

THE CITY OF STREETSBORO, OHIO

SERVICE COMMITTEE MEETING MINUTES

Monday, September 14, 2020

This Service Committee Meeting was called to order on Monday, September 14, 2020 at 7:22 p.m. by Mike Lampa, Vice Chairman.

PRESENT: Mike Lampa, John Ruediger, Jon Hannan, Justin Ring, Chuck Kocisko, Jennifer Wagner

ABSENT: Julie Field

ALSO PRESENT: Glenn Broska, Mayor
Frank Beni, Law Director
Rob Reinholz, Fire Chief
Shawna Lockhart-Reese, HR Manager
Caroline Kremer, Clerk of Council
[by Zoom video conferencing:]
Troy Beaver, Interim Police Chief
Sara Fagnilli, Assistant Law Director
Jenny Esarey, Finance Director
Bill Miller, Service Director
Joe Ciuni, City Engineer
John Cieszkowski, Planning Director
Patrick O'Malia, Economic Development Director
Greg Mytinger, Parks and Recreation Director

MOTION: TO EXCUSE MRS. FIELD.

Moved by Mr. Ruediger, seconded by Mr. Ring. Upon voice vote, **motion carried.**

Disposition of Minutes

MOTION: TO ACCEPT THE REGULAR SERVICE COMMITTEE MEETING MINUTES OF JULY 13, 2020 AS WRITTEN.

Moved by Mr. Ring, seconded by Mr. Hannan. Upon voice vote, **motion carried.**

Old Business

Update on Forest Valley Development

Mr. Ruediger said Council had received an email update today from Mr. Ciuni regarding the issues at Forest Valley [see attached]. Mr. Ruediger also said after the recent heavy rains the residents had told him the drains they had installed themselves had worked great. The drain at the top of the hill

was high and didn't seem to catch any stormwater and Mr. Ruediger wondered if it would be possible for it to be moved lower.

Mr. Ciuni said the email had been an update on the punch list items. As an additional follow up, he said they had completed their as-built survey of the three sublots (1, 2 and 12). Sublot 12 had the drain Mr. Ruediger had mentioned and according to the original plan that catch basin was about ½ inch lower than the plan, so it was installed per plan by the developer; whatever the landscaping did in that backyard changed some of the drainage patterns. As far as the grades go between sublots 1 and 2 and 2 and 3 at the bottom of the hill, the grades were too high; they were higher than what the planned called for and should have deeper swales which is why the homeowners in both of those locations installed drains along the property line (which were working according to Mr. Ruediger's report). The sidewalks were inspected and were put in according to spec and GPD had recommended approval of the sidewalks. The streetlights had been installed, but they were still waiting on street trees which would probably be done when the landscaping plan was approved through the Planning Department.

Mr. Ruediger said there were pins left behind by the surveyors. Mr. Ciuni would have to check on that; it may be stakes used as control points during the surveying. The iron pins should only be at the four corners of the lots. Mr. Ruediger said he met with Mr. Hannan, Mayor Broska, Mr. Beni, Mr. Ciuni, and another staff person from GPD to discuss final grade inspections which would be brought up as a separate agenda item at this meeting.

Mr. Ring thanked Mr. Ciuni for the surveying work done for this issue. He asked if the grading for the green space at the top of the hill above the cul-de-sac would alleviate the flooding concerns. Mr. Ciuni said it was a separate issue. The contractors who built the sidewalks dumped their spoils there and that needed to be removed and rockhounded and seeded. The green space property drained toward the street and into the catch basins and didn't affect the next door properties. Mr. Ring wondered, if sublots 1 and 2 were improperly graded, that would ultimately be the developer's responsibility based on the construction agreement, so was there an ability to make them grade it appropriately. Mr. Ciuni said the issue had already been resolved by the residents adding the drains which outlet to the storm sewers that were already existing. Mr. Ciuni said the argument would be who actually did the final grading that was improper, was it the developer or the homebuilder? and it would be hard to prove. Mr. Ring said it didn't matter because the construction agreement held the developer responsible for anybody that may change the property or neglect to adhere to the plan. He understood the homeowners had fixed the issue at their own cost.

