

*City of Olmsted Falls*  
**Minutes of a Regular Council Meeting**  
**Tuesday, January 12, 2016, at Olmsted Falls City Hall**  
**26100 Bagley Road – Council Chambers, 7:30 p.m.**

The Pledge of Allegiance was recited. Mayor Ann Marie Donegan Council called the meeting to order at 7:35 p.m. Roll call was conducted. Councilmen Jay Linn, Linda Garrity, Jim Haviland, Bob Sculac, Paul Stibich, Terry Duncan, and Kyle Miller were present.

Also in attendance: Gregory Sponseller, Law Director, Steve Presley, Finance Director, Mike DeSan, Asst. Finance Director, Cornel Munteanu, Fire Chief, Joe Borczuch, Service Director, Rosann Jones, Manager Business & Community Services, Gerry Peters, Service Manager, and Gary Kopchak, Property and Maintenance Inspector. Audience: 23.

Mayor Donegan introduced former Chief Tim Potts, and welcomed him. She asked if the fire department personnel would introduce themselves to the new council members. Jeff Melton, Chad Gluss, Brandon Bement, Ty Brommand, Tony Totar, Jonathan Lewis, Bob Arida, Tim Brick introduced themselves.

Mayor Donegan ask the members of Council to introduce themselves. Mr. Miller stated that this was his first Council meeting, he has lived in Olmsted Falls for a little over three years and excited to become involved with the community and help with the civic dialogue. Mr. Haviland stated that he was the Council-at-Large member, grew up in Westlake and moved to Olmsted Falls 14 years ago because it is a wonderful community. He is proud to be serving on Council. Mr. Sculac stated that he is in his fourth term, was a member of the Board of Zoning Appeals prior to his council term, he was also a council member prior to that for 10 years, he served on the park and recreation board for eight years as well. He is looking forward to the next two years, particularly with the new member of Council. Clerk Mancini introduced herself and stated that she has been with the City for approximately 10 years. Mr. Sponseller introduced himself. Mr. Linn stated that he was a 20 year member of the Olmsted Falls Planning Commission, a six year member of the Board of Zoning Appeals and is beginning his second term on Council. Mr. Stibich stated that he has lived in Olmsted Falls for 18 years, previously served two terms on Council and is back for another term. Ms. Garrity stated that she is a part time nurse, part time Council member and is the Council Pro-Tempore. She has lived in Falls Pointe since 1997, she comes from a long line of Irish that were very involved in politics, she will serving years nine and ten this term. Ms. Duncan stated that she is the Ward III representative and is serving her second term. She is a 30 year plus resident of Olmsted Falls. She and her husband moved here from Dayton. She is happy to serve the residents of this city.

Mayor Donegan stated that this is a rare opportunity for everyone to introduce themselves. She is excited about the new council members. She indicated that this evening she will be swearing in a new full time firefighter. She asked Chief Munteanu and Chief Potts if they would like to say a few words about Mr. Grau.

Chief Munteanu stated that he has known Patrick Grau since he was 12 or 13 years old. He has watched Patrick grow into a terrific young man and became part of the fire department when Chief

Potts was with the City. He stated that Chief Potts was involved in his hiring and watched his career grow into what he has become.

Chief Potts acknowledged all the fire personnel present and stated that he has heard nothing but good things about the department from his present position in Hinckley Township. He stated that Patrick is one of those individuals who comes into the fire service with a dream. When he was sworn in as a part time firefighter he always aspired to become a full time firefighter. He worked his hardest to accomplish that. Mr. Grau completed much of his education out of his own pocket and his own time. He has accomplished incredible things in the last couple of years, he has become a nurse and has married a wonderful young lady and now has a beautiful daughter. He believes Mr. Grau will serve the community wonderfully.

Mayor Donegan stated that the caliber of people that were interviewed and serve our department is amazing. She stated that Mr. Grau scored number one on the civil service test, which obviously gave him the edge. She stated there was a methodical approach to the interview process with the help of Chief Draves from Strongsville, Santo Incorvaia, Asst. Law Director/Prosecutor, Chief Munteanu, herself and Firefighter Jeff Melton. This was a difficult decision. The part timer employees or the relatives of the part time employees who took the test were amazing. What she walked away with from these interviews as Mayor and Safety Director is the caliber of the individuals interviewed.

Mayor Donegan administered the Oath of Office to firefighter/paramedic Patrick Grau.

### **Approval of Minutes:**

Mr. Sculac moved to **approve** the minutes from the Council Caucus Meeting of December 22, 2015; Ms. Duncan **seconded**. Poll: 5 ayes; 0 nays; 2 abstains (Stibich, Miller). **Motion carried.**

Mayor Donegan indicated to Councilmen Stibich and Miller that they are permitted to vote to approve the minutes even though they were not present.

Ms. Duncan moved to **approve** the minutes from the Regular Council Meeting of December 22, 2015; Ms. Garrity **seconded**. Poll: 5 ayes; 0 nays; 2 abstains (Miller, Stibich). **Motion carried.**

Mr. Linn moved to **approve** the minutes from the Organizational Meeting of January 4, 2016; Ms. Duncan **seconded**. Poll: 7 ayes; 0 nays. **Motion carried.**

### **Consideration of Amendment to the Agenda - None**

### **Mayor's Report and Appointments**

**Fire Department Overview** – Mayor Donegan stated that she would like to provide Council with an overview of each of the departments. She stated that Chief Munteanu has done an outstanding job at his presentations.

Chief Munteanu presented a power point presentation to all members of Council (see attached). The fire department began in 1973 when Westview Fire Department and the Olmsted Falls Fire Department combined into one. He stated that Olmsted Falls is unique as we are divided by not only the river but railroad tracks.

Chief Munteanu stated that department belongs to two Council of Governments (COG). The first is a radio COG which includes the 800 megahertz radio's that all the cities utilize. He stated that the second COG is made up of 19 communities. After seeing the benefits of the COG the Cleveland Metroparks and NE Ohio Regional Sewer District petitioned to join. The dues of the COG consist of \$5,000 for fire department and \$10,000 for police department. He stated that hazardous materials is a big issue. Olmsted Falls has 100 trains a day across one set of tracks with 80 trains a day across the other set of tracks, which constitutes a lot of materials going through the city. We also have the turnpike located close to the city. He stated that any nuclear waste is forbidden to go through any metropolitan city, which means if the materials are going east to west the materials cannot go through Cleveland so it is detoured to the turnpike and back up to 90. He stated that before 911 occurred the department was notified when nuclear waste was being transported on the turnpike. After 911 that notification no longer occurs. The department use to purchase the equipment for water rescues but it was expensive and had a short shelf life. The COG developed swift water and dive teams and works very well for all the cities involved. The last team put together is called Incident Management which includes the Chiefs of each city, or his designee. If there is a large incident the officer's in a particular community would become overwhelmed and this team is called to duty and will act in any capacity needed to fill positions which allows the scene to run safely.

Mayor Donegan stated that she would encourage everyone to get to know the Chief and his team.

**Service Department Overview** – Mr. Borczuch welcomed the new members of Council and returning members. He stated that with his this evening is Gary Kopchak, property and maintenance inspector, who has done a phenomenal job keeping track of property complaints and foreclosed properties.

Mr. Kopchak thanked Council for their time. He reviewed his duties as property and maintenance inspector (see attached). He encouraged Council to contact him directly if they receive any property complaints from residents or if they notice any properties in disrepair. Mayor Donegan stated that Mr. Kopchak has been an unbelievable addition to the City and is currently a part time employee. The building department was outsourced and Mr. John Cheatham our chief building official will be present at the next meeting to overview his department. She stated that Mr. Kopchak has an enormous amount of experience from his previous positions and has brought that expertise and new set of eyes to our city. We are currently working on cleaning up properties that have been in disarray for many years. She stated that the administration has developed resident/vendor intake forms and any complaint received by the city is logged and followed through until completion.

Mr. Sponseller stated that building departments can approach issues in different ways and Mr. Kopchak has a very difficult and sensitive position, which is aware of that. If Council members do receive calls Mr. Kopchak will handle those calls in a diplomatic yet assertive way, an even handed matter as the Mayor has directed everyone at City Hall.

Mr. Sculac stated that he had the opportunity to speak with Mr. Kopchak when he was interviewed. He had extensive experience and came to us from the City of Brook Park. After speaking with residents, Mr. Borczuch and the Mayor it does appear that the right decision was made when Mr. Kopchak was hired. He would like to congratulate Mr. Kopchak for all that he has brought to the City and has done.

Mr. Linn stated that he has contacted Mr. Kopchak on several occasions and all matters were rectified to everyone's satisfaction. He stated that Mr. Kopchak and Mr. Borczuch handled an issue regarding brush pick up early this year with "kid gloves."

Mr. Borczuch then introduced Mr. Gerry Peters who is the service manager and has been for several years. He has taken a burden off of his shoulders as he has moved towards more administrative duties and is in the field with the staff daily. He stated that Mr. Peters took it upon himself to obtain his arborist certification so the city would have an in-house arborist. Mayor Donegan stated that Mr. Peters took the classes which shows his commitment to the city and gives credibility to our service department. She stated that Mr. Peters is also the city's representative to the Rural Lorain Water Board.

