

THE CITY OF STREETSBORO, OHIO  
**SERVICE COMMITTEE MEETING MINUTES**

Monday, September 13, 2021

This Service Committee Meeting was called to order on Monday, September 13, 2021 at 7:33 p.m. by Michael Lampa, Chairman.

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

ABSENT: Anthony Lombardo

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

**MOTION: TO EXCUSE MR. LOMBARDO.**

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

**Disposition of Minutes**

None.

**Old Business**

None.

**New Business**

**Presentation/Update from Portage County District Library**

Jonathan Harris, Director of Portage County District Library, gave an update on what the Library had been doing lately: the Library had some in-person summer reading this year, but even before they could offer in-person programs (due to COVID-19) they had offered virtual programs, curbside service, and service through the express boxes located throughout the County. Last year when they did not have people in the building the library offered online content, mobile hotspots for internet access, and partnered with Portage County United Way on the Governor's Imagination Library to provide a book a month to every child from birth to age 5.

Mr. Harris explained that each taxpayer contributed \$0-\$0.25 per year in their taxes for the Portage County public library; the library funding came from the State. He said Portage County was the third worst funded library out of 251 libraries in the State of Ohio. He said the Portage County library had roughly the same budget as the Kent Free Library or the Reed Memorial Library in Ravenna; they each covered one school district with one building and the County library covered nine school districts and 22 local governments with 5 branches and an administration building. He said Portage County was able to spend about \$21.05 on each person in the district from their per capita annual revenue whereas other NE Ohio communities could spend \$71(Kent)-\$178(Hudson) per person. If the new levy on the November 2021 ballot passed, the Portage County District Library would be able to spend about \$45 per person. It was a 1 mill, 10 year property tax levy; for a home valued at \$100,000 it would cost about \$35/year or \$0.10/day.

With the new tax levy money the Library would be able to offer significantly better services, expand the hours of operation at all the branches, add additional services, and outreach services to homebound patrons and assisted living facilities. The Library had applied for a grant for Bookmobile service, especially to serve the southern part of the County, but didn't know if the grant would be awarded. This tax levy was attempt #12 since 1974. If the levy passed the Portage County Library would be able to offer more books, more content, and more recent and more regularly updated content (in the physical collection and the digital materials).

Mrs. Field asked what demographic visited the Streetsboro library most often. Mr. Harris said the elementary school students had regularly scheduled school visits to the library as part of their school day for decades because of the location of the buildings.

Mr. Kocisko asked if the library buildings or land was leased or owned. Mr. Harris said the Portage County Library District only owned the Garrettsville building because it was built to accommodate the vehicles used to do deliveries to all the library locations, but it was set on the Village of Garrettsville property. He said the District's policy was, if the communities provided the space, the District will provide the service. He said part of the reason Portage County could get by with the budget it had for so long was partly due to the fact that it had this agreement with the areas it served. Mr. Harris said the Streetsboro library building was built years ago with a donation from the Pierce family and a grant from the State, not City funds, but the City maintained the building. Mr. Lampa thanked Mr. Harris for coming and wished him luck with the Library levy.

#### Schedule Work Session to Discuss Core Concept Plan

Mr. Cieszkowski said he didn't intend to discuss the details of the plan now, but to set a Council Work Session for informal discussion of the topic. Mr. Lampa said he, Ms. Wagner and Mr. Ring had attended the Planning Commission discussion of the topic and felt all of Council should attend a Work Session with Mr. Cieszkowski and the consultants to understand the Core Concept Plan. He said Council would need to support the plan and be able to answer questions if it went forward, so this Work Session was recommended. After some discussion, Council offered Monday night October 4 or October 18 at 6:00 p.m. for the Work Session. Mr. Cieszkowski would determine when the consultants were available and report to Council to schedule the Work Session, which would be an information session with no Council action.

### T-7097 Zoning Text Amendment Regarding Fences

Mr. Cieszkowski said this was a proposed zoning text amendment recommended by the Planning Commission at their August 10, 2021 meeting. These text amendments would remove the existing opacity requirements from the fence regulations and allow fully opaque privacy fences to be erected. The existing Code currently only permitted fences that were a minimum of 25% open to light and air, so mostly the homeowners had used shadowbox fences, which met that minimum requirement. This proposed text amendment would remove the opacity requirements from fences in every district, but retain the existing height limitations. As usual, Mr. Cieszkowski had the American Planning Association review this proposed text amendment, and they responded that the proposed text amendments were in line with modern fence regulations. Mr. Cieszkowski had made a couple of minor housekeeping changes to the text: added R-T and B-T districts, and made sure the numbering system was consistent throughout. He added a sentence at the end of the introductory paragraph so that the fence regulations and the Planning and Zoning Code were in line with the regulations that were in the Building Code, so the two sections would now match.

Mr. Lampa was happy to remove the minimum opacity out of the Code. It was clarified that if people wanted to replace an existing shadowbox fence with a new opaque fence they would need to apply for a permit.

