

# The Village of Northfield

## REGULAR COUNCIL MEETING

May 25, 2016

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

The Pledge of Allegiance was led by Mayor Nehez.

**ROLL CALL** was read by Tricia Ingrassia. The following were present: Mayor Nehez, Council President Magistrelli, Council Persons Jenn Domzalski, Jim Daugherty, Alan Hipps, Renell Noack, and Gary Vojtush. Law Director Brad Bryan was also present.

### **APPROVAL OF THE MINUTES:**

A motion to approve the regular Council meeting minutes of April 27th was made by Mr. Hipps, seconded by Mrs. Domzalski. There were no questions, comments or amendments requested. Mr. Magistrelli, Mrs. Domzalski, Mr. Hipps, Ms. Noack, and Mr. Vojtush were in favor of approval. Zero opposed. Mr. Daugherty abstained. A motion was made to approve the regular Council meeting minutes of May 11th by Ms. Noack, seconded by Mr. Hipps. There were no questions, comments or amendments. All Council members were in favor of approval, zero opposed. Both sets of minutes were approved.

### **PRESENTATIONS OF PETITIONS, MEMORIALS, AND REMONSTRANCES:**

None.

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

**Mayor Jesse J. Nehez** – The owner of Northfield Plaza has been contacted regarding the many violations on the property. Mayor Nehez advised that the Plaza's parking lot repaving began today (May 25th).

Mayor Nehez stated that the Service Department has begun projects throughout the Village in preparation for the Memorial Day weekend. Mayor Nehez added that the United States' flags are up, the Village banners are up (on the utility poles), the grounds around the Village have been cleaned up in preparation for the holiday weekend. Mayor Nehez stated that the Service Department has done a good job, and he thanked the Service Department.

Mayor Nehez stated that he and Ms. Noack attended a public records training on Wednesday, May 18th. Ms. Noack said that she learned through the training that during a public meeting, no one on Council can lean over and speak in the ear of a fellow Council member because people in the audience do not know what is being said. Everything that is being said at a Council meeting should be said on record into the microphone so that all present can hear what is being said. Mayor Nehez indicated that the presentation was great and offered the notes from the meeting to anyone on Council that is interested. Mr. Daugherty requested a copy. Mr. Bryan asked if Ms. Noack received a certificate. Ms. Noack stated that certificates would be mailed. Mr. Bryan

indicated that when Ms. Noack receive the certificate, that she make a copy to be placed in Ms. Noack's personnel file for audit purposes. Mr. Hipps stated that any newly elected people will need to attend this training as well as it is required for each member of Council's term.

**Finance Director, Tricia Ingrassia** – No report.

**Village Engineer, Rich Wasosky** – No report, absent.

**Law Director, Brad Bryan** – The Village took possession of the former National City Bank building, 10435 Northfield Road on May 18, 2016.

Mr. Bryan stated that he and Mr. Walters met with the owner of the Plaza and their attorney. Mr. Bryan indicated that the meeting was positive, and they went over the Village's expectations regarding the maintenance of the properties. Mr. Bryan indicated the Plaza owner was amenable to making improvements to the ongoing maintenance issues. Mr. Bryan stated he is cautiously optimistic that the items discussed will be taken care of by the Plaza owner.

Mayor Nehez added that the Service Department has been working diligently to clean up the outside of the property at 10435 Northfield Road. Mayor Nehez added that he is asking three contractors to give estimates for minor roof repairs of the building roof. Mr. Bryan added that the south side of the building (past the drive-thru) is not owned by the Village, but it belongs to the Plaza. If there are any issues on that side of the building the Village will address the issue with the Plaza owner.

#### **DEPARTMENT HEADS:**

**Police Chief, Mark Wentz** – No report, absent.

**Fire Chief, Jason Buss** – No report, absent.

**Service and Building Superintendent, Jason Walters** – No report, absent.

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

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

**Recreation Board, Mayor Nehez** – The Recreation Board will meet tomorrow (May 26th) at 7:00pm to meet one another and discuss their plans for the rest of 2016 and 2017. Mr. Vojtush indicated that he would not be present for the meeting, but that he received phone calls over the weekend about the baseball fields. Mr. Vojtush stated that the phone calls were requesting that some type of dugout be made for the children, a second set of bleachers for spectators, and new dirt for the infield at both fields. Mayor Nehez stated that they would discuss those items tomorrow night. Mr. Vojtush added that those items requested would make the fields look nice and perhaps it would entice others to use them.

