

KIRTLAND CITY COUNCIL MINUTES

March 3, 2025

The meeting of Kirtland City Council was called to order at 7:00 p.m. by Council President Ronald Fenstermaker. The Pledge of Allegiance was recited followed by prayer led by Mr. Schulz. Ms. Roelle was asked to do the role-call. The members of Council present were Sue Grazia, Julie Symonds, Eric Ziegler, Ronald Fenstermaker, Scott Haymer, Matthew Schulz, and Joe Smolic.

The administrative personnel present were Mayor Kevin Potter, Finance Director Louis Slapnicker, City Engineer Douglas Courtney, Public Works Director Joseph Fornaro, Fire Chief Tony Hutton, Jamie Fisher Police Department, and Senior Center Coordinator Julia DeWolf.

Proclamation

Mayor Potter called Ms. Denise Roelle up to the front and spoke as to Ms. Roelle's 45+ years of service and commitment to the City of Kirtland. Mayor Potter read a Proclamation in honor of Ms. Roelle and presented same to her.

Minutes of the February 18, 2025 Finance Committee/Work Session:

Mr. Smolic moved to approve the Finance Committee/Work Session Minutes as presented, with the second by Mr. Schulz. **ROLL CALL: MOTION CARRIED 7/0 ROLL CALL: MOTION CARRIED 7/0 (VOTING YEA: SMOLIC, SYMONDS, ZEIGLER, FENSTERMAKER, HAYMER, SCHULZ, and GRAZIA. VOTING NAY; NONE).**

Minutes of the February 18, 2025 Council Meeting:

Mr. Schultz moved to approve the Minutes as modified with the second by Ms. Symonds. **ROLL CALL: MOTION CARRIED 7/0 (VOTING YEA: SMOLIC, SYMONDS, ZEIGLER, FENSTERMAKER, HAYMER, SCHULZ, and GRAZIA. VOTING NAY; NONE).**

DEPARTMENT REPORTS:

Fire Chief Hutton stated that the February 2025 report was distributed today. He was available for questions. There were no questions.

Jamie Fisher Police Department reported that he had no formal report this evening but was available for questions. There were no questions.

Service Director Joseph Fornaro thanked the Service Department team for their hard work during the recent winter storms, noting to date there have been 65 snow events.

City Engineer Mr. Courtney reported that costs have been developed for the 2025 program and are under review. He also reported that the preliminary streets list and the 2025 Streets & 10-Year Street Plan is complete with the proposed work including repair and resurfacing entire streets, spot asphalt repairs, and crack seal and reclaimite program. Noting that once the streets lists are finalized, we will be updating the 10-Year street plan based on available funding moving forward.

He reported that regarding Kirtland Chardon Rd. Paving (ECL to Sperry) the City was awarded \$480,560 in Surface Transportation Block Grant (STBG) funds from NOACA toward this project and the city is currently coordinating with ODOT and NOACA related to the project scope. He anticipates a kickoff meeting with ODOT in the next month or so. Estimated project cost is \$787,000. This project is planned to be designed in 2025 for bidding & construction in the 1st half of 2026.

He reported that there are no updates regarding the Wisner wall. Noting that we are awaiting passage of the budget before submitting the engineering costs to Lake County Stormwater for pre-funding.

Lastly Mr. Courtney stated that per Council's request at the February 3, 2025, meeting, we will be reviewing for updates, the City's Street Standards which are part of the city's subdivision regulations. Mr. Fenstermaker asked Mr. Courtney if he could provide an update on the street standards at the next regularly scheduled council meeting. Mr. Courtney responded affirmatively.

Finance Director Mr. Slapnick reported that the financial reports for month-ending January 31, 2025, have been posted. He reported that as per the request of Council he prepared a summary of the cost of the bond council; noting that this was sent earlier today to Council. He also reported that he updated the 2024 capital summary; noting that this provides a good understanding of where money has been invested into capital. Lastly Mr. Slapnick reported that earlier this evening was the second meeting regarding the 2025 budget. Noting that there will be a few changes as discussed in finance committee meeting.

Law Director Mr. Lallo

Mr. Lallo was not in attendance.

