

**The Village of Northfield**  
REGULAR COUNCIL MEETING MINUTES  
March 11, 2020

The meeting was called to order by Mayor Nehez at 7:30 p.m., and the Pledge of Allegiance was led by Mayor Nehez.

The **ROLL CALL** was read by Ms. Potvin. The following officials were present: Councilpersons Jenn Domzalski, Renell Noack, Keith Czerr, Alan Hipps, and Gary Vojtush. Also present for the meeting were Law Director Brad Bryan, Police Chief John Zolcus, and Finance Director/ Clerk of Council Jennifer Potvin.

**APPROVAL OF MINUTES:** A motion to approve the Minutes for the February 26, 2020 Council Meeting was made by Ms. Noack and seconded by Ms. Domzalski. All were in favor of approval; none were opposed, with Mr. Hipps abstaining. The February 26, 2020 Minutes were approved.

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

Brett Bristuka addressed Council on behalf of the 2020 whiffle ball league that will be playing at Huntington Park. Mr. Bristuka stated the league previously played in Northfield Center at Beacon Hill Park on the vacant tennis court. That facility is currently being reconstructed and is unavailable. Mr. Bristuka stated they will be playing on Sunday mornings. Ms. Domzalski stated she will look forward to watching them play. Mr. Vojtush asked how big of a space they needed and if they played more than one game at a time. Mr. Bristuka stated they play four on four and use half of the basketball court. Two hoops on the basketball court will be left open for park visitors while they are playing. Mr. Bristuka added they provide their own equipment and clean up after themselves after they are finished. Mr. Bristuka stated they will use the courts each Sunday for three to four hours. Mr. Brituska stated they document all of their stats online, have a decent amount of fans that come to spectate, and network with friends in other states. Mayor Nehez stated the Village loves to see the park being utilized. Mr. Vojtush asked if Council needed to do anything to guarantee them a place to play. Mr. Bryan stated they already filed an application and received approval from the Service Department.

**REPORTS OF MUNICIPAL OFFICERS:**

**Mayor Jesse Nehez** – Mayor Nehez reported the Dollar General project is scheduled to start in April.

**Finance Director, Jennifer Potvin** – No report.

**Engineer, Rich Wasosky** – Mr. Wasosky stated the Rt. 8 traffic signals project is almost complete. The traffic signal camera in front of the Fire Department and the street signs on the mast arms have not yet been installed. Mr. Wasosky added the street signs were approved over two months ago, and he is not sure why they are not up by now. He sent a message to the contractor regarding that issue. Mr. Wasosky stated there is a piece of cement in front of the building that needs to be torn out that was not in the original project. Mayor Nehez added it was from an old fire signal.

Mr. Wasosky stated NEORS has requested more information before releasing the Village's community cost share funds for the Houghton Road project in the amount of \$106,000. He stated he is having a hard time with the NEORS accounts department and is meeting with them tomorrow. Mr. Wasosky stated if the Village cannot use the money on this project, it will be able to be used for another upcoming project such as Coventry.

Mr. Wasosky stated the Dollar General final plans have been approved, and the developer is in the process of obtaining building permits from Summit County. Mr. Wasosky added he approved the consolidation plat and legal description. There is a Planning Commission meeting scheduled for Wednesday March 18 at 7:30 to approve the plat. The following week Council can approve it, and then it can be signed off on and recorded.

Mr. Wasosky stated the Village's 2019 stormwater report will be filed with Summit County by the end of the week. That report is filed every year with Summit County, and Summit County then compiles all of the communities' reports into one master report that is sent to the EPA. Mr. Wasosky stated the tree planting that was scheduled for today at Lawrence School was canceled due to the COVID-19 virus crisis. Mr. Wasosky added they do have the tree. Our Service Department will plant it at a later date so that the Village and Sagamore Hills will get credit toward their EPA stormwater obligations.

Ms. Noack asked about the status of the poles on Ledge Road. Mr. Wasosky answered First Energy was on Ledge Rd today. Chief Zolcus asked Mr. Wasosky if there was a possibility of getting a Do Not Block the Road sign northbound on N. Plaza Drive. Mayor Nehez stated he spoke with Mr. Wasosky about it already, and it will be handled.

Mr. Vojtush asked Mr. Wasosky if there was a possibility of losing the sewer grant money if it cannot be used for the Houghton project. Mr. Wasosky and Mr. Bryan explained the money belongs to the Village as the Village's community cost share funds from the NEORSD stormwater fees. The Village simply needs approval from the NEORSD to use them for projects that assist with stormwater control. If the funds cannot be used for this project, they can be used for a future project. Mr. Wasosky replied the current problem is due to the fact that we also used a 50% grant from the State to pay for the project. The State doesn't care which part of the project the money is allocated to as long as the Village pays 50% of the total and the State pays 50%. The Sewer District wants to account for how every dime in those checks is allocated and wants an itemized list. Mr. Wasosky added the engineering costs cannot be paid upfront and has to wait until the contractor has submitted its first bill to the State. Mr. Wasosky stated he allocated the stormwater sewers and catch basins as part of our share of the project. He stated he has never had this type of problem with any other agency and hopes his meeting will resolve the situation.

