

VILLAGE OF BENTLEYVILLE

STREETS & SAFETY COMMITTEE MINUTES

Wednesday January 8, 2020

ATTENDEES

- ☒ Ken Kvacek, Committee Chairperson
Ryan Rubin, Council Committee Member
Gabe Barone, Police Chief
Lloyd Nagle, Service Director
- ☒ Kathleen Esposito, Councilwomen
- ☒ Kathleen Hale, Councilwomen
- ☒ Officer Jim Perkins

The meeting was called to order at 9:02 a.m. by Ken Kvacek.

Chairperson Report

Kvacek reported that the Service Director and Chief were delayed and unable to attend the meeting due to weather and work obligations. Also communicated was recent tree fallen on road ways that have been cleared and will require removal. The Village website was down and is being investigated. The Village received the county reimbursement of \$108,000 due for the Chagrin River Road resurfacing project in the last days of 2019.

SERVICE DIRECTOR'S REPORT Reported via Phone

- The City of Cleveland Water Department has completed repairs (replaced) 3 of 5. The 2 remaining are located on Holbrook and South Franklin roads and are on schedule for repair or replacement.
- Lloyd reported that Alexis has received her CDL certificate this week.

POLICE CHIEF'S REPORT

No Report

- Officer Perkins stated that he has investigated a barcode scanner and inventory management system to identify, inventory and manage evidence, it can also be used to identify village equipment.

OLD BUSINESS

- Kvacek reported that all snow and ice removal equipment is ready for plow duty.
- Kvacek reported that the service director is investigating replacing some of the Plexiglas in the Village Hall cupola. The service director completed a switch out LED light bulbs in many of the Village Hall lighting fixtures including the cupola lights that have been burned out for some time.
- The service department will complete some repairs on the Village Hall sign as well as having it painted. They are investigating best materials to withstand the weather and they plan to complete during winter. No Update

- Lloyd contacted Ullman Oil and identified that he would save \$ per gallon with bulk purchase. Lloyd worked with the supplier to install a remote monitoring device to assist in more routine refueling. No update available.
- Lloyd reviewed the listing of trees in the right of way that require pruning and or removal that was completed by a Metro Park audit. He verified the locations and will begin work as time permits by the department. No update.

NEW BUSINESS

- Kvacek reported that the Mayor has asked Kvacek and the committee to consider an update to the service and police capital equipment replacement schedule. He asked the committee to consider a comprehensive review of a 5 year schedule be completed and that this review begin in January of 2020. The committee discussed this objective and prepared a draft of a format of the information to be considered for inventory of assets. Item, description, use, age, condition, anticipated replacement cost so that it can be reviewed by council and committees to ensure long term planning for future expenditures. A draft copy of this document will be prepared by Kvacek for review and consideration of the committee. The committee spoke with Officer Perkins regarding his investigations of software that could be used for cataloging Police evidence room materials as well as police and village assets. On such software investigated was sourced from PMI evidence Tracker. The anticipated cost would be \$2,400.00 plus annual updates of \$595.00 if chosen. The committee will review information and consider getting a demonstration.
- Kvacek reported that there was a crash of the Village computer server over the weekend that has been repaired as of 1/6/20. In addition Kvacek reported that the village website was down. The Chief is investigating a purchase quote and replacement of the 7 year old computer server. Initial thoughts are that the server and install would cost 4-\$7,000. In addition, the offsite website manager will be contacted to explore the problems being encountered with the website.
- Kvacek received a call regarding the current policies and ordinances regarding garage sales. He addressed that they are permitted however the home owner should communicate with the police department to discuss high volume parking needs.

The meeting concluded at 10:00 am.

The next meeting is scheduled at Village Hall on February 12, 2019 at 9:00 a.m.

