

COUNCIL MEETING MINUTES (DRAFT)  
VILLAGE OF TIMBERLAKE

**Tuesday, March 21, 2023**

**Work Session 5:30 PM**

The Work Session began with the Pledge of Allegiance and the Mayor's Prayer. All members of Council, Solicitor, Fiscal Officer, and Chief were present.

1. Parks and Playground Improvements
  - a. Mr. Konrad reviewed Gametime quotes; this was the manufacturer of the original playground equipment.
    - i. He reviewed the items to be repaired.
    - ii. They don't have the same slide, so we would have to replace.
      1. Curved Slide would be \$2,057, Bongos are \$233, Tic-Tac-Toe panel is \$1,809, Tube Slide is \$4,297; with other miscellaneous items and freight, total cost would be around \$9,884 to repair current playground equipment.
  - b. Rubber material too expensive; quote was over \$50,000 for rubber mulch.
    - i. Engineered wood fiber from DWA was quoted at \$4,200 (mulch replacement for playground).
    - ii. Hopefully would prevent puddles/flooding.
      1. Demilta may have for cheaper, possibly \$25-\$25 per cubic yard versus \$28 per cubic yard from DHA.
      2. Discussion of using pea gravel; this would be more costly than mulch.
  - c. Equipment is approximately 20 years old.
  - d. Service Department would help install (we can have a supervisor from Gametime, that will also provide needed equipment for \$1,500 per day).
  - e. We hope to paint equipment as well; total cost, including equipment and mulch would be around \$14,000.
  - f. Mulch would be four to six inches in some areas, and then we would level off (probably don't need 150 cubic yards).
    - i. Service Department may be able to fix crack in playground equipment, and this would save approximately \$5,000 for a replacement slide.
    - ii. Additional related discussion.
  - g. Reviewed some other items that are nice (musical instrument playground equipment by Penchura), but very expensive.
  - h. The Thompsons are still interested in donating around \$1,000 to the Playground Improvement Project.

- i. Repairs to the playground will likely be done in phases.
- j. Mrs. Hardwick requested that we get a quote on a handicap accessible swing.
- k. Mr. Konrad will share spreadsheet of pricing information with Council
  - i. Discussion of a saucer swing for a wheelchair
    - 1. This would attach to current structure
    - 2. O’Leary advised to stay with reputable dealers, Amazon may not be good source for playground equipment
  - l. What about converting tennis courts to pickleball?
    - i. Innovative Sports Surfacing quoted \$25,000 for softer playing surface
      - 1. Maybe have 3-4 courts (or could start with 2)
      - 2. Service Department could paint the lines
      - 3. Or could put pickleball on former basketball court
    - ii. Currently very little use of tennis courts
  - m. Discussion of concrete cornhole game (Mr. Joyce, etc)
    - i. Cost would be around \$1,700
    - ii. Could have our logo; bring your own bags
    - iii. Maybe have at the Village Hall Park
    - iv. There’s a special coating so bags slide
    - v. Further discussion of details
- 2. Parks and Beach Ordinance
  - a. Would like to review this again
    - i. Address added for the Playground in the proposed Ordinance (34 Waban)
  - b. Discussion regarding rental at the Pavilion with alcohol, and issues it created, along with “shacks” on the Beach
  - c. Public Beach Language in current Ordinance would be replaced with Private
  - d. Residents were concerned with changes to Ordinance at last year’s meeting (August 2022)
  - e. Alcohol is already not permitted on Beach based on current Ordinance
  - f. The Chief is concerned about the stairs particularly (as it relates to alcohol use and complications)
    - i. Additional provisions added under the miscellaneous section due to several issues
  - g. Curfew- Chief posted curfew at Timberlake Police Department for the Beach of 10 PM