Mr. Peters introduced himself. He has been with the city since 2003 and was promoted to the service manager position in 2013. The department currently operates with seven full time employees, not counting him, as well as two part time employees. Unfortunately the department is losing one full time employee as he has given his notice. He stated that he handles the day-to-day operations of the department and for the most part you will see him out on the road. He stated that the department averages 20 to 30 calls per week. The department does its own asphalt, concrete, sewer and tree work. He has obtained his arborist certification and did so because the department does get a lot of complaints when they remove trees. He also has approximately 28 years of landscaping experience. He stated that the Mayor requested that the arborist services be performed in-house when she first took office. He stated that the service department employees are some of the best individuals he has ever seen. He would put the department's six employees against any other department any day of the week. The department is a diverse group, with some in their 20's and others in their mid to late 50's which gives the department an array of experience and training for those younger employees. The biggest project is the new service garage. He thanked those members of Council that are returning for that approval. The department operates from Brookside Drive, a building on Tyndall Falls, as well as storage of aggregate and salt at the new building locations. He stated that once the new building is completed the department will consolidate all materials into one building which will allow them to operate in a more efficient manner. He stated that the department also performs routine maintenance on all city buildings. The department also maintains all city parks.

Mayor Donegan would encourage members of Council to take a ride in a snow plow or perform leaf pickup, which she has done as it gives a perspective on what the department handles daily.

Mr. Linn stated that he attended a meeting with Mr. Don Sheehy, the city engineer, who indicated that our department saves the city enormous amounts of money with all their in-house work. He estimated that the yearly savings is between \$200,000 to \$300,000.

Ms. Duncan indicated that the park and recreation board members are very happy with the service department and all they do.

Mr. Borczuch indicated that his department maintains everything located in the city's right-of-way, all buildings and parks. He has a lot of faith in his employees and they do a fantastic job. Mayor Donegan indicated that records retention was a huge undertaking when she took office and Director Borczuch and Mr. DeSan helped get this issue under control and compliant with the law. She stated that the city shredded 10,000 pounds of paper this past spring. The records were stored in the large

room of the senior center and condensed the remaining records into the old boards and commissions room. Her administration performs a lot of job sharing.

Mr. Borczuch indicated that he is a 20 year veteran with the city and has been in charge of the department for the last 10 years. He continues to attempt to improve his department. If there are any questions he would encourage anyone to contact him. Mayor Donegan stated that the department used to have a service director, service supervisor and service manager, the director and supervisor positions were combined to make the department more streamline and Mr. Borczuch filled that position. She stated that the City Charter will need to be updated as there is a residency requirement still in the language which has been outlawed.

Ms. Duncan moved to **appoint** Donna McCaffrey to the Park and Recreation Board term to expire 12/31/2020; Ms. Garrity **seconded**. Poll: 7 ayes; 0 nays. **Motion carried**.

Ms. McCaffrey stated that she has been working on her family tree and during her travels she took her sewing machine along and made angels. She passes out these angels to those who touch her. She is a 36 year resident of Olmsted Falls and was not able to be active when she was employed with the County, due to a conflict of interest, now that she is retired she is happy to accept a position on the Park and Recreation Board.

Mr. Miller moved to **appoint** Linda Hummel to the Park and Recreation Board term to expire 12/31/2020; Ms. Duncan **seconded**. Poll: 7 ayes; 0 nays. **Motion carried**.

Ms. Duncan would like to welcome Ms. McCaffrey to the board and stated that Ms. McCaffrey's son was a member of her cub scout den.

Mayor Donegan stated that Council members received a large informational binder and she would like the opportunity to address Council on all 15 elements of what has transpired during 2014 and 2015. She wants to address the city's five year strategic plan which the executive team has been working on.

Mayor Donegan stated that Chief Munteanu will retire on April 30, 2016 and Asst. Fire Chief Guy Grant has already retired. She stated that Mr. Incorvaia and Mr. Sponseller are working on some recommendations to restructure the police and fire departments in terms of legislation and positions, which will be brought forward to Council. A personnel plan will also be presented to Council in the future.

### **Communications from Residents - None**

### **Approval of Bills:**

Ms. Garrity moved to **approve** Pay Ordinance 2016-01; Ms. Duncan **seconded**. Poll: 7 ayes; 0 nays. **Motion carried**.

### **Officials Reports:**

#### **Rosann Jones, Manager Business & Community Services**

Ms. Jones indicated that she distributed a copy of her project plan to Council which she updates and distributes once a month.

She stated that she has been receiving comments and questions regarding parking issues from businesses that exist on the west side of Columbia Road north and south of the tracks. They all have different opinions. There is a history if signs, then those signs were taken down. She has asked that all comments be placed in writing and submitted to her. She has prepared three identical folders which includes legislation that has existed since 2004 about the parking on Columbia Road, the portion of the codified ordinances that allows Council to make this determination, as well as all the comments from the businesses. She would like to request that the Safety Committee members review the information and make a definitive decision. Mr. Linn asked if the parking is forbidden at different times and allowed at other times. Mr. Jones stated we have had different iterations of signs and a business like the Wine Cellar may need different parking than a restaurant. They all have a different opinions on what would work, for example, the cleaners and the wine shop is an in and out type of business rather than a restaurant. She stated that the greatest aggravation is an individual who parks there and works around there because the car is perpetually there which creates a problem. Mr. Linn stated that a possible suggestion would be signs in front of the in and out businesses that say 10 minute parking with a greater time frame for others. Ms. Jones stated that she is unsure if the suggestion should be that definitive but does believe the committee and police chief should review and discuss.

Ms. Jones stated that it is time for renewal of the Heritage Home Program through Cleveland Restoration Society. The city participated in this program in 2014 and 2015. This program allows residents with homes 50 years or older the opportunity for a low interest loan to complete home improvements on the inside or outside. This program also provides free technical assistance which includes the Cleveland Restoration Society coming to the home and answering questions regarding additions on an older home or the functionality. The advantage is that each year the city offers this program and every year that passes more homes in the community become eligible. This year we will go from 940 benefitting properties to 1,008 properties that could benefit. The renewal fee has increased by \$20.00 making the total cost of this program \$1,120 for the year. She stated that last year the Cleveland Restoration Society gave a total of 47 hours to the City of Olmsted Falls in on-site visits or phone calls; one loan was made; and one loan was unfortunately turned down. The property that took advantage of the loan is located on Olmway and was for a kitchen improvement. During the master plan discussions the county mentioned that the bedrock of our community is our housing and it is important to keep our neighborhoods strong. This is an incentive for someone to get a professional opinion about their older home and what they may want to do.

Cleveland Restoration Society, as part of this program, will direct mail post card to eligible homeowners in the spring to announce the renewal of the program and again in the fall. She indicated that she has mailed a Mayor's letter twice to those residents that could benefit from this program last year. This year she will be mailing out a newsletter to all residents regarding the master plan and would like to insert this information to communicate to residents who have homes 50 years or older that they can take advantage this program. Additionally, we will schedule a public meeting, which was very well attended last year, which will describe the program and the benefits. This is a great program and a community like Olmsted Falls should take advantage of this. She is therefore requesting that Council approve the expenditure this evening.

Ms. Garrity moved to **approve** the renewal of the Heritage Home Loan Program for the year 2016 in an amount not to exceed \$1,120.00; Mr. Linn **seconded**.

Mr. Linn asked if Ms. Jones could research and determine if any part of the Phase V project residents could be eligible for loans. Ms. Jones indicated that she has already done that research and they would be eligible. Ms. Garrity asked what the interest rates of loans were. Ms. Jones indicated that Key Bank is offering 2% and as of this communication First Federal hit their some type of internal cap but Cleveland Restoration is hopeful they will be pick up the program again. Mr. Linn stated that he estimates that at least 80 to 85% of the homes in Phase V are over 50 years old. Ms. Jones indicated that she believes he is correct.

**Poll: 7 ayes; 0 nays. Motion carried.**

Mr. Haviland asked if the downtown businesses have discussed valet parking. Ms. Jones indicated they have. Mr. Haviland also asked if any of the properties were submitted to the Cleveland Film Commission as potential sites because we have beautiful areas. Mayor Donegan replied yes and stated that in fact we have been a part of a couple commercials and movies. Mr. Jones indicated that those movies include My Blind Brother which was filmed on the bridge and two months ago a Nicholas Cage movie was briefly filmed here. Mayor Donegan indicated that at the next meeting Mrs. Jones will give an overview of her department. She indicated that she is working on economic development and is anxious to wrap up the master plan.

Ms. Jones indicated that the master plan final steering committee meeting will be on January 21<sup>st</sup> at 6:30 p.m. in Council Chambers. Mayor Donegan stated that one of the great things that this is lending itself too is the fact that we are applying for technical assistance grants with NOACA which are planning and implementation grants.

**Joe Borczuch, Service Director**

Mr. Borczuch indicated that all the heavy metal construction is completed on the new service garage. They will begin the siding and roofing within the next week. The windows and doors were installed today. He believes that the construction will be completed by Memorial Day.

He stated that he distributed copies of a requisition to purchase salt for the winter season from Cargill. He stated that he is allowed approximately 1800 ton of salt per year and this will be first installment. He usually orders 500 tons at a time, as needed.

Mr. Linn moved to **approve** a requisition to Cargill Salt for the purchase of 500 tons of rock salt for the 2015 – 2016 winter season in an amount not to exceed \$25,525.00; Ms. Garrity **seconded**.

Mr. Linn asked proportionately how the city is compared to the last year. Mr. Borczuch indicated that this is the first time he has ordered salt this winter season. Ms. Garrity stated that she believes it would be a good idea to put in the city newsletter an estimate on what we've saved on salt this season by not salting, she knows it's due to the weather but it is still a savings to the city. Mr. Borczuch stated that he could speak with the finance department but, it is hard to say as we still have the winter season left. Mayor Donegan stated that where we may have saved on salt the department was able to complete other projects, so we are not realizing a cost savings per say.

**Poll: 7 ayes; 0 nays. Motion carried.**

**Steve Presley, Finance Director – No Report**

**Mike DeSan, Asst. Finance Director – No Report**

**Councilman, Kyle Miller, Ward IV – No Report**

**Councilman, Jim Haviland, Council-at-Large – No Report**

**Councilman Charles R. Sculac, Ward I**

Mr. Sculac moved to **acknowledge** receipt of the Statement of Cash position dated 12/31/2015 in the amount of \$1,742,014.69; Mr. Linn **seconded**. Poll: 7 ayes; 0 nays. **Motion carried**.

