

The Village of Northfield

REGULAR COUNCIL MEETING

December 14, 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 and Gary Vojtush. Also present were Law Director Brad Bryan, Engineer Rich Wasosky, and Service Director Jason Walters, Lieutenant Jamie Mackie and Fire Chief Jason Buss.

APPROVAL OF THE MINUTES:

A motion to approve the minutes for the November 30, 2016 Council Meeting was made by Mr. Daugherty, seconded by Ms. Noack. Mr. Vojtush asked a question regarding the appropriation amendments that were passed at the November 30, 2016 meeting. Mr. Bryan stated if the question was not relative to the accuracy of the minutes, his question should be saved for either the Finance Report or schedule time to speak with the Finance Director during regular business hours. Mr. Vojtush stated he would discuss the issue later. Ms. Noack, Mr. Daugherty, Mr. Magistrelli, Mr. Hipps, and Ms. Domzalski were in favor of approving the minutes. Mr. Vojtush was not in favor of approval of the minutes. The minutes were approved.

PRESENTATION OF PETITIONS, MEMORIALS, AND REMONSTRANCES:

Charlotte Bowser of 9025 Milford Drive addressed the Mayor, Council and Service Director Jason Walters. Ms. Bowser stated that the Mayor ran on the platform of beautification, but as she drives around the Village, she finds areas of the Village that are atrocious. Her concern was raised specifically over properties on Beech Avenue. Ms. Bowser continued that there is a house across the street from the Service Department that has been vacant for thirteen years another house has a recreational vehicle (RV) sitting empty in the driveway with flat tires. Ms. Bowser continued there is another house on Beech Avenue that has an excessive amount of tires in the back yard. Mayor Nehez stated he had already spoken with Mr. Vojtush regarding these

issues. Mayor Nehez asked Mr. Walters and Lt. Mackie to address the RV and the home with the excessive amount of tires in the yard. Mr. Walters stated he is aware of the residence with the RV, and he has had conversations with the owner. Mr. Walters stated that the owner is not in violation of the ordinance as the vehicle has current license plates and is operable. Both Mr. Walters and Lt. Mackie stated they would address these issues promptly.

Fire Department Lt. Joe Zemek stated the Northfield Village Fire Department sold shirts in October for breast cancer awareness. Lt. Zemek continued that instead of presenting a donation to groups specifically related to breast cancer fundraising, the Northfield Village Fire Association decided to donate the proceeds from the fundraiser to the Firefighter Cancer Support Network, which supports not only breast cancer but all cancers that affect firefighters. Lt. Zemek presented a check to Steve Wescott from the Firefighters Cancer Support Network for \$1,262.50. Mr. Wescott accepted the check and gave a brief overview of what his organization does.

REPORTS OF MUNICIPAL OFFICERS:

Mayor Jesse J. Nehez – No report.

Finance Director, Tricia Ingrassia – Report attached.

Ms. Ingrassia requested a motion to acknowledge receipt of the November 2016 month-end reports and reconciliation. Motion was made by Mr. Magistelli seconded by Mr. Hipps to acknowledge receipt of the November month-end reports and reconciliation. All were in favor of approval, zero opposed.

Regarding the temporary appropriations for 2017, Mr. Vojtush asked if the figure of approximately \$2 million expense was correct. Ms. Ingrassia did confirm that the first quarter of 2017 temporary budget would be approximately \$2.2 million.

Ms. Ingrassia asked Mr. Vojtush if he wished to continue the conversation regarding the appropriation amendments that was raised during the approval of the minutes. Mr. Vojtush stated he would come in tomorrow afternoon (Thursday, December 15, 2016) to discuss the appropriation amendments from November 30, 2016.

Engineer, Rich Wasosky – Report attached.

Regarding the Ledge Road Phase II Reconstruction, Mr. Wasosky stated the Village has been offered grant money for this project in the amount of \$486,507.00. Mr. Wasosky asked the Mayor and Council whether they would like to accept the grant funding or continue with the loan for the project. Mayor Nehez asked Mr. Wasosky when the Village would have to give its final decision. Mr. Wasosky stated the State of Ohio would like to have the decision by the end of 2016. Mr. Daugherty stated he would like to continue with the loan. Mr. Magistrelli asked whether the \$486,507.00 was earmarked for the Ledge Road Phase II Reconstruction. Mr. Wasosky stated it was awarded to the Village, should the Village wish to accept the grant. Ms. Ingrassia stated in the conversation earlier with the Mayor and Mr. Wasosky that the Village would be able to move forward with either the grant or the loan. Mr. Ingrassia added that Mr. Wasosky stated the Village could pay for the full project and have Macedonia reimburse the Village of Northfield in installments, similar to the arrangement the Village made with Walton Hills and the Sagamore Road project. Mr. Bryan asked whether Mr. Wasosky was planning on having more discussion with the City of Macedonia. Mr. Wasosky stated Macedonia's Engineer was going to speak with Mayor Migliorini, and he did mention the possibility of Northfield Village fronting the money and Macedonia reimbursing the Village over a period of time. Ms. Noack stated that Mayor Migliorini mentioned the loan for Ledge Road in the Newsleader's current edition. Mr. Bryan stated it is his opinion that we continue with the agreement we already have set-up and stay with the loan. If Council and Macedonia want to change their minds and switch to the grant, further resolution would need to be passed by the end of the year.

