

**MINUTES OF THE CITY COUNCIL
SHEFFIELD LAKE, OHIO
January 9, 2024**

This regular meeting of the City Council was held Tuesday, January 9, 2024. Council President Rosso called the meeting to order at 7:00 pm.

*******ROLL CALL OF MEMBERS*******

Present: President Rosso, Stark, Kovach, Gee, Cizl, Wtulich, DeBottis, Mayor Radeff, Finance Director Fallis, Law Director Graves, Service Director Hastings.

Excused: None.

Attending: Citizens, videographer.

READING OF THE MINUTES:

Council - *Motion by Kovach/Second by Gee to accept the minutes of the December 19, 2023 meeting with any noted corrections. Yeas all.

Special Meeting 12/28/23- *Motion by Kovach/Second by Gee to accept the minutes of the December 28, 2023 meeting with any noted corrections. Yeas All.

Special Meeting 1/2/24- *Motion by Kovach/Second by Gee to accept the minutes of the January 2, 2024 meeting with any noted corrections. Yeas All.

CORRESPONDENCE: 4th quarter HR report. Law Director Graves states this is something we should expect every quarter for the next three years. There were no issues.

Monthly report of court receipts for December 2023- \$1,254.73.

PRESENTATIONS: Mayor Radeff submitted Bruce Craig for the position of employee of the road dept. *Motion by Gee/Second by Cizl to approve the appointment of Bruce Craig. ROLL CALL: Cizl, Stark, Wtulich, Kovach, DeBottis, Gee. Yeas All.

Mayor Radeff submitted Jeremy Duley for the position of employee of the road dept. *Motion by Gee/Second by Cizl to approve the appointment of Jeremy Duley. ROLL CALL: Cizl, Stark, Wtulich, Kovach, DeBottis, Gee. Yeas All.

CITY COUNCIL REPORTS

Roads, Drains, Water, Sewer and Refuse: None. */Safety:* Chairwoman Stark reviews the minutes of the Jan. 3, 2024 meeting. *Motion by Gee/Second by Kovach to accept the report. Yeas All. */Buildings, Lands, Vehicles & Equipment:* None. */Ordinance:* None.

/Finance: None. */Council Representative to the Joyce Hanks Community Center:* Representative Gee reports we have quite a few activities that you can checkout online at the city's website. */Council Representative to the Park Board:* None. */Representative to the Planning Commission:* None. */Council Representative to the Zoning Board of Appeals:* None.

ADMINISTRATIVE REPORTS

MAYOR/SAFETY: Mayor Radeff reports I have been working with the girls and administration on putting together a Facebook page that is city ran and strictly informational. If a local business wants something on there, message the page or call/email the city. We did meet with OSP last Thursday and spoke about having a relationship where they were patrolling some of the streets. They agreed when they have the manpower, they can patrol Lake Rd. and such. There have been direct comments to me about speed on Lake Rd. and Abbe Rd. We also met with the Sheffield Village Police chief and mayor. We hope to do some training together. We meet with Enterprise on Thursday and will make sure they come and present to council so everyone is on the same page. We reached out to the HR dept. about helping put together a handbook for employees of the city. I met with Joe Miller last weekend to talk and explain some of the issues/challenges we have in the city and he gave me some ideas. He is coming Thursday to meet with Pat and I so we can all get on the same page of what we need to do on our end. Last thing is the CHIP program. We did get \$300,000 appropriated to the City of Sheffield Lake and we want to make sure that info is getting out and that money is being used. It's a great opportunity for people to update their homes if they don't have the money to do so. It is all run through the county. The money is allotted to us, but the program will go through the county. I want to say the staff here, David, Kelsey and Stacey have really helped us get acquainted. Tammy came in and helped Mitch as well. President Rosso asks you said if someone wants to email a video to put up, they can send it to you or city hall. I'm pretty sure there isn't an email address at city hall. Mayor Radeff replies I'll put contact info on which email to send to. Councilman Wtulich asks do you have any information on how to apply for that CHIP program? Service Director Hastings replies Community Development at the county, there is also a 1-800 number. I believe it will be posted on our website in a press release. It's a third party firm that works for the county to administer it. Councilman DeBottis asks on the state highway patrol, did they already start patrolling? Mayor Radeff replies yes, they started that Thursday night. Law Director Graves says I already received two OVI's and one failure to comply charges from them. Councilman DeBottis asks where does the income go? Mayor Radeff replies my understanding is apportion goes to the general fund for the state, a portion goes to the court system that is dealing with the case and we do get some portion. I was informed that there is an ORC section that splits it up that they are going to send to me so I can get you specific numbers. Councilman DeBottis asks as far as patrolling; do we want them on certain roads or are they able to go on any road? Mayor Radeff responds we did tell them certain roads. Specifically, Lake Rd. and Abbe Rd. are the primary ones, but we are ok with Lake Breeze and Harris. They mentioned they received a complaint from a city resident about Ferndale so if they are in the area, they will check there as well. Councilman DeBottis asks are we at any time able to say we don't need their services anymore? Mayor Radeff replies yeah, absolutely. Councilman DeBottis asks how does the chain of command go? If someone calls Sheffield Lake Police Dept. and says there are speeders on Lake Rd., then...? Mayor Radeff replies the contact is Sheffield Lake Police Dept., it will all go through our police dept. President Rosso says they have been here five days and gotten two OVI's, that's good for getting those people off the road. Councilwoman Gee asks with the webpage, who is running it now and who should we get in contact with if we need something put up? Mayor Radeff