Mr. Sculac stated that he would request that Council be permitted more time than just the weekend to review the exhibits regarding the ordinances those ordinances that do not as of yet have their exhibits. Mayor Donegan indicated she would do her best to get those to Council.

**Councilman Jay Linn, Council President**

Mr. Linn welcomed the new members of Council and he looks forward to a successful two years.

**Councilman Paul Stibich, Ward II – No Report**

**Councilwoman Linda Garrity, Council Pro-Tempore**

Ms. Garrity would like to remind Council that a special Council meeting will be held Wednesday, January 20<sup>th</sup> and the master plan meeting is also next week.

She indicated that on February 12<sup>th</sup> at 6:00 p.m. NOCCA (Northern Ohio City Council Association) will hold their annual dinner meeting. She would like to inquire if the finance department received the 2016 membership dues invoice. She stated that everyone is invited to the annual dinner. There are usually four dinner meetings each year. The next meeting includes speakers from the Cuyahoga County Sheriff's Department regarding safety and how all communities can pull together regarding safety issues. She is hoping that in the fall a future program will include information on arts and regionalization. She indicated that during a previous meeting the speaker was an individual who is planning the Republican Convention this summer. The dinners are held on Rockside Road in Independence.

She stated that Clerk Mancini distributed in Council packets information regarding committee preferences she asked that everyone return those to the Clerk and indicated your choices. She stated that each committee then elects a chairman. All of Council sits on the Finance Committee. She would like to recommend that the chairman of Finance be Mr. Sculac because he does such a really good job as chairman. She hopes he will accept the position. She believes it is especially important that we present a very stable picture to the community on finances and Mr. Sculac has a good knowledge of the finance structure of the city. He has a good working relationship with Mr. Presley and Mr. DeSan over the past two years and this position is important as it gives people confidence that their money is being spent wisely.

**Councilwoman, Terry Duncan, Ward III – No Report**

Mayor Donegan indicated that the building standard Mr. Sculac referred to as Exhibit's she would like Council to keep in mind that the City has been out of compliance since 2007 and does not want to see this issue held up.



**Gregory M. Sponseller, Law Director**

Mr. Sponseller that the reason the legislation was introduced before the completion of the various amendments was to get the legislation placed on the agenda so there were no questions from the Board of Building Standards in Columbus and to make certain the city's certification was not jeopardized. The amendments with regarding to 02-2016 and 03-2016 will be straight forward and taken from the state code. He will meet with Mr. Cheatham to finalize the drafts that we are currently working on.

He stated that all of Council, including the newly elected members, are aware of the litigation that lasted for several years involving the Northeast Ohio Regional Sewer District and the various communities in northeast Ohio going all the way into the Akron area involving storm water management plan. The litigation is over and the courts have recognized the district's ability to impose an appropriate fee for a storm water management plan. The district will lay that plan out over the next few months. He received an email this afternoon laying out some of those plans. He stated that he does not have a definite date but there will be storm water management fees imposed on the residents by the sewer district.

Mr. Haviland asked if there was somebody here to help businesses and stake holders that are impacted with any mitigation plans or is this something we need to look at and put into place. Mayor Donegan stated that this will be particularly pertinent and relevant to the greenhouse owners and Yard Smart. Mr. Sponseller stated that the plan initially introduced by the district was comprehensive and there are different protocols that are spelled out in the procedures the district has proposed and adopted. Mayor Donegan stated that the administration has met with the sewer district on behalf of the large employer groups or businesses. Mr. Sponseller indicated that negotiations with the sewer district and the City of Cleveland began right after the Mayor took office. These negotiations included the transfer of the water lines to the City of Cleveland; and part of that settlement agreement allows for a certain percentage of payments made by the property owners in the community be allocated to local projects in the city. Mr. Linn stated that his neighbor Mr. Ron Maichle works for Northeast Ohio Regional Sewer District and is in direct contact with how the fee structure evolved into and how much will come back to the community and what kinds of projects. Mr. Maichle also is a member of the City's Environmental Protection Board and we could ask that he outline what he feels will come back versus what was spent. Mr. Sponseller stated that the city will receive details and the district will request that the city identify specific projects that may qualify. There will be actions that will come before Council and he wanted to update Council. This is an enormous undertaking by the district so we will take one step at a time. Mr. Linn indicated that the sewer district will also start testing the Rocky River and Plum Creek this year.

**Old Business – None**

**New Business**

**Resolution 01-2016**

A RESOLUTION APPOINTING ANGELA MANCINI TO THE POSITION OF CLERK OF COUNCIL IN THE CITY OF OLMSTED FALLS, AND DECLARING AN EMERGENCY  
**First Reading**

Mr. Sculac moved to **suspend**; Mr. Stibich **seconded**. Voice Vote: 7 ayes; 0 nays. **Motion carried**. Mr. Linn moved to **waive** the reading in its entirety; Mr. Sculac **seconded**. Voice Vote: 7 ayes; 0 nays. **Motion carried**. Mr. Stibich moved to **adopt**; Mr. Linn **seconded**. Poll: 7 ayes; 0 nays. **Motion carried**.

***Ordinance 02-2016***

AN ORDINANCE AMENDING AND UPDATING TITLE TWO, BUILDING STANDARDS, OF PART FOURTEEN, BUILDING REGULATIONS, OF THE CODIFIED ORDINANCES OF THE CITY TO BRING THE CITY'S BUILDING REGULATIONS INTO COMPLIANCE WITH THE OHIO REVISED CODE AND ADMINISTRATIVE CODES BY AMENDING AND ADOPTING CERTAIN SECTIONS AND REPEALING EXISTING CHAPTERS 1420 AND 1424 OF THE CODIFIED ORDINANCES OF THE CITY AND DECLARING AN EMERGENCY **First Reading**

***Ordinance 03-2016***

AN ORDINANCE AMENDING SECTION 1240.09(a)(1), ACCESSORY USE REGULATIONS, TO PROVIDE SPECIFIC REGULATIONS FOR PLACEMENT OF ACCESSORY EXTERIOR EQUIPMENT FOR RESIDENTIAL STRUCTURES AND DECLARING AN EMERGENCY **First Reading**

**Miscellaneous New Business - None**

**Such other business that may come before Council - None**

Mr. Stibich moved to **adjourn into executive session** for the purposes of matters regarding economic development pursuant to O.R.C. 121.22(g)(8); Ms. Duncan **seconded**.

Mr. Linn stated that the information is directly related to a request for economic development assistance that is to be provided or administered under any provision of Chapter 715., 725., 1724., or 1728. or sections 701.07, 3735.67 to 3735.70, 5709.40 to 5709.43, 5709.61 to 5709.69, 5709.73 to 5709.75, or 5709.77 to 5709.81 of the Revised Code, or that involves public infrastructure improvements or the extension of utility services that are directly related to an economic development project.

Poll: 7 ayes; 0 nays. **Motion carried**.

Mr. Sponseller stated that for Council's clarification and for the record section 121.22(g) talks about specific reasons that a public body, such as City Council, can go into executive session and for the most part all you have to do is cite the section and general reasons. This section is fairly new and allows for executive session for economic development purposes as long as the information to be discussed relates to the items Mr. Linn just articulated. The statute does require that you make that specific finding in the motion that's why we get a little technical. He stated that he would rather be technical in the event that someone would challenge it in the future so that all actions taken by the body after executive session are appropriate and cannot be challenged.

The meeting adjourned at 9:12 p.m.

Mr. Linn moved to **adjourn back into regular session**; Ms. Garrity **seconded**. Poll: 7 ayes; 0 nays. **Motion carried.**

Ms. Duncan moved to **adjourn**; Ms. Garrity **seconded**. Poll: 7 ayes; 0 nays. **Motion carried.**

The meeting adjourned at 9:30 p.m.

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*Ann Marie Donegan, Mayor*

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*Angela Mancini, Clerk of Council*