**Cemetery Board, Beatrice Greenlee** – No report.

## **REPORTS OF STANDING COMMITTEES:**

**Finance, Mr. Magistrelli** – Mr. Magistrelli stated that there was a Finance meeting today. Mr. Magistrelli stated that the bills are being paid on time and that the meeting went very smoothly. Mr. Magistrelli addressed the Finance Director, Mrs. Ingrassia, stating that she is doing a fine job, and she is making [the finances] easy for all of Council.

**Road/Public Works, Mr. Daugherty** – No report.

**Health and Welfare, Mrs. Noack** – No report.

**Wages and Working Conditions, Mr. Vojtush** – No report.

**Fire and Safety, Mrs. Domzalski** – Mrs. Domzalski stated that she spoke with one of the Village [police] officers today regarding legislation that will be forthcoming to update some items that are outdated. Mayor Nehez apologized that he didn't call Mrs. Domzalski earlier that day, but the legislation appointing part-time patrol Alex Simon will be on first reading at tonight's meeting. Mr. Bryan added that regarding the legislation Mrs. Domzalski is speaking, it is going to take a more time to complete because it has to be approved by the Police Department union regarding the bulletproof vests for new incoming officers and the procedure for payment of the vests. Mr. Bryan stated the other legislation is in regards to firearm regulations for officers on and off duty.

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

Mayor Nehez added that he and members of the administration met to discuss expansion plans of the Fire Department and use for the property at 10435 Northfield Road as a Police Department. Mayor Nehez stated that at a later date the Buildings and Grounds Committee would need to have a work session with Council regarding these plans. Mayor Nehez indicated that meeting would be sometime within the next month.

## **LEGISLATION:**

### **2016-40 – An Emergency Resolution Confirming the Mayor/Director of Public Safety's Appointment of Alex Simon as a Part-Time Police Officer. (First Reading)**

Mr. Bryan stated that Chief Wentz requested that this item be held off until the first regular Council Meeting on June 8, 2016. Council agreed to postpone this legislation to second reading for the first meeting in June.

### **2016-41 – An Emergency Ordinance to Approve the Editing and Inclusion of Certain Ordinances as Parts of the Various Component Codes of the Codified Ordinances; to**

**Approve, Adopt, Enact, and Publish New Matter in the Updated and Revised Codified Ordinances; and to Repeal Ordinances and Resolutions in Conflict Therewith. (First Reading)**

Mr. Bryan stated that this is an annual housekeeping ordinance to update the code for the Village from the changes made with legislation in 2015 and the traffic code and criminal code changes made by the State of Ohio in 2015. A motion was made by Mr. Hipps to suspend the three reading rule, seconded by Mr. Vojtush. All members of council were in favor of suspending the three reading rule, zero opposed. A motion for passage was made by Mr. Vojtush, seconded by Mr. Hipps. Mr. Daugherty asked if this legislation was something that members of Council needed to review. Mr. Bryan indicated that this is all the legislation that was amended by Council in 2015 and the State of Ohio traffic and criminal code for 2015. Mr. Bryan stated that this is not something that needs to be reviewed in detail by members of Council. Mrs. Ingrassia stated that the code updates were issued to Council members to include change the pages of each Council members Codified Ordinances book. All members of Council were in favor of passage of this legislation, zero opposed.

**2016-42 – An Emergency Resolution Authorizing the Purchase of A 2017 Ford Police Interceptor Utility Vehicle for Police Department Use. (First Reading)**

A motion to suspend the three reading rule by Mr. Daugherty, seconded by Mr. Hipps. No discussion. All members of Council were in favor of suspending the three reading rule, zero opposed. A motion of passage was made by Ms. Noack, seconded by Mr. Hipps. No discussion. All members of Council were in favor of passage, zero opposed. Mr. Bryan indicated that this legislation was for the vehicle alone, that additional legislation would be brought to Council to up fit the new cruiser with equipment once the exact cost was given to the Chief of Police.

