

**City of Broadview Heights  
Work Session Meeting Minutes  
September 13, 2021**

Mr. Boldt called the **WORK SESSION** to order at 7:36 p.m.

Mr. Pavlica led the Pledge of Allegiance.

**ROLL CALL**

<b>MEMBERS PRESENT:</b>	Mr. Robert Boldt	(Ward 4 Councilor, President)
	Mr. Thomas Pavlica	(Ward 1 Councilor)
	Mr. Brian Wolf	(Ward 2 Councilor)
	Mr. George Stelmaschuk	(Ward 3 Councilor, President Pro-Tem)
	Mr. Glenn Goodwin	(Councilor At-Large)
	Mr. Joe Price	(Councilor At-Large)
	Ms. Jennifer Mahnic	(Councilor At-Large)

<b>OFFICER(S) PRESENT:</b>	Mr. Samuel J. Alai	(Mayor)
	Mr. Vince Ruffa	(Law Director)
	Chief Steven Raiff	(Police Chief)
	Chief Jeffrey Hajek	(Fire Chief)
	Mr. Gary Yelenosky	(City Engineer)
	Mr. Dave Pfaff	(Finance Director)
	Mrs. Helen Dunlap	(Clerk of Council)

<b>OFFICER(S) ABSENT:</b>	Ms. Amanda Hutcheson	(Parks & Recreation Director)
	Mr. Joe Mandato	(Chief Building Official)
	Mrs. Amy Jo Washabaugh	(Human Service Director)
	Mr. David Schroedel	(Service Director)

1. Discussion from Police Department. Chief Raiff

**a. MOU with Parma Police Department for Mobile Forensics**

Chief Raiff stated that this is an MOU with the Parma Police Department along with several other departments. It is to use their mobile forensics for computers and cell phones. When this type of information is needed it used to take days to get the information back from BCI and using this unit that Parma Police Department has it takes much less time. We used this in our most recent case and that is how we were able to solve the case so quickly.

2. Discussion from Engineering Department. Mr. Yelenosky

**a. Resolution recognizing Stormwater Week**

Mr. Yelenosky stated that this is to recognize stormwater week. Cuyahoga Soil and Water Conservation District is asking all the municipalities to join them in the stormwater week. It is October 17-23, 2021. They are asking for support.

Mr. Pavlica asked what this consists of. Is there going to be any kind of anything.

Mr. Yelenosky stated that he doesn't think that anything is being planned at this moment but the language in the resolution basically just wants the public to be on notice of certain stormwater measures. If an event does become available he will pass that along to council.

**b. Real Estate Agreement with ODOT for Wallings Road Bridge**

Mr. Yelenosky stated that we are entering the right of way phase of this project and he is just asking for council approval to go ahead and have the state encumber the federal funds. We are anticipating the amount to be \$178,000 of which 90% will be federal funds that amounts to \$160,200 so the local funds will be 10% or \$17,800.

**c. Extend the Road Program Agreement with Specialized Construction for 2022**

Mr. Yelenosky stated that he would like to extend the road program agreement with Specialized Construction for 2022. We had a provision in our contract to allow for an additional year. He thinks that it is a great idea. We will lock in 2020 prices for 2022. Asphalt prices have been fluctuating as with everything else. He thinks this is a great idea.

3. Discussion from Finance Department. Mr. Pfaff

**a. Agreement with Positive Impact HR, LLC**

Mr. Pfaff stated that is to amend the agreement with Positive Impact HR. The original agreement put a cap of \$55,000 per year on the contract and we are already at a little over \$50,000 through September of this year or the billings that we have received through September which would represent December of 2020 through August of 2021. A lot of the reasons for that is with COVID and some of the FMLA issues and the CARES Act, Sick Leave and different things. That took up a lot of time and also currently just the recruiting issues of trying to find part-time people for the Service and Recreation Departments.

**b. Bills Resolution**

Mr. Pfaff stated that as you are aware these are invoices that are over \$3,000. We have some from KLR Fire and Safety which was for fire extinguisher testing and fire alarm testing and then he also had to add one for McGowen Insurance which was for adding the ladder truck to the insurance policy earlier this year. They are just now billing us.

**c. Rates & Levies Resolution 2022 (Tax Year 2021)**

Mr. Pfaff stated that this is the annual rates and levies. This does not represent any change from previous years for the amount of millage except for the ballot issue that is on in November that is not reflected here yet. If that is passed the county will send out a new resolution that we will have to adopt which is similar to what we did with the police salary levy a couple of years ago.

**d. Amending Pay and Benefit Ordinance**

Mr. Pfaff stated that this is a slight amendment to the pay and benefit ordinance. Currently in the ordinance it states that employees with 10 years of service can retire and they will get a pay-out of 1/3 of their sick time up to 320 hours or 960 hours on the books. There is also a provision that the person has to retire from the retirement system. There are two issues for changing that for Level 1 employees not having to retire from the retirement system. With OPERS some of the rules for their retirement have changed and one of them being that for someone to retire with full benefits can only have 5 years of service but they have to be 67 so you could conceivably have a director in a position that works here for 10 years but might want to retire and leave at 63, they are not eligible to retire under OPERS but they have been here for 10 years. The other restriction that we put in there was to give the Mayor 45 days' notice which would then leave that you hopefully wouldn't have a director that would give him the opportunity to hire someone, get them in place and have that director here to train that person.

