

Minutes of the Safety Committee Meeting  
**Sheffield Lake, Ohio**  
December 3, 2008

The regular meeting of the Safety Committee was held Wednesday, December 3, 2008. Chairman Bring called the meeting to order at 7:03 pm.

**ROLL CALL OF MEMBERS:**

Present: Bring, Elliott, Rosso

Attending: Fire Chief Conrad, Service/Safety Arendt

**READING OF THE MINUTES:**

\*Motion by Elliott to approve the minutes of the November 5, 2008 meeting with any corrections. Yeas All.

**PRESENTATIONS: None.**

**CORRESPONDENCE: None.**

**REPORTS FROM THE SAFETY FORCES:** Mr. Elliott asked as far as the budgets, have you got to dig into the Police and Fire budgets? Service/Safety Director Arendt answered I have been talking to Tammy about that and she is finalizing some items currently and we plan on starting going over the budget next week. In fact, she could have been done today or tomorrow and preliminary then we will be going over it next week. Mr. Elliott asked any talk of adding a new ambulance or a couple of new police cruisers? Service/Safety Director Arendt answered this I don't know. Chairman Bring advised as far as I know I talked to Tammy about that and not to overstep your bounds, I did mention both those items. She said the budget is extremely tight and right now as far as she knew that neither one of those were in there for next year. Now that is not something that we can't bring up when we are talking about that this month but as far as they know right now it is not in there. Mr. Elliott stated as far as I know there is a couple of police cruisers in need of some attention. Chairman Bring advised they have been taking care of those on a regular basis. I know that the last one was a transmission that we had sent over to John, it came back and there was still a problem and then Mr. Komlosy took it down and had that taken care of. Now they had asked the Mayor the other day for some additional money for repairs but I don't think there was anything major as far as I know. John said there wasn't much left in the budget but I don't think there was anything in there that was going to stop the cars from on the road. Mr. Elliott asked are we still at 5 or are we back up to 6? Chairman Bring answered I think that one was just down due to the transmission, so as far as I know I saw I think all 6 of them back on the road. Mr. Rosso asked I don't believe this was in appropriations unless I just missed it but did they ever address the issue with the part-time budget with the new guys and we hadn't put any money in it? Do we have enough to make it through the end of the year? Mr. Elliott stated as far as I know they were pulling money from the part-time dispatchers and giving the full-time overtime – I don't know. Mr. Rosso stated I would still think they would have to do an appropriation change to move it from the part-time dispatcher line to the part-time police line. Chairman Bring

stated Tammy hasn't brought anything to us then. Mr. Rosso stated no, I just want to make sure we got it. Chairman Bring stated she did have some on the last one, there was like 3 or 4 part-time things on there but I don't think that was pertaining to there or not, we will have to ask them. Mr. Elliott stated I don't think it did. Mr. Rosso stated we put those new part-time guys on, we were supposed to increase their budget. Mr. Elliott added part-time budget. Mr. Rosso stated to me it does not make any sense to pay a full-time dispatch overtime at a higher rate than having a part-time dispatch because you have more money in a full-time budget than a part-time budget. That time and a half got to higher than part-time straight pay. Mr. Elliott stated your part-time dispatchers are making a lesser rate than your full-time people right? Mr. Rosso answered right. I was just curious if anybody knew. Chairman Bring asked Joe, did we order those signs for the no parking, did we take care of that? Service/Safety Director Arendt answered we have been waiting for 3 days now for the fax to come over from Judco for the pricing and as of yet, we actually requested it for Friday – we were supposed to get a fax Monday, Tuesday, Wednesday and we still do not have a fax to give us a price. Chairman Bring advised those are for the 30 feet from the corner. Mr. Elliott asked what streets are you going to hit with those? Service/Safety Director Arendt advised I asked Captain Komlosy to give me a list of streets and he gave me a list of streets of well over 30 and I asked him to cut it back to the 6 prime streets and he did that and I don't have my list with me. One of them is on Lake Breeze that I know of. This Council has previously mentioned painting the curbs, that is not a recognized legal no park to corner by ODOT and we would get challenged on that. Eventually we are going to have to hit the main as the budget allows us to keep hitting more and more the streets that are of concern. The street that you had mentioned earlier, the sign is there no parking on that curbed street. Mr. Elliott asked are we obligated by law to have a sign there? Service/Safety Director Arendt answered no. Chairman Bring stated the only reason I think we are doing it is to let the Officers know, so they don't have to get a tape measure out. Service/Safety Director Arendt advised this is why I had it cut down to the most significant 6 streets and as I say as our budget allows it then we will continue as time goes to the additional streets that are on the list. Mr. Elliott asked had you looked at that street that we discussed under Ordinance again, I forget the street, the curved street. Chairman Bring answered it is actually Erieview. Mr. Elliott asked have you actually looked at that street as a possible no parking around that curb? Service/Safety Director Arendt answered that is the one I think we put the no parking sign up, I am 99% that sign is there. Mr. Elliott thanked Service/Safety Director Arendt for handling that in a timely manner, that was nice. Mr. Rosso advised I asked David on the gentleman that had the issue with the ash or chemicals from CEI and then he started talking about people not stopping at crosswalks on Walker Road. I say we don't have a dedicated crosswalk in this city and nobody has to stop at anything. Chairman Bring advised I looked in the book too when I got here and I didn't see anything there either saying that it was dedicated. We have those crosswalks, we have them on Walker Road and on Lake Road but they aren't dedicated if someone is walking across them and there is traffic coming and nobody is stopping for them. Mr. Rosso stated I don't think they have to. Mr. Elliott asked what does it require to be dedicated? Service/Safety Director Arendt advised I was going to bring it up at Council and I really think that I probably should put it in front of full Council but the legality of a dedicated crosswalk is to

