Mr. Walters, with regards to the children that walk to school. The Police Department will be doing what they can to create a safe mode of transportation for those that walk.

Fire Chief, Jason Buss – Report attached.

Chief Buss indicated that he would like to have five employees sworn in at the September 14, 2016 Council meeting.

Chief Buss stated that August 2016 was the busiest month for the Northfield Village Fire Department to date with calls going up by 11.5% over the same time last year.

Chief Buss also reported that the Village of Northfield has ended the discussions with the Northfield Center Township Fire District due to conflicting opinions on necessary levels of staffing for the Township department.

Mayor Nehez added that building maintenance has taken place in the Fire Department and that he is pleased with the outcome of the projects that have taken place.

Service and Building Superintendent, Jason Walters – Mr. Walters reported that his time has been spent primarily at the Ledge Road project. He indicated that the project started with some

setbacks, but that it is going well. He is hopeful the project will be completed in October instead of November. One other item that Mr. Walters addressed was that the intention was to try and keep the trees in tact on Ledge Road; however, some of the trees are showing signs of distress from the construction and/or there are trees that will inhibit the sidewalks being installed. the trees that are being considered for removal are all in the Village's right of way. The cost for the tree removal has not yet been determined.

Mr. Walters also indicated that there was recently a sewer main break at 200 Houghton Road. He reported that the Service Department repaired the break at the sewer main. Mr. Walters indicated that the resident affected was satisfied with the level of service from the Service Department.

Mr. Walters also reported that there was an incident at Smith Park with a sinkhole and storm line that failed. The Service Department fixed that immediately as well.

Mr. Walters stated that the new 2016 Ford F-150 Crew Cab is in and is getting its up fitting and lettering.

Mr. Daugherty asked Mr. Walters about the status of the Magnolia, Heights driveway apron repairs from last year's project with Chagrin Valley Paving. Mr. Wasosky stated there were twelve driveways in total that he and Mr. Walters listed that needed attention. Chagrin Valley Paving sent waivers to the affected (12) residents. Eight of the property owners signed a waiver stating that they approved of the condition of the aprons. Mr. Wasosky said that two of the property owners were unreachable. Mr. Wasosky indicated that there are four driveways that they recommend fixing, and the Village is holding \$25,000.00 until the necessary waiver is signed or repairs are made. Mr. Daugherty expressed his wish to have resolution on this matter by September.

REPORTS OF MUNICIPAL BOARDS AND COMMISSIONS:

Planning Commission, Mr. Hipps – No report.

Recreation Board, Mayor Nehez – The Recreation Board met August 4, 2016. Minutes were distributed to Council. Ms. Domzalski asked why a license was necessary to have a movie in the park night? Mr. Bryan indicated that payment had to be made to whomever owns the rights to the movie to show it in public. Mayor Nehez stated that the next Recreation Board meeting would take place September 1, 2016 in Council Chambers.

Cemetery Board, Beatrice Greenlee – No report.

REPORTS OF STANDING COMMITTEES:

Finance, Mr. Magistrelli – A Finance Committee meeting took place this evening before the Council meeting. Mr. Magistrelli advised the new finance software is fully operable and easily understood. Mr. Magistrelli thanked Ms. Ingrassia for the smooth transition. Mayor Nehez

indicated that the Village is having trouble with the income tax collection transition with Central Collection Agency.

Road/Public Works, Mr. Daugherty – No report.

Health and Welfare, Mrs. Noack – No report.

Wages and Working Conditions, Mr. Vojtush – No report as Mr. Vojtush was absent.

Fire and Safety, Mrs. Domzalski – No report.

Buildings and Grounds, Mr. Hipps – No report.

LEGISLATION:

2016-71- An Emergency Ordinance Establishing Section 1268.10 of the Planning and Zoning Code Relating to Automobile Sales Establishments. Third Reading. Mr. Bryan indicated that there was a work session to discuss this legislation. Mr. Daugherty moved for passage, seconded by Mr. Hipps. No discussion. All were in favor of passage. Zero opposed.

