

VILLAGE OF BENTLEYVILLE

Parks, Beautification and Facilities

COMMITTEE MINUTES

Monday November 12, 2024

9:00- 10:15 AM

Council Chambers

ATTENDEES

Ken Kvacek, Committee Chairman

Lisa Whitmyer, Council Committee member: absent

Matt Maistros, Service Director

Kathleen Esposito, GCOB representative

Kathleen Hale, Mayor

Alex Goetsch, Councilman

1. Review of prior months minutes

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

2. Old Business

- River View Park improvements, Jeff updated that the restroom will be installed in December and that he will coordinate the excavator and the delivery and installation. He will contact the company to secure an accurate delivery date. Matt will contact the tree service folks to remove the tree that was previously quoted.
- Facilities review of service department, Village Hall building, and grounds needs. Matt and Travis have begun working on many items on the list. Matt will review the list at the next meeting and indicate status of each item. The committee will review the list in detail at the upcoming meetings to prioritize and budget.
- We discussed the NOPEC grant funds and Matt stated that the electric work was completed as well as the new garage doors and basement door. I reminded the mayor to make sure that it was accounted correctly for Nopec funding.
- Park and Village programs and events schedule:
 - ✓ Village Holiday Lighting December 1 at 6pm
- Matt discussed that he has contacted the City of Cleveland Water Department several times to obtain confirmation of a work schedule for repairs to Hydrants, replacement of accident destroyed hydrant on solon rd and water main leak on Liberty rd. Matt has heard no updates in regards to anticipated scheduling. It is hoped repairs can be completed prior to freezing weather to ensure functionality. It was encouraged that the Mayor contacts the water department or Jack Schron to discuss if we can get an update on potential repairs.
- 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 the cemetery as requested by Mayor Hale. Additional research would be necessary to discuss the possibility of future internments. It was discussed that we would need to secure ground penetrating radar to confirm if additional graves may be located.

- Drainage pipe across from Village Hall on Chagrin River rd. Kvacek suggested contacting Chagrin Water Department, Matt DeFranco and ask if they can video the drain to identify required repairs. Matt spoke with Gabe Franklin and service director at Chagrin Service department and they have not yet scheduled potential scoping. Matt to follow up.
- The Miles Road guardrail replacement is pending repair by Auburn Fence at a cost of \$850.00. They have not been responsive to make the required repairs. Ken suggested he contact GMan who is a laborer at Auburn Fence.
- Matt has reviewed traffic control signs throughout the village for positioning upright and luminosity. Matt reviewed and will advise the potential cost and number to be replaced. Pending update. We discussed that if we were to add an ordinance to activate a snow emergency in the village that we would potentially consider signage and notifications via non emergency emails to residents. Kvacek expressed a desire to notify residents directly compared to placing numerous signs throughout the village.
- New village logo. 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, Great Blue Heron etc. The idea is that we will consider the alterations for the upcoming centennial (1926) of the village. We discussed writing up a brief plan on our goals and Lisa plans on working on thoughts and ideas. Kvacek noted that perhaps we should consider a more permanent design feature as the Heron rookery has been in the village for several years but only because Solon removed their rookery. We have no update from Lisa and will add this discussion to future meetings.
- Jackie has been working on updating the email resident list so that we can communicate with the residents instead of newsletter communication. Jackie has much of the database completed but made an effort to place a sign asking residents to provide updates to their information and the Mayor was at village hall after hours on Election Day to gain new and updated information. Kvacek and Goetsch noted that no one asked them to update the information. Only a few people provided information. We discussed having a meeting to further discuss status and implementation.

1. Additional discussion items

- The Garden Club has offered to provide up to \$400.00 for the purchase of a water tank and pump. Matt thought that a 250-gallon capacity would be beneficial. This tank would be used by the service department to water the village hall plantings, daffodil corner and millstone area as needed. Matt has not

identified one for a specific cost although he feels it will be 2-\$3,000. Perhaps Matt will identify a smaller tank at a reduced price.

- Kathleen Esposito reported that the Garden club has yet to come to an agreement to making changes to the Old flag pole area. We look forward to comments and suggestions from the garden club as the recommendations become available.
- We received information regarding participation in the 250 year of the U.S. programming.. The village 100th anniversary will also be celebrated in 2026. It was mentioned to keep on upcoming agendas for potential long term planning.
- The mayor stated that she is organizing a shredding day for the village and will open it up for use by village residents. The shredding dates have been selected and we plan on notifying the residents via email to advise that they can participate.
- Solon Rd bridge (8) flags need to be replaced. (quantity of 8) New poles and hardware also are required. Kvacsek suggested that we ask if the Jaycees would support the purchase of the holders. Matt mentioned that the mayor would pay for the flags.
- Pressure washing of Village Hall was added to the project list. This was completed a few years ago by outside service and redone last year by the service department. We should consider periodic cleaning but not annually. Matt plans on pressure washing the front of village hall when weather permits.
- We will contact someone familiar with wood shake roofs and discuss frequency of cleaning and sealing. We should consider pressure washing the concrete as well as staining the pavilion.
- Booville recap October 27 Sunday 4:00 -6:00pm Riverview Community Park was well attended 125-145 people. We received positive comments from attendees, Suggestions included having smore supplies at the fire pot and consider not having the service truck or the fire squad to reduce the amount a vehicles to allow for more parking. A few people commented that there was limited parking and that they had to walk from St Martin's. We need to optimize parking for folks to come to enjoy Booville. It is unknown how many people benefitted from the food truck?

- Holiday Lighting: Plans are for Holiday lighting on Dec 1, the GCOB will set up on Dec 19. Service department will bring up decorating materials prior. We discussed posting the signs asap and creating a flyer to email residents and post on website. We plan on starting at 5:30 to allow the Police department to sponsor an ornament craft for children. An additional artificial xmas tree was ordered to have the ornaments displayed. Special thanks to the honorable Judge Papa and his wife Jackie for purchasing the tree for the village. The food tables will remain in the entry hall, Kathleen Esposito will donate juice boxes, GCOB will make cookies for the event. Esposito to check inventory of child's gifts. Jennifer and Sara asked about adding hot chocolate. It was discussed to consider using coffee cups with lids in the hallway area to reduce the carpeting from being spilled. Jennifer and Sara will be getting the supplies for the crafts and will work with the children and the crafts in the council workroom. Ken and the service department will begin placing the lights on the Trees in the village on 11/13.
- We discussed several items that should be budgeted in 2025
 - Pressure washing
 - Service department urinal repair 500
 - Window cleaning 300
 - New crabapple trees 400
 - Event budgets for boovile and holiday lighting, Shakespeare
 - New signs to announce events and programs
 - Flowers/ soil/weed preventer 900
 - Stone 3k, mulch 650 and materials 500
 - Pavilion repairs 1500
 - Restroom supplies park 200

Next meeting is scheduled for December 16, 2024 at Village Hall at 9am