



Village of Reminderville  
Committee of the Whole  
January 9, 2018

### **Call to Order**

Meeting was called to order by Mr. Hoffmann at 7:00pm

### **Roll Call**

Mr. Hoffmann, present  
Mr. Kondik, present  
Mr. Wiggins, present  
Mr. Petrovich, present  
Ms. Kovach, present  
Ms. Blayney, present

Mr. Kondik nominated Mr. Hoffmann for Council President. Mr. Hoffmann accepted. There were no other nominations. All in favor.

Mr. Petrovich nominated Mr. Kondik for Council Vice President. Mr. Kondik accepted. Ms. Kovach nominated Mr. Wiggins for Council Vice President. Mr. Wiggins accepted. Mr. Kondik was elected 5-1.

Mr. Hoffmann: Kondik  
Mr. Kondik: Kondik  
Mr. Petrovich: Kondik  
Ms. Kovach: Wiggins  
Mr. Wiggins: Kondik  
Ms. Blayney: Kondik

### **Approval of Minutes**

Mr. Petrovich moved to approve the minutes from December 12, 2017. Ms. Kovach seconded. All in favor except Ms. Blayney who abstained.

### **Amendments to the Agenda**

Mr. Wiggins moved to add an executive session for personnel compensation matters.

### **Mayor's Report**

No report.

### **Law Director**

Mr. Carpenter reported Ordinance 2-2018 is for the creation of a parking bureau. It was approved by Stow Municipal Court. Chief Buck would like it to go by emergency. Mr. Hoffmann asked if Stow will be doing the hearings. Mr. Carpenter replied if there is an appeal, he will do it. If he is not available, Chief Buck could do it. There will be no need to pay a magistrate unless there is an appeal for the Village appeal decision which will be at the cost of the person who received the ticket. The appeal must be submitted to the Village before it can be submitted to Stow Court. Tickets will be paid at the police department. Chief Buck will put up signs throughout the Village notifying residents. Ms. Kovach asked about a warning being given first since it is a new ordinance. Mr. Carpenter said there is typically a 30-day warning period when a law has changed to give people notice. Ms. Kovach asked if there will be a need to hire more officers or staff for the parking bureau. Mr. Carpenter replied there is no need to hire anyone. Mr. Wilson at the police department will most likely act as clerk to take payments as well as officers acting as deputy clerks to take payments as well. Ms. Wordell stated when this topic was first brought up last year, Chief Buck mentioned needing more officers and the need to hire someone as clerk and if that hasn't changed, it will change the police appropriations for the year. Mr. Carpenter said the legislation is written up that a current employee can be the clerk. Mr. Hoffmann said unless there is a major influx of tickets being written, there is no need for additional officers.

### **Engineering**

Mr. Bowlin reported Resolution 2-2018 is for a grant opportunity that will help fund trails in the newly acquired land near Liberty Ledges. The application is due February 1 and requires a plan be submitted. He is working with Tinkers Creek Watershed Partners, West Creek Conservancy, and Summit County Metro Parks to bring this together. Tinkers Creek Watershed Partners are also looking into opportunities to facilitate community outreach programs for the Village. The design work for Ensign Cove is in process. Mr. Tucker is meeting with Aurora to finish working out the details for the California Street project. An updated estimate will be reported after agreements and approvals are complete.

### **Service Department**

Mr. Hoffmann reported there is legislation for the promotion of Jonathon Herrera to supervisor. He feels he is a good fit for the job.

### **Reminderville Athletic Club**

Mr. Tripp reported that since the last Council meeting, there are 447 new memberships, \$42,346.90 and 317 new renewals, \$15,538.31. He met with the company for station 102.1 for radio marketing opportunities. He will also focus marketing on Facebook and email blasts to keep members interested. The new program, Barre, had people attend and show interest but they need to market to get more people. He is looking into taking one of the seniors' fitness classes to Glenwood Square apartments for their residents. He would be able to use sign-in sheets to enter them into Silver Sneakers at the RAC to capture the swipes. Ms. Blayney asked about liability of taking classes outside of the RAC. Mr. Tripp

