

The Village of Northfield

REGULAR COUNCIL MEETING

July 12, 2017

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 Persons Nick Magistrelli, Jenn Domzalski, Alan Hipps, Renell Noack, and Gary Vojtush. Also present were Law Director Brad Bryan, Village Engineer Rich Wasosky, Sgt. Zolcus, Chief Buss, and Service Director Jason Walters.

APPROVAL OF THE MINUTES:

A motion to approve the Minutes of the June 28, 2017 Council Meeting was made by Ms. Noack, seconded by Mr. Magistrelli. All were in favor of approving the Minutes from the June 28, 2017 Council Meeting, none opposed.

PRESENTATION OF PETITIONS, MEMORIALS, AND REMONSTRANCES: None.

REPORTS OF MUNICIPAL OFFICERS:

Mayor Jesse Nehez – Mayor Nehez stated he and Mr. Bryan met with the Rocksino to review the status of the planning regarding the possible hotel.

Finance Director, Tricia Ingrassia – Ms. Ingrassia requested a motion for acknowledgment of receipt of the June 2017 month end reconciliation and reports. A motion for acknowledgement was made by Mr. Hipps, seconded by Mr. Magistrelli. All were in favor of acknowledgement of receipt, none opposed.

Ms. Ingrassia requested a second motion for approval of a then and now purchase order/invoice for payment of the annual financial software support to Software Solutions, Inc in the amount of \$5,070.00. A motion for approval of payment was made by Mr. Hipps, seconded by Mr. Magistrelli. All were in favor of approval of payment, none opposed.

Engineer, Rich Wasosky – Report attached.

Law Director, Brad Bryan – Mr. Bryan stated Sgt. Zolcus provided a proposal from the City of Solon for the use of their jail facility. Mr. Bryan explained if Council wished to move forward with this proposal, Solon would be a back-up jail to the City of Macedonia jail. Mr. Bryan stated it would be a good idea to have a contingent jailing facility, but ultimately it was Council's decision. He stated he would review the proposal with Sgt. Zolcus and get back to Council.

Mr. Bryan continued there was a meeting for the zoning overlay district project. The committee will bring a proposal for a planning expert candidate to assist with the project in the near future.

DEPARTMENT HEADS:

Police Department, Sgt. John Zolcus – Report attached.

Sgt. Zolcus stated the two new full-time officers are in service and on the road. They didn't need any training because they were familiar with the Village and its practices from their prior employment with the Village. Sgt. Zolcus said with the two new full-timers, the scheduling stress is alleviated. Sgt. Zolcus stated he will contact Sgt. Urbanowicz to find out the status of his medical leave. Finally, Sgt. Zolcus stated there are two new part-time officers on the agenda for this evening, and they should round out the schedule. Mayor Nehez asked if Council would like to approve the part-time officers' resolutions now or wait for legislation. Ms. Domzalski asked to approve them at this time. Sgt. Zolcus added that Officer Gramlich is already employed as a full-time Deputy with the Wayne County Sherriff's Department, and Officer Hoy is coming to us from the Village of Walton Hills.

2017-57 – An Emergency Resolution Confirming the Mayor/Director of Public Safety's Appointment of Paul Gramlich as a Part-Time Police Officer (First Reading). A motion to suspend the three reading rule was made by Mr. Magistrelli, seconded by Ms. Domzalski. All were in favor of suspending the three reading rule, none opposed. A motion for passage was made by Mr. Vojtush, seconded by Ms. Noack. All were in favor of passage, none opposed.

2017-58 – An Emergency Resolution Confirming the Mayor/Director of Public Safety's Appointment of Mark Hoy as a Part-Time Police Officer (First Reading). A motion to suspend the three reading rule was made by Ms. Noack, seconded by Ms. Domzalski. All were in favor of suspending the three reading rule, none opposed. A motion for passage was made by Mr. Vojtush, seconded by Ms. Domzalski. All were in favor of passage, none opposed.

Mayor Nehez stated that he thinks Mark Gramlich will be an asset to the Department since he is a dog handler. Sgt. Zolcus stated the fact that he owns the dog puts the Village at an advantage in cost savings for the purchase and training associated with a dog.