Regarding Mr. Wasosky's report on Ledge Road Phase I's completion and the additional \$18,000.00 needed for the project, Ms. Ingrassia asked Mr. Bryan if a change order needed to be approved by Council. Mr. Bryan indicated one would be needed. Mr. Wasosky stated we would not have the final total until April or May of 2017.

Mr. Vojtush asked Mr. Wasosky regarding the repairs made on Ledge Road due to the Interstate 271 project. Mr. Vojtush inquired whether there would be any more transformers moved. Mr. Wasosky stated there would be no more transformers moved to his knowledge.

Law Director, Brad Bryan – Mr. Bryan asked first whether anyone on Council attended a Public Records training seminar in 2016. Ms. Noack indicated she and the Mayor both attended a seminar. Mr. Bryan stated Ms. Noack will be the Council representative for the year, and there would be a so resolution designating Ms. Noack at the December 28, 2016 meeting.

Regarding the composition of the Recreation Board that was inquired about at the November 30, 2016 meeting, Mr. Bryan stated he did review both Codified Ordinance Section 252.01 and the Charter, and both specify there are five members on the Recreation Board. In order for additional people to be appointed to the Recreation Board, as suggested in November, there would need to be a charter amendment. Mr. Bryan continued that 2017 is a year in which the Charter Review Commission should meet, and the number of persons on its Recreation Board can be addressed during the charter review process. Mr. Bryan stated even if the Charter Review Commission does not wish to amend the number of members on the Recreation Board, Council can request that this amendment be brought before the voters.

Mr. Bryan presented the Mayor's Court monthly disbursal for November for Council acceptance (report attached). A motion for acceptance of the November Mayor's Court monthly disbursal was made by Ms. Domzalski seconded by Mr. Vojtush. All were in favor of acceptance, zero opposed.

Finally, Mr. Bryan advised that at the conclusion of the legislation, Council would be requested to go into Executive Session to discuss an employment compensation matter and apprise Council on an economic development assistance matter that involves confidential information.

DEPARTMENT HEADS:

Police Department, Lieutenant Jamie Mackie – Report attached.

Regarding the first item on Lt. Mackie's report, Lt. Mackie added the second interview was done on the potential part time candidate on December 13, 2016. After the second interview concluded, Lt. Mackie stated he would not be recommending this particular candidate for hire. Lt. Mackie stated he would continue going through the applicants that are on file with the Police Department.

Fire Chief, Jason Buss – Report attached.

Mayor Nehez asked Chief Buss to discuss the emergency storm siren that is attached to Town Hall. Chief Buss explained the Mayor inquired about replacing the tornado siren that is located on the Town Hall building. Chief Buss continued the siren is from the late 1940s to possibly the early 1950s, and it is a historic Federal Model 5 siren that is fully operational. Chief Buss stated this particular model siren has to be set off from inside the building and most sirens now are set off by radio signal from either dispatch or the Fire Department. Chief Buss stated to replace the current siren it would cost the Village \$8,000.00-10,000.00, depending on the electrical work that has to be done. Chief Buss stated it was determined that the siren needs to remain in the current location as it has the ability to reach all areas of the Village in an emergency situation. Chief Buss stated he has done the research and received quotes should the Village wish to

replace the current emergency siren. Mr. Vojtush added that there was a report created and the Village could possibly get our neighboring communities together on updating the siren for the benefit of the communities. Chief Buss added he didn't believe Macedonia, Sagamore and Northfield Center currently have emergency sirens to warn their residents of impending storms.

Service and Building Superintendent, Jason Walters – Mr. Walters first stated the Village has received all of the salt we were responsible for purchasing from last season (2015-2016). Mr. Walters added the Village has committed to 240 tons of salt for the 2016-2017 winter season.