2016-76 – An Emergency Resolution Directing the Certification of Delinquent Grass, Weed Cutting, and Property Clean Up Bills to the County Fiscal Officer for Placement on the Tax Duplicate. Mr. Bryan indicated that this must be passed as there is a deadline to certify the parcels to the Summit County Fiscal Office. Mr. Daugherty moved to suspend three readings, seconded by Ms. Domzalski. All were in favor of suspending three readings, zero opposed. Motion for passage by Mr. Daugherty, seconded by Ms. Domzalski. No discussion. All were in favor, zero opposed.

2016-77 – An Emergency Resolution Directing the Certification of Delinquent Sewer Maintenance Bills to the County Fiscal Officer for Placement on the Tax Duplicate. A motion to suspend three readings was made by Ms. Domzalski, seconded by Mr. Magistrelli. All were in favor of suspending three readings, zero opposed. Motion for passage by Ms. Noack, seconded by Ms. Domzalski. No discussion. All were in favor of passage, zero opposed.

2016-78 – An Emergency Resolution Authorizing the Director of Finance to Transfer Funds Representing Uncashed Checks to the Villages' Unclaimed Fund. Mr. Bryan explained that these are old outstanding uncashed checks past the requisite period and that they need to be transferred to the Unclaimed Fund. Mr. Daugherty moved to suspend three readings, seconded by Ms. Noack. All were in favor of suspending three readings, zero opposed. Motion for passage by Mr. Daugherty, seconded by Mr. Hipps. No discussion. All were in favor of passage, zero opposed.

2016-79 – An Emergency Ordinance Establishing Section 1268.11 of the Planning and Zoning Code Relating to Lighting in B-1, B-2, and B-3 District Parking Lots. Mr. Bryan indicated this was discussed in the Work Session earlier in the evening. Mr. Bryan explained that Council wishes to put this on first reading as there are amendments requested to this legislation.

Mayor Nehez asked the question whether or not this legislation could be passed as-is and then amend it later as he feels it is a safety concern. Mr. Bryan indicated that he understands the Mayor's concerns, however, he feels that the property owners need to be contacted and given the ability to participate and comment on the ensuing legislation.

2016-80 – An Emergency Resolution Authorizing Certain Amendments to the 2016 Appropriation Resolution and/or Transferring Items Already Appropriated in that Resolution. Ms. Ingrassia explained that the transfers out for the Tax Increment Equivalent Fund for Northfield Park needed to be lowered as the Village is not permitted to fund the Ledge Road Phase I contract with TIF money as it was not stipulated in the OPWC Grant Contract. The amount will be reduced in the Tax Increment Equivalent Fund and increased in the General Fund to fund Ledge Road Phase I contract payments. Additionally, an appropriation is needed in the Ledge Road Fund as the original appropriation was slated to be paid out of the SCM&R Fund, but since the Village is receiving funds from OPWC for this project, Council determined to create a new fund (Ledge Road Improvement Fund). Contractual Services in the SCM&R Fund needed to be increased due to Engineering Services. The Law Enforcement Assistance Fund had minor audit adjustments that effected the cash balance of the fund. A motion to suspend three readings was made by Mr. Magistrelli, seconded by Ms. Domzalski. All were in favor of suspending three readings, zero opposed. A motion for passage was made by Mr. Magistrelli, seconded by Ms. Noack. No discussion. All were in favor of passage, zero opposed.

OLD BUSINESS; NEW BUSINESS; ANNOUNCEMENTS:

Mr. Daugherty addressed Mr. Walters requested the street lights at Milford and Cranbrook be looked at as they blink off and on at night. Mr. Walters indicated he would contact the appropriate agency.

Mayor Nehez stated his, Council's, and the administration's thoughts and prayers are with the Vojtush Family and the Thellmann Family. Mr. Vojtush's father recently passed away and his mother is currently in the hospital. Ms. Thellmann's father also recently passed away.

ADJOURNMENT –

Motion to adjourn by Mr. Daugherty, seconded by Ms. Domzalski. All were in favor of adjournment, none opposed. Meeting adjourned at 8:43pm.

