

# The Village of Northfield

## REGULAR COUNCIL MEETING

July 22, 2020

The Office Suite HD Video Meeting was called to order by Mayor Nehez at 7:30 p.m.

The **ROLL CALL** was read by Ms. Potvin. The following officials were present: Mayor Nehez and Councilpersons Nick Magistrelli, Jenn Domzalski, Renell Noack, Keith Czerr, Gary Vojtush, and Alan Hipps. Also present for the meeting were Law Director Brad Bryan, Finance Director/Clerk of Council Jennifer Potvin, Police Lt. Brian Zajac, Fire Chief Jason Buss, and Service Department Superintendent Jason Walters.

**APPROVAL OF MINUTES:** A motion to approve the Minutes for the July 8, 2020 Council Meeting was made by Ms. Noack and seconded by Ms. Domzalski. Roll call vote: Mr. Czerr-yes; Ms. Noack-yes; Mr. Vojtush-yes; Mr. Magistrelli-yes; Mr. Hipps-yes; Ms. Domzalski-yes. The July 8, 2020 Minutes were approved.

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

**Mayor Jesse Nehez** – Mayor Nehez stated he did not have a report this evening.

**Finance Director, Jennifer Potvin** – Ms. Potvin reported the 2018-2019 State Audit has been keeping her and Jay Mutter busy. She referenced the mid-year financial reports that were provided to Council and advised everyone to contact her if they had any questions. Ms. Potvin stated the purpose of the budget amendment resolution on the agenda is to take care of regular annual housekeeping tasks such as the transfer of operating funds to the Fire Levy Fund and money to the Police Pension Fund. The Resolution also accounts for the CARES Act Funds that were received. Ms. Potvin stated she needs direction from Council as to what it would like to do about certain capital purchases that were left in the budget such as the police cruiser in the approximate amount of \$60,000, the Fire Department storm siren in the approximate amount of \$12,000, and the Fire Department small pick-up truck response vehicle in the amount of approximately \$30,000.

**Engineer, Rich Wasosky** – Mr. Wasosky will be present at the next Regular Council Meeting.

**Law Director, Brad Bryan** – Mr. Bryan stated there are two expenses that exceed the Mayor's spending limit that need to be approved by Council. The first is a \$8,595 expense from Watch Guard related to annual software updates and maintenance and the storage of recordings for the Police Department dash cam and body cam system. A motion to approve that expense was made by Mr. Vojtush and seconded by Mr. Czerr. All were in favor of the motion; none were opposed. The motion was approved. The second expenditure was in the amount of \$5,378 to Buckeye Pumps for a new pump and replacement parts needed for the Steeplechase Pump Station. A motion to approve the expense was made by Mr. Hipps and seconded by Ms. Domzalski. All were in favor of the motion; none were opposed. The motion was approved.

## **DEPARTMENT HEADS:**

**Police Department, Lt. Zajac** – Lt. Zajac stated Chief Zolcus emailed Council his report and asked if anyone had any questions. Issues relating to parking for Magnolia Park were raised and discussed. A resident complained that due to the parking on the street, she could not safely back out of her driveway. The establishment of street parking zones on the street were discussed. Ms. Domzalski recommended sending a letter to the league commissioner to ask that persons attending games park tight against the curb but not over the curb and to leave room next to driveways. Mr. Magestrelli noted that attendance at the games was significantly up this year due to our current situation. Mr. Walters discussed options for providing additional parking in the nearby lot and on the park property. Mr. Hipps stated he would be concerned about replacing recreational space in the park with parking.

