

KIRTLAND CITY COUNCIL MINUTES

June 2, 2025

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

The administrative personnel present were Mayor Kevin Potter, City Engineer Douglas Courtney, Fire Chief Anthony Hutton, Chief Brian McCallister, IT Consultant Jim Gibbs, and Economic Development Consultant Eddy Eckart.

Mayor Potter presented a City of Kirtland Mayoral Proclamation to City of Kirtland resident Mr. Bob Stout. Mayor Potter formally read aloud the Proclamation. Mr. Stout received a resounding round of applause.

Council President Fenstermaker congratulated Mr. Stout on behalf of City Council.

Commissioner Beverage addressed the Council and audience. He began by congratulating Mr. Stout for the Proclamation he received.

Commissioner Beverage commented that he was here this evening as a follow up to his discussion at the April 7, 2025, Council meeting regarding the Old Town Sewer project. He provided a brief narrative on the origin of the Old Town Sewer project and how the Commissioners became involved. He stated affected residents will be receiving a letter within in the next couple of weeks advising of the revised \$4,573.58 assessment cost, and payment options.

Commissioner Beverage thanked fellow County Commissioners Plecnik and Regovich, County Administrator Jason Boyd and County Department of Utilities Director Roethlisberger for their efforts to secure the funding as well.

Ms. Symonds acknowledged the resident's role in keeping the Lake County Commissions informed on the matter. Mayor Potter commended the residents for their advocacy of the project.

Minutes of the May 21, 2025 Work Session:

Mr. Smolic moved to approve the Work Session Minutes as presented, with the second by Ms. Grazia. **ROLL CALL: MOTION CARRIED 6/0 (VOTING YEA: SYMONDS, ZEIGLER, FENSTERMAKER, SCHULZ, GRAZIA and SMOLIC. VOTING NAY: NONE).**

Minutes of the May 21, 2025 Council Meeting:

Ms. Symonds moved to approve the Minutes as amended with the second by Mr. Smolic. **ROLL CALL: MOTION CARRIED 6/0 (VOTING YEA: SYMONDS, ZEIGLER, FENSTERMAKER, SCHULZ, GRAZIA and SMOLIC. VOTING NAY: NONE).**

DEPARTMENT REPORTS:

Fire Chief Hutton stated the April 2025 department report was distributed today. Chief Hutton provided an updated on recent trainings. Chief Hutton also reported that Lieutenant Corey Eisenberg recently completed Hazmat Safety Officer class and is now an HSO-Hazmat Shift Officer. Lastly stating that four high school students recently completed their jr./senior project with the department.

Police Chief Brian McCallister reported that Safety Town is taking place this week on site at City Hall. He also reported he will be meeting with an individual tomorrow regarding filling the last vacant fulltime spot. And, in addition, they are close to bringing on a new hire and an additional part-timer.

Service Director Joseph Fornaro was not in attendance.

City Engineer Mr. Courtney provided an update regarding the 2025 Street Repairs was advertised today; bids will be open on June 17, 2025. Attended scope meeting with ODOT this morning regarding the Kirtland Chardon Road project. Mr. Courtney requested the three pieces of legislation on this evening's Agenda, including 25-R-33, 25-R-34 and 25-R-35 be considered for passage by Council this evening. Responding to Mr. Fenstermaker Mr. Courtney stated he is working with SME and Mr. Slapnick regarding the design fee and the final design. Responding to Mr. Schulz, Mr. Courtney stated the Rt. 306 sewer design will be sized appropriately for the side streets that run off Rt. 306 to Rt. 6.

Finance Director Mr. Slapnick was not in attendance at the meeting.

Law Director Mr. Lallo had no formal report. He reminded Council that a resolution to modify the Certificate of Copy is needed for 25-R-35. He stated that he spoke with Mr. Fornaro and 25-R-32 can go to second reading.

Community Center Director Julia DeWolf was not in attendance.

Mayor Potter thanked Jeni Potter and Chief McCallister for the hard work and effort put forward to make the Safety Town program a great experience for all involved. He thanked all the volunteers and agencies involved as well. He acknowledged Mr. Fornaro and his family for the hard work they put into the Public Works Open House last week. Noting that the event was well received by the community. He thanked Eddy Eckart for his continued work with Congressman Dave Joyce, noting the recent request that Congressman Joyce included in the 2026 Budget for funding for the Rt. 306 sewer project. Responding to Ms. Strawberry Festival. Responding to Mr. Schulz, Mayor Potter stated that he will follow up with Mayor Fiala regarding the status of the NG911 Program. Responding to Ms. Symonds Mayor Potter deferred to Chief McCallister regarding safety procedures for the 2025 Strawberry Festival.

Chief McCallister provided an overview of the procedures that will be followed during the event.

Standing Committee Reports: None.

Correspondence: There was no correspondence.

Public Comments on Matters not on the Agenda: There were no comments.

OLD BUSINESS:

Public Comments on Matters of Old Business. There were not comments.

25-R-30 (Third Reading) A Resolution authorizing the City to enter into a
(Mayor Potter) Memorandum of Understanding with the Kirtland Police Department and the Ohio Patrolmen's Benevolent Association for the resolution of a dispute regarding prior full-time service for purposes of vacation time credit.

