

THE CITY OF STREETSBORO, OHIO
SERVICE COMMITTEE MEETING MINUTES

Monday, May 8, 2023

This Service Committee Meeting was called to order on Monday, May 8, 2023 at 7:00 p.m. by Julie Field, Chairman. Mrs. Field gave an invocation and Mayor Broska led the Pledge of Allegiance.

PRESENT: Justin Ring, Jon Hannan, Anthony Lombardo, Jennifer Wagner, Julie Field, Steve Michniak

ABSENT: Mike Lampa

ALSO PRESENT: Glenn Broska, Mayor
Frank Beni, Law Director
Patricia Wain, Police Chief
Rob Reinholz, Fire Chief
Matt Miller, Finance Director
Bill Miller, Service Director
Justin Czekaj, Municipal Engineer
John Cieszkowski, Planning Director
Patrick O'Malia, Economic Development Director
Greg Mytinger, Parks and Recreation Director
Shawna Lockhart-Reese, HR Manager
Matt Coffman, IT Network Administrator
Melissa Procop, Mayor's Executive Assistant
Representatives from Panzica and levelHEADS
Caroline Kremer, Clerk of Council

MOTION: TO EXCUSE MR. LAMPA.

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

Disposition of Minutes

MOTION: TO ACCEPT THE SPECIAL SERVICE COMMITTEE MEETING MINUTES OF JANUARY 23, 2023 AS WRITTEN.

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

Old Business

None.

New Business

T-7419 Accept Dedicated Streets in Hannum Crossing

Mr. Czekaj said it was discovered that these phases of Hannum Crossing had never formally been dedicated by City Council. This was just a formality to get these roads on the record; the City had been taking care of these road for about 10 years already.

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

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

T-7420 Adopt 2023 1st Quarter Code Updates

Mrs. Kremer said this was the usual quarterly update that City Council needed to approve to make sure the online version of the Code was all up to date and so the Police Department could enforce the updated Codes.

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

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

Discuss New Sign at Town Square

Mr. Hannan noted the City had recently adopted some regulations regarding the Electronic Message Center (EMC) signs. He said he had pushed for these regulations so the sign at Town Square with the manually adjustable letters could eventually be updated to an electronic sign with messages that were larger and easier to read, could be changed without someone physically changing the letters in the weather, and more information of City activities could be shared.

Mr. Mytinger had arranged a meeting w/Graphic Expressions for Tuesday morning and Mr. Hannan wanted to have a conversation with Council tonight to get some ideas on what kind of EMC sign Mr. Mytinger should get information and pricing for. Mr. Hannan said it was not the intention to spend \$50,000 or \$100,000 on this sign. He thought something basic would serve the City well, but he wanted to get some discussion from Council on the size and features they may want.

Mr. Ring agreed it did not need to be a state-of-the-art video screen because a sign was not allowed to have video anyway, so a basic LED scroll sign would work. He suggested getting costs for multiple sizes of signs from the current size down. He felt the current size of the sign on Public Square was huge and the LED sign didn't need to be that big because font size could be adjusted on the screen.

Mayor Broska said this sign was discussed at this morning's director's meeting. The existing sign was 6' x 12' and was granted a variance for 79 square feet, so, per the new EMC sign regulations, a maximum of 50% of the 79 sq. ft. (about 39 sq. ft.) could be EMC compatible which was a reasonable size. It still needed to be determined if the sign would be long and narrow or taller with a few extra lines. There could be a static sign above or below the EMC compatible portion of the sign. This could be an opportunity to dress up the area at the center of town with some up-to-date

stonework, etc. to fit in with the trees that were there. Mayor Broska didn't think anything would get installed this year, but the City could take the next several months to plan for next year. It could be in the capital budget for 2024.

Mr. Ring also mentioned that the City should not pay \$5,000-\$10,000 for the design of such a sign because it could be done in-house, and it was just to be a simple sign. Mrs. Field agreed it should be simple and not extravagant or expensive with some stonework and nice plantings that would look good year-round with some seasonal flowers added each year. Although she still didn't like the aesthetic of LED signs, she saw the benefit of having more information at the center of town. Mrs. Field questioned the cost of an EMC sign. Mr. Ring said he had looked online a while ago and found a 70" x 36" sign that was about \$30,000, then there would be additional cost for the other static 50% of the sign/pillars. Mr. Hannan noted that the current sign was large because the City needed the room for the manually adjusted letters to post information, but the new EMC sign would scroll and be lit up, so it could be smaller to convey the same or more information.

Mr. Michniak wanted a list of a dozen or so locations of signs similar to what the City was considering to visit and compare. He thought seeing them by driving by their site was better than photos or snapshots online. Some options were mentioned: Kent Roosevelt High School on SR 43, City of Kent at Haymaker and Main, Twinsburg City Hall and Twinsburg Library on SR 91.

Mr. Hannan summarized that when Mr. Mytinger met with Graphic Expression tomorrow, he should try to get a drawing of the options and prices. Some electrical work might be needed on Public Square before the new EMC sign could be installed, so maybe Mr. Mytinger could get prices on that for this year so the square would be ready next spring for installation of a new sign.

Mayor Broska expected to get pricing for a new sign before September/October 2023 when the 2024 budget would be discussed and would bring further information to Council when the administration had something prepared.

