

Burton Village Council Minutes
22 February 2016

Mayor Koster called the meeting to order at 7 PM.

Visitors: Judith Beaumier, Newell Beaumier, Debbie Palmisano, Rick Gruber, Rick Smigelski, George Hess, Tom Erickson, Jack Garner, Brian Wendl, J. Valvada, Joe Koziol, Ann Wishart, Todd Hicks.

Roll Call: Charles Boehnlein – Yes, Tom Blair – Yes, Roberta Dobay – Yes, Craig Ronyak – Yes, Lisa Hernandez – Yes, Charlie Blair – Yes.

Mayor Koster asked for a motion to approve or amend the minutes of 8 February 2016. Mr. Boehnlein moved to accept the minutes as written. Mr. Ronyak seconded the motion. By voice vote, motion approved.

Mayor Koster asked for a motion to approve or amend the agenda for 22 February 2016. There being no changes, Mr. Boehnlein moved to accept the agenda. Mr. Ronyak seconded the motion. By voice vote, motion approved.

Standing Committees

Long Range Planning Committee – Tom Blair

Mr. Blair and Mayor Koster noted the requested dates for a Capital Improvement Plan meeting provided by Mr. Paquette. Mr. Boehnlein cannot make any 9 AM meeting and recommended a meeting after 3 PM. Mayor Koster asked Council to notify Mr. Paquette of their availability.

Finance, Funding and Personnel Committee – Charles Boehnlein

Mr. Boehnlein reported that he will be setting up a Finance Committee meeting in the near future.

Safety Committee– Craig Ronyak

Mr. Ronyak is working with Chief Smigelski to conduct an ADA compliance review of public areas in the Village.

Street Committee – Roberta Dobay

Ms. Dobay is preparing to order flowers for the Gazebo area. The color scheme is yellow, lavender, and deep purple. Chief Smigelski is gauging the interest of local landscaping companies to provide flowers, including planting, in the park triangles. The companies would be allowed one sign noting their donation.

Ms. Dobay asked if Chief Smigelski and Mr. Ronyak could look at the railing alongside the hair salon at Kirtland and North Cheshire. In addition, 1798 Grille may need a rail on their steps. Mr. Ronyak will look into it. Chief Smigelski stated that the railing alongside the hair salon is being taken care this week.

Mrs. Hernandez mentioned to Chief Smigelski that an anonymous business owner made a complaint that the Street Department appeared to be doing more with regard to snow removal, trash removal or putting away items that blocked the entrance to an establishment for some businesses than others, however there were no specific incidents cited. Mayor Koster stated that this related to the topic of mowing tree lawns on Main Street being provided by the Street Department. Mayor Koster felt that the Village Council needed to consider whether doing this for a few residents is appropriate. Tree lawn maintenance is typically the responsibility of the property owner.

Council Reports on Boards and Commissions

BPA – Charlie Blair

Mr. C. Blair reported that the Board of Public Affairs is asking Council to consider a joint meeting on 25 April to discuss the future of the Waste Water Treatment Plant expansion. BPA thought that annexation should be considered. BPA is seeking to clean the sewer lagoons but has run into some EPA technical issues regarding filtering. Mr. Paul Eaton has given retirement notice as of 1 September 2016.

BZA/Historic District Association – Charles Boehnlein

Mr. Boehnlein reported that BZA has not met. The Historic District Association is working collaboratively with Century Village to set up Founders Day. The theme for Founders Day will be Women in Burton's History. In March, members of the Historic District Association will be attending a presentation on Millionaires Row. The HAD has applied to hold Chautauqua Ohio in the Village again. Council was supportive.

Cemetery Board – Roberta Dobay

Ms. Dobay reported that the Cemetery deed books would be reorganized to match the plot map and make it easier to find deeds. The price of foundations for headstones has been increased by \$20.00. The Cemetery Board has gotten estimates for a new road in the cemetery annex. The range in cost was between \$15,000 and \$20,000. Mayor Koster asked if the Street Department could do any part of the work. Chief Smigelski wasn't sure yet. Mr. Hess had not had any input in developing the cost.

