

REGULAR SESSION

September 14, 2023

The Council of the City of Chardon met in Regular Session Thursday , September 14, 2023 at 6:24 p.m. in Council Chambers of the Chardon Municipal Center.

Christopher Grau, Mayor & President of Council presiding.

The meeting opened with the pledge of allegiance and roll call.

Members of Council present: Andrew Blackley, Deborah Chuha, Christopher Grau, David Lelko, Kyle Martin, Heather Means, Daniel Meleski.

Members of Council absent: none.

Others Present: City Manager Randy Sharpe, Finance Director Mark Iacofano, Clerk of Council Amy Day, Law Director Benjamin Chojnacki, Police Chief Scott Niehus, City Engineer Doug Courtney, Community Development Administrator Steve Yaney, Public Service Director Paul Hornyak, Lands and Buildings Supervisor Mike Butt, Elliot Miller, Peter Byrnes, Elisabeth Giedt, Anastasia Nicholas, John Kohr, James Wiech, Pam Wiech.

APPROVAL OF MINUTES

Mrs. Chuha and Mayor Grau noted corrections to the August 8, 2023 minutes.

Mrs. Chuha moved and Mr. Blackley seconded to approve the minutes of the August 8, 2023 Regular Session as amended.

Upon roll call vote the motion passed unanimously.

MANAGER'S REPORT

City Manager, Randy Sharpe, reported that the fall newsletter is in production and should be delivered mid-September.

Mr. Sharpe reported that the 2023 Chardon Employee Fitness Challenge begins on September 18 and will run through the first week of November.

Mr. Sharpe reported that Elliot Miller has been re-hired as a part-time maintenance worker in the Division of Lands and Buildings

Mr. Sharpe reviewed some of the highlights from the 2022 Annual Report, which was recently finalized and put on the City's website.

Mr. Sharpe thanked volunteers from the Church of Later Day Saints who spent 3 hours cleaning the Maple Highlands Trail.

Mr. Sharpe reported on the status of public works projects.

PLANNING COMMISSION REPORT

Mr. Blackley reported that Planning Commission met and approved the exterior renovations for Marc's at 425 Water Street.

Mr. Blackley reported that Planning Commission also approved the Concept Plan for the construction of a parking lot at 208 E. Park Street.

COUNCIL COMMITTEE REPORTS

Service Committee

Mr. Lelko reported that the Committee met and discussed the cemetery rules, specifically, adding urns in headstones. The Committee is continuing to review all cemetery rules and regulations in conjunction with staff and will bring the recommendations to Council when the proposed changes are finalized.

Mr. Lelko reported that the Committee also discussed the process for the planting of memorial trees in the cemetery, noting that a resident would like to plant a memorial tree in the cemetery. He stated that there are 6 graves set aside for tree planting in the cemetery. He suggested that Shade Tree Commission be authorized to develop a Memorial Tree Program, and suggested that Council authorize the planting of the 6 trees, whether donations for memorial trees are received or not.

Urban Forester, David Allen, stated that Shade Tree Commission can work on developing a Memorial Tree Program, noting that he would like the 6 trees planted at the same time.

No member of Council voiced any objections.

HEARING OF PERSONS BEFORE COUNCIL

Those Persons on the Agenda

David Allen, Urban Forester, spoke to discuss future plans for shade tree planting and tree programs in the City including a young tree mulch program and a tree inventory. He noted that the Shade Tree Commission recently discussed how to address the tree roots of the honey locust trees on Main Street.

Mr. Allen discussed tree care and tree pests.

Council asked general questions about trees and tree care.

Elliot Miller addressed Council and requested permission to paint 2 sides of the pump filtration building along the Maple Highlands Trail.

Mr. Sharpe gave a history of the building and reported that Rotary International has offered their assistance with the improvements, and have budgeted \$5,000 towards for the project plus a \$1,405 grant to help offset the cost.

Mayor Grau inquired about expanding the painting to include the north and west sides of the building.

Mr. Miller stated that originally, he presented a quote to paint the 4 sides of the building; however, funding and time limited the project to the painting of 2 sides for the present time.