T-7421 Contract w/Spectrum to Upgrade Bandwidth

Mr. Coffman said this would be the second bandwidth upgrade for the year. Now that the new financial software system was installed and being used, the system was operating very slowly, especially for water billing. The water billing clerks had sometimes been waiting 15 minutes to print a receipt for a customer. This upgrade was definitely needed. The speeds would be increased, a main pipeline would be put in, it would go up to a gigabyte, which was double what it was right now, so it should be good for quite a while. There was a new phone system to be installed soon, which would also be on the Internet, so this increase would be able to handle the new phone system too.

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

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

T-7422 Annual ODOT Agreement for Road Salt Purchase

Bill Miller said this was the yearly bid for salt through the State contract. He had signed up for

4,000 tons for this season. He had to submit his request by the end of the week, then the State would go out to bid, so the City would not know the price for about two months. There was about 3,500 to 3,800 tons already stockpiled. He said 4,000 was a little more than he usually purchased but he expected the City would use more this upcoming season. Bill Miller said he would rather have too much and store it until it was needed than need it and have to buy it last minute at a significant price.

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

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

Discuss Regulations for Block Parties

Mayor Broska said an individual had contacted the Police Department about having a summer block party in Meadow View and to block off Eden Court, which was about 20 homes. The Police Chief had brought the issue to the Mayor’s attention because there had never been a request for a party this big and the Mayor asked the Chief to research what the City rules were regarding block parties, and there was very little. There were some concerns and the administration thought City Council should have some input regarding regulations for block parties. If it was just 4-5 homes on a cul-de-sac it wasn’t a problem, but something this big brought up a lot of questions. Mayor Broska had provided an email to Council with some of the concerns: the need to have a responsible party/a contact person to pull a permit and be responsible for any barricades or any litter left over, the need to still have emergency access to the area, the question on the reason for the party (not a political party rally or a church function). The City of Kent had the most far-reaching regulations, and Hudson and Aurora had some rules on their books. The Mayor wanted Council’s thoughts and ideas on how to develop some regulations and still allow neighborhood parties.

Mrs. Field wondered if a “responsible party” would be an HOA officer. Mayor Broska said it could be or maybe just a neighbor on the street that was organizing some type of gathering. He said with a group as large as 20 homes, the City may want to make sure that the majority of the neighbors affected by it wanted to have the party or there could be a lot of complaint calls to the Police Department. He thought there should be a guideline on the number of homes participating and if everyone on the street was “on board.” He said a block party could not be authorized on a thru street, only the side streets off a main route of a neighborhood. It was suggested to only allow a block party on a cul-de-sac, but not all neighborhoods had cul-de-sacs.

Mr. Ring agreed regulations were needed when they were asking to shut down a public City street. He wasn’t sure about charging for a permit even if the amount was refundable. Mayor Broska said the amount would be to make sure the City got its barricades back and to make sure any trash was cleaned up so the Service Department would not have to do it. Mr. Ring questioned who and how the clean up would be determined to be successful/complete to refund (or not) the permit deposit. Mr. Beni said it would have to be spelled out in the permit application. Mr. Ring was concerned the refund would not be applied equally to everyone and would rather just not have a deposit. He suggested the applicants sign a contract that they would clean up after the block party and if they didn’t there could be repercussions. Mayor Broska was willing to consider that. The administration had reviewed three dramatically different sets of regulations from local

communities and wanted to get Council’s input on what Streetsboro should do. Mr. Ring supported a permit application to make the Police Department aware of a block party and make sure it went well, but he did not support a permit fee. He felt the emergency access was the biggest issue and suggested the hydrant side of the street had to be kept clear.

Mr. Hannan commented that most people would want their deposit back, but even if there was a \$100 permit deposit, some people may not worry about the clean up and just let the \$100 cover the City doing the clean up, so he would rather charge them after the fact than prior to the event.

Mr. Michniak voiced a concern, if the City were to draft a regulation that would specifically target religious speech or political speech as banned, there would be problems with the First Amendment and the City should not do that. There would have to be a compelling state interest that would be overriding of the residents’ interest to free speech and exercise of free religion, but there was nothing Mr. Michniak could think of that would qualify to deny a block party. Mr. Ring said if 75% of the neighbors had to approve the block party then the neighbors would set their own limits on subject matter. Mayor Broska added that most religious block parties were held at a church, not a neighborhood street, and political rallies tended to rent a space to hold an event. Mr. Lombardo added that he would like the permit to specify that at least a whole lane (minimum 16’) had to be kept clear from tents, booths, “bounce houses,” etc. for emergency vehicle access because people didn’t realize how large the fire trucks were and some of the private roads in town were quite narrow. Chief Reinholz agreed the hydrant side of the streets should be kept open with enough space for emergency access, that someone would be responsible for moving any barricades, and that the Police know the days and times of the block party so the first responders were prepared.

Mayor Broska said the administration would work on putting together some legislation based on today’s discussion and bring it to Council when it was ready.

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. Hannan, seconded by Mr. Lombardo, this meeting adjourned at 7:34 p.m.

ATTEST:

Caroline L. Kremer, Clerk of Council

Julie Field, Chairman