

**MINUTES OF THE CITY COUNCIL  
SHEFFIELD LAKE, OHIO  
May 14, 2024**

This regular meeting of the City Council was held Tuesday, May 14, 2024.  
Council President Rosso called the meeting to order at 7:03 pm.

\*\*\*\*\***ROLL CALL OF MEMBERS**\*\*\*\*\*

Present: President Rosso, Stark, Kovach, Gee, Cizl, Wtulich, DeBottis, Petrucci,  
Mayor Radeff, Finance Director Fallis, Law Director Graves, Service  
Director Hastings.

Excused: None.

Attending: Citizens, Members of the Coast Guard Auxiliary, videographer.

**READING OF THE MINUTES:**

**Council** - \*Motion by Kovach/Second by Gee to accept the minutes of the April 23, 2024 meeting with any noted corrections. Yeas all.

**CORRESPONDENCE:** Monthly report of court receipts for April 2024- \$7,161.00

**PRESENTATIONS:** Mayor Radeff presents a proclamation to the Coast Guard Auxiliary naming May 18-24, 2024 as National Safe Boating Week.

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**CITY COUNCIL REPORTS**

**Roads, Drains, Water, Sewer and Refuse:** Chairman Wtulich reviews the sewer subcommittee minutes. Chairman Wtulich reviews the minutes of the May 6, 2024 Roads & Drains meeting. \*Motion by Gee/Second by Kovach to accept the sewer credit at 5240 Lake Rd. Yeas All. \*Motion by Gee/Second by Kovach to accept the sewer credit at 659 Lafayette Blvd. Yeas All. \*Motion by Gee/Second by Kovach to accept the sewer credit at 4302 Holl Ave. Yeas All. \*Motion by Gee/Second by Kovach to accept the report. Yeas All. **/Safety:** Chairman Kovach reviews the minutes of the May 1, 2024 meeting. \*Motion by Gee/Second by Cizl to accept the report. Yeas All. **/Buildings, Lands, Vehicles & Equipment:** Chairman Wtulich reviewed the minutes of the May 7, 2024 meeting. \*Motion by Gee/Second by Kovach. Yeas All. **/Ordinance:** Chairman Cizl reviews the minutes of the May 7, 2024 meeting. Councilman Wtulich says maybe we can get people thinking about the parking ban and allowing 1 car per resident and having a permit or something along those lines to talk about at Work Session. \*Motion by Gee/Second by Kovach to accept the report. Yeas All. **/Finance:** None. **/Council Representative to the Joyce Hanks Community Center:** Representative Gee reviews the minutes of the April 29, 2024 meeting. President Rosso says I got a phone call from a resident and it's not like we aren't going to rent the center after July. Second, anybody that has a current contract through July of next year, those will all be honored. I got a call saying we were going to refund and cancel, etc. and I said no. Mayor Radeff says what we spoke of at the meeting was not to book anything until me and her sat down and we picked a couple days to leave open for us to do events.

*/Council Representative to the Park Board: None. /Representative to the Planning Commission: None. /Council Representative to the Zoning Board of Appeals: None.*  
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### **ADMINISTRATIVE REPORTS**

