

# The Village of Northfield

## REGULAR COUNCIL MEETING

December 13, 2017

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

The Pledge of Allegiance was led by Mayor Nehez.

**ROLL CALL** was read by Ms. Ingrassia. The following officials were present: Mayor Nehez, Council Persons Nick Magistrelli, Keith Czerr, Jenn Domzalski, Alan Hipps, Renell Noack, and Gary Vojtush. Also present were Law Director Brad Bryan, Engineer Rich Wasosky, Police Chief John Zoligus, and Fire Lieutenant Joe Zemek.

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

A motion to approve the Minutes of the November 20, 2017 Council Meeting was made by Mr. Hipps, seconded by Ms. Noack. All were in favor of approval of the Minutes from the November 20, 2017 Council Meeting, none opposed.

**PRESENTATION OF PETITIONS, MEMORIALS, AND REMONSTRANCES:** None

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

**Mayor Jesse Nehez** – No report.

**Finance Director, Tricia Ingrassia** – Ms. Ingrassia stated the November end of month reconciliation was not complete, but she would have those items for Council in January along with December's end of the month and reconciliation.

Ms. Ingrassia continued stating the temporary appropriations for 2018 are on the agenda this evening and explained this is just a way to keep the Village financial operations going through the first quarter before the final 2018 appropriations are passed.

Ms. Ingrassia briefly discussed the significant items on the appropriation amendments. Ms. Ingrassia stated the Emergency Expenditures amount of \$268,515.97 is not an amendment to the appropriations, but rather Council consenting to the encumbrance to provide the Village with a means to save in the event of an emergency expenditure. Ms. Ingrassia continued explaining her adjustment of sewer wages from the Service Department General Fund accounts to the Sewer Fund requires an appropriation amendment of the original appropriated amount. Ms. Ingrassia continued stating the Fire Levy Fund needs a transfer to allow funds to finish the 2017 budget year into the first quarter of 2018. Ms. Ingrassia explained the transfer from the TIF Fund to the General Fund is the final repayment to the General Fund for the building purchase at 199 Ledge Road and the Houghton Road/Summit Road Sewer Project. Ms. Ingrassia also explained the \$75,000.00 to the Earned Benefit Fund is in further preparation for employees that will retire.

Finally, Ms. Ingrassia asked for a motion from Council to leave open several purchase orders to be carried into 2018. Ms. Ingrassia stated there are many open contracts for road projects, the Overlay District project, and vehicle maintenance and or purchases. The total amount of encumbrances carried forward into 2018 is \$979,272.27. A motion to approve the encumbrances from 2017 to the 2018 budget year was made by Mr. Vojtush, seconded by Mr.

Magistrelli. All were in favor of the motion to allow encumbrances in the amount of \$979,272.27 to carry into the budget year of 2018, none opposed.

**Engineer, Rich Wasosky** – Report attached.

Regarding the catch basins on State Route 8 that have an insufficient opening, Mr. Vojtush asked Mr. Wasosky whether it is feasible or legal for the Village to fix the problem causing the flooding. Mr. Wasosky replied that by contract the Ohio Department of Transportation is only responsible for the pavement, and the Village is responsible for the drainage. Mr. Wasosky continued in order to fix the drainage, the Village will have to tear up the pavement.

**Law Director, Brad Bryan** – Mr. Bryan requested a motion for acceptance of the Mayor's Court Report for November of 2017. A motion was made by Ms. Noack, seconded by Mr. Magistrelli. All were in favor of approval (report attached).

Mr. Bryan then discussed a request for a TREX Liquor License for a prospective business opening in the Village. Mr. Bryan explained the Village is out of liquor licenses and explained the criteria for approval of this type of permit for a liquor license. Mr. Bryan requested a special meeting to discuss this issue. Mr. Magistrelli asked whether this business would truly be considered an economic development in the Village. Mr. Bryan stated this is not new construction; it is slated to go into the old Dolphin Restaurant space. A meeting was scheduled for Wednesday, January 24, 2018 at 6:30pm after the Finance Committee Meeting.

Mayor Nehez asked what Council wishes to do about the final December meeting for 2017. Mr. Magistrelli stated Council didn't take their summer meeting off, so he proposed the meeting be cancelled to allow for people to enjoy the holidays with their families. A motion to suspend the second meeting in December (December 27<sup>th</sup>) was made by Mr. Magistrelli, seconded by Ms. Domzalski. All were in favor of suspending the second December Council meeting, none opposed.

## **DEPARTMENT HEADS:**

**Police Department, Chief John Zoligus** – Report attached.

Chief Zoligus stated the secondary rollover line for dispatch was set up and is in operation. Chief Zoligus also stated he attended the METRO crash response team meeting. Chief Zoligus stated he is going to apply the Village to be a member, and the membership fee will be in the 2018 budget.

**Fire Department, Lt. Joe Zemek** – Lt. Zemek mentioned Santa will be visiting Northfield on Saturday, December 16. Lt. Zemek also thanked the Police Department and Village Hall for their assistance with evacuating the child care facility in the Plaza that had experienced high readings of carbon monoxide.

**Service Department, Jason Walters** – Mr. Walters will be present at the next Meeting.

Mayor Nehez expressed his gratitude to the Service Department for the job well done in cleaning up and chipping branches from the storm damage in November and also for completing the leaf collection program so efficiently.

