

The Village of Northfield

REGULAR COUNCIL MEETING

August 14, 2013

The meeting was called to order by Mayor Jesse J. Nehez at 7:30 p.m.

PLEDGE OF ALLEGIANCE was recited

ROLL CALL: The Roll Call was taken by the Finance Director, Monica James. The following were present: Mayor Jesse J. Nehez; Mary Volny, John Schlueter, Linda Bowen, Karyn Selle, and Beatrice Greenlee. In addition, Law Director, Brad Bryan, Police Chief Mark Wentz, Village Engineer Richard Wasosky, and Finance Director Monica James were present. Councilman John Bolek, Fire Chief Jason Buss and Service/Building Supervisor Jason Walters were not present.

APPROVAL OF MINUTES:

A motion for approval of the July 24, 2013 minutes was made by Beatrice Greenlee and seconded by John Schlueter, passed with 5 ayes, John Bolek was absent.

PRESENTATION OF PETITIONS, MEMORIALS AND REMONSTRANCES:

REPORTS OF MUNICIPAL OFFICERS:

A. MAYOR JESSE J. NEHEZ stated The Hard Rock was moving ahead, and Council should have received their invitations for a Topping Out Party to be held on August 22 at 11:30 a.m. at the Hard Rock.

B. FINANCE DIRECTOR MONICA A. JAMES stated Jay Mutter has been working on the sewer billing issues. A report of those delinquent will be ready for the next Council meeting for approval to be Certified to the County. In addition, this should clean up all the accounts for the next invoicing to be mailed around October 1. Mrs. James also stated a copy of an email from Mr. Sommerfeld of First Merit Bank was given to Mayor and Council. The email advised that all the items as presented at the Previous Meeting by the Department Heads can be merged into one Loan/Lease. Mrs. James stated that in discussion with the Mayor, since the Departments need the equipment and the expected money from the Racino's due date keeps changing, this would free-up money should a problem arise. If Council agrees that this may be the correct path, Mrs. James will obtain more definitive information for next meeting.

Council agrees that this may be the correct choice and advised Mrs. James to obtain more information regarding a Loan/Lease.

C. ENGINEER RICHARD WASOSKY, see attached report.

D. LAW DIRECTOR BRADRIC BRYAN stated he had received an email from former Mayor Victor Milani, in which Mr. Milani stated the information presented by Current Mayor Jesse Nehez at the June 13, 2013 meeting were incorrect and Mr. Milani would like the record to reflect as such.

E. DEPARTMENT HEADS:

1. Police Department, Chief Mark Wentz, see attached report.

Chief Wentz asked Council if he should begin the Promotion Process.

Council agreed that Chief Wentz could begin the process.

Police Chief Wentz stated the remodel of the Locker Room has begun and a few Officers have expressed an interest in purchasing their old lockers. Chief Wentz suggested \$25.00 apiece. A few or beyond use and should be disposed of, probably will be scrapped.

John Schlueter made a motion seconded by Beatrice Greenlee authorizing Chief Wentz to sell the old lockers to members of the Department at a cost of \$25.00 each, or dispose of those not wanted. Motion passed with 5 ayes, John Bolek absent.

The money received from scrapping and sale will be used for the Halloween Party.

John Schlueter stated with the anticipation of School Opening next week, has plans been made for the traffic issue in front of Lee Eaton.

Chief Wentz stated that signs will be going up soon and the Department has been working with Lee Eaton Staff to get the word out to parents. In addition, Chief Wentz has asked to be invited to the Open Houses to speak with the Parents.

2. **Fire Department, Fire Chief Jason Buss**, was not present

3. **Service/Bldg Dept. Supervisor, Jason Walters**, was not present.

REPORTS OF MUNICIPAL BOARDS AND COMMISSIONS:

A. **PLANNING COMMISSION, KARYN SELLE**, asked if there was a need for a meeting.

Both Mr. Bryan and Mr. Wasosky stated no.

Mrs. Selle asked if tonight's Legislation #2013-86, should go before the Planning Commission for discussion, prior to Council voting.

It was discussed and decided that it would be a good idea. Mr. Bryan will have Lisa Rodriguez send an email to members with a copy of the Legislation.

Mrs. Selle advised the next meeting will be on August 21 at 7:30 p.m.

