

**VILLAGE OF CHIPPEWA LAKE
REGULAR MEETING MINUTES – APRIL 13, 2020**

NOTE – THIS MEETING WAS CONDUCTED VIA “ZOOM MEETINGS” DUE TO COVID-19 RESTRICTIONS

Mayor Dodaro called the meeting to order at 7:06 P.M.

A roll call was taken with the following officials present: Lowell (Bud) Hardesty, Barbara Hunter, Alan Robbins, Sarah Arend, Keith Riedel, Ken Demeter, Allan Michelson – Solicitor, Gary Harris – Fiscal Officer; visitors Andy Weimer, Mark Reuter, Kelly Schmetzer, Lisa and Mark Krosse, Laura Gushue, Shane Jenkins, Scott Gold, Bob Williams, Rebecca Roxberry and Chief Hall.

Mark Krosse reviewed how Zoom Meetings work, that the public will be “muted” until the Mayor opens the Meeting for public questions and comments while all those on Council and employees will have open-mics he also stated that no one attending the meeting electronically can use a screen background nor can they activate screen share and if anyone has a question about Zoom Meetings either during or after the meeting they can send him a message via “private chat”

Mayor Dodaro thanked Mark Krosse and Bud Hardesty for setting up “Zoom Internet” and she also thanked the community at large for its understanding and acceptance of this new meeting methodology.

Mayor Dodaro advised everyone that due to State requirements imposed on meetings conducted on-line that the Fiscal Officer will be repeating the names of those who put forth motions as well as conducting roll-call votes on all votes taken to accurately report the names involved and how each member of Council voted for anyone attending the meeting without or losing “viewing” capabilities

The Mayor asked if everyone read and agreed with the March 9th minutes delivered to Council this past Saturday and if there were any corrections, questions or comments – none were offered

Gary confirmed that Alan made the motion to accept the March 9th minutes, and that it was seconded by Sarah. Roll-call vote; Bud –aye, Barb –aye, Alan – aye, Sarah – aye, Keith – aye, Ken – aye.

The Mayor asked if everyone read the April Bill’s for Approval and asked if there were any changes, questions or comments – Gary confirmed no changes

Gary confirmed that Alan made a motion to approve the April Bill’s for payment in the amount of \$11,103.21 and that it was seconded by Ken. Roll-call vote; Bud –aye, Barb –aye, Alan – aye, Sarah – aye, Keith – aye, Ken – aye.

Council Reports:

Safety

Alan reporting:

1. Chief Hall read the Fire Department Incident report for March and confirmed that this is the only page that he has access to tonight – Alan stated that the other pages of the report looked to be in order; Alan confirmed that he did receive and sent to Council the Incident Plan for COVID-19 covering Medina, Brunswick and the surrounding communities and that it offers good protocols for the first responders to follow – Chief Hall confirmed that the intent is for first responders to not go in blind to any emergency calls or calls for assistance and that any calls for COVID-19 are not automatically transported to the Hospital, rather only those with breathing issues are transported; Chief Hall confirmed that back-up plans are in place in the event of any serious decline in available personnel as well as securing local hotels in the event that local Hospitals

**VILLAGE OF CHIPPEWA LAKE
REGULAR MEETING MINUTES – APRIL 13, 2020**

need additional rooms for patients; Chief Hall confirmed that they will accept any donations for PPE although at the moment he is “comfortable” with the level of supplies; Mayor Dodaro raised concerns about the Village not being able to hear the tornado siren during last week’s tornado – Chief Hall confirmed that it is not working in the Village at either the Lions Club nor at Station 2 inside the Village, he confirmed making a service call for the unit at Station 2 and that the siren at the Lions Club is too low and cannot pick-up the signals and that his focus is getting the siren at Station 2 operational; Chief Hall recommends that citizens not depend on the sirens rather all should access the various weather apps for emergency notifications – Sarah asked if the Chief would forward to her information on sourcing these apps so she can put them out on Village web and Facebook sites and Chief Hall confirmed that he would do so

2. read the Police Report and stated that the hours for March were at 87 or 7 hours above target; he also reported that a Parking Violation was issued after the Sheriff attempted to locate the owner to have the car moved to an approved location but they were unsuccessful in their attempt and that the goal is to relocate those vehicles with Parking Violations being the last resort
3. Barb reported that she did install the AED inside the wall cabinet but it appears that the unit is not being put in patrol vehicles by the Sheriff’s department while on duty in the Village; she offered to train anyone wanting such training and Mayor Dodaro asked Gary about his efforts to get the distributor to provide training as offered at the time of sale – Gary reported that he had contacted the seller who did again offer to provide initial training and then COVID-19 hit and all progress, in this regard, was put on hold; Alan stated that he will alert the Sheriff’s department that the unit is available for dispatch into their vehicles while on Village duty

Zoning

Bud reporting:

1. confirmed that Allan sent a letter to the owner of 81 Longacre for non-response to the posted Warning Notice; Allan reported that the owner of 9 Parkway Path had been cited twice in 2018 and paid fines in each case but yet has done nothing to correct the issue at hand and that he is not certain what citing this resident again will accomplish but if that is what Council wants he will certainly do it – Bud suggested towing the vehicle and seado with trailer but Mayor Dodaro stated that we have no agreement with any towing company and Allan stated the reluctance of the Sheriff department to enter private property in such matters – Bud will ask Jim to approach the owner one last time to correct the issue and if nothing happens Allan may file a civil suit and have the owner explain his lack of actions in court; confirmed that the owner at 505 Beachside Blvd. was contacted, the tree limb needing removal was evaluated and it was determined that it would not kill the tree thus the limb will be removed; confirmed that the removal of dead trees in the right-of-way has been delayed due to COVID-19
2. confirmed that the right-of-way concern raised by Andy was satisfactorily resolved
3. asked Council if they had all received a copy of the Chapman Residence (427 Northvale) blueprint and plot plan in Saturday’s pre-meeting handouts and everyone confirmed that they did receive these documents – he explained that due to an 11” incursion into the set-back a variance hearing will need to take place and he confirmed that the owner accepts the need for a hearing at next month’s meeting
4. reported that the approval made on June 11, 2018 allowing construction access for the property owned by H. Wolff and the use thereof resulted in changes to the “grade” in the right-of-way; **Gary confirmed that Bud made a motion to return the “grade” to the pre-construction contour**

**VILLAGE OF CHIPPEWA LAKE
REGULAR MEETING MINUTES – APRIL 13, 2020**

and condition in the right-of-way at 255 Bungalow Bay and that it was seconded by Keith. Roll-call vote; Bud –aye, Barb –aye, Alan – aye, Sarah – aye, Keith – aye, Ken – aye.

5. Allan reported that he has a three-page Zoning Hearing Policy that has been distributed to Council that offers a step by step procedure to handle such hearings and that meets legal standards; **Gary confirmed that Bud made a motion to adopt the Zoning Hearing Policy and that it was seconded by Keith. Roll-call vote; Bud –aye, Barb –aye, Alan – aye, Sarah – aye, Keith – aye, Ken – aye.**

Community Relations

Ken Reporting:

1. confirmed that the Easter Egg Hunt had to be canceled due to COVID-19
2. confirmed that no activities are planned to take place in May and he is hopeful that the Fishing Derby for June will be able to take place as they don't meet in groups
3. Mayor Dodaro congratulated Ken on the successful Safari Hunt, Ken stated that it was the idea of Laura Gushue, and that 100 households participated in this event
4. reported that the mid-May Spring Newsletter will not be published due to no events taking place; Keith asked about the Cardboard Boat Race and Ken said we will have to wait and see
5. Mayor Dodaro asked Mark Krosse if he has anything to report on Save the Lake; Mark reported nothing new although a question had been asked of the Park Department as to why the "Black Flag" was flying for Lake access and he reported that it was due to storm debris in the Lake along with animal fecal matter in the lake resulting in E. coli exposure

Buildings & Utilities

Barbara reporting:

1. confirmed that the backflow testing has been completed although they forgot to turn the water back on when completed and that has now been resolved
2. confirmed that she has reported seven street lights that need replacement to First Energy but they are only working high priority projects at this time due to COVID-19; also confirmed that the "hanging sections of poles" have been removed and that the broken pole on Willow Wood has been replaced
3. confirmed that she has contacted Johnson Controls three times about the security camera replacement costs but has not yet received a call-back; Gary recommended that the payment of uncontested monies should be made to Johnson Controls and she agreed that \$931.31 should be released for payment
4. reported that there were three occasions where both the building and storage shed doors were unlocked – she confirmed the need that everyone must relock all doors when leaving the sites
5. Mark Krosse confirmed that he has received the quote on the pilot program for LED's along Beachside and it was less than \$3,000 but with the stipulation that it be an open-ended order in case they need to charge for unanticipated encounters in the process – Mark reported that he told them this was unacceptable and to come out again to evaluate the work to avoid any adders and was advised that due to COVID-19 they will have to wait before they can return; Mayor Dodaro thanked Mark for his efforts

Parks

Sarah reporting:

1. confirmed delaying all work on the reconditioning of the Pond as well as on the installation of an electric gate for the boat ramp area; confirmed that she does plan to replace the current gate in

**VILLAGE OF CHIPPEWA LAKE
REGULAR MEETING MINUTES – APRIL 13, 2020**

time for the new boat stickers for Lake access when they are generated for the 2022-2024 seasons; confirmed that she does have new keys available for the current boat ramp gate