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

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

**Recreation Board, Mayor Nehez** – Mayor Nehez reported the Recreation Board will hold a party on Saturday, December 16<sup>th</sup> from 5:00-7:00pm after Santa visits the residents on the fire truck. Mayor Nehez stated the next Recreation Board meeting will be Thursday, January 4<sup>th</sup> at 7:30pm.

**Cemetery Board, Mr. Magistrelli** – No report. Mayor Nehez asked that everyone keep Mrs. Greenlee in their thoughts as she hasn't been well.

#### **REPORTS OF THE STANDING COMMITTEES:**

**Finance, Mr. Magistrelli** – Mr. Magistrelli reported the Finance Committee will meet January 24<sup>th</sup> for a dual meeting.

**Roads/Public Works, Mr. Czerr** – No report.

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

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

**Fire and Safety, Ms. Domzalski** – No report.

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

#### **LEGISLATION:**

**2017-88** – An Emergency Resolution Authorizing the Mayor to Renew the Village's Agreement with the Legal Defenders Office of Summit County, Ohio for Indigent Representation in Stow Municipal Court (First Reading). Mr. Bryan explained this is the 2018 renewal for this contract at no cost increase. A motion to suspend the three reading rule was made by Ms. Noack, seconded by Mr. Magistrelli. All were in favor of suspending the three reading rule, none opposed. A motion for passage was made by Ms. Noack, seconded by Mr. Magistrelli. All were in favor of passage, none opposed.

**2017-89** – An Emergency Resolution to Make Temporary Appropriations for Current Expenses and Other Expenditures of the Village for the Period from January 1, 2018 through March 31, 2018 (First Reading). A motion to suspend the three reading rule was made by Mr. Vojtush, seconded by Mr. Magistrelli. 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.

**2017-90** – An Emergency Resolution Authorizing the Director of Finance to Transfer Funds Representing Unclaimed Income Tax Refunds to the Village's Unclaimed Fund (First Reading). A motion to suspend the three reading rule was made by Mr. Magistrelli, seconded by Ms. Domzalski. Mr. Vojtush asked if this was relative to the Property Improvement Fund creation.

Ms. Ingrassia stated that for lack of an answer from the Auditor of State's office regarding the fund language the resolution has been dropped. Ms. Ingrassia continued these funds are uncashed income tax refunds that CCA was holding onto and has now turned over to the Village. Mr. Bryan stated they will be placed in the Unclaimed Fund until the requisite period of time passes. All were in favor of suspending the three reading rule, none opposed. A motion for passage was made by Mr. Magistrelli, seconded by Ms. Noack. All were in favor of passage, none opposed.

**2017-91** – An Emergency Resolution Continuing the Appointment of Richard S. Wasosky of Euthenics, Inc. as the Village of Northfield Municipal Engineer for the Period of January 1, 2018 through December 31, 2019 (First Reading). A motion to suspend the three reading rule was made by Mr. Magistrelli, seconded by Ms. Noack. All were in favor of suspending the three reading rule, none opposed. A motion for passage was made by Mr. Hipps, seconded by Ms. Noack. All were in favor of passage, none opposed.

**2017-92** – An Emergency Resolution Authorizing Certain Amendments to the 2017 Appropriation Resolution and/or Transferring Items Already Appropriated in that Resolution (First Reading). A motion to suspend the three reading rule was made by Mr. Vojtush, 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 Ms. Domzalski. All were in favor of passage, none opposed.

**OLD BUSINESS; NEW BUSINESS; ANNOUNCEMENTS:**

Ms. Noack stated she felt great pride seeing the cleanup from the storm damage done so quickly and efficiently, especially since she sees the remaining storm debris right across the street in Macedonia and they are still waiting for the cleanup to get done. Ms. Noack said kudos to our Service Department.

Mr. Czerr stated he had new business. Mr. Czerr stated before the November 20, 2017 meeting, Mr. Vojtush had his voice recorder recording before the meeting, and he walked away from the recorder. Mr. Vojtush stated he was having a conversation regarding the former Police Chief's wife passing and asked if Council had taken a moment of silence for this in her honor at its last meeting. Mr. Vojtush stated when he found that Council hadn't, he went into the Mayor's office to see if a moment of silence could be had. Mr. Vojtush stated when he realized he had left the recorder on in his haste; he said "oh shit." Mr. Vojtush stated he didn't realize he left the recorder going, and it wasn't done intentionally. Mr. Vojtush said when he walked into the room he apologized to everyone. Mr. Magistrelli stated he is glad his recorder isn't here today. Mr. Magistrelli continued that the proceedings of the meeting can be obtained quite easily without him bringing his recorder. Mr. Magistrelli advised that he leave his recorder at home. Mr. Vojtush again apologized.

Mayor Nehez wished everyone a Merry Christmas early.

Mr. Hipps announced that he would become a father in June 2018.

**ADJOURNMENT:** A motion to adjourn was made by Ms. Domzalski, seconded by Ms. Noack. All were in favor of adjournment, none opposed. The Meeting adjourned at 8:03p.m.

Respectfully submitted by:

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Tricia Ingrassia, Clerk of Council