**Fire Department, Chief Jason Buss** – Chief Buss reported the Department flushed all of the hydrants about one month ago. There has been some confusion with other communities putting out information about hydrant flushing being scheduled and having to run water. That information does not apply to the Village. The Village Fire Department is finished with flushing for this year. Cleveland Water replaced 13 hydrants in the Village with new style hydrants that allow faster hose connections. The new hydrants cannot be painted. Chief Buss stated he is requesting a motion from Council to authorize the replacement of the old storm siren. The cost of the new siren is around \$12,000. This expense is in this year's budget and was going to be installed in connection with the Fire Station Project. Since that Project is not going forward, there will be an additional expense to hook up the siren to the electric system and mount it. Chief Buss does not have a quote for that expense but it should be within the Mayor's spending authority. Mayor Nehez stated this item is an important safety feature for Village residents, and he is recommending that it be approved. Mr. Vojtush made a motion to authorize the purchase of the new storm siren in an amount not to exceed \$12,500. The motion was seconded by Ms. Noack. All were in favor of the motion; none were opposed. The motion was approved. Chief Buss also requested approval to replace the Fire Department pick-up response vehicle. The vehicle is a Dodge truck costing \$23,000 with approximately \$5,000 in upfit costs to stripe it and equip it for Department use. The vehicle must be ordered by October 31, 2020 in order to obtain the State bid price. Ms. Potvin was asked if the Village could afford to make the purchase under the current crisis and status of the Village finances. Ms. Potvin stated the Village could afford to make the purchase if Council desired to go ahead with it. A motion was made by Ms. Domzalski and seconded by Mr. Vojtush to approve the purchase of the truck and upfit costs in an amount not to exceed \$30,000. All were in favor of the motion; none were opposed. The motion was approved.

**Service Dept., Jason Walters**– Mr. Walters discussed the flooding issues resulting from the storm that took place on June 23. He and Mr. Wasosky are looking into solutions to solve some of these storm water issues. Options will be presented to the Mayor and Council once they are further developed. The County Health Department has been contacted about the tire dumping in the stream and is in the process of addressing the issue. Due to the current economic climate, the Service Department does not intend to request any additional capital expenditures for this year.

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

**Planning Commission, Mr. Hipps** – No report.

**Recreation Board, Mayor Nehez** – Mayor Nehez stated two applications were received for the vacancy on the Board. He is in the process of evaluating the candidates and may present someone for Council approval at the next Council Meeting. He will consult with Councilperson Noack regarding the appointment.

**Cemetery Board, Mayor Nehez** – Mayor Nehez stated there is nothing of note to report for the Cemetery Board.

**REPORTS OF THE STANDING COMMITTEES:**

**Finance Committee, Mr. Magistrelli** – No report.

**Roads and Public Works, Ms. Domzalski** – Ms. Domzalski stated she would like for the Village to bring its sewer maintenance billing in house by the beginning of 2021. She also asked if it would be prudent to eliminate the Village Mayor’s Court and instead send all of the Village’s cases to Stow Court. Mr. Bryan stated it would not be financially prudent to eliminate the Mayor’s Court. The Mayor’s Court provides the opportunity to resolve multiple cases efficiently in a short period of time. If the Court were eliminated, Village prosecution costs and police overtime would significantly increase. The Village also receives a lesser portion of the fine money from the cases that are resolved in Stow Court.

**Health and Welfare, Mr. Czerr** – No report.

**Wages and Working Conditions, Mr. Vojtush** – Mr. Vojtush stated there is legislation on the agenda related to the Administrative Clerk that will be handled during the legislation portion of the meeting.

**Fire and Safety, Ms. Noack** – Ms. Noack stated Chief Zolcus is requesting approval to purchase a new police cruiser that was contemplated in the budget. Fords are not available for purchase due to the supply interruptions due to the COVID crisis. This vehicle would be a Tahoe. The cost of the vehicle and necessary equipment and upfitting is expected to cost a little less than \$60,000. Mayor Nehez stated he is against the going forward with purchasing the Police and Fire Department vehicles due to the current financial conditions. A motion to approve the cruiser purchase was made by Mr. Vojtush and seconded by Ms. Noack. All were in favor of the motion; none were opposed. The motion was approved.

**Buildings and Grounds, Mr. Hipps** – No report.

**LEGISLATION:**

**Resolution No. 2020-22, An Emergency Ordinance Amending Section 660.14 Of the Codified Ordinances Relating to Unclean Premises (Second Reading)**

The Resolution was read by title by Mr. Bryan. Mr. Bryan recommended that no action be taken on this Ordinance this evening and that it be considered and adopted along with Ord. No. 2020-23, which is on the agenda this evening on first reading. He recommended Ord. No. 2020-23 receive at least a second reading before it was passed. Ms. Domzalski asked Mr. Walters if he was comfortable deferring passage of this Ordinance for another meeting. Mr. Walters

stated he was fine with waiting. As a result, it was determined that this Ordinance would advance to a third reading at the next Council Meeting.