Minutes submitted on 1/9/2020 by Committee Chairman Ken Kvacek

VILLAGE OF BENTLEYVILLE, OHIO
STREETS AND SAFETY COMMITTEE MINUTES

February 10, 2020

ATTENDEES

- Kathleen Hale, Council, Committee Chair
- Terry Hemmelgarn, Council, Committee Member
- Gabe Barone, Police Chief
- Lloyd Nagle, Service Director
- Mayor Leonard Spremulli
- Kathleen Esposito, Council

The meeting was called to order at 9:02

MINUTES of the previous Meeting were reviewed and approved.

REPORT FROM THE CHAIR : Kathleen Hale acknowledge that Ken Kvacek will be a hard act to follow as chair.

SERVICE DIRECTOR'S REPORT: The 2002 truck was down with transmission issue; the troublesome hose was repaired in house, and it is back in duty. The 2016 truck is now down; Lloyd will check on whether it can be fixed in house. There was an accident on Parkwood Circle, when the plow truck slid off the road. Only landscaping was affected. It will be repaired by the Village. We are close to needing to order delivery on an additional 100 tons already on order.

POLICE CHIEF'S REPORT: The server was down three times in the last week. Historically, it seems to go down on Fridays. In an independent issue, there was a switch down, with some bad ports, which was fixed by Jim Moses by A Tech, for the time being.

OLD BUSINESS:

- **Server Replacement:** The Mayor has decided to go with a plan for replacing the Village server with a server to be acquired by Chad and installed by Jim Moses, to be serviced by Jim in the future. Estimated cost, parts and labor, will be \$5,175. The present server is frequently down, but more importantly, the manufacturer has ceased to offer support for it. It is seven years old, and is deemed obsolescent by the industry.
- **Inventory Control:** The Chief and Officer Perkins will provide a presentation at next meeting on the options they have researched. The goal is to be able to facilitate the inventory of all Village property.

- **Five Year Capital Plan Discussion:** The Service Director will provide the Committee with a revised list of the Service Department vehicles, with emphasis on the anticipated timing for replacement of trucks. The anticipated next truck to need replacement has been in 2010 International Dump Truck, projected for replacement in 2021. However, after repair to the truck's computer system, it has had fewer problems, and may have a longer working life.

NEW BUSINESS : Kathleen Hale showed the Committee the beginning of the Bentleyville Block Club Facebook Page. This is intended to be a private Facebook Page, accessible to residents of Bentleyville and Village Administration. There will be the customary statement that derogatory, inflammatory and inappropriate postings will be deleted by the Administrators. Mrs. Hale will serve as initial Administrator.

The meeting was adjourned at 9:52.

The next meeting was scheduled for Monday, March 9, 2020 at 9:00.

Minutes respectfully submitted by Kathleen Hale.

VILLAGE OF BENTLEYVILLE, OHIO
STREETS AND SAFETY COMMITTEE
MONDAY, MARCH 9, 2019

9-10:00 AM

ATTENDEES:

Kathleen Hale
Terry Hemmelgarn
Lloyd Nagel
Chief Gabe Barone
Kathleen Esposito
Ken Kvacek

MINUTES

REVIEW OF PREVIOUS MEETING MINUTES:

SERVICE DIRECTORS REPORT:

- Alexis Pacanosky, part time employee, has tendered her resignation, effective Friday, March 13, 2019. Options for replacing her will be discussed at the upcoming staff meeting.
- Trucks are running and in good repair. Recent transmission line repairs were covered under warranty.
- The construction of the new salt bin is due to begin the end of April, per Engineer Jeff Filarski. We will need to consider how to time future salt deliveries to avoid possible charges to store salt (estimated at \$10/ton. Maximum anticipated 300 tons under contract).
- Small piles of residential yard waste will be picked up starting on May 15. Information is presently on the Website and will be in the upcoming newsletter.
- The diesel tank at the Service Garage began to leak, and we lost about 100 gallons. Remnants were saved in buckets. Replacement options being investigated through Ullman Oil, our diesel provider and govdeals.com . Both a new tank and pump will be replaced. The oil separator will need clean out (last done two years ago for \$2,000). Presently, we are getting diesel from BP directly to the trucks.
- Lloyd Nagel has provided the Committee with a template pattern for replacement mailboxes consistent with the requirements of the Chagrin Valley Trails Bylaws and Covenants.
- The Village will investigate whether it would be cost effective to purchase a chipper, to permit us an alternative to paying the increasingly costly fee for disposal of branches

through Chagrin to an independent contractor. Another alternative would be to eliminate yard waste pickup as a Village service.

