

**City of Broadview Heights**  
**Work Session Meeting Minutes**  
**February 12, 2018**

Mr. Boldt called the **WORK SESSION** to order at 7:33 p.m.

Mr. Price led the Pledge of Allegiance.

ROLL CALL

<b>MEMBERS PRESENT:</b>	Mr. Robert A. Boldt	(Ward 4 Councilor, President)
	Mr. Thomas Pavlica	(Ward 1 Councilor)
	Mr. Brian Wolf	(Ward 2 Councilor)
	Ms. Jennifer A. Mahnic	(Councilor At-Large)
	Mr. Joe Price	(Councilor At-Large)
	Mr. Glenn R. Goodwin	(Councilor At-Large)
<b>MEMBER ABSENT:</b>	Mr. George Stelmaschuk	(Ward 3 Councilor, President Pro-Tem)
<b>OFFICER(S) PRESENT:</b>	Mr. Samuel J. Alai	(Mayor)
	Mr. Vince Ruffa	(Law Director)
	Chief Jeffrey Hajek	(Fire Chief)
	Mr. Dave Pfaff	(Finance Director)
	Mr. David Schroedel	(Service Director)
	Mr. Gary Yelenosky	(City Engineer)
	Ms. Kristina Sorensen	(Economic Development Director)
	Mrs. Paula Horner	(Parks & Recreation Director)
	Mrs. Helen Dunlap	(Clerk of Council)
<b>OFFICER(S) ABSENT:</b>	Mrs. Amy Jo Washabaugh	(Human Service Director)
	Chief Vizer	(Police Chief)
	Mr. Michael Skvasik	(Building Commissioner)

1. Discussion from the Finance Department. Mr. Pfaff

a. **Time Clock Maintenance Agreement**

Mr. Pfaff stated that this is an annual maintenance agreement for the time clock in the Service Department. It is \$264 per year, but the company decided that we didn't have an actual signed agreement so they requested a signed agreement so after speaking with Mr. Ruffa he said that he had to bring this to council.

b. **Council NOCCA invoice**

Mr. Pfaff stated that this is council's membership in the Northeast Ohio City Council Association.

2. Discussion from Council.

a. **Chapter 208 of the Codified Ordinances.**

Mr. Boldt stated that this states when council needs to meet. Right now it is pretty much earmarked first and third, second and fourth. He would like to change it where council just needs to meet twice for Work Session and twice for Council Meetings.

Ms. Mahnic stated so per month, but it doesn't specify which one so if we need to be more flexible.

Mr. Boldt stated correct.

Mrs. Dunlap stated that this is just to make it compatible with what council changed before in the Council Rules. This one also specifically states 7:30 p.m. as when most meetings are.

Mr. Boldt stated that he thinks that we should keep it at 7:30 p.m. unless council wants to give him a good reason not to.

Ms. Mahnic stated that once in a while they meet at 7:00.

Mr. Goodwin stated how about the problem that they have at the end of the year, we didn't do so.

Mr. Boldt stated that was a Special Council Meeting. That wasn't a standard Council Meeting.

Mr. Ruffa stated that they can keep it at 7:30 p.m. but give yourself the flexibility. Just take it out of the ordinance, just say that you choose to keep it that way but in the event that you have to have an issue where something comes up and you have to move it you will not have that flexibility. He would suggest that they do that and then on Work Sessions, he thinks that per Charter you need to have 2 regular Council Meetings except for the summer months and on Work Sessions, you don't have to but maybe he will put some permissive rather than mandatory language if that is acceptable.

Mr. Boldt stated yes.

3. Discussion from the Engineering Department. Mr. Yelenosky

a. **Agreement to Maintain the Highway Landscaping**

Mr. Yelenosky stated that this is an agreement with the Ohio Department of Transportation for the maintenance of the median. He provided that to all of City Council for their review. There really is 3 main points in there, the applicant which is the City of Broadview Heights agrees to pay for the entire construction, agrees to pay all costs and preform all construction inspections and supervision and then the other main point is about the maintenance which says that the City is responsible for any maintenance to the median should any be needed. We are responsible to keep it in an aesthetically pleasing condition so he is looking for council approval to go ahead and enter into an agreement with ODOT.