Mr. Vojtush asked to what the addition of these two part-timers would bring the department staffing totals. Sgt. Zolcus stated there are now fourteen full-time officers and five part-time officers.

Fire Department, Chief Buss – Report attached. Chief Buss noted that there are two part-time firefighter candidates on the Agenda for appointment. Council decided to move forward with that legislation at this time.

2017-55 – An Emergency Resolution Confirming the Mayor/Director of Public Safety's Appointment of Brandon Cagwin as a Part-Time Fire Fighter (First Reading). A motion to suspend the three reading rule was made by Ms. Domzalski, seconded by Ms. Noack. All were in favor of suspending the three reading rule, none opposed. A motion for passage was made by Mr. Vojtush, seconded by Mr. Hipps. All were in favor of passage, none opposed.

2017-56 – An Emergency Resolution Confirming the Mayor/Director of Public Safety's Appointment of D'La-Quan Wise as a Part-Time Fire Fighter (First Reading). A motion to suspend the three reading rule was made by Mr. Hipps, seconded by Ms. Domzalski. All were in favor of suspending the three reading rule, none opposed. A motion for passage was made by Mr. Vojtush, seconded by Ms. Noack. All were in favor of passage, none opposed.

Chief Buss added that Mr. Cagwin is an EMT with Ohio Ambulance and Mr. Wise is a parole officer with the City of Akron.

Service Superintendent, Jason Walters – Report attached. Mr. Walters requested a work session to discuss sewer maintenance matters. A work session was scheduled for Monday, July 17, 2017 at 7:00pm.

REPORTS OF MUNICIPAL BOARDS AND COMMISSIONS:

Planning Commission, Mr. Hipps – No report.

Recreation Board, Mayor Nehez – Mayor Nehez asked Sgt. Zolcus to discuss the block party conversation from the July meeting. Sgt. Zolcus stated several communities allow residential block parties. Sgt. Zolcus reached out to these communities to see what guidelines these communities had in order to allow residents to have block parties. Mayor Nehez stated the Board discussed a movie in the park at Smith Park. Mayor Nehez thanked Ms. Noack for reaching out to one of her contacts to set up the screen and run the movie at a reasonable cost of \$150.00. Mayor Nehez stated the next Recreation Board meeting will be Thursday, August 3, 2017 at 6:00pm.

Cemetery Board, Beatrice Greenlee – No report.

REPORTS OF STANDING COMMITTEES:

Finance, Mr. Magistrelli – No report. Mr. Magistrelli said there will be a Finance Committee meeting on Wednesday, July 26, 2017 at 6:30pm.

Roads/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 – No report.

Buildings and Grounds, Mr. Hipps – No report.

LEGISLATION:

2017-54 – An Emergency Resolution Authorizing the Mayor to Contract for the Village's Insurance Policies with Selective, Hanover, Cincinnati, and Hudson Insurance Companies through Wichert Insurance Agency (First Reading). A motion to suspend the three reading rule was made by Ms. Domzalski, seconded by Mr. Vojtush. All were in favor of suspending the three reading rule, none opposed. A motion for passage was made by Mr. Vojtush, seconded by Ms. Noack. All were in favor of passage, none opposed.

2017-59 – An Emergency Resolution Authorizing Euthenics, Inc. to Complete the Construction Administration and General Field Inspection for the Presidential Subdivision Gutter Milling, Asphalt Recycling and Resurfacing Project (First Reading). A motion to suspend the three reading rule was made by Mr. Magistrelli, seconded by Mr. Vojtush. All were in favor of suspending the three reading rule, none opposed. A motion for passage was made by Mr. Vojtush, seconded by Mr. Magistrelli. All were in favor of passage, none opposed.

OLD BUSINESS; NEW BUSINESS; ANNOUNCEMENTS:

Mr. Vojtush announced that his eldest daughter is getting married over the weekend. Mr. Vojtush wished his congratulations and best wishes to his daughter. Mr. Vojtush also announced his eldest son has been offered a Superintendent position at the Constellation School. The Mayor and all of Council congratulated both of his children.

ADJOURNMENT:

A motion to adjourn was made by Ms. Domzalski, seconded by Mr. Vojtush. All were in favor of adjournment, zero opposed. Meeting adjourned at 8:03pm.