Mr. Ring had a concern with front yard fences being opaque, even though the maximum height on a front yard fence was only 2.5 feet, because it may cause sight-line issues pulling out of driveways. Mr. Cieszkowski said very few people had front yard fences and an opaque front yard fence at 2.5 feet had not been a consideration at the Planning Commission meetings. Mr. Ring preferred not to have an opaque privacy fence in a front yard; at 2.5 feet it wasn't giving privacy anyway. Mr. Cieszkowski noted that currently people didn't have to have any opacity now for their 2.5 feet fence in a front yard, but if they wanted a taller fence (not in the front yard) they had to consider the opacity. Mayor Broska noted that people could not put a fence in a right of way, which may be a location to block sight-lines as someone was pulling out of driveway.

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

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

### T-7092 Make Juneteenth a Holiday

Mayor Broska had provided Council a memo that was received by the administration on August 13, 2021 signed by representatives of the five different bargaining units that were in the City. In June 2021 President Biden had declared Juneteenth as a major national holiday and the union representative were asking the City to also recognize that day as a paid holiday.

Mr. Beni noted the Ohio State legislature had changed the Ohio Revised Code to include this holiday, effective September 30, 2021. Mrs. Field asked for clarification of this proposed legislation. Mr. Ring said it would align the City with the current national holidays. Ms. Wagner asked if this additional holiday would be added to employees' holiday banks in 2021 or in 2022. Mr. Beni said this

legislation would incorporate it for this year as a floating holiday to be used before December 31, 2021 or the employees would lose it.

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

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

T-7093 Waive Water Bill Due to Hardship

Mayor Broska explained that a situation had come up at the recent Water Billing Adjustment Board Meeting. A resident had a fire at her home in February and had asked to have the water turned off until repairs could be done, but never followed up in writing, so a minimum quarterly bill was sent to her. She asked the Water Billing Adjustment Board to waive the bill, but the Board does not have that ability, so the issue was brought to City Council. Mr. Lampa and Mr. Ring did not have an issue with waiving the water bill for this resident.

Mr. Miller explained that the water had been turned off because the house was burned and there was no heat, but for Mr. Miller to actually put the bill on hold the water customer was supposed to send a letter or even an email stating what had happened and then Mr. Miller would be able to not bill for 6 months to one year. Mr. Miller had talked with her in February, but she never actually sent the request in writing, probably because of all the disruption and confusion regarding having a fire in her house. The water had been off and there was no usage anyway so Mr. Miller supported waiving this minimum bill that was sent to her.

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

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

T-7094 Amend Ord. No. 2021-15 Additional Biohazard Cleaning

Mayor Broska said the City had allocated a certain amount of money to do the biohazard cleaning on a weekly basis in the City buildings, which was fine until the second waive of COVID-19 infections hit and the administration decided that further weekly biohazard cleanings were needed for the safety of the employees and the public. RKS, the City's cleaning company, had provided a quote for the additional disinfecting through the end of the year.

Ms. Esarey clarified that all the CARES money had been expended and this expense would be from the City's Statutory coffers. She added that RKS would do the biohazard cleaning spray as needed as determined by the administration (or monthly), not weekly, for the same pricing per spray as in the past in whatever City building needed it. Mr. Ring said this was good to have, but supported doing it as needed, not monthly, to keep the costs down and the disinfectant as effective as possible.

Mr. Ring wondered what happened if a detainee housed at the police station was found to have tested positive for COVID-19. Chief Wain said it had not happened, but said they would have the specific areas the detainee was in cleaned plus the areas the exposed officers would have visited also cleaned. Probably most of the building and the affected cars.

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

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

T-7095 Cleaning of New Truck Storage Building

Mr. Miller said this was to clean the restrooms and showers at the new building. It would be done once a week for now, and more often in the winter when the staff was in the building more often. It cost \$65 per cleaning. The Service Department staff would clean the truck bays themselves.

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

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

T-7096 Purchase Trash Receptacles and Table Frames

Mr. Miller said this was for new nicer concrete trash cans for the Evergreen cemetery (which had been using blue plastic barrels) and new trash cans for the parks. The Parks and Recreation Department would purchase three table frames and add the lumber and bolts to make picnic tables for the parks. Mr. Lampa agreed the parks needed new trash cans; the current ones were hideous. These type tables were expected to last a long time. The department would buy more over time if these worked well. It was cheaper to purchase the table frames and get local wood for the tables (about \$600) than to purchase and ship already constructed 8' tables (\$800-\$1000).

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

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

Discuss Removing Old Lifts and Replace Concrete Floor in Service Garage

Mr. Miller said the City had purchased portable lifts and would be getting rid of the old lift that was in the ground. This legislation was to have a company remove the lift that was in the ground, then the Service Department staff would do all the concrete work to level the area. There was a budget amendment needed to complete this task, so he asked that this be moved to the September 27, 2021 Regular Council meeting after the budget amendment had been approved.

Mr. Ring asked what would happen with the old lift. Mr. Miller said it was worn out hydraulic equipment that had to be installed in-ground, so it would just be scrapped.

**MOTION: TO MOVE THIS THE SEPTEMBER 27, 2021 REGULAR COUNCIL MEETING.**

Moved by Mr. Ring, seconded by Mr. Hannan. 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. Hannan, seconded by Mrs. Field, this meeting adjourned at 8:27 p.m.

ATTEST:

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Caroline L. Kremer, Clerk of Council

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Michael L. Lampa, Chairman