**MAYOR/SAFETY:** Mayor Radeff reports the community gardens, people have already started planting in them. We did have a local company agree to spray them for free. They are actually looking to help us in the future in obtaining plants and continuing to help spray. The mayor's assistant, on here is an ordinance tonight and we have that on the books. The ordinance tonight is just to create the pay ordinance. It's a part time position so the amount for that I believe is around \$17 an hour which is on par for the part time clerk for the building dept. With the Hometown Heroes project, we are working with the OVI, AMVETS and VFW. You can go online and fill out an application or you can get a hard copy here at city hall. I believe the cut off date is June 15<sup>th</sup>. The goal this year is to get them up by July 4<sup>th</sup>. Starting next year, they will go up earlier in May and they will be up until Veteran's Day. The cost is \$105 and that is to pay for the sign and the materials to hang them on the poles. These will be hung on Lake Rd. We have a community event going on June 26<sup>th</sup> at the community center. It's a food truck event and 5 food trucks have committed already. There will be tables and music and games, etc. Gary Tollett is going to come and DJ it for us. It will be from 5-7:30pm and is free to attend. Pride Day is this Saturday and we posted on our Facebook the times and things if people wanna meet up and volunteer. The OPWC Board is the board that council passed an ordinance allowing me to join with Pat as my alternate. I had our first meeting last Friday and it was mostly voting and approving the score chart for the next round of funding. I will talk with Pat about if we can apply for any of that funding. I represent all the cities for Lorain County and Avon's mayor does as well. President Rosso asks for the hometown heroes, is that \$105 annually? Mayor Radeff replies no, that is one time and up for two years. Going forward since we will already have the hardware; it should be about half the price next year. Councilwoman Gee asks the Veteran's Service Office for the county has a program where they sponsor part of the expense of the flags, did you apply to them to get any assistance on this? Mayor Radeff responds I talked to VFW and AMVETS and they are going to help. Councilwoman Gee replies Veteran's Service Office is Lorain County veteran's service office, they wouldn't be AMVETS or VFW. Mayor Radeff says if you want to send me the contact, I can reach out to them. Councilwoman Gee says most organizations don't actually require a DD214 form to keep on copy. That's like you asking them to give you their social security card. I just have a concern with such documents. DO they have to just show them or are they being kept on file here? Mayor Radeff replies we are not keeping them, we are just showing them. President Rosso says I assume there's a lot of people that don't have any clue where it is. Is there a way to work around that? Mayor Radeff responds yeah, the chief is heading up that aspect and has a couple options. If you don't have it, we aren't going to say no. Councilman Kovach asks an emailed copy is fine? Mayor Radeff replies yeah. \*Motion by Gee/Second by Kovach to accept the report. Yeas All. / **SERVICE DIRECTOR'S REPORT:** Service Director Hastings reports Pride Day is this Saturday and our service dept. will be open from 8am-2pm. We will have dumpsters available to the public and we will have staff there to help unload and get it into the dumpsters. Should there be senior citizens that have bulky items at their home that they

need, we don't enter the home, but if it's readily available or in the garage, we can help. Call our water dept. We will have clerks on staff that day as well. I would note that we don't allow propane tanks, paint, household chemicals, batteries or tires at our location. Lorain County does have a collection center at 540 S. Abbe. Rd. in Elyria. They are open Mon/Wed/Sat. We are planning work at Erie Shore Park, the boat launch, community center, covered bridge and roadside cleanup. We have supplies at the service dept and are asking volunteers to stop by so we can help to direct them. The governor did award systemic safety grant dollars and Sheffield Lake was a recipient of just under \$1.5 million for our continued efforts of the Lake Front Connectivity Trail. The SS4A has identified a series of areas that are either pedestrian compromised or otherwise dangerous as far as traffic accidents. Specific to Sheffield Lake, we are looking at Abbe and Walker corridor, Lake Breeze and revisiting Ferndale and Harris. Finally, the Ford Motor Company is doing a traffic study as a result of the \$1.5 billion dollar expansion and estimated 1,800 new employees they will have. They expanded that study out into Sheffield, Avon and Sheffield Lake. Hopefully, based on those recommendations, there will be additional grant funds available. We already have grant funds in place for 301 and 6 which will include new traffic signals and pedestrian crossings. Councilman DeBottis asks is there any plans to expand 301 from the Sheffield Lake line? Service Director Hastings replies no, we resurfaced and rebuilt it completely in 2019. Obviously, we didn't take into account the expansion of Ford back then, but most of their traffic is heading south and the congestion is already at 611 and 301. Councilwoman Stark says in front of Guenther Park where the concession stand is, it looks like somebody has dumped a bunch of wood chips out there. Service Director Hastings responds that is engineered wood fiber aka playground mulch. It's for the entire city. It comes by semi, so I had it dumped as close to a truck route as I could and we will be positioning that in all of our parks. We will move on it soon.

