

AGENDA

Agenda, Bay Village City Council
Committee Meeting
Conference Room, Bay Village City Hall
Dwight A. Clark, President of Council, Presiding

Date: February 10, 2020
Time: 7:00 p.m. ***New Time***

ANNOUNCEMENTS

COMMITTEE OF THE WHOLE

Jon Liskovec, Director of Public Service and Properties regarding Sewer Maintenance Program.

ENVIRONMENT, SAFETY AND COMMUNITY SERVICES COMMITTEE-DeGeorge,
Tadych, Maier.

School Resource Officer Agreement, Second Reading at Special Meeting of Council following
Committee Meeting.

Bay Family Services Contract.

United States Department of Justice, Community Oriented Police Services (COPS) Grant.

Ohio Department of Transportation (ODOT) Safe Routes to Schools Grant (Infrastructure
Improvements, such as crosswalk upgrades, from the School Travel Plan.)

Division of Police; Review of Codified Ordinance Section 129.02.

FINANCE & CLAIMS COMMITTEE-Tadych, Winzig, Kelly, Clark.

Amendment and repeal of certain sections of Ordinance No. 16-32, entitled “Approving Certain
Capital Expenditures and Personal Services Contracts previously approved by budget that exceed
Twenty Thousand Dollars, and declaring an emergency.” Third Reading and Consideration for
Adoption at Special Meeting of Council following Committee Meeting.

January 2020 Financial Reports of the City of Bay Village.

PLANNING, ZONING & PUBLIC GROUNDS & BUILDINGS COMMITTEE-Maier,
DeGeorge, Stainbrook.

Mardi Gras Sign Request for St. Raphael’s Church. (Additional sign to the Mardi Gras sign
approved January 13, 2020).

PUBLIC IMPROVEMENTS, STREETS/SEWERS/DRAINAGE COMMITTEE-
Stainbrook, Maier, Kelly.

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Results of Pavement Maintenance Materials Bids opened January 24, 2020.

Approval to apply for the Cuyahoga County 50%/50% Road Program for Bradley Road.

Advertisement for bids for the Longbeach Pavement Maintenance Project.

Approval to authorize a change order with TriMor Corporation to perform necessary water line work in accordance with Project Alternate 3 of the Sunset Area Utility Project.

Advertisement for bids for the Sunset Paving Project.

RECREATION & PARKS IMPROVEMENT COMMITTEE-Winzig, DeGeorge, Tadych.

Ohio Department of Natural Resources (ODNR) Paddling Enhancement Grant – Columbia Road Park Stairs.

Ohio Department of Natural Resources (ODNR) Clean Ohio Trails/Recreational Trails Grant – West Interurban Connector Trail.

Donation of \$500 to build a Chimney Swift Bird House at Walker Road Park.

SERVICES, UTILITIES & EQUIPMENT COMMITTEE-Kelly, Stainbrook, Winzig.

MISCELLANEOUS

AUDIENCE

ADJOURNMENT

CAHOON MEMORIAL PARK TRUSTEES

City of Bay Village

Council Minutes, Committee Session
Dwight A. Clark, President of Council, presiding

February 3, 2020
Conference Room

President of Council Clark called the meeting called to order in the Conference Room of Bay Village City Hall at 7:00 p.m.

Present: Clark, DeGeorge, Kelly, Maier, Tadych, Winzig.

Excused: Councilwoman Stainbrook, Mayor Koomar.

Also Present: Law Director Barbour, Finance Director Mahoney, Director of Public Service and Properties Liskovec, Police Chief Spaetzel, Recreation Director Enovitch, Community Services Director Selig, Building Director Tuck-Macalla.

AUDIENCE

Clare Banasiak, Alex Kamczyc, Denny Wendell, Tara Wendell, Jessica Breslin, Bay Village Branch Manager, Cuyahoga County Public Library.

ANNOUNCEMENTS

Jessica Breslin, Bay Village Public Library

Mr. Clark introduced special guest Jessica Breslin, Branch Manager of the Bay Village branch of the Cuyahoga County Public Library.