Mr. Pavlica asked if ODOT is going to be overseeing this project also or are we responsible for overseeing this.

Mr. Yelenosky stated that the City is responsible.

Mr. Pavlica stated then ODOT is not really going to have anybody out there.

Mr. Yelenosky stated that it is really just more of a formality. Really the big thing is the continual maintenance. They obviously don't want to maintain it.

#### **b. Street Lighting Assessments**

Mr. Yelenosky stated that this is our annual street lighting assessment. He has provided council with the summary of where they stand for 2018. The assessment went down on average between \$.04-\$.08 per subdivision. Mr. Pignatiello was able to review and he provided his concurrence.

#### **c. Rt. 82 Land Acquisition update**

Mr. Yelenosky stated that he just wanted to give council an update on the right of way acquisition for Rt. 82. He just provided a simple excel table with where we stand to date. We will be seeing some more acquisition within the next coming weeks. They also are trying to achieve some right of entries for tree removal which they are just about there so council will see that come across here soon.

#### **d. Wallings Road Repaving**

Mr. Yelenosky stated that as council knows, Wallings Road will be repaved this year. It is a County project. It is funded 80% by Federal funds, 20% local which is 10% County and 10% City so he is just looking for an agreement with the County to spend 10% of those funds. The cost estimate right now is about \$2 million. They are going to sell the project here within the next couple of months.

#### **e. Wallings Road Bike Path**

Mr. Yelenosky stated that the last discussion that they had with council we were kind of evaluating our different options for a bike path whether that was on one side of the road, both sides or a multi-use path. He thinks that it was a consensus of council to evaluate the option on either the north or south side so the email that he provided, it is not a full proposal as of yet but it gives a cost breakdown for evaluating one lane bike path, north or south side to be determined on the study. He is anticipating getting the proposal here very shortly. He just wanted to give council an update as well as their permission once we do get that proposal if it were to come this week to enter into an agreement with HNTB.

Mr. Boldt asked council if they wanted to wait on voting on the street until we get the bike lane proposal.

Mr. Pavlica stated that they probably should, no.

Mr. Boldt stated yes.

#### **f. Wallings Road Bridge Widening**

Mr. Yelenosky stated that he would like to enter into an agreement with ODOT for the LPA as well as the Federal ODOT agreement. Both of those were included as a Dropbox attachment for the Wallings Road Bridge Widening.

Mr. Price asked if that is fully funded by ODOT.

Mr. Yelenosky stated that the funds right now \$2 million Safety Funds, \$3 million redecking funds through ODOT and then the rest is local funds at this point with the total cost is right around \$7.5 million so about \$5 million of that is funded. We will seek additional funding sources as we get closer.

Mr. Pavlica asked if the bridge will have a bike lane on it also then.

Mr. Yelenosky stated that the bridge will have a sidewalk, not a bike lane.

Mr. Pavlica asked if we know what side.

Mr. Yelenosky stated that he believes that it is on the south side. We have also been in discussion with the school district to see best how to evaluate that area to add sidewalks and seek additional funding, safe route to school and things of that nature.

#### **g. Rt. 82 Tree Removal Bids**

Mr. Yelenosky stated that they had the bids advertised for Rt. 82 Tree Removal. This is so that they can get ahead of some of the restrictions on tree clearing for utility relocations. The bids came back and the summary was provided in a table. They had 4 people pick up the bids and 2 submitted. The low apparent bidder was Timberland Tree Service located in Broadview Heights with an amount of \$10,000 and the second bid was from Van Curren Services out of Newbury, OH and they were about \$21,700. He is asking for council approval to award Timberland Tree Service the bid. Just so council knows, he did reach out to the references and everybody had nothing but good things to say about the company.

Mr. Price asked if they have been in business long. He never heard of them before.

Mr. Yelenosky stated that he does not know how long they have been in business for. They have done a lot of work for like the Detroit Shoreway project, some of those local nonprofit organizations which he did reach out to. There was one local business that he did tree clearing for and they had nothing but good things to say about the company.

Mr. Price stated that we do require them to be licensed and bonded right.

Mr. Yelenosky stated yes. And they did submit all of that paperwork as part of the bid.