POLICE REPORT:

- The Village has been approached by a municipality (Newton Falls) interested in purchasing squad car 1545 (2014 Taurus, 120,000 miles) for \$5,500. We will need to have authorization for the sale at the next Council Meeting:
- The new squad car has not yet been delivered; we expect delivery within the month.

OLD BUSINESS:

- Village Hall server replacement has not been completed. The server has not been delivered. The bank switch which is integrated with the server will be replaced when we have delivery. The delay is due to product hold ups from China.
- The present system is no longer being supported with updates from Microsoft. We will make do until the system is up and running.
- The Committee and the Chief will meet with Progressive Microtechnology Inc (PMI) after this meeting to discuss its inventory control program.

NEW BUSINESS:

- Repair/replacement of railings on Miles Road Bridge will be discussed at the upcoming Staff Meeting and Finance Committee Meeting.

The Meeting was adjourned at 10:05.

Streets & Safety

April 2020

No Meeting

VILLAGE OF BENTLEYVILLE, OHIO
STREETS AND SAFETY
MONDAY, MAY 11, 2020

9:00-10:00 AM

MINUTES

ATTENDEES:

Kathleen Hale, Chair

Terry Hemmelgarn

Officer Jim Perkins (Chief Gabe Barone joined the meeting while in progress)

Lloyd Nagle

Kathleen Esposito

Ken Kvacek

Alex Goetsch

Meeting called to order at 9:09

APPROVAL OF PRIOR MINUTES: March Meeting Minutes were reviewed and approved. There was no April Streets and Safety Meeting.

CHAIRMAN'S REPORT: Summary of communication guidelines for Service Department. Per the Mayor, communications with the Service Department for work to be done will be made through the Mayor.

SERVICE DIRECTORS REPORT:

- The Department has been picking up branches and clearing right of ways after recent storms;
- Calendar pickup season for branches has been extended because of those storms;
- Recent pickup of branches has been transported directly to Green Visions Materials, rather than through the Chagrin Service Department;
- The Department has been collecting bids for guardrail replacement and repair;
- Equipment status report: All good at present;
- Garden Club Cleanup Date is scheduled for May 20, 2020; Service Department may weed whack the daffodils at about that time.

CHIEF'S REPORT (By Officer Perkins)

- A chain has broken on one of the Police garage doors, and will need to be repaired/replaced.

NEW BUSINESS:

- PPE: The County Emergency Agency is making free masks and nitrile gloves available for the police. Face shields, thermometers, sanitizer are not available under that program. Increased traffic enforcement may require increased PPE. New procedures may make new "low contact" interactions during enforcement possible.

The meeting was adjourned at 10:36 AM. The next meeting is scheduled to Monday, June 8, 2020 at 9:00. Presently, the plan is to meet in person at Village Hall.

VILLAGE OF BENTLEYVILLE, OHIO
STREETS AND SAFETY COMMITTEE MINUTES

June 8, 2020

ATTENDEES

- Kathleen Hale, Council, Committee Chair
- Terry Hemmelgarn, Council, Committee Member
- Lloyd Nagle, Service Director
- Mayor Leonard Spremulli
- Kathleen Esposito, Council
- Chief Gabe Barone joined the meeting while it was in progress

The meeting was called to order at 9:04

MINUTES of the previous Meeting were reviewed and approved.

SERVICE DIRECTOR'S REPORT: The Service Garage cleanup is proceeding. Several loads of scrap, including the old signs that were being stored behind the building, have been recycled. The two non-working John Deere mowers have been measured in order to post them for sale on Deals.Gov, and the two old leaf boxes have been cleaned up also to be posted for sale.

