

RECORDS OF PROCEEDINGS

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

Regular Meeting
April 19, 2022

Mayor John Marra presiding.

Roll Call of Council Members Present:

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

Personnel in Attendance:

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| James O'Leary | Solicitor |
| John H. Roskos | Fiscal Officer |
| Sue Scofield | Chief, Police Department |
| Gary Gray | Zoning/Maintenance |

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.

Good and Welfare (Mayor)- We have a new beach gate; same key will work. Request form for key is on website under recreation. New split rail fence was installed in front of Village Hall and Parcel A. Easter Egg Hunt- Village Club did a great job putting together; good turnout. 75th Anniversary is coming up; Village Club is planning a fireworks display. They are still taking donations. Mayor would like to clean up the Village.

Reading & Disposition of the Minutes:

- a. Regular Council Meeting 3/15/2022- a motion was made by Mrs. Marra to approve the March 15, 2022 minutes; seconded by Dr. Sharma. Roll call; all members of Council present voted in favor.

Legislation:

- a.) Resolution No. 2022-07 (3rd 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.

The Fiscal Officer reported that an inventory has not yet been completed.

1st Reading: 2/15/2022; 2nd Reading: 3/15/2022. Dr. Sharma made a motion to table Resolution No. 2022-07; Mr. Konrad seconded the motion. All members present voted in favor.

b.) Resolution No. 2022-15 (Rules Suspended)

A resolution directing the Lake County Board of Elections to place a 4.2 mil, five year renewal tax levy for the Police Department, Service Department and General Fund current expenditures within the Village on the November 8, 2022 General Election Ballot and declaring an emergency.

Mrs. Marra made a motion to suspend the rules; Mrs. Hardwick seconded the motion. All members were in favor of suspending the rules. Mrs. Marra made a motion to approve Resolution No. 2022-15; Dr. Sharma seconded the motion.

Mr. Roskos explained that this Resolution is the second step; the first Resolution requested the Auditor to certify the amount to be raised by the Renewal Levy. This Resolution will place the Renewal Levy on the November 8, 2022 General Ballot; again, this is a Renewal Levy.

Roll call; all members present voted in favor.

c.) Resolution No. 2022-16 (Rules Suspended)

A resolution approving the language to be placed upon the Beach Gate sign in the Village of Timberlake, Ohio and declaring an emergency.

Mrs. Marra made a motion to suspend the rules; Dr. Sharma seconded the motion. All members were in favor of suspending the rules. Dr. Sharma made a motion to approve Resolution No. 2022-16; Mrs. Marra seconded the motion.

The Mayor asked if there were any questions, or suggestions, and whether Council is okay with the language. There were no suggested changes.

Roll call: all members present voted in favor, except Mr. Thompson who abstained.

d.) Resolution No. 2022-17 (Rules Suspended)

The Mayor asked if there were any nominations for President Pro Tempore of Council; Mrs. Marra nominated Mrs. Hardwick.

A resolution designating and appointing Council Member Mrs. Hardwick as President Pro Tempore of the Council of the Village of Timberlake, and declaring an emergency.

Mrs. Marra made a motion to suspend the rules; Mr. Thompson seconded the motion. All members present voted in favor of suspending the three reading rule. Dr. Sharma made a motion to approve Resolution No. 2022-17; Mrs. Marra seconded the motion. All members present voted in favor.

e.) Resolution No. 2022-18 (Rules Suspended)

A resolution authorizing the Mayor to hire Nakia D. Ward as a Part Time Patrolman for the Police Department and declaring an emergency.

Mrs. Marra made a motion to suspend the three reading rule; Mr. Thompson seconded the motion. All members present voted in favor of suspending the three reading rule. Dr. Sharma made a motion to approve Resolution No. 2022-18; Mr. Konrad seconded the motion. All members present voted in favor.

f.) Resolution No. 2022-19 (Rules Suspended)

A resolution authorizing the Mayor to hire Ronald Robinson as a Part Time Patrolman for the Police Department and declaring an emergency.

Mrs. Marra made a motion to suspend the three reading rule; Mrs. Hardwick seconded the motion. All members present voted in favor of suspending the three reading rule. Mrs. Marra made a motion to approve Resolution No. 2022-19; Dr. Sharma seconded the motion. All members present voted in favor.

g.) Resolution No. 2022-20 (Rules Suspended)

A resolution authorizing the Mayor to promote and to confirm certain Police Officers for the Police Department, and declaring an emergency.

Mr. Thompson made a motion to suspend the three reading rule; Mr. Konrad seconded the motion. All members present voted in favor of suspending the three reading rule. Mrs. Marra made a motion to approve Resolution No. 2022-20; Dr. Sharma seconded the motion.

The Mayor indicated that we are promoting Special Patrolman John Kleinhenz to paid, and confirming Patrolman Matt Gorse, who has completed his probationary period.

Roll call; all members present voted in favor.

h.) Resolution No. 2022-21 (Rules Suspended)

A resolution authorizing the Mayor to hire Fred Swanson as a Part Time Special Patrolman for the Police Department and declaring an emergency.

