

COUNCIL MEETING MINUTES (DRAFT)
VILLAGE OF TIMBERLAKE

Tuesday, November 15, 2022

Regular Council Meeting 6:30 PM

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

Mayor John Marra presiding.

Roll Call of Council Members Present and Motion to Excuse:

Jerry Joyce, Nancy Marra, Kevin Thompson, and Cynthia Hardwick. Dr. Sharma and Mr. Konrad were absent. A motion was made by Mr. Joyce to excuse Dr. Sharma and Mr. Konrad; Mr. Thompson seconded the motion; roll call, all were in favor of excusing the Council Members (4-0).

Personnel in Attendance:

James O'Leary	Solicitor
John H. Roskos	Fiscal Officer
Masai Brown	Lieutenant, Police Department

Public Comment, Good & Welfare:

- **Debbie King**, 43 East Shore Blvd: Inquired regarding the status of occupancy at 5 Nokomis Drive; has been vacant for awhile. Any update?
- **Jane Shaveyco**, 14 East Shore Blvd: Asked about the Tree Committee Meeting in October; what people on Tree Committee were notified? (Please note, the meeting was published in the News-Herald on the date it was scheduled, October 18).
- **Mayor's Update:** The Village received a donation from Lisa Demilta of sand for the luminaries; will post information about putting together luminaries on the website. Republic Services will be doing yard waste pick-up until December 16; Christmas tree pick-up will be the first two weeks of January. There is a number posted on the Village website for water main breaks; call the emergency number listed if there is an issue. Information is also posted about RITA, Willoughby Eastlake Schools (Seniors Night at North High on December 7). You can also sign up for reverse 911 calls, view meeting minutes, et cetera. Mrs. Marra donated a flag for outside; she also found a replacement eagle for the flagpole inside the Village Hall.

Reading & Disposition of the Minutes:

- a. Tree Committee Meeting, October 18, 2022 – Mr. Thompson made a motion approve the minutes of the Tree Committee Meeting.

Mrs. Marra seconded the motion. Roll call: all were in favor of approving the minutes.

- b. Finance Committee Meeting, October 18, 2022 – Mrs. Marra made a motion approve the minutes of the Finance Committee Meeting.

Mr. Joyce seconded the motion. Roll call: all were in favor of approving the minutes.

- c. Regular Council Meeting, October 18, 2022 – Mrs. Marra made a motion approve the minutes of the September, Regular Council Meeting.

Mr. Joyce seconded the motion. Roll call: all were in favor of approving the minutes.

Legislation:

- a.) Resolution No. 2022-37 (3RD Reading)

A resolution authorizing the Fiscal Officer to revise the effective date of Ordinance 2018-7 regarding municipal income tax for the Village of Timberlake, Ohio, and declaring an emergency.

Mr. Joyce made a motion to approve Resolution No. 2022-37.

Mrs. Marra seconded the motion. Roll call: all were in favor of the Resolution. Motion approved.

- b.) Resolution No. 2022-44 (2ND Reading)

A resolution approving the Permanent Appropriations Funds for the Village of Timberlake, Ohio for the Year 2023 and declaring an emergency.

Resolution No. 2022-44 was presented for Second Reading.

- c.) Resolution No. 2022-45 (2ND Reading)

A resolution authorizing the Fiscal Officer to transfer sixty thousand dollars (\$60,000.00) from the General Fund (1000) as follows: twenty-thousand (\$20,000.00) to the Police Cruiser Fund (4901); twenty-thousand (\$20,000.00) to the Service Truck Capital Fund (4902) and twenty-thousand (\$20,000.00) to the Village Hall Capital Fund (4903) for the Current Fiscal Year 2022 and declaring an emergency.

Resolution No. 2022-45 was presented for Second Reading.

- d.) Resolution No. 2022-46 (2ND Reading)

A resolution authorizing the Fiscal Officer to transfer forty-four thousand six hundred and twenty dollars (\$44,620.00) from the General Fund (1000) to the

Paving Improvement OPWC Debt Service Fund (3902) for the Fiscal Year 2023 and declaring an emergency.

Resolution No. 2022-46 was presented for Second Reading.

e.) Resolution No. 2022-48 (1st Reading)

A resolution authorizing the Mayor to adopt the 2022 Lake County Hazardous Mitigation Plan adopted by the State Emergency Management Agency, and Declaring an Emergency.

Resolution No. 2022-48 was presented for First Reading.

f.) Resolution No. 2022-49 (1st Reading)

A resolution amending the permanent appropriations funds for the Village of Timberlake, Ohio for the Year 2022 and declaring an emergency.

Resolution No. 2022-49 was presented for First Reading.

g.) Resolution No. 2022-50 (1st Reading)

A resolution authorizing the Mayor to promote certain police officers of the Police Department and declaring an emergency.

Resolution No. 2022-50 was presented for First Reading.

Reports:

a. **Mayor:** Covered most updates earlier in the meeting; Village is ready for snow. Plow and the salt spreader are ready. Jim Summers helped rewire the plow. We hope to get another year out of the Service Truck; even if we ordered one, there is a long back order.

b. **Solicitor:** Police are keeping him busy; guardrail was hit twice in a four day period; noted that it is a double guardrail.

c. Council Members:

Cynthia Hardwick- Would like to update website information with details on the Lockbox Program available from Eastlake; there is a \$50 charge for the lockbox. Fire/EMS would be able to access in an emergency or during a welfare check, if necessary. Will get more info about the program, so we can place on the website. Noted that candles are available from the Village Club for the luminaries. Mrs. Hardwick inquired later on in discussion (after Mrs. Marra's comments on the White Pine) whether we could put reflective tape on the guardrail. Mr. O'Leary wondered how much more can be done; there is already significant signage. There was additional discussion about the damage to the guardrail, type of guardrail, the two accidents; Mr. O'Leary also noted that we cannot install boulders in place of the guardrail.

