

VILLAGE OF BENTLEYVILLE

STREETS & SAFETY COMMITTEE MINUTES

Wednesday December 11, 2019

ATTENDEES

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

The meeting was called to order at 9:03 a.m. by Ken Kvacek.

Chairperson Report

Kvacek reported that the Engineer has been in communication with the county in regards to the \$108,000 due for the Chagrin River Road resurfacing project and anticipates that the village will receive funds prior to the end of the year. Kvacek reported that the engineer and the finance manager will follow up with the anticipated receipt of the reimbursement to secure an understanding of the reimbursement otherwise council will need to alter the 2020 budget.

SERVICE DIRECTOR'S REPORT

- The service department advised the City of Cleveland Water department that 5 fire hydrants required inspection for proper drainage to ensure they are operational in the winter months. The City of Cleveland Water Department has completed repairs (replaced) 3 of 5. The 2 remaining are located on Holbrook road and are on schedule for repair or replacement.
- He reported that the leaf program that began on September 21st will conclude on December 16th. The website will be updated to reflect the notification to suspend the service for 2019.
- Lloyd reported that Alexis was taking the written test for her CDL certificate this week.

POLICE CHIEF'S REPORT

- The Chief reported that he is identifying capital expense items for future budgets. The safety items include new cameras with DVR capabilities for the Police Department and the Service garage. He stated that he has identified that it would be a benefit to have a camera at Village Hall at the rear door and interview room. In addition he stated that a separate unit at the service garage would enhance safety and security. The Chief also stated that he would like to investigate a barcode scanner and inventory management system to identify, inventory and manage evidence, it can also be used to identify village equipment. Kvacek asked the status of the evidence room management and the Chief stated that it has been reviewed and he is working with the law director to consider disposal. The Chief will continue to investigate and present to the committee at future meetings.

OLD BUSINESS

- Lloyd reported that all snow and ice removal equipment is ready for plow duty and that he has ordered and received all road salt that we were obligated under contract to have purchased and it has been delivered to the salt bins. The outstanding order was 350 tons that have been delivered concluding our purchase obligation.
- Lloyd reported that a hydraulic line that had failed on the front end loader has been repaired.
- Lloyd has discussed replacing some of the Plexiglas in the Village Hall cupola and will replace burned out light bulbs. On the suggestion of the Utilities and S&S Committees the service director completed an inventory of Village Hall lighting fixtures for the purpose of purchasing LED lighting bulbs to reduce the frequency of replacement, electricity cost savings etc. The committee recommended replacement with soft white light options. The service director intends to purchase and replace this week.
- 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.
- The Chief noted that the broken window in the Police garage has been repaired. The Chief has also purchased a new energy efficient refrigerator for the Police break room since the prior older refrigerator was broken. These items were referred from the public utilities committee for incorporation in the NOPEC grant request. The Chief identified the functionality of all lights in village such as street lights and bridge lights that required repair or replacement and has advised the utilities committee. The finance director on the direction of the utilities committee has been in contact with Signal Services and CEI to have the lights repaired. Repairs have been completed by CEI and Signal Services. It was stressed that the lighting selected for the decorative lighting on the Miles Rd Bridge should be of low lumen and should not be enhanced so that light pollution to surrounding homeowners would not be enhanced. The finance director reported that she has been working with Signal Services for repair and replacement.
- During the last council meeting it was asked if it was possible that we could utilize the diesel tank at the service building to refill trucks since it is on property and would reduce out of village travel as well as a reduced potential bulk purchase price. Lloyd contacted Ullman Oil and identified that he would save \$ per gallon with bulk purchase. Lloyd worked with the supplier to investigate a remote monitoring device to assist in more routine refueling, in addition he provided the law director with a purchase agreement which he will discuss with the vendor. Kvacek suggested that the Service Department begin truck refueling as soon as possible prior to the completion of the agreement. The service director also investigated the possibility of purchasing an additional larger tank for use with gasoline for service and police vehicles. Based on investments and possible security issues it was considered to be more costly and would not offset investments. The consideration of gasoline storage will be suspended and reviewed at a later time.
- The service director inspected the Village Hall entry way wall heater and will contact an outside vendor for repair or replacement. He will obtain a quote for consideration. The Chief stated that

he had previously investigated cost of replacement units that would work in the opening. This is being referred to Parks and Facilities committee for follow up.

- 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. Lloyd also reported that some brush and trees have been trimmed for proper operation of snow plows.

NEW BUSINESS

- Kvacek asked if the Chief and Service Director had an opportunity to review a copy of their respected budgets provided by the Finance director included in the draft 2020 budget. Both indicated that they had and have communicated suggestions to the Mayor. The Chief reported that he has discussed the replacement of a police car with the purchase of a Ford explorer in 2020. He stated that he has placed an order for this vehicle. 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 so that it can be reviewed by council and committees to ensure long term planning for future expenditures.
- Based on the discussion of the security cameras under consideration by the Chief Kvacek suggested that the Chief should consider the installation of peep holes in the Police department doors so that officers can identify visitors before entering a secure area. The Chief discussed that this would be an inexpensive option to consider the service department to install. This was referred to the Parks and facilities committee.
- Kvacek distributed a draft copy of the proposed 5 year infrastructure planning budget recommended by the Village Engineer. The committee briefly reviewed the updated plan.
- Kvacek introduced the issue brought up by Councilwomen Hale in a recent email regarding her inquiry of damaged mailboxes damage during icy conditions on Grey Fox in Chagrin Valley Trails. There have been mailbox collisions repeatedly for the last several years at 2 specific residences located adjacent to the hill and curve. Kvacek reported that he had spoken with the Village Engineer, Service Director and the Chief regarding this issue. Several measures have already been implemented including the addition of signage indicating an upcoming curve, as well as reduced speed (20MPH) signage, special speeding enforcement as well as priority ice prevention and management by the service department all in an effort to reduce this issue. The homeowners have considered altering their mailbox location as well as installation of landscaping to reduce mailbox collision damage. Additionally the engineer considered road texturing that he feels will not improve the situation. The chief encourages that residents and visitors on the road slow their speed especially when wet and adverse weather conditions exist.

The meeting concluded at 10:33 am.

The next meeting is scheduled at Village Hall on January 8, 2019 at 9:00 a.m.

Minutes submitted on 12/12/2019 by Committee Chairman Ken Kvacek