Discussion occurred wrapping of the mural so that it is a continuation of each of the 2 sides.

Mr. Miller expressed that if a wrapped look is desired, he could wrap the landscape around the building's north side.

Ms. Means moved and Mr. Meleski seconded to approve the mural project on the pump filtration building by Elliot Miller.

Mr. Blackley asked if a sealer could be applied to preserve the mural.

Mr. Miller stated that exterior paint will be used and must cure for a year before a clear coat can be applied.

Discussion occurred regarding clarification about painting of the north side of the building.

Mayor Grau clarified that Mr. Miller would need to design the north side mural and provide a cost estimate for the painting at a future date, with funds to be approved by the City Manager through his discretionary budget.

Upon roll call vote the motion passed unanimous

General Public

Elisabeth Giedt, 482 Myra Drive, questioned if the roof of the pump building will be replaced as there are plants growing out of it.

Mr. Sharpe stated that the roof will not be replaced, and the vegetation growing on the roof will be removed.

OLD BUSINESS - none.

NEW BUSINESS

Regarding an ANNOUNCEMENT OF DECISION AND MUNICIPAL APPROVAL REGARDING CONCEPT SITE PLAN APPROVAL AND CHANGE OF ZONING CLASSIFICATION FOR PERMANENT PARCEL NUMBERS 10-165740, 10-165741, AND 10-165742 (WILLO TREE DEVELOPMENT), Law Director Benjamin Chojnacki explained that the City's Codified Ordinances require that in order to get something into the PRD zoning classification, Council must amend the zoning to a PRD and adopt an Announcement of Decision for the Concept Plan. If Council has no need to discuss the matter further, there is legislation on the agenda to approve an adopt the Announcement of Decision as well as rezoning the parcels.

Mr. Blackley reported that Planning Commission added 6 additional conditions to the Announcement of Decision.

No member of Council had any objection or comments.

Regarding the formation of ad-hoc committee to plan for the 2024 solar eclipse, Mr. Sharpe reported that on April 8, 2024, the City of Chardon will be in the path of a total solar eclipse and he would like to commemorate the historical event with an event held in the Square. He stated that he would like a committee to oversee the event and noted that Sylvia McGee and Steve Turpin have volunteered to serve on the Committee. He added that he would like Rebecca Repasky to also serve on the Committee and asked if 2 members of Council would like to serve as well. He envisioned that the Ad-hoc Committee would decide on the activities and make the necessary arrangements.

Mr. Meleski moved and Ms. Means seconded to appoint Heather Means and Kyle Martin to participate in the ad-hoc committee to plan for the 2024 solar eclipse. Upon roll call vote the motion passed

unanimously.

Regarding the Heritage House Restroom and Port-o-let use for events on the Square, Public Service Director, Paul Hornyak, stated that in recent years, the number of large events on the Square has created an increase in the number of occasions where staff was needed to be called in to address toilet and basin overflows. As a result, staff has proposed a policy that would limit the opening of Heritage House restrooms to group sizes of less than 100 for events lasting 4 hours or less. He noted that the Heritage House restrooms were constructed for groups of less than 60.

Mr. Lelko asked what could be done to improve the capacity of the Heritage House restrooms.

Lands and Buildings Supervisor, Mike Butt, stated that the capacity of the restrooms cannot be increased because it is a water supply issue.

Mr. Blackley moved and Ms. Means seconded to adopt the recommendations of the Public Service Director related to the Heritage House Restroom and Port-o-let use for events on the Square as presented.

Mrs. Chuha asked about allowing vendors and committee members of the arts festival to use the restrooms.

Mr. Hornyak stated that staff's recommendation is that if the restrooms are closed, they should be closed to everyone.

Mrs. Chuha asked if there are any issues with leaving the restrooms open for Friday night concerts.

Mr. Hornyak stated that currently, there are no issues with the restroom capacity during the Friday night concerts.

Mr. Lelko stated that the policy offers no flexibility.

Ms. Means stated that all groups are treated the same with the proposed policy.

Discussion occurred regarding if the policy for the number of Port-o-lets is a recommendation or requirement.