B. **CEMETERY BOARD, BEATRICE GREENLEE**, had nothing to report.

C. **RECREATION BOARD, MAYOR NEHEZ**, had nothing to report.

D. **CHARTER REVIEW COMMISSION, MAYOR NEHEZ** stated they were finished for the year.

Mr. Bryan stated the Amendment had been sent to the Board of Elections.

REPORTS OF STANDING COMMITTEES:

A. **FINANCE, JOHN BOLEK** was not present; however, Karyn Selle stated the committee met tonight.

Ordinance 2013-89 - 1st Reading – An Emergency Ordinance Approving The Payment of Invoices for the 1st Half of August 2013 in the amount of \$69,522.84

A motion for passage was made by Mary Volny seconded by Karyn Selle, passed with 5 ayes, John Bolek absent.

B. **ROADS/PUBLIC WORKS, John Schlueter**, stated he was impressed all around with the various projects on Route 8. Signs are being posted regarding traffic flow, which appears to be running with minimal detention. Mr. Schlueter stated overall this is a big project in the Village and all seems to be running smoothly.

C. **HEALTH AND WELFARE, Beatrice Greenlee**, had nothing to report.

D. **BUILDINGS & GROUNDS, Karyn Selle**, had nothing to report.

E. **WAGES AND WORKING CONDITIONS, Linda Bowen**, had nothing to report

F. **FIRE AND SAFETY, Mary Volny**, reminded everyone there will be a Fire/Safety Meeting with Chief Buss on August 28, at 6:30 p.m.

LEGISLATION:

Resolution 2013-81 1st Reading - An Emergency Resolution Approving An Amendment To The Summit County 9-1-1 Plan To Include The Southwest Council Of Government As A Public Safety Answering Point

A motion to suspend the 3 reading rule was made by Beatrice Greenlee seconded by Linda Bowen, passed with 5 ayes, John Bolek absent

A motion for passage was made by Linda Bowen seconded by Beatrice Greenlee, passed with 5 ayes, John Bolek absent.

Resolution 2013-82 – 1st Reading – An Emergency Resolution Confirming The Mayor’s Appointment Of Dave Predovic As A Full-Time Service Department Employee

A motion to suspend the 3 reading rule was made by Mary Volny seconded by Beatrice Greenlee, passed with 5 ayes, John Bolek absent.

A motion for passage was made by Beatrice Greenlee seconded by John Schlueter, passed with 5 ayes, John Bolek absent

Resolution 2013-83 – 1st Reading - An Emergency Resolution Authorizing Euthenics, Inc To Do The Construction Administration For The Summit Avenue Sanitary Sewer Replacement And Elm Pump Station Elimination Project.

A motion to suspend the 3 reading rule was made by Linda Bowen seconded by Karyn Selle, passed with 5 ayes, John Bolek absent

A motion for passage was made by Linda Bowen seconded by John Schlueter, passed with 5 ayes, John Bolek absent.

Resolution 2013-84 - 1st Reading – An Emergency Resolution Accepting the Bid of DiGioia/Suburban Excavation LLC, For The Summit Avenue Sanitary Sewer Replacement And Elm Pump Station Elimination Project.

A motion to suspend the 3 reading rule was made by Beatrice Greenlee seconded by Karyn Selle, passed with 5 ayes, John Bolek absent.

A motion for passage was made by Beatrice Greenlee seconded by Mary Volny, passed with 5 ayes, John Bolek absent

Resolution 2013-85 - 1st Reading – An Emergency Resolution Authorizing The Transfer Of Funds

A motion to suspend the 3 reading rule was made by Mary Volny seconded by Karyn Selle, passed with 5 ayes, John Bolek absent.

A motion for passage was made by Beatrice Greenlee seconded by Mary Volny, passed with 5 ayes, John Bolek absent

Ordinance 2013-86 - 1st Reading – An Emergency Ordinance Establishing Chapter 1288 Of The Codified Ordinances Relating To Landscape Design Standards.

Brad Bryan stated is on 1st reading tonight, will go to the next Planning Commission meeting and will be on 2nd reading, next meeting.

Resolution 2013-87 – 1st Reading - An Emergency Resolution Authorizing And Directing The Mayor To Enter Into An Agreement to Purchase A 2014 Ford Explorer Police Vehicle Through The State's Cooperative Purchase Program and The Equipment Necessary Therefore For Police Department Use.

A motion to suspend the 3 reading rule was made by Beatrice Greenlee seconded by John Schlueter, passed with 5 ayes, John Bolek absent.

