

KIRTLAND CITY COUNCIL MINUTES

November 18, 2024

The meeting of Kirtland City Council was called to order at 7:00 p.m. by Council President Joseph Smolic. The Pledge of Allegiance was recited followed by prayer led by Mr. Ziegler. The members of Council present were Eric Ziegler, Matthew Schulz, Joseph Smolic, Julie Symonds, Ronald Fenstermaker, and Suzanne Grazia. Absent: Scott Haymer

Administrative personnel present were Mayor Kevin Potter, Finance Director Louis Slapnickner, Public Works Director Joe Fornaro, City Engineer Douglas Courtney, Police Chief Brian McCallister, Law Director Matthew Lallo, and Senior Center Coordinator Teresa Szary.

Rules of Council were suspended, moved by Mr. Schulz, with the second by Ms. Symonds.

Chief McCallister introduced new full-time Officer Joseph Gibson, with Mayor Potter swearing him in.

Minutes of the November 6, 2024 Work Session:

Mr. Schulz brought to the attention of Council that his name was mistakenly recorded as Ron Schulz on the November 6, 2024 Work Session Council Minutes.

Mr. Schulz moved to approve the Minutes as modified; with the second by Mr. Fenstermaker. **ROLL CALL: MOTION CARRIED 6/0 (VOTING YEA: SMOLIC, SYMONDS, FENSTERMAKER, SCHULZ, GRAZIA, ZIEGLER; VOTING NAY: None)**

Minutes of the November 6, 2024 Council Meeting:

Ms. Symonds moved to approve the Minutes as presented, with the second by Mr. Fenstermaker. **ROLL CALL: MOTION CARRIED 6/0 (VOTING YEA: SMOLIC, SYMONDS, FENSTERMAKER, SCHULZ, GRAZIA, ZIEGLER; VOTING NAY: None)**

DEPARTMENT REPORTS:

Fire Chief Hutton had no formal report. Mr. Schulz asked for a clarification on the reason for the reason for recent power outages. Chief Hutton informed him that it is more power issues through First Energy, rather than due to trees or lines down. Sub station outages. Ms. Symonds wondered if there was a way to contact First Energy, and Mr. Fornaro reported that he will call our representative. He will also follow up regarding storm clean up, but the tree trimming within the City is done.

Police Chief McCallister sent an email earlier in the week with recommended website updates that would direct residents regarding emergency preparedness. Administrative changes include Office Gibson being sworn in this evening, while the latest to be sworn in has resigned. At the end of the year, the department will be down four officers.

Public Works Director Mr. Fornaro thanked the public works team for an excellent job. They are still working on holiday lights and markers. He has not heard back from the county on the Booth Road bridge

project; the guard rails are the only hold up. Mr. Fornaro asked that everyone be patient with the crews during snow and ice season. Mr. Fenstermaker noted that the 306 bridge is open for two lanes, with the turning lane being used. It is not totally done yet, but expect a competition date in the spring, including grinding and repaving.

City Engineer Mr. Courtney had a road program update: all streets have been paved, and the contractor is working on Parkwood berm installations. Monterey should be finished tomorrow. Berms on Forestdale, Westwood, and Shaw are completed. With cooler temps, the streets will remain tacky for another week. Mr. Fenstermaker inquired as to an update on the Wisner wall. Mr. Courtney is waiting for report from SME for their solar analysis. Sampling on the wall was done, and they have since done test bids on back side of the wall to reinforce. Mr. Fornaro reported that it looks like the wall is going to have to be removed and excavated out. The Old Town sewer project includes a few small driveway berm and drainage issues that are being taken care of. The county is working on finalizing the numbers for that job. Residents can connect to the sewer, and can contact the county to get permits.

Finance Director Mr. Slapnicker reported on the four items of legislation on the agenda this evening. 24-R-78 is a requirement from the county to authorize advance payments of which must be passed by Council. 24-O-79 discusses designating financial institutions as public depositories, which is seen every year. The one change made is the dollar threshold in the legislation that has varied from year to year. 24-O-80 is the temporary appropriations, of which line-item detail was provided to Council. The 2023 audit is in final review and should be completed by 12/31/24. In a typical process, the county sent the City audit out to bid for years 2024-2028. In upcoming meetings, final appropriations will be presented, including delinquent sewer bills. If Council wishes to schedule a finance meeting to wrap up the year. Mr. Slapnicker also reported that he had responded to Council's earlier requests.

