

KIRTLAND CITY COUNCIL MINUTES

November 18, 2019

The meeting of Kirtland City Council was called to order at 7:00 p.m. by Council President Kevin Potter. Mr. Skrbis led the prayer which followed the Pledge of Allegiance. The members of Council present were: David Kirek, John Lesnick, Richard Lowery, Kevin Potter, Robert Skrbis and Joseph Smolic. Absent: Matthew Schulz.

Administrative personnel present were: Mayor Douglas E. Davidson, Law Director Daniel Richards, Finance Director Mary Kovalchik, City Engineer Philip Kiefer, Service Administrator Duane Martz, Police Chief Lance Nosse, Fire Chief Anthony Hutton and Economic Development Manager Monica Drake.

MINUTES OF THE NOVEMBER 6, 2019 COUNCIL MEETING:

Mr. Kirek moved to waive the reading of the minutes, with the second by Mr. Lowery. The motion of Council passed by unanimous vote. Mr. Kirek moved to approve the Minutes, as presented, with the second by Mr. Lowery. **ROLL CALL: MOTION CARRIED 6/0 (VOTING YEA: LOWERY, POTTER, SKRBIS, SMOLIC, KIREK AND LESNICK. VOTING NAY: NONE).**

MINUTES OF THE NOVEMBER 6, 2019 FINANCE COMMITTEE/SERVICE DEPARTMENT STANDING COMMITTEE MEETING:

Mr. Lesnick moved to waive the reading of the minutes, with the second by Mr. Smolic. The motion of Council passed by unanimous vote. Mr. Lesnick noted that his statement in the second sentence in the fifth paragraph on page one should be corrected to read: "....cannot be adequately determined without subsurface evaluation and cost." Mr. Lesnick moved to approve the Minutes, as amended, with the second by Mr. Smolic. **ROLL CALL: MOTION CARRIED 6/0 (VOTING YEA: LOWERY, POTTER, SKRBIS, SMOLIC, KIREK AND LESNICK. VOTING NAY: NONE).**

DEPARTMENT REPORTS:

Fire Chief Anthony Hutton apologized for not attending the previous couple of meetings, noting that the Department has been busy, and is expected to get busier. There were fires in Willoughby and Chester, along with several other fires recently. Chief Hutton advised there was a fatal fire last week, noting that there will be no further comments made on the fire as the investigation is currently open.

The wall damage at Station 1 has been looked at by engineers from the insurance company, and the claim was denied. They determined the damage was caused by settling and shifting of the ground. Chief Hutton stated the Department is in the process of getting quotes, and it will be put into the budget for next year; he noted he met with Mrs. Kovalchik on the situation. The building is stable and there is no danger of collapse, therefore the work will most likely be delayed until spring.

Noting that this is the last meeting for Mayor Davidson, Mr. Skrbis, and Mr. Kirek, Chief Hutton thanked them for everything they've done through the years for the City.

Police Chief Lance Nosse advised the monthly report has been distributed. Chief Nosse reiterated that the investigation on the fatal fire is still open and he cannot comment on it. He advised that the Circle K investigation is still open, but the Department is moving forward and trying to get everything resolved.

Chief Nosse also thanked Mayor Davidson, Councilman Skrbis and Councilman Kirek for their service.

DEPARTMENT REPORTS (continued):

Economic Development Manager Monica Drake thanked Mayor Davidson for his service, and said she's enjoyed working together this last year and a half. Ms. Drake went on to say her experience has shown her what a jewel Kirtland is, and she appreciates the opportunity. She also stated her appreciation to Councilman Kirek and Councilman Skrbis.

Ms. Drake reported she's been sending out communications regarding the Capital Budgets that are coming from the State. Ms. Drake has been in communication with the State, asking for expansion of grant opportunities for sewers to be considered.

Ms. Drake noted that Madalena Cocca will likely be one of the first CRA applicants with regard to her property on Chillicothe Road.

Service Administrator Duane Martz had no formal report. Mr. Martz informed Council the Billings Road work should be done tomorrow, and there has been good progress on Wisner Road as well.

Responding to Council President Potter's question, Mr. Martz explained all repairs are full-depth.

City Engineer Philip Kiefer had no formal report. He thanked Mayor Davidson, Mr. Skrbis and Mr. Kirek for their service to the City these last many years.

As Mr. Martz mentioned, Mr. Kiefer stated that Wisner Road is coming along. Three layers of the wall are in place, and the contractor believes the wall is high enough to protect against the seepage layer. Therefore it's less likely to have a collapse than the previous wall.

Mr. Kiefer stated that the water line on Glen Park and Charlesderry is done, and they will be starting the asphalt patch along the trench line this week. He stated that work on Tibbetts has not begun yet, because the contractor needs the equipment that is currently on Wisner.

Responding to Councilman Lowery, Mr. Kiefer stated that there has not been a final cost determined for the change to the project, as the backfilling has not yet been completed. Mr. Kiefer believes it will be less than the \$40,000 previously discussed.

Councilman Lesnick asked for an update on the five projects, to which Mr. Kiefer responded Wisner is the first one under construction. The other four projects have not yet begun. Responding to Councilman Smolic, Mr. Kiefer stated a seven day extension has been granted so far.

Councilman Smolic asked if any of the projects would not get done because of the weather. Mr. Kiefer said the critical project relating to weather would be Tibbetts Road because of the asphalt involved. Therefore, that project is next on the schedule. It was originally scheduled to begin last week, but has been delayed. Depending on the thickness of the asphalt, it could be affected by cold weather. However, Mr. Kiefer believes the project will be completed before the end of the year.