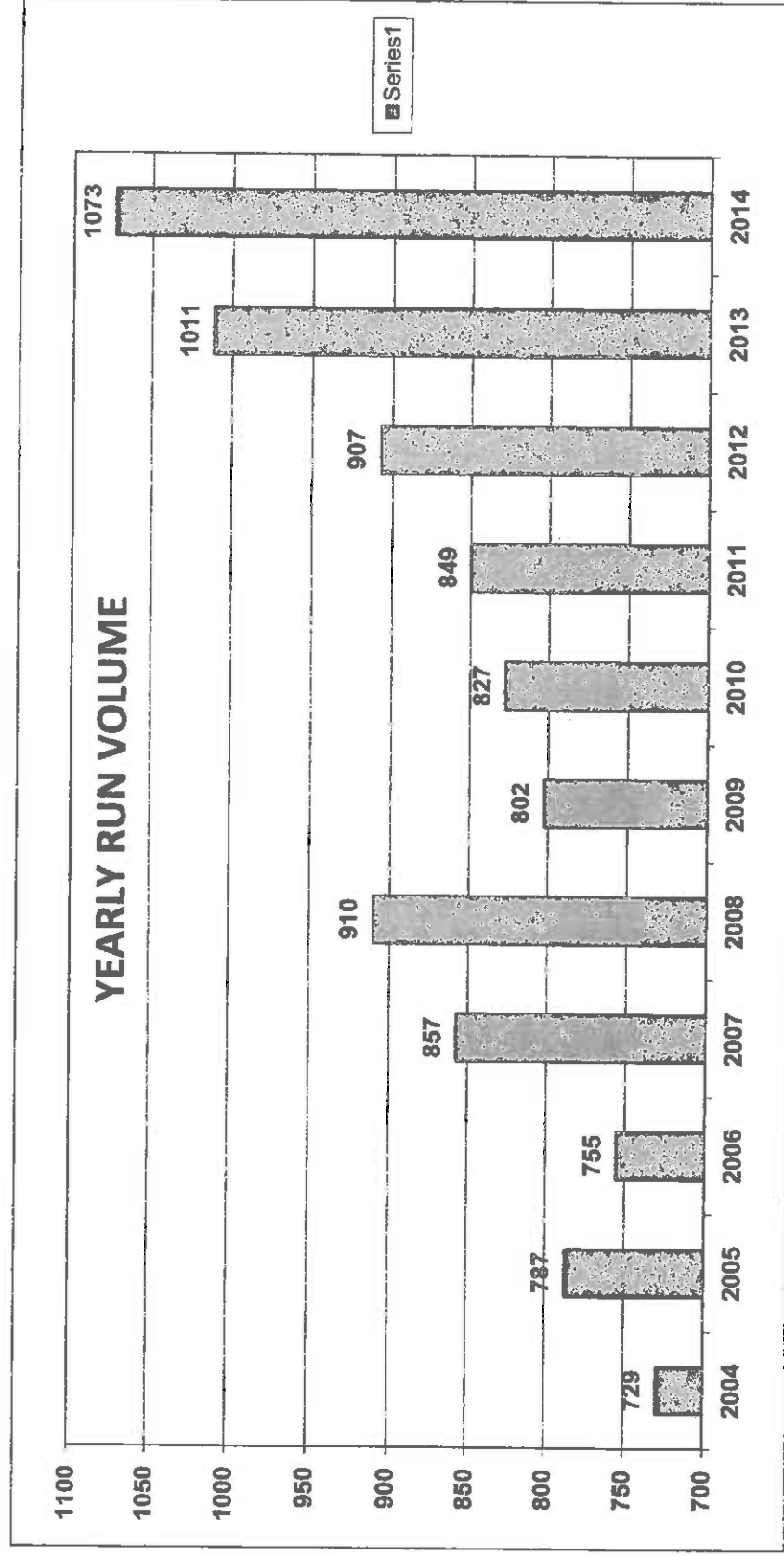
**OLMSTED FALLS FIRE  
DEPARTMENT**

**IN REVIEW**

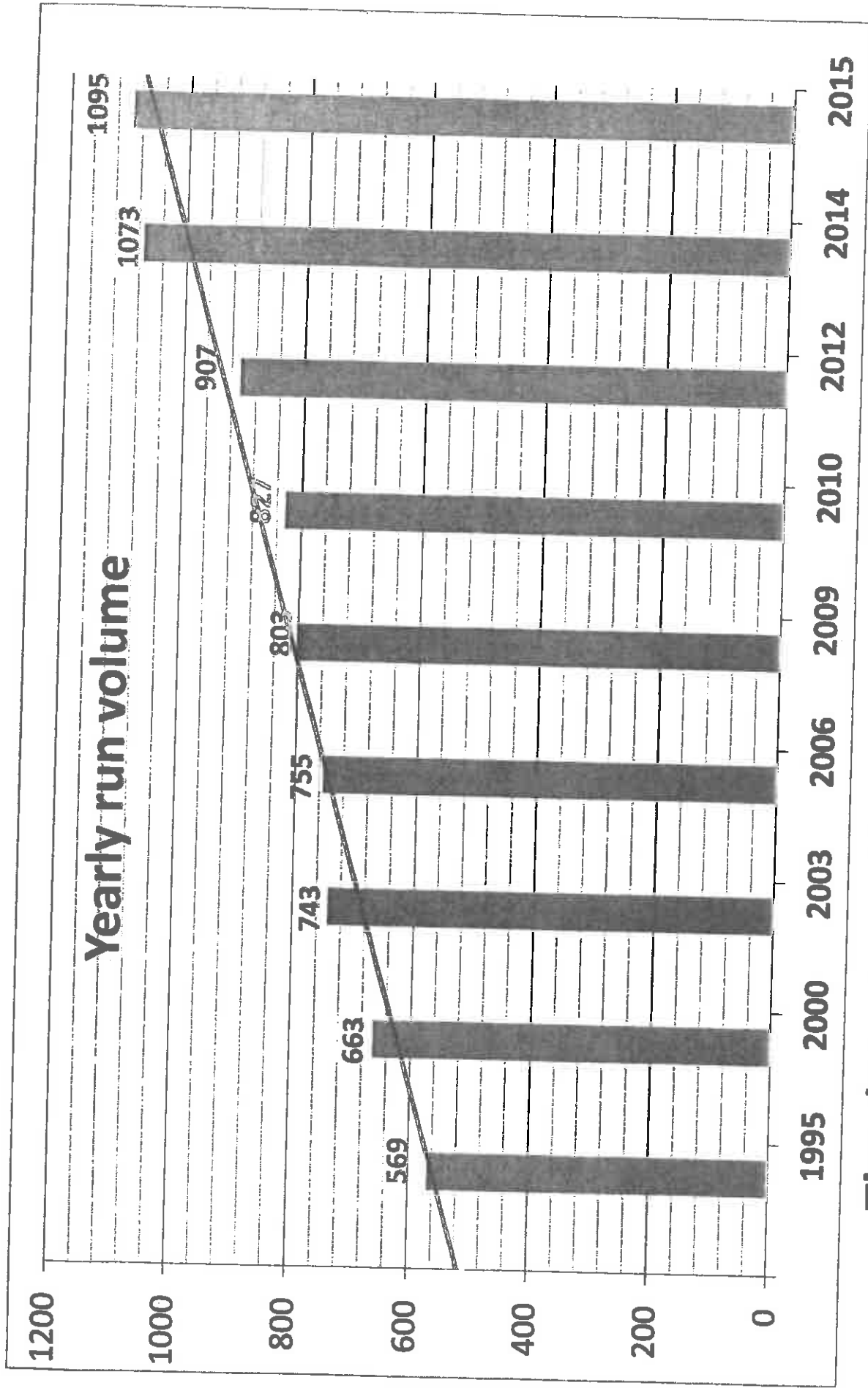
**IN 1973 the fire department was formed as a full-time fire department consisting of a full time staff of 6 personnel along with 12 to 18 part-time volunteers.**

**In 1990 I was hired to be the 7<sup>th</sup> full time person on the department. For that year the call volume was 304 fire and EMS runs.**

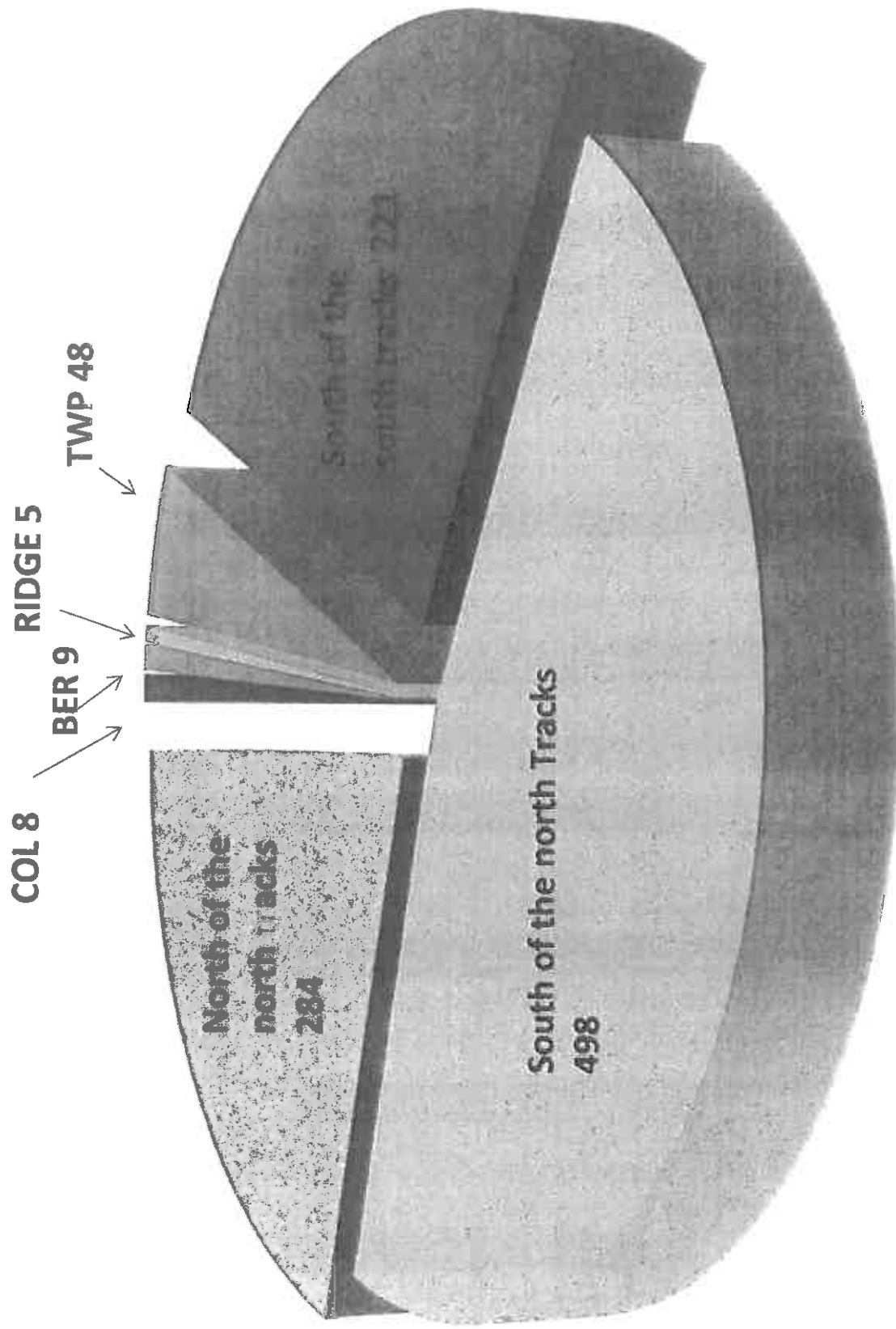
**Today the full time staff of the department is still 7 with a 24 part-time personnel. The call volume now in 2015 came to 1095 fire and EMS runs**