have signs so many feet in front of that crosswalk and have the sign be a pedestrian crosswalk and that makes it legal. I think it is 25-feet – I think and you can't quote me, I think it is 25-feet to 30-feet before that crosswalk you would have to have that sign. That makes it legal, just to put white lines in the road for crosswalk is not a legal crosswalk. You know if they don't stop we can't do anything about it. Mr. Rosso asked what about the ones that have that yellow sign that says "PEDXING" for a pedestrian crossing, I don't think that makes it a dedicated crosswalk either? Service/Safety Director Arendt answered yes it does. Mr. Rosso stated we have those up and nobody is stops. Service/Safety Director Arendt answered well they could be cited. Mr. Rosso stated every crosswalk I have seen like the in Avon Lake, have a white triangle that says something about the state law on them or you have to have the light that says crosswalk. Service/Safety Arendt advised I will look in the signage rules but it is still my belief that it is X number of feet away where it says pedestrian crosswalk. You are yielding to those pedestrians, you are not stopping – you are only yielding. There are signs that make it a mandatory stop, it is not a stop sign – you have to literally slow down to a crawl which on Lake Road would cause a problem. But I will recheck the signs, the legality of it and like I say unless they have changed in the last year and a half to two years, I believe that is still a legal sign so many feet away – that they must yield to a pedestrian crossing. Chairman Bring advised I think the biggest concern that we have is Walker Road right now, with the park and the kids and everything else. Mr. Rosso added the same at the boat ramp. Chairman Bring advised also the lady down there on Lake Road who is complaining about her kids going across for the bus too. Service/Safety Director Arendt advised I will have an answer for you at the next meeting. What school where? Chairman Bring answered by Tennyson. Service/Safety Director Arendt answered this is what I was going to report on Tuesday but consider Tennyson done. Mr. Rosso advised there is white stripes across Lake Road, I just noticed them today for Tennyson School. Service/Safety Arendt advised that is because they were put in today and within that you will see school spelled out. They will finish that, it is the white lines, it will be school spelled out and there will be proper legal signage put up there. The weather is supposed to get real bad tomorrow and stay down for the next week. Mr. Rosso asked so it is going to be a dedicated crosswalk? Service/Safety Director Arendt answered for these children, absolutely – it is going to be a yield crosswalk. Chairman Bring advised this is just a thought but when we actually do that, we are going to have to probably notify Mr. Shepherd and have a police car there to kind of enforce it or watch the people with these kids especially in the morning. Service/Safety Director Arendt answered already done. The reason I wasn't bringing all this up until Tuesday was the fact that we coordinated this effort with Congressman Sutton's office. I will give a full report Tuesday if you would like more of a detail now I would be glad to give it to you. Service/Safety Director Arendt continued with his report, I concur and agree wholeheartedly with the Chief. I found out the Chief's procedures, I responded to the fire on Howell – I think they called me about 5 in the morning or so and I went out and responded to that fire; to get myself familiar with procedures. In the procedures that the Chief has and I imagine that you did it; when the first response unit comes, they only have 2 people in that vehicle and they will not send those 2 people in until another fire service arrives and seeing the fire you would understand why. I concur wholeheartedly and as he said it isn't a law but I will tell