MOTION: TO MOVE THIS TO THE OCTOBER SERVICE COMMITTEE MEETING FOR FOLLOW UP.

Moved by Mr. Ruediger, seconded by Mr. Hannan. Upon voice vote, **motion carried.**

Discuss Carter Lumber Property/Roof

Mr. Miller said he tried to get three quotes. Only Del Stewart came out. He had done some minor repairs at the Service Garage and looked at the Carter Lumber roof. The Carter Lumber roof wasn't

as bad as the Service Department feared and this proposed repair should take care of it until the City decided what it would do with the Carter Lumber buildings. The roof was aluminum which was better than other metal materials. Mr. Miller asked that this be approved at the next Council Meeting. The estimate was \$7,000 but Mr. Miller asked for authorization to spend up to \$10,000 in case of anything unforeseen. There was money available in the budget under the Building Improvements line.

MOTION: TO MOVE THIS TO THE SEPTEMBER 28, 2020 REGULAR COUNCIL MEETING.

Moved by Mr. Ruediger, seconded by Mr. Hannan. Upon voice vote, **motion carried.**

New Business

Discuss Final Grade Inspection Fee/Requirement

Mr. Ruediger said he had met with Mr. Hannan, Mayor Broska, Mr. Beni, Mr. Ciuni, and someone else from GPD and they learned Streetsboro did not have a final grade inspection requirement. Not all cities have such a requirement, but some cities do. Mr. Ruediger felt having a final grade inspection requirement might help alleviate the types of problems seen recently in the Forest Valley development, but a fee would need to be developed and integrated into the City's fee schedule.

Mr. Ruediger asked to have a final grade inspection requirement and a final grade inspection fee developed. If Council supported this proposal, he hoped the administration could prepare a draft ordinance for the next Service Committee Meeting. Mayor Broska said they could work on it, the only difficulty might be creating the fee structure because a relatively flat lot would be easier to inspect than a hilly lot which would require more work, but they would come up with a fair value for this work. With the current GPS type tools the surveyors should be able to do this project in about an hour or so per site, which was quicker and easier than with the old surveyor tools. Mr. Ruediger suggested fees be based on lot size too so it might be less for a 1/3 acre lot compared to a 1 acre or more lot. Mayor Broska said the City didn't need to make money on this, but needed to cover the costs for this service.

Mr. Ring asked, if the final grade inspection survey determined the site grade was not per plan, would the City hold the developer responsible to bringing the grade into compliance with the plat. Mayor Broska said if it was not according to the site plan, they would need to make it according to the site plan, that's why the City approved a site plan (elevations, swales, storm runoff). Mr. Ring wondered when in the building process would these final grade inspections be done. Mayor Broska thought it would be part of the final inspection of the house after it was built. If something occurred after that with the landscaping, the City would have done its diligence and be protected.

MOTION: TO MOVE THIS TO THE OCTOBER SERVICE COMMITTEE MEETING.

Moved by Mr. Ruediger, seconded by Mr. Hannan. Mr. Ciuni added that the final grade check should be done before the occupancy permit and the final grade was checked against the final approved plan that every house needed before the building was started. He said he would have to

give a range of fees for the final grade inspection based on the number of visits. It should take about an hour, but it would depend on how many times they had to go back if something was found to be wrong and needed rechecked. Upon voice vote, **motion carried.**

T-6884 Replat for Streetsboro Commons IDP Amendment (Laserwash)

Mr. Cieszkowski had provided the replat as prepared by the Engineer as well as the amended Integrated Development Plan for Streetsboro Commons to reflect the presence of the proposed Laserwash. He said he was not able to issue a zoning certificate for the proposed Laserwash until City Council approved the Integrated Development Plan amendment which is why he brought it to Council tonight.

Mr. Cieszkowski described the location of the proposed Laserwash. The map provided was not up to date. There would be a vacant parcel between the Starbucks parcel and the Laserwash (less than 1 acre) parcel. Any future changes would also need to go through Council for approval.

Mr. Cieszkowski said he was currently working with the Laserwash applicant to satisfy all of the conditions of the Planning Commission approval, and then the applicant would want to schedule a preconstruction meeting and he would need the zoning certificate attached to the building permits before he could start construction.