is going to look into that. He also reported the foil fencing class has started, it has 9 people attending. There is a Parents Date Night on January 19, Day Camp on January 15, Pet Care on January 20, Book Club, and Science Club. Ms. Kovach asked about the poor condition of the lobby rugs and how often they are being switched out. Mr. Tripp replied he and Ms. Wordell have been discussing whether or not to increase the frequency of Cintas switching out the rugs. Ms. Task purchased new indoor and outdoor rugs that are more substantial than what they had. Ms. Kovach is concerned about people coming in to tour the facility and seeing the rug conditions and flooring. She suggested increasing the frequency. Mr. Hoffmann asked about Silver Sneakers. Ms. Wordell reported it has been \$3,000 a month for the past six months. Mr. Petrovich asked for clarification on Resolutions 6 and 7 and what happened to the cleaner that was hired in December. Mr. Tripp stated the cleaner that was hired in December lasted one day and quit. Jack Robertson, the husband of a RAC employee, started doing the cleaning after she quit and Resolution 6 is to pay him. Resolution 7 is for Frani Robertson to take over the cleaning starting tomorrow. Ms. Task asked why Jack is being paid \$50 per night and Frani is being paid \$57 per night. Mr. Tripp said that is what she negotiated to match what was being paid out to prior cleaners. They are cleaning 5-6 nights each week, as required by Mr. Tripp. Ms. Kovach suggested when Ms. Robertson's contract is up at the end of June, to consider having two employees stay after closing to get the cleaning done to save money. Mr. Wiggins feels the clarity of the contract needs to be looked at. The wording for the frequency of cleaning and who would be providing which cleaning supplies is not clear. Mr. Tripp said they would supply things like mop buckets and the RAC would supply the chemicals. Ms. Kovach commented about making sure the chemicals being used are specifically for killing germs and bacteria. Mr. Tripp said the chemicals they use cover that. Mr. Hoffmann stated they need to be sure they are following OSEA standards. Chief Plunkett will look into that information.

### **Fiscal Officer**

Ms. Wordell reported the Resolution 98-2017 for the JEDD audit they passed in December covered one auditing cycle but the contract revision from Charles Harris stated three cycles. If Council wants to approve three cycles, there needs to be legislation amending the original resolution. Ms. Kovach asked about the \$100,000 reduction in the transfer to the RAC fund. Ms. Wordell stated it is her fiscal recommendation to reduce the \$400,000 to \$300,000 because there was a \$100,000 advance transfer already to the RAC fund plus a \$30,000 transfer in December. Ultimately, it is Council's decision.

### **Police**

No report.

### **Fire**

Chief Plunkett reported Resolution 8-2018 is for a new hire. He requested it go by emergency. They will have to get the hiring process going earlier than they had originally planned due to another firefighter getting injured.

## **ARB**

Mr. Kondik reported their next meeting is on January 27 at 7:00pm.

## **Planning & Zoning**

No report.

## **Board of Zoning Appeals**

No report.

## **Finance Committee**

Mr. Wiggins reported he was elected as Chair and Mr. Petrovich was elected as Vice Chair. They recommended payments totaling \$301,460.96. The next meeting will start at 6:30pm.

## **Cable**

No report.

## **Communications**

Ms. Blayney reported she is looking for volunteers to do things like welcome packets, taking pictures at Village events, and keep residents informed. The meetings will be held on the second Monday of each month at 7:00 at Village Hall. First meeting is February 12.

## **Long-Term Community Development**

No report.

## **Records**

No report.

## **JEDD**

Mr. Hoffmann reported Mr. DiCarlo is the newly elected President of the board. Mr. DiCarlo stated if they amend the audit resolution, he needs to take that back to the JEDD board for approval.