A motion for passage was made by Mary Volny seconded by Beatrice Greenlee, passed with 5 ayes, John Bolek absent

Resolution 2013-88 – 1st Reading – An Emergency Resolution Authorizing and Directing The Mayor To Purchase A 2013 Ford F-350 Truck From Lally Ford Truck, Inc., And The Necessary Lighting and Equipment to Equip The Vehicle From Truck Equipment Sales, LLC Through The State's Cooperative Purchase Program.

Mayor Nehez explained this will replace the 96 vehicle that broke down last year, which will remain in service as the paint vehicle. A quote for repair in the amount of \$8,000.00 had been received for repair of the 96.

A motion to suspend the 3 reading rule was made by John Schlueter seconded by Mary Volny, passed with 5 ayes, John Bolek absent

A motion for passage was made by Mary Volny seconded by Karyn Selle, passed with 5 ayes, John Bolek absent

OLD BUSINESS; NEW BUSINESS; ANNOUNCEMENTS; ADJOURNMENT

Mayor Nehez wanted the members of Council not running for re-election to know that he has enjoyed working with them and will be sorry to see them go, but understands why they must do what they have to do. But he looks forward to working with them until the end of their terms.

Mary Volny stated she will be out of town from August 18-26

Mrs. Selle and Mrs. Bowen advised that the next Blockwatch meeting will be on August 21, at 6:00 p.m.

Chief Wentz announced he will be a grandfather again.

A motion was made by Beatrice Greenlee seconded by Karyn Selle for adjournment at 8:35 p.m., passed with 5 ayes, John Bolek absent

Respectfully submitted by:

Attest:


President of Council


Clerk of Council

**VILLAGE OF NORTHFIELD
ENGINEER'S REPORT – RICHARD S. WASOSKY, P.E., P.S.**

August 14, 2013

Subject: NEORSD Regional Stormwater Management Program Service Agreement
Comment: The NEORSD has sent Service Agreements to all communities within their jurisdiction concerning the Regional Stormwater Management Program. NEORSD is requesting the Village sign the Agreement and return it to them. Brad Bryan should review the document and advise the Mayor on signing it.

I recommend the Village designate Jason Walters as the Primary Contact and Richard Wasosky as Secondary Contact for all emergencies in Section 3.02.02 of the Agreement. I recommend the Village designate Jason Walters to serve as the District's primary contact in obtaining permits, access to rights-of-way and traffic control in Section 4.05.01 of the Agreement. I recommend the Village designate Richard Wasosky as the representative for the first level of any disputes with the District and Brad Bryan as the representative for any higher level disputes in Section 7.02 of the Agreement.

Subject: Northfield Road and Houghton Road Sanitary Replacement Sewer
Comment: The Contractor began installing the sanitary sewer along Northfield Road at Kennedy Boulevard on Monday, August 12, 2013. The Contractor has installed the new 15 inch PVC sanitary sewer to the connection point to the Racino Sanitary Sewer at James Place. Hopefully, he will have the tie into the Racino completed tomorrow. On Friday, the Contractor will begin installing the new sanitary sewer between James Place and Filly Lane.

Subject: Summit Avenue Sanitary Sewer Replacement and Elm Pump Station Elimination
Comment: The project bids were opened at 4:00 P.M. on Monday, August 12, 2013. The Engineer's Estimate for the construction was \$825,000.00. The following bids were received:

- | | |
|--------------------------------------|--------------|
| 1) DiGioia-Suburban Excavating LLC | \$714,870.00 |
| 2) Fabrizi Trucking & Paving Company | \$844,960.95 |
| 3) Lockhart Concrete Company | \$893,174.00 |

There is a Resolution on the agenda tonight to award DiGioia-Suburban Excavating, LLC the project for an upset maximum of \$714,870.00. There is also a Resolution to hire Euthenics, Inc. to do the Construction Administration for the project.

Subject: Northfield Racino Traffic Signals
Comment: Perram Electric, Inc. has suspended construction until the traffic signal mast arm poles are delivered. The poles are scheduled to be delivered the first week in October 2013. The Contractor has submitted his second invoice for \$63,169.41. This invoice should be paid by the Brock Milstein since we have not received any money from the State Lottery Commission. I gave a copy of the invoice to the Clerk Treasurer on August 1, 2013 to have it forwarded to Mr. Milstein.