Respectfully submitted by:

Tricia Ingrassia, Clerk of Council

Finance Report 08/24/2016

During the course of the audit, it was recommended that Village Council receive monthly reconciliations within a meeting of Council. Each member of Council has received the end of the month reports, and I have distributed the cash reconciliation as well. May I have a motion to acknowledge receipt of the July 2016 cash reconciliation.

The conversion to the Regional Income Tax Agency (RITA) has begun. The first extraction of data from Central Collection Agency (CCA) occurred on August 12, 2016. I have weekly conference calls on Wednesdays at 11:00am to discuss items RITA needs from the Village and/or CCA.

VILLAGE OF NORTHFIELD
ENGINEER'S REPORT – RICHARD S. WASOSKY, P.E., P.S.

August 24, 2016

Subject: Ledge Road Reconstruction Phase 1

Comment: Lockhart Concrete Co. has installed all of the new mainline 18", 27" and 30" storm sewers and manholes between S. R. 8 and the North Isle Apartments. The mainline sewers should be completely installed to the west driveway of Lee Eaton School by the end of Friday, August 26, 2016. The 12" cross over sewers and catch basins should be installed next week. November 15, 2016 is the official projected project completion; however, I believe the project can be completed by October 15, 2016 if we are not held up by East Ohio Gas Co. with their proposed gas relocation on the project.

I will need Council's approval to hire a concrete testing company to test the paving of the roadway and sidewalk concrete during construction.

Subject: Presidential Subdivision Resurfacing

Comment: I will start the final survey, plans and specifications in September in order to bid the project in late February 2016 if we do not receive the OPWC Issue 1 loan. If we do receive the loan the project will be bid next June.

Subject: NEORSD Workshop for Stormwater Fee Reduction Credits

Comment: I attended the NEORSD Workshop for the Summit County communities for reduction in homeowners stormwater fees on Tuesday, August 23, 2016. Homeowners may receive a 25% reduction in their quarterly stormwater fee bill if they install approved rain barrels, install an approved raingarden, install approved porous pavement, or approved vegetative strips. These installations have to be approved by NEORSD along with the Village.

Subject: Abnormal Cleveland Water Usage at the Moose Lodge

Comment: I am investigating the highly unusual water usage and bill from the Cleveland Water Department for water they claimed was used at the Northfield Lodge in August and September 2015. It appears from my cursory review so far that there is something wrong is the meter readings.

The Village of Northfield Fire Department

10271 Northfield Road • Northfield, OH 44067

330-467-7139 ext 22 • 330-467-7152 FAX

Fire Chief Jason L Buss

330-523-9422 Business Cell

firechief@northfieldvillage-oh.gov

August 24, 2016

Activity Report

- A detailed copy of fire department activity is available upon request.
- As of *August 23, 2016* NVFD responded to a total of **547** incidents. We responded to a total of 777 incidents in 2015, which was a 17% increase of 2014 and a 55% increase since 2013. This is an **11.4% increase** over the same reporting period as last year. **436** of those incidents were EMS related and **111** incidents were FIRE related.
- NVFD has provided mutual aid for **54** incidents, provided automatic aid **35** times, and received mutual aid for **19** incidents and automatic aid for **1** Incidents. (*Total MA received in 2013 was 13, 2014 was 15, 2015 was 22*)
- NVFD's average response time from time of call till time on scene is **3:40**
 - o As mutual and automatic aid has increased, our overall response time has been increased on average

Fire Inspector / Prevention Report (As of August 23, 2016)

- 24 Annual Fire Inspections have been completed
- 16 Hood/Duct/Alarm/Sprinkler Tests have been completed
- 51 Standby Events at Hard Rock Rocksino

Department News

- **Replacement Ambulance** – Delivery Expected in late October, 2016
- **Staffing** – I will be looking to replace the full time firefighter who left to go to North Royalton and hire up to an additional five part time firefighters at the September 14th meeting. This is again due to the need to replace firefighters lost to attrition and the ability to hire some very qualified candidates,
- **Hard Rock Rocksino & NVRC Stats** – NVFD responded to 74 medical / 2 fire incidents at the Hard Rock and 46 medical / 1 fire incidents at NVRC Since January 1, 2016.

"Our Family Protecting Yours"