

VILLAGE OF BENTLEYVILLE

Parks, Beautification and Facilities

COMMITTEE MINUTES

Monday May 13, 2024

9:09- 9:57 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: Absent
Chief Gabe Barone
Robert Chafant, Council member

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 will begin May week 3. Quote obtained from Jeff of 26,242-39,225 Maistros received a tree removal quote of 1,100 vs. 4-5,000. Kvacek received a quote for excavation from Hunter Construction of 1,750. Committee recommends that we proceed with a vote at the upcoming council meeting. Matt will grind stumps this week in preparation for the driveway.
 - The construction of the Riverview Parking lot replacement will commence in May and be completed by mid June. The park will be accessible with limited interruptions that we will post during construction.
 - Chagrin River Street identification sign has been rebuilt and painted it will be replaced pending service department schedule. Matt to locate at northeast side of street.
 - Facilities review of service department building needs.
Lisa, Matt and Ken completed an annual review of all facilities. Service Director and Police Chief participated and a draft list of possible improvements was created. Matt has secured several bids for NOPEC grant projects. Matt has also begun working on a number of the items on the list.
 - We discussed the NOPEC grant funds and Matt stated the amount of NOPEC funds available is \$4,920.00. Matt has 1 quote for the basement door replacement \$3,000, 3 for the police garage doors ranging from \$6,000-\$8,000 and 2 estimates for the electric needs, \$3,200.00. Priority discussed was the electric and emergency door followed by the garage doors. Pending Mayor to proceed.

Previously identified projects include:

Replacement of village hall exterior outlet and wiring, add additional of recessed lighting in entrance way. The current wiring does not meet current code.

Consider replacing florescent lights in the police garage with LED panels.

Consider replacement of Police garage doors with new insulated doors.

Consider replacement of basement exit door.

- Park and Village programs and events schedule:
 - ✓ Cleveland Shakespeare Festival Show is Midsummer's Night's Dream June 23
 - ✓ Chagrin Valley Bocce League June-August
 - ✓ Bocce Ball League start date not yet determined.
 - ✓ Booville Fall Family Fest October 27
 - ✓ Village Holiday Lighting December 1
- Replacement of three dead crabapple trees on Solon rd. The service department will remove the dead ones and plant the new ones in the spring. 3 were identified at a cost of \$149.00 each which is less than previously quoted. We are awaiting the Mayor to authorize service department to proceed. This expense was budgeted in 2024 budget.
- 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, utility department was contacted and the utilities company has began transferring lines and removing some of the redundant poles.
- Liberty rd and Chagrin River rd residents will be advised to perform routine lawn maintenance out of the right of way. Maistros identified the ordinance regarding responsibility of homeowners grass cutting. Hale was to be in contact with the residents. The Mayor will advise when discussions are completed. The service department spends a significant time cutting these grass areas and the committee recommends that they no longer perform cutting of resident's property. The committee is in agreement with the safety and streets committee to not continue resident's lawn cutting.
- 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. 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 will seek additional quotes if necessary.
- 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. We discussed Matt removing the pedestrians right of way on roads be removed since the ordinance was approved at the March meeting. Matt will removed the remaining signs today.
- 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. Lisa also knew of someone that may assist with the creation of a new logo.
- Updates on the future of the service complex with the Metro Park. Hale was to meet with Brian Zimmerman to discuss. No update has been provided.
- We discussed the current status of the cleanliness of the carpeting in the village council meeting chambers. It was brought up that we should consider replacing the carpeting throughout village hall. Matt received a quote of over \$875.00 for the cleaning and additional quote of \$400.00 was secured. After cleaning we will reassess the condition. 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.
- We discussed asking residents to clean right of way of trash and debris. Matt has secured work release workers to complete some of the work throughout the village. Jackie has been working on updating the email resident list so that we can communicate with the residents instead of newsletter communication in a timely

manner. If a newsletter is published we will include information for residents. We have not received an update as to the status of the newsletter or email database.

- Matt has formally advised the City of Solon of our interest in acquiring their surplus wood chipper. We have not heard the disposal time or anticipated cost. Matt noted that residents are placing sticks out on lawns already prior to the May 15 start date. The Mayor was going to contact Mayor Ed Kraus to discuss transferring ownership to the village

3. Additional discussion items

- 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. These funds are currently in the budget.
- We received information regarding participation in the 250 year of the U.S. programming. We will discuss in more detail at an upcoming meeting.
- Kvacek and Tami worked to apply for a community programming grant from NOPEC.
- 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 most not from the village. The mayor reported that the village had received and invoice for \$1,500.00 from the prior year and that she will proceed with payment. It was discussed that funds are not available in this year's parks budget and that we will not be sponsoring Yoga in the park as a recognized village event. If the instructor wishes to proceed we would ask that she obtains donations and a permit for the use of the park for her program.
- Matt, Ken and Alex reviewed the damaged drain across from village hall. While doing so we recommended that the service department discontinues cutting the large grass area across from village hall on metro parks property. In addition we discussed returning the gravel overflow parking to a grassy area as it has been infrequently used and is unsightly. Matt will look into completing when we have the equipment to do so.
- Service department to install U.S. Flags on Solon Rd Bridge and at Village Hall prior to Memorial Day.

Next meeting is scheduled for June 10, 2024 at Village Hall at 9am

