

RECORDS OF PROCEEDINGS

Village of Timberlake Council
Held at the Village of Timberlake Hall at 6:30 PM

Regular Meeting
March 15, 2022

Mayor John Marra presiding.

Roll Call of Council Members Present:

Cynthia Hardwick, Ryan Konrad, Nancy Marra, Dr. Sharma, Kevin Thompson

Personnel in Attendance:

James O'Leary	Solicitor
John H. Roskos	Fiscal Officer
Sue Scofield	Chief, Police Department

Opening of Meeting 6:30 PM

Meeting began at 6:30 PM with the pledge of allegiance, and the Mayor's opening prayer.

Public Comment, Good & Welfare:

No comments from the public.

Reading & Disposition of the Minutes:

- a. Regular Council Meeting 2/15/2022- a motion was made by Mrs. Marra to approve the February, 15, 2022 minutes; seconded by Dr. Sharma; roll call. All members of Council present voted in favor.

Accepting resignation of Stanley Roediger as member of Council:

Dr. Sharma made a motion to accept Stanley Roediger's resignation as member of Council; Mr. Thompson seconded the motion. Roll call: all members of Council present voted in favor.

Legislation:

a.) Resolution No. 2022-07 (2nd Reading)

A resolution declaring surplus property and directing the Fiscal Officer and authorizing all actions necessary to effect the sale and/or credit value of same, and declaring an emergency.

1st Reading: 2/15/2022; Resolution No. 2022-07 was presented for second reading.

b.) Resolution No. 2022-10 (Rules Suspended)

Requesting the certification by the County Auditor of the amount to be raised by a 4.2 mill renewal levy, and declaring an emergency. Mrs. Marra made a motion to suspend the three reading rule. Dr. Sharma seconded the motion; All members of Council present voted in favor of suspending the rules.

Mrs. Marra made a motion to approve Resolution No. 2022-10; Dr. Sharma seconded the motion.

The Fiscal Officer gave a summary of the purpose of this renewal levy, and its history. This resolution asks the auditor to certify the amount to be raised.

Roll call: all members present voted in favor.

c.) Resolution No. 2022-11 (Rules Suspended)

A resolution establishing the “2902 Other Special Revenue Fund” of Timberlake Village, Ohio and declaring an emergency. Mrs. Marra made a motion to suspend the three reading rule. Dr. Sharma seconded the motion; All members of Council present voted in favor of suspending the rules.

Mrs. Marra made a motion to approve Resolution No. 2022-11; Dr. Sharma seconded the motion.

This fund is to account for our NOPEC grants.

Roll call: all members present voted in favor.

d.) Resolution No. 2022-12 (Rules Suspended)

Accepting a donation by the Village of Kirtland Hills of 2 Used Radar Units, and declaring an emergency. Dr. Sharma made a motion to suspend the three reading rule. Mrs. Hardwick seconded the motion; All members of Council present voted in favor of suspending the rules. Mrs. Marra made a motion to approve Resolution No. 2022-12; Dr. Sharma seconded the motion. All members present voted in favor of approving the Resolution.

Our current radar units are currently twenty years old; received an e-mail from Lieutenant in Kirtland Hills regarding these donated units, which are around 3-4 years old. Will have to pay for installation (\$540.00 to install), but a significant savings overall. Additional discussion related to the donations occurred amongst the Chief, Council, and the Mayor. Chief also discussed calibration of used units (certified until September), and estimated installation date of March 28. Mr. Konrad inquired about running radar, and how often it occurs; Chief discussed difficulties, but it is more possible to run radar at night, such as on brick road (Old Lake Shore Blvd.).

e.) Resolution No. 2022-13 (Rules Suspended)

A resolution hiring James Simone as a part-time Patrolman for the Village of Timberlake, and declaring an emergency. Mrs. Marra made a motion to suspend the three reading rule. Mr. Thompson seconded the motion; All members of Council present voted in favor of suspending the rules. Mrs. Marra made a motion to approve Resolution No. 2022-13; Mrs. Hardwick seconded the motion. All members present voted in favor.

f.) Resolution No. 2022-14 (Rules Suspended)

A resolution hiring Nick Dolbin as a part-time Patrolman for the Village of Timberlake, and declaring an emergency. Dr. Sharma made a motion to suspend the

three reading rule. Mrs. Marra seconded the motion; All members of Council present voted in favor of suspending the rules. Mr. Thompson made a motion to approve Resolution No. 2022-14; Dr. Sharma seconded the motion.

The Mayor inquired and Chief noted that hiring is dependent on clean background, and drug testing.