POLICE CHIEF'S REPORT:

Assembly of the car we ordered last November from Nick Mayer has not begun, although under ordinary circumstances we would have expected delivery in March. We have received no assurances if or when we will be able to take delivery.

We have an opportunity to purchase or lease a new hybrid Police Interceptor Ford, which is locally available from Nick Mayer Ford. Estimated comparative cost:

- \$34,832 for the car we ordered;
- \$36,832 for the hybrid (with an estimated annual \$1,800-\$2,000 fuel savings) plus the cost of peripheral equipment (estimated at \$600-650)

The first question to be considered is whether, although \$34,832 for a new car was budgeted for in 2019, should we purchase a new car in 2020?

Under any circumstances, we should cancel the present order, if there is no financial penalty for doing so. Negotiations on the part of the Village for a more favorable deal will be continued.

OLD BUSINESS

- Service Department Diesel Tank Bids are being collected for the replacement of the diesel tank at the Service Garage. There are not local suppliers for a gravity fed system, which is what we are replacing. The alternative wall mounted system, which is available, is more expensive and would require not only engineering and fire department approval, but also installation of protective posts to prevent vehicle collision. We will continue to pursue acquiring a gravity fed system. Present estimate is \$1,800 for a 525-gallon tank (present tank is 300 gallons).
- Salt Bin There is no start date for the tarp replacement for the salt bin, but the estimate from the contractor is that job will be completed by the end of June. In the meantime, our salt delivery remains in storage with Cargill.

NEW BUSINESS

- RECENT PROTESTS: Bentleyville sent two officers to assist Chagrin Falls police during the two protests in Chagrin Falls last week, upon request of the Chagrin Falls Police Chief. Our officers supported the Chagrin Fire Department at those events. Bentleyville refused a similar request from the City of Cleveland. There is presently no agreement between Bentleyville and other communities to compel aid under similar circumstances. The officers appear to have not received compensation from Chagrin Falls for their service.
- TRASH PICKUP: The policy of Waste Management (WMI) during the pandemic lockdown to not pick up garbage or recycles not in containers appears to have been relaxed (per Vince Crawford of WMI). This information should be shared on the Village website, once confirmed with WMI.

The meeting was adjourned at 10:30.

The next meeting was scheduled for July 13, 2020, at 9:00 AM.

Minutes respectfully submitted by Kathleen Hale.

VILLAGE OF BENTLEYVILLE, OHIO

STREETS & SAFETY COMMITTEE

JULY 2020

NO MEETING

VILLAGE OF BENTLEYVILLE, OHIO
STREETS AND SAFETY COMMITTEE
AUGUST 10, 2020

MINUTES

Due to the present COVID-19 pandemic, the Meeting was held virtually, via Zoom

ATTENDEES:

- Kathleen M Hale
- Terry Hemmelgarn
- Chief Gabe Barone
- Service Director, Lloyd Nagle
- Village Engineer, Jeff Filarski
- Mayor Leonard Spremulli
- Alex Goetch
- Kathleen Esposito
- Ken Kvacek

The meeting was called to order at 9:00 AM.

MINUTES of the previous Meeting, held June 8, 2020, were reviewed and approved. There was no Meeting in July.

SERVICE DIRECTOR'S REPORT: Construction of the new salt bin at the Service Garage is complete, and ready for delivery of the 269 tons of road salt remaining from last year's purchase from Cargill. That salt has been stored off property during the construction, and will be delivered later this month. An additional 400 tons has been ordered from the new supplier selected by the State. This new supplier is charging \$50.20 per ton, compared to the \$73 per ton charged last year by Cargill, resulting in substantial savings to the Village

POLICE CHIEF'S REPORT: The new patrol car ordered at the end of 2019 was finally delivered, after substantial COVID related delays in manufacturing. That car is now in service. The patrol car which it replaced was purchased directly by the Police Department of Newton Falls, Ohio.

