

SPECIAL SESSION

November 17, 2022

The Council of the City of Chardon met in Special Session Thursday, November 17, 2022 at 6:30 P.M. in Council Chambers of the Chardon Municipal Center.

Christopher Grau, Mayor & President of Council presiding.

The meeting opened with the pledge of allegiance and roll call.

Members of Council present: Andrew Blackley, Deborah Chuha, Christopher Grau, David Lelko, Kyle Martin, Heather Means, Daniel Meleski.

Members of Council absent: none.

Others Present: City Manager Randy Sharpe, Finance Director Mark Iacofano, Secretary Rebecca Repasky, Law Director Benjamin Chojnacki, Police Chief Scott Niehus, Park and Recreation Director Adam Rogers, Community Development Administrator Steve Yaney, Public Service Director Paul Hornyak, Clerk of Courts Victoria Dailey, Geauga Times Courier Anastasia Nicholas.

Regarding pre-budget 2023 topics, Mr. Sharpe provided an overview of the budget. Planning with department heads began in September. Mr. Sharpe said the budget will be updated with actual numbers for the budget book in January, 2023. Mr. Sharpe said the budget book will be prepared three (3) weeks ahead of the City Council approval. Mr. Sharpe said the operations budget has been significantly affected by inflation. The budget is planning a 3.5% wage increase for employees. The City was fortunate this year to only have a 2% health insurance increase. The water/sewer rates will increase with the letters going out at this time. Mr. Sharpe said the goal is to retain the same level of service and to be a pedestrian-friendly City and continue with both the Sidewalk Maintenance Program and Sidewalk Infill Program. Mr. Sharpe said another goal is to have compensation of employees to be in the top 3rd in the region. This will take time based on income tax and the current state of the economy.

Municipal Court Clerk, Victoria Dailey, stated that there are no real changes or updates to the Municipal Court budget. Only planning for one (1) retirement of a Civil Clerk. In the future, the Municipal Court would like to start obtaining quotes for updates and repairs to the kitchen and bathrooms.

Park and Recreation Director, Adam Rogers, shared program participation is continuing to grow. Mr. Rogers explained that staff is looking to have a joint recreation district. New programs to include horseback riding and arts and crafts. Mr. Rogers shared staffing remains an issue. He will implement training for staff and incentives to retain staff and will look into restructuring current programs and increase marketing.

Mayor Grau asked if any meetings have taken place regarding the joint recreation district.

Mr. Sharpe said staff is reaching out, but no meetings have been scheduled yet.

Community Development Administrator, Steve Yaney, said his budget remains the same. His department continues with code enforcement, property maintenance code and grass cuttings. He shared the number of properties having grass cut has decreased. Mr. Yaney said there will be a joint Planning Commission and City Council session in January or February of 2023 to review the Planning and Zoning Code Comprehensive Plan update. Mr. Yaney said the staff vehicle will need to be replaced as it is ten (10) years old and having mechanical problems.

Police Chief, Scott Niehus, shared the Chardon Police remain in various groups for community policing standards and policies. Chardon will be the next presiding host organization for Valley Enforcement Group. Chief Niehus said the department will be pursuing purchasing body cameras. He is currently waiting to hear back on a \$85,000 grant for the cameras. He said the department will then need redaction software for records requests for the body cameras. Chief Niehus is planning training for officers and leadership training. Budgeted items include: replacing ballistic vests, ordering forceable entry tools and legal counsel for labor agreements.

Mayor Grau commented the Valley Enforcement Group is great and is excited Chardon will host. Chief Niehus agreed and said the group always provides support to members when they need it.

Law Director, Benjamin Chojnacki, said the Law Department continues to represent boards, commissions, staff, elected officials and Municipal Court. The budget remains the same. Mr. Chojnacki explained 2023 funds will be for upcoming labor negotiations.

Mr. Blackley commented there is less ongoing litigation than in years past.

Finance Director, Mr. Iacofano shared in July, 2022, half of the American Rescue Plan will be for the Hidden Glen Water Main Loop Project; and the other half will go towards the County Courthouse Project. Mr. Iacofano explained there is a new employee timing system. The Finance Department will be looking into a utility software program for payments and new budgeting software.