## **LEGISLATION:**

**ORDINANCE 01-2018:** AN EMERGENCY ORDINANCE TO MAKE APPROPRIATION AND REVENUE ADJUSTMENTS FOR THE 2018 VILLAGE BUDGET. 1<sup>st</sup> Reading. *Hoffmann*

**ORDINANCE 02-2018:** AN ORDINANCE CREATING CHAPTER 353 OF THE CODIFIED ORDINANCES OF REMINDERVILLE, OHIO ENTITLED "PARKING VIOLATIONS BUREAU." 1<sup>st</sup> Reading. *Kondik*

**RESOLUTION 01-2018:** A RESOLUTION TO HIRE TEMPORARY SNOW PLOW OPERATOR CHRIS HALL FOR THE VILLAGE OF REMINDERVILLE, AND DECLARING AN EMERGENCY. 1<sup>st</sup> Reading. *Alonso*

**RESOLUTION 02-2018:** A RESOLUTION TO AUTHORIZE AND DIRECT THE VILLAGE ENGINEER TO CREATE/DESIGN A TRAIL ALIGNMENT PLAN TO CONNECT LIBERTY LEDGES SUBDIVISION TO EXISTING TRAILS AND PARKS. 1<sup>st</sup> Reading. *Alonso*

**RESOLUTION 03-2018:** A RESOLUTION TO PROMOTE JONATHAN HERRERA TO THE POSITION OF SUPERVISOR IN THE REMINDERVILLE SERVICE DEPARTMENT AND DECLARING AN EMERGENCY. 1<sup>st</sup> Reading. *Alonso*

**RESOLUTION 04-2018:** A RESOLUTION TO HIRE DEBORAH RIDGEWAY, JOANNE HARVEY, AND TINA MASSEY AS FRONT DESK ASSOCIATES AND LINDA BICS AND NATALIE RIGGI AS FRONT DESK ASSOCIATES AND LATCHKEY PROGRAM AIDES FOR THE REMINDERVILLE ATHLETIC CLUB AND DECLARING AN EMERGENCY. 1<sup>st</sup> Reading. *Alonso*

**RESOLUTION 05-2018:** A RESOLUTION TO HIRE INDEPENDENT CONTRACTORS AS FITNESS INSTRUCTORS FOR THE REMINDERVILLE ATHLETIC CLUB, AND DECLARING AN EMERGENCY. 1<sup>st</sup> Reading. *Alonso*

**RESOLUTION 06-2018:** A RESOLUTION TO HIRE INDEPENDENT CONTRACTOR JACK ROBERTSON FOR THE CLEANING SERVICE FOR THE REMINDERVILLE ATHLETIC CLUB, AND DECLARING AN EMERGENCY. 1<sup>st</sup> Reading. *Alonso*

**RESOLUTION 07-2018:** A RESOLUTION TO HIRE INDEPENDENT CONTRACTORS JACK AND FRANI ROBERTSON FOR THE CLEANING SERVICE FOR THE REMINDERVILLE ATHLETIC CLUB, AND DECLARING AN EMERGENCY. 1<sup>st</sup> Reading. *Alonso*

**RESOLUTION 08-2018:** A RESOLUTION TO HIRE JARED OWEN AS A PROBATIONARY FIREFIGHTER/PARAMEDIC IN THE REMINDERVILLE FIRE DEPARTMENT AND DECLARING AN EMERGENCY. 1<sup>st</sup> Reading. *Alonso*

**RESOLUTION 09-2018:** A RESOLUTION TO HIRE ELIZABETH SHORTRIDGE AND ISAAH DUBOSE AS LATCHKEY PROGRAM AIDES FOR THE REMINDERVILLE ATHLETIC CLUB AND DECLARING AN EMERGENCY. 1<sup>st</sup> Reading. *Alonso*

Mr. Kondik moved to add Resolution 10-2018 to amend Resolution 98-2017 to the agenda. Mr. Hoffmann seconded. All in favor.

Mr. Wiggins moved to go into executive session at 7:56pm for personnel compensation matters. Mr. Petrovich seconded. All in favor.

Mr. Hoffmann moved to reconvene at 8:18pm. Mr. Petrovich seconded. All in favor.

**Old Business**

**New Business**

**Adjournment**

Mr. Hoffmann moved to adjourn. Mr. Petrovich seconded. All in favor.  
Meeting adjourned at 8:21pm

Respectfully submitted,

Stacey Task, Clerk of Council  
Village of Reminderville  
Date \_\_\_\_\_

Walter Hoffmann, Council President