you what, it is the proper procedure to do. The first fire was about 70,000 to 75,000.00 damage and the second fire is about 60,000.00 damage and he explained details on both fires. He continued with the police cars which he explained was a rear end problem with the car and John did fix it the first time and from what I am told a bearing must have been worn and came out. That car was serviced today, so that car should be back in service if they finished today but it was scheduled to go today and should be back in service tomorrow or the day after. We are monitoring, Captain Komlosy and I are working together – we are monitoring the servicing of all the vehicles very closely. You know proper oil changes, proper maintenance, we are doing the police vehicles at the Ford Dealership. John has a, believe me, a lot of problems with the vehicles that we have. So we decided to go that route, doing very well. Oil change \$22.00 and it is normally a \$75.00 fee with all the point stuff that they do. If you know yourself if you have had an oil change lately, it would run you about \$30.00 to \$35.00 – they are doing that for \$22.00. So that was a good deal that was able to be worked out. But Captain Komlosy and I so far has been like an every other day basis, going over the vehicles to make sure that we have a minimum of 6 in service all the time. Chairman Bring stated that was something we were lacking for such a long time, it was something I was kind of hoping that when Dave was actually able to take a look at that and start that program down there I think everybody was pretty excited about maintaining it because John is totally overwhelmed over there. Service/Safety Director Arendt answered but believe me I have seen it, you have come around and I am sure the rest of Council people on occasion – it can be overwhelmed with the vehicles, salt trucks. The two salt trucks, the two out of three that we have are the two big ones – we just put \$1120.00 in one of them this week and the one before that was \$720.00. The age of the vehicles and the amount of time that they are and the stress that they are put through is a maintenance problem, so he is overwhelmed with that type of stuff.

**POLICE CHIEF SHEPHERD: None.**

- 1.) *Radio communications within departments* – Chairman Bring advised I think we have pretty much covered that. **REMOVE.**

**FIRE CHIEF CONRAD:** Chairman Bring asked I know we had a couple of fires, everything work out with that? Fire Chief Conrad answered yes, despite what you may have read on the Journal's internet website. There is a reason why we call the different departments to come help us and they call us to go help them. It obviously has to do with manpower and hopefully a prevention of loss of life and property. In the old days, fire departments used to try to handle things by themselves. Whether they had 3 or 4 guys or 10 guys and a lot of times the way the old Chief's and the old fire fighters used to think – they would wait until they got completely overwhelmed and then they would call for help and by the time the help got there, there wasn't a whole lot to save. So now that they progressive thinking throughout departments throughout the United States is get as many people there as you can initially and overwhelm the fire with the resources that you have to stop as quickly as you can, in the process you will save more lives and you prevent more damage. Chairman Bring asked we had no injuries or anything like that on either one did we? Fire Chief Conrad answered as far as I know, there were no fire service injuries and

the one gentleman was taken in for some fire related injuries. Mr. Rosso asked you have to have what 4 firemen there before, I am not saying legally – you are supposed to, for anybody to enter a building right? Fire Chief Conrad answered yes, there is a standard called 2 in and 2 out. In the State of Ohio it is not illegal obligation that we are required to meet. However, there is always the set standards that are recognized in any profession and if something were to happen – I am sure lawyers would make an argument that we weren't following a recognized standard. Mr. Rosso stated I don't think we should go in with less. Fire Chief Conrad advised there is numerous organizations, international association Fire Chief's, international association of Fire Fighters, both union and labor interest and city interest and Chief's interest are all working together to cut down the Fire Fighter deaths in this Country. One of the big things that they have recognized early on was there was too much one guy going in and doing something and not having any back-up. So that is where that theory and that logic come from is to prevent those needless deaths. Chairman Bring asked so when you guys knew there was a fire – you automatically call mutual aid on that? Fire Chief Conrad answered yes, the way we have it set up is 911 will automatically call Sheffield Village, Avon, Avon Lake and Lorain for any reported house fire, smoke in a house, flames – reported by a neighbor or passerby. They are automatically notified and then our Officers or Acting Officers have the ability to either enhance that or cancel it as needed with information as it comes in. Chairman Bring asked did we use our new truck for either one of those? Fire Chief Conrad answered yes, it wasn't used as the initial response vehicle but it was used in the fires. The fire truck itself will be placed in service, it is either in service tonight or tomorrow. Mr. Rosso asked I know about the one on Lake Breeze, where was the other one? Fire Chief Conrad answered Howell. Mr. Rosso asked when was that one? Chairman Bring answered 3 or 4 days after that wasn't it? Fire Chief Conrad answered yes, it was only about a week apart or 6 days apart. Mr. Rosso asked the one on Lake Breeze was Sunday wasn't it? Service/Safety Director Arendt advised Howell was about a week and a half before that or about a week. Chairman Bring advised I kind of read the reports on what even caused it but I don't even remember any of it. I am just glad that everything went well. Mr. Elliott advised I hadn't heard anything about these fires. Were they major fires? Fire Chief Conrad answered there was significant damage. Mr. Elliott asked fully engulfed? Chairman Bring advised I think the one there was about \$75,000.00 damage, wasn't there? Fire Chief Conrad answered yes, I believe that was the first one and the second one I just got a little bit of basic information tonight. I don't know that the damage was that extensive but there was. Mr. Elliott asked were they occupied or vacant? Fire Chief Conrad answered both occupied. Fire Chief Conrad submitted requested report of vehicle maintenance costs over the last few years. What we did was we went back for the last 3 years and they are listed under the heading of the vehicles; squad 71 and 72, fire engine 62 and 63 and maintenance on utility vehicle 66. There is also a column for miscellaneous because some of this stuff, the way it was entered into the computers at city hall doesn't designate exactly which vehicle it went to. As you can see in 2008 and 2007, that didn't happen to often but down to 2006 – there was a significant amount of the vehicle maintenance budget that wasn't really detailed as to where the maintenance went. That last figure in 2006, that 7108.72 that is a collective number of the monies from miscellaneous purchases that were made and weren't really assigned to any vehicle – I just

