The Village of Northfield

REGULAR COUNCIL MEETING
May 13, 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, and Alan Hipps. Also present for the meeting were Law Director Brad Bryan, Fire Chief Jason Buss, Police Lt. Brian Zajac, Engineer Rich Wasosky, and Finance Director/Clerk of Council Jennifer Potvin.

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

REPORTS OF MUNICIPAL OFFICERS:
Mayor Jesse Nehez – No report.

Finance Director, Jennifer Potvin – Ms. Potvin stated she provided Council with a financial report through the end of April in a new format that she hopes is easy to review and understand. She noted that, on the whole, spending across all departments is below the budgeted estimates for this time of year, and only essential purchases are being made. The Department Heads are doing their best to keep spending down. It is still too early to project how much income will be lost due to the health crisis. Ms. Potvin stated as soon as she has accurate information on that subject, she will pass that information on to the Mayor and Council. She stated if anyone has any questions regarding the budget, they should not hesitate to contact her.

Engineer, Rich Wasosky –

- Mr. Wasosky is working on the punch list of items that need to be completed for the Houghton Road Project. He will provide that list to the contractor once it is ready.
- The Zaremba Group/Dollar General project construction work is in progress. Summit Soil and Water and the County Building Department have agreed to perform all of the site inspections for the Project to avoid duplicative inspections and the Village having to incur inspection expenses.
- All work related to the Ledge Road Phase II Project has now been completed.

Law Director, Brad Bryan – Mr. Bryan presented the February and March Mayor's Court Monthly Disbursal Reports for acceptance by Council. A motion for acceptance was made by Ms. Noack and seconded by Mr. Hipps. Roll call vote: Mr. Czerr-yes; Ms. Noack-yes; Mr. Magistrelli-yes; Mr. Hipps-yes; Ms. Domzalski-yes.

Mr. Bryan reported the Ohio Legislature is working on legislation to provide some money to municipalities for non-budgeted COVID-19 related expenses. The Village would be

able to use those funds for reimbursement for any additional cleaning expenses, personal protective and safety equipment expenses, and staffing expenses related to the crisis.

Mr. Bryan stated a motion is needed to approve the purchase of 13 sets of Fire Department turnout gear (2,072 per set) and 30 pairs of boots for the Fire Department. The gear in question is at the end of its life and needs to be replaced by the end of this year. An additional 13 sets of turn out gear are being paid for from a Firehouse Subs Grant that was awarded to the Village earlier this year. Ms. Potvin stated the amount of the purchases would not exceed $37,000. A motion was made by Ms. Noack and seconded by Mr. Czerr to approve the purchase of 13 sets of Fire Department turn out gear from MES Warren Fire Equipment and 30 pairs of Fire Department boots in an amount not to exceed $37,000. A Roll call vote: Mr. Czerr-yes; Ms. Noack-yes; Mr. Magistrelli-yes; Mr. Hipps-yes; Ms. Domzalski-yes. The motion was approved.

DEPARTMENT HEADS:

Police Department, Lt. Brian Zajac – Lt. Zajac noted a report was submitted to Council and asked if anyone had any questions. Council did not have any questions for Lt. Zajac.

Fire Department, Chief Jason Buss – Chief Buss needed to leave the meeting earlier to handle an emergency.

Service Dept., Jason Walters–Mr. Walters will be present at the next Regular Council Meeting.

REPORTS OF THE MUNICIPAL BOARDS AND COMMISSIONS:

Planning Commission, Mr. Hipps – No report.

Recreation Board, Mayor Nehez – Mayor Nehez stated the Board would hold off on meeting during the health crisis. Ms. Noack asked if the Mayor received a resignation letter from Ms. Ware yet due to her recently moving out of the Village. The Mayor stated he would contact Ms. Ware to remind her to provide that letter. That resignation will result in a vacancy on the Board. Interested persons should submit a letter of interest to the Mayor.

Cemetery Board, Mayor Nehez – Mayor Nehez stated the Board recently held a Meeting via Zoom. There is nothing of note to report.

REPORTS OF THE STANDING COMMITTEES:

Finance Committee, Mr. Magistrelli – Mr. Magistrelli thanked Ms. Potvin for putting together the financial reports for Council's review.

Roads and Public Works, Ms. Domzalski – No report.

Health and Welfare, Mr. Czerr – No report.

Wages and Working Conditions, Mr. Vojtush – Mr. Vojtush was not present, and no one else on the Committee had anything to report.

Fire and Safety, Ms. Noack – No report.

Buildings and Grounds, Mr. Hipps – No report.

LEGISLATION:
2020-14 – An Emergency Resolution Authorizing the Mayor to Execute and File a Nature-Works Grant Application for Playground Equipment (First Reading) The Resolution 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. Roll call vote: Mr. Czerr-yes; Ms. Noack-yes; Mr. Magistrelli-yes; Mr. Hipps-yes; Ms. Domzalski-yes. The motion was approved. A motion to pass was made by Mr. Hipps and seconded by Ms. Domzalski. Roll call vote: Mr. Czerr-yes; Ms. Noack-yes; Mr. Magistrelli-yes; Mr. Hipps-yes; Ms. Domzalski-yes. The Resolution was adopted.

OLD BUSINESS; NEW BUSINESS; ANNOUNCEMENTS: None.

Executive Session – None.

ADJOURNMENT: A motion to adjourn was made by Ms. Domzalski and seconded by Ms. Noack. All were in favor or the motion; none were opposed. The Meeting was adjourned at 7:56 p.m.

Approved by Council.

Jennifer Potvin, Clerk of Council