Mr. Thompson made a motion to suspend the three reading rule; Dr. Sharma seconded the motion. All members present voted in favor of suspending the three reading rule. Mr. Konrad made a motion to approve Resolution No. 2022-21; Dr. Sharma seconded the motion. All members present voted in favor.

i.) Resolution No. 2022-22 (Rules Suspended)

A resolution authorizing the Mayor to solicit bids for the replacement of HVAC units with air purifiers for the Village Hall in the Village of Timberlake, and declaring an emergency.

Mrs. Marra made a motion to suspend the three reading rule; Mrs. Hardwick seconded the motion. All members present voted in favor of suspending the three reading rule.

Mrs. Marra made a motion to approve Resolution No. 2022-22; Dr. Sharma seconded the motion.

Mr. Thompson inquired whether the Mayor will oversee the project; yes, he will.

Roll call: all members present voted in favor.

j. Resolution No. 2022-23 (Rules Suspended)

A resolution authorizing the Mayor to solicit bids for the paving of the grass island outside of Village Hall in the Village of Timberlake, Ohio and declaring an emergency.

Dr. Sharma made a motion to suspend the three reading rule; Mr. Konrad seconded the motion. All members present voted in favor of suspending the three reading rule. Mrs. Marra made a motion to approve Resolution No. 2022-23; Dr. Sharma seconded the motion.

This project would add about 10 parking spots; parking has been an issue according to the Chief. Likely would be regular parking spots, but might be able to add some Handicap spaces.

All members present voted in favor.

k.) Resolution No. 2022-24 (Rules Suspended)

A resolution authorizing the Mayor to solicit bids through CT Consultants for the repair or replacement of catch basins and manhole castings throughout the Village of Timberlake, Ohio and declaring an emergency.

Mr. Thompson made a motion to suspend the three reading rule; seconded the motion. All members present voted in favor of suspending the three reading rule. Mr. Konrad Mr. Konrad made a motion to approve Resolution No. 2022-24; Mr. Thompson seconded the motion.

According to Pete Formica, there are about 4-5 catch basins to adjust to grade, reconstruct; also need new castings. We will be getting quotes from several contractors; will provide a request for proposal and specifications to contractors. It will probably cost around \$300-\$500 for each catch basin repair; castings are usually priced by pound. Mr. Formica also commented about the Grass Island project; there are requirements by ADA for number of handicap spots for each section of regular parking.

Roll call: all members present voted in favor.

l.) Ordinance No. 5-2022 (1st Reading)

An ordinance addressing the provisions of Amended Substitute HB 172 concerning the right of municipalities to retain the regulations and prohibitions on the discharge, ignition, and exploding of fireworks that existed prior to the enactment of Amended Substitute HB 172 and declaring an emergency.

According to Mr. O’Leary, this would opt us out of the State Fireworks Bill (House Bill 172). The Village can either take no action, or opt out; Eastlake Fire Chief highly recommended that we opt out.

Ordinance No. 5-2022 was presented for First Reading.

- m.) **Motion** to allow Council Members to appear via Zoom, or similar virtual platform, and be counted as present, and participate as if they are present as permitted by Substitute House Bill 51, of the 134th General Assembly; this authorization expires on July 1, 2022. Dr. Sharma made a motion to approve; Mrs. Marra seconded the motion.

Mr. O’Leary stated that this would be helpful to ensure a quorum at meetings, as well as being able to suspend the rules. Action is needed by Council to utilize. Dr. Sharma inquired whether you need to be in state; no, per Mr. O’Leary.

Roll call: all members

Department Reports:

- a. **Mayor:** Street sweeping by Lake County Stormwater Management will be May 3, 4, and July 7, 8; they asked if there other special days we would like sweeping, would like August 7. Mayor is asking for residents to clean up properties this year for 75th anniversary. Large accomplishment for a small village, as we have not been annexed by a larger community. Pertinent ordinances have been placed on website; we have had a very wet spring, many ruts; no one has been cleaning them up. Weather has also made it difficult. We are seeking help from residents to clean up. A reminder, there is no parking permitted on the street. Ruts also make it more difficult to mow, and causes damage to equipment. Trailer and RV ordinance is online. Any questions on Parcel A/Beach Gate, Zoning Fees, check the website, Gary Gray’s contact information is also there.

- b. **Solicitor:** Nothing new to report

c. Council Members:

Cynthia Hardwick- Thank you for your vote of confidence. Hall is getting booked up; people realize it is a great value. Many out of Timberlake people calling restricted to residents (but there are some houses for sale). Would also like to thank Steve Pirosko for keeping the Hall very clean.

Ryan Konrad- The Hall looks great. Ruts divert water away from catch basins, and cause additional flooding; also obstructs natural flow of water. He sent Mayor/Council pictures of some problem sewer grates/catch basins; we are making some progress on long-over due problems. Taking care of the emergencies; hopefully can do some preventative maintenance. Did receive a complaint about Trailer/RV; in backyard of his house; can’t see it from the street, however, and there is no violation of Ordinance.. Thanks to Mrs.Hardwick for helping to find Ordinances/Resolutions. Can easily get via public records request, as well.