OLD BUSINESS: After review of bids collected by the Service Director, **it is recommended that the Finance Committee approve the purchase of a new diesel fuel tank to replace the breached and unusable tank presently on site.** The goal is to have the new tank installed and ready for service by the winter snow plowing season.

NEW BUSINESS:

VILLAGE LAWN MOWER REPLACEMENT:

The Village Service Department has been mowing grass using its only remaining operative mower, a consumer grade John Deere donated by resident and Council representative, Terry Hemmelgarn. Two commercial grade mowers are presently inoperable, and repair, if possible, appears to be prohibitively expensive and of questionable value.

The work horse of the Departments mowing machines was an 18 year old diesel Kaboda. Repair of that mower was estimated to cost \$5,500. To replace that machine with a new mower of the same kind would cost about \$10,700 (per an estimate from Middlefield Farm and Garden). That cost could be less, if , unlike the old mower, the new machine was not outfitted with a front end loader, which the Service Director felt was not required for the work it would be required to do.

The Service Director, with the assistance of the Village Finance Committee Chair, Ken Kvacek, also collected estimates for other, less expensive options, both diesel and gas powered.

After detailed discussion, it is the recommendation of the Committee that the Village purchase one new mower, preferably the diesel Kaboda described above, with the reasonable expectation that, with adequate care, the new mower might last as long as the old. It was noted that it would be, if it were affordable, a good plan to have a second, backup mower. If and when that becomes an option, the Committee recommends the purchase of a less expensive commercial gas mower, comparable to the \$5,000 Ferris mower, which was part of the review process. It was noted that our neighboring village of Chagrin Falls uses Ferris mowers, and replaces them every 4-5 years. Purchase of one of their replaced mowers might be an option to consider.

VILLAGE ROAD REPAIR, STRIPING AND ASPHALT PROJECTS: The Village Engineer presented maps of the Village indicating the areas which are selected for Road repairs in 2020. Appropriate legislation will be drafted for consideration at the next Council meeting, August 19, 2020.

OTHER MATTERS DISCUSSED: The Committee was advised that the grass reseeded after Chagrin Water Department sewer repair at 210 Grey Fox Run has emerged to be a patch of scrubby weeds instead. Council Rep Kvacek volunteered to discuss the matter with an unidentified Chagrin Council rep. Kathleen Hale will call the Water Department to ask for reseeded. The Committee was also advised that the resident at 270 Grey Fox Run sought advice as to whether the Village can help correct the "speed bump" which has been raised on her driveway where it passes over the drainage culvert at the side of the road. The Village Engineer reiterated the proposition that upkeep of both culverts and driveways are the responsibility of the resident. However, he will make a quick inspection of the bump in question, and consider what might be done to correct it.

THE MEETING WAS ADJOURNED AT 10:07. The next Committee Meeting will no be held September 7, since that is Labor Day. An alternative date will be set.

VILLAGE OF BENTLEYVILLE, OHIO
STREETS AND SAFETY COMMITTEE
SEPTEMBER 9, 2020
MEETING MINUTES

ATTENDEES:

Kathleen Hale
Terry Hemmelgarn
Chief Gabriel Barone
Lloyd Nagle, Service Director
Ken Kvacek
Alex Goetsch
Kathleen Esposito

The Meeting was called to order at 9:08 AM.

MINUTES: The Minutes of the August 10, 2020 Meeting were reviewed and approved

SERVICE DIRECTOR'S REPORT:

- The **new Kaboda diesel mower** was delivered last week, and is performing well in rotation with the John Deere. The value (\$350) of the older Kaboda which was replaced was deducted from the purchase price as a trade-in.
- Next week, the Service Department will begin **flushing of hydrants** that are part of the Cleveland water system, and signs alerting the residents of the flushing will be put up in the next few days.
- The Service Department has been inspecting the condition of the **Village street signs**, with the goal of cleaning, repairing and painting them as needed before winter. There was discussion about the types of Village signs. The Chief suggested that, wherever work is done on signs, screws and fasteners should be replaced with non-corroding materials. Ken Kvacek asked what the procedure is to insure that sign posts are vertical. The Service Department's goal is to re-align signs 5-6 times/year.