- i. State Beaches are dawn to dusk
  - ii. It is a private beach, so technically there is no need for a curfew
  - iii. No minors are currently allowed past dusk according to current Ordinance; adults are not restricted by curfew
- h. Alcohol usage usually related to noise complaints and loud music
  - i. Residents can be removed from Beach for noise complaints
  - ii. Additional related discussion
    - 1. Criminal Trespass can be given after first warning
  - iii. Are a few ruining the Beach, for the many?
    - 1. Discussion related to issues and “problem” residents last year; can’t regulate who’s there, if they are residents
- i. Police will be enforcing no alcohol, noise complaints this year
- j. Discussion of original language regarding fire usage on the Beach; currently only mini-grills are permitted
  - i. Mr. Thompson is not opposed to allowing fire for marshmallows and similar items
    - 1. Related discussion amongst Council
    - 2. Maybe language should be more open, less restrictive
- k. No camping would be permitted under proposed Ordinance
- l. The Village could purchase a grated grill, secured in the ground or a place for a fire pit (this is what they do in North Perry according to Mr. O’Leary)
  - i. May not be as practical here due to steep grade and limited beach depending on weather conditions
  - ii. Additional details and discussion
- m. Alcohol would be permitted at the Park and Pavilion under proposed Ordinance
  - i. Additional related discussion on this, fire pit
  - ii. Village could designate an outdoor refreshment area according to Mr. O’Leary
  - iii. Some residents have had an informal wine tasting at the Pavilion on Sundays
    - 1. Proper legislation would have to be passed to allow this practice
      - a. Additional discussion
- n. Discussion of residents only at the Playground or whether it should be marked private
  - i. Mr. Konrad believes this should be a community park
  - ii. The sign up at the Playground is not in the current Ordinance
- o. Mrs. Marra agrees that some cooking, roasting marshmallows should be allowed
  - i. Mr. Konrad spoke about rules for the grill
- p. Council can get rid of whatever new suggestions are in the Ordinance (according to the Chief)

- q. Chief related park and playground incidents last year and complaints
    - i. Kids are supposed to be accompanied by an adult according to State law
  - r. Mr. Joyce would like to remove (n) from the proposed Ordinance and also provide some practical guidelines for cooking
  - s. Sign should be consistent with the Ordinance
  - t. Additional discussion regarding issues and complaints at the Beach, Playground, et cetera
  - u. Chief recommends strongly keeping alcohol language regarding the Beach
  - v. Mr. Joyce noted the rules are usually created for the least common denominator
  - w. Mr. O’Leary would like to get together with the Chief and one member of Council before drafting a new Ordinance
  - x. Additional discussion of grills, and the problem with installing a permanent one
  - y. Suggestion to remove letter (L) for adults, and discussion of modifications to section (h) and alcohol use
- 3. Village Hall Repairs and Improvements (No discussion occurred)
  - 4. Service and Sewers Equipment Needs (No discussion occurred)
  - 5. Discussion of Leave Policy (No discussion occurred)

**Work session ended just prior to Regular Council Meeting at 6:30 PM.**

**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:**

Cindy Hardwick, Jerry Joyce, Margaret Joyce, Ryan Konrad, Nancy Marra, and Kevin Thompson.

**Personnel in Attendance:**

James O’Leary	Solicitor
John H. Roskos	Fiscal Officer
Susan Scofield	Chief, Police Department

### **Public Comment, Good & Welfare:**

- Mayor read off letter from Lake County Job and Family Services regarding Child Abuse Aware Month (April)
- Mayor read letter from the Little Red School House in Willoughby (located near Willoughby Middle School)
  - They are looking for donations and volunteers
- There was a several minute break in the meeting due to technical difficulties streaming on Zoom
- Debbie King (43 East Shore Blvd) wanted a follow-up regarding the vacant house on Keewaydin
  - Mr. O’Leary researched the current owner, an LLC; actually is an attorney friend of his (was the attorney’s mother’s home)
    - There will be activity and improvements soon
    - Gary Gray said it will be up for sale this year.

### **Reading & Disposition of the Minutes:**

- a. Regular Council Meeting, February 21, 2023 – Mr. Joyce made a motion approve the minutes of the February Regular Council Meeting.

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

### **Legislation:**

No legislation was considered at this meeting.

### **Reports:**

- a. **Mayor:**
  - Service Department did some spring cleaning today.
  - We did have to plow and salt a couple of times with the old truck
    - i. Still need to put spreader on the new truck
  - Asked residents to clean up leaves to help prevent sewer blockages
    - i. We are looking at cleaning some lines, and purchasing a jetter

**b. Solicitor:**

- Mr. O’Leary addressed considering a Leavy Policy for full-time employees
  - i. Does believe Council should address and adopt for full-time employees or the Chief
  - ii. He will continue to work with the Mayor, Chief, and Fiscal Officer to further define
    1. Current draft is based on policies from different communities in Ohio
  - iii. O’Leary recommends only for full-time employees
  - iv. According to Fiscal Officer, draft is just a starting point, Council is not required to go forward with the draft
    1. Most of our leave policies right now are verbal only

