

**MINUTES OF THE CITY COUNCIL
SHEFFIELD LAKE, OHIO
January 23, 2024**

This regular meeting of the City Council was held Tuesday, January 23, 2024. Council President Rosso called the meeting to order at 7:01 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 January 9, 2024 meeting with any noted corrections. Yeas all.

Worksession- *Motion by Kovach/Second by Gee to accept the minutes of the January 16, 2024 meeting with any noted corrections. Yeas All.

CORRESPONDENCE: None.

PRESENTATIONS: None.

CITY COUNCIL REPORTS

Roads, Drains, Water, Sewer and Refuse: Chairman Wtulich reviews the minutes of the January 8, 2024 meeting. *Motion by Gee/Second by Kovach to accept the report. Yeas All. **/Safety:** None. **/Buildings, Lands, Vehicles & Equipment:** Chairman Wtulich reviews the minutes of the January 8, 2024 meeting. *Motion by Gee/Second by Kovach to accept the report. Yeas All. **/Ordinance:** Chairman Cizl reviews the minutes of the January 8, 2024 meeting. *Motion by Gee/Second by Kovach to accept the report. Yeas All. **/Finance:** Chairman Cizl reviews the minutes of the January 16, 2024 meeting. *Motion by Gee/Second by Kovach to accept the report. Yeas All. **/Council Representative to the Joyce Hanks Community Center:** Representative Gee reports our meeting yesterday was cancelled and rescheduled to Jan. 29th. The locks were changed on the doors today and the furniture that used to be in the hallway here is now at the community center. The next coffee meeting will have the Cardinal Sentential Committee. The next eclipse meeting will be Tuesday Feb. 13th at 7pm. **/Council Representative to the Park Board:** None. **/Representative to the Planning Commission:** None. **/Council Representative to the Zoning Board of Appeals:** Representative DeBottis reviews the minutes of the January 18, 2024 meeting.

ADMINISTRATIVE REPORTS

MAYOR/SAFETY: Mayor Radeff reports the police chief informed me they are hoping to do training at St. Thomas for school shooting training. We are working on updating

our records retention schedule which hasn't been done since 2008. As part of our initiative to make sure as cities we are working together, I believe the fire unions for Sheffield Lake and Sheffield Village have agreed to do a co-op Easter egg hunt. The idea is each year they would switch. One year it would be in Sheffield Village and one year it would be in Sheffield Lake. My understanding is the date is set for March 23rd from 9-1pm at Sheffield Village fire station. Tomorrow is my first mayor and city manager meeting at LCCC. We met with a company about possible grant writers and we liked a lot of what they said and have a follow up meeting this week. With this company, if they do write grants, they also help with the master plan. We really want to get that in so we have a direction of where we want to go forward with the city. We had an eclipse meeting last Wednesday and the chiefs did a great job of presenting. We followed up with Enterprise and got some answers back involving the leasing of vehicles. We are now trying to break down pricing and how that could or could not fit in the budget. We met with HR and we are trying to develop the employee handbook. With the Ford project, we did have a meeting between the three mayors and I think we are close to coming to an agreement with amending the MOU. On expanding the paint shop, my understanding is it is going to be about 200,000sq. ft. and Sheffield Lake is supposed to have more than half the project. We have agreed to let Sheffield Village take over the inspections and plan reviews. We will get fees from it. *Motion by Gee/Second by Kovach to accept the report. Yeas All. / **SERVICE DIRECTOR'S REPORT:** Service Director Hastings reports we had our first snow and ice event and the men had to drop the plows. I did get several calls and compliments and wanted to recognize and thank the men. The water dept. has responded to some frozen pipes during the latest cold spell and two water breaks. With the mayor's new Facebook, we are doing our best to notify residents. We also typically hand deliver notices to affected residents. Also, we are doing some tree pruning. We do it every few years. Lastly, there is legislation tonight for Phase 3a of the connectivity plan. *Motion by Gee/Second by Kovach to accept the report. Yeas All. / **FINANCE DIRECTORS REPORT:** Finance Director Fallis reports we have been preparing the W2's and doing year end payroll reports. We will be sending the 1099's out to the appropriate entities as well. I did a seminar with Rita and the new news that came out and a benefit to the residents is effective with the filing of the 2023 tax form, if a resident is late with the form, the maximum penalty would be \$25 whether they are a month late or 6 months late. However, that penalty would be waived for the first time offense. President Rosso asks is that quarterly or annually? Finance Director Fallis replies annually. The previous rule was they could get fined up to \$150. Mayor Radeff asks don't we have the ability to waive that as well? Law Director Graves responds yeah, our finance director is also our tax administrator and he would have authority on some of those delinquencies to waive various interest and penalties. Finance Director Fallis says I looked at the State of Ohio's Auditor website and they have a template we can use to do our 5-10 year capital acquisition forecast. The mayor and I have been in correspondence with Lorain County Development Dept. to see how they can help us with economic development in the city. *Motion by Gee/Second by Kovach to accept the report. Yeas All. / **LAW DIRECTORS REPORT:** Law Director Graves reports we continue to work on a number of projects. The Ford expansion is moving along and we have a draft of the record retention