Mr. Meleski asked if this is a greater addition to the SSI software. Mr. Iacofano said the utilities software is a smaller addition; while the budget software will be a bigger addition. Mr. Meleski asked if other companies have been looked at. Mr. Iacofano said two (2) so far.

Public Service Director, Paul Hornyak, shared the City is in the seventh (7th) year for the Street Maintenance Program. He said the need for full street rehabilitation has decreased since beginning this program. The Sidewalk Maintenance Program will enter into Round 2 focusing on Fifth Avenue, North Street and Washington Street. The Sidewalk Infill Program will be on Center Street. Mr. Hornyak said there are less than 220 water read meters left to be changed out - with only a few of those being too large to switch out. Mr. Hornyak said this is the third year for the in-house brush collection which has kept costs down. Mr. Hornyak said the department is committed to a high level of snow and ice control. Mr. Hornyak said the City is still looking for a vacuum truck for catch basins. The budget also includes money for legal counsel for upcoming labor agreements. Mr. Hornyak

shared in the future, the City would like to have an existing employee be trained to certify other employees for the CDL requirement. This would save money for certification and allow staff to have a greater option of potential employees.

Mr. Meleski asked what is the lifespan of the water readers.

Mr. Hornyak said it is more of the technology for the meters.

Mr. Meleski commented on the excellent brush collection service and that is was helpful after the past couple of storms.

Ms. Means shared several residents also appreciated the brush cleanup after the last storm.

Mr. Hornyak said the department is still collecting leaves and will also have a leaf collection in April.

Mayor Grau asked if the catch basin cleaning is a difficult process.

Mr. Hornyak explained it is for better quality for the water sheds.

Mr. Martin asked how many current employees need their CDL. Mr. Hornyak said only one (1). Mr. Martin asked if the CDL training would be for the future.

Mr. Hornyak said yes.

City Manager, Randy Sharpe said there is funding for Retail Strategies, GTV and current and future events on the Square. Mr. Sharpe said there is continued funding for employee appreciation and retention. There is money in the budget for the hotel feasibility study. Mr. Sharpe said in March of 2023, the IT services contract is up, therefore staff will look to either extend the contract or find a different IT company.

ORDINANCE NO. 3225

AN ORDINANCE DECLARING A REAL AND PRESENT EMERGENCY CAUSED BY THE DURATION OF TIME NEEDED TO ACQUIRE AND DELIVER DUCTILE IRON, AND THE INCREASING COSTS ASSOCIATED WITH PURCHASING DUCTILE IRON, AND AUTHORIZING THE CITY MANAGER TO MAKE AN IMMEDIATE PURCHASE OF DUCTILE IRON FOR THE SEVENTH AVENUE CONSTRUCTION PROJECT, AND DECLARING AN EMERGENCY was read for the first time by title only.

Mr. Blackley moved and Mrs. Chuha seconded the rules be suspended and the Ordinance be read for the second and third time by title only. Upon roll call the vote the motion passed unanimously.

Ordinance No. 3225 was then read for the second and third time by title only.

Mrs. Chuha moved and Mr. Martin seconded for the adoption of Ordinance No. 3225.

Mr. Hornyak explained three (3) proposals for the project were received. All three (3) were under the engineer's estimate. Ferguson Waterworks was the lowest bid at \$124,231.79.

Mr. Blackley asked how many feet of piping.

Mr. Hornyak said just under 1,000 feet.

Mr. Blackley asked what is included in the bid price.

Mr. Hornyak said the quote was inclusive for everything needed for the water main.

Mayor Grau commented on all three (3) bids being lower than the engineer's estimate.

Mr. Hornyak explained sometimes the estimate is marked up.

Mr. Meleski expressed surprise by a project completion date of March, 2023.

Mr. Hornyak said work may not be complete in total, but the City will take what is available when it is available.

Mr. Blackley asked if the materials will be stored in the contractor's yard.

Mr. Hornyak said materials will be with the City.

Upon roll call vote the motion passed unanimously.

ANY OTHER BUSINESS TO COME BEFORE COUNCIL

Members of Council reported on upcoming events and activities.

ADJOURN

Mr. Lelko moved and Mr. Meleski seconded to adjourn. Upon voice vote the motion passed unanimously.

The meeting adjourned at 7:22 P.M.

Attest:

CHRISTOPHER GRAU, Mayor
President of Council

REBECCA REPASKY
Secretary