

VILLAGE OF OAKWOOD COUNCIL MEETING MINUTES

April 14, 2020

ATTENDED

Johnnie Warren – Council President	Gary Gottschalk - Mayor
Elaine Gaither – Council-at-Large	James Climer – Law Dept
Chris Callender – Ward 1	Brian Thompson-Finance Director
Eloise Hardin – Ward 2	Mark Garatt-Police Chief
Melanie Sanders – Ward 3	Daniel Marinucci – CBO
Patricia Rogers – Ward 4	Tom Haba – Service Dept
Candace Williams – Ward 5	

ABSENT:

Carlean Perez-Recreation Director	Crystal Williams – Housing Inspector
Ed Hren - Engineer	James Schade – Fire Chief

*= *Late Arrival*

Meeting opened by Warren at 7:05pm

Motion to approve Finance minutes of March 24, 2020 made by Gaither seconded by Hardin

6 YES: Warren, Gaither, Callender, Hardin, Rogers, Williams Abstained: Sanders

Motion to approve Council minutes of March 24, 2020 made by Rogers seconded by Gaither

5 YES: Warren, Gaither, Callender, Rogers, Williams. Abstained: Sanders, Hardin

Departmental Reports

Building-Marinucci: We are accepting plans by email, printing them and disseminating them. Monday and Fridays Robert is in the office. Crystal is gathering data in each Ward for zoning and property maintenance issues. The courts are closed through July, so we are not processing through the courts. Wednesdays, Debbie Stoffl will be in the office dealing with Planning, Zoning and ARB. We have to set up virtual meetings for these commissions. Incoming calls are transferred to Lillie to the Village issued cell phone. Permits are issued in the evening. We requested Tommy to put a mailbox in the front of the building in the event someone needs to drop something off. Once retrieved, we process and respond via mail. We are having trouble accepting credit cards. That would make it easier. There is a glitch with Vantage, our computer program. **Warren** asked if he called IT for assistance. **Marinucci:** We are working to get that done. I want Robert and Crystal to do exterior property inspections. **Warren** asked if he has contacted IT to fix the credit card issue. A lot of people don't have checks any longer. **Marinucci:** We have contacted them. There is a glitch of Vantage. We are working on that. **Warren:** Did you talk to IT on this? **Marinucci:** Yes, to Tom, our IT and our Vantage person. **Hardin:** Are there needs as it relates to the general public interfacing with you? **Marinucci:** They call in and we explain the process to them. **Hardin:** When they come to the office, what happens? **Marinucci:** No one is allowed in the office. **Rogers** asked about the Ward 4 Exterior Maintenance Grant applications. **Marinucci:** I guess they will have to be processed normally. You might consider an extension on this. **Rogers:** Definitely. **Warren:** We can consider that, but you have to involve Brian. I don't know who hired these people, but if we aren't getting the service, we may need to consider someone else. This is ridiculous that you can't process payment with a credit card, when 3/4 of America don't have checks. We don't want people to come up there and then be told they have to submit a check. That needs addressed immediately and aggressively. **Marinucci:** I am sure it will be addressed. **Hardin:** If they aren't allowed in, how do you process the credit card. **Marinucci:** We are accepting mail, put a check in the mail. **Warren:** That is not how we operate. Are we giving them the permit before we get the check? **Marinucci:** We aren't allowing anyone in. **Warren:** Listen, I am asking you a question. Do you issue the permit prior to getting the check. **Marinucci:** Credit cards can be done over the phone. There is a conflict in processing credit card payments. We are accepting mail and a drop box will be set up. We are processing every day. We do not have face-to-face contact. I have been working on email from home every day. I handle 20 calls a day. **Warren:** We expect that since you were off months and got paid for it...**Marinucci:** I do it as fast as I can without

face-to-face contact. **Warren:** If we are paying for a credit card service, Brian can fill that service tomorrow. I am telling him right now. You better have another one in place. **Marinucci:** For the first part of the year we didn't have credit card service. I understand it was working good until we transferred to the new computer system. **Warren:** That is the fault of the IT dept. **Marinucci:** Yes. **Warren:** Brian, you negotiated the contract with them. **Thompson:** The credit card machine was working. I don't see a big problem getting that up and running. We can get that resolved by tomorrow. **Warren:** If that is the case, Dan, it is Brian's responsibility to get it resolved. It shouldn't have been brought up if it was that minor of an issue. I will call you, Dan, on Friday to find out if it is resolved. Brian, you are responsible to get this up and running. **Thompson:** I will get it up and running by then. It was working before.