**The department has experienced a constant increase of calls as indicated in the above chart**



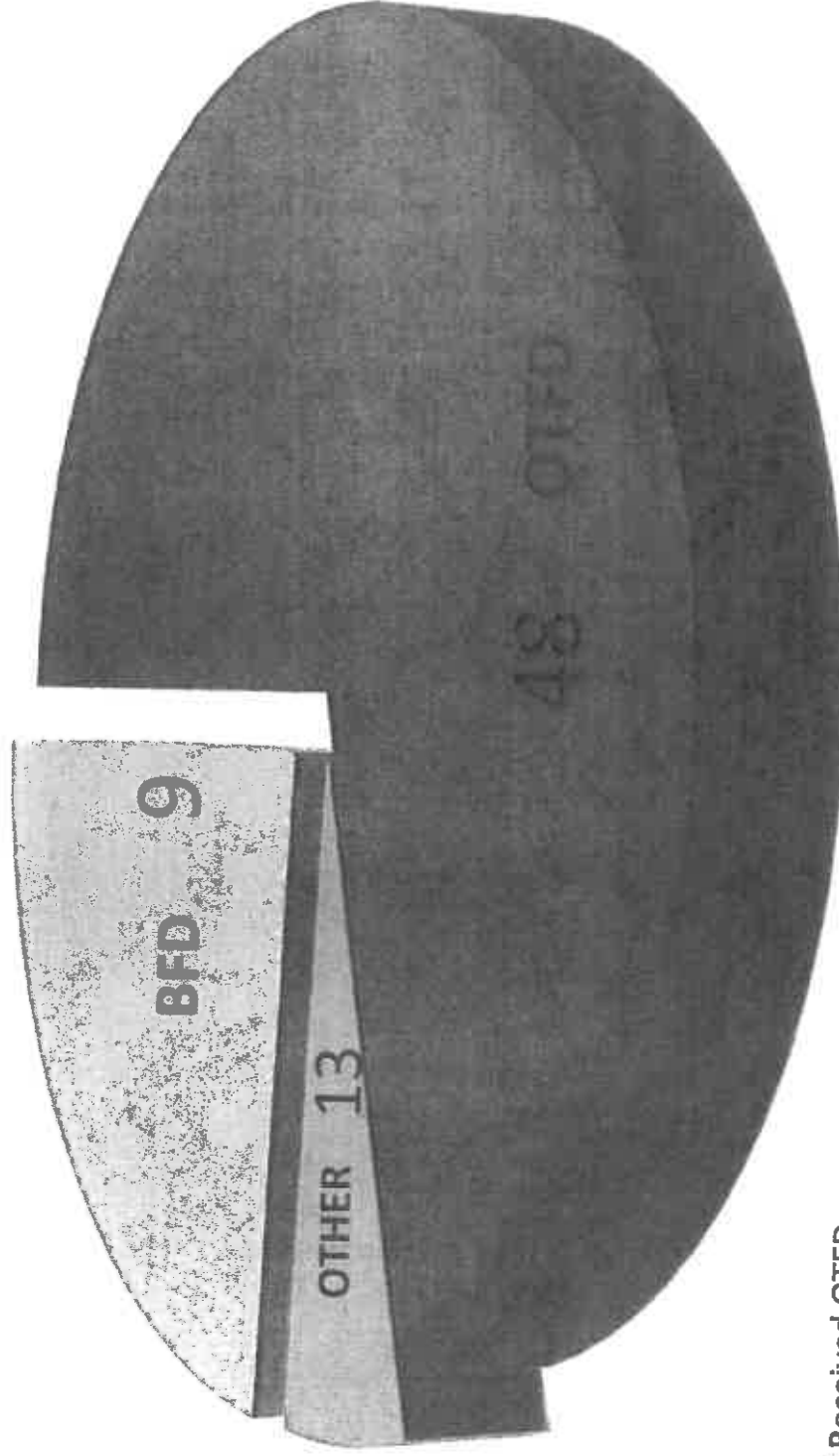
**The department has experienced a constant increase of calls as indicated in the above chart**



The runs are broke up in three sections in the city along with mutual aid. They are shown above