#### **h. Duke Court**

Mr. Yelenosky stated that he has provided council with the plat of the Wallings Meadow Subdivision. What he is looking for council approval is to rename Skyline Drive which is south, just east of Louis Drive. For some reason it was platted as Skyline Drive and it could potentially create a lot of confusion in the future for utilities and mail service so he is just asking for council approval to rename the street to Duke Court.

Ms. Mahnic asked where the name came from.

Mr. Yelenosky stated that they had some discussion as an administration and he will let the Mayor speak on this.

Mayor Alai stated that it was the second thought out of his head other than Alai Avenue.

Mr. Boldt stated that they will put that on and anybody can amend it anyway that they want.

#### ADD-ONS FOR ENGINEERING

##### i. **Modify Ordinance 147-08**

Mr. Yelenosky stated that this is just kind of a formality; Ordinance 147-08 kind of staffs his department. Per the union contract there is not a clerical position, it is actually an administrative assistant so he would just like to change that from clerical to administrative assistant.

Mr. Ruffa asked if he means Engineering Clerical.

Mr. Yelenosky stated yes, so Engineering Administrative Assistant.

##### j. **Wyatt Road Retention Basin Design**

Mr. Yelenosky stated that he would like to enter into an agreement with Hull & Associates for finalizing the design for the Wyatt Road Retention Basin. He believes about a year to a year and a half ago he provided council with several proposals for design work and Hull was the lowest contract. He asked them to revise those numbers and they went up \$2,000 obviously from a year and a half ago but they are still the lowest by far by about \$10,000. So he is just looking to enter into a contract with them. He has provided council with the scope of work as well as the break down. If this is something that council wants to review in detail with the other proposals, we can delay it until the following meeting.

Mr. Boldt asked council if they wanted the extra time to review this or do we want to put it on the agenda for a first reading and if they need to they could postpone on first reading.

Mr. Price stated that he would like to ahead and accept this and get this thing designed. It is long overdue.

Mr. Yelenosky stated that they do have some design already completed but obviously with some time that has passed permitting and things of that nature has changed a little bit so that is why we are going to go back and take a better look at it.

#### 4. Discussion from the Fire Department. Chief Hajek

##### a. **Accepting Donation**

Chief Hajek stated that he does not have the paperwork with him but he thinks this is the Bob Joyce funds again coming in.

Mr. Ruffa stated Doug Matthews.

Mrs. Dunlap stated that back in December you received a donation from Dr. Matthews.

Chief Hajek stated yes, that was for putting on a CPR class.

Mr. Ruffa asked if anyone knows the amount.

Chief Hajek stated that it was either \$100 or \$200.

Mr. Boldt stated if he could get that amount to Mr. Ruffa they will put that on the agenda.

5. Discussion from the Service Department. Mr. Schroedel

a. **Historical Society Building Renovation**

Mr. Schroedel stated that back last May we entered into an agreement with Panzica Construction to Construction Manage this project. We have had concerns with the budget and with the pace of the project. He spoke with Panzica and they were fine with the City taking over the project. So what he would like is for that ordinance to be recinded, 2017-59 and we will manage the project ourselves and subcontract out some of it and we will do some of it ourselves. We feel that we can get the whole project done for the amount of the grant.

Mr. Pavlica asked if there is a time on that grant that it has to be used by.

Mr. Schroedel stated that we are fine. He and Ms. Sorensen have been in touch on a regular basis with the OFCC and we will be done on time.

b. **NOPEC NEC Grant**

Mr. Schroedel stated that NOPEC has announced a new grant program. This is similar to the one, if you remember about 5-6 years ago where we got new windows for city hall. The good news is that from what he is hearing, this will be a yearly grant and what it is is that we make a, the city gets back in grant money a certain amount per customer whether they are in the gas consortium or the electric consortium with NOPEC. Each year we would get a portion of that back as grant money. The projects would have to be energy efficiency type projects but there is a wide net there as to things that we can do within that money so we need to accept the grant first of all and then we need to enter the grant agreement which was provided to you with NOPEC and then after they approve it then we will be able to have access to the grant money.