Ms. Breslin announced the third year of a very exciting “One Community Reads” initiative. Libraries have partnered with Ideastream, the City Club, and Playhouse Square to all read the same book and be part of the largest regional book club. This year the book entitled “Palaces for the People” by Eric Klinenberg has been selected. Author Klinenberg is a librarian super-hero, because he understands the importance of what takes place in a modern, public library and how libraries are part of the social infrastructure of the community, helping aid public health and well-being. He also talks about senior centers, parks, and other community centers and the importance of a robust set of community services. It is a perfect read for Bay Village, especially because of all the excitement around the new building project, and the expansion of the Community Services Department headed by Director Leslie Selig, and some of the ways they have worked together. “Palaces for the People” is Andrew Carnegie’s way of describing libraries, and the book is very antidotal, in spite of the fact that Mr. Klinenberg is a well renowned sociologist. The book is not too academic.

There will be two events as part of this regional book club. The first is Thursday, March 5 at the Bay Village Library which will be a branch-led discussion. It is hoped to have some community leaders and residents in attendance at that event on March 5 at 7 p.m. Mr. Klinenberg is going to be in Cleveland on March 9 to speak at Playhouse Square. A live stream of this event will be held at

the Westlake Porter Library. Ms. Breslin invited anyone to attend with her on March 9 at 7 p.m. at the Porter Library.

Ms. Breslin closed her presentation by distributing a “One Community Reads” pamphlet, which also talks about what partner organizations are doing, a Bay Village Library Program Guide for the winter, and information concerning the Homework Help for students after school. Copies of the book “Palaces for the People” were given to the administration and Council.

Ms. Maier asked what percent of the population participates in “One Community Reads.” Ms. Breslin stated that she will provide information after the program is completed.

Mr. Clark asked Ms. Breslin what is the most frequently asked question in the library recently. Ms. Breslin stated that the library is full now for the AARP tax preparation program. From January 2 of this year to just last week, that tax preparation program was the biggest inquiry because the Bay Village Branch is one of just a few centers that still is offering in-house tax preparation.

There are 22 employees at the Bay Village Branch of the library, and 998 employees in the 27 branches and administration facility of the Cuyahoga County Library.

Mr. Klinenberg’s book reveals that research indicates that in the 1990’s during the heatwave people who stayed in their apartments, or didn’t have anywhere to go were more likely to perish. With all the factors being the same, socio-economically, race, etc., if people lived in a community where they had either a senior center or library that they felt comfortable to go to, with cleanliness and good hours, they were far more likely to survive something even more devastating than that heatwave. The book is so affirmative for librarians and is also good for people questioning the role of the library in twenty-first century learning. It talks about the connectivity being the main piece of why the library is still so relevant.

Mr. Clark noted the excitement of the Bay Village community in the building of the new branch of the library in our City. Ms. Breslin stated that people are anxiously awaiting the opening of the new library in Bay Village.

Mr. Tadych asked when the AARP tax preparation services will begin at the Bay Village Library.

Ms. Breslin stated that the tax preparation by AARP will begin February 7. Appointments were made beginning January 2, and they were full by February 1. Folks are still encouraged to call in to see if there are any cancellations. Also, anyone with a tax question can come in on Fridays from 10 a.m. to 2 p.m.

Mr. Denny Wendell stated that at some libraries patrons can rent 3-D Printing Machines, 55-inch televisions, 60- inch projection televisions and video equipment. Ms. Breslin stated that a family in Bay Village has come forward to donate all the materials and technology needed for an Innovation Center for the new library. She noted that the Warrensville Branch of the Cuyahoga County Library has a recording studio. In Strongsville, the library has a video and audio recording area, named in

memory of Kathleen Cochrane DePiero, a Fox-8 news correspondent who passed away in 2017 at age 38.

Mr. Wendell asked if there is a machine that can be rented to convert 8 millimeter pictures to a digital format. Ms. Breslin stated that this is available at the South Euclid branch memory lab. At the new Bay Village branch there will be the most popular items, such as a 3-D Printer. Also on the hopeful list is an embroidery machine which would go over very well in terms of entrepreneurs and supporting younger and older folks. Specifics on products will be available as the project for the new library moves forward.

Mr. Clark noted that the Bay Middle School has 3-D printers and other high-tech equipment.

Mr. Clark thanked Jessica Breslin for her presentation this evening.

COMMITTEE OF THE WHOLE

ENVIRONMENT, SAFETY AND COMMUNITY SERVICES COMMITTEE-DeGeorge, Tadych, Maier.

School Resource Officer Agreement.