Respectfully submitted by:

Tricia Ingrassia, Clerk of Council

Finance Report 07/12/2017 Council Meeting

1. Motion Requested – Acknowledgement of receipt of the June 2017 Month-End Reconciliation.
2. Motion Requested – Approval of "Then & Now" payment to Software Solutions, Inc. for the annual financial software support in the amount \$5,070.00

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

July 12, 2017

Subject: Ledge Road Reconstruction – Phase 1

Comment: I am still waiting for Lockhart Concrete to complete the project final punch list. They still have not replaced the cracked concrete slabs, resealed the concrete joints and cleaned the new sewers. I am holding approximately \$82,000.00 of the amount owed to them until the punch list items are completed.

Subject: Presidential Subdivision Project

Comment: See attached June 30, 2017 Report

OPWC has given the Village the Notice to Proceed for the project effective July 12, 2017. A preconstruction meeting with Karvo Companies, Inc. will be held at 9:00A.M. on Monday, July 17, 2017 at the Village Service Department at 199 Ledge Road. I am still waiting for the signed contract books from Karvo Companies, Inc. I will have the contract books signed by the Mayor, Law Director and Fiscal Officer after Karvo returns the Contract Books.

Subject: 2018 OPWC Issue 1 Applications

Comment: Two separate funding applications for the Houghton Road Reconstruction and the 3 Traffic Signals along Northfield Road were submitted to the Ohio Public Works Commission on July 7, 2017. One application was for a 50% LTIP grant of \$701,595.00 and the other was for a SCIP 30 year 0.00% loan of \$1,262,871.00 for 90% of the project costs.

**VILLAGE OF NORTHFIELD
RICHARD S. WASOSKY, P.E., P.S.**

June 30, 2017

Subject: Presidential Subdivision Gutter Milling, Asphalt Recycling and Resurfacing Project – Contract 1701

Comment: The bids were opened at 4:00 P.M. at the Northfield Village Town Hall on June 29, 2017 for the Presidential Subdivision Gutter Milling, Asphalt Recycling and Resurfacing Project.

The Project consists of the milling of the existing asphalt surface course and asphalt intermediate course; the recycling of the asphalt base course and the resurfacing of the recycled base course with a 2.5 inch depth of asphalt pavement on the following nine roads in the Presidential Subdivision: McKinley Drive, Roosevelt Drive, Monroe Drive, Grant Drive, Washington Drive, Jefferson Drive, Lincoln Drive, Kennedy Boulevard, and Lowrie Boulevard between McKinley Drive and 125 feet east of Lincoln Drive. In addition, Maple Avenue pavement will be milled and resurfaced with 2.5 inch depth of asphalt plus a new asphalt curb will be added along both sides of Maple Avenue. A new storm sewer system with catch basins and house connections will also be installed within the roadway right of way on Kennedy Boulevard between Vorderman Avenue and 750 feet west of Vorderman Avenue. The Engineer's Estimate for the construction was \$1,192,000.00.

The following four bids were received for the Project:

- | | |
|-----------------------------------|----------------|
| 1. Karvo Companies, Inc. | \$1,272,371.50 |
| 2. Specialized Construction, Inc. | \$1,289,940.00 |
| 3. The Shelly Company | \$1,562,574.00 |
| 4. Ronyak Paving, Inc. | \$1,679,463.00 |

The Engineer is recommending the Contract for construction be awarded to Karvo Companies, Inc. for an upset maximum of \$1,272,371.50.

The Contractor has 100 calendar days after receipt of the Notice to Proceed to complete the project. I anticipate the Project being complete before the end of October 2017. The Project can not begin until the Village signs the Contract with the Ohio Public Works Commission and receives their Notice to Proceed. I anticipate that the OPWC approval and Notice to Proceed will be obtained by July 10, 2017. OPWC is providing a 20 year 0% interest loan to the Village for \$576,783.00 to help fund the Project.

NORTHFIELD VILLAGE POLICE DEPARTMENT

JULY 11, 2017 COUNCIL REPORT

PERSONNEL:

Craig Wilson was sworn in as a full time Police Officer.

Cory Zidlicky will become our newest full time Police Officer. Corey will be sworn in the first week of July.

