

City of Olmsted Falls
Minutes of a Council Work Session
Tuesday, June 5, 2018, at Olmsted Falls City Hall
26100 Bagley Road – Council Chambers, 6:45 p.m.

Interim Council President Stibich called the meeting to order at 6:45 p.m. Roll call was conducted. Councilmen Lori Jones, Ed Gorski, Denise Nicolay, and Terry Duncan, were present. Kyle Miller and Jim Haviland were excused.

Also in attendance: Paula Accordino, Economic Development Director

Discussion for Ward IV Vacancy

Mr. Stibich indicated that a draft advertisement was distributed to Council. Mr. Stibich stated that he believes the press release is fine. Ms. Jones asked if Council should post the press release on the date Mr. Miller will leave office. Mr. Stibich indicated that he believes this should be posted as soon as possible. Mr. Gorski indicated that the goal is to have someone put into this position at the time of Mr. Miller's resignation. Mr. Stibich indicated that the advertisement has to run for a specific period of time and allow time for review of the submittals.

Ms. Jones indicated that the office of the elected official shall become vacant upon his death, resignation or recall and Mr. Miller's office is not vacant yet. Ms. Duncan indicated that Mr. Miller has submitted his letter of resignation effective July 15th and she believes that there is no issues moving forward to fill the position. Mr. Stibich indicated that the office is not being filled Council is simply posting an advertisement and reviewing resumes. Mr. Gorski indicated that the Charter does not state a timeframe in which the advertisement has to be run. The only language regarding a vacancy is that Council has 30 days from Mr. Miller's resignation to fill the seat. Ms. Jones stated that she believes that there is something in Council Rules of Order that indicates interviewing processes, etc.

Mr. Stibich asked Ms. Jones for her thoughts regarding the advertisement. Ms. Jones stated that she was fine with the advertisement. Mr. Stibich asked if Council would like to set a date for submittals. Ms. Jones indicated that she believes that there has to be 30 days for something. Mr. Gorski indicated that Council has 30 days to appoint once Mr. Miller resigns or the Mayor can appoint.

Mr. Stibich suggested placing the advertisement in the Sun News as soon as possible and posting on the city website. Mr. Gorski would recommend that the resume submittal deadline should be June 25th. Mr. Stibich recommended that the advertisement be placed in the Sun News to run on June 14th and June 21st. This will give everyone enough time to meet the deadline. All of Council agreed to the deadline of June 25th.

Mr. Stibich indicated that if there is something within Council's Rules and Regulations these dates can be amended. Mr. Gorski indicated that when the Ward I position was advertised it was not a lengthy timeframe. He stated that the deadline was March 1st. He stated that a special council meeting was convened on either on the 20th or 21st to approve the ad. He did review the minutes from that time in order to be prepared for tonight's meeting. Ms. Duncan stated she is reviewing the minutes and when

the Ward I vacancy occurred, Council meet on March 21st and the deadline was two weeks after the publish date of March 1st, which was March 13th. The advertisement ran for only two weeks and there was a suggestion of three references. Council did ask for a 30 day extension to fill the seat and the March 13th issue was close to the end of the 30 day timeframe. Ms. Duncan stated that if the advertisement is published by June 14th and the 21st the deadline would be June 25th.

Mr. Stibich indicated that if need be Council could meet to review the resumes and interview candidates. This will also give council the first two weeks of July to find a replacement and have a new person ready to fill the vacancy on Mr. Miller's last day. Mr. Gorski stated there will not be a regular Council meeting in July as Council is on recess. Ms. Duncan stated that there will potentially be three readings for the Charter Review suggestions and the first reading will not take place until June 12th. Mr. Stibich indicated that normally Council votes to recess and ask Council members to hold the second and fourth Tuesday of each month open for special meetings. He stated that during special meetings the only items discussed is what is placed on the agenda.

Ms. Duncan suggested holding a meeting on July 9th or July 10th to interview candidates. Mr. Stibich stated that he would suggest reviewing the resumes the last week of June or begin interviewing. Ms. Jones indicated that there was one individual who was going to run against Mr. Miller but choose not to and if she sees the advertisement she may apply. Mr. Gorski would like to ensure that Council members take an adequate amount of time to review what is given.