POLICE CHIEF'S REPORT:

- There has been substantial activity in the last month, including arrests relating to drug activity in the Metro Park.
- Ken Kvacek asked the Chief about the regional pattern of car thefts. There was discussion about whether to post advisory information on the Village website and social media about the need for residents to lock their car and secure their keys.

OLD BUSINESS:

- Upon review of information provided by the Service Director, the Committee agreed to recommend that Council approve the purchase of a **replacement diesel fuel tank**, 270 gallon JME Gravity Flow Fuel Tank on Stand, at a cost of \$1,473.79. This would essentially be the same system as the tank previously in place. Ken Kvacek, Chairman of the Finance Committee, provided the opinion that this could be paid for from money already allocated to the Service Department in the 2020 Budget. It is estimated that the new tank could be delivered within 2-3 weeks after the order is approved. The old tank, still on premises, will be flushed and removed, to be disposed of as scrap metal.

NEW BUSINESS:

- As requested, the Chief briefed the Committee on the present difficulties in phone and internet service at Village Hall, in the last 3-4 months, Alternative possible causes of **frequent interrupted communication** were discussed. It was agreed that the Streets and Safety Committee, the Parks and Facilities Committee and the Utility Committee all have responsibilities and interests in this matter. The Chief was asked to keep a log of interruptions and regular online checks of signal speed and modem status, and provide that information to Council. The responsible Committee heads will then reach out to Spectrum to seek resolution.

The Meeting was adjourned at 9:53 AM.

After the Streets and Safety Meeting, during the following Parks, Facilities and Beautification Meeting, Village Engineer Jeff Filarski joined the Meeting at the request of Streets and Safety to discuss **recent flooding at 40 White Tail Lane**. A large part of the Chagrin Valley Trail groundwater control system terminates in a retaining pond on that property. When that pond is overfilled with stormwater, the system is designed to send the excess water under Holbrook Road into the creek flowing into the Chagrin River. Resident Larry Zupon, reported that after the recent Labor Day storm and flooding this overflow was not effective, and that his property was flooded by the flooded retention pond. After a similar episode earlier this summer, flooding caused substantial property damage inside his home. The homeowner asked for the Village to look at the overflow plan to advise what can be done to address this recurring problem.

The Village Engineer will discuss the situation with the homeowner. It was noted that the homeowner has made substantial improvements to protect his home. While the Village can't address engineering mistakes built into the Chagrin Valley Trails building plan, it does undertake to keep the conduit out of the retaining basin clear. The stone head wall at Holbrook

Road (built in the 1930's) will need to be replaced soon with a standard concrete wall; the plan at this time is to replace the wall in 2021.

The next meeting will be held October 12, 2020.

VILLAGE OF BENTLEYVILLE
STREETS AND SAFETY COMMITTEE
OCTOBER 12, 2020
9:00 AM
BENTLEYVILLE VILLAGE HALL

MINUTES

ATTENDEES:

KATHLEEN HALE
TERRY HEMMELGARN
LLOYD NAGLE, SERVICE DIRECTOR
OFFICER JIM PERKINS, BENTLEYVILLE POLICE
KATHLEEN ESPOSITO
KEN KVACEK
ALEX GOETSCH

REVIEW OF PREVIOUS MEETING MINUTES: The Minutes of the September 14, 2020 Minutes were reviewed and approved.

SERVICE DEPARTMENT

- **Leaf pickup** will commence October 19 and end November 30. These dates conform to Chagrin Falls' pickup dates, and will be posted on the Village Website.
- Salt storage is ready for winter use.
- **The new diesel tank** is scheduled for deliver October 14. Assembly and installation will be done in-house.
- Hiring of a permanent third worker in the Service Department, and the acquisition of a second mower should be presented to the Mayor and the Finance for consideration for the **2021 Budget**.