Finance-Thompson: Legislation is on the agenda tonight for \$1.1 million note. This is the Bugarcic land purchase. The deal won't be closed by the maturity of the note, we have to roll it another year. We can sell it or close it out at any time. Premier will be absorbing all the carrying costs once they purchase the property. **Warren** asked when that is anticipated to happen. **Thompson:** I do not know, but the Mayor has the logistical numbers. **Hardin:** This is the second time we are doing this. **Thompson:** I will also connect with IT regarding the Building Dept. credit card issue. **Williams:** There are three things I asked for. **Thompson:** I will have those for every Finance meeting; the fourth Tuesday of the month. **Williams:** When will you have that schedule for the year for Council? **Thompson:** I will type that up and get it to Council tomorrow. **Williams:** I asked you to create a draft of a contingency budget for Council review. **Thompson:** I will be receiving the critical numbers from RITA in terms of the first quarter and what we can expect through the end of the year. I need that to compile that report. **Williams:** I am also looking for a minimum threshold. **Thompson:** I will get that. **Williams:** Will we be able to see how we are impacted by this? **Thompson:** It may take us a few months to make that forecast. We need the numbers from RITA first.

Service-Haba: We are working full-time now, unless the rain returns, then we will work inside. No more than three guys are working together landscaping. The salt contract legislation is on the agenda tonight. They don't give us much time; it is due April 24th. We usually get 1,000, but this year we are getting 800 tons. **Callender:** I appreciate you taking care of the issue yesterday. **Haba:** Regarding Waste Management requirement of not permitting anything outside the rubbish container, the residents are complying. It is going smoother than anticipated. We have very few complaints.

Police-Garratt: We are working closely with the Fire Dept., the County, and the Governor's office. In regards to sanitizing equipment, and PPE to offset anyone getting the virus, we have a plan of attack if someone or multiples get the virus. It has been challenging for law enforcement. We have made changes; we still respond to all calls, but officers wear N95 masks. We are following the guidelines for reducing face-to-face contact from the County, Prosecutors Office, and Bedford Court,. We have non-essential staff working remotely. Essential personnel are on the road. When asked questions, we direct individuals to the State which has the truest data. **Hardin:** If I am not mistaken, State money is available for safety forces for gear. Have you taken advantage of those grants? Some of those funds are available to nursing homes. have we applied for any of that funding? **Garratt:** We apply to the County. We just received more masks. As we go through them, we apply each week. **Hardin:** Are the nursing homes applying for PPE? **Garratt:** They contacted us about additional masks. They can do through the CDC and the State directly.

Law-Climer: Last week, we held the second Charter Review meeting. We asked Debbie to send the agenda, which outlines suggested Charter revisions. The suggestions originated from Ms. Hladky, Administration, and other sources. I ask you to review the suggested changes and give input. If any members of Council have proposed changes, get them to me. I will be happy to bring them before the Commission. We also have a number of other projects, preceding as normal via electronic communication. **Hardin:** I have several questions regarding the process of how CRC is being conducted. With your permission, I would like to talk to you about it offline. **Climer:** Aside from the procedures followed in previous years, viewing it from front to back, I have members of the Commission instead, study the Charter and propose changes at the meeting. There haven't been any from the Commission. The floor is still open. We were hoping to have a more directed discussion rather than going through it front to back. **Hardin:** The whole Charter is only 33 pages, right? **Climer:** Yes. **Hardin:** I have my thoughts. **Williams** requested to be part of that discussion,. **Hardin:** How did you come to the decision to not go through it the way you are, rather what we did in prior years? **Climer:** It was a suggestion I made and there didn't seem to be any objections. One person mentioned it was reviewed line by line, but the consensus was not to view it in that manner. They wanted more guided discussions. **Hardin:** How did you arrive at the completion date? **Climer:** It is based on giving Council time to review the suggested revisions and timely getting those on the ballot before the Board of Elections. **Williams:** My only concern is, that Charter is not in layman's terms. I don't know how many will be comfortable with it not being read line by line. **Climer:** If there are people concerned about it, I am happy to address it.