MOTION: TO MOVE THIS TO TONIGHT'S REGULAR COUNCIL MEETING AS EMERGENCY LEGISLATION.

Moved by Mr. Ring, seconded by Mr. Ruediger. Upon voice vote, **motion carried.**

Discuss Streetsboro Bicentennial

Mayor Broska introduced Mike Kuhstos to present some of the thoughts on what they would like to see for the Streetsboro Bicentennial. Mr. Kuhstos had put a lot of work into this already regarding creating a Bicentennial Committee and what they could do.

Mike Kuhstos, 758 Diane Avenue, said they started discussing the Streetsboro Bicentennial of 2022 in February 2020, but then the coronavirus hit and things were put on hold. Recently he'd had a few meetings with the Mayor, Mr. Lampa and Von Starkey of Streetsboro Family Days who all had shown interest in being part of the Streetsboro bicentennial planning. Mr. Kuhstos had researched some information on the Portage County bicentennial celebration in 2008 and connected with Mark Cheplowitz, who had a production company [Wizard of Ahs] out of Aurora, and had worked on the Portage County event.

Mr. Kuhstos developed some ideas of what he would like to do in Streetsboro in 2022. First he wanted to get a committee of 7-9 people and some subcommittees together in 2020 to start working on the various events to happen in 2022. He wanted to find out from Council tonight if they knew of anyone who might want to be a member of the Bicentennial Committee or a subcommittee. He already had interest from Mike Lampa, Von Starkey, and Mike Sweet from the Eagles Club to be Committee members. He understood from Mark Cheplowitz they would need to establish a mission

statement regarding what the Committee wanted 2022 to look like from the citizens' standpoint. Mr. Kuhstos wanted to get the committees together before the end of 2020 and have monthly meetings in 2021 with periodic updates to City Council. He wanted to have banners throughout the City and on the Frost Road bridge for all of 2022; "the whole year should scream 'bicentennial.'" Even the annual Parks and Recreation activities, like the Fishing Derby, the Trunk or Treat event, etc., could all be the bicentennial version of those events. Mayor Broska said the actual birthday of Streetsboro was September 4/Labor Day weekend and the big celebrations would be around Labor Day weekend so there would be about 21 months to plan.

Mr. Kuhstos said 100 years ago on Labor Day weekend there was a panoramic photo and 2022's events would be that weekend too. To the best of his knowledge there was a time capsule in the City Square that was buried in 1972. He found an article from 1996 talking about digging it up, but if that had happened there would have been more reports, so he thought it was still there. He and a friend used a metal detector and found something made of asbestos/concrete underground and he planned to get in touch with another company that could do underground radar/x-ray searches to find the time capsule.

Mr. Kuhstos said money would be needed for the bicentennial activities so fundraising activities and sponsorships could be organized in 2021 along with some money from the City. They needed to determine what they wanted to do and how much the things would cost. Some expenses would be: fireworks, banners, time capsule excavating, a consulting fee for Mark Cheplowitz, birthday cake for a picnic, etc.

Mr. Hannan said a recent CRA had the business owner provide money for the bicentennial, but Mr. Hannan wondered how the City would get the money to the Bicentennial Committee to spend without having every little expenditure approved by City Council. Mr. Kuhstos said the Streetsboro Heritage Foundation already had a bank account for their 501c3 non-profit organization and the Bicentennial Committee could open an account too for any donations received. Mayor Broska said any fundraising that was done would have the donors write their checks to the Streetsboro Heritage Foundation, so it would not have to go through the City's accounts. Ms. Esarey had confirmed that the City could donate to the Heritage Foundation. It would be up to Council to determine the amount of donation. Mayor Broska thought the level of donations would dictate what the Bicentennial Committee could do. The City could encourage businesses and citizens to support sponsorships for recognition in any brochures that may be produced.