# MUTUAL AID GIVEN 70

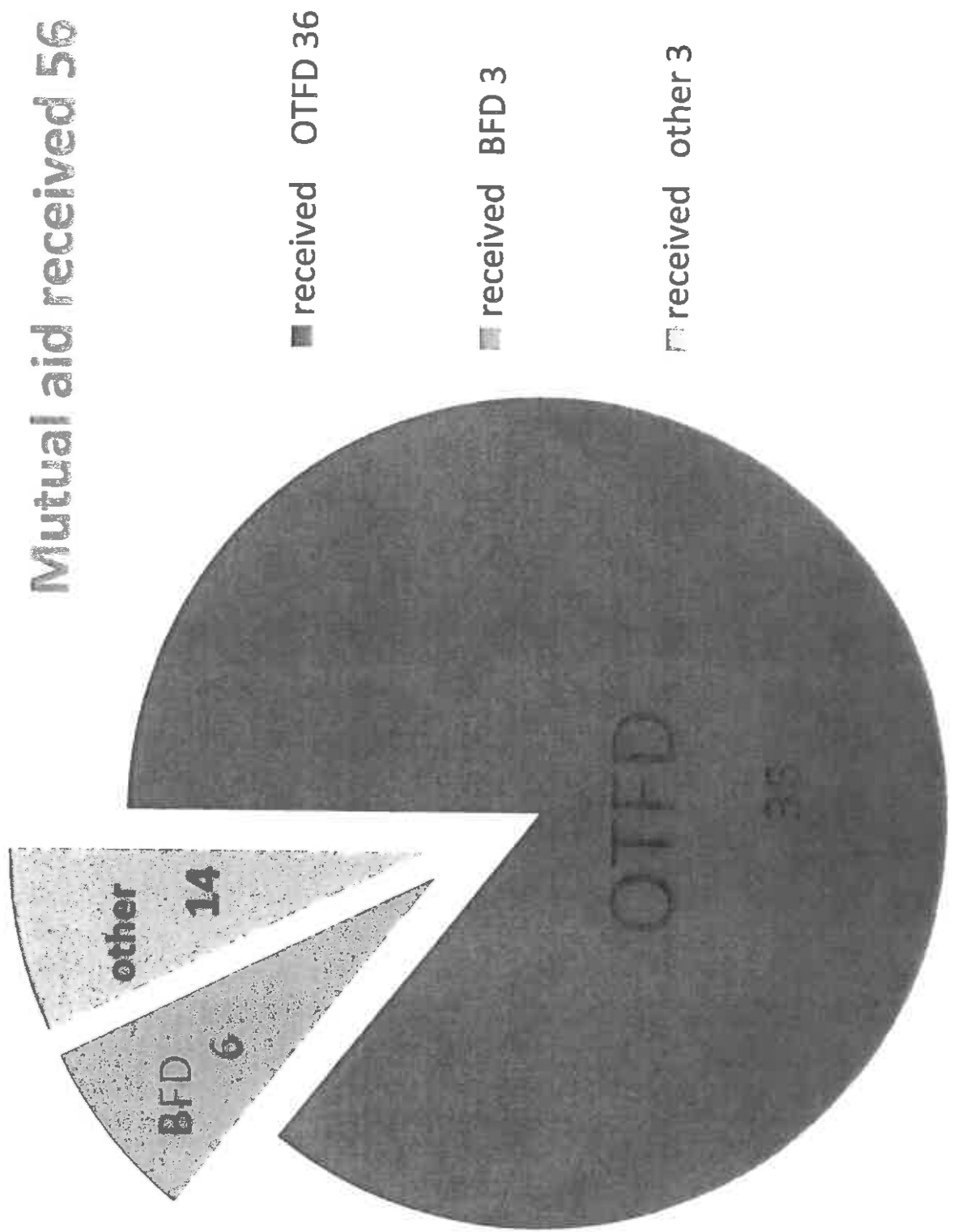


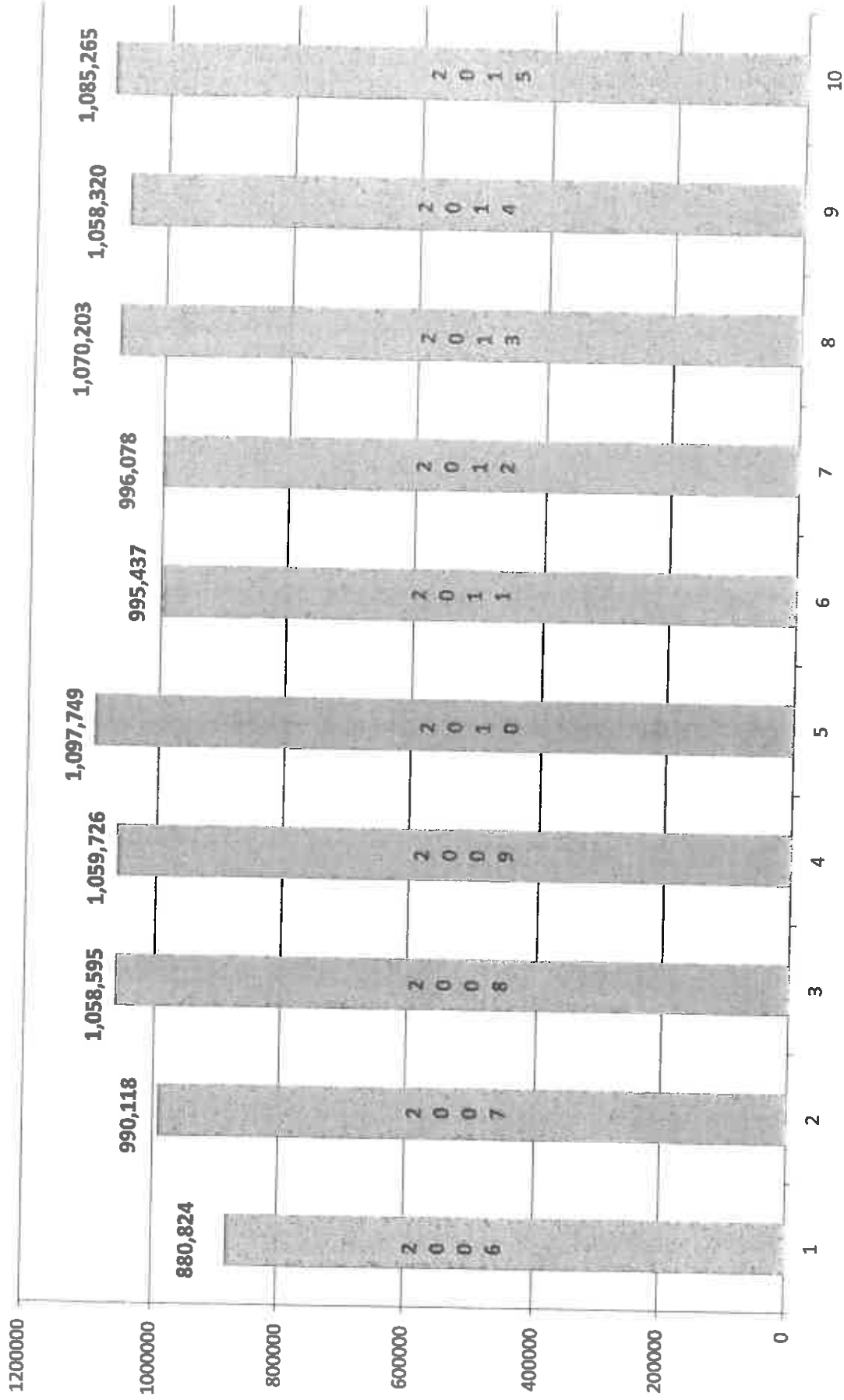
■ Received OTFD

■ Received BFD

■ Received Other

# Mutual aid received 56





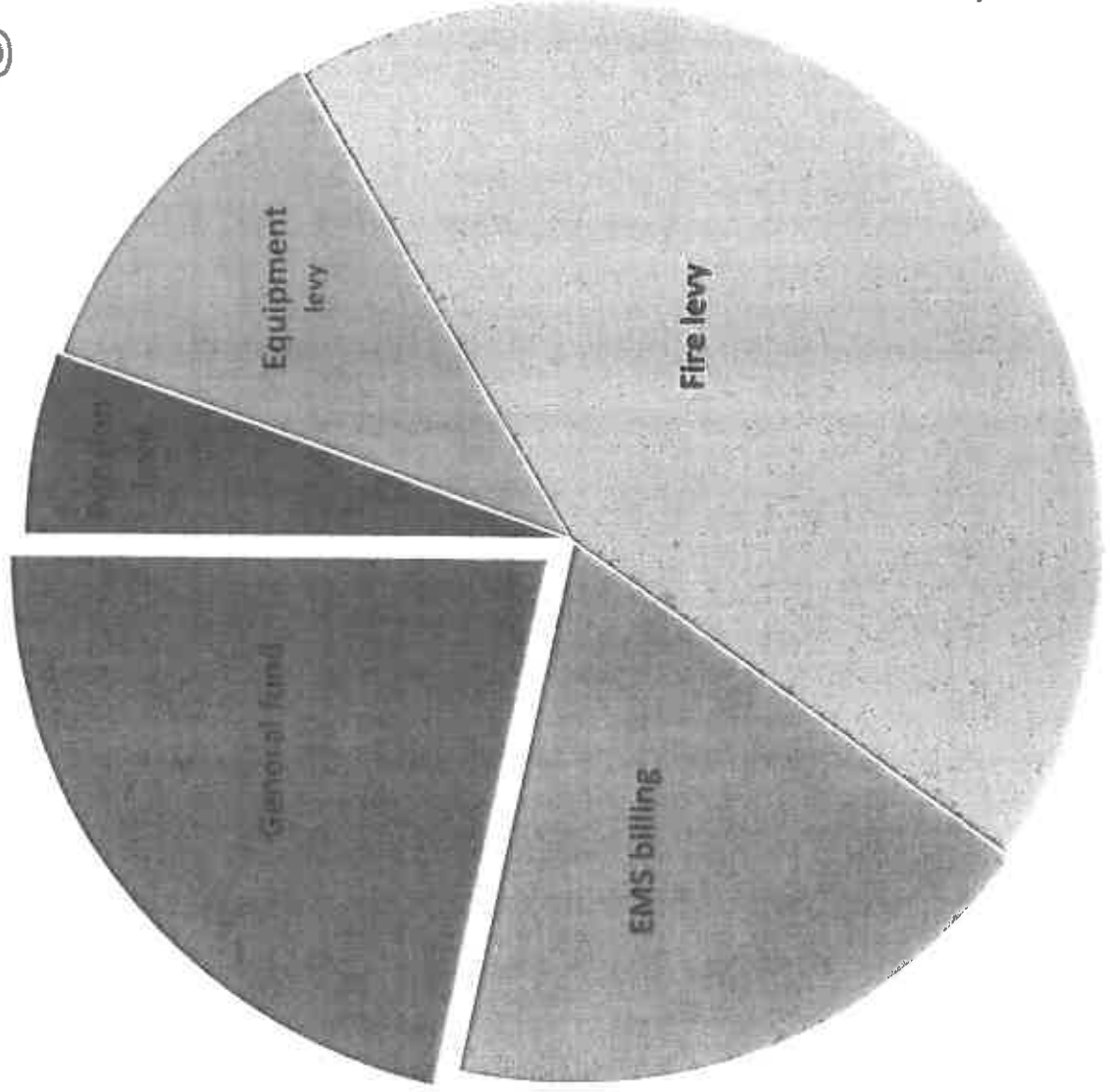
## BUDGET STARTING FROM YEAR 2006 TO 2015

A decrease in the budget accrued in year 2011 as a result of Chief Potts retiring in 2010 and a new fire fighter coming on at a reduced rate of pay and benefits

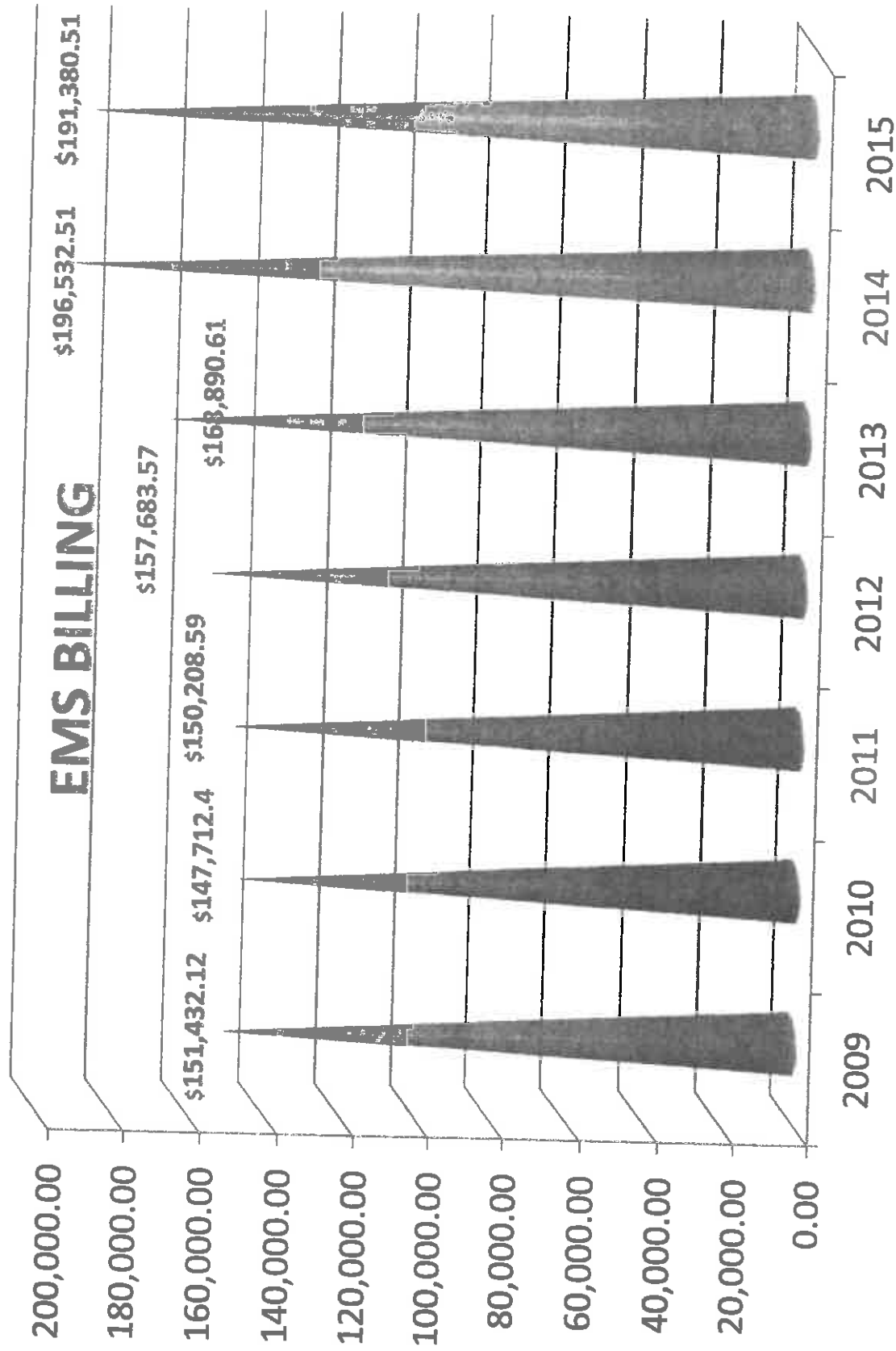
# FIRE DEPARTMENT FUNDING

## from levies and billing

■ Pension	\$57,471.89
■ Equipment	\$116,584.91
■ Fire	\$458,247.48
■ EMS billing	\$196,532.50