**c. Council Members:**

**Cynthia Hardwick**

- Paint job at the Village Hall is complete, including bathrooms, kitchen, lobby, et cetera
- Spoke with Keith Widdersheim, editor for the Timberlake Times
  - Needs more content from residents, and articles
- There is a Village Club Meeting on April 5; there are members stepping up to keep the Club going
- Timberlake Day at the Captains Stadium on June 30
  - There will be more info after the Village Club meeting
  - Throw out first pitch (Mayor or member of Council)
  - A singer for the National Anthem (maybe barbershop quartet with Keith Widdersheim)
  - What about a 50/50 raffle?
  - Food will be in the Picnic Pavilions
  - \$40 per person includes ticket, food, and fireworks
    - All you can eat hotdogs
    - Mrs. Hardwick will ask about price for kids
    - Mr. Joyce described events at the Captain’s Stadium (has partial season tickets)
    - The Captains are hoping to have mini-golf by then
    - Additional related discussion

**Ryan Konrad**

- Spoke about rehabbing equipment at the Playground at the Work Session
- Grants
  - O’Leary will take a look at the right of way language for the ODNR Natureworks Grant
    - May have to wait until next cycle; will check the due date
  - ODOT, sidewalks and Lake Shore
    - Working through Bureaucracy and NOACA (conduit for federal funds to State to local governments)
    - It is a challenge for a small village
    - Applied for sidewalk/all-purpose trail to TIP
      - Potentially opens door for STIP (state funding)

- Funding for closing gaps on sidewalks (between different areas)
    - Haven't heard anything back; currently off-cycle, ODOT district 12, not related to NOACA funding
- Spoke with Rep. Joyce's office regarding our projects and Office of Budget Management funding requests
  - Put in a request regarding sidewalks and Beach steps; a convoluted process, but still a possibility
- Mrs. Hardwick suggested completing a survey of residents on Lake Shore regarding interest in sidewalks
  - The last time sidewalks were suggested (around 2014), Mr. Konrad believes a survey was completed, and feedback was favorable; can ask again, however.
    - Discussion regarding maintenance of sidewalks
    - We can ask for feedback from residents in the Times
    - Deadline is this weekend
    - (Sidebar)- Chief noted that cars driving around stopped school buses continues to be an issue
- Sewers have been hammered with rainfall; clean the basins, and help keep the leaves out
  - Some trouble areas with drainage still

### **Jerry Joyce**

- Received an e-mail from NOPEC regarding re-enrollment and a listing of public meetings; could give to Times to publish
  - The closest one is in Concord
  - May be able to contact NOPEC to have them come out here (Mayor will post a list)
- Update on backflow preventer letter he received
  - There was a defunct sprinkler system on his property
  - Options were to install backflow valve or remove and cap
    - Has been removed and capped
- Thanks Cindy and Ryan for looking at Playground equipment
  - We are behind on, but would be nice to do if we have extra funds.

### **Margaret Joyce**

- Thanks Ryan and Cindy for help with the Playground
  - Offered help in writing article
  - May be good to find out what people are interested in at Playground, including opinions from kids

### **Nancy Marra**

- Request for Beach Keys is on the Village website under Recreation
  - There is a form to fill out; key will be issued in approximately 48 hours after residents are verified via Lake County Auditor's website
    - Resident can put request form in the box at the Village Hall
    - Chief says there have been inquiries recently
  - Only one key is allowed per household
  - Renters cannot get keys
  - Thanks people for coming on April 5 at 7 PM

### **Kevin Thompson**

- Nothing new really on trees- no hazards, even with the recent winds
- Thanks Cindy and Ryan with their help regarding the parks
- Mayor hopes to save about \$5,000 on in-house refurbishments to the Playground
- Reviewed the tree that fell on the right of way, near street at 17 Owaissa Drive
  - Wanted to clarify that the Village paid for removal of the Maple tree, while homeowner paid for removal of damaged pine tree

Mr. Konrad added an addendum; mentioned that he visited the School of Innovation about a month and a half ago; recently received thank-you letters from about 30 kids.

Mrs. Marra noted that there are 3 seats open this November for the Willoughby Eastlake School Board and encouraged people to run.

#### **d. Fiscal Officer: Monthly Financials:**

General Fund- ending balance through February 28, 2023 is \$228,474.14. Month to date revenue was \$42,199.89 vs expenditures of \$38,702.36 a net surplus of \$3,497.53. Expenditures were slightly less than estimates (\$298 less than expected); payroll was higher than expected due to more hours worked by hourly police employees. This trend in payroll will revert to normal in March.