Mr. Ruediger thanked Mr. Kuhstos for taking on this challenge to chair the Bicentennial Committee. Mr. Ruediger asked if there would be a fair type event. Mr. Kuhstos answered that he did not want to diminish Streetsboro Family Days in July but also did not want to do the same thing six weeks later in September. He did not feel the bicentennial event would need rides, but fireworks would be nice. He thought there were enough other things that could be done that weekend (2 days or 3 days) to make it a significant and memorable event: there had been mention of a historic reenactment; the unearthing of the time capsule would be a unique ceremony; he'd like to recreate the centennial panoramic photo somehow; maybe a main headlining band/concert depending on money and stage availability; hold a parade; sell bicentennial merchandise with a bicentennial logo; create a history

book and/or a video; have food trucks in City Park, etc. Mr. Lampa thought the school activities in 2022 could have the bicentennial logo on them. A big 200 year celebration should be a big event, and be separate from Streetsboro Family Days because they were separate celebrations.

Mr. Kocisko thought Streetsboro Family Days during the last full weekend in July [Thursday, July 28-Sunday, July 31, 2022] could be a lead in to the Streetsboro Bicentennial event in September [Saturday, September 3-Sunday, September 4, 2022 or Monday, September 5, 2022] and help advertise the bicentennial activities. Mr. Kocisko suggested Sally and Nick Henzel, longtime residents, may help Mr. Kuhstos find where the time capsule was buried. Mr. Hannan said if a new time capsule was to be buried, it should be labeled with a permanent plaque so it would be easier to find in 50 years.

Mr. Ring thought all the ideas presented were great and it seemed Mr. Kuhstos was on track to make these things happen. Mr. Ring knew that once the committees started meeting there would be many more ideas and plans would solidified quickly. Mr. Ring wanted to put this topic on a Finance Committee agenda soon to maybe appropriate some money in 2021 and 2022 for City donations.

MOTION: TO MOVE THIS TOPIC TO THE OCTOBER FINANCE COMMITTEE MEETING ALONG WITH THE 2021 BUDGET DISCUSSIONS.

Moved by Mr. Ring, seconded by Mr. Ruediger. [There was no vote.] Ms. Esarey said it would be helpful to know an amount that Council may want to include in the budget while she was preparing the 2021 budget. The donations acquired through the CRA agreements would pass through the City accounts, but she would contact the auditors to make sure Council's intentions were appropriate regarding donations, to be sure it was an allowable expense and not an audit issue. Mr. Ring suggested \$50,000 and Mr. Ruediger suggested \$10,000 for 2021. Ms. Esarey said \$50,000 was a lot in the budget. Mr. O'Malia also wanted to know how much Mr. Kuhstos would hope to raise for this activity, so he could help contribute to it with future economic development incentive agreements.

Mr. Kocisko thought the project might cost \$100,000 (\$50,000 in 2021 and \$50,000 in 2022) and sponsorships and donations could contribute to that amount to decrease the City's contribution. He thought fireworks would cost at least \$5,000+; Streetsboro Family Days spent \$3,000 on fireworks because that's all they could afford. Mr. Ring said this would be a once in a lifetime community event and although he didn't want to break the bank, the City should do something rather large.

Mr. Kuhstos wondered if he should set up a bank account now to start accepting donations. Mayor Broska clarified that the City would receive a donation as part of the CRA, but had not received it yet. Mayor Broska suggested the Bicentennial Committee develop a couple of plans, each with its own budget, and then pursue soliciting of donations/sponsorships from Streetsboro manufacturers and businesses to see which plan could be accomplished. He didn't want to just throw \$100,000 out there. Mr. Ring had wanted to budget some money, in case it was needed, it may not be spent if the Committee could raise all the money it needed. Mayor Broska said he wanted a grand \$25,000 fireworks display for the bicentennial. Mr. Kuhstos supported that because he wanted the event to be a draw with all the other competing things happening Labor Day weekend.

Mr. Lampa said, according to Mark Cheplowitz, the Streetsboro Bicentennial Committee really needed to determine what they wanted the residents to take away from all this and then focus on that and work toward that.

Mr. Ruediger mentioned that the City of Solon had a bicentennial celebration scheduled for 2020 and the City had requested a one-time expenditure to cover additional costs for \$216,000. It was noted that Solon had a much larger budget than Streetsboro and it wasn't known if Solon had done any fundraising or paid for it all. It was also unknown if the celebration would actually happen during the pandemic. Mr. Ring knew someone on Solon City Council and could find out.

