

THE CITY OF STREETSBORO, OHIO
SERVICE COMMITTEE MEETING MINUTES

Monday, November 9, 2020

This Service Committee Meeting was called to order on Monday, November 9, 2020 at 7:08 p.m. by Julie Field, Chairman.

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

ABSENT: None.

ALSO PRESENT: Glenn Broska, Mayor
Frank Beni, Law Director
Shawna Lockhart-Reese, HR Manager
Tricia Wain, Police Chief
Rob Reinholz, Fire Chief
Melissa Procop, Mayor's Executive Assistant
Caroline Kremer, Clerk of Council
[by Zoom video conferencing:]
Jenny Esarey, Finance Director
Bill Miller, Service Director
Matt Glass, GPD Group
John Cieszkowski, Planning Director
Patrick O'Malia, Economic Development Director
Greg Mytinger, Parks and Recreation Director
Sara Fagnilli, Assistant Law Director/Prosecutor

Disposition of Minutes

MOTION: TO ACCEPT THE REGULAR SERVICE COMMITTEE MEETING MINUTES OF OCTOBER 12, 2020 AS PRESENTED.

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

Old Business

Update on Forest Valley Development

Mr. Ruediger said this had been mentioned at the last Service Committee Meeting and he had talked to some Forest Valley residents recently and it seemed the work that still needed to be done was still stalled. He mentioned the weeds were to have been killed, and a fence put around the retention pond, and the greenspace was still full of rocks and dirt piles. The lights and sidewalks were in and the trees were to be going in soon. He asked for an update on the remaining issues and when the City might use the bond to ensure the work got done because the houses had been built for a long time.

Mrs. Fagnilli reminded Mr. Ruediger that the City put the bonding company on notice many months ago because the City wasn't getting responses from the developer. There was an immediate response from the principles at the bonding company and they, although slowly, were doing the work that needed to be done. She thought Mr. Cieszkowski had talked to the developer last week about the trees that were ordered and would be planted. The developer had tried a couple of times to kill the weeds/cattails at the detention pond and needed to try again and get it cleaned out and manageable before they could put the fence around it. Once all these items were done and the project was complete, the property would be turned over to the Homeowner's Association for continuing maintenance. She expected things to be done in the next couple of weeks because the developer was making slow but steady progress. She reminded everyone that the developer had prepared the base sites for the lights, but then there were weather issues and delays of 6-8 weeks. The sidewalks were done. She also said the City had done what it was supposed to do regarding certain issues regarding the homes and maybe a few extra things, but if there were issues between the homeowners and their contractor that built the house, those were issues between the two of them, not the City. There had even been discussion that might lead to drafting new legislation regarding final grade inspections.

Mr. Ruediger asked about the greenspace with rocks and dirt piles. Mr. Cieszkowski said he had not received any update regarding that open space area when he talked to the developer last week. They had talked about the specific location of street trees. The developer had said they would focus on street trees and landscaping of the detention pond perimeter and then focus on removing the cattails from the detention pond.

Mrs. Fagnilli asked if the development plan required the greenspace to be landscaped. Mr. Cieszkowski said the development agreement did not require it to be landscaped; it was actually meant to be untouched in perpetuity, but they had to run the waterline through there from Vantage Way so it was not able to be untouched. Regardless, the piles of debris they had received complaints about should be reasonably addressed by the developer. Mrs. Fagnilli said she would take care of contacting the developer about it tomorrow.

Mrs. Field commented that the weather had been nice recently to get these things accomplished, so she hoped it would be done soon.

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

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

Discuss Final Grade Inspection Fee/Requirement

Mr. Ruediger said this had come from discussion of the previous agenda item. Mr. Ruediger had expected a recommendation from the administration or even a draft ordinance. Mr. Glass said the engineers had looked at what the cost might be to do a grade inspection on each lot and had recommended a fee of \$500 per visit to the site. If the site was built to plan, it would just be the \$500 fee once. If there were issues with the grading and another inspection was needed, it would be another \$500. Mrs. Field expected the builder to include at least one \$500 fee in their cost to build the home, so no one would actually be writing a check for this inspection fee. Mr. Glass wasn't sure the builder

would pass those fees along to the homeowner; it would probably be part of what it cost to build the house.

Mr. Ruediger thought legislation would be needed to put this recommendation of a \$500 fee for each grade inspection into place.

Mr. Cieszkowski said he had been working with Mr. Beni to try to determine the best place within the Code of Ordinances to put this new regulation. Mr. Cieszkowski thought Mr. Beni was still working on the language before he would be able to present any legislation; they were working on trying to define rough final grade vs. finished final grade and trying to make it absolutely clear what the City would be responsible for versus what a homeowner and a landscaping firm would be responsible for after the City had done their rough grade final inspection.

Mr. Beni added that he had prepared some legislation after talking with Mr. Cieszkowski and Mr. D'Agostino of the Planning and Building Departments, but there were still issues and they wanted the legislation to be a little more in depth and able to handle any challenges to the fees that may arise.