Nancy Marra- There is a complaint form online regarding RV/Trailer issues; she will go out and visit if there is an issue. There are now penalties associated with the

Ordinance; if she visits, she will give them a copy of the Ordinance. Was approached by the Village Club; would like Council to help paying for the insurance rider for fireworks display; it is required according to Mr. O'Leary. Costs \$836. Mr. O'Leary would suggest Council discuss, or wait and see if they raise enough funds to cover the rider. It is not necessary to have the rider today; could wait until May. Ryan Konrad would like someone from Village Club to come to the meeting; Mrs. Marra will reach out to them. Mr. Konrad would like to make sure it is a definitive decision; fireworks would be down on the beach, and fire marshal has been involved in the discussion; opt-out would not prevent fireworks.

Dr. Ritu Sharma- She attended the Grant Getting Ready Webinar on April 24; much valuable information about funding opportunities. More grant fund available now than before, \$810 million available for Ohio Residents/Cities/Village. Highlighted some upcoming opportunities; could we partner with the facilitator of event to pursue grants? Mayor will reach out to them.

Kevin Thompson- Nothing major; couple weeks ago there was a complaint about a large branch hanging near median by Village Hall; got a boom truck for ½ day to take care of a few issues in that area.; got three bids. Went with JK Tree Service.

d. Fiscal Officer:

Monthly Financials- General Fund- ending balance through March 31 is \$265,896.28, after accounting for committed or encumbered expenses. Month to date revenue was \$156,635.55 vs expenditures of \$47,470.23, a net difference of \$109,165.32; please note we received our First Half Real Estate Settlement, which was \$121,232.35 after tax collection fee costs, including our first half payment to the Lake County Health Department. There were no significant expenditures in our remaining funds (\$400 was paid out of our 9901 Hall Rental Security Deposit Refund FUND). Revenue through March 31, 2022 is up \$32,127.52 versus last year, primarily due to increased income, and property tax collection. Estimated end of year surplus based on current expenditure rates will be approximately \$25,000; again, this would not include transfers to the Village Hall, and Police Cruiser Capital Fund of \$20,000 each. With those transfers, the Village would be looking at a deficit of approximately \$15,000 for the year.

e. Police Chief:

For the month of March, 2 911 calls, 1 accident, 1 administrative call, 1 animal complaint, 4 assists of the Fire Department, 2 Beach Checks, 2 Civil issues, 32 Community Policing Events, 197 House Checks, 8 investigation calls, 2 lockouts, 2 noise complaints, 2 calls for information, 1 suspicious circumstances, 1 suspicious vehicle, 3 traffic stops, 1 trespassing complaint; there were a total of 262 events for the month.

e. **Zoning/Property Maintenance-** Mr. Gray indicated that five new driveways went in this month. Many calls about projects, but no other permits thus far.

Pete Formica- he just submitted a grant to NOACA (local NPO) on behalf of the Village; NOACA put out a list a couple weeks ago of all road projects on TIP list for future projects covering 2024-2027; nothing was on there for Timberlake. Wrote a nice e-mail, and asked Lake Shore Blvd sidewalk be added to list; current expected cost of \$350,000. Would ask NOACA for 80% of money; also pursuing more opportunities for catch basin, sewer repairs, et cetera.

8. **Purchases & Approvals:**

a. March, 2022 Financial Reports- Mrs. Marra made a motion to approve the March, 2022 Financial Reports; Dr. Sharma seconded the motion. Roll call: all members present voted in favor. Mrs. Marra made a motion to approve the JK Tree Service invoice of \$1,500; Mr. Thompson seconded the motion. Roll call: all members 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):

Debbie King- 43 East Shore Blvd; what are we doing about vacant house on Shawondassee (per Gary Gray, address is 4 or 5 Nokomis; contracts for purchase did not go through, water wasn't shut off, then house was flooded during winter, bank hired someone to clean-up per) Could we put a note in Timberlake times to raise \$836 for insurance rider? Do we currently have any detectives on police department? No, regular officers complete investigations according to Chief Scofield. Several people have called to complain about water department shutting off water; 2 different times, 1 week apart (there were 3 water main breaks on Keewaydin according to Gary Gray). LCDU does have right to shut off water, and dig, reflush lines, et cetera. Did we get a new air conditioning system? No- Mr. O'Leary indicated the Village Council passed a resolution to go out for rebid. We started with a contractor; the contract did not work out based on the stipulations we had.

10. **Adjournment**

Dr. Sharma made a motion to adjourn the meeting; Mr. Konrad seconded the motion. Roll call: all members voted in favor of adjourning. Meeting adjourned at 7:27 PM.

Called by: Mayor Marra

Posted

Next regular meeting is Tuesday, May 17, 2022 at 6:30 PM.

Fiscal Officer, John H. Roskos

Mayor, John Marra