Note: Ladder truck last payment of \$78,000.00 is in July this year



**In 2012 an increase of 1% was achieved by changing from  
hard faxed copy reporting to computer reporting**

**Duties**  
**Gary Kopchak**  
**Building Department – Property Maintenance Inspector**

1. Continue to work with the City's administration and all of Council to correct property maintenance problems throughout the City for both residents and businesses.
2. Continue checking all vacant properties for maintenance – clean up, cut, trim, etc.
3. Continue to work with County on all foreclosures, banks, title owner – making sure all maintenance on foreclosures are maintained thru the banks and maintenance companies. There were a total of 119 properties in 2014 and 62 in 2015, as reported through the sheriff's department and county.
4. Continue inspecting all sidewalks, city wide, and informing such residents of violations and trip hazards that will need repair
5. Continue to inspect all areas of the city for misc. sign advertisements that are placed in the city right-of-way
6. Continue to upgrade contractors list informing all residents of current builders who have worked in our city that are also certified, bonded, licensed and paid their administrative sign-up fee.
7. Continue to work on information fliers for residents – easy pointers on how to stay away from – resident complaints to help stop violation notices – property maintenance helpful hints and suggestions
8. Continue to work in front office when secretary is off on all building department schedules for inspections and inspector assignments – with Safebuilt building department along with building commissioner and secretary from Bay Village
9. Continue to work with building commission with large areas of right-of-ways for misc. problems and violations
10. Continue to work with all major businesses and companies with the clean-up of all their properties and lots
11. Adopted new 2015 International Property Maintenance Ordinance Book of Codes (was in past from 1998 code books). Also updated BOCA, Building officials code book from 1996 to 2015
12. Legislation already adopted by Council as of 10-15-15 for both code book date changes
13. Continue to work with service director on misc. project throughout the city
14. Assist service department checking on roads for repairs as needed
15. Assist service department with misc. electrical lighting repairs throughout the municipal buildings. Also new Christmas lighting and Christmas banners and displays for 2015
16. Assist service and recreation with all lighting displays for the holiday season
17. Assist service department with master list and lay out of all storm and sanitary manholes through out the city for easy access. Also maintain storm and sanitary blocks as needed
18. Assist Service department with master list and layout of main storm and sanitary manholes and lines through out the city for easy access. Also maintain storm and sanitary blocks as needed going thru all blueprints and drawings marking out as needed for a master map from regional sewer district.
19. Property maintenance inspections and stop work assignments for contractors working without building permits making them come in and pay for contractors registration fee \$250.00 to (no permit fee) \$350.00

**Duties**  
**Gary Kopchak**  
**Building Department – Property Maintenance Inspector**

20. Continue to work on city wide sidewalk program to walk all streets and notify residents of any sidewalk violations and make sure repairs are completed – about ½ of the city is completed and will have remainder of city completed in 2016
21. Property maintenance violations and complaints and inspections tickets written from April 15<sup>th</sup> thru the end of 2015 there were 226 houses and businesses
22. Working on upgrades for electrical needs outside for Christmas displays and miscellaneous events. Currently there is no power supply in parking areas and also front yard areas for event lighting, etc. Install sub-panels so use of extension cords will no longer be needed

If Council members receive any complaints/problems from residents please contact me any time in order to help assist those issues. I can be reached 7 days a week or through the service director. I would ask that if any member of Council notices a property with high grass or debris please contact me immediately so that I may act upon those issues.

# **Southwest Council of Government (SWCOG)**

Purpose: Group of Communities formed a Council of Governments (COG) to collaborate and enhance regional enforcement issues.

As SWCOG grew in resource and need they formed two subset organizations

- A. SERT for fire – initiated in 1992
- B. SEB for police – initiated in 1974

[www.sertohio.com](http://www.sertohio.com)



## Southwest Regional (Radio COG)

A group of communities formed a Council of Government to handle the expense of equipment.

Those Cities Involved Include:

- Berea
- Brook Park
- Middleburg Heights
- North Royalton
- Olmsted Falls
- Olmsted Township
- Parma Heights
- Strongsville

The team covers an area of 182 square miles and serves a population of approximately 343,000.

## Southwest Council of Governments



A group of communities formed a Council of Governments to collaborate and enhance regional enforcement issues. The communities involved in both SERT and SEB include:

Berea  
Brecksville  
Broadview Heights  
Brook Park  
Brooklyn  
Brooklyn Heights  
Brunswick  
Cuyahoga Heights  
Independence  
Middleburg Heights  
Newburgh Heights  
North Royalton  
Olmsted Falls  
Olmsted Township  
Parma  
Parma Heights  
Seven Hills  
Strongsville  
Valley View  
Cleveland Metroparks\*  
NE Ohio Regional Sewer District\*

# Total Dues for SWCOG

- Fire is \$5,000.00
- Police is \$10,000.00
- An increase in fees for fire was done in November 2010; Mayor Blomquist made a motion to increase the funds \$2000.00 for total \$5000.00.



**SWAT** When a critical incident occurs in the City of Olmsted Falls, the Division of Police calls on a team of officers that have received specialized training and are specially equipped to deal with dangerous situations such as hostage situations, barricaded persons, high-risk warrant service, explosive devices, and heavily-armed criminals. This team is called SWAT for Special Weapons And Tactics. These officers are assigned to other police duties full-time, and respond as SWAT to emergency incidents when they occur.

The SWAT team is a partnership with many of the police departments in the southwest portion of Cuyahoga County, and is called the Southwest Enforcement Bureau (SEB). SEB consists of a tactical team, hostage negotiation team, sniper/scout team, and a bomb team. This pooling of resources allows the Olmsted Falls Police to have a large amount of technical police knowledge and manpower to handle any critical police situation that occurs.

In 2014, the Western Region of the SEB tactical team was activated six times:

- High risk drug-related arrest in Strongsville.

- High risk arrest of rape suspect in Olmsted Township.

- Mutual Aid call to Westshore Enforcement Bureau SWAT for shooter search.

- High risk drug-related arrest in Strongsville.

- High risk arrest of intimidation suspect in Parma Heights.

- High risk search warrant on drug-related charges in Olmsted Falls.

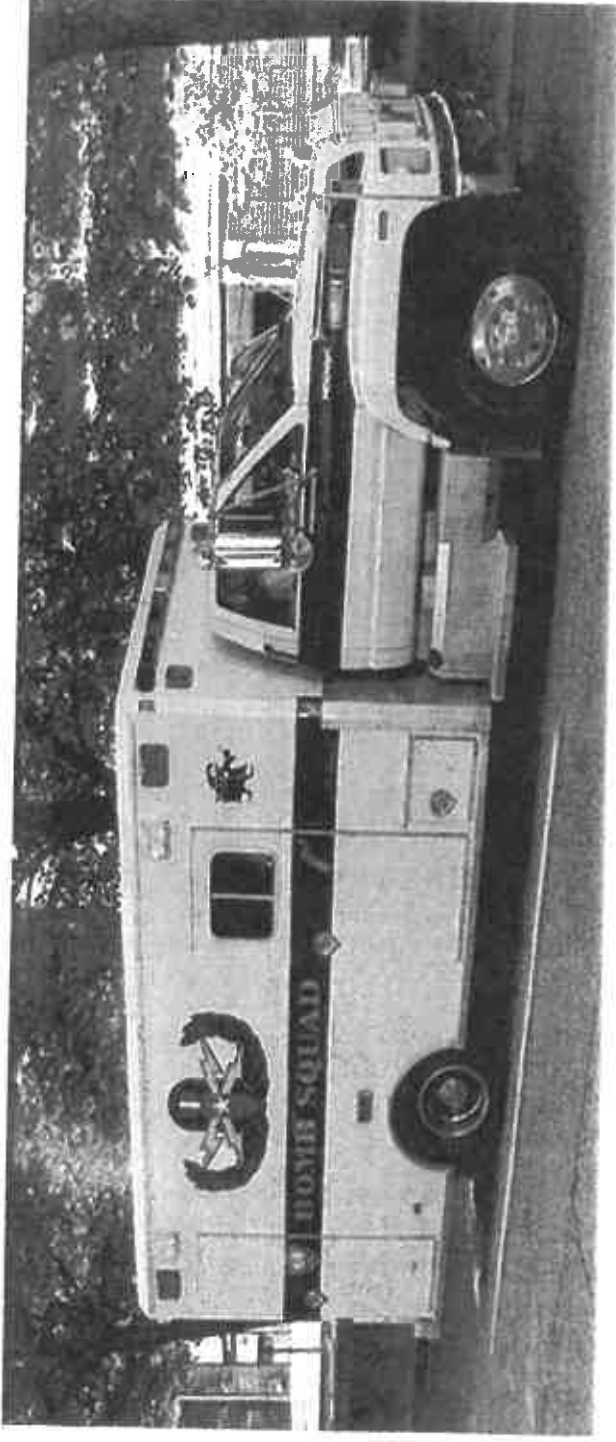


## TACTICAL MEDICS

This unit was moved from SERT (FIRE SIDE) to SEB several years ago. SEB now provides the funding to support, train and equip their medics who deploy with the tactical and Bomb Squad teams to provide immediate trauma care to team members and others injured during operations conducted by the team. Members of the team are provided through various fire departments of the COG members.

