

THE CITY OF STREETSBORO, OHIO

SERVICE COMMITTEE MEETING MINUTES

Monday, October 12, 2020

This Service Committee Meeting was called to order on Monday, October 12, 2020 at 7:14 p.m. by Julie Field, Chairman.

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

ABSENT: None.

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

Disposition of Minutes

MOTION: TO ACCEPT THE REGULAR SERVICE COMMITTEE MEETING MINUTES OF AUGUST 10, 2020 AND SEPTEMBER 14, 2020 AS WRITTEN.

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

MOTION: TO RECESS THIS SERVICE COMMITTEE MEETING TO GO TO TONIGHT'S REGULAR COUNCIL MEETING.

Moved by Mr. Ring, seconded by Mr. Ruediger. Upon voice vote, **motion carried and the meeting recessed at 7:15 p.m.**

MOTION: TO RECONVENE THE SERVICE COMMITTEE MEETING.

Moved by Mr. Ruediger, seconded by Mr. Lampa. Upon voice vote, **motion carried and the meeting reconvened at 7:20 p.m.**

Old Business

Update on Forest Valley Development

Mr. Ruediger said a lot had been done at Forest Valley like the sidewalks and lighting, but it seems recently to have stalled. There still needed to be fencing around the retention pond, the weeds were to have been killed, the greenspace still needed to be cleaned up, etc. and he wondered why it was not being worked on.

Mr. Ciuni had no updates tonight. He said Mrs. Fagnilli was chasing it down with the developer. Mr. Ciuni thought the developer had submitted a landscape plan and some other things to Mr. Cieszkowski, but the work was basically stalled at this point.

Mr. Cieszkowski said he had been waiting a very long time for some plan revisions to be made to the landscaping plan for the area around the detention ponds. He had received it on Friday, reviewed it, and provided comments back to the developer because some additional revisions were necessary to those plans to match the size of trees that had been approved by Planning Commission. Mr. Cieszkowski had indicated to the developer that this review should not hold up the developer scheduling the landscaping work. Mr. Cieszkowski had asked the developer to provide an install date for the landscaping work and not “drag their feet.” By the end of the workday today he had not received an update from the developer. Mr. Cieszkowski was aware that Mrs. Fagnilli had sent an email this afternoon seeking additional information from the developer, but there was no response by the end of the workday.

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

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

Discuss Final Grade Inspection Fee/Requirement

Mr. Ruediger said this had been carried over from the last meeting because there was supposed to be some information prepared regarding a fee schedule for this service. Mr. Ciuni said he had sent an email today to the Mayor, Law Director and Mr. Cieszkowski regarding an amendment to Code Section 149.04 to authorize the fee to be collected from a developer for a final grade check, but he wasn't sure that was the correct way to do it so he needed input from Mr. Beni and Mr. Cieszkowski. Mr. Ciuni had also mentioned in his email that there were other portions of the fee structure for the Engineering Department that was not covering the City's actual costs. Mayor Broska said they needed to review this information and prepare something to present to Council. Mr. Ruediger recommended the administration work on this and present something at the next Service Committee Meeting.

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

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

Restoration of the Cemetery on SR 43 by VFW

Mr. Ring said this was carried over from the last meeting to give the Law Department some time to review any legal issues there may be. Mr. Beni said he contacted Mr. Miller about the ownership of the cemetery property. There were not many records on it, but historically it looked like prior to the City owning the property, it was owned by Streetsboro Township. Mr. Beni didn't see a lot of issues with regard to the legality of doing the restoration the VFW had proposed. As cemetery owners, the City was allowed to establish rules and regulations. The Evergreen Cemetery had rules and regulations, but there were none for the Streetsboro Cemetery on SR 43, probably because it was deemed an inactive cemetery. He suggested drafting a few rules and regulations for the Streetsboro Cemetery that would give the City the ability to address broken headstones, placing of the monuments, etc. He didn't foresee any legal issues with regard to that. He suggested doing legislation regarding the rules and regulations prior to this project by the VFW. Mr. Beni noted that often historical cemeteries were vandalized and he didn't expect the rules and regulations to obligate the City to repair/replace damaged headstones.