CHIEF'S REPORT

- A part-time officer reportedly was exposed to COVID-19 on October 2. He has not been on site in the Department since that date. The officer remains asymptomatic, and will be tested today.
- There is sufficient PPE available to the Village Safety and Service workers. Material and funds have been made available from the County.

OLD BUSINESS

- There has been no response from the Metro Park concerning the renewal of the **lease of the Service Garage property** after delivery of the Village's intent to renew. There was discussion of Village options for siting the facility if the lease is not renewed.
- **The Village Administration Firewall** (8 year old and no longer repairable) was replaced about 2 weeks ago. Since then, communication problems have been relieved. The cost was \$1.100.

NEW BUSINESS

- **The intersection of South Franklin and Holbrook/Country Lane** is one of the most dangerous in the Village, because the traffic on South Franklin does not stop. Traffic on Holbrook does stop, but the line of sight for oncoming traffic is complicated by the dip in the road on South Franklin north of the intersection and by brush and high grass. The Village Engineer will be asked to review the situation and suggest ways to address the problem.
- There was discussion about the **proposal to restrict parking of horse trailers in the Village Park**. It is the feeling of the Committee that there should be further discussion about a targeted sign and ordinance.
- The **proposal to install a horse crossing** on Solon Road from the South Chagrin Metro Park bridle trail to the entrance of the Bentleyville Village Park was discussed. The proposal consisted of two parts: the painting of a striped crosswalk and the installation of a caution sign, with or without solar power lights. The consensus of the Committee is that the Village Engineer be asked to report on the Village undertaking the pavement painting part of the proposal. The signage was originally proposed as an undertaking of the Metro Park, which may no longer be willing to participate. The Village cannot undertake the cost of such a sign at this time.

The Meeting was adjourned at 10:17. The next Meeting will be held in person, at Village Hall, on November 9, 2020, at 9:00.AM.

**VILLAGE OF BENTLEYVILLE
STREETS AND SAFETY COMMITTEE MEETING**

NOVEMBER 9, 2020
9:00 AM
BENTLEYVILLE VLLAGE HALL

MINUTES

ATTENDEES:

Kathleen Hale
Terry Hemmelgarn
Kathleen Esposito
Ken Kvacek

MEETING WAS CALLED TO ORDER AT 9:02 AM

REVIEW OF PREVIOUS MEETING MINUTES: The Minutes to the October 12, 2020 Streets and Safety Meeting were reviewed and approved. MT. Kvacek asked the Chief for clarification about the reference to the South Franklin and Holbrook/Country Lane as one of the most dangerous in the Village.

SERVICE DIRECTOR'S REPORT

- **Status of leaf and brush removal equipment:** The hose was replaced (\$2,300) on Monday, November 4, after a 12 inch tear was found to be not repairable. Leaf collection was suspended for one day.
- **Status of snow removal and salt application equipment:** all three trucks in the snow removal fleet are up and ready.
- The Service Department will be dedicated to assisting in putting up Village Holiday decorations for several days as materials become available.

CHIEF'S REPORT

- Village Hall sanitation before and after the November 5 Election appeared to go smoothly.
- Hands free sanitizer have been installed in Village Hall; more will be installed where appropriate. Battery life will be monitored.

- Part of the Village lost power for nearly 12 hours on November 7, after a tree on Metro Park property fell, bringing down a power line and leaving a live wire down. It is the responsibility of the Metro Park and/or the utility company to remove downed and precarious trees on Metro Park property. The Village is only authorized to remove trees in the right of way adjacent to the roads. Ken Kvacek, Council President and Finance Chair, suggested introducing a Village Budget line item to contract with a tree service to remove dangerous trees from the right of ways. A survey of potential hazards could also facilitate communicating with residents about trees they should consider removing. The Service Director pointed out that the interaction with active utility lines makes this complicated.
- Village Wi Fi is working satisfactorily after the recent upgrade to the firewall, but work continues in extending Wi Fi throughout the Village Hall. Adjustments to the firewall are ongoing.