2. confirmed that Amber Dalakas is returning this year to process beach passes and boat stickers although this year it will all be done via the U.S. Mail as a result of COVID-19; reported that she and Kris are reviewing applications for Beach Attendants as she will be hiring 3-4 replacements this year
3. Alan reported that a group out of Wadsworth built, stocked and installed a Pet Food Station by the parking lot dispenser for Pet waste bags after speaking with Mayor Dodaro who then asked Sarah who is it that restocks those bags and Sarah confirmed that she does that
4. Mayor Dodaro reported that a Beach Attendant from years ago, Florence Zweifel Nardone, recently passed away at the age of 53
5. Mayor Dodaro asked if Sarah was aware that the access gate for the Ski Team was unlocked and Sarah confirmed that she was aware of it and did relock that gate and she is now going to have all locks for the Park keyed the same to simplify the process
6. Allan confirmed that he did send the letter to the second mowing bidder, JTS, announcing the award to another bidder

Streets

Keith reporting:

1. confirmed that no start date for Phase 7 has been determined but the end-of-construction date of June 30th was stated by the contractor and he also confirmed that the contractor is going out for bids for all materials for this project; confirmed that during the construction period for Phase 7, mail will be delivered as normal for the majority of time, there will be a time of road closure and a one (1) week advance notice will be provided to residents who, for a period of 2-3 days will need to pick-up mail at the Chippewa Lake Post Office and not at the Medina Post Office as he and Shelly, at the local Posts Officer, have worked this out
2. stated that Phase 8 was in process but that no construction was yet scheduled; Gary clarified the point that no work can proceed as a Grant for Phase 8 has not been awarded to the Village and the meeting date to determine who to award these Grants to, which was scheduled to take place next month, has been canceled due to COVID-19

Legal

Allan reporting:

1. confirmed that he has zero (0) cases at this time

Finance

Gary reporting:

1. confirmed that last Saturday he distributed the March Bank Reconciliation Report to Council reflecting that all accounts are “in balance” – he asked if there are there any questions or comments – none were offered; he requested **a motion approving the March Bank Reconciliation Report as distributed and authorizing Council to sign the report – he confirmed that Alan made a motion to so move, and that it was seconded by Barb. Roll-call vote; Bud – aye, Barb –aye, Alan – aye, Sarah – aye, Keith – aye, Ken – aye.**
2. confirmed that last Saturday he distributed the March Appropriations Report to Council through March 31, 2020; he asked if there were any questions – none were offered – he asked for **a motion approving Council to sign-off on the Appropriations Report through March 31st**

**VILLAGE OF CHIPPEWA LAKE
REGULAR MEETING MINUTES – APRIL 13, 2020**

signifying Council’s review and agreement with the expenditures, he confirmed that Keith made a motion to so move, and that it was seconded by Barb. Roll-call vote; Bud –aye, Barb –aye, Alan – aye, Sarah – aye, Keith – aye, Ken – aye.

Old Business

Noting to report.

New Business

1. Alan expressed a desire for an agreement stating those areas of agreement pertaining to the helicopter landing zone across from 507 Beachside as well as pointing out missing sections related to Village Ordinances, Zoning and Legal language - Mayor Dodaro stated that this has nothing to do with the Village, thus no agreement is needed – Alan respectfully disagreed with the Mayor as there are issues related to trees in or near the landing zone that are a hazard and not adhering to limitations imposed in a Flood Way; Allan confirmed that he had spoken with the Park District’s attorney who confirmed to him that those trees would be removed and now that he knows that the trees remain he will follow-up with the Park District’s Attorney as well as reviewing the easement; Alan will forward to Allan a copy of the Township agreement between them and the Park District for a landing zone in their area for his reference and review
2. Alan suggested that the Village purchase 6 “Knox lock boxes” at a cost of \$200 each that will allow first responders to enter a home during an emergency call without the need to break a window or knock a door down and these would be in addition to the 2 “Knox boxes” being provided by the Lions club; a discussion ensued covering other options i.e. real estate lock boxes, wall mounted boxes, Brunswick offering similar item but at \$30/resident, a confirmation was received that Medicare will not pay for such items, etc. and at one point suggested that anyone in the Village wanting such a box should be able to ask for one – Gary raised a concern that if you provide this for one resident we open the Village up to a substantial financial exposure in the event that all residents would request such a box; Alan stated that he will table this until the next meeting and do some additional research

Public Participation

1. Mark Krosse advised Mayor Dodaro that she can see those residents participating in the meeting and that she can ask each one if they have any questions or comments; Mayor Dodaro proceeded to call on each resident individually
2. Bob stated that this was an enjoyable meeting
3. Laura thanked everyone who provided masks for first responders and to those who participated in the Safari Hunt
4. Bob reported that his Bill Glasenapp’s wife Connie had a triple bypass this week and that she is doing fine, the Mayor and Council expressed their wishes for her speedy recovery
5. No other comments were offered by those in attendance

There being no further business, Gary confirmed that Alan motioned to adjourn at 8:34 PM, and that it was seconded by Ken. Roll-call vote; Bud –aye, Barb –aye, Alan – aye, Sarah – aye, Keith – aye, Ken – aye.

Mayor Joanne Dodaro

Fiscal Officer, Gary Harris