schedule. Law Director Graves reports on the legislation for the evening. *Motion by Gee/Second by Kovach to accept the report. Yeas All.

CITIZENS COMMENTARY: None.

UNFINISHED BUSINESS: None.

NEW BUSINESS: Councilwoman Gee says council is aware the newcomers have to take their training for the Ohio Sunshine Laws. If you go online to take it presently, you are unable to because they are upgrading the training. They are not sure when it will be back online. President Rosso says we went through and had the planning and zoning code updated and in that we discussed and wanted to review neighborhoods and create new zoning. We revised the charter and went through the notification process, etc. Law Director Graves states we have that provision and we did the charter amendment regarding notification and we can look at that. Mayor Radeff says I asked Pat for a list of the empty lots so we can see whether we own them or not, etc. Law Director graves says to be clear; you still can't do spot zoning. The updates to the map would be creating zoning districts where the overwhelming majority of lots within that area of our city are smaller lots.

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.

*Motion by Gee/Second by Kovach to UNTABLE COUNCIL #043.

ROLL CALL TO UNTABLE: Wtulich, Kovach, Stark, Gee, DeBottis, Cizl. Yeas All.

*Motion by Gee/Second by Kovach to REMOVE COUNCIL #043 FROM AGENDA.

ROLL CALL TO REMOVE: Gee, Kovach, Wtulich, Stark, Cial, DeBottis. Yeas All.

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.

*Motion by Gee/Second by Kovach to UNTABLE COUNCIL #044.

ROLL CALL TO UNTABLE: Kovach, Cizl, Gee, Wtulich Stark, DeBottis. Yeas All.

*Motion by Gee/Second by Kovach to REMOVE COUNCIL #043 FROM AGENDA.

ROLL CALL TO REMOVE: Stark, Gee, Wtulich, Kovach, DeBottis, Cizl. Yeas All.

COUNCIL #002- FIRST READING- AN ORDINANCE APPROVING THE RECODIFICATION, EDITING AND INCLUSION OF CERTAIN ORDINANCES AS PARTS OF THE VARIOUS COMPONENT CODES OF THE CODIFIED ORDINANCES OF SHEFFIELD LAKE, OHIO, AND THE DECLARING OF AN EMERGENCY.

COUNCIL #003- FIRST READING- A RESOLUTION OF THE COUNCIL OF THE CITY OF SHEFFIELD LAKE AUTHORIZING THE SERVICE DIRECTOR TO ENTER INTO A CONTRACT WITH THE NORTHEAST OHIO AREA WIDE COORDINATING AGENCY (NOACA) FOR THE CONSTRUCTION OF THE LAKE ROAD CONNECTOR WALKING PATH PHASE 3a FROM THE JOYCE HANKS COMMUNITY CENTER TO HARRIS ROAD AND THE DECLARING OF AN EMERGENCY.

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

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

*Motion by Kovach/Second by Cizl FOR ADOPTION.

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

Resolution Passes #2-24

COUNCIL PRESIDENT: None.

MEETING ADJOURNED: With no further business before this council, *Motion by Kovach/Second by Wtulich to adjourn at 7:43 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. 23, 2024.

COUNCIL PRESIDENT

Rick Rosso

MAYOR

Rocky Radeff