Historic District Review Board – Lisa Hernandez

Mrs. Hernandez reported that the Hickox street historical inventory is 25% complete. The Review Board considered a request by Mrs. Koller for a new flat metal roof. The board declined to approve the

request noting that they only allowed the following types of roofs: asphalt shingles, raised seam metal and metal shingles. Mrs. Hernandez opened a discussion concerning the printing of the newsletter. Mrs. Hernandez provided quotes from four companies offering to print, fold, seal and deliver to the office a 580 piece run. KMG quoted \$116.38, Newbury Printing \$116.22, Shetlers Printing \$162.40, and POV Printing \$287.00. Council discussed. Mrs. Hernandez recommended KMG as lowest best and moved to accept the KMG quote. The motion failed for lack of a second. Ms. Dobay moved to accept the quote from Newbury Printing. Motion failed for lack of a second. Mr. Ronyak moved to draft specifications for the printing job and have all vendors resubmit prior to the next meeting. Quotes will be held as private until viewed by Council. Mrs. Hernandez seconded the motion. Roll Call: Craig Ronyak – Yes, Lisa Hernandez – Yes, Roberta Dobay – Yes, Charles Boehnlein – Yes, Charlie Blair – Yes, Tom Blair – Yes. Motion passed.

Planning Commission – Tom Blair

Mr. T. Blair noted that the Planning Commission has not met.

Tree Commission – Charlie Blair

Roubic Tree awarded job of stump removal. Ms. Palmisano provided a brief Arborist Report. Ms. Palmisano attended Tree Tracker Software training. Mr. C. Blair will provide a Tree Commission prospective on Capital Improvement Planning. Mayor Koster read a proclamation honoring Judy Beaumier for her years of civil service to the Village.

Fiscal Officers Report: C. Paquette

Mr. Paquette asked for questions concerning the Summary of Revenue and Expenses. There were none.

Solicitors Report: T. Hicks

Mr. Hicks had nothing to report but asked to go briefly into Executive session at the end of the meeting to discuss potential litigation concerning the Rapids Road project.

Police Report: Chief R. Smigelski

Chief Smigelski reported for Jan 2016. There were 127 incident reports, 42 traffic stops, and 3 arrests. 3035 miles were put on the police cruisers. Chief Smigelski reported that he is working on a Certified Collaborative Police Community Board procedure for the department.

Chief Smigelski reported on his research into emergency key lock boxes (KNOX boxes) for residents. The Fire Department has given out 5 free KNOX boxes donated by the Department of Aging. Other KNOX

boxes are available for purchase or with a deposit from the Fire Department. More information about how and where to get them will be available in a future Village newsletter.

The LEADS Steering Committee has made software updates to its system that will require major upgrades or new Village police vehicle mobile computers. The cost for replacement is approximately \$2500.

Chief Smigelski is investigating options for making exiting from Rapids Road onto Route 87 safer when car carrier trucks are unloading. A pedestrian crossing was also discussed.

Chief Smigelski has been investigating thru truck traffic on Garden and Baird. Chief Smigelski will speak to the High School and Western Reserve about notifying drivers to stay off those streets.

Fire Department Report: Chief B. Wendl

The Fire Department responded to 25 calls in the Village, 12 EMS, 6 rescue, 1 motor vehicle accident and the remaining undeclared. Chief Wendl asked who was looking for the report on water usage. Mayor Koster replied that the BPA handled that. Mr. Paquette asked if the Fire Department tracked the amount of water used per month. Chief Wendl stated that they did not track gallons used.

Zoning Inspectors Report: R. Gruber

Mr. Gruber provided a fence permit. The couch on Carlton has been removed. The Carlton Neill property is now owned by Deutsche Bank with Bank of America managing the property. Mr. Gruber has not been able to reach them.

Arborist Report: D. Palmisano

Ms. Palmisano reported earlier.

Engineers Report: G. Hess

Mr. Hess repeated his earlier interest in planning for the WWTP expansion based upon probable expansion of the Berkshire School District and new costs. Mr. Hess suggested that extension of utility services be discussed and that Council meet with Burton Township to work out a plan.

Motion to accept and pay approved invoices

Mr. Boehnlein moved to pay all approved invoices. Mr. Ronyak seconded the motion. Roll Call: Charles Boehnlein – Yes, Craig Ronyak – Yes, Tom Blair – Yes, Charlie Blair – Yes, Lisa Hernandez – Yes, Roberta Dobay – Yes. Motion passed.