lumped those all together, instead listing them separately as the ones were above. Chairman Bring asked was that something you changed when you became Chief as far as categorizing this? Fire Chief Conrad answered that was something that city hall and I worked on together, but mostly it was for the auditors. One thing I would like to point out is you notice the totals on the right hand side are maintenance in 2006 was almost \$25,000.00. There was the pump in 63 had to be completely replaced, that was almost a \$10,000.00 expenditure but even if you take that into account of maintenance in 2006 – it still would have been \$15,000.00. In 2007, it is around \$10,500.00 and this year it is right around \$7500.00. But if you look at our maintenance costs on our 2 ambulances, in 2006 the combined maintenance was approximately \$3700.00 and in 2007 it was approximately \$4800.00 and this year we are up over \$7000.00. So even though the total maintenance on our vehicles has gone down, the maintenance on our ambulances has gone up and the percentage of the overall maintenance budget – this year it is almost 100%. So as time goes on, our maintenance is getting to be more and more on these ambulances. Another thing to keep in mind, is although 71 uses up the lion share of the maintenance for the squads, that is actually our back-up vehicle that is not used that often. If that vehicle was used on an everyday basis, those maintenance costs would increase substantially. I know that just about everybody here has probably talked with the Finance Director about next years budget and the likelihood of monies being in the 2009 budget for an ambulance are realistically slim to none. There are leases available out there if we bought an ambulance early 2009, the lease payment would be an early to mid 2010. I would make a recommendation that we take a serious look at doing that. The city is going to incur some costs in the 2009 budget that won't be there in 2010. So hopefully those are monies that could be taken and offset and starting paying for the lease. Also there is some additional money in ambulance billing that we are taking in now this year that we didn't anticipate and over the next 2 years with just costs of living increases – that money should also be available. So hopefully by 2010 the possibility even exists that the lion share or even the total amount of the ambulance lease could come out of ambulance billing. Service/Safety Director Arendt stated to expound on the Chief, currently what Dawn is doing now and what we have set up or what she has set up and we have set up eventually or even on some of the cars and vehicles now – like the car with the rear-end problem #724, Dawn will be able to press a hot key and bring up all the maintenance costs for 724 for the year 2008 and we are going to do that with every vehicle. I think what the Chief is getting at and correct me if I am wrong, one of my theory's is that if we keep track of all the maintenance costs per vehicle sooner or later that maintenance costs is going to exceed the value of the vehicle and eventually it is have to be determined what we can do about that. Obviously the budget is going to be extremely tight next year but as Dawn keeps inputting all the cars, all the numbers we are going to have a very good, very good tracking record. If any Council person comes and says hey, I saw car #724 and it looks terrible. We can okay, wait a minute we just put into that car \$3000.00 and then Council can say what is the car worth? It all comes down to how much money comes in, we have to continuously maintain these vehicles, that is why we have the maintenance program going with Captain Komlosy. I am working on it with John McCallie, I will be working with the Acting Fire Chief to really monitor the maintenance of each individual vehicle. As I say if you went tomorrow and