replies right now Kelsey is the one posting. I meet with IT tomorrow. Councilman Cizl asks since we already videotape our meetings and put them on Vimeo, would you want those on Facebook also? Mayor Radeff replies we can absolutely do that. *Motion by Gee/Second by Kovach to accept the report. Yeas All. ***SERVICE DIRECTOR'S REPORT:*** Service Director Hastings has no report. ***FINANCE DIRECTORS REPORT:*** Finance Director Fallis reports I want to thank the mayor, Tammy, Stacy and Kelsey for making my transition very good. They have been tremendous. Relative to OSP being in Sheffield Lake, I learned that OSP determined that a lot of accidents were occurring in municipalities. So, they asked the troopers to spend a little more time in city subdivisions as opposed to highways. Regarding the CHIP program, it is income eligible. So, you have to have a certain income level or less to be eligible for the program. I think one is a grant award and the second is a forgivable loan, so you would have to be a home owner as well. December 2023 has been reconciled to the penny. With that being done, we were able to close our books for 2023. One thing a finance director has to do is make sure we have enough cash to pay our bills. A second key component is they should safeguard the assets of an organization. We want to make sure we have the right amounts of insurance and we make investments at the appropriate level. We have an investment with Star Ohio and we have a lot of money there and they remain a triple a rated investment. That's the highest rating that the rating services provide. *Motion by Kovach/Second by Gee to accept the report. Yeas All. ***LAW DIRECTORS REPORT:*** Law Director Graves reports I've been working on a lot of different projects and wrapping up 2023. Some reports regarding worker's comp claims for 2023, etc. The FORD expansion is moving along quite well. Avon Lake is doing most of the permitting and plan reviews since they have the full-time commercial building dept. There is a separate expansion that was announced for the paint shop. The majority of that is in Sheffield Lake. We have an agreement where the village will do those plan reviews and inspections, but Sheffield Lake should be anticipating I believe 55% of the plan/permit review fees. We had a meeting today with the developers who did the Treadway Ponds development and they are looking at a proposal for a new subdivision on Parkview. They are looking to go the PRD route in our new planning and zoning code. It looks good and they will be making an application to come to Planning Commission in February. The only legislation before council tonight is Council #01 which is a resolution designating the individual who is authorized to make changes to the bank accounts. Councilman Wtulich asks the development on Parkview, is that going to be heading south towards Oster? Law Director Graves replies yes. *Motion by Gee/Second by Kovach to accept the report. Yeas All.

CITIZENS COMMENTARY: None.

UNFINISHED BUSINESS: Councilwoman Stark says it looks like the water bills came out and they are due on Martin Luther King Day. Service Director Hastings replies yes, our office will be open for that and the girls will shift their times. The computer by default picks the date and it's the 15th by ordinance. We normally intercept that and change it, but it got overlooked. Councilwoman Gee says the rubber on the refrigerator was replaced at the Joyce Hanks Community Center and it is working fine now.

NEW BUSINESS: Councilman DeBottis asks how many applicants do we have for Ward 2? Council Clerk Randolph replies one. Councilman DeBottis asks do we have the ability to take applications online on our website? President Rosso replies no, because it's really not an application you fill out. It's pretty much a letter identifying your qualifications and reasons why you want to do it. People can send a resume with their interest in the spot. Last Tuesday when we vacated the seat, I said 60 days was April 1st, when it is actually March 1st. So, if it's not filled by March 1st, it will go to the mayor to fill.

ORDINANCES AND RESOLUTIONS:

COUNCIL #043- TABLED- AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A MEMORANDUM OF UNDERSTANDING WITH THE AMERICAN FEDERATION OF STATE, COUNTY AND MUNICIPAL EMPLOYEES (AFSCME) REGARDING ANIMAL CONTROL, AND THE DECLARING OF AN EMERGENCY.

COUNCIL #044- TABLED- AN ORDINANCE REPEALING CHAPTER 155 OF THE CODIFIED ORDINANCES OF THE CITY OF SHEFFIELD LAKE AND ORDINANCE NUMBER 3-23 REGARDING ANIMAL CONTROL OFFICER AND THE DECLARING OF AN EMERGENCY.

COUNCIL #001- FIRST READING- A RESOLUTION INDICATING THAT FINANCE DIRECTOR MITCHELL J. FALLIS IS THE PERSON AUTHORIZED TO MAKE CHANGES TO THE DEPOSITORY BANK ACCOUNTS OF THE CITY OF SHEFFIELD LAKE FOR THE PURPOSE OF ACCEPTING SETTLEMENT FUNDS VIA ACH FROM THE LORAIN COUNTY AUDITOR AND LORAIN COUNTY TREASURER AND THE DECLARING OF AN EMERGENCY.

*Motion by Kovach/Second by Cizl FOR SUSPENSION OF THE RULES.

ROLL CALL FOR SUSPENSION: Kovach, Cizl, Gee, Wtulich, Stark, DeBottis. Yeas All.

*Motion by Kovach/Second by Gee FOR ADOPTION.

ROLL CALL FOR ADOPTION: Stark, Gee, Wtulich, Kovach, DeBottis, Cizl. Yeas All.

Resolution Passes #1-24

COUNCIL PRESIDENT: None.

MEETING ADJOURNED: With no further business before this council, *Motion by Kovach/Second by Wtulich to adjourn at 7:39 PM. Yeas All.

CLERK OF COUNCIL AFFIRMATION: This Meeting of The City Council 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 offices.

CLERK OF COUNCIL/COMMITTEES

Brandy Randolph

I, Brandy Randolph, duly appointed Clerk of Council of Sheffield Lake DO HEREBY CERTIFY that

this is a true and exact copy of the Minutes of

COUNCIL of Jan. 9, 2024.

COUNCIL PRESIDENT

Rick Rosso

MAYOR

Rocky Radeff