The legislation was read by title only. Mr. Schulz moved to adopt, with the second by Ms. Grazia.
ROLL CALL: MOTION CARRIED 6/0 (VOTING YEA: SYMONDS, ZEIGLER, FENSTERMAKER, SCHULZ, GRAZIA and SMOLIC; VOTING NAY: NONE).

NEW BUSINESS:

Public Comments on Agenda Items of New Business. There were no comments.

25-R-32
(Mayor Potter) A Resolution authorizing all actions necessary to accept the Ohio EPA's H2Ohio Chloride Reduction Grant to the City for the purchase of five snow and ice controllers and the materials to install a brine maker for the Service Department, and declaring an emergency.

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

Discussion: Mr. Lallo commented that per Mr. Fornaro, the purpose of the grant is to help reduce salt on the roadways and add materials to make brine maker better.

25-R-33 A Resolution authorizing the Mayor to retain the services of the C.W.
(Mayor Potter) Courtney Company as engineers for the design and construction administration of the 2025 Street Repair and Maintenance Project, and declaring an emergency.

Read by title only. Mr. Smolic moved to waive the three readings, with the second by Ms. Grazia. **ROLL CALL: MOTION CARRIED 6/0 (VOTING YEA: SYMONDS, ZEIGLER, FENSTERMAKER, SCHULZ, GRAZIA and SMOLIC; VOTING NAY: NONE).**

Discussion: Responding to Mr. Schulz's inquiry regarding the SME proposal, Mr. Courtney stated the proposal amount is fair.

Mr. Smolic moved to declare an emergency and adopt, with the second by Ms. Grazia. **ROLL CALL: MOTION CARRIED 6/0 (VOTING YEA: SYMONDS, ZEIGLER, FENSTERMAKER, SCHULZ, GRAZIA and SMOLIC; VOTING NAY: NONE).**

25-R-34 **A Resolution authorizing the Mayor to retain the services of the**
(Mayor Potter) **C.W. Courtney Company as engineers for the design and construction**
 administration of the LAK Kirtland Chardon Road Project, and declaring
 an emergency.

Read by title only. Mr. Smolic moved to waive the three readings, with the second by Ms. Grazia. **ROLL CALL: MOTION CARRIED 5/0/1 (VOTING YEA: SYMONDS, ZEIGLER, FENSTERMAKER, GRAZIA and SMOLIC; VOTING NAY: NONE; ABSTAIN: SCHULZ).**

Mr. Smolic moved to declare an emergency and adopt, with the second by Ms. Symonds. **ROLL CALL: MOTION CARRIED 5/0/1 (VOTING YEA: SYMONDS, ZEIGLER, FENSTERMAKER, GRAZIA and SMOLIC; NAY: NONE; ABSTAIN: SCHULZ).**

25-R-35 **A Resolution declaring that the City of Kirtland shall serve as the Lead**
(Mayor Potter) **Agency for the administration of the LAK Kirtland Chardon Road**
 Project, and declaring an emergency.

Read by title only. Mr. Zeigler moved to modify the Certificate of Copy to include the name Jennell Muscatello, as Clerk of Council and insert Resolution 25-R-35, with the second by Mr. Smolic. **ROLL CALL: MOTION CARRIED 5/0/1 (VOTING YEA: SYMONDS, ZEIGLER, FENSTERMAKER, GRAZIA and SMOLIC; VOTING NAY: NONE; ABSTAIN: SCHULZ).**

Mr. Smolic moved to waive the three readings, with the second by Mr. Zeigler. **ROLL CALL: MOTION CARRIED 5/0/1 (VOTING YEA: SYMONDS, ZEIGLER, FENSTERMAKER, GRAZIA and SMOLIC; VOTING NAY: NONE; ABSTAIN: SCHULZ).**

Ms. Symonds moved to declare an emergency and adopt, with the second by Ms. Grazia. **ROLL CALL: MOTION CARRIED 5/0/1 (VOTING YEA: SYMONDS, ZEIGLER, FENSTERMAKER, GRAZIA and SMOLIC; NAY: NONE; ABSTAIN: SCHULZ).**

COUNCIL COMMENTS: There were no Council 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.

ADJOURN INTO EXECUTIVE SESSION:

Mr. Smolic moved to adjourn into executive session to discuss personnel matters in the Police Department, pursuant to Article I, Section 7(a) of the City Charter. Mr. Ziegler provided the second. **ROLL CALL: MOTION CARRIED 6/0 (VOTING YEA: SYMONDS, ZEIGLER, FENSTERMAKER, SCHULZ, GRAZIA and SMOLIC; VOTING NAY: NONE).** The executive session convened at 7:45 p.m.

RETURN TO REGULAR SESSION:

The regular session of Council reconvened at 8:06 p.m.

ADJOURNMENT:

Mr. Schulz moved to adjourn, with the second by Ms. Grazia. The motion of Council passed by unanimous vote and the meeting adjourned at 8:07p.m.

President of Council

Clerk of Council