said Dawn what did you spend on this vehicle in the Police Department – she would be able to bring that total costs up for you on some of the vehicles and eventually it will all be that way. Chairman Bring advised that will be a big help for everybody. Fire Chief Conrad advised there was discussion that hopefully with the purchase of the new fire truck through the AFG grant that that would impact our maintenance costs. As you can see in the last 3 years for engine 62 we spent a grand total of \$264.32 so we weren't putting any maintenance money into that vehicle. As things broke on it, we lived without whatever was broken. So unfortunately the realistic results of this are there won't be any savings in maintenance by having the new fire truck since we weren't expending anything on the old fire truck as far as maintenance goes. Also, at the last meeting I was asked as far as trends go for our runs in the Fire Department. As of the first of December, we have run 891 calls and they went over 900 calls today total. That puts us on a pace for right around 980 by the end of the year and that would be the most calls we have ever had as a Fire Department. Chairman Bring asked do you have what you did in 2006? Fire Chief Conrad answered in 2006, our total number of calls was 832. The lion share of that are the EMS calls, we are on a pace for 760 of those. The most we ever had was last year at 715. Chairman Bring asked when you do that many calls do you keep track of the mutual aids when we go into the other cities, do we track that too? Fire Chief Conrad answered it is not something that we actively track but it is information that is available on our data base that we can pull up and get a hold. I know the last time we checked I believe was the first 3 or 4 months of this year and at that point we had used as much mutual aid as we had in the previous year. Now that was an anomaly that just circumstances were happening and that has since then gone down to the more realistic numbers that would mimic past occurrences. There was a brief discussion on past mutual aid trends.

**OLD BUSINESS: None.**

**NEW BUSINESS:** Fire Chief Conrad reported we were successful in getting another equipment grant in the Fire Department for 2008. We have got funds for a new hydraulic tool which includes the power unit, the cutter, spreader, ram and mini cutter. There is money for rope harnesses, carabineers for a bail-out system for the Fire Fighters if they are in a situation – they need to get out of the house quickly they can do that with this equipment. There is also monies for a thermal imager and that is about \$8000.00 and the washer for washing the new turn-out gear that we got last year. In addition to that, there is training to use that bail-out equipment and then there is also training to bring everybody on the department up to awareness and operation levels for rope rescue techniques. In getting that, what I had proposed to the government was that we would run 2 simultaneous classes at the same time so that our personnel could all take it off duty as opposed to if you ran one class and the guys who are on duty, if a call came in then they would have to go on that call and they would miss that part of the class while they were gone. The government is paying for this for us so by running the 2 classes at the same time, the instructor cut us a little break on the total costs and at the same time there is some openings in the class, we can offer that to our neighboring Fire Departments to have them come in and have their personnel trained at no costs to them as the Federal government would be paying for that also. All total, the grand came to \$55,562.00 of

which Sheffield Lake's responsibility is \$2778.00. Chairman Bring asked is that something you did? Fire Chief Conrad answered yes. There was a brief discussion on what we will do when Fire Chief Conrad leaves as he has brought so much to this city. Service/Safety Director Arendt advised Mr. Rosso on his concern on dispatchers and that type of thing, I am not the Finance Director but I just want you to know that this week and last week that the Mayor and Tammy have been working very closely with the Police Chief and believe me doing an outstanding job where this money is going to be able to come from. Mr. Rosso advised this came about when we were talking about the 3 part-time guys and we were going to increase the part-time budget right for police to cover. Service /Safety Director Arendt advised our collections from \$3000.00 to \$5000.00 - \$10,000.00 to \$13,000.00. Mr. Rosso stated and that is what the question was, it wasn't like hey I got a concern, we are not doing this right.

**CITIZEN'S COMMENTARY: None.**

**MEETING ADJOURNED:** With no further business before this committee, Motion by Elliott to adjourn at 7:45 PM. Yeas all.

**CLERK OF COMMITTEE AFFIRMATION:** This Meeting Of The City Committee OF The City Of Sheffield Lake, Ohio Was Held And Conducted Under All Rules And Regulations Governing The Sunshine Laws Of The State Of Ohio AS They May Apply. All meetings are recorded and available in council's office.

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CLERK OF COMMITTEE

*Kay Fantauzzi*

I, Kay Fantauzzi, duly appointed Clerk of Committees of Sheffield Lake DO HEREBY CERTIFY that this is a true and exact copy of the Minutes of Committee of December 3, 2008.

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CHAIRMAN OF COMMITTEE

*Dennis Bring*

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PRESIDENT OF COUNCIL

*Edward R Podmanik*

*and/or*

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COUNCIL PRO TEM

*Richard Rosso*