Mr. Walters stated leaf season is completed. Mr. Walters continued on the second to last leaf pick-up, the leaf machine started to show signs that it needed repair. Mr. Walters stated the machine will need approximately \$4,000.00 in repairs for next year. Mr. Vojtush asked Mr. Walters compile a spreadsheet showing the Village's expense for manpower, machinery, overtime for the collection of leaves in-house. Mr. Walters stated that he cannot discuss contracting out leaf collection because that would take work away from the members of the Service Department. Mr. Walters asked whether Mr. Vojtush was dissatisfied with the Service Department's job performance. Mr. Vojtush stated he is not displeased with the Service Department's performance, but he is looking to find ways to save the Village money. Mr. Walters stated when the leaf collection program started the cost to contract the service out was reviewed in depth, and it was determined that the Village could perform the service at a lower cost if the Service Department kept it in house.

Mr. Walters stated the first snow has occurred, and the Senior Snow Plow program is underway. Mr. Walters continued the program provides one back-drag of the driveway for clearance, and then a portion of the driveway and walkway are then the responsibility of the resident to clear. Mr. Walters added issues have arisen regarding the eligibility of a household applying for this program. Mr. Walters requested Council review the ordinance and application to try and come up with a way to determine if there are able-bodied people within the home who can shovel a driveway. Mayor Nehez suggested that this issue be reviewed in a Roads/Public Works Committee meeting.

Mr. Walters announced the new salt loader should be arriving within the week.

Mr. Vojtush asked Mr. Walters if the equipment that is outside of the Ledge Road building on a trailer and tarped is sitting out for the winter. Mr. Walters stated the equipment will sit out for the winter because if it were stored in the building, it would need to be moved every time the Service Department members needed to get a vehicle out of the garage. Mr. Vojtush then asked Mr. Walters if there was a way to adjust the plows so as to not be so loud when they strike the driveways. Mr. Walters said he would look at adjusting the plows, but the noise was inevitable in order to properly clear the senior driveways.

Mr. Daugherty thanked Mr. Walters and the Service Department employees for the rapid response to the tree limb that had fallen on Magnolia in the previous week.

Mr. Walters concluded that the necessary striping has been done on Cranbrook Drive to make it a safer pass-through. This issue was raised by Mr. Buzalewski at a previous meeting.

REPORTS OF MUNICIPAL BOARDS AND COMMISSIONS:

Planning Commission, Mr. Hipps – There will be a meeting of the Planning Commission Wednesday, December 21, 2016 at 7:30pm.

Recreation Board, Mayor Nehez – Mayor Nehez stated the Recreation Board did a great job for the Santa event in the Village. Mayor Nehez added he is hoping to appoint the new members of the Recreation Board after the first of the year.

Cemetery Board, Beatrice Greenlee – No report.

REPORTS OF STANDING COMMITTEES:

Finance, Mr. Magistrelli – No report.

Roads/Public Works, Mr. Daugherty – Mr. Daugherty stated he would speak with the Service Director to see when he would be available to discuss the Senior Snow Plowing Program.

Health and Welfare, Mrs. Noack – No report.

Wages and Working Conditions, Mr. Vojtush – No report.

Fire and Safety, Mrs. Domzalski – No report.

Buildings and Grounds, Mr. Hipps – No report.

LEGISLATION:

2016-103 – An Emergency Resolution to Make Temporary Appropriations for Current Expenses and Other Expenditures of the Village for the Period from January 1, 2017 through March 31, 2017. A motion to suspend the three reading rule was made by Ms. Domzalski, seconded by Ms. Noack. All were in favor of suspending the three reading rule, zero opposed. A motion for passage was made by Ms. Noack, seconded by Ms. Domzalski. At this time, Mr. Vojtush stated last year around the same time, Council was asked to quickly pass the appropriations for 2016 with little time to review the requested amounts. Mr. Vojtush continued going forward, he would like to see these types of requests ahead of time so they can be carefully reviewed by Council. Ms. Ingrassia stated what is being approved here is for the temporary appropriations for 2017 and these temporary appropriations are typically created by taking a quarter of the current year's expenditures. Ms. Ingrassia continued she has met with and discussed the requested 2017 appropriations from the majority of the department heads and prepared a permanent budget for 2017. Ms. Ingrassia stated she would like to sit down with the Mayor and department heads once more to review the requested amounts before she brings the 2017 budget to Council. Ms. Ingrassia stated that she hopes to have a budget for Council's review sometime in mid to late January. All were in favor of passage of the 2017 temporary appropriations, zero opposed.

2016-104 – An Emergency Resolution Setting Forth the Rate of Pay for the Director of Law for 2017. First Reading. A motion to suspend the three reading rule was made by Mr. Vojtush, seconded by Ms. Noack. All were in favor a suspending the three reading rule, zero opposed. A motion for passage was made by Mr. Vojtush, seconded by Ms. Domzalski. All were in favor of passage, zero opposed.