OLD BUSINESS

- Status of PPE Inventory and Procedures seems to be adequate. Enhanced Village signage was paid for by PPE funds from the County. They may be used in the future for other uses. Content is printed up by Fast Signs on a case by case basis. Kathleen Esposito suggested consideration of a full room sanitizer, such as the kind used in doctor offices. Streets and Safety recommends that such a purchase be submitted to Finance.
- Updates for street warning signs at the intersection of Holbrook/Country Lane and South Franklin. After discussion with the Village Engineer, it is agreed to post a sign indicating that cross traffic (South Franklin) will be installed.
- Update for street crossing sign/pavement marking on Solon Road at entry of Village Park: the marking and signage has been installed by Metro Parks. Completion of diagonal crosshatching in the caution area will be completed after minor surface repairs to the road are completed.

NEW BUSINESS

- The deterioration of iron decorative railings on both the Solon Road and Miles Road Bridges was discussed.
- Council President and Finance Chair Ken Kvacek noted that an individual in Solon is offering a gas zero turn mower (Toro) for \$3,000, and suggested that the Service Director look into whether this would be a useful addition to the Service Department. The Service Director noted that, although the continuing need for a second mower is

well established, present Administration guidelines are that there be no new equipment purchases for the foreseeable future. This will be discussed at the next Village Staff and Finance Meetings.

The next Meeting will be held December 14, 2020.

**VILLAGE OF BENTLEYVILLE, OHIO
STREETS AND SAFETY COMMITTEE MEETING**

DECEMBER 7, 2020

MINUTES

ATTENDEES:

Kathleen Hale
Chief Gabe Barone
Service Director Lloyd Nagle
Mayor Leonard Spremulli
Kathleen Esposito
Alex Goetsch
Ken Kvacek

THE MEETING WAS CALLED TO ORDER AT 9:02 AM

REVIEW OF PREVIOUS MEETING MINUTES: The Minutes of the November 9, 2020 Meeting were reviewed and approved.

SERVICE DIRECTOR'S REPORT: Snow removal equipment is functioning as planned. Thank you to Lloyd and Jonathan for their hard work. Residents lost a lot of trees and shrubs in the recent snow storm, and there will be a lot of debris left out for pickup. Green Visions' season for branch pickup has ended. The Service Director will find out what plans the Village of Chagrin Falls has developed with Green Visions to deal with the unexpected debris. The Village will try to continue branch pickup for its residents.

CHIEF'S REPORT:

- The Village Hall backup generator failed during the recent snow storm and multi-day power failure. It was repaired by the Chief and resumed operation for the rest of the outage. Officer Manson will inspect the unit and develop a plan for scheduled in house maintenance to improve reliability in the future.
- The Administration building security /fire/CO system needs repair. A quote from KLR has been received, and State Alarm will be submitting its quote soon.
- There have been no reported cases of COVID to date among the Village's safety force. PPE supplies continue to be adequate. Five new body cams, blue light disinfecting units and touch free faucets to increase officer safety were purchased with County CARES funds

OLD BUSINESS: The Service Director will, as other duties permit, survey the Village right of way areas for dead, dying or hazardous wood. This list will be submitted to tree contractors for removal. The goal is to make this part of an annual maintenance plan.

NEW BUSINESS:

- Mayor Spremulli thanked the Police and Service Departments for their hard work, particularly during the Village's recent snow emergency. In order to provide more future help for the Service Department, the Village will advertise for a new permanent, part time (30 hour) Service Employee to assist.

THE MEETING WAS ADJOURNED AT 9:36 AM

The next Streets and Safety Meeting will be Monday, January 11, 2021, at 9:00 AM, via Zoom.