

**MINUTES OF THE CITY COUNCIL  
SHEFFIELD LAKE, OHIO  
June 25, 2024**

This regular meeting of the City Council was held Tuesday, June 25, 2024.  
Council President Rosso called the meeting to order at 7:00 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, videographer.

**READING OF THE MINUTES:**

*Council* - \*Motion by Kovach/Second by Gee to accept the minutes of the June 11, 2024 meeting with any noted corrections. Yeas all.

Work Session- \*Motion by Gee/Second by Cizl to accept the minutes of the June 18, 2024 meeting with any noted corrections. Yeas All.

**CORRESPONDENCE:** None.

**PRESENTATIONS:** None.

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**CITY COUNCIL REPORTS**

*Roads, Drains, Water, Sewer and Refuse:* None. */Safety:* None. */Buildings, Lands, Vehicles & Equipment:* None. */Ordinance:* None. */Finance:* Chairwoman Stark reviews the minutes of the June 18, 2024 meeting. \*Motion by Gee/Second by Kovach to accept the report. Yeas All. */Council Representative to the Joyce Hanks Community Center:* Representative Gee reports next Monday is the Senior Monday Morning Coffee's 4<sup>th</sup> of July party. Children's Arts and Crafts is going well. Remember this Thursday there will be food trucks. I know there has been some confusion because the BBQ place is advertising longer hours, but the mayor already verified what the hours were and it does end at 7:30pm. */Council Representative to the Park Board:* None. */Representative to the Planning Commission:* Representative DeBottis reviews the minutes of the June 12, 2024 meeting. */Council Representative to the Zoning Board of Appeals:* None.

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**ADMINISTRATIVE REPORTS**

**MAYOR/SAFETY:** Mayor Radeff reports the food truck event is Thursday and right now we have about 35 tables of different businesses/groups. We do have 5 food trucks and the Cardinal's mascot and Crusher's Mascot will be there. Kool Kat will also be broadcasting. We should be coming with new hires in the police dept., we still had 2 spots open and should be filling those in the next couple weeks. I did get an email from Coastal Management that they were looking at different vista spots along the lake and they wanted

to list the best vista spots for people to take pictures. They chose Sheffield Lake Boat Launch, Shell Cove Park, Shell Cove Park Beach and Alumni Memorial. They said if we agree to publicize, they would go ahead and label those sites as Lake Erie scenic vistas. They would provide signage so people could see when they drive by and out on their site. They pay for that, there is no cost to the city. President Rosso says Thursday I thought was just a community event with food trucks and Kool Kat, but then you mention something about 35 tables. Mayor Radeff replies we set out tables to help promote local businesses, etc. They will be handing things out, information, etc. \*Motion by Gee/Second by Kovach to accept the report. Yeas All. / **SERVICE DIRECTOR'S REPORT:** Service Director Hastings reports I identified in our Capital Improvement Plan for the sanitary sewers' projects where we camera, clean, reline and grout the sewers. We had put together a pretty comprehensive plan for the entire Padway Development which is Irving Park and the 13 dead end streets. I actually submitted a grant to realize the entire project at about 2 million dollars. Unfortunately, the State of Ohio while they did award 76 projects across the state, Lorain County didn't receive any for sewers. The city did identify it and can fund it ourselves in phases, we will be pursuing that endeavor on our own. It has been my experience that the state sometimes revisits these grants and awards a second round. I'm hopeful it's not forever gone. We currently have requests for proposals for waterline installation in Day Ditch and we're just waiting on contractors to respond. I have contractors set up to do some work in Abbotsford in Mariner's Watch where we have a failed storm sewer. I talked with our contractors for our road program and I still do not have a firm date. The city will be widening Treadway Blvd. south of Richelieu in advance of the permanent paving. Councilwoman Stark asks is there an update on Lake Rd. and 301? We were talking about some different solutions to keep people from driving through the bike lane to make a right-hand turn. Service Director Hastings replies the goal is to use a green paint that is used throughout the state. We have signage and that green paint and that's all scheduled in July. \*Motion by Gee/Second by Kovach to accept the report. Yeas All. / **FINANCE DIRECTORS REPORT:** Finance Director Fallis reports I have two items for tonight. The first is Ordinance #030 and I'm asking you consider passing it tonight so we can go ahead and move forward with making payments on that. The second item I have is I'm asking you to consider adding an ordinance to tonight's agenda which would allow us to report to the Lorain County Auditor's Office our estimated revenue expenses for 2025. If you decide to put it on the agenda, you can do it as a first reading and then the first meeting in July, I would ask you to pass it so we can file it by the due date which is July 19<sup>th</sup>. If you choose not to put it on tonight, I would ask you respectfully to pass that on the first meeting in July. Councilwoman Gee says on #03, when we first talked about that in finance, it was said the \$30,000 might not actually be \$30,000 once this got printed. Law Director Garves replies right. These were deductibles that we were anticipating. At this point, we do not anticipate the deductibles to be in that amount. It will probably be more in the range of \$12-14,000, but there are potentially other damages and claims that may arise throughout the year. \*Motion by Gee/Second by Kovach to accept the report. Yeas All. / **LAW DIRECTORS REPORT:** Law Director Graves reports on the legislation for the evening. Councilman DeBottis asks as far as Encompass Marketing, is that just strictly commission based? Law Director Graves responds yes, it would be a percentage of any sponsorships they would generate for the city. Councilman DeBottis says in the contract under section 2.2, it sounds like it could cost above and beyond the commission