MOTION: TO MOVE THIS TO THE OCTOBER 26, 2020 REGULAR COUNCIL MEETING.

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

New Business

T-6909 Contract w/OHM for SWPPP

Mr. Cieszkowski said this was an ordinance and proposal from OHM for a three-year renewal of their existing three-year contract. The current contract was for 2018, 2019 and 2020 to provide SWPPP inspection services to the City to satisfy the City's MS4 Permit requirements. He said all the monies paying for OHM services were provided by the applicant. He added that he'd been pleased with the services OHM had provided over the years. Whenever there was any issue, OHM took it upon themselves to get it taken care of in a timely manner with little, if any, input or guidance or time from City staff, which was beneficial. He asked that this have first reading at tonight's Council Meeting since the current contract didn't expire until the end of the year and there was time for three readings.

Mr. Ring asked what OHM inspected. Mr. Cieszkowski said any project that was disturbing more than one acre of land was required to have a Storm Water Pollution Prevention Plan submitted and then OHM was hired to handle the City's requirement for SWPPP inspections basically ensuring that the SWPPP plan that was submitted to the City and approved (most times by GPD) was in fact implemented in the field. Mr. Ring asked if OHM inspected Forest Valley. Mr. Cieszkowski said yes; he thought OHM handled everything during construction and until the site was stabilized. He thought once construction was ended at Forest Valley and the developer had met his requirements in terms of the SWPPP plan OHM exited the picture and then GPD was to take over the post-construction erosion control. Mr. Ciuni confirmed OHM inspected all new construction with a SWPPP plan. The EPA required the City to do it once a month, which OHM did, usually at the end of each month and then submit their reports. If the City called OHM out in between the monthly

inspections for specific issues they would come out and also make a report to give to the contractor or developer to resolve the issue, and if it did not get resolved the City had the authority to issue a Stop Work Order or something like that. Mr. Ciuni though OHM's work had been very good.

Mr. Ring clarified that it seemed OHM did their job, at least to the best of the City's knowledge, for Forest Valley, and then it went downhill after that. Mr. Cieszkowski reported that there were a number of violation notices prepared by OHM and sent to the developer, in addition to the violation notices that GPD sent; the developer of Forest Valley was made aware very early of the violations not only from OHM but also GPD. Mr. Ring assumed that if OHM had ultimately signed off on the inspections, that therefore the violations OHM had noticed had been fixed by the developer. Mr. Cieszkowski said for the most part yes.

Mrs. Field said Mr. Ring had asked good questions, which led her to have more questions, not necessarily about OHM, but the process that happened after that.

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

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

Discuss Stage Rental for Streetsboro Family Days

This topic had been discussed at the September Finance Committee Meeting and was new business on the Service Committee agenda. Mr. Mytinger said last Thursday there was a Zoom virtual meeting with the board members of Streetsboro Family Days and Rock the House Entertainment to discuss possibilities for stage rental. There were two different options. He had talked to Ms. Esarey about putting money in the 2021 budget for stage rental to cover either option that Streetsboro Family Days may chose.

Mrs. Field commented that she did not feel this was the City's responsibility to spend money for this. She felt Streetsboro Family Days could probably cover this cost as a private organization. She understood there may be other Council Members that felt differently.

Mr. Mytinger clarified the information and options he had provided from Rock the House Entertainment: one was for a mobile unit with a roof and scaffolding plus it would need additional platforms to make the 28' x 40' size stage that Streetsboro Family Days required for their performers; the other was for standard platforms to make the 28' x 40' size stage. Mr. Ruediger thought the prices were similar to what had been presented at the previous meeting. The more expensive one (about \$9,300) had a roof, the additional platforms and would have a Rock the House Entertainment staff member on site the entire time in case the wind/weather required them to put away the roof properly. As in the past Streetsboro Family Days could rent a tent that would go over the platforms because it was the same dimensions as the old stage.