Community Center Director Ms. DeWolf provided an update on upcoming city events in the city; including the Annual Easter Egg Hunt April 12, 2025, and city-wide yard-clean up April 19, 2025. Ms. DeWolf also stated that Safety Town online registration is open.

Mayor Potter thanked Council President Fenstermaker, Councilman Smolic, Mr. Courtney and Mr. Fornaro for their work related to draft road program. He reported that the Shamrock Shuffle 5K will not be held this year and is hopeful the race will resume in 2026. Responding to Councilman Schulz' question regarding the fiber contract Mayor Potter stating that he anticipates receiving a draft agreement sometime in April.

Mr. Fenstermaker asked if anyone had any questions regarding the draft provided to Council regarding the road program. Responding Mr. Schulz asked how what matrix was used to determine the ranking of the road. Responding Mr. Fornaro stated PCI. Mayor stated that additional details will be discussed at the Service Department Standing Committee meeting following the Council meeting this evening.

Mr. Schulz asked why the funding is not rolled into this plan. Mr. Courtney noted that the design is scheduled for this year and that the construction will begin in 2026. Mr. Slapnicker added that there are dollars in the current budget for the design work and the remaining matching portion is in the 2026 budget.

Standing Committee Reports:

Discussion regarding scheduling a Public Utilities Commission was had. After discussion, the meeting is scheduled for April 12, 2025 @ 12:30 p.m.

Correspondence:

None.

Public Comments on Matters not on the Agenda:

There were no public comments.

OLD BUSINESS:

ORDINANCE NO. 25-O-11

(Second Reading) AN ORDINANCE PROVIDING FOR (Mayor Potter) THE ISSUANCE AND SALE OF \$4,500,000 OF NOTES, IN ANTICIPATION OF THE ISSUANCE OF BONDS, FOR THE PURPOSE OF PAYING COSTS OF IMPROVING STREETS BY RECONSTRUCTING, RESURFACING, GRADING, DRAINING, PAVING AND MAKING OTHER IMPROVEMENTS AS DESIGNATED IN THE PLANS APPROVED OR TO BE APPROVED BY COUNCIL, AND DECLARING AN EMERGENCY.

The legislation was read by title only and placed on second reading.

ORDINANCE NO. 25-O-12
(Mayor Potter)

(Second Reading) AN ORDINANCE SETTING THE APPROPRIATION FOR THE YEAR 2025.

The legislation was read by title only and placed on second reading.

RESOLUTION NO. 25-R-13
(Mayor Potter)

(Second Reading) A RESOLUTION AUTHORIZING TRANSFERS OF FUNDS, AND DECLARING AN EMERGENCY.

The legislation was read by title only and placed on second reading.

NEW BUSINESS:
ORDINANCE NO. 25-R-14
(Council as a Whole)

**(First Reading) A RESOLUTION AMENDING
RESOLUTION NO. 25-R-7 RELATING TO
ESTABLISHING RULES, TIME AND PLACE OF
COUNCIL MEETINGS FOR THE PERIOD FROM
DECEMBER 1, 2024, THROUGH NOVEMBER 30, 2025,
AND DELCARING AN EMERGENCY.**

The legislation was read by title only. A motion to Waive the Three Readings of 25-R-14 was made by Mr. Smolic and seconded by Ms. Symonds. **ROLL CALL: MOTION CARRIED 7/0 (VOTING YEA: SMOLIC, SYMONDS, ZEIGLER, FENSTERMAKER, HAYMER, SCHULZ, and GRAZIA. VOTING NAY; NONE).**

A motion to Declare an Emergency and Adopt 24-R-14 was made by Mr. Schulz and seconded by Mr. Smolic **ROLL CALL: MOTION CARRIED 7/0 (VOTING YEA: SMOLIC, SYMONDS, ZEIGLER, FENSTERMAKER, HAYMER, SCHULZ, and GRAZIA. VOTING NAY; NONE).**

Public Comments on Agenda Items of New Business.

None.

COUNCIL COMMENTS:

There were no comments.

CONTINUING CONCERNS:

This is an opportunity for the public to address Council about any continuing concerns. There were no comments or questions from the public.

ADJOURNMENT:

Mr. Smolic moved to adjourn, with the second by Ms. Symonds. The motion of Council passed by unanimous vote and the meeting adjourned at 7:30 p.m.

President of Council

Clerk of Council