**2016-43 – An Emergency Resolution Authorizing the Mayor to Enter into a Software Licensing Agreement with Software Solutions, Inc. for eGovProfessional Software for Finance Department Use. (First Reading)**

A motion was made by Mr. Vojtush to suspend the three reading rule, seconded by Mr. Daugherty. No discussion. All members of Council were in favor of suspending the three reading rule, zero opposed. A motion was made by Mr. Daugherty to pass the legislation, seconded by Ms. Noack. No discussion. All members of Council were in favor of passage, zero opposed.

**2016-44 – An Emergency Resolution Authorizing the Mayor to Enter into a Lease and Maintenance Agreement with Toshiba Financial Services For a Village Hall Copier. (First Reading)**

A motion was made to suspend the three reading rule by Mr. Magistrelli, seconded by Mr. Hipps. Mr. Daugherty asked what the term length of the lease would be. Mr. Bryan indicated that the lease term is 63 months. Mr. Vojtush asked Mrs. Ingrassia if there was wireless capability on the new copier. Mrs. Ingrassia stated that she was unsure of whether there was wireless capability, but that she would ask Jay Mutter and get back to Mr. Vojtush. All members of Council were in

favor of suspending the three reading rule, zero opposed. Mrs. Domzalski made a motion for passage, seconded by Mr. Magistrelli. No discussion. All members of Council were in favor of passage, zero opposed.

**2016-45 – An Emergency Resolution Authorizing Certain Amendments to the 2016 Appropriation Resolution and/or Transferring Items Already Appropriated in that Resolution. (First Reading)**

Mr. Bryan asked Mrs. Ingrassia to discuss this legislation. Mrs. Ingrassia stated that the ammo and range budget needed to be increased to provide necessary ammunition for Police Department use. Mrs. Ingrassia stated that the engineering services associated with the Ledge Road Phase I improvements and the preliminary design of the Ledge Road Phase II improvements was not figured into the original budgeted contract estimate for the Streets, Construction, Maintenance and Repair Fund given during the initial budget meeting. Mrs. Ingrassia stated that the refund amendment requested is related to the Indigent Drivers and Alcohol Interlock Monitoring Fund. Mrs. Ingrassia explained that this revenue was sent to the Village in error by the State in 2014 and that the amount received needed to be refunded to the State of Ohio so that it can be sent to the City of Stow. Mrs. Domzalski made a motion to suspend the three reading rule, seconded by Mr. Magistrelli. All members of Council were in favor of suspending the three reading rule, zero opposed. A motion for passage was made by Mrs. Domzalski, seconded by Mr. Vojtush. Mr. Vojtush asked if there was a need to increase the ammo and range line item for the Police Department due to the hiring of a new officer slated for next month. Mrs. Ingrassia said that the estimates from the vendors has not come back yet and coming back to Council is a possibility. All members of Council were in favor of passage, zero opposed.

**OLD BUSINESS; NEW BUSINESS; ANNOUNCEMENTS**

Mr. Daugherty stated that the playground on Magnolia has been having parking issues. Mr. Daugherty stated that lawns are being parked on and asked the Mayor if there was something that the Mayor and Service Director could come up with to protect the lawns of the property owners on that street. Mayor Nehez indicated that he would meet with the Service Director to see if they can come up with a resolution to the problem.

Mayor Nehez indicated that the Village is taking estimates for the town hall parking lot repairs, tree removal, and putting up a new fence along the property lines..

Mrs. Ingrassia stated that she received an email from the State of Ohio Auditor's office regarding Ohio Ethics training taking place on June 2nd in the evening at Lakeland Community College. Mayor Nehez asked that Mrs. Ingrassia forward the email to all of Council. Mr. Daugherty asked if there was a fee for registration. Mr. Daugherty also asked if there was an additional public records training up coming. Mayor Nehez stated the next training would be in August.

**ADJOURNMENT** – Motion by Mr. Vojtush, seconded by Mrs. Domzalski. All were in favor, zero opposed. The meeting was adjourned at 7:57pm.

Respectfully submitted by:

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Tricia Ingrassia, Clerk of Council