Mr. Lampa asked for clarification of these proposed fees. Mrs. Field explained that these fees would be included by the builder in their total price to build a house for a homeowner and the homeowner would not pay the inspection fees separately. Mayor Broska explained further that when someone was building a house they had to have the site plans, with elevations listed, reviewed by engineers. Those reviews ensured that someone would not put a slope beside their house that would shed all their water off to the next property. The engineers would make sure there was a swale on the property line to take the water away. Mayor Broska said the intention for this inspection requirement was to check to see that the final grade followed the approved topography plans. This documented inspection would be able to prove the property was built to specifications and absolve the City of any issue should a problem arise at any point. This would be part of the building permit process. Just like the individual homeowner did not currently pay for any inspections, the building permit fee would cover all the basic inspections on a house. If more inspections were needed, there would be an additional fee, but it would be built into the process, so the builder would figure out how much they needed to include and would include that in the price of the lot. This proposed requirement would help protect the City regarding who's responsibility it might be if there was a problem between the neighbors regarding water drainage.

Mr. Beni asked for clarification: did Council want this to be inspection of the final rough grade, or the final finish grade, which was more complicated, because then the homeowner would not get an occupancy permit until the final finish grade was approved. Mr. Ring said final rough grade was more appropriate and Mayor Broska agreed.

Mr. Beni hoped to have legislation ready by the next meeting.

Mr. Glass commented that the survey/inspection would ensure that the grading was done to plan. Most of the issues that come from grading are drainage related. Having the survey to go back to was the City's record of whether the builder did or didn't build it to plan. Historically homeowners often wanted to do their own landscaping soon after they moved in and would alter the grade, which is how

a lot of these issues arose. This requirement would cover the developers and cover the City after the developer actually built it to the rough grade they were supposed to.

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

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

New Business

T-6931 Go to Bid for Basketball Courts

Mr. Mytinger said this legislation was to allow the City to go out to bid to construct the basketball courts that were previously accepted in the NatureWorks grant back in January 2020. If the bids were done now, the City could still accept a bid and enter into the contract and encumber the money in 2020 because this was budgeted in the 2020 appropriations. The legislation needed to be amended to reflect expenditure from the 2020 budget instead of 2021. The construction would be conducted in early 2021.

MOTION: TO AMEND SECTION 3 OF T-6931 TO REFLECT FISCAL YEAR 2020.

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

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

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

T-6932 Purchase Upgraded Computer Server

Mrs. Procop said the City's current server would no longer be supported in 2021 so TTx recommended the City upgrade the server. When TTx got quotes for the laptops, they also requested quotes from Dell for a server, which came in \$7,000 less if it was purchased in 2020 instead of 2021, so the administration was requesting to make this purchase before January 2021.

Mrs. Procop explained that the server was the host computer that allowed all the City departments excluding the Police Department to communicate and share files. Everything was backed up on the "cloud" about every 5 minutes. She didn't think the current server, which was no longer supported, could be used for anything else, but she would check into it. This purchase was not CARES money because it was not COVID-19 related; it was something the City would have needed to do anyway and the expenditure would come out of the Capital Improvement Fund.

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

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

T-6933 Accept Donation of a Clow Fire Hydrant

Mr. Miller said this was a Clow brand hydrant. The workers in the Water Department seemed to like this equipment after having attended a class on it; it may have some benefits to the City down the

road. This was a donation of one hydrant for the City to install and test to decide if the City would want to buy this brand in the future.

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

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

T-6934 Purchase and Install Touchless Plumbing Fixtures at City Park

Mr. Mytinger said he had a quote from Smylie One for 12 sinks, 16 toilets, 4 urinals, and the installation of 2 outdoor water fountains with bottle fillers. CARES Act money would be used for the purchase and labor for installation of these touchless plumbing fixtures. The outdoor water fountains would replace the existing water fountains on the outside ends of the current restroom at City Park.

Mrs. Field asked if the outdoor water fountains would be easily vandalized. Mr. Mytinger said they were heavy gauge, outdoor style fountains, that were pretty vandal-proof.

Mr. Kocisko had asked about installing water fountains at the dugouts at Field 7. He thought water pipes had been run for that option years ago. Mr. Miller said it had been discussed years ago when they were considering putting sprinklers on Field 7, but they would have to have a pit with water meters and backflow prevention, which was all very expensive. This would not be eligible for CARES Act money now because it could not all be done before the end of the year.

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

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

T-6935 Retain Law Firm for Legal Services for Economic Development

Mr. O'Malia explained this was to retain the legal services of Bricker and Eckler to restructure the current CRA. He had used the CRA tool often and wanted to redo it to be able to offer more to compete with the neighboring communities. Mr. Ruediger thanked Mr. O'Malia for his hard work on this.

MOTION: TO AMEND THE LEGISLATION AND THE EXHIBIT TO REFLECT THE UPDATED VERSION PRESENTED TO COUNCIL TONIGHT.

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

Mr. Kocisko asked how this would be paid. Mr. O'Malia said he had the money in his 2020 budget. Ms. Esarey added that there had been a budget amendment earlier in the year to accommodate this expenditure before Mr. O'Malia started getting quotes for this service

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

Moved by Mr. Ruediger, seconded by Mr. Lampa. 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. Ring, this meeting adjourned at 7:40 p.m.

ATTEST:

Caroline L. Kremer, Clerk of Council

Julie Field, Chairman