**e. Close Coronavirus Relief Fund – Establish ARPA Fund**

Mr. Pfaff stated that with the new ARPA money or if it is the COVID money that we are starting to get this year, we were going to get about \$1 million this year and \$1 million next year, there is a requirement to separately account for that. Originally he was just going to use the fund that we created and then the auditors said that even though we didn't have any money in that, you can't use the same fund so what he is going to request to do is close out the original CARES Act fund that we created last year and then reopen it with the same fund number but a different name to account for the money.

Mr. Price stated that when we received the instalments, could he report that to council, the amount because he recalls that it was going to be about \$1.9 million.

Mr. Pfaff stated that changed when they included the townships.

Mr. Price stated that it was \$3.4 million.

Mr. Pfaff stated that it is down to about \$2.1.

Mr. Price asked if we received the first one already.

Mr. Pfaff stated that we received the first one and he will get council the exact amount.

Mr. Price asked if it will be broken up into two amounts.

Mr. Pfaff stated there will be two. We will get one this year and one next year.

Mr. Price asked if any money will be allocated for any specific items.

Mr. Pfaff stated actually what the auditors are recommending now is that each expenditure be approved so any time that we go to use that money which right now he knows that Council President Boldt has mentioned trying to use it for the fire station. He hasn't figured out exactly how we can do that yet but we will be looking at alternatives so he doesn't think that we are going to spend any of the money this year. We are going to wait for some further guidance and see because there may be something too where we can spend the money over here which frees up some money that could then go to the fire station.

4. Discussion from Human Services Department. Mrs. Washabaugh

a. **Accepting Donations**

Mayor Alai stated that this is the usual accepting donations. James Stover gave several \$30 donations and the Brecksville Womens Club is disbanding after all of these years and they had about \$2,500 in their coffers and they are splitting it up and Broadview Heights Food Bank will get \$435 of that.

Mayor Alai stated that Mrs. Washabaugh did not rescind her resignation but she did change the date at his request because it wouldn't give us enough time for her time frame to have somebody come in and maybe give a previous boss or company the proper time so she did decide to stay one more month. He wants everybody to know that Mrs. Washabaugh's husband and kids will be gone and Mrs. Washabaugh is going to come back and work another month. What a great person that she is to stay the extra month to make sure her replacement is in place. This is at her expense and peril because her husband will be gone and he really appreciates it.

5. Discussion from Fire Department. Chief Hajek

a. **Donate Old TIC (Thermal Imaging Camera)**

Chief Hajek stated that they would like to donate one of our old Thermal Imaging Cameras to Middle Bass Island Fire Department.

Mr. Price asked roughly what the value of that is.

Chief Hajek stated that it is about 19 years old so probably a couple hundred dollars. It is the oldest unit that we have.

Mr. Boldt asked who wants to deliver it.

Chief Hajek stated that we actually have one of our full-time firefighters that is a volunteer with the Middle Bass Island Fire Department because he has a house on the island. He had asked what we were going to do with that and the Chief stated that we were just going to put it on govdeals and he asked if we would consider donating this. They don't have much equipment there at all.

COUNCIL OPEN TO THE RESIDENTS

Marilyn Houdek, 1880 W. Royaltown Road: A couple of weeks ago they had a bat flying around their house so she frantically left a message for the Animal Warden, Matt. She thinks as soon as he got in he came over quickly and was able to get the bat and he is just very knowledgeable, friendly, courteous, and professional and he is a great asset to the community. She found out afterwards because they were talking to critter control for putting up different vents on their roof that a lot of cities don't even have an Animal Warden. We are lucky to have him. He just wanted to send a thank you to him.

COUNCIL DISCUSSION

Mr. Goodwin stated that he just wanted to remind everyone about the Firefighter's Clambake. He also has ticket because he is a Trustee of the Historical Society.

Mr. Boldt stated that he has three comments. First he did receive an email from a resident in MacIntosh. She is on the Board. As far as the Community Garage Sale, she supports the city having a Community Garage Sale but she wants to remind the Mayor and Administration that MacIntosh is not allowed garage sales. So if next year when we do this if there could be some sort of notification from anybody in the MacIntosh area that wants to do a Garage Sale that by their HOA are not allowed to. He had told her that he would pass that information along as far as next year when they are screening people. The second thing is that two weeks ago they discussed about changing the Planning Commission to meet before BZA. This is really not a legislative responsibility for a vote so he leaves this with the Mayor to fulfill that procedure. Finally, he was reminded the other day that they did discuss at length but we never came to any resolution to vote on buffer zones from residential to residential. We will finish that discussion next Work Session and take appropriate measures after that.


Mr. Wolf stated that just a reminder that this week is Homecoming week so there will be a parade Thursday and a big bonfire and the big game is Friday. Wednesday is Volleyball with a home game.

ADJOURN

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

The time was 7:51 p.m.

  
HELEN DUNLAP, CLERK OF COUNCIL

  
ROBERT BOLDT, PRESIDENT OF COUNCIL