MOTION: TO MOVE THIS TO THE OCTOBER FINANCE COMMITTEE MEETING.

Moved by Mr. Ring, seconded by Mr. Hannan. Upon voice vote, **motion carried**. Mr. Kuhstos mentioned that the next agenda item, restoration of the historical cemetery, could be tied in with the bicentennial too.

Restoration of the Cemetery on SR 43 by VFW

Ryan Martin, Streetsboro VFW Commander, Meadow View resident, discovered the poor condition of the Streetsboro Cemetery on SR 43 while placing flags for veterans on Memorial Day. The Streetsboro VFW would like to improve the cemetery and restore the broken headstones as a charitable activity of their organization. It would be rather expensive so it would be done over time, but they would like to start soon. The VFW had been in touch with Portage Marble and Granite in Kent and had provided some photos of the work they could do. Mr. Ring had presented the proposal to Mayor Broska who supported the idea because the City could not afford to do it.

Mr. Martin said he had been a Streetsboro resident since 2015 after he retired from the Air Force after 20 years of service and now he was the current commander of the Streetsboro VFW. Every year the VFW puts flags on veterans' graves and were disheartened to see the poor condition of the Streetsboro Cemetery. He thought some of the families in that cemetery may be founding fathers of Streetsboro and all the veterans, no matter the war or their beliefs, had helped shape this country and this town. The VFW members supported refurbishing the entire cemetery starting with the veterans' gravesites. Mr. Martin had talked to Portage Marble and Granite and with Mr. Miller, the Service Director, regarding ways to complete this project. The VFW would use their charity money that they raised throughout the year, so it would be a long-term multi-year project. The VFW members felt those veterans deserved the cemetery to look better.

Mayor Broska thought this was an awesome idea. He knew restoration ideas had been brought up before on social media, but to have an organization that would lead the project and fund it was huge. There was a listing at the Service Department of the people that were buried at Streetsboro Cemetery and the plots they were in. Mr. Martin thought the estimated cost would be between \$60,000 and \$100,000 to complete the task. This was a huge undertaking for a small VFW organization of about 75 full members, but they wanted to be involved with the local community.

Mr. Lampa asked how the work would be done. Mr. Martin explained that Portage Marble and Granite would come out and pick up all the broken pieces of each headstone the best they could and mount the pieces to a granite backer board and keep the original shape to make the headstone as original as possible. Mr. Lampa wondered if the American Legion may want to co-partner on this project; he would bring this up to the American Legion. He thanked Mr. Martin for taking on this much needed task.

Mr. Ruediger wondered if the VFW would do additional fundraising specifically for this project. Mr. Martin said the VFW had their own charity account and had used it for supporting school functions, etc. and would use that account for this project. The VFW still needed to develop a plan and get any needed approvals from the City. Mayor Broska suggested the VFW create a “Go Fund Me” account for this specific project to maybe get a couple thousand dollars.

Mr. Ring asked Mr. Beni to find out if there were any legal issues with a third party working in the City’s cemetery and modifying private citizens’ headstones. There was a question about how to handle when a tree may have grown up and moved a headstone. It seemed none of the headstones were on a footer and footers would need to be added for the refurbished headstones to safeguard them from future damage.

Ms. Wagner wondered if the City may be able to add a wrought iron fence around the cemetery or an archway with the cemetery’s name that could be decorated with flags for Memorial Day or Veterans Day. Mayor Broska said it would be very difficult to put a fence along SR 43 because the road had been widened over the years up to near the graves. He agreed an archway or gate facing the Methodist Church parking lot might be nice.

It was clarified that there were 5 cemeteries in Streetsboro: Evergreen Cemetery (on SR 14), Myers Cemetery (at Ravenna Rd. and Stone Rd.), Streetsboro Cemetery (on SR 43), Trotter Farm Cemetery, and Cackler Cemetery.