Ms. DeGeorge will present the ordinance authorizing an agreement with the Bay Village Board of Education for the services of a School Resource Officer. Mr. Clark stated that given the fact that there will not be a Council meeting on Presidents' Day, February 17, the hope is to have two readings of the ordinance before adoption, in order to begin the process of searching for the School Resource Officer.

Ms. DeGeorge stated that Page 3, Number 3 of the Memorandum of Understanding for the School Resource Officer, states that the School Resource Officer will be instructing Middle and High School classes, and asked for clarification regarding this instruction.

Chief Spaetzel stated that it will be instruction in substance abuse and prevention. Law Director Barbour stated that the Drug Prevention Grant requires a certain amount of instruction.

Ms. DeGeorge asked if the School Resource Officer can be moved for periods of time to a different school.

Chief Spaetzel stated that the School Resource Officer will primarily be at the High School.

Mr. Clark thanked the good work of the administration, noting the tedious amount of time and effort spent by the Law Director to bring forth this agreement. He expressed appreciation for all the work that brought this forward, noting it is a good initiative. The funding percentage splits talked about between the City and School Board are equitable from the City's standpoint.

FINANCE & CLAIMS COMMITTEE-Tadych, Winzig, Kelly, Clark.

Amendment and repeal of certain sections of Ordinance No. 16-32, entitled “Approving Certain Capital Expenditures and Personal Services Contracts previously approved by budget that exceed Twenty Thousand Dollars, and declaring an emergency.”

Mr. Tadych stated that certain sections of Ordinance No. 16-32 will be amended or repealed resulting in the making of Capital Expenditures in the amount of \$50,000, and Personal Services Contracts at \$25,000 permissible without Council’s specific approval. Mr. Tadych stated he would like to take this ordinance to second reading this evening, and hold for third reading and adoption until Councilwoman Stainbrook returns from her vacation on February 10.

Mr. Clark asked Finance Director Mahoney for an update on the new Finance System. Mrs. Mahoney stated that the first big start began last week with a representative of the provider on site at Bay Village discussing processes and how things will change with the new system, which is not totally cash basis. The Finance Department is working on a new chart of accounts which is due to them on Friday, February 14. The chart of accounts is the backbone of the new system, with segments that can be pulled out for easier reporting. One of the segments would be a Public Works Department, whereas now the Service Department is trees, administration, and street maintenance without the ability to report what is just Service. The new system will be able to do that by one of the pieces of the account structure. The representative of the company is thinking that the new system will go live at the beginning of August. There are a couple of scheduling changes with the new system actually expected to be live in October. Mrs. Mahoney noted that she has done this conversion once before in her previous employment and is able to work with the company’s new project manager to be sure everything runs smoothly.

Mr. Clark asked if the City will be on the new system entirely when the changeover is done. There will be a parallel payroll in July. The July 14 payroll will be done in the old system, and the information will be put in the new system the following week for testing. The go-live date for payroll is mid-August or early September. A stakeholder meeting will be scheduled for the future. Mr. Clark stated that if Mrs. Mahoney and Mr. Tadych think it relevant, the information can be presented at a Finance Committee meeting.

PLANNING, ZONING & PUBLIC GROUNDS & BUILDINGS COMMITTEE-Maier, DeGeorge, Stainbrook.

Request to advertise a Request for Qualifications for the Cahoon Park Public Access Study, relative to the CMAG 23 (Coastal Management Assistance Grants) Project to develop a master plan for Bay Point and the surrounding area.

Ms. Maier will make a motion at the Special Meeting of Council this evening to advertise for a Request for Qualifications for the Cahoon Park Public Access Study, relative to the CMAG 23 Project to develop a master plan for Bay Point, and extending the scope to be more of a Master Plan Light for the area.

Extension of thirty days, from February 3 to March 4, 2020 for review by Planning Commission of the Bay Village Library Project. (Project has been approved; Minutes of Planning Commission Meeting noting approval of project to be approved February 5, 2020).

Ms. Maier will move for an extension of thirty days, from February 3 to March 4, 2020 for approval by the Planning Commission of the Bay Village Library Project. This motion is an administrative move to make sure the minutes of the Planning Commission meeting that reflect the Planning Commission's approval of the project are accepted as prepared and distributed.