Mr. Ruediger disagreed with Mrs. Field regarding the City assisting with the cost of this for the

Streetsboro Family Days event. Mr. Ruediger felt, even though Streetsboro Family Days was a separate non-profit organization, they provided a service for the community, just like Streetsboro Junior Baseball provided a service that the City did not have to do and the City assisted Streetsboro Junior Baseball (i.e. built a storage shed to store some of their equipment). These groups took a burden off the City by volunteering to do the work to put these things together for our residents.

Mr. Lampa agreed with Mr. Ruediger. He said the City was taking away the stage that Streetsboro Family Days depended on for their contracted performances to put in needed basketball courts so the least the City could do was to help with the stage platforms. Mr. Kocisko had provided pictures of the tents Streetsboro Family Days had put over the stage in previous years. Mr. Lampa thought if the City would provide the stage platforms, then Streetsboro Family Days could do the tent to cover the stage as they had done in the past.

Mr. Lampa noted that the current stage at City Park was in poor condition and there were holes in it. He thought it could be dangerous and it ought to be blocked off to keep kids off of it before it was knocked down.

Rob Starkey, 1545 Pike Parkway and Vice President of Streetsboro Family Days, said Streetsboro Family Days already had signed contracts for 2021. They had the contracts for 2020 but because of the coronavirus pandemic they had to cancel. After discussions with the Stage Committee that had been put together, he understood there were plans for a new stage in the future, but if there was no stage at City Park there may be a change they would not be able to put on the festival. They did this festival for the citizens of Streetsboro and the surrounding community. Mrs. Field thanked him for doing this event every year. She asked how much Streetsboro Family Days spent on the stage every year since they added things to the basic stage platform. Mr. Starkey said they had scaffolding for behind the stage that they had previously purchased and the installation was donated by Giambrone Construction when they were around. In addition to that Streetsboro Family Days rented a tent to go over the top of it. They used to spend \$2,400 for the tent, but there was a local company that provided the tent now for about \$1,500. Then Streetsboro Family Days also provided lights and sound for the stage each year that was over \$15,000 each year. Mr. Starkey said Streetsboro Family Days was supported by donations from the citizens and businesses of Streetsboro and it would be truly difficult to go out and ask for more donations at this point in time.

Mrs. Field said she felt spending \$10,000 of taxpayer money for a stage for one weekend wasn't prudent; it wasn't a permanent structure and there was a lot the City could do with \$10,000. But she did understand the viewpoint of other Council Members in that the City was taking away the stage that Streetsboro Family Days had expected to be using in 2021. She wondered what amount Mr. Starkey might recommend if the City were to help with the stage. Mr. Starkey answered that the platform stage at about \$7,170 would help. He said they had lost money in 2020 because they had to cancel the festival. He said they provided the festival for Streetsboro; even the fireworks cost thousands of dollars for 15-20 minutes of entertainment, but this festival was a four day weekend and they tried to have the stage used constantly throughout all four days.

Mr. Ring felt this was a de facto Home Days, which a lot of other cities put on themselves, but Streetsboro did not. He felt Streetsboro Family Days did a great job with this festival for our community and \$7,000 for the amount of entertainment the stage would provide over four days was a “no brainer.” The biggest draw to town was the Saturday night concert. Mr. Starkey noted the Fridays and Saturdays of the festival could bring in 3,000-4,000 people from town and from the surrounding communities to spend money at the Streetsboro gas stations, stores, restaurants, etc. People also came from out of state so the hotels saw additional business that weekend too. Mr. Starkey confirmed Streetsboro Family Days was a 501c3 charitable non-profit organization. Mr. Ring felt a donation to Streetsboro Family Days would not provide profit to anyone but would benefit the taxpayers.