6. Discussion from the Recreation Department. Mrs. Horner

a. **Accepting Bids for Uniforms and Equipment**

Mrs. Horner stated that the Parks & Recreation Department is requesting authorization to enter into agreements with Adler, BSN, Kopple, Pyramid and RDP in order to provide uniforms and equipment for 2018 as delineated in the bid summary. The equipment and uniforms will supply baseball, soccer and basketball teams for 2018 as well as general recreation equipment and acceptance of these bid results enables their department to lock in the lowest pricing available.

COUNCIL OPEN TO THE RESIDENTS

Jerry Volk, 8773 Falls Lane: In looking at the Building Codes, Public Buildings & GPZ Committee Agenda, he noticed proposed development on Tollis Parkway. He guesses that they are back to storm water flooding again. He is terribly concerned that what wasn't done back in 1989 when the apartments/condos behind his house were put in is going to repeat itself again. He is wondering what is going to happen to the flooding that they have on the 5-6 houses on his side of the street and the 5-6 houses on Chaucer and now we are talking about Michaels Lane and Glenwood Circle. We are looking at more streets and the possibility of

more flooding. He wants to make sure that whatever goes in there is not going to be built up artificially as was done on those buildings behind his house. He wishes he had pictures going back to 1989 before the construction was started to show you what it looked like. It is nowhere near that today. All of those buildings were built up higher and they get the runoff. He is concerned the situation is going to get worse.

William Tarter, 369 Wilmington Drive: He just wanted to speak on a couple of items, one that is on the agenda and then the other is not on the agenda which is why he is here. The first is that he had seen the conversation about the meeting and the codified ordinances in the terms of the second and fourth Monday at a regular time. His only perspective as a resident is that the regularly scheduled meetings both the Council Meetings and the Work Sessions provide a reliability for the residents. If they have a concern they know exactly when and where the meeting is going to be where they can show up and present their concerns to council. If you remove that from the ordinance, which does provide the council some flexibility which he understands, for the residents, that might provide a little bit of a burden into being able to voice their concerns.

Mr. Boldt stated that he completely agrees with him and prior to this, residents weren't allowed to talk at Work Sessions and he made that abundantly clear that they are able to do that. Council Meetings will still be on Mondays and they still will be at 7:30 p.m. the problem is that once in a while they have a Work Session on the first week instead of where it states Council Meeting so that gives them the flexibility on Mondays when they meet to have it concurrently in order. That is the only thing that he is asking for on this.

Mr. Tarter asked if they could put either Council Meeting or Work Session.

Mr. Boldt stated yes they can do that. He does not have a problem with that.

Mr. Tarter stated that he just appreciates that.

Mr. Boldt stated that he just does not want to be handcuffed and have the Council Meeting on a certain Monday.

Mr. Tarter stated he appreciates his entertaining that consideration.

Mr. Boldt stated that he will make sure that it is changed that way.

Mr. Tarter stated that his second issue is coming up this spring, he is sure that they are all aware of the Cuyahoga County Health and Human Service levy that is going to be on the ballot in the spring. He is not sure if the council has been following the specific asp this time around, but the levy will be a 2 year extension so that means that the county will be back in 2020. The reason why he brings this up is because the Health and Human Service levy is a large funder of several county agencies including the Department of Senior and Adult Services of which he is on the advisory board in full disclosure but also as a big supporter of senior services across the county. So as a citizen he supports the levy and he believes that it is an integral part to Health and Human Services of the county in trying to maintain the services that are currently offered both for the services it offers children and seniors, those with disabilities, it is 1 of 2 levies but he believes that the passage of this levy is very important so he would just ask for council if they do a resolution of support or as individuals supporting the levy, he thinks that would be a tremendous support and boost to the efforts locally.

Mr. Boldt stated to do him a favor and send that to the Council Clerk and they will evaluate it.

Mr. Tarter stated that that sounds like a plan.

Pat Volk, 8773 Falls Lane: The proposal for Tollis Parkway is going to be discussed when. Is there a meeting that they have to go to?

Mr. Boldt stated Planning Commission.

Mrs. Volk stated that is going to go to Planning Commission and does Mr. Boldt know when that meeting will be.