General Fund Revenue through February 28, 2023 is \$14,604.25 higher than last year, primarily due to increased income tax collection. Revenues in February exceeded projections by approximately \$3,699.89.

Although, it is early in the year, we estimate another surplus for the General Fund this year, of around \$111,230; this would not include any additions to the Village Hall or Police Cruiser Capital Funds.

Other Significant Fund Activity and Misc: We completed the purchase of the new Service Truck (a 2022 Chevy Silverado 3500HD) with a payment to Classic Auto Group of \$12,163.00; this was paid out of the Service Truck Capital Fund (4902). The plow package was also installed by Best Truck Equipment at a cost of \$6,799.00 and paid from Fund 4902, as well. Only \$200 in refunds were issued from the 9901 Hall Rental Security Deposit Refund FUND. There was no other significant activity in other Funds.

#### **e. Police Chief- Monthly Report-**

- 1 911 call, 2 administrative referral assists, 4 calls for assistance, 1 breaking and entering of vehicle, 2 civil complaints, 35 community policing items, 130 housechecks, 12 investigations, 1 mental health call, 1 phone complaint, 3 property complaints, 1 scam complaint, 1 suspicious circumstance call, 2 suspicious vehicle calls, 1 theft, 1 traffic issue, and 1 welfare check for a total of 199 activities.

f. Zoning/Property Maintenance-

- Mr. Gray indicated that 1 permit for a contractor registration, and 1 permit for remodeling was issued
- Inquired about a point of sale policy for the Village
  - Continues to get calls from realtors regarding this
  - Mayor indicated we could look at an occupancy/basic safety check
    - Would result in additional paperwork

**Purchases & Approvals:**

a. **A motion to approve the February, 2023 Financial Reports-**

Mr. Joyce made a motion to approve the February, 2023 Financial Reports.

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

b. **A motion to approve a payment of \$8526.00 to Charles Harris and Associates (Auditors) for the completion of 80% of our 2021-2022 Audit.**

Mrs. Marra made a motion to approve the payment.

Mr. Thompson seconded the motion; Mr. Roskos indicated that this is for 80% of the scheduled number of hours of work for our 2021-2022 audit and related that only one firm submitted a proposal to the State Auditor for our 2021-2022 and subsequent two audits. He submitted a complaint about the costs, but there was no resolution. The next two audits (after 2021-2022) will be at least \$8,000 each.

**Roll call, all were in favor of approving the payment.**

**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):

- Debbie King (43 East Shore)
  - Asked about the bike land on Lake Shore Blvd and wondered what happened with that project
  - Mr. Konrad indicated that this is part of NOACA's project, and is possibility with grants
    - Believes that there should be a dedicated multi-purpose track
    - Trying to become part of NOACA master plan
      - Would likely be set back from the road
      - NOACA is very vague, hard to work with (Mrs. Marra)
        - Additional related discussion
      - Eastlake's bike path on Lake Shore is attached to the roadway too
  - Mrs. King suggested that if more residents give input that this might help.
  - Discussion regarding NOACA and climate change plan, carbon dioxide reductions

- Sidewalk project or bike path would be a minimum of 1-2 years out with NOACA
- Mrs. King noted that there are a couple street signs down
  - Service Department will straighten Waban, along with Keewaydin sign out (Mayor)

### **Executive Session**

Mrs. Marra made a motion to adjourn to Executive Session to discuss the compensation and benefits of a public employee; Mr. Joyce seconded the motion. Roll call: all were in favor of adjourning to executive session. Council entered Executive Session at 7:28 PM.

Mr. Konrad made a motion to exit Executive Session; Mr. Joyce seconded the motion. Roll call: all were in favor of returning to Regular Session. Council returned to Regular Session at 8:24 PM.

**Editor's Note:** for additional details and discussion, please see our You Tube Page link for this meeting: <https://www.youtube.com/watch?v=dMgDrx4YSqs>

### **Adjournment**

Mr. Konrad made a motion to adjourn the meeting. Mrs. Marra seconded the motion. Roll call: all were in favor. Meeting adjourned at 8:25 PM.

Called by: Mayor

Posted

**Our next regular meeting is Tuesday, April 18, 2023 at 6:30 PM.**

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**Fiscal Officer, John H. Roskos**

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**Mayor, John Marra**