Mr. Kocisko commented that the last time he met with Mr. Mytinger, Von Starkey and Rob Starkey he understood that the new basketball courts were to be placed between the library and the skate park, but then at the last Council meeting it was stated that a sand volleyball court would be placed between the library and the skate park and the new basketball courts would go where the current basketball courts were and the stage (next to those courts) would come down. He said this was a surprise. He had thought there was going to be a lot more time to decide what to do about a stage. He suggested instead of spending \$77,000 for the whole basketball court project, to just add one new basketball court to the south of the existing courts and leave the stage alone for now and work on what to do about a new stage in the next year or two. Mrs. Field said this conversation had gotten off topic because the topic was Stage Rental for Streetsboro Family Days because it had already been decided that the current stage would come down. Mr. Kocisko disagreed because the stage did not need to come down if the City just added another basketball court to the existing courts, and not spend money on the stage rental, which Mrs. Field opposed.

Mr. Hannan explained that he and Mr. Ring had met Mr. Mytinger in City Park regarding the placement of the basketball courts. The basketball courts were approved to go where the current courts and current stage were located, but Mr. Hannan had proposed putting the new basketball courts near the library and skate park, but that was never formal. Adding a new basketball court next to the existing basketball courts was a problem because they were not the same surface and not the same size and two new courts had been approved through a NatureWorks grant. Mr. Hannan preferred renting a platform stage and getting rid of the current stage, especially after learning about the safety/condition of the current stage. He understood Mrs. Field’s position about not funding a rental stage, but Mr. Hannan agreed with Mr. Lampa, Mr. Ring and Mr. Ruediger about renting a stage platform for the 2021 festival. Mr. Hannan wondered if the rented tent would fit with the proposed rented stage platform. Mr. Starkey said they had not determined if the \$1,500 tent would fit on the proposed rented stage platform, but they could go with the \$2,400 tent that would go outside the stage platform dimensions.

Mr. Ring said the new basketball courts were never designed to go behind the library; the stage was always going to get knocked down and new basketball courts built there. The reason he and Mr. Hannan met Mr. Mytinger at City Park was because they and Mr. Kocisko had asked at a Council meeting if there was an alternate option. They hadn’t realized the Parks and Recreation Master Plan

already had planned for sand volleyball courts. The Council Members asked that the new basketball courts be moved down slightly. The sand volleyball courts made sense to go behind the library and not where the Streetsboro Family Days event was held so people didn't have to walk through the sand courts to enjoy the Streetsboro Family Days activities. Mr. Ring agreed the current stage needed to come down, it was decrepit and a blight. Today's topic was to make sure Streetsboro Family Days had what it needed for next year, after the current stage came down, because they already had commitments and contracts.

Mrs. Field said another hesitation she had regarding renting a stage for the Streetsboro Family Days festival was because it may not just be one year, it could be \$10,000 for the next five years until the City could figure out and build a stage, and she didn't want to set that precedent. She wasn't saying that she didn't support Streetsboro Family Days, she was just having a difficult time with maybe spending \$50,000 of taxpayer money before this was all said and done.

Mr. Hannan noted that they would restart the Stage Committee meetings soon and he hoped the need for a rental stage would not go on for five years, but even if it was rented for five years, that was still cheaper than building a new stage which had been mentioned to maybe cost \$150,000. Even hiring someone to design a stage could cost about \$20,000. Mrs. Field said the rental fee, whether one year or multiple years, could go toward a permanent stage instead of a one weekend event.

Mr. Lampa added that the City would need to have a stage for the bicentennial in 2022. Mrs. Field understood that need and felt that was totally different than the Streetsboro Family Days festival. Mr. Lampa supported renting the stage for Streetsboro Family Days. He noted that the new basketball courts were to be done with grant money, so they needed to move ahead without changes at this point to be able to use that grant money.

Mr. Ruediger agreed that putting money toward a new permanent stage was better than renting, he supported renting a stage for 2021, but he'd like to get the process of getting a permanent stage going as soon as possible (maybe for the 2022 budget) to not have to rent a stage for multiple years.