\*Motion by Gee/Second by Kovach to accept the report. Yeas All. /**FINANCE**

**DIRECTORS REPORT:** Finance Director Fallis reports on the hometown hero program Sheffield Lake is putting out, as most of you know I reside in Lorain and I have people coming up to me and saying why don't we do something like that in our city? I wanna commend the City of Sheffield Lake for honoring their hometown heroes and other people in our county are taking notice. For the month of April, there were a couple of key deadlines that we needed to meet. One was to report on our AARPA funding to the US Treasury which was due April 30<sup>th</sup>. The other item was we were able to get all of our information to our insurance company to secure an insurance contract for the next year. That was due April 30<sup>th</sup> and runs one year. We also added this year an insurance contract for cyber security. I do have submitted a fund report for April that is in your packet. We are continuing to work with our state auditors who were in today. \*Motion by Gee/Second by Kovach to accept the report. Yeas All. /**LAW DIRECTORS REPORT:** Law Director Graves is excused. President Rosso says with Council #017 and #020, we need to pick one or the other. If it's not going to be #017, we need to untable it and remove it from the agenda. If it's going to be #017, then we need to remove #020.

**CITIZENS COMMENTARY:** *Elfa Schellenberg, 686 Rowellyn* says I am very concerned about this new housing project. I have been over there and looked at it and even knocked on doors and talked to people about sewer/water. With all the problems that this city has in the old, old sewer/water system that we have, I just can't fathom how the city is gonna

provide proper plumbing and sewer for all these homes. It's like 126 homes. Say 4 people live in each one of those homes; that's a lot of showers and a lot of toilet flushing that I don't know if this city can take. I know you've probably gone through all that and you know everything that's going on. I just think it's not talked about enough. It needs to be forefront because this is a great big project. You always hear, you can go back and look on Facebook, and it will come up how many people complain about my sewer this, etc.

What's going to happen with all this extra water and sewer going through? I worry about that and I think everybody should worry. It should be foremost, before you take your dog to Wellington like that guy suggested here a couple weeks ago, to walk your dog. Get sewer and water, because their gonna need it. President Rosso responds that whole project is going through engineering and the sewer, etc. will all be addressed. That won't have a negative impact. More likely, on the storm water side it would help because you're finally gonna get drains put in that they don't have today. They're not just gonna throw houses up and tie into the existing lines. That's what they are working on now and until that gets signed off of by engineering, planning and council, that project has to go through all those steps and they have to convince us. That is a key, if not the top priority, to make sure it doesn't have a negative impact on the current residence's sanitary and storm water.

**Rick Schaffer, 635 Hollywood Ave.** says I wanted to make sure the parking ban doesn't go away. I like the idea of it. The end of my street, the neighbor parked down there for years and it's completely destroyed. If we go back to people parking on the streets, it's gonna be worse. If I had a vote, I would vote to keep the parking ban.

**UNFINISHED BUSINESS:** President Rosso says our topic here is regarding Council #017 which is tabled, which is combining the recreation director and the Civic Center Manager duties. Council #020 which is a separate legislation creating just a recreation director position. Councilman Wtulich says I think the idea was to leave the community center manager and just add the director of recreation. So, remove #017 and vote on #020. President Rosso says that is one of the options. Mayor, if we keep 17 and it's a combined position, do you have a feeling for what you think that rate of pay would be? Mayor Radeff replies it would probably be at the higher end depending on who we picked, more between that \$20-25,000 range if they are gonna be combined. President Rosso asks but we are paying \$20,000 for just a recreation director? Mayor Radeff replies yes. President Rosso asks so, separating the two is an additional \$6,900 to the city? Mayor Radeff replies depending on if we do the \$25, etc. Councilwoman Stark says my concern is if we get rid of #017 and we are doing #020, we are gonna kick this down for 3 more readings. If we are gonna do this, I think everybody on council needs to say this is what we asked for on #020, we don't need to do 3 more readings. We have been discussing this for months. Councilman Cizl says I think it's a good solution. I appreciate Mayor Radeff for coming up with it. I was an advocate of keeping the person on the community center and this solves that problem. President Rosso replies I just want to be clear; this creates two positions. This does not say who is going to fill those two positions. Don't vote on #017 thinking you are gonna keep the current civic center manager. They both could go to one person doing two jobs. This doesn't insure employment for anyone. Councilwoman Gee says I have concerns on #020 that I wish David was here to answer which is why I would like to have it one more time. If you read the way #020 is written, it's not as clear as what the law director said it would be for us. It is much vaguer than he said it was gonna be. I