Sgt. Urbanowicz is still out on medical leave. His return is unknown at this time.

Officer Erica Gregg was offered a full time position with Lyndhurst Police Department. Ofc. Gregg will be leaving our Department in July.

TRAINING:

Sgt. Zolgus, Lt. Mackie, and Sgt. Zajac attended a Bulletproof Leadership seminar in Columbus, Ohio in June and found it to be very informative.

PROGRAMS:

TAC report writing system should be implemented by the end of July. Additional hardware and software was needed to get the program up and running.

Calls for Service for June was 711.

The Village of Northfield Fire Department

10271 Northfield Road • Northfield, OH 44067

330-467-7139 ext 22 • 330-467-7152 FAX

Fire Chief Jason L Buss

330-523-9422 Business Cell

firechief@northfieldvillage-oh.gov

July 12th, 2017

Activity Report

- A detailed copy of fire department activity is available upon request.
- As of July 12th, 2017, NVFD responded to a total of **383** incidents. We responded to a total of 814 incidents in 2016. **316** of those incidents were EMS related and **67** incidents were FIRE related.
- NVFD has provided mutual aid for **17** incidents, provided automatic aid **11** times, and received mutual aid for **14** incidents and automatic aid for **1** Incidents. (Total MA received in 2013 was 13, 2014 was 15, 2015 was 22, 2016 was 28)
- NVFD's average response time from time of call till time on scene is **3:17**
 - o As mutual and automatic aid has increased, our overall response time has been increased on average

Fire Inspector / Prevention Report (July 12th, 2017)

- 26 Annual Fire Inspections have been completed
- 5 Hood/Duct/Alarm/Sprinkler Tests have been completed
- 38 Standby Events at Hard Rock Rocksino

Department News

Bowen Building Review – Had a meet today with Bowen, topic of discussion was of concept building footprints. Some key points included:

- Fire Department – Addition of bay on the North side of the property and either a single or two story addition to the southeast portion of the FD (About 4000 Square Feet). After discussion, further concept drawings are being made of the two story proposal which seems to fit the parcel better then the single story option
- Police and Village Hall – Several different layouts and site plans were discussed. A key discussion was had on how the existing police and city hall structures may be difficult and impractical to reuse. With that in mind, the following concept was discussed and will be further developed before our next meeting. The bank building would be repurposed into a community / training / mixed use space. A new Village Hall and Police Department would be placed on the current Village Hall property. The two buildings would be connected and serve all police and civic functions. A green space would be

"Our Family Protecting Yours"

THE VILLAGE OF NORTHFIELD

199 LEDGE RD NORTHFIELD VILLAGE, OHIO 44067

330 468 4363 Fax: 330 908 7014 *Harold Jason Walters*, Service/Building Department Superintendent

Department of Public Service report – July 12, 2017

1. **Fire Hydrant restoration** – Has begun and going well. It is a slow process due to the many layers of paint over the years on the hydrants.
2. **Flag Pole** – We did get the new flag pole for the Ledge Rd building and should be installed by Friday, July 14th.
3. **Lawn Maintenance** – As I have reported last month our crews are currently maintaining 30 vacant properties being maintained in house and are now at 32.
4. **Pot Holes** – Any major concerns needing addressed please contact me. We have awarded the Presidential Paving Project, which will address the majority of problems.
5. **Sewer Maintenance** – I am requesting a work session for sewer maintenance. Please be advised that I will be on vacation from July 24th – August 1st.
6. **Magnolia Curb Project** – Is complete and overall we have received many compliments. However, there are a few areas that will need to be addressed. The major one being areas of the road that are holding water that we may need to add a drain.
7. **Lot Striping** - Has been completed and turned out great.
8. **Point of Sale Inspections** - To date we have completed 51 point of sale inspections on residential properties. Of those 51 properties, 29 have been sold thus far.
9. **Property Violations** - We currently have 33 property violations pending.
10. **174 Kennedy Blvd.** - We have a blocked or possibly damaged storm sewer line that we cannot film until we get the water to subside. We will try to jet the line and if this does not work, we may have to install new pipe.

Thank you, *Harold J. Walters*

HJW;lmr

*Sewer work session
Monday, July 17th 7pm*