

# VILLAGE OF BENTLEYVILLE

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## Parks, Beautification and Facilities

### COMMITTEE MINUTES

Monday March 11, 2024

9:08- 10:13 AM

Council Chambers

#### ATTENDEES

Ken Kvacek, Committee Chairman

Lisa Whitmyer, Council Committee member: Absent

Alex Goetsch, Council Member

Matt Maistros, Service Director

Kathleen Esposito, GCOB representative

Kathleen Hale, Mayor

1. Review of prior months minutes

The minutes were reviewed at the previous council meeting. No comments from minutes.

2. Old Business

- State capital budget grant of \$100,000.00 and county grant for \$38,700.00 for Riverview park improvements. Rebid on park asphalt drive work yielded a low bid of 89K. Council requested the engineer to review restroom cost and advise if it was possible to complete the restroom portion with the remaining funds. We will have updates from the Village Engineer at the March council meeting.
- The construction of the Riverview Parking lot replacement will commence in May and be completed by mid June. A preconstruction meeting will occur week 3 March with more specifics. The park will be accessible with limited interruptions that we will post during construction.
- Street identification sign needs to be replaced pending service department schedule. Matt to locate at northeast side of street.
- Facilities review of service department building needs.  
We will complete an annual review of all facilities with members of committee and Mayor invited to complete review. Service Director and Police Chief to review and be prepared to offer suggestions on required repairs and improvements.
- We discussed the NOPEC grant funds and Matt was asked to review basement door replacement and electric needs.  
Previously identified projects include:  
Replacement of Exterior village hall outlet as well as the replacements of new energy efficient lights in the Village Hall entrance and recessed lighting under the front entrance way.

Consider conduit to run electric for holiday lighting on the Solon rd bridge.  
Consideration if power can be provided on the west side of Solon Rd for Holiday lighting.  
Consider replacing florescent lights in the police garage with LED panels.

- Park and Village programs and events schedule:
  - ✓ Eclipse watch at Village Hall on April 8 1:59-4:29
  - ✓ Cleveland Shakespeare Festival Show is Midsummer's Night's Dream June 23
  - ✓ Chagrin Valley Bocce League June-August
  - ✓ Yoga in the Park status, Kathleen Esposito to provide contact information of instructor. It was discussed that the Yoga instructor to charge attendees vs. personal donation of \$312.00 per month for 3 months. 20-30 attend each week.
  - ✓ Bocce Ball League start date not yet determined.
  - ✓ Booville Fall Family Fest October 27
  - ✓ Village Holiday Lighting December 1
  
- Replacement of two- three dead crabapple trees on Solon rd. Matt reported that Ryan, the Metropark service manager, had suggested removing the crabapples on the west side of Solon Rd. Committee would like to retain and replace as necessary. Need to meet with Ryan to discuss. The service department will remove the dead ones and plant the new ones in the spring.
  
- We discussed the need to paint and flush the fire hydrants in the village. Matt will schedule servicing of City of Cleveland hydrants by the service department in the spring.
  
- Removal of redundant utility poles, inventory was completed by Kvacek and provided to Village Resident Doug Miller to communicate to utility department for prioritization. No update
  
- Liberty rd resident and others will be advised to perform routine lawn maintenance in the right of way. Maistros identified the ordinance regarding responsibility of homeowners grass cutting. Hale will be in contact with the resident. No update
  
- Union Cemetery upkeep is required primarily drop wood collection and disposal. Kvacek and Maistros will walk the property to understand area and limitations of potential reopening of cemetery. Hale asked if there is room in the cemetery for additional burials and if the cemetery can be reactivated for village residents. Additional research would be necessary to discuss possibility of future internments. It was noted that we do not have the required equipment in the service department at this time.
  
- Street identification sign assessment, paint poles as required. Matt is in process of identifying.
  
- Advise resident on Cannon rd regarding leaving trash cans at the street 3-6 days post collection. In addition Matt noted that folks are placing trash receptacles in the street

during snow events. It was discussed to write a policy and or ordinance to address these concerns. Matt will speak with the owner or leave a note.