Council President Potter noted that Mr. Kiefer mentioned at the last meeting the need to create a mechanism for billing and payment for the Old Town sewer project. Mr. Kiefer explained the City needs to show they are collecting money for repayment before the loan can be obtained. He went on to say once the new Council is put into place there will need to be a meeting set up with the Utilities Committee and/or the Utilities Commission. Mr. Kiefer originally stated he would like to get the first bills out by January 1, but that will now be pushed back to March 1. Mr. Kiefer noted that the billing can start with an initial value, which would be changed once the final numbers are available.

DEPARTMENT REPORTS (continued):

Finance Director Mary Kovalchik thanked Mayor Davidson and all of Council for their support. She thanked Councilman Skrbis and Councilman Kirek for their support. Mrs. Kovalchik went on to thank everyone for the outpouring of support (flowers, prayers) in the loss of her sister in her battle with cancer.

Mrs. Kovalchik stated that the Capital Budget submissions were requested and released to her on October 11. She advised that she prepared a summary for review by Council and the Mayor, noting that currently the costs in front of the City are approximately \$3.5 million. Mrs. Kovalchik stated there are additional resources needed to fund the multiple projects without falling too far behind on capital needs.

Mrs. Kovalchik advised that the \$23,100 was received from Aqua Ohio for the Alternative A seal coating on the Booth Road program. Mrs. Kovalchik said the funding is in place so the process can be completed and paid.

Mrs. Kovalchik stated the temporary budget is on the agenda, noting that it may go three readings. She stated that the final appropriations will be on the next agenda.

Referring to the potential change order for Wisner, Mrs. Kovalchik said because the project is pre-funded through Stormwater Management she would like to know when the process is moving forward so her Department can track the funding on the projects. If there happens to be an excess between funding requested for the project and the actual cost, the funds will simply be returned to the county when the project is closed; the funds will go back toward Kirtland's account and will be available for future projects.

Councilman Lesnick asked for a breakdown of the \$348,000 showing on the finance report as road levy funding that is encumbered. Mrs. Kovalchik responded that \$319,000 was encumbered for Booth, which would include engineering and all ancillary costs identified with that project. Mrs. Kovalchik offered to e-mail information regarding these amounts. Discussion ensued concerning the finance report.

Law Director Daniel Richards expressed his appreciation for having had the opportunity and privilege to work with Mr. Skrbis and Mr. Kirek for many years. Mr. Richards also expressed his appreciation to Mayor Davidson, who he said was a very dynamic mayor. He also offered his congratulations to Mr. Potter.

Mr. Richards had no formal report, and no questions were asked of him.

MAYOR'S REPORT/ANNOUNCEMENTS:

Mayor Davidson stated he was in receipt of a note from NOPEC with the 2019 Community Profile, which stated that 2000 people purchase through NOPEC for electric and 1100 for gas. He noted that the grant for this year, \$24,276, was used for LED lights in some buildings. He stated that the event sponsorship of \$1500 paid for the music on the Gazebo Green. The Mayor stated his thanks to NOPEC.

Mayor Davidson expressed his appreciation and gratitude to the residents for the opportunity to serve as Mayor for the past four years. He also expressed appreciation to the Department Heads and staff for their around-the-clock protection and service to the community. Finally, the Mayor wished the City success solving the challenges to come.

STANDING COMMITTEE REPORTS:

Council President Potter advised that the Economic Development Standing Committee and the Planning and Zoning Standing Committee will meet briefly following tonight's Council meeting for the purpose of approving past minutes.

CORRESPONDENCE:

None.

PUBLIC COMMENTS ON MATTERS NOT ON THE AGENDA:

None.

OLD BUSINESS:

None.

NEW BUSINESS:

RESOLUTION NO. 19-O-51
(Mayor Davidson)

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AN ORDINANCE PROVIDING TEMPORARY APPROPRIATIONS FOR THE THREE-MONTH PERIOD ENDING MARCH 31, 2020.

The legislation was read by title only and placed on First Reading.

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CONTINUING CONCERNS:

None.

COUNCIL COMMENTS:

Councilman Kirek thanked the staff and the Mayor for all of their support. Mr. Kirek went on to say he has enjoyed his time on Council and being able to serve the City.

Councilman Skrbis stated he is honored to have been able to give back to the community. He went on to say he loves the community, and it's a wonderful place to raise children. Mr. Skrbis stated he has learned much from the Department Heads, along with the Mayors he has served under, for the past 16 years. There have been challenges, but the City comes out better for them. Mr. Skrbis stated he will continue to serve the City, as there are many ways to do so.

Councilman Lowery thanked both Mr. Kirek and Mr. Skrbis for the time they dedicated to the City, and wished the Mayor good luck.

Council President Potter thanked Mr. Kirek for his wisdom along the way. Mr. Potter acknowledged they didn't always agree but were able to find common ground, and he appreciates that he was always treated with respect. He went on to echo that sentiment to Mr. Skrbis, saying he's been a tremendous voice on Council. Mr. Potter stated he has always appreciated that Mr. Skrbis has been a voice of reason and calm. Mr. Potter went on to thank Mayor Davidson for his service to the community and his service to the country.

PUBLIC COMMENTS:

None.

ADJOURNMENT:

Mr. Kirek moved to adjourn, with the second by Mr. Skrbis. The motion of Council passed by unanimous vote and the meeting adjourned at 7:33 p.m.

President of Council

Clerk of Council