Mr. Lelko stated that the policy states that it is a requirement; however, if it is not enforced, then it is a recommendation.

Ms. Means stated that she thinks the number of Por-o-lets should be a requirement.

Mr. Hornyak stated that he views the policy as a recommendation because even though what has been provided is industry standards, having the recommended number of Port-o-lets ensures the success of the groups' events.

Mr. Blackley stated that he is fine with the policy as written.

Upon roll call vote the motion passed unanimously.

Regarding any objection to all liquor permits set to renew on

October 1, 2023, no member of Council had any objections.

Regarding a revised Cemetery Sexton job description, Mr. Hornyak stated that in response to requests, and in an effort to advertise and fill this job opening, there have been some minor additions and clarifications made to better detail the expectations and job requirements of the position.

Mrs. Chuha requested that families of the deceased and general public be added to the list of those the Cemetery Sexton works closely with under Essential Duties and Responsibilities.

Mr. Hornyak stated that he can make the change requested by Mrs. Chuha.

Mrs. Chuha moved and Mr. Meleski seconded to accept the Cemetery Sexton job description as revised. Upon roll call vote the motion passed unanimously.

LEGISLATION

ORDINANCE NO. 3250

AN ORDINANCE AUTHORIZING A ZONING MAP AMENDMENT TO AMEND THE ZONING CLASSIFICATION OF A PORTION OF PERMANENT PARCEL NO. 10-165740 FROM "C-1" RESTRICTED BUSINESS DISTRICT TO "R-3" MEDIUM DENSITY RESIDENCE DISTRICT, AUTHORIZING A ZONING MAP AMENDMENT TO AMEND THE ZONING CLASSIFICATION OF PERMANENT PARCEL NUMBERS 10-165740, 10-165741, AND 10-165742 FROM "R-3" MEDIUM DENSITY RESIDENCE DISTRICT TO "PRD" PLANNED RESIDENTIAL DISTRICT, APPROVING A CONCEPT PLAN FOR SAID PARCELS AS A PLANNED RESIDENTIAL DISTRICT, AND ADOPTING AN ANNOUNCEMENT OF DECISION REGARDING THE ZONING MAP AMENDMENT AND CONCEPT PLAN was read for the first time by title only.

Mr. Blackley moved and Mrs. Chuha seconded the rules be suspended and the Ordinance be read for the second and third time by title only. Upon roll call vote the motion passed unanimously.

Ordinance No. 3250 was then read for the second and third time by title only.

Mr. Blackley moved and Ms. Means seconded for the adoption of Ordinance No. 3250.

Mr. Chojnacki stated that the legislation would rezone the parcels in the Willo Tree Development to the Planned Residential District Zoning Classification and would adopt the Concept Plan which was approved as part of the Announcement of Decision discussed under New Business.

Upon roll call vote the motion passed unanimously.

ORDINANCE NO. 3251

AN ORDINANCE AMENDING APPROPRIATIONS IN THE CITY OF CHARDON TREASURY FOR 2023 AND DECLARING AN EMERGENCY was read for the first time by title only.

Mr. Meleski moved and Mrs. Chuha seconded the rules be suspended and the Ordinance be read for the second and third time by title only. Upon roll call vote the motion passed unanimously.

Ordinance No. 3251 was then read for the second and third time by title only.

Mr. Meleski moved and Mr. Blackley seconded for the adoption of Ordinance No. 3251.

Mr. Iacofano reported that the amended appropriations is being requested to cover the increased costs related to the Center Street Sidewalk Infill Project.

Ms. Means asked what additional costs for the project are for.

Mr. Iacofano stated that Council already approved the project costs in the bid. This will put money back into the fund to cover the other projects that were originally budgeted.

Upon roll call vote the motion passed unanimously.