Roll call: all members present voted in favor.

g.) Ordinance No. 2022-04 (Rules Suspended)

An ordinance authorizing all actions necessary to accept the Northeast Ohio Public Energy Council (NOPEC) 2022 Energized Community Grant. Mrs. Marra made a motion to suspend the three reading rule. Dr. Sharma seconded the motion; All members of Council present voted in favor of suspending the rules. Mr. Konrad made a motion to approve Ordinance No. 2022-04; Mr. Thompson seconded the motion. All members present voted in favor.

Department Reports:

a. Mayor:

- a. Couple of snowstorms we got through; truck broke down, but it is back up running. Fuel lines had to be fixed; thanks Jim Summers, and our service department for their help. Will wait to establish new committee assignments.

b. Solicitor:

- a. We can go ahead and advertise the open council position. Mr. Konrad inquired about the President Pro Tempore position, and whether it can be left open for now; Mr. O'Leary indicated that we can wait. Council can advertise the open position; we do not need to rush into making a new choice.

c. Council Members:

Cynthia Hardwick- People are booking the Hall; very few weekends available during the summer. It is nice getting to know the people; has received positive feedback from renters.

Ryan Konrad- Somewhat of a busy month. Did complete a review of the sewers during the snowmelt; sewers handled the water pretty well. Did notice a couple broken sewer grates; noticed a hose going into one sewer. Has some items on the priority list to complete. Please contact Mr. Konrad if you have any areas of concern; will put on priority list. Fiscal Officer noted that Mayor did ask for a purchase order for sewer grates, and this has been issued.

Nancy Marra- Signed up for Ohio Municipal League refresher course; it is a full day course. She, Kevin Thompson, and Cindy Hardwick are planning to attend.

Dr. Ritu Sharma- She will take Grant Getting Ready webinar on March 24, and will contact Mr. Formica to look at grants available.

Kevin Thompson- Some issues to work out, during a work session or Tree Committee meeting, but nothing else to report at this time.

d. Fiscal Officer:

Monthly Financials- Mr. Roskos presented a monthly review of February expenses, revenue, as well as a Cash Flow Analysis for Fiscal Year 2022 based on the first two months of spending, anticipated expenses, and a buffer of \$3,000 per month for incidentals, and repairs. Based on current spending patterns, the Village may have a \$10,000 surplus for the year; this does not include potential transfers of \$20,000 each to the Village Hall and Police Cruiser Capital Funds. If Council authorizes these transfers, the Village is looking at a potential \$30,000 deficit for the year.

e. Police Chief:

For the month of February, 2 911 calls, 1 administrative call, 2 house alarms, 1 animal complaint, 5 assists of the Fire Department, 2 Beach Checks, 1 Burglary, 30 Community Policing Events, 2 Disabled Vehicles, 172 House Checks, 1 call for information, 17 investigation calls, 1 noise complaint, 2 phone complaints, 1 parking violation, 1 traffic violation, 1 welfare check; there were a total of 242 events for the month.

OPOTA'S mandate for unpaid specials is 16 hours/month; our ordinance mandates 24 hours/month. Would like to address this; discussed circumstances that are making it difficult to keep specials on; would like the ability to make exceptions, or return to OPOTA standards. Has sent to law director, and Mayor to look into. Solicitor will prepare legislation for next meeting. This would prevent loss of current officer; April is soon enough.

f. Zoning/Property Maintenance- Only wrote 1 shed, and 1 remodel permit.

8. **Purchases & Approvals:**

a. February, 2022 Financial Reports- Dr. Sharma made a motion to approve the February, 2022 Financial Reports; Mr. Thompson seconded the motion. Roll call: all members present voted in favor.

9. **Public Comment and Questions** (may be directed at the Mayor or Council members only, and is limited to 3 minutes per subject):

No comments from the public.

10. **Executive Session to Discuss Contracts, and Potential Litigation**

- Motion to enter executive session by Dr. Sharma; seconded by Mr. Konrad Roll call: all members voted in favor of entering executive session at 7:01 PM.

Mr. Konrad made a motion to exit executive session at 7:45 PM; Mrs. Marra seconded the motion. Roll call: all members present voted in favor of exiting executive session.

11. Adjournment: Mrs. Marra made a motion to adjourn the meeting; Mr. Konrad seconded the motion. Roll call: all members voted in favor of adjourning, except Mr. Thompson, 4-1. Meeting adjourned at 7:47 PM.

Called by: Mayor Marra

Posted

Next regular meeting is Tuesday, April 19, 2022 at 6:30 PM.

Fiscal Officer, John H. Roskos

Mayor, John Marra