We can read it cover to cover if you wish. **Williams:** We have 2020-17 on the agenda. Didn't we vote on that in a previous meeting? **Climer:** It is on the agenda for third reading. **Clerk:** It was entertained, but there wasn't enough affirmative votes to pass it. **Warren:** It didn't pass under suspension. **Clerk:** We only had four affirmative votes. **Warren:** One voted no, one was an abstention and one person wasn't in attendance. **Williams:** The other one, was it different, because we voted the same on that one. **Clerk:** The previous legislation, the CRA, had enough votes. On the TIF, there were not five affirmative votes. **Warren:** I voted for the first one but abstained from the second one.

*Mayoral Report-***Mayor:** The reason we have an additional holding of the note for the land is, we are talking about a \$1.5 million expense on the part of Premier, which doesn't have anything to do with construction. That is unusually high. This will be taken care of partially due to a TIF. The land cannot be transferred until the TIF has been approved by both the School Board and Council. Until that has been done and the incentive package approved, only then will the land be transferred. All the carrying costs will be paid by Premier. **Hardin:** Is that the only holdup? How many times have we extended this? **Mayor:** It has nothing to do with extending it. The land cannot be given back to them until the TIF has been approved. It is valued at \$380,000 a year. Oakwood will get \$135,000 and Premier will be getting \$245,000. It is clear they are paying for all the carrying charges. **Hardin:** What is the time frame? **Mayor:** As soon as it is passed by both Council and the School Board, the land will transfer. **Hardin:** When will it go to the School Board? **Mayor:** There is a lot of number crunching. It is a \$60 million project. Some of which the Board hasn't seen before. **Warren** asked to see the numbers to analyze it and convey it to the School Board. **Mayor:** I always meet with the Superintendent, Finance Director and Comptroller prior to meeting with the School Board. This is by far, the largest project Oakwood has taken on and the largest the School Board has ever entered into, other than Ben Venue and Ford Motor. It is quite exciting. I hope to have this approved by both parties by the summer. **Williams:** Premier will hold all those costs? **Mayor:** You will know the costs to ensure we are getting paid back. You will see the actual paperwork. **Williams:** Do you have an update of what we are carrying. **Mayor:** I will have Brian supply that to Council. **Hardin:** Since this is a large project, is it written they have agreed to the carrying charges? **Climer:** The Mayor is handling that. **Hardin:** You will have that in writing. **Mayor:** The legal work is complete, I just sent that to them. **Hardin:** This is big. I want to make sure, Mr. Law Director, is there a clause which verifies that? I need your reassurance. **Climer:** As I stated, this agreement is happening and it will be in writing. **Mayor:** We own the land and we have options. They have agreed and they are eager to get the land in their possession. By early summer, I expect everything to be passed. Oakwood's biggest company will be there with an initial payroll of \$14 million spanning \$20 million within six years. **Hardin:** I am excited, I am on board, but want to make sure it is in writing. **Mayor:** Obviously, we are counting on issues 13 and 14. Council will be making the decision on these small pieces of land which are essential to this project. Also, Waste Management has done a nice job and our residents have done a great job in complying with their new mandates. The Finance meetings are the fourth week of the month since we receive RITA reports on the third week. Brian did a nice job on the note for equipment purchases. The interest rate is less than 2% and doesn't have to be paid until next year. **Warren:** Some are zero%. **Mayor:** This will help us get through this period with Covid-19. Our Bond Council is looking into a lower rate for our other notes. We will report on that in an upcoming meeting.

Nichol Paper Company

Mayor: Nichols signed the jobs creation tax credit and a seven year lease in the Geis building on Broadway at Thermo Fisher Way. They will take up 40,000 sq. ft. with a payroll of \$2 million; 37 jobs averaging \$55-\$58,000 per job. We will not pay anything on the jobs creation tax credit until June 2023. Pipeline Packaging, a company with a payroll of \$150,000 came in prior to the people prohibiting warehouse distribution facilities. Pipeline takes up the other half of the building. They have a smaller payroll with less than \$4,000 coming into the Village annually. The good news is, there is an option in 2022 of renewal, of which we will not issue. Nichols is excited about taking over the entire building. July 2021, they will make that notice clear. Nichols operates paper packaging, sanitary supply distribution, offering hand soap, waste containers, matting, shipping, safety and office supplies to industrial, education and health care facilities. **Warren** suggested the Fire Dept. may be able to secure masks through Nichols. **Mayor:** They do not manufacture. However, GM Industrial, also known as Chem Safe & Zenex, did give us needed supplies They are off Division Street. A company from Cleveland is interested in relocating to the area by John's Trailer. They are willing to make up 50% of the payroll for five years, at \$58,000 annually, That is great news. We should hopefully be going forward with that. Their payroll is \$3.1 million. That would bring in another \$180,000 to Oakwood. We have had a good run. Investors have the foresight and funds. In times of chaos, you take advantage of it, since people are selling at discounts. We are moving forward and you can count on Brian having the figures on withholding and net profits on businesses. We will have a good idea about cash flow. At the last meeting, we explained we are cutting back on our road programs. I don't expect camp happening the first

