

CITY OF CHARDON SERVICE COMMITTEE MEETING

Meeting Minutes

October 9, 2024

Service Committee Members Present: David A. Lelko, Kyle Martin

Also Present:

Sara Clemson, Maple Leaf Community Residences
Leroy Dowling, Streets Superintendent
Jessica Gillenwater, Finance Accounting Clerk
Christopher Grau, Mayor
Scott Niehus, Police Chief

Paul Hornyak, Public Service Director
Becky Repasky, Secretary
Randy Sharpe, City Manager

Kyle Martin, Chairman, called the meeting to order at 4:00 p.m.

APPROVAL OF MINUTES

Mr. Lelko made a motion to accept April 4, 2024, minutes. It was seconded by Mr. Martin. The vote carried 2-0.

OLD BUSINESS

Mr. Lelko asked about the status of the shepherds staff. Mr. Dowling said they are still up. The rules have been posted and the shepherds staffs will remain up until after Memorial Day 2025 and then be taken down. Mr. Lelko said he is okay with that.

NEW BUSINESS

Mr. Martin made a motion to move item C. to item A. on the agenda. It was seconded by Mr. Lelko. The vote carried 2-0.

DISCUSSION ON THE INTERSECTION OF E. KING AND CLARIDON ROAD

Mayor Grau explained Ms. Clemson submitted a letter for Service Committee to review regarding putting up a guardrail in front of Maple Leaf Community Residences. He said two (2) vehicles have struck the building in the last few years because they have gone through the stop sign on E. King. Mayor Grau explained one of those individuals was impaired. Ms. Clemson added one person was driving drunk and one person fell asleep at the wheel.

Mr. Sharpe suggested putting boulders out front like the Board of Maple Leaf Community Residences suggested. Ms. Clemson said she wanted to wait and see what the Service Committee suggested.

Mr. Lelko asked if a guardrail was feasible. Chief Niehus said it would have to run parallel to the driveway but that would be on their property. Chief Niehus added speed did not appear to be a factor in both crashes. Mr. Sharpe added the driveway may need to be reoriented with a guardrail. Mr. Lelko asked if a guardrail can be put on private property. Mr. Hornyak said not at the City's expense – and it could set a precedent elsewhere in the City.

Ms. Clemson said she reached out to their insurance company for a risk assessment and they were no help.

Mr. Hornyak suggested adding rocks/boulders as the least expensive option and it would be more aesthetically pleasing. Chief Niehus added the right kind of landscaping could help.

Mr. Lelko asked if anything is open to liability. Ms. Clemson said their insurance company said anyone can be sued for anything.

Mr. Hornyak suggested bollards – they can be painted and are cheaper.

Mr. Lelko asked if anything on E. King can be done differently. Chief Niehus said in these two (2) instances, flashing lights may not have made a difference. Mr. Hornyak asked Mr. Dowling to place a 'stop ahead' sign on E. King.

Ms. Clemson said installing bollards may be the best direction to go. Mr. Sharpe suggested having an engineer determine the right size and depth bollards. Mr. Hornyak said he will talk to the City's engineer and traffic engineer for guidance.

Mr. Lelko asked for a follow-up/update.

DISCUSSION ON DETECTABLE WARNINGS

Mr. Hornyak explained that brick pavers are no longer accepted by ODOT as a detectable warning device due to durability issues. The truncated domes shear off and are found to be non-compliant within the first couple years. Therefore, all the brick pavers used as detectable warnings in the Chardon Historical District will require an upgrade from brick to an ODOT approved material such as steel plates.

Mr. Hornyak explained the bricks are a maintenance problem and get worn quickly from the sidewalk plow. Staff suggests using metal plates. The fiber glass and plastic do not last long. Mr. Hornyak said the changes will not be made immediately but the ones on the state routes will be done first. Mr. Sharpe added this is at the City's dollar and the bricks settle and sink. Mr. Hornyak said they have had success with the steel plates.

Mr. Lelko asked if the state route ones need to be done now. Mr. Hornyak said any that are worn or not in ADA compliance. Mr. Lelko asked if over time the truncated domes will be replaced. Mr. Hornyak said yes. Mr. Lelko requested Staff look for steel plates resembling brick. Mr. Martin asked where the cast iron ones are now. Mr. Hornyak said in the non-historic parts of town.

Mr. Hornyak said no action is needed by the Service Committee.

DISCUSSION ON ADDING AN ADDITIONAL BRUSH COLLECTION IN APRIL

Mr. Hornyak explained that Staff would like to add an additional brush collection in April prior to the Maple Festival. Mr. Sharpe explained this is coming before the Service Committee because it is an additional cost service that needs approval.

Mayor Grau asked if there is still a leaf collection in the fall. Mr. Hornyak said yes. Mr. Lelko asked when the last brush collection is. Mr. Hornyak said October. Mr. Lelko said if there happens to be a lot in November, for Staff to go ahead and get it. Mr. Martin said to be sure to advertise the collection as April through October.

Mr. Lelko made a motion to add another brush collection in April. It was seconded by Mr. Martin. The vote carried 2-0.

DISCUSSION ON PROPOSED COLUMBARIUM RATES AND CEMETERY RATE INCREASES

Mr. Sharpe provided the Service Committee with recommended changes to cemetery fees based on comparisons of surrounding cemeteries. Mr. Sharpe said this is done every five (5) years. He said the provided comparisons do not include All Souls Cemetery. Mr. Sharpe said the City is trying to stay competitive with the surrounding market.

Mr. Sharpe recommends simplifying the fee structure because it does not make sense to have a resident and non-resident fee. Mr. Sharpe said regarding Saturdays, Staff is suggesting a 30% increase.