**Law Director, Brad Bryan** – No report.

**DEPARTMENT HEADS:**

**Police Department, Chief John Zolcus** – No Report.

**Fire Department, Chief Jason Buss** – Chief Buss stated voting will take place at the Fire Station for the election next week. Chief Buss stated during the November election, the location will have to be moved due to the construction work at the station. The Fire Department is prepared with all the equipment it needs to assist with the ongoing Covid-19 situation. He encourages anyone with questions to contact the CDC or go online. They have a lot of good information. Chief Buss stated Ohio does have a hotline number set up at 833 427-5634 that can be contacted for any questions. He has been instructing everyone to wash their hands and stay home if they are sick. The situation will become more severe as more people are tested. The CDC website should be utilized as a resource.

**Service Department, Jason Walters** – Mr. Walters will be at the next Regular Council Meeting.

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

**Planning Commission, Alan Hipps** – Mr. Hipps stated the Planning Commission will meet on March 18, 2020 at Village Hall at 7:30 p.m. to review the plat for the Dollar General development.

**Recreation Board, Mayor Nehez** – Mayor Nehez stated the Board will meet on Wednesday April 1, 2020 at 6:30 p.m. to review last minute items for the Easter events. Ms. Noack asked if Ms. Ware had resigned from the Board. Mayor Nehez stated no, she has not moved out of the Village yet. Ms. Noack asked if a copy of the donation letter was available. Mayor Nehez replied that Tiffany Novak has them available at her desk and could email a copy to her.

**Cemetery Board** – No report.

**REPORTS OF STANDING COMMITTEES:**

**Finance Committee, Mr. Magistrelli** - No report. Ms. Noack stated the Finance Committee will meet on March 25, 2020 at 6:30 p.m.

**Roads/Public Works, Ms. Domzalski** – No report.

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

**Wages and Working Conditions, Mr. Vojtush** – Mr. Vojtush asked about the interview process for the Finance Assistant position. Ms. Potvin stated candidates for the position are being interviewed, and no decisions have been made to date. At least two candidates will be asked back for second interviews.

**Fire and Safety, Ms. Noack** – No report.

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

**LEGISLATION:**

**Resolution No. 2020-10, An Emergency Resolution Setting Forth the Appropriations for the Fiscal Year 2020 and Submitting the Same to the County Fiscal Officer (First Reading)** The Resolution was read by title by Mr. Bryan. The Resolution will advance to a second reading on March 25, 2020. The deadline for passing the budget is March 31, 2020.

**Ordinance No. 2020-11, An Emergency Ordinance Temporarily Suspending Sections 1064.01(a), (b) and (m) of the Codified Ordinances Relating to Village Park Rules of Conduct for Persons with Tickets to and Participating in the Village Adult Easter Egg Hunt at Smith Park on the Evening of April 3, 2020 (First Reading)** The Ordinance was read by title by Mr. Bryan. A motion to suspend the three reading rule was made by Ms. Domzalski and seconded by Ms. Noack. All were in favor; none were opposed. The motion was approved. A motion for passage was made by Ms. Noack and seconded by Mr. Hipps. All were in favor; none were opposed. The Resolution was adopted.

**Resolution No. 2020-12, An Emergency Resolution Authorizing the Mayor to Enter into an Agreement with Diane Gacom dba Rocky Hill to Handle the Village's Sewer Maintenance Fee Billing for the Remainder of 2020 (First Reading)** The Resolution was read by title by Mr. Bryan. Mr. Bryan explained that Ms. Gacom's contract is currently scheduled to end at the end of April, and the intent was to transition this work to the Finance Assistant. Since the Village currently does not have a Finance Assistant, we would like for Ms. Gacom to continue until the end of the year. She is willing

to do so. Mr. Vojtush asked if there is a time frame in which the contract could be canceled once the Assistant Finance position is filled. Mr. Bryan stated there is a 180 day notice provision in the contract. He stated this work requires a significant time commitment on the part of Ms. Gacom that limits her from being able to engage in other work. That is the purpose of the long notice provision. A motion to suspend the three reading rule was made by Ms. Domzalski and seconded by Ms. Noack. All were in favor; none were opposed. The motion was approved. A motion for passage was made by Ms. Noack and seconded by Ms. Domzalski. All were in favor; none were opposed. The Resolution was adopted.

**OLD BUSINESS; NEW BUSINESS; ANNOUNCEMENTS:** Mr. Vojtush stated he received an estimate for the installation of the playground equipment in the amount of \$24,000, but it does not include the transport. Mr. Vojtush offered his trailer for transport and suggested the Service Department could also use the Village's trailer. Mr. Hipps asked if the quote included re-powder coating the metal pieces because there is rust and fading on a lot of the equipment. Mr. Vojtush stated no. Chief Zoligus stated there is a rubber coating on the equipment. Ms. Noack stated she spoke to Mr. Walters, and he didn't see any problems with sanding it down and re applying a coating. Ms. Noack stated they were going to take the Smith Park equipment down and put the pieces and parts together. Mayor Nehez stated Ms. Noack is correct. Ms. Noack asked what the time limit was for a decision on the Parma equipment, since the building is scheduled to be raised. Mr. Vojtush stated the building will come down in May, and the company, Miracle Equipment, would be available right now if the Village would like to move it. Mayor Nehez suggested Mr. Vojtush speak with Mr. Walters about the equipment. Mr. Czerr stated he is not in favor of the used equipment and thought Mr. Walters was not for the used equipment as well. Mayor Nehez reiterated his request for Mr. Vojtush to speak with Mr. Walters about the equipment.

**ADJOURNMENT:** A motion to adjourn was made by Ms. Domzalski and seconded by Ms. Noack. All were in favor; none were opposed. The meeting was adjourned at 8:03 p.m.

Approved by Council.

  
Jennifer Potvin, Clerk of Council