totally agree that it's a part time position. The part time position not counting the community center is \$20,000? President Rosso replies yeah. Councilwoman Gee asks does that include the \$5,000 they need for expenses to throw an event? President Rosso responds no, that is just salary. Councilwoman Gee asks so half the work is being taken away and they just lost \$5,000? Originally, the mayor wanted to pay them \$25,000 for both jobs. President Rosso replies right. Councilwoman Gee says so they take away one job which is about half the work and they are giving the person \$20,000. President Rosso says I don't know about half the work, that was based on the work load of the civic manager. The thought/discussion has always been the rec director would be about a \$20,000/year position. Councilwoman Gee says considering we just got this a few days ago, I don't think it's ready for an emergency vote on it. Mayor Radeff says we just discussed this at the last meeting, you had 2 weeks to call David and this was given over a week ago. You have had plenty of opportunity. We discussed this exact situation and no one sent me a question, email, nothing. There are no tricks in this ordinance. I took one position out and gave you a set price. We can't keep pushing this down. A rec director can't start in the middle of July when kids go back to school in August. Councilwoman Gee replies I have called David, he hasn't returned my calls. Councilman Wtulich says I think the idea for most people was we were trying to protect that civic center job and this does not do that. With that in mind, to me it makes sense to just combine the two jobs. I think it's better for the city for one person to be able to do both those jobs. It makes more sense financially and they are already there at the civic center. President Rosso asks what's the criteria that we have a successful recreation program? We're talking \$20,000 in salary and probably \$10-20,000 on funding for recreation programs. Now we are committing \$40,000. At some point, what's our expectations? Maybe it's way to early to talk about that yet. Mayor Radeff replies the ultimate goal is to get it to be budget neutral. President Rosso asks what happens if it doesn't work out that way? Mayor Radeff responds than we reevaluate it and maybe get rid of it. We have some things in the works for them to start day one. We already have people wanting to come start the soccer program up, we are starting on events, etc. I'm not just going to keep throwing money into a program if it's not seeing results. President Rosso asks and this position will report directly to you? Mayor Radeff replies yes. President Rosso asks who sets the guidelines for these recreational programs? It's one thing for everyone in this city to pay taxes for their children and adults to have recreation, but it's a whole other thing if you open it up to anybody outside the city to come in. Mayor Radeff responds our goal is first to start out citizen first and then depending on the program, if you don't have enough people, you gotta open up. The goal initially is this is for Sheffield Lake residents. President Rosso says as long as we prioritize our residents, then I'm fine with it. Councilman DeBottis says my concern is if a child in Sheffield Lake can't afford to join these programs, and outside entities can, do we have something in place to make sure no child in Sheffield Lake is left out of any of our programs because of cost? Mayor Radeff replies those are the big considerations and things we talked about. Service Director Hastings states those programs are handled through the recreation director. Supplemental funding is a function of the recreation director. Mayor Radeff says I've already had conversations with groups that are willing to get involved like the Boys & Girls Club which are able to pay for sign ups and things. They already are working with our school district. Even with the baseball league, if people can't afford to sign up, there's other options. We're not gonna turn any kid away.