five weeks. I do count on it going forward second five weeks. Concerts won't be taking place until August, if at all. We are already cutting back. I would like Carlean to hold exercise classes outside utilizing social distancing. Exercise builds up your immune system along with vitamin D and Zinc. **Sanders** asked about the Bugarcic property. **Mayor:** The term of the exemption is 30 years. That is money coming back to us from the County. It is only for 15 years at \$2,000 a year toward the entrance of Oakwood from Twinsburg. The second 15 years we will get \$4,000 annually. That comes to Oakwood. **Sanders** asked how much is going to the School System. **Mayor:** The property tax paid to the County will come back to Oakwood. That is a \$1.2 million grocer. We are trying to maximize what is coming into Oakwood long after I am gone. That is one way to do it.

Open floor to public comments-no comments, floor was closed

Legislation

2020-17 An ordinance declaring improvements to certain parcels of real property to be a public purpose, describing the public infrastructure improvements to be made to benefit those parcels requiring the owners of the improvements thereon to make service payments in lieu of taxes, establishing the Bugarcic, Julia & Sveltana, Municipal Public Improvement Tax Increment Equivalent Fund for the deposit of such service payments and declaring an emergency

Third reading

Motion to adopt made by Rogers seconded by Callender

7 YES: Warren, Gaither, Callender, Hardin, Sanders, Rogers, Williams

2020-29 An ordinance authorizing participate in the ODOT road salt contracts awarded in 2020 and declaring an emergency

Motion to suspend made by Gaither seconded by Sanders

7 YES: Warren, Gaither, Callender, Hardin, Sanders, Rogers, Williams

Motion to adopt made by Hardin seconded by Sanders

7 YES: Warren, Gaither, Callender, Hardin, Sanders, Rogers, Williams

Fiscal officers certificate present

2020-30 An ordinance providing for the issuance and sale of not to exceed \$1,100,000 of notes, in anticipation of the issuance of bonds, for the purpose of paying costs of acquiring real estate for Village purposes and declaring an emergency

Hardin asked about a clause in the sale, Premier will bear those costs. I want to make sure the Law Director has that for us at the next meeting. **Warren:** No matter what, we still have to roll the bond. **Hardin:** I understand the cost incurred by rolling it over. **Warren:** Either way, the legislation has to be rolled anyway. **Hardin:** I understand it clearly, but I want to be assured documents support that. **Warren:** He will have that for us.

Motion to suspend made by Rogers seconded by Callender

7 YES: Warren, Gaither, Callender, Hardin, Sanders, Rogers, Williams

Motion to adopt made by Gaither seconded by Hardin

7 YES: Warren, Gaither, Callender, Hardin, Sanders, Rogers, Williams

Motion to adjourn by Gaither seconded by Callender.

7 YES: Warren, Gaither, Callender, Hardin, Sanders, Rogers, Williams

Adjourned at 8:16 pm

Approved: _____

Johnnie Warren, Council President

Debra L. Hladky, Clerk of Council

VILLAGE OF OAKWOOD
COUNCIL WORK SESSION MINUTES
April 14, 2020

ATTENDED

Johnnie Warren – Council President	Gary Gottschalk - Mayor
Elaine Gaither – Council-at-Large	James Climer – Law Dept
Chris Callender – Ward 1	James Schade – Fire Chief
Eloise Hardin – Ward 2	Brian Thompson-Finance Director
Patricia Rogers – Ward 4	
Candace Williams – Ward 5	

ABSENT:

Melanie Sanders – Ward 3	Tom Haba – Service Dept
Ed Hren - Engineer	Danielle Marinucci – CBO
Carlean Perez-Recreation Director	Crystal Williams – Housing Inspector
Mark Garatt-Police Chief	

No meeting was held

Approved: _____

Johnnie Warren, Council President

Debra L. Hladky, Clerk of Council