Law Director Mr. Lallo reported that he is responding to public record requests. There is a case from a traffic incident from Willoughby, which is still pending. Once the records retention policy is finalized, he will send to the state for approval. At that point, the City will start following through the schedule and cleaning out storage. Mr. Schulz asked for clarification, and Mr. Lallo stated that the City sends a list of what is proposed to be destroyed to the state. If we don't hear from them after a certain number of days, we will destroy them. It is not mandated, and we can use discretion to save records if deemed necessary.

Community Center Director Ms. Szary thanked everyone who assisted with the annual yard clean-up day. She reminded Council about the annual inter-faith prayer service on Tuesday, November 26 at 7:00 pm at East Shore. Mr. Schulz asked about the outdoor restrooms, which Mr. Fornaro reported that all outdoor water at the Community Center and Rec Park is shut off on Election Day.

Mayor Potter offered congratulations to Officer Gibson and he is looking forward to a long-term relationship with the community. Eddy Eckart had given a report earlier, including conversations with Congressman Joyce. He looks forward to his next term and working on behalf of the residents of Kirtland. The yard clean-up is one of Mayor Potter's favorite days of the year and thanked everyone for their support. Mr. Schulz inquired about Ohio Gig. The City is expecting to see a potential contract by the end of the year.

Standing Committee Reports:

The Public Utilities Commission will try to schedule meeting for the start of the year. Mr. Fornaro requested to send out letters to residents with an update.

Special Committee Reports:

None.

Correspondence:

Resolution 24-PZ-4 was read. Mr. Lallo noted that a few things need to be addressed:

There was a unanimous vote to recommend. The names were inadvertently omitted from the correspondence. The exhibit was left off, and will be provided to Council. This will be on the next agenda and may then be set for a public meeting.

Public Comments on Matters not on the Agenda:**OLD BUSINESS:****Public comments on old business.**

None.

24-R-77

(Mayor Potter)

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH LOCAL GOVERNMENT SERVICES FROM THE OHIO AUDITOR OF STATE'S OFFICE TO PROVIDE ASSISTANCE IN THE PREPARATION OF BASIC FINANCIAL STATEMENTS FOR THE CITY, AND DECLARING AN EMERGENCY.

SECOND READING

NEW BUSINESS:

Public Comments on Agenda Items of New Business

24-R-78

(Mayor Potter)

A RESOLUTION REQUESTING THE COUNTY AUDITOR TO MAKE ADVANCE PAYMENTS OF TAXES PURSUANT TO OHIO REVISED CODE SECTION 321.34, AND DECLARING AN EMERGENCY.

Mr. Slapnick clarified a question from Mr. Schulz regarding potential lag time based on property evaluation. This allows cities to be more liquid and simply allows us to receive those advances. More details will be shared once the rates are certified.

Mr. Schulz was concerned that the ordinance states five years, but the legislation has been annual. While this precedes Mr. Slapnick, they were remaining consistent with past practice. Mr. Lallo agreed that there isn't a pressing need to include it every year or, if they do, to include the cap.

A motion to waive the three readings was made by Mr. Ziegler and seconded by Mr. Fenstermaker
MOTION CARRIED 6/0 (VOTING YEA: SMOLIC, SYMONDS, FENSTERMAKER, SCHULZ, GRAZIA, ZIEGLER; VOTING NAY: None) 6/0

A motion to Declare an Emergency and Adopt 24-R-78 was made by Mr. Schulz and seconded by Ms. Symonds. **ROLL CALL: MOTION CARRIED 6/0 (VOTING YEA: GRAZIA, SCHULZ, SMOLIC, SYMONDS ZEIGLER AND FENSTERMAKER. VOTING NAY: None)**

**24-O-79 AN ORDINANCE DESIGNATING FINANCIAL INSTITUTIONS AS
(Mayor Potter) PUBLIC DEPOSITORIES.**

FIRST READING

**24-O-80 AN ORDINANCE PROVIDING TEMPORARY APPROPRIATIONS FOR
(Mayor Potter) THE THREE- MONTH PERIOD ENDING MARCH 31, 2025**

FIRST READING

COUNCIL COMMENTS:

Mr. Fenstermaker clarified that when we look at \$1.2 million spending for capital, that none of it was borrowed dollars and was all paid for through the General Fund.

CONTINUING CONCERNS:

None.

ADJOURNMENT:

Mr. Fenstermaker moved to adjourn, with the second by Ms. Symonds. The motion of Council passed by unanimous vote and the meeting adjourned at 7:42 p.m.

President of Council

Clerk of Council, Interim