Mr. Kocisko asked about the Park Impact Fees that came from each home that was built in Streetsboro. He said about \$110,000 of that money was used to put lights on Field 7 years ago and maybe some of that money could be used to build a stage. Ms. Esarey said those fees went into the 403- Fund which the Parks and Recreation Department used for parks projects. She wasn't sure there was enough in that fund to cover the whole cost of construction of a stage.

Mrs. Field asked what line item might cover the stage rental of about \$10,000. Ms. Esarey said in the 2021 draft budget it was in line item #101-81-5341 Statutory Contractual Services, which also covered things like the City Hall cleaning contract. She reminded Council that approval of the expenditure for a stage rental in 2021 would need to be authorized by ordinance because it was above the Board of Control threshold.

There was some more discussion on which stage rental option to go with and which tent rental option

Streetsboro Family Days may go with. Mrs. Field was glad the rental cost would not come out of the Parks and Recreation Department's budget, but she would still rather spend the taxpayer's dollars on something permanent for the residents. Mr. Starkey mentioned that five years of the City renting a stage would still be less than Streetsboro Family Days spent in one year on entertainment for the festival.

Mr. Ring suggested the City donate an amount and then Streetsboro Family Days cover the difference for whatever tent they may need.

MOTION: TO MOVE THIS TO THE OCTOBER FINANCE COMMITTEE MEETING TO REVIEW LEGISLATION TO RENT A STAGE FOR STREETSBORO FAMILY DAYS.

Moved by Mr. Lampa, seconded by Mr. Hannan. Upon voice vote, **motion carried**. Mr. Beni asked if the City would contract with the rental company or if the City would just donate money toward the rental. Mr. Ring preferred to just donate the \$7,170 and let Streetsboro Family Days enter into the contract and take on the liability. Ms. Esarey clarified with Council that the amount would be in the 2021 budget not the 2020 budget.

T-6906 Contract w/Spectrum for new Fire Station Telephone and Internet

Chief Reinholz had received a five year quote for telephone and Internet service from Spectrum for the new fire station. He wanted to get this adopted quickly because it could take up to 120 days for them to install it, and they wanted to get the fiber optic line installed during the construction of the new fire station, along with the electrical lines, so there would be no delay with opening the station. The department was changing from coax cable to fiber optic because they had maxed out the capability of the coax. It would cost \$324/month, but it would not start until the department actually moved into the new station and started using it.

Mr. Ruediger asked about the cost of installation. Mr. Ring thought the cost of the installation was part of the owner contingency utility budget. Chief Reinholz thought Spectrum would install the line to the station and then the City's IT staff would install the lines inside the building. Ms. Esarey clarified that Spectrum would cover the first \$8,000 for the installation and they did not expect it to go over the \$8,000, so it would not cost the City anything for the installation, even out of the owner contingency.

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

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

T-6907 Contract w/PCRPC to Administer CDBG Funds

Mr. O'Malia asked Council to approve a contract with Portage County Regional Planning Commission to manage the City's CDBG allocation. The grant was in Streetsboro's name, but the City never handled the money, it was the County Commissioners' money and a portion was set aside for Streetsboro. The City would not pay anything for this grant. All the costs the Regional Planning

Commission would charge for administration of the grant would come out of the grant itself. The grant total was for about \$150,000 (\$45,000 for various assistance to senior citizen or disabled residents, i.e. mowing, leaf removal, snow removal; \$82,500 for housing; and up to \$22,500 was for administration).

Mr. O'Malia confirmed it was the County's money, but it was used in Streetsboro. The amount directed toward Streetsboro was based on the City's percentage of low/moderate income individuals that lived within Streetsboro.

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

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

T-6908 Amend Ord. No. 2020-121 Scrap Vehicles

Ms. Esarey said she had found two typos in the VIN numbers listed in the previous ordinance to scrap these unneeded vehicles. This ordinance was to make the VIN numbers match properly and then dispose of the vehicles.

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

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

Citizens' Comments

None.

Announcements

A Regular Council 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. Ring, this meeting adjourned at 8:22 p.m.

ATTEST:

Caroline L. Kremer, Clerk of Council

Julie Field, Chairman