Mr. Stibich indicated that the Clerk will be instructed to place the advertisement into the Sun News for the weeks of June 14th and June 21st with June 25th as the deadline for submittals. All Council members were in agreement.

Discussion Regarding Permanent Power on Mill Street

Mr. Stibich indicated that there are street vendors who come in for events who need power for their trucks. He stated that Ms. Reichle has suggested that rather using power from the local stores that the city provide a power source. He believes this is something that council should consider. He did ask Ms. Reichle to attend tonight's meeting but was unable. He stated that he did speak with Ms. Reichle who stated that she was resigned to the fact that even if the city decided to move forward the work would not be completed in time for this year's Heritage Days. He would like Council to discuss if parameters or conditions would be needed in order to make a good decision.

Ms. Jones stated that when the city has events like Heritage Days and bands it does cost the city extra money in security so she would like Council to consider all the costs and the fact that we do not have a great source of revenue. Ms. Jones indicated that Ms. Accordino started Main Street and she believes the city was supposed to get money for it. She asked if it would be Main Street's purpose to give money to businesses in the community versus the city. Ms. Accordino indicated that eventually Main Street will be its own 501(c)(3) organization. She is ambitious and hopes that will occur in 18 months but she is not certain. Ms. Jones asked if there was any current funding. Ms. Accordino replied no. Mr. Gorski stated that the Main Street project is in its first steps. Ms. Accordino wonders if Ms. Jones is asking about sponsorship for First Friday's events. Ms. Jones replied no she was thinking about Main Street.

Ms. Jones stated that if Mr. Williams is willing to provide power from his caboose. Ms. Accordino indicated that Mr. Williams explained to her that he could provide power for three vendors from the

caboose and said he would be happy to do that but she does not know what the vendor placement will be by the caboose.

Mr. Stibich indicated that Ms. Accordino use to be a tenant in the Junction during a Heritage Day event and asked how the power issue would work. Ms. Accordino stated that last year there were generators but someone did use power from her building. The first year she was a tenant Mr. Williams asked her if they could utilize her building for power, which she was happy to help out. Mr. Stibich indicated that the generator was quite expensive. He asked if vendors would approach business owners and ask if they could tap into their electricity. Ms. Accordino replied yes. Mr. Stibich asked if the business owners paid for their own electricity. Ms. Jones asked if the vendors paid anything towards their use of the power. Ms. Accordino indicated that she did not receive any money and as far as she knows other shop owners did not receive anything as well. Mr. Stibich indicated that the vendors could have been charged and having done the same thing over the years they would know the difference in their bills. Ms. Jones asked what the vendor fees were used for. Ms. Accordino indicated that she believes that is to offset marketing and promotion. Mr. Stibich asked who collects the fees. Ms. Accordino indicated that the heritage day's committee collects.

Mr. Stibich indicated that if the city provides the structure for the electricity the cost needs to be recovered from the vendors. If the city sets this up there will be a meter charge and then the question becomes who will pay for the electricity and he believes that also will need to be recovered from the vendors. Ms. Jones indicated that Mr. Borczuch's estimates are approximately \$9,000 when you add in building the box and electrician. Mr. Stibich stated that there is also cabling that would have to be used from the pole to each of the vendors. This is a lot more than just the \$5,000 cost Ms. Reichle has indicated. He stated that we would need to speak with an electrical engineer in order to determine what is needed and the cost for all the components needed to set up. He does now want to see the city to pay for all this but rather set up fees to recover the costs.

Ms. Accordino indicated that the Mayor asked her to contact CEI, which she did, and spoke with Karen Kirsch who is the city's external affairs contact. She asked Ms. Kirsch to walk her through the differences between the initial quote of \$13,000 and the reduced quote of \$5,100. She even asked Ms. Kirsch if the difference was that First Energy would build the panel boxes. She was informed by Ms. Kirsch that the building of the panel boxes was never part of the quote. The \$13,000 quote was given after the first initial meeting held with First Energy and the gentlemen was under the impression that this would be "seasonal use" which means this power arrangement would be made for a three day even that takes place once a year. She was not part of the conversation that Ms. Reichle had with Terry Killeen from CEI but he was under the impression that the city would utilize the electricity for numerous events throughout the year. She indicated to Ms. Kirsch that she does not know if the city would utilize this power source. She assumes that the price difference is because the electric company would make up the difference with the energy consumption and Ms. Kirsch indicated that this assumption was correct. Mr. Stibich stated that the difference is because CEI believed this power would be utilized consistently over time.