Mr. Clark commented that the next meeting of Council on February 10 will include approval of three or four grant applications. He will welcome the attendance of Project Manager Kathryn Kerber to provide further information, especially in the light of all the success the City has had with grant applications.

PUBLIC IMPROVEMENTS, STREETS/SEWERS/DRAINAGE COMMITTEE-
Stainbrook, Maier, Kelly.

Results of Pavement Maintenance Materials Bids opened January 24, 2020.

Ms. Maier reported that the results of Pavement Maintenance Material Bids and the resulting contract ordinances will be removed from tonight's agenda and deferred until Monday, February 10, 2020.

RECREATION & PARKS IMPROVEMENT COMMITTEE-Winzig, DeGeorge, Tadych.

Mr. Winzig had no report this evening.

SERVICES, UTILITIES & EQUIPMENT COMMITTEE-Kelly, Stainbrook, Winzig.

Mr. Kelly had no report this evening.

MISCELLANEOUS

Mr. Clark stated that the next meeting of City Council will be held on Monday, February 10, with Director of Public Service Jon Liskovec and his Sewer Maintenance crew addressing Council regarding the cleaning-out of storm and sanitary sewers, as well as the process to film, in advance, those streets selected as part of the City's annual overlay program.

Police Chief Spaetzel provided an update on the City's deer culling program. For the 2019-2020 season, there were 25 tags received from the Ohio Department of Natural Resources (ODNR). All of those tags were exhausted in the first four days of operation. Chief Spaetzel requested an additional 10 tags, and in four days those 10 tags were used. In the City of Bay Village this season, 35 deer have been culled, which completes the operation in Bay Village this year. Included in this total, there were 12 deer culled in Walker Road Park on January 29. A

ground count for deer will be held in the very near future, and this will conclude the season. The Metroparks will be culling this month.

Mr. Tadych asked Chief Spaetzel if he feels the number culled will make a significant difference in the City. Chief Spaetzel stated that he believes it has made a difference. Far fewer deer are being seen on bait cameras, and we are getting close to the point of just maintaining the population. Another survey will be done in August as deer car accidents, complaints about deer and removal of carcasses are being tracked in compliance with the City's Deer Management Plan.

Processed deer are donated to the Second Harvest Food Bank for the needy. Mr. Tadych asked who inspects the meat before it is released. Chief Spaetzel stated that it is done by Keller Meats near Lodi, Ohio. Second Harvest will not take the meat without inspection. Mr. Tadych asked who pays for the inspection, and Chief Spaetzel stated that the City pays for the inspection.

Mr. Clark noted that the United States Department of Agriculture (USDA) culls the deer and puts the proof of purchase and seal of approval on the meat to be given to people in need.

Mr. Wendell asked if the helicopter crossing the city recently was doing so for a deer count. Chief Spaetzel stated that it was an aerial deer count which will be supplemented by a ground count.

There being no further discussion, the meeting adjourned at 7:24 p.m.

Dwight A. Clark, President of Council

Joan Kemper, Clerk of Council



Service Agreement

This agreement between *McKeon Education Group, Inc.*, hereinafter referred to as the Prevention/Intervention Consultant and the **Bay Village School District, and the City of Bay Village as represented by Bay Family Services** hereinafter referred to as the School/Agency Board, is made for the purpose of providing a professional Prevention/Intervention Consultant to Bay Family Services to work 40 (forty) total hours from June 15, 2020 through August 14, 2020 and 40 (forty) hours per week from August 15, 2020 through June 14, 2021. In addition, programs as outlined in the *Bay Family Services Proposal For Prevention/Intervention Consultant & Programs*, will be implemented beginning in August 2020 and concluding on June 14, 2021.

Witnesseth

The prevention/intervention consultant for the sum of **\$97,900.00** does agree to provide the following services with specifications set forth below *for the term as set forth above*, MEG, Inc. will provide Bay Family Services with a Professional Prevention/Intervention Consultant. Duties and responsibilities as outlined in the proposal will include but not be limited to:

- (a) **To develop and implement age appropriate prevention programs for all grade levels**
- (b) **To provide individual counseling and/or behavior intervention with identified students**
- (c) **To conduct support groups as needed**
- (d) **To serve on the Crisis Team**
- (e) **To work with members of the professional staff and members of the Bay Village City Schools in identifying individual student needs and taking appropriate actions, whether that is parent conferencing, student meetings, parent intervention, individual and/or small group counseling, or referral to an outside agency**

