

# VILLAGE OF BENTLEYVILLE

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## STREETS & SAFETY COMMITTEE MINUTES

Wednesday, November 7, 2018

### ATTENDEES

- Ken Kvacek, Chairperson
- Terry Hemmelgarn
- Gabe Barone, Police Chief
- Lloyd Nagle, Service Director

The meeting was called to order at 9:05 a.m. by Ken Kvacek.

### SERVICE DIRECTOR'S REPORT

- Lloyd reported that they have completed repairs on the salt bin building and have ordered 200 tons of road salt and are awaiting delivery.
- He also reported that they have been focusing on leaf collection and have prepared equipment for snow removal.
- Service department part time staffing was discussed and to date we have received 2 applications. We discussed the candidate's applications and will schedule interviews on 11/9 and 11/12. Based on the interviews we may need to recall some of the old resumes we had previously received. Kvacek also contacted an additional potential candidate that was not interested at this time.

### POLICE CHIEF'S REPORT

- The Chief reported on the power outage of 11/6 and how he and his officers supported traffic management, assisted residents without power and coordinated the repairs by the power company.

### OLD BUSINESS

- Lloyd received a preliminary cost estimate of \$10,500 for the replacement of the plow, salt spreader and auger drive for the 1 ton pickup truck. Goetsch asked if these items would be compatible if a new truck would be purchased in the coming years. Lloyd felt that they may be transferable. No capital requests have been made for 2019.
- The Chagrin River rd work and village hall driveway replacement is underway and is scheduled to be completed in the next few days.
- Lloyd selected Kodiak Consulting to complete vinyl siding repairs on the service department building and understands work will begin on 11/7-11/8.

- A new computer was donated to the village recently. A motion to accept this donation will be made at the upcoming council meeting.
- The Chief, Mayor, councilman Goetsch and Kvacek met and discussed capital purchases requested, specifically police cruisers. It was agreed that based on village finances that we were not budgeting for replacement police cruisers in 2019 and that a more inexpensive vehicle could reduce mileage and wear and tear on the current fleet postponing cruiser replacement.

It was agreed that we would proceed to identify a new vehicle that would remain as an unmarked car for transportation such as court duty, detective work and general transportation to reduce use and mileage of more expensive equipped patrol vehicles. It was suggested that a new or recently off lease lower cost vehicle be identified for purchase or lease in early 2019. This lower cost vehicle may have AWD. The chief is investigating potential lower cost vehicles.

- The project listing and listing of improvements to the service garage has been a focus of Lloyd and the department and they have completed or have begun work on several items. Lloyd will provide an update on their completed items.
- Kvacek discussed the status of the implementation of the credit card processing for the Police Department waived tickets. Kvacek reported that the Law Director indicated that he was finalizing paper work, contracts and specifications and will coordinate implementation.
- The Chief provided a list of the current computers and equipment, approximate cost of \$5,000.00 -10,000.00, prior to the end of 2019. Kvacek identified an outside consultant to assist. We discussed the cost of \$250.00 for the outside vendor to assess the project and purchase the equipment. The Chief contacted our current computer advisor in regards to equipment discounts and found that they purchase from Micro Center and do not receive specific discounts. Kvacek reviewed the list of the project scope and equipment required and will provide to the vendor for further discussed.

#### **NEW BUSINESS**

- The Village Engineer advised that the cost of the village hall roof repairs did not specify the repair or the replacement of the cupola/bell tower roofing materials. The contractor inspected the roof and recommended the replacement. The engineer reviewed the recommendation and received a quote for repair and replacement of \$900.00. The work was approved to be added to the current contract so that the work would be completed coinciding with the village roof completion expected to be completed by 11/9.
- In addition the roofers indicated that they could not complete final flashing of the vent piping for the HVAC based on its current installation. The engineer contacted our HVAC vendor for a review and recommendations for modification. It was discussed to have the modifications made by 11/8 so that the roof project would be completed on schedule.

- The Village engineer is preparing his recommendations for road work for 2019 and it will be submitted by the mayor in his draft budget at or prior to finance committee review.
- Kvacek also noted that the Garden Club will be coordinating with the service department to install the village hall holiday tree on 11/7. That the lights will be organized for installation on 11/11 and that the Holiday open house is scheduled for 11/25 6pm-7:30 pm at Village Hall.
- Also discussed was the need to secure an additional credit card account for Shell gasoline as a back up and alternative to BP fuel. The law director provided a draft of a new house bill 312 which was reviewed by the Chief and Kvacek. We look forward to the Law Directors recommendation but we believe all procedures have been followed with the use of village credit cards and that the finance director will apply for these new cards to provide an alternative.
- Also discussed was the fact that the Village experienced several power outages through the village on 11/6 which inconvenienced the residents and voting. The generator operated several hours providing uninterrupted police service and voting. The traffic lights failed on Chagrin River and Solon Roads and the Police Department was able to use the new temporary stop sign signal signs to manage vehicular traffic. Kvacek was able to secure the signs with sandbags from the service department. It was discussed if we can identify alternative methods to secure these signs during high wind events. Also discussed was the possibility to identify if solar panels were an option to be placed on the traffic control devices to maintain operation with power outages. Kvacek will look into possible devices.

The meeting concluded at 10:00 am

The next meeting is scheduled at Village Hall on December 12, 2018 at 9:00 a.m.

Submitted on 11/7/2018 by Committee Chairman Ken Kvacek