base. Law Director Graves replies this is not a fee, this is out of pocket expenses. Before the contractor would incur any of those costs, they would provide an estimate. So, if they wanted to print up flyers, etc., they would provide the city with an estimate and if the city agreed with it, they would incur that and then be reimbursed for those out of pocket costs. Councilman DeBottis asks did this person already start working for us? Mayor Radeff replies she is helping with obtaining the food trucks and stuff for the event, but she's not working for us until this contract is through. She will be here the next council meeting to answer and questions. Councilman DeBottis asks how is she being compensated for the food truck event? Mayor Radeff responds this was a one time event so we just paid a one time price. The total was \$4,500, but \$1,500 of that was through a NOPEC thing, our part would be \$3,000. Going forward, we wouldn't be paying her to do any events, that would just go through the rec director. Councilwoman Gee asks so, Thursday's event at the community center, not counting the NOPEC money, cost the city \$3,000 to put on? Mayor Radeff replies yes. Councilwoman Gee asks and the food trucks are charging for the residents? Mayor Radeff responds yes. Councilwoman Gee asks the businesses that are going to be there with the tables, are they all Sheffield Lake businesses? Mayor Radeff replies no, they are all from within the vicinity. \*Motion by Gee/Second by Kovach to accept the report. Yeas All.

***CITIZENS COMMENTARY:*** None.

***UNFINISHED BUSINESS:*** None.

***NEW BUSINESS:*** \*Motion by Kovach/Second by Cizl to amend the agenda to include Council #031. ROLL CALL: Kovach, Stark, Wtulich, Gee, Cizl, DeBottis, Petrucci. Yeas All.

### **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 #023- THIRD READING-** AN ORDINANCE AMENDING TABLE 1105-2 OF CHAPTER 1105 OF THE CODIFIED ORDINANCES OF THE CITY OF SHEFFIELD LAKE REGARDING WRITTEN NOTICE OF PLANNING AND ZONING REVIEW PROCEDURES AND THE DECLARING OF AN EMERGENCY.

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

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

***Ordinance Passes #22-24***

**COUNCIL #025- SECOND READING-** AN ORDINANCE INCREASING THE RATE OF PAY FOR THE POSITION OF COMMERCIAL PLANS EXAMINER EFFECTIVE APRIL 1, 2024, AND THE DECLARING OF AN EMERGENCY.

**COUNCIL #026- SECOND READING-** AN ORDINANCE AUTHORIZING THE POLICE CHIEF TO EXCHANGE AMMUNITION WHICH IS NOT NEEDED FOR PUBLIC USE, AND UNFIT FOR THE USE FOR WHICH IT WAS ACQUIRED FOR AMMUNITION AT THE SAME VALUE WHICH IS USABLE BY THE POLICE DEPARTMENT 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.

***Ordinance Passes #23-24***

**COUNCIL #027- FIRST READING - A RESOLUTION AUTHORIZING THE CITY OF SHEFFIELD LAKE TO ACCEPT AND APPROVE THE DONATION OF FUNDS FROM VFW POST NO. 8686 FOR THE SHEFFIELD LAKE HOMETOWN HEROES PROGRAM AND THE DECLARING OF AN EMERGENCY.**

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

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

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

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

***Resolution Passes #24-24***

**COUNCIL #028- FIRST READING- AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH PAULA PITASKY LLC d/b/a ENCOMPASS MARKETING TO SOLICIT AND OBTAIN SPONSORSHIPS FOR THE BENEFIT OF THE CITY AND THE DECLARING OF AN EMERGENCY.**

**COUNCIL #029- FIRST READING - AN ORDINANCE AMENDING SECTION 113.01 OF THE CODIFIED ORDINANCES OF THE CITY OF SHEFFIELD LAKE REGARDING POSTING OF ORDINANCES AND THE DECLARING OF AN EMERGENCY.**

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

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

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

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

***Ordinance Passes #25-24***

**COUNCIL #030- FIRST READING- AN ORDINANCE PROVIDING FOR THE ESTABLISHMENT, INCREASE, AND/OR DECREASE OF CERTAIN FUNDS WITHIN THE ANNUAL APPROPRIATIONS ORDINANCE OF THE CITY OF SHEFFIELD LAKE, OHIO, AND THE DECLARING OF AN EMERGENCY.**

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

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

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

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

***Ordinance Passes #26-24***

**COUNCIL #031- FIRST READING- A RESOLUTION ADOPTING THE TENTATIVE BUDGET FOR THE CITY OF SHEFFIELD LAKE, OHIO FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2025, AND SUBMITTING THE SAME TAX BUDGET TO THE AUDITOR OF LORAIN COUNTY, SECRETARY FOR THE LORAIN COUNTY BUDGET COMMISSION, AND THE DECLARING OF AN EMERGENCY.**

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

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

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

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

***Resolution Passes #27-24***

**COUNCIL PRESIDENT:** None.

**MEETING ADJOURNED:** With no further business before this council, \*Motion by Kovach/Second by Stark to adjourn at 7:34 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 June 25, 2024.

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COUNCIL PRESIDENT

*Rick Rosso*

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MAYOR

*Rocky Radeff*