**Resolution No. 2020-23, An Emergency Ordinance Amending Section 1490.075 Of the Codified Ordinances Relating to Exterior Property Areas (First Reading)**

The Resolution was read by title by Mr. Bryan. Mr. Bryan recommended that no action be taken on this Ordinance this evening so that it could at least receive a second reading before being passed. As a result, it was determined that this Ordinance would advance to a second reading at the next Council Meeting.

**Resolution No. 2020-24, An Emergency Resolution Authorizing Certain Amendments to the 2020 Appropriation Resolution and/or Transferring Items Already Appropriated in that Resolution (First Reading)**

The Resolution was read by title by Mr. Bryan. A motion to suspend the three reading rule was made by Ms. Noack and seconded by Mr. Magistrelli. Roll call vote: Mr. Czerr-yes; Ms. Noack-yes; Mr. Vojtush-yes; Mr. Magistrelli-yes; Mr. Hipps-yes; Ms. Domzalski-yes. The motion was approved. A motion to pass was made by Ms. Noack and seconded by Mr. Magistrelli. Roll call vote: Mr. Czerr-yes; Ms. Noack-yes; Mr. Vojtush-yes; Mr. Magistrelli-yes; Mr. Hipps-yes; Ms. Domzalski-yes. The Resolution was adopted.

**Resolution No. 2020-25, An Emergency Resolution Authorizing the Village of Northfield to Participate in the ODOT Annual Road Salt Bid Pursuant to the Terms and Conditions Set Forth by ODOT and the ODOT Annual Road Salt Contract (First Reading)**

The Resolution was read by title by Mr. Bryan. A motion to suspend the three reading rule was made by Mr. Vojtush and seconded by Ms. Noack. Roll call vote: Mr. Czerr-yes; Ms. Noack-yes; Mr. Vojtush-yes; Mr. Magistrelli-yes; Mr. Hipps-yes; Ms. Domzalski-yes. The motion was approved. A motion to pass was made by Ms. Noack and seconded by Mr. Vojtush. Roll call vote: Mr. Czerr-yes; Ms. Noack-yes; Mr. Vojtush-yes; Mr. Magistrelli-yes; Mr. Hipps-yes; Ms. Domzalski-yes. The Resolution was adopted.

**Resolution No. 2020-26, An Emergency Ordinance Amending Section 232.03 of the Codified Ordinances Relating to the Position of Office Assistant (First Reading)**

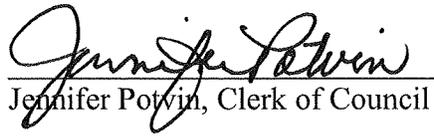
The Resolution was read by title by Mr. Bryan. Mr. Bryan stated the purpose of this Ordinance is to direct that instead of the Office Assistant being supervised solely by the Mayor that the Office Assistant would now also be supervised by the Service Department Superintendent and Building and Zoning Inspector. The Ordinance also cleans up some of the code language due to the position becoming a union position since the ordinance was adopted. A motion to suspend the three reading rule was made by Mr. Magistrelli and seconded by Ms. Domzalski. Roll call vote: Mr. Czerr-yes; Ms. Noack-yes; Mr. Vojtush-yes; Mr. Magistrelli-yes; Mr. Hipps-yes; Ms. Domzalski-yes. The motion was approved. A motion to pass was made by Mr. Vojtush and seconded by Mr. Magistrelli. Roll call vote: Mr. Czerr-yes; Ms. Noack-yes; Mr. Vojtush-yes; Mr. Magistrelli-yes; Mr. Hipps-yes; Ms. Domzalski-yes. The Resolution was adopted. Ms. Noack asked if the expenses for the position needed to be moved out of the Mayor's budget to the Service Department budget. Ms. Potvin and Mr. Bryan stated no amendment was needed because the Office Assistant is still supervised by the Mayor as well as the Service Department Superintendent.

**OLD BUSINESS; NEW BUSINESS; ANNOUNCEMENTS:** Ms. Noack requested the Mayor to schedule a Recreation Board Meeting for a date after the new member is appointed so that the Board can make sure it is on track to handle upcoming events such as Veterans' Day. The Mayor stated a meeting would be scheduled in September.

**EXECUTIVE SESSION** – None.

**ADJOURNMENT:** A motion to adjourn was made by Ms. Domzalski and seconded by Ms. Noack. All were in favor of the motion; none were opposed. The Meeting was adjourned at 8:47 p.m.

Approved by Council.

  
Jennifer Potwin, Clerk of Council