Mr. Boldt stated Wednesday.

Mrs. Volk asked this Wednesday?

Mrs. Dunlap asked if it is on their agenda.

Ms. Sorensen stated that she does not know if it is on this Wednesday for Planning Commission, but if she would like to contact her or she can go online and sign up to get those alerts.

Mrs. Volk stated that she is on Mrs. Dunlap's notification but she does not know if she sends that stuff out.

Mrs. Dunlap stated that she does not send Planning Commission or BZA Agendas out.

Ms. Sorensen stated that that comes from the Building Department. She stated that she can get her the information.

Mrs. Volk stated that as her husband has said the land behind them has been built up an awful lot in the 30 years since they have been there and Mr. Yelenosky can verify how much water they have coming down their land which they stated before violates state, federal laws about changing drainage systems and obviously seeing this being proposed brings her hackles up again that she is worried that they are going to get even more water which will make her home close to unlivable. She knows that they will be glad if she was out of the community but she may have to get pontoons on her home unless there is a definite mandate held that this development drains into the existing water shed that is there that goes east to the Cuyahoga. The water shed is there, there are several streams and creeks like the big one that crosses Broadview Road and why the water is going in her direction because she is west of that water shed direction, she does not understand and she is obviously worried about this, that this could add to her water problem so she would like to know when they are going to be meeting.

Mr. Boldt stated that he looked that up and it is not on Wednesday, this will be on the 28<sup>th</sup> agenda.

Mrs. Volk stated that she really, and Mr. Yelenosky has been out there wading in their water there and they have ducks that are there because there is so much water there. Okay she does want to find out when that is to see what is going to happen with that proposal.



COUNCIL DISCUSSION

Mr. Price stated that in going back to what Mr. Tarter said, he asked Mr. Ruffa if they could just put a copy out that council can adjust the time when necessary and announce it during a certain period before.

Mr. Ruffa stated that they are all publicized on the website so all that he is saying is that they are not going to have any specific time in there, it is always at 7:30 p.m. and in an emergency if they need to change something. They are all publicized regularly on the website. He doesn't think that there are going to be any changes, he thinks that it is just to cover the times where it is not the first and third or the second and fourth of the work session vs. the council meeting, he thinks that just gives the flexibility to have them on just which Monday is which so there is always going to be that meeting, it is just going to be which Monday is the council meeting and which is the work session. Since you are speaking at both either way it gives everybody the opportunity to speak.

Mr. Price stated that it could be either way, but he understands what Mr. Ruffa is saying.

Mrs. Dunlap stated that another issue was if an agenda item came up for a council meeting and we needed a quick explanation prior too so we threw in a quick work session that was 5-10 minutes but then the council meeting isn't scheduled on that Monday at 7:30 p.m. it is after the work session so that gives us that flexibility even if it is 5-10 minutes.

Mr. Boldt stated that they have debated this for a while so he has always tried to have the meetings start at 7:30 p.m. that way if it is later everybody could attend. He would never have the meeting earlier than the 7:30 p.m. but technically on the books it says that it has to be at 7:30 p.m.

Mr. Price stated that the only other thing that he would like to say is Happy Valentine's Day this Wednesday to everybody.

Mr. Boldt stated that with the pending legislation, he just wants to let everybody know that in April we are taking off April 9<sup>th</sup> because that is 5 Mondays in April and he figured people would want the day after Easter, a lot of people are on vacation so we will not be meeting April 9<sup>th</sup> which is a second Monday of the month.

Mr. Boldt also announced a Public Hearing next Monday at 7:10 p.m. for the Street Renaming.

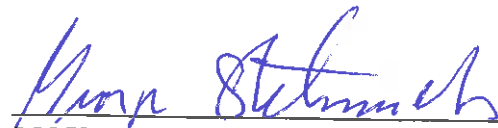
Mr. Boldt also announced that the Charter Commission is meeting tomorrow night at 7:30 p.m.

ADJOURN

Mr. Boldt stated that with no further business to come before Council, this meeting is adjourned.

The time was 8:04 p.m.

  
HELEN DUNLAP, CLERK OF COUNCIL

  
ROBERT BOLDT, PRESIDENT OF COUNCIL