RESOLUTION NO. 16-23

A RESOLUTION PROVIDING FOR THE CONTROL OF BLIGHT AND DISEASE OF SHADE TREES WITHIN PUBLIC RIGHTS OF WAY AND FOR PLANTING, MAINTAINING, TRIMMING AND REMOVING SHADE TREES IN AND ALONG THE STREETS OF THE CITY OF CHARDON; AUTHORIZING THE SHADE TREE COMMISSION TO SO PROVIDE DURING THE YEAR OF 2023; ESTABLISHING A SINGLE DISTRICT FOR SAID PURPOSE IN ACCORDANCE WITH THE PROVISIONS OF SECTION 727.011, OHIO REVISED CODE; PROVIDING THE ASSESSMENT OF THE COST AND EXPENSE OF SUCH PLANTING, MAINTAINING, TRIMMING AND REMOVING UPON BENEFITTING PROPERTY IN SAID DISTRICT, AND DECLARING AN EMERGENCY was read for the first time by title only.

Ms. Means moved and Mrs. Chuha seconded the rules be suspended and the Resolution be read for the second and third time by title only.

Upon roll call vote the motion passed unanimously.

Resolution No. 16-23 was then read for the second and third time by title only.

Mrs. Chuha moved and Mr. Martin seconded for the adoption of Resolution No. 16-23.

Mr. Sharpe stated that the proposed assessment is being requested to remain at its current amount of \$70,000.

Upon roll call vote the motion passed unanimously.

RESOLUTION NO. 17-23

A RESOLUTION OF NECESSITY FOR THE ASSESSMENT OF STREET LIGHTING AND DECLARING AN EMERGENCY was read for the first time by title only.

Ms. Means moved and Mr. Meleski seconded the rules be suspended and the Resolution be read for the second and third time by title only. Upon roll call vote the motion passed unanimously.

Resolution No. 17-23 was then read for the second and third time by title only.

Mrs. Chuha moved and Mr. Meleski seconded for the adoption of Resolution No. 17-23.

Mr. Sharpe stated that the proposed assessment is being requested to remain at its current amount of \$130,000.

Mr. Blackley asked if the City's switch to LED has reduced its electric costs.

Mr. Sharpe stated that the change to LED street lights has been worthwhile because he has not seen price increases.

Upon roll call vote the motion passed unanimously.

RESOLUTION NO. 18-23

A RESOLUTION OF NECESSITY FOR THE ASSESSMENT OF SIDEWALKS AND DECLARING AN EMERGENCY was read for the first time by title only.

Mr. Meleski moved and Mrs. Chuha seconded the rules be suspended and the Resolution be read for the second and third time by title only. Upon roll call vote the motion passed unanimously.

Resolution No. 18-23 was then read for the second and third time by title only.

Mr. Blackley moved and Mrs. Chuha seconded for the adoption of Resolution No. 18-23.

Mr. Sharpe stated that the proposed assessment will not change from its current amount of \$100,000 and will be used for sidewalk maintenance and connectivity.

Upon roll call vote the motion passed unanimously.

RESOLUTION NO. 19-23

A RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR was read for the first time by title only.

Mr. Blackley moved and Mr. Meleski seconded the rules be suspended and the Resolution be read for the second and third time by title only. Upon roll call vote the motion passed unanimously.

Resolution No. 19-23 was then read for the second and third time by title only.

Mrs. Chuha moved and Mr. Meleski seconded for the adoption of Resolution No. 19-23.

Mr. Iacofano stated that Council adopted the 2024 tax budget in July which was adopted by the County Tax Budget Commission. The legislation before Council is the final step in the tax budget process.

Upon roll call vote the motion passed unanimously.

REVIEW OF EXPENDITURES

Mr. Meleski reported that expenditures were in order.

EXECUTIVE SESSION - none.

ANY OTHER BUSINESS TO COME BEFORE COUNCIL

Ms. Means reported that a number of various local non-groups have discussed combining efforts to hold coordinated drives for specific items to support the Geauga Hunger Task Force.

Mayor Grau congratulated Councilman Blackley on recent recognition he has received for his writing skills pertaining to naval history.

Council and members of staff reported on upcoming events.

ADJOURN

Mr. Lelko moved and Mr. Meleski seconded to adjourn. Upon voice vote the motion passed unanimously.

The meeting adjourned at 8:24 p.m.

Attest:

CHRISTOPHER GRAU, Mayor
President of Council

AMY DAY
Clerk of Council