Mr. Lelko asked why there are different fees for graves. Mr. Sharpe said it is typical a resident gets a break for purchasing a grave. Mr. Sharpe said this can be whatever Service Committee wants it to be.

Mr. Lelko asked when a person buys a grave, do they get a resident rate if they are the purchaser or if they are the one getting buried. Mr. Sharpe said the purchaser has to be a resident. Mr. Lelko asked what stops a resident from

buying a handful of graves if a non-resident is buried there. Mr. Dowling said there is a right to burial if the person going in the grave does not own it. The person owning the grave has to give written permission for the person being buried there. If they are a non-resident then they will pay a fee. Currently the fee is \$150, and when the right to burial came about that was the difference between resident and non-resident. Mr. Dowling said now the difference is \$500 – so the recommendation is to raise the rate. Mr. Lelko clarified it is at the time of purchase of the grave that determines whether one is a resident or not. Mr. Sharpe said yes. Mr. Dowling said whoever owns the grave, any lineal decent can be buried in that grave. Ms. Gillenwater said graves are deeded to one's heirs. Mr. Hornyak said four (4) cremations and one (1) full burial can be in one grave site. Mr. Sharpe added with the full burial first.

Mr. Lelko asked if one wants to sell a grave, it has to be sold back to the City for the price they paid for it. Ms. Gillenwater said yes. Mr. Sharpe said then the City can resell it.

Mr. Lelko said he hates to see a large jump all at one (1) time. He said he is more comfortable doing this in phased increases. Mr. Hornyak said these rates have not been adjusted in five (5) years - it would be nice to have a consistent price to tell people that ask. Ms. Gillenwater added no one is complaining about prices when they call and ask. Mr. Martin said it is sort of the expectation right now prices increase because a lot of things are more expensive now. Mr. Martin suggested giving enough notice to people. Mr. Martin added Staff's recommendation's are reasonable. Mayor Grau added he has no issue with rates because people have decided what home is going to be. Mr. Lelko said he has no issue raising rates, just not this big of a jump.

Mr. Lelko said he would still like to have resident and non-resident fees. Mr. Hornyak said the things that went to a common fee are sparsely used. For more common sales, residents are given a break. Mr. Hornyak said the effort was to clean things up and eliminate things that are not used regularly. Mr. Martin said that would eliminate confusion on certain topics. Mr. Dowling added some communities do not have price differences.

Mr. Lelko asked why disinterment is listed – and why the same price for full or cremation. Mr. Dowling said it does not happen often. Mr. Sharpe said for simplicity.

Mr. Lelko asked what the lowest grave price is in the area. Mr. Sharpe said \$375 in Chester and \$400 in Madison.

Mr. Martin said considering all of this, he agrees with Staff's recommendations.

Mr. Lelko said to go ahead and prepare legislation for the November Council meeting. He requested three (3) readings for a lengthy adoption time and notice. Mr. Lelko said he will take more time to think on this.

Regarding the columbarium, Mr. Sharpe said it is ordered. Mr. Dowling said it is approximately 4' high. Mr. Hornyak said work will be done in house.

Mr. Lelko asked if there is a place for flowers on the doors. Mr. Dowling said no decorations. Mr. Lelko asked about military plaques. Mr. Hornyak said there will be a line to inscribe for military and everything will be reviewed and uniform. Mr. Dowling said military symbols can be on the plaque. Mr. Lelko asked how many can fit in one. Mr. Dowling said two (2). Mr. Lelko asked if ashes can be mixed in one (1) urn. Mr. Hornyak said there is no way to know – just the container is being approved. Mr. Lelko asked if many people have asked about this. Ms. Gillenwater said no. Mr. Lelko said he would like landscaping around it. Mr. Lelko asked what the cost of a plaque is. Mr. Dowling said \$300 - \$400.

Service Committee accepted the columbarium rates.

Mr. Lelko requested legislation for all regulations and include rules for the columbarium in the Council November packet.

EXECUTIVE SESSION – none

OTHER BUSINESS

Mr. Sharpe explained the Traffic Signalization Project and the school light at North Street and Fifth Avenue are both in the CFP. Staff met with Mr. Westbooks and Mr. Courtney to discuss the upcoming scope project meeting with ODOT for the Traffic Signalization Project. Mr. Sharpe said they tried combining the signal with the signalization project to see if that would save money – but it did not make sense to. The traffic signal would be all under federal regulations which could cause delays in both projects and we may need property acquisition for the traffic signal. Which then under the federal regulations you would have to have an approved appraiser do that and then have to have the approved appraiser's appraiser, review that work. If there is a year and ½ lead time on the signal, that could back up the Traffic Signalization Project. Mr. Lelko asked what the Traffic Signalization Project entails. Mr. Sharpe said all the traffic signals being able to communicate together and talk and to get CMAQ money. Mr. Hornyak added to update the software and some of the controls. Mr. Lelko asked if any of the boxes need replaced. Mr. Hornyak said an inventory has to be done right now. Mr. Lelko clarified that the North Street light will be separate from the Signalization Project. Mr. Sharpe said yes. Mr. Sharpe said Mr. Westbrooks is working on a quote whether it will be communicated cellularly or by fiber. Mr. Hornyak said Staff is considering fiber because it will help with the SCADA system for water/sewer. Mr. Sharpe said the City is proposing to design and run the school light project; then bill the school. The City is proposing to contribute 1/3rd of the project.

ADJOURN

Mr. Lelko made the motion to adjourn. Mr. Martin seconded it. The meeting was adjourned at 5:27 p.m.

Respectfully Submitted:

KYLE MARTIN, SERVICE COMMITTEE CHAIRMAN

Rebecca Repasky, Secretary