

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