Ryan Konrad (absent, no report)

Jerry Joyce- Encourages people to take advantage of the Christmas Party; same caterer as the Clambake. Thanked Mayor for arranging the donation of sand.

Nancy Marra- Thanked the voters for passing the Timberlake Renewal Levy, and for voting. Received a couple complaints about garbage cans, and boats/trailers; please bring your complaints to the Chief. She will ensure compliance. Encourages everyone to attend the Christmas Party on December 17. Mentioned after Mr. Thompson's report that the Village Club has decided on a White Pine for the circle in front of the Village Hall (in honor of Ron Mona). Mr. O'Leary noted that he likes to memorialize donations via Resolutions, as an acknowledgement of the gift (see Mrs. Hardwick's section for discussion following this).

Dr. Ritu Sharma (no report, absent)-

Kevin Thompson- Thanked Mrs. Marra for the donation of the flag, and the new eagle for the flagpole inside. The large maple tree near the dumpster was taken down by R & J Tree Service. We did have a Tree Committee meeting; did discuss the canopy and practical possibilities. We may have a surplus in the Tree Budget this year. Would be good to take care of some public trees; believes budget should stay the same or increase. Doesn't want any trees to come down on cars!

d. **Fiscal Officer:**

Monthly Financials- General Fund- ending balance through October 31, 2022 is \$405,614.29. Month to date revenue was \$38,148.28 vs expenditures of \$42,606.18 a net difference of -\$4,457.90. General Fund Revenue through October 31, 2022 is up \$140,719.15 versus last year, primarily due to increased income tax collection; property tax collection rates have also improved. Revenues in October exceeded projections by approximately \$7,419.11; expenditures were \$2,357.76 less than anticipated. Estimated General Fund surplus based on current expenditure rates will be approximately \$128,424; this would not include transfers to the Village Hall, Police Cruiser and Service Truck Capital Fund of \$20,000 each. If Council authorizes those transfers, the Village would be looking at a surplus of approximately \$68,424 for the year. Other Fund Activity and Misc: There was no significant expenditures in our other funds. \$600 in refunds were issued from the 9901 Hall Rental Security Deposit Refund FUND. Fortunately, it appears that a large part of the guardrail repair will be covered by insurance (*Mr. O'Leary added detail later that payment was approved by drivers' insurance to pay for the guardrail*); we may need to pay for the repair before we receive insurance proceeds, however. The estimate is around \$12,500.

e. Police Chief- Monthly Report- 1 911 call, 2 motor vehicle accidents, 4 administrative, 2 animal complaints, 5 calls for assistance, 2 beach complaints, 5 welfare check calls, 2 calls for a report, 60 community policing events, 1 harassment call, 45 house checks, 7 investigations, 1 juvenile complaint call, 1 phone harassment, 1 parking violation, 1 theft call; total for 140 calls all together.

f. Zoning/Property Maintenance- 2 roof permits, 1 other permit (inaudible)

Purchases & Approvals:

a. **A motion to approve the October, 2022 Financial Reports-**

Mr. Joyce made a motion to approve the October 2022 Financial Reports.

Mrs. Marra seconded the motion; roll call, all were in favor of approving the monthly financial reports.

b. **A motion to approve a payment of \$5,629.97 to American Legal** for updating our printed and online Ordinances. Mrs. Marra made a motion to approve the payment to American Legal; Mr. Thompson seconded the motion. Roll call; all were in favor of approving the payment. Hadn't been updated for 5 years, better to do annually (acc. Hardwick); errors in Village Official list has been corrected on American Legal's website. Fiscal Officer would like to set aside \$2,000 in budget per year for annual updates in the future.

Public Comment and Questions (may be directed at the Mayor or Council members only; reserved for follow-up questions on topics discussed at today's meeting):

Jane Shaveyco, 14 East Shore Blvd: Is there a way to make the Village Hall a wireless hot spot? Discussion: it is currently available for renters of the Hall. Mr. O'Leary and the Mayor will look into it. Would need a new transmitter with wider range; currently services only inside the Hall. There would likely be some cost involved. Spectrum is our current provider; maybe ask if they could provide a booster. Mr. O'Leary indicated that people don't always take advantage of (based on experience in other communities).

Debbie King et al, 43 East Shore Blvd: Asked why we weren't invited to the Tree Committee Meeting. Discussion: the meeting was advertised in the News-Herald per the Fiscal Officer; it was a public meeting. Notices are usually found on page two or three of the News-Herald; notices are also available online. Jane Shaveyco asked if we could post on bulletin board outside; Fiscal Officer asked if there is a key (Village Club has). Yes, we should be able to do.

There was additional discussion about the Village Hall as a wi-fi hot spot; we could get a list of people in the Village with no internet, and see if there are programs available to help provide.

Mrs. King asked a follow-up question on the guardrail (insurance from people involved in accident will pay for the repairs; payment has already been approved according to Mr. O'Leary).

Editor's Note: for additional details and discussion, please see our You Tube Page link for this meeting: <https://www.youtube.com/watch?v=92f8NtFkRwk> .

Adjournment

Mr. Joyce made a motion to adjourn the meeting. Mr. Thompson seconded the motion. Roll call: all were in favor. Meeting adjourned at 7:08 PM.

Called by: Mayor

Posted

Our next regular meeting is Tuesday, December 20, 2022 at 6:30 PM.

Fiscal Officer, John H. Roskos

Mayor, John Marra