Councilman DeBottis asks how is it handled with the baseball leagues? Mayor Radeff replies there are a couple options. People actually donate to support kids who can't afford to play, also at the field if someone can't afford it, their family may work five concession stand nights, etc. in exchange. Finance Director Fallis says you asked a very interesting question that got my mind thinking; what would be considered a successful program? I think success, a determining factor would be to increase the number of participants. Children when they participate in sports, learn discipline and how to respect a coach, get along with teammates and create long lasting friendships. Those really are invaluable things that we could help facilitate and grow in our community. Sports is one of those ways to help build character and discipline in our students. Mayor Radeff says we recently applied for a couple grants and they were asking what programs do you have together, etc. It's being able to say we have 600 kids that participate in this program and it will help give us extra points in going for those grants. Also, when we say how can we find creative ways to fund different things, well there's grants out here for accessibility. We can say that in our program 10% of the kids have some sort of disability so we can go after that.

Councilman Wtulich asks do you remember when the high school kid would come to different parks and do recreation for like 4 hours? Service Director Hastings says I was the recreation director in the early 90's and that's exactly what we did. I truly in my heart believe that a recreation program is what all successful cities have. It's not just sports, it is yoga, dancing, cooking, etc. We are so lucky to have all the volunteers through the years who have done these things, but the reality is the taxpayers deserve a successful program. I'm envious of the other communities. President Rosso says with the other communities that have successful recreation programs; they have a lot more money than we do. I'm all for it, it would be great. Mayor Radeff replies that is why we are doing a part time position and not a full time \$100,000 position. Service Director Hastings says every director that I talked to and the research we have, they are at six figures. We are nowhere near that, but I believe we can produce the same results for our community. Councilwoman Gee says for everybody that may not be aware, this year is the 10<sup>th</sup> year of the children's summer arts and crafts. This year we enrolled 40 of Sheffield/Sheffield Lake school district children in those classes. That's been a fun event going on quite successfully and hasn't cost much for the city. That's run by volunteers, most of which are teachers. Hopefully, that's been used in some of the things you've needed as an example as to what our community has been doing. Service Director Hastings replies I certainly didn't mean any disrespect to the volunteers, their programs have been great. I'm just saying they could be more robust; we can do more. President Rosso says there's a lot left to do as far as defining programs, activities, fees, etc. that we can't get to until we set a position. I would trust as we move forward, the mayor will keep us informed/updated. Mayor Radeff says and I don't want you to think I'm going to hire one person to do both positions. I don't want you to think I'm finding a way to get them more. Councilman Kovach says if you look at the figures, whoever gets hired for the position this year will not be collecting the full \$20,000. They will make somewhere between 10-12 because there is only 6 months of the year left. I also feel that two people doing the two different jobs is more ideal until this recreation director gets the program up and running and not have the interference of running the center. President Rosso says we can always act on combining them at a later date. Councilwoman Petrucci says Steve, you said exactly what I've been thinking also. I feel it warrants two positions. Councilman Cizl states there's no doubt our city needs a recreation director.

Next thing down the road, we will need a recreation center. Mayor Radeff has kind of flirted with the idea of perhaps the land across from the community center would be that. When this was brought up about combining the community center with the rec director, I didn't understand why that was even a thought. I always thought our community center is our community center and we have activities and it's booked all the time. Now we want to start a recreation director and I was relieved the city came up with a solution for the two positions. Now you are saying don't think we are saving that job and I'm not sure what you meant by that. President Rosso responds the position will exist, but you cannot assume that the person in that position will still fill that position. Short conversation clarifying if one or two different people would be hired. Councilman Wtulich says all jobs have down time. So, if you have one person doing two jobs, it's more productive. I'm fine either way. \*Motion by Kovach/Second by Cizl to untable Council #017. ROLL CALL TO UNTABLE: Gee, Stark, DeBottis, Cizl, Kovach, Wtulich, Petrucci. Yeas All. \*Motion by Kovach/Second by Cizl to remove Council #017 from the agenda. ROLL CALL TO REMOVE: Stark, Cizl, Wtulich, Gee, Petrucci, DeBottis, Kovach. Yeas All.