Ms. Duncan asked what power source was utilized for the band during the First Friday event. Ms. Accordino indicated that we used the building she previously occupied. Ms. Duncan asked how the city paid for that usage. Ms. Accordino asked the new owners if she could use their power and offered to pay for that usage but the current owner would not take any funds.

Ms. Duncan stated that obviously it would behoove us to have something that was a little more permanent. She believes that Mr. Borczuch recently updated the power source on Main Street by the Covered Bridge so his estimate is probably accurate. She believes that the city does need to do something if the city plans on utilizing the area for events. Ms. Duncan also stated that there is an issue with who runs heritage days, is it Grand Pacific Junction Merchants, Downtown Olmsted Falls, or is it Clint Williams. She does know the wine tasting that use to be held in March use to help pay for heritage days but was discontinued two years ago. Ms. Jones stated that Mr. Williams did heritage days until last year and said that he gave it to them and said they were going to decide this year whether they would continue or he took it back. Mr. Gorski stated that given the tenure of the emails it seems that Ann Reichle and Bill Henzey seem to be taking the reins this year, so either there is some communication not happening with Mr. Williams or it is just assumed that they are handling the event, at least it seems they are operating under that assumption. He is inclined to agree with Ms. Duncan and we need to continue to explore some sort of power solution for this event. He believes that the current practice of plugging into other people's buildings is archaic and no accountability with payment for electric usage. Mr. Stibich indicated that there is a safety issue as well as how much power can you draw from these older buildings before it becomes a fire hazard. Ms. Jones stated that since this is a private event could the city make a contribution to help the downtown group and they would then own the light and meter. Mr. Gorski stated that it is a private event but an event that defines the city and is something that the City of Olmsted Falls is known for. People from many other communities come to this event. Mr. Stibich stated that it is the highlight of the year. Ms. Jones does not understand why the city would have to take on the entire burden.

Mr. Stibich indicated that the first step is to determine the actual costs if we were to get a permanent power source. Ms. Jones indicated that Mr. Borczuch estimated the cost at \$9,000. Mr. Stibich stated that he would like to know the itemization for that amount of money. Ms. Accordino indicated that she spoke with the City of Westlake and North Olmsted and asked how they hold their big events. Both indicated that they had to absorb the expense. Ms. Jones indicated that you are talking about \$40 million dollar budgets versus \$10 million dollar budget. Ms. Accordino indicated that for the gazebo at the Westlake Recreation Center they paid upwards of \$15,000 for a power source but was covered by their recreation budget. The City of North Olmsted hired a private contractor to complete underground cabling and panel boxes and could not remember the cost for North Olmsted but did wire St. Bernadette's school in Westlake which cost \$13,500 which included underground cabling and building of a panel box. Ms. Jones indicated that Mr. Borczuch's memo indicates that the cost would be between \$9,000 and \$10,000 plus monthly meter fees plus the cost of electricity each use. Mr. Stibich indicated that the city would need a comprehensive proposal. He believes it would be incumbent on the city to obtain quotes. Practically speaking this project will not happen this year. As far as the finances the city is looking at a deficit in the budget this year but the year is not done yet and we know that the Mayor has instituted a lot of cost saving measures. He stated that next year Council may want to revisit this issue. He asked Ms. Accordino to get the details regarding what the project would entail. Ms. Accordino indicated that she will look into some grant funding. Mr. Stibich indicated that the city will have year to obtain extra funding to help with the installation.

Ms. Duncan stated that Council will need information regarding what needs to be done and where the panel will need to be installed. Mr. Stibich indicated that we also need to determine costs for installation and fees to help recoup costs. Mr. Gorski asked what the heritage day committee plans to do in August for power. Mr. Stibich stated that according to Ms. Reichle they will tap into the tenant's power as they have done in the past.

Miscellaneous - *None*

Adjournment

Ms. Duncan moved to **adjourn**; Ms. Nicolay **seconded**. Poll: 5 ayes; 0 nays. **Motion carried**.

The meeting adjourned at 7:47 p.m.

Paul Stibich, Interim Council President

Angela Mancini, Clerk of Council