- Cannon rd gravel pull off at corner of Cannon and Solon rd has been placed on the service department project list for this spring or summer.
- Street guardrail assessment for damage and replacement is underway by service department. The Miles road guardrail requires replacement. Matt discussed with engineer and has asked for a quote from Auburn Fence.
- Matt has reviewed traffic control signs throughout village for positioning upright and luminosity. Matt to review and advise the potential cost and number to be replaced.
- Kvacek suggested that we consider a new design of the village logo, those in attendance agreed and suggested that we ask the GCOB to participate with suggestions. Thoughts to be potentially incorporated in the design may include and waterfalls reflective of seven plus waterfalls throughout the village, "squaw" Rock Henry Church Jr. Rock, the millstone, etc. Kathleen Esposito suggested we speak with resident Joan Johnson, a painter to see if she would consider working with us.
- Updates on the progress of planning a new service complex with the Metro Park. Hale will check on any updates No updates were provided.
- The Solon to Chagrin rails to trails project has begun in Solon. Trees and shrubs being removed in the right of way in March for preparations of multipurpose path. The Bentleyville to Chagrin portion to be completed by MetroParks within 12 months of solon work.
- Maistros confirmed that the service department purchased and installed a village owned water dispenser. Tami was advised to terminate agreement and payments to outside vendor.
- We discussed the current status of the cleanliness of the carpeting in the village council meeting chambers. New dirt and stains are present. Maistros stated that he would ask the new cleaning crew to clean the carpeting. It was brought up that we should consider replacing the carpeting throughout village hall. After cleaning we will reassess the condition. Suggestions included replacing the carpet with laminate flooring but it was noted that this would increase the sound, Kvacek suggested that if were to replace that we would consider the cost and material selection such as carpet squares that allow for damaged or soiled sections to be replaced easily. Matt to measure the square foot of each room to secure an estimate.

- Discussion of the current cleaning condition of Village Hall. The service department has been performing cleaning for the last couple of years in place of an outside cleaning company that was over \$6,000 per year. The service department performs bi weekly and as needed cleaning. Ultimately the number of employees and visitors produces limited cleaning requirements. The service department is performing acceptable results. We discussed the need for a facility use agreement to cover the cost of damage of village hall facilities and park.
- Maistros suggested that we consider replacement of some holiday lights so they are consistent in color and replace all lights on the park pavilion. Matt to measure lengths needed for the park pavilion.
- The service director noted that the culvert cleaning was well done and they will continue to monitor with period maintenance.
- We discussed asking residents to clean right of way of trash and debris. Ken to speak with Jackie regarding email list if it has been updated so that we can communicate with the residents instead of newsletter communication. If a newsletter is published we will include information for residents.

### 3. New Business

Ken asked if the service department can repair the dislodged curbing in front of village hall.

Maistros suggested we consider adding additional surface material on the Bocce court. Kvacek to check identify if funds are available from Bocce League.

Maistros received notice of trees being available for villages for planting. Matt ordered trees to be delivered this spring. They will be plant on Village grounds or provided at no cost to residents.

Kvacek noted that he is aware of low cost chippers available from Schramm industries. Kvacek will follow up on availability at an approximate cost of \$5,500-7,500

### 4. Additional discussion items

Matt asked Kathleen Esposito for a GCOB calendar so that he has advanced notice on service department support. Kathleen supplied a calendar and will ask the president to contact him in advance so that he can support their efforts.

The Chagrin History Center has provided Adamson Bentleys Desk on loan to the Village. It was picked up by the service department and placed in the front hallway.

The service department will remove the sign at the village park and have it sanded and stained white in order to read the sign better and improve appearance.

Kathleen Esposito reported that the Garden Club will be purchasing and planting annuals at Village hall this spring and are requesting \$400.00 for this purchase. The GCOB will also be purchasing additional perennials at the Club's daffodil planting area on Solon rd and they will cover the cost of this activity.

We received information regarding participation in the 250 year of the U.S. programming. We will discuss in more detail at an upcoming meeting.

Next meeting is scheduled for April 11, 2024 at Village Hall at 9am