Ordinances and Resolutions

Ordinance 2295-16, authorizing the Mayor to enter into an agreement with Hess and Associates, Inc. for professional services commencing February 29, 2016 and ending February 28, 2018.

Ordinance 2295-16 was introduced by Charles Boehnlein. Mr. Boehnlein asked where the end date came from. The end date came from the original contract as approved by Council in February 2015.

Mr. Boehnlein moved to waive further readings. Mr. Ronyak seconded the motion. Mr. T. Blair opposed waiving readings and recommended returning to a 3 reading structure. Roll Call: Charles Boehnlein – Yes, Craig Ronyak – Yes, Tom Blair – No, Charlie Blair – Yes, Lisa Hernandez – Yes, Roberta Dobay –Yes. Motion passed.

Mr. Ronyak moved to adopt Ordinance 2295-16. Mr. Boehnlein seconded the motion. Roll Call: Craig Ronyak – Yes, Charles Boehnlein – Yes, Tom Blair – Yes, Charlie Blair – Yes, Lisa Hernandez – Yes, Roberta Dobay –Yes. Ordinance 2295-16 is adopted.

Ordinance 2297-16, authorizing the Mayor and the Fiscal Officer to enter into an agreement with Geauga Cable Access Corporation to provide local cable television programming from December 21, 2015 until February 28, 2017. Mr. Boehnlein introduced the ordinance and moved to waive further readings. Mr. Ronyak seconded the motion. Roll Call: Charles Boehnlein – Yes, Craig Ronyak – Yes, Tom Blair – Yes, Charlie Blair – Yes, Lisa Hernandez – Yes, Roberta Dobay –Yes. Motion passed.

Mr. Boehnlein moved to adopt Ordinance 2297-16. Mr. Ronyak seconded the motion. Roll Call: Charles Boehnlein – Yes, Craig Ronyak – Yes, Tom Blair – Yes, Charlie Blair – Yes, Lisa Hernandez – Yes, Roberta Dobay –Yes. Ordinance 2297-16 is adopted.

Mayors Report

Mayor Koster asked Council to confirm his appointments to the following Committee's

- i. Planning Commission – Sue Fisher
Mr. Boehnlein moved to accept Ms. Sue Fisher to the Planning Commission and Ms. Dobay seconded the motion. By voice vote, motion approved.
- ii. BZA – A. J. Bissell
Mr. Boehnlein moved to accept Mr. A. J. Bissell to the Board of Zoning Appeals and Ms. Dobay seconded the motion. By voice vote, motion approved.
- iii. Tree Commission – Tom Erickson
Mr. Boehnlein moved to accept Mr. Tom Erickson to the Tree Commission and Ms. Dobay seconded the motion. By voice vote, motion approved.

Capital Improvement Plan meeting

Mayor Koster reminded Council to contact Mr. Paquette with available times and days for the Capital Improvement Plan meeting. As a suggested starting date and time, Mr. Paquette offered 9AM, on either 1 March, 2 March, or 9 March.

Old Business

No old business was brought before Council.

New Business

Mr. Paquette requested permission to apply for the Scrap Tire Collection Grant. If the grant is approved, the event will be held on the same day as Spring Cleanup. The collection site will be the Street Department Garage area.

Open Public Participation

Mr. Garner asked if a specific date has been set for Spring Cleanup and Brush Pickup. Chief Smigelski and Mr. Paquette referred him to the Village website.

Executive Session

Mr. Boehnlein moved to enter Executive Session at 8:25 PM to discuss possible litigation. Mr. T. Blair seconded the motion. Roll Call: Charles Boehnlein – Yes, Tom Blair – Yes, Craig Ronyak – abstain, Charlie Blair – Yes, Lisa Hernandez – Yes, Roberta Dobay – Yes.

Mr. Boehnlein moved to exit Executive Session at 8:34 PM and Ms. Dobay seconded the motion.

Adjourn

Mr. Boehnlein moved to adjourn at 8:35 PM and Ms. Dobay seconded the motion. By voice vote, motion approved.

Fiscal Officer

Mayor/President Pro Tem