MOTION: TO MOVE THIS TO THE OCTOBER SERVICE COMMITTEE MEETING FOR INPUT FROM THE LAW DEPARTMENT.

Moved by Mr. Ruediger, seconded by Mr. Ring. Upon voice vote, **motion carried.**

T-6885 Resolution to Request Speed Reduction on SR 14

Mayor Broska said he had received correspondence from ODOT indicating that in spring 2021 they would start the SR 14 project and per the safety study that created that improvement project the speed limit on SR 14 should be reduced. He said the speed limit turned to 50 mph near Evergreen Cemetery toward Ravenna. The safety study indicated the speed should be reduced from 50 mph to 40 mph to Diagonal Road and then 50 mph after Diagonal Road. In order to comply with the safety study this resolution to request the speed reduction was to be submitted to ODOT, but City Council authorization was needed first.

Mr. Ring confirmed the distance to be changed was maybe ½ mile because it was already 40 mph up to the point where this change would take place. Mayor Broska said the City would not change the speed limit signs now, but the signs would be put up as part of the SR 14 project.

MOTION: TO MOVE THIS TO TONIGHT’S REGULAR COUNCIL MEETING.

Moved by Mr. Ring, seconded by Mr. Ruediger. Upon voice vote, **motion carried.**

Finish Veterans Memorial at Evergreen Cemetery

Mr. Miller had provided some pictures of what was being proposed to complete the Veterans Memorial. He was anxious to get this done because it had been on the list of things to do for a while to honor all the wars in which the veterans had participated. He asked that this expenditure be approved at the next Council Meeting so the granite stones could be ordered (may take 6 months to come in) and the work completed by Memorial Day 2021. The funds were already budgeted in the Cemetery Improvements line for 2020.

MOTION: TO FORWARD THIS TO THE SEPTEMBER 28, 2020 REGULAR COUNCIL MEETING.

Moved by Mr. Ring, seconded by Mr. Ruediger. Upon voice vote, **motion carried.**

Declare Vehicles Unneeded and Authorize Disposal

Mr. Miller said these were a few vehicles that didn’t work and the Service Department was kind of just storing them. It was time to get rid of them and clean up the area. He had contacted 4 places: Streetsboro Metal Recycling did not want them, another place did not respond, and Allen Alloys offered the best price. Mr. Miller recommended moving this to the next Regular Council Meeting to allow Allen Alloys to take these unneeded vehicles.

MOTION: TO FORWARD THIS TO THE SEPTEMBER 28, 2020 REGULAR COUNCIL MEETING.

Moved by Mr. Ring, seconded by Mr. Ruediger. Upon voice vote, **motion carried.**

T-6886 Amend Ord. No. 2020-97 Parks Utility Vehicle

Mr. Mytinger had provided a memo on this issue. The 2020 models of the Polaris Ranger 500 had been sold out. He had contacted 2 or 3 vendors. The 2021 models were coming in, but the price had increased by \$730, so he asked if the previous ordinance could be updated to the 2021 price.

MOTION: TO SEND T-6886 TO TONIGHT’S REGULAR COUNCIL MEETING TO AMEND ORD. NO. 2020-97.

Moved by Mr. Ring, seconded by Mr. Ruediger. Upon voice vote, **motion carried.**

T-6887 Change Orders for City-Wide Signalization Project

Mayor Broska said there had been 8 change orders submitted; some were for more money, some were for less money, but the total changes would cost the City some money based on the contract with ODOT. The City acknowledged the changes as required, but the total due for change orders 1-8 was \$4,114.24. That amount was being included in tonight's budget amendment for the City-wide Signalization Project.

MOTION: TO MOVE THIS TO TONIGHT'S REGULAR COUNCIL MEETING.

Moved by Mr. Ring, seconded by Mr. Ruediger. Upon voice vote, **motion carried.**

Citizens' Comments

None.

Announcements

A Special Finance Committee Meeting will immediately follow this meeting.

There being no further business to be addressed by this committee, and upon motion by Mr. Ruediger, seconded by Mr. Hannan, this meeting adjourned at 8:40 p.m.

ATTEST:

Caroline L. Kremer, Clerk of Council

Michael L. Lampa, Vice Chairman