- (f) To communicate effectively with the administration where students' life/health issues are concerned
- (g) To consult and provide assistance with Guidance Teams at all school sites when requested
- (h) To communicate with any and all school or city officials regarding specific cases or specific concerns
- (i) To implement one (1) 'Wings: Giving Girls Confidence To Soar' program with identified students in grades 9 & 10
- (j) To implement one (1) "Courage: Giving Young Men Tools To Thrive" program at-risk males in grade 9
- (k) To implement any and all programs as outlined in the *Proposal to Bay Family Services For Prevention/ Intervention Consultant & Programs; 2020 – 2021.*
- (l) To attend any and all district meetings and provide accountability data per request
- (m) To assist in developing and implementing attendance improvement plans with students and families to address barriers that may impact school attendance including home visits during school hours with a member of Bay Village Schools administrative team as well as evening visits scheduled on two evenings per month.
- (n) To assist school administrators when called upon

MEG, Inc. also certifies that the above services for which payment is requested will be rendered on specific dates and times as determined by the prevention/intervention consultant and the school district. *MEG*, Inc. will invoice Bay Village Board of Education and The City of Bay Village **\$6,118.75 each** on or about the 1st of each month beginning in October 2019 and concluding in May 2020 for a total of eight payments. Payment on all invoices will be due on the 1st of the month following the date of the invoice.

Joan Kemper

From: Jon Liskovec
Sent: Wednesday, February 05, 2020 11:37 AM
To: Agendas
Subject: Items for 2/10 Meeting

All,

I respectfully submit the following items to be considered for inclusion on the 2/10:

1. Approval to apply for the Cuyahoga County 50/50 Road Program for Bradley Rd.
2. Motion to advertise for the Longbeach Pavement Maintenance Project
3. Approval to authorize TriMor Corp to perform necessary water line work in accordance with project alternate 3 in the form of a change directive.
4. Motion to advertise for the Sunset Paving Project and to make appropriations

As always, all supporting documentation to follow.

Thank you,

Jonathan Liskovec

City of Bay Village

Director of Public Services and Properties

jliskovec@cityofbayvillage.com

Office: 440-899-3437

Garage/Dispatch: 440-871-1221

Fax: 440-899-3480

Joan Kemper

From: Kathryn Kerber
Sent: Monday, February 03, 2020 3:27 PM
To: Agendas
Subject: Grant Resolution Placeholders

Hello,
I'm expecting to have 4 grant application resolutions on the agenda for Monday, February 10. The applications are all due in the first 2 weeks of March. I'll send the resolutions later this week.

ODNR Paddling Enhancement Grant – Columbia Road Park stairs
ODNR Clean Ohio Trails/Recreational Trails Grant – West Interurban Connector Trail
ODOT Safe Routes to School Grant – Several infrastructure improvements from the School Travel Plan such as crosswalk upgrades
USDOJ COPS Grant – School Resource Officer

Best regards,
Kathryn

Kathryn E. Kerber
Project Manager

City of Bay Village
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Bay Village, Ohio 44140
440-899-3412
kkerber@cityofbayvillage.com

129.02 - Members.

- (a) The Division of Police shall consist of:
 - (1) One Chief of Police;
 - (2) Not more than two Lieutenants of Police;
 - (3) Not more than four Sergeants of Police;
 - (4) Not more than 16 police officers;
 - (5) Not more than seven deputy police officers;
 - (6) Not more than two full-time and nine part-time dispatchers;
 - (7) The hiring of the twenty-third police officer shall be contingent upon Council's prior approval by motion of the funding thereof.
- (b) The Chief of Police may appoint not more than three members from the ranks to act as Detectives of Police.
- (c) Whenever an anticipated vacancy or vacancies occur in the ranks of Chief of Police, Lieutenants or Sergeants of Police or police officers, the authorized number of members designated in subsection (a) hereof shall be increased by the number of such anticipated vacancies for only so long as such vacancy or vacancies continue. It is the intent of this subsection to provide for a temporary increase in complement of the Division in order that a new member begin training in anticipation of a vacancy in the Division, at which time the complement shall revert back to the number provided for under subsection (a) hereof.

(Ord. 15-54. Passed 6-29-15.)