There are over 100 police officers and medics assigned as members of the above team that provides professional expert service to the member communities.

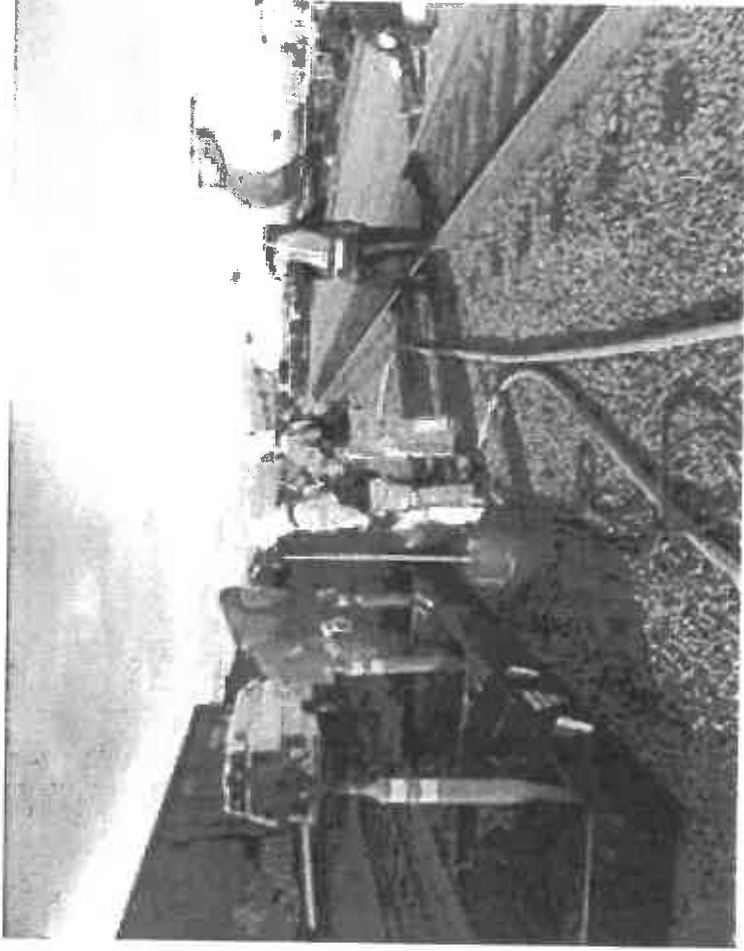
03/05/2015



## BOMB SQUAD

**There are two primary bomb vans, bomb X-ray equipment, remote robot, bomb suits and two bomb kettle trailers to move explosive devices to a safe area for disposal. Also provides continuing education for the certified bomb technician.**

03/05/2015

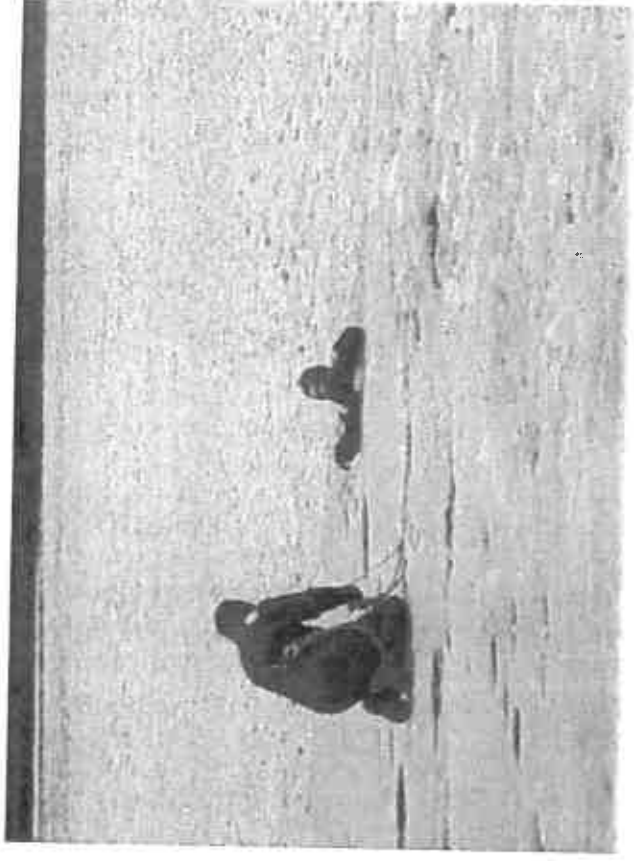


## **SERT HAZMAT TEAM**

### **Details**

HazMat teams are extensively trained and equipped to respond to the threat and/or deployment of dangerous goods. Dangerous goods include materials that are radioactive, flammable, explosive, corrosive, oxidizing, asphyxiating, biohazardous, toxic, pathogenic, or allergenic. Also included are weapons of mass destruction (WMD) and physical conditions such as compressed gases and liquids or hot materials, including all goods containing such materials or chemicals, or may have other characteristics that render them hazardous in specific circumstances.

The hazardous materials technicians/firefighters who make up the team are specialists with advanced training in hazardous materials and consists of 62 members



## ***Water base rescue***

**Trench rescue is a specialized form of rescue, a subset of confined space rescue. Trench rescue involves shoring up the sides of a trench, and digging a trapped worker out of a collapsed ditch. Trench rescue is one of the most dangerous rescue operations to complete.**

**Responsible for Trench Collapse Rescue - Based Rescue**

- Trench
  - Rope
  - Collapse
  - Confined Space
- Land base 20 members**  
**Water 20 members**

**03/05/2015**

# Land base rescue







# SERT FIRE INVESTIGATION

## Details

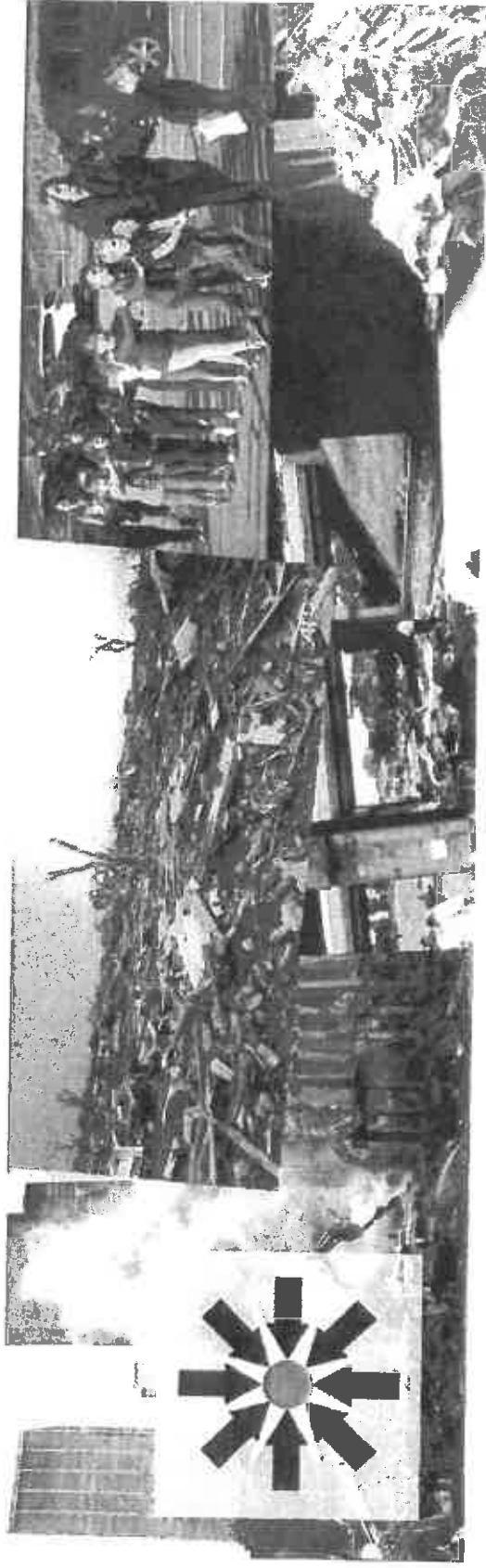
Fire investigation, sometimes referred to as origin and cause investigation, is the analysis of fire-related incidents. After firefighters extinguish a fire, an investigation is launched to determine the origin and cause of the fire or explosion. Investigations of such incidents require a systematic approach and knowledge of basic fire science.

Responsible for investigating all fires within SERT member communities to determine the Origin and Cause.

Partner agencies include:

- Ohio State Fire Marshal
- Federal Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF)
- Firearms and Explosives (ATF)

03/05/2015



### **INCIDENT MANAGEMENT TEAM**

An Incident Management Team (IMT) is a comprehensive resource (a team) to either augment ongoing operations through provision of infrastructure support, or when requested, transition to an incident management function to include all components/functions of a Command and General Staff. An IMT:

- Includes command and general staff members and support personnel
- Has statutory authority and/or formal response requirements and responsibilities
- Has pre-designated roles and responsibilities for members (identified and able to be contacted for deployment)
- Is available 24/7/365

The Incident Management Team assists Incident Command with planning related duties during large scale events, typically when the event spans more than one operational period.  
20 members