Council Meeting

August 14, 2013

Police Department Report by Chief Mark Wentz

POLICE PERSONNEL:



- **OFFICER PATRICK PIZZULI** has completed his field training and placed on the regular shift schedule, effective August 11, 2013. Unfortunately, one day after moving into the regular rotation he was contacted by the Akron Police Department from a test he took over a year ago. They have scheduled his polygraph for next week, with an oral interview to follow. This is for a full-time position with the Akron Police Department.
- Former Northfield Village Police Officer, **ERIC GREGUS**, contacted the Chief and has expressed an interest in returning to the Police Department in a part-time capacity. Eric resigned in April 2012 to accept a full-time position with the Lorain County Sheriff's Office. His return request is based on a desire to complete his college degree and to devote more time to his family business. If accepted, he intends to resign his commission with the Sheriff's Office. While here, Eric was well-received, well liked, and well-rounded as an officer. His return would fill an immediate need as we prepare for the opening of the Hard Rock. Given his experience and knowledge of the Village and our paperwork, his field training would consist of a short refresher and update on paperwork to make him road-ready.

POLICE PROMOTIONAL: As no Civil Service Board exists, Council approval of the Promotional Process developed by the Chief of Police is required under the Collective Bargaining Agreement. The process is outlined below.

- If approved by Council, the promotional process will be two-part. Part One is the psychological assessment through PRADCO Management. The assessment center is designed to measure the candidate's demonstrated abilities in all dimensions of the position. Candidates shall be subject to the same exercise given under like conditions. Candidates are numerically scored by the assessors based on the same applicable criteria for each candidate. The assessment center score shall count for eighty percent of the overall score. Part Two will consist of each candidate's appearance before a 5-member oral review board. Three of the board members will be **Lt. Jamie Mackie, Law Director Brad Bryan, and Fire & Safety Chairperson Mary Volny**. The remaining two spots will be filled with the **Hy-Ko Human Resources manager, Diana Gould, and Lt. Bruce Felton of the Solon Police Department**, neither who know any the four candidates personally. The candidates will be asked the same questions and the interviews will be held under like conditions. The board will have the candidate's personnel file including scores from the assessment center. Each candidate will receive a numerical score from each board member, which total value will count for twenty percent of the overall score. Names of the top two scorers found suitable for promotion shall then be published in numerical order. If none of the eligible candidates are deemed suitable based on the results of the assessment center and oral board, no promotions will be given. If only one candidate is deemed suitable, then only one promotion to the rank of Sergeant will be given.

Following the announcement of the results of the Sergeant promotional process, Lt. Jamie Mackie shall conduct a debriefing of each candidate who so requests. The candidate shall receive his scores on each segment of the promotional process during that meeting.

- All four of the senior officers eligible for promotion to the rank of Sergeant have submitted their letters of intent to the Chief of Police. The eligible officers are **OFFICERS BRIAN ZAMBACH, BRIAN ZAJAC, and FRED JONES, and DET. EDWARD CARLILE**.

CALLS FOR SERVICE:

- During late spring and the summer months we usually show an increase in calls for service over the earlier months in the year. Typically, we have anywhere from 550 to 650 calls for service per month from January through April. From May through August, those numbers usually jump into the 700 to 750 calls range. This year, however, we have seen a rather dramatic increase across the board. From January through the end of April, we totaled 3,062 calls for service, an average of 765.50 calls per month. In May we had 922 calls for service, followed in June with 847 calls, and July with 932 calls for service.

To account for this increase, the Chief conducted a review of the first seven months of the year. The most notable increase was in suspicious person and suspicious vehicle calls from the businesses and residents. As a result of those calls, the officers conducted more business checks and house checks than normal and responded to more calls for security escorts or security details than in the past. To combat those concerns, officers increased the number of foot patrols in the plaza and other business areas, particularly on afternoon and night shifts.

POLICE EQUIPMENT:

- Donation – Walmart / Kimberly McKelroy 32" Samsung LED / HD Multi-Media Interface TV (\$298.00)

JUVENILE DIVERSION GRANT UPDATE:

- The second **\$2,500.00** check from Summit County Juvenile Court has been received and deposited to cover Police overtime costs and supplies and materials needed for our Juvenile Diversion Program. This check covered any costs associated with the January 1 through June 30, 2013 period.

Respectfully submitted,

Chief Mark C. Wentz