2016-105 – An Emergency Ordinance Amending Section 246.10 of the Codified Ordinances Relating to Provisions Specific to Full-Time Firefighters. First Reading. Mr. Bryan explained this resolution is to give the full-time firefighters similar holiday time off and pay as the other departments within the Village. Additionally, Mr. Bryan added they have established criteria for being eligible for promotion in rank within the department. A motion to suspend the three reading rule was made by Mr. Vojtush, seconded by Mr. Hipps. All were in favor of suspending the three reading rule, zero opposed. A motion for passage was made by Mr. Vojtush, seconded by Mr. Magistrelli. Ms. Domzalski asked whether Chief Buss reviewed the requested changes. Chief Buss indicated he was the person that brought these changes to Mr. Bryan. Mr. Bryan stated these changes were a collaborative effort. All were in favor of passage, zero opposed.

2016-106 – An Emergency Resolution Setting Forth the Rates of Pay for Full-Time Members of the Fire Department for 2017. First Reading. A motion to suspend the three reading rule was made by Mr. Vojtush, seconded by Ms. Domzalski. All were in favor of suspending the three reading rule, zero opposed. A motion for passage was made by Mr. Vojtush, seconded by Ms. Noack. All were in favor of passage, zero opposed.

2016-107 – An Emergency Resolution Setting Forth the Rates of Pay for Part-Time Members of the Fire Department for 2017. First Reading. A motion to suspend the three reading rule was made by Mr. Vojtush, seconded by Ms. Domzalski. All were in favor of suspending the three reading rule, zero opposed. A motion for passage was made by Mr. Vojtush, seconded by Ms. Domzalski. All were in favor of passage, zero opposed.

2016-108 – An Emergency Resolution Authorizing Certain Amendments to the 2016 Appropriation Resolution and/or Transferring Items Already Appropriated in that Resolution. First Reading. A motion to suspend the three reading rule was made by Mr. Daugherty, seconded by Mr. Hipps. All were in favor of suspending the three readings, zero opposed. A motion for passage was made by Mr. Hipps, seconded by Mr. Daugherty. All were in favor of passage, zero opposed.

2016-109 – An Emergency Resolution Accepting the Amounts and Rates as Determined by the Summit County Budget Commission and Authorizing the Necessary Tax Levies and Certifying them to the Fiscal Officer. First Reading. A motion to suspend the three reading rule was made by Mr. Vojtush, seconded by Mr. Magistrelli. All were in favor of suspending the three reading rule, zero opposed. A motion for passage was made by Mr. Magistrelli, seconded by Mr. Vojtush. All were in favor of passage, zero opposed.

OLD BUSINESS; NEW BUSINESS; ANNOUNCEMENTS:

Mr. Vojtush stated he would like to recommend that the Council as a whole receive brand new ordinance books as he feels that the one he has now has not been updated in its entirety. Mr. Daugherty agreed, stating he would like to receive a new updated version as well. Mayor Nehez stated the most up to date code is currently on the Village's website and easily accessible. Mr. Bryan added when the Village revises the code books this year, we can inquire about the cost of receiving new books for Council. Mr. Vojtush suggested Council members don't need a new

binder, but a set of replacement pages. Mayor Nehez said the information is easily accessible to a computer or phone. Mr. Vojtush stated he doesn't carry his phone with him always. Mayor Nehez stated the phone is easier to carry than the code books. Mr. Hipps suggested perhaps Council receive a tablet to easily access the current pages. Mayor Nehez suggested this conversation go into a Council Work Session.

At this time, Mayor Nehez turned the floor over the Mr. Bryan. Mr. Bryan stated an executive session was needed to discuss an employee compensation matter and an economic development request that includes confidential information. Mr. Bryan asked that someone make a motion to go into Executive Session for the previously stated reasons. Mr. Bryan added the audience could be excused, and no further action from Council would take place except to adjourn. A motion to go into Executive Session was made by Mr. Daugherty, seconded by Ms. Domzalski. Mr. Bryan called the role to go into Executive Session. Ms. Noack; yes. Mr. Daugherty; yes. Mr. Vojtush; yes. Mr. Magistrelli; yes. Mr. Hipps; yes. Ms. Domzalski; yes.

A motion to come out of Executive Session was made by Mr. Hipps, seconded by Ms. Noack. Mr. Bryan called the roll Ms. Noack; yes. Mr. Daugherty; yes. Mr. Vojtush; yes. Mr. Magistrelli; yes. Mr. Hipps; yes. Ms. Domzalski; yes.

ADJOURNMENT –

A motion to adjourn was made by Ms. Domzalski, seconded by Mr. Magistrelli. All were in favor of adjournment, zero opposed. Meeting adjourned at 10:30pm.

Respectfully submitted by:

Tricia Ingrassia, Clerk of Council