**NEW BUSINESS:** Councilwoman Gee says mayor, I sent you a records request to finance, the law director and yourself 35 days ago. It was a very simple request and I still have not gotten an answer. My request was has there been any money spent on a rendition or any such things connected with building a rec center across from the community center. I have yet to get an answer. Mayor Radeff replies all public records request go through David. We are getting together the response. Once David gets back, I'll make sure he puts it as a priority. Councilwoman Gee says that's a long time, 35 days for one question. Mayor Radeff replies you're also not the only records request. It goes in order of how they are received. Councilwoman Gee says I'm sure the mayor is very well aware that the duties of the mayor, part of them, are they shall keep all council fully advised as to the financial condition of the municipality. That is in section 5; duties and powers of mayor. I really would like to see a little more of the financial spending. We are hearing rumors, has the city paid for things for a planned rec center that we are not aware of here on council. Also, has the city paid for a survey or an appraisal of the property adjacent to the property that the city owns across the street from the community center? Has there been any surveys or appraisals that the city has paid for, for someone else's property to consider as buying it? These are questions that I would like answered.

### **ORDINANCES AND RESOLUTIONS:**

**COUNCIL #011- TABLED-** AN ORDINANCE VACATING PORTIONS OF PARKVIEW DRIVE, IVANHOE AVENUE AND FERNDALE AVENUE AND THE DECLARING OF AN EMERGENCY.

**COUNCIL #020- FIRST READING-** AN ORDINANCE ESTABLISHING THE POSITION AND RATE OF PAY FOR THE POSITION OF DIRECTOR OF RECREATION FOR THE CITY OF SHEFFIELD LAKE.

\*Motion by Wtulich/Second by Stark FOR SUSPENSION OF THE RULES.

ROLL CALL FOR SUSPENSION: Kovach, Cizl, Wtulich, Stark, Petrucci.

Nays-Gee, DeBottis.

\*Motion by Kovach/Second by Stark FOR ADOPTION.

ROLL CALL FOR ADOPTION: Stark, Wtulich, Kovach, Petrucci, Cizl.

Nays-Gee, DeBottis.

**Ordinance Passes #18-24**

**COUNCIL #021- FIRST READING - A RESOLUTION AUTHORIZING THE CITY OF SHEFFIELD LAKE, OHIO TO PARTICIPATE WITH THE OHIO DEPARTMENT OF TRANSPORTATION FOR THE PURCHASE OF ROAD SALT FOR THE 2024-2025 WINTER SEASON, AND THE DECLARING OF AN EMERGENCY.**

\*Motion by Gee/Second by Kovach FOR SUSPENSION OF THE RULES.

ROLL CALL FOR SUSPENSION: Wtulich, Kovach, Petrucci, Stark, Gee, DeBottis, Cizl. Yeas All.

\*Motion by Gee/Second by Kovach FOR ADOPTION.

ROLL CALL FOR ADOPTION: Gee, Kovach, Wtulich, Stark, Cizl, DeBottis, Petrucci. Yeas All.

**Resolution Passes #19-24**

**COUNCIL #022- FIRST READING- AN ORDINANCE ESTABLISHING THE RATE OF PAY FOR THE POSITION OF PART-TIME SECRETARY TO THE MAYOR, AND THE DECLARING OF AN EMERGENCY.**

**COUNCIL PRESIDENT:** None.

**MEETING ADJOURNED:** With no further business before this council, \*Motion by Kovach/Second by Wtulich to adjourn at 8:23 PM. Yeas All.

**CLERK OF COUNCIL AFFIRMATION:** This Meeting of The City Council Of The City Of Sheffield Lake, Ohio Was Held And Conducted Under All Rules And Regulations Governing The Sunshine Laws Of The State Of Ohio As They May Apply. All meetings are recorded and available in council offices.

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**CLERK OF COUNCIL/COMMITTEES**

*Brandy Randolph*

I, Brandy Randolph, duly appointed Clerk of Council of Sheffield Lake DO HEREBY CERTIFY that

this is a true and exact copy of the Minutes of

COUNCIL of May 14, 2024.

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**COUNCIL PRESIDENT**

*Rick Rosso*

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**MAYOR**

*Rocky Radeff*