

VILLAGE OF LAKEWOOD
MINUTES OF THE VILLAGE BOARD MEETING
August 24, 2021

The Village Board Meeting was held in person at RedTail Golf Club along with Zoom viewing. It was called to order at 7:00 p.m. by President Stavropoulos. Present at RedTail Golf Club were Trustees Augustine, Barron, Berman and Runge. Also present were Village Manager Jean Heckman, Village Attorney Scott Puma, Village Clerk Jeanette LoBosco, Chief of Police Mike Roth, Director of Public Works Gary Zickuhr, and many members of the public. In attendance by means of Zoom was Village Treasurer Steve Aronson.

Following the Pledge of Allegiance, the approval for Trustee participation by means of Zoom was established as follows: Trustee Berman, seconded by Trustee Runge moved to approve attendance of Trustee Babischkin by means of Zoom. Voting Aye: Trustees Augustine, Barron, Berman, and Runge. Voting Nay: None. Absent: None. Motion declared carried.

Trustee Augustine, seconded by Trustee Barron moved to approve attendance of Trustee Fischer by means of Zoom. Voting Aye: Trustees Augustine, Barron, Berman, and Runge. Voting Nay: None. Absent: None. Motion declared carried.

PRESIDENT'S OPENING REMARKS: President Stavropoulos provided an update regarding the Oasis Project at Routes 47/176 as continuing to move forward.

The issues previously discussed regarding the road project for Bard Road/Beaver Pond continues to remain unresolved. Direction was given to Village Attorney Scott Puma to put the appropriate parties on Notice.

PUBLIC COMMENTS: Resident Liz Delzell brought attention to the background noise distraction and requested those that would be speaking, speak louder.

President Stavropoulos addressed discussions regarding responsibilities to define those of Treasurer, CPA, and Auditors prior to continuing with Agenda Items. Clarification was provided for current financial practice and procedure.

Village Attorney Scott Puma presented his evaluation in reference to financial review. Clarification to the removal of Approval of Financial Statements from the Consent Agenda will be addressed at the next meeting.

Village Treasurer Steve Aronson spoke of the review performed regarding Financial Statements provided to him through April, 2021.

CONSENT AGENDA. The following were considered and enacted on a single motion by Trustee Barron, seconded by Trustee Augustine:

A. Approval of Minutes

1. August 10, 2021 Village Board Meeting.

B. Bill Lists:

1. Accounts Payable Invoices Dated August 25, 2021 in the Amount of \$155,333.13

C. Request Approval of a Financial Statements

1. Village Financial Statements for the Periods of May 1, 2020 through April 30, 2021
2. RedTail Golf Club Financial Statements for the Periods of May 1, 2020 through April 30, 2021
3. Lake Patrol Financial Statements for the Periods of May 1, 2020 through April 30, 2021

Voting Aye: Trustees Augustine, Babischkin, Barron, Berman, Fischer, and Runge. Voting Nay: None. Absent: None. Motion declared carried.

ITEMS REMOVED FROM THE CONSENT AGENDA: None.

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DISCUSSION OF THE AMERICAN RECOVERY PLAN: Village Manager Jean Heckman spoke regarding the Village receiving \$543,000 (to be distributed in two installments) from the American Recovery Plan. Funds are to be used for projects relating to water/sewer or broadband internet infrastructure.

Public Comment: None.

DISCUSSION ON TREASURER, CPA, AND AUDITOR RESPONSIBILITIES: *This item was addressed prior to approval of Consent Agenda.*

Public Comment: None.

DISCUSSION OF OCTOBERFEST BLOCK PARTY: Village Manager Jean Heckman detailed plans for a block party themed event to be held on Saturday, October 2nd. It will be a community event with little cost to the Village. As Village Staff finalizes details, information will be updated through social media.

Public Comment: None.

DISCUSSION AND CONSIDERATION OF ORDINANCE NO. 2021-22 GRANTING CERTAIN VARIANCES AND DEPARTURES FOR THE PROPERTY AT 2120 SOUTH SHORE DRIVE:

Discussion began with President Stavropoulos reading an email submitted by Planning and Zoning Commissioner Andy Knapp offering explanation as to the decision regarding his voting at the July 26, 2021 Planning and Zoning Commission Meeting.

Property owner Derek DePaul, along with the project contractor Keith DuShane, addressed questions, comments and concerns from the Village Board.

Public Comment: Resident Liz Delzell commented while in the process of constructing her home, she had difficulty following Village Code.

Planning and Zoning Commissioner Bill Wayne recounted the work and rework the petitioner had completed in order for the Planning and Zoning Commission approval.

Trustee Berman, seconded by Trustee Barron moved to approve the request to increase to the maximum Floor Area Ratio from .4, as provided at Chapter 17, Section 10.3-7, up to .49. Voting Aye: Trustees Augustine, Babischkin, Barron, Berman, and Fischer. Voting Nay: None. Absent: None. Abstain: Trustee Runge. Motion declared carried.

Trustee Barron, seconded by Trustee Berman moved to approve the request to increase the height of a dwelling unit from the allowed 30 feet, as provided at Chapter 17, Section 10.3-6, A-2, up to 32 feet. Voting Aye: Trustees Augustine, Barron, Berman, and Fischer. Voting Nay: Trustee Babischkin. Absent: None. Abstain: Trustee Runge. Motion declared carried.

DISCUSSION AND CONSIDERATION OF ENTERPRISE LEASE AGREEMENT FOR THREE (3) POLICE VEHICLES: Prior to discussion, President Stavropoulos disclosed through his employment he has a working relationship with Enterprise.

Chief Roth addressed the Board with concerns regarding police vehicle conditions. Comparison between continued repair, purchase replacement cost along with availability and lease option were discussed.

Public Comment: None.

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Trustee Runge, seconded by Trustee Barron moved to approve the lease agreement from Enterprise Fleet Management. Voting Aye: Trustees Augustine, Babischkin, Barron, Berman, Fischer, and Runge. Voting Nay: None. Absent: None. Motion declared carried.

DISCUSSION AND CONSIDERATION OF TITLE CHANGE FROM CHIEF ADMINISTRATIVE OFFICER TO VILLAGE MANAGER: President Stavropoulos presented the following three items as a collaborative discussion regarding the change of title and responsibilities from Chief Administrative Officer to Village Manager. These items were tabled at the May 11, 2021 meeting and were scheduled to be readdressed once a CPA was secured. CPA services were approved at the July 13, 2021 Board Meeting.

Ordinance No. 2021-10 Amending the Lakewood Municipal Code to Provide for a Village Manager.

Public Comment: None.

Trustee Runge, seconded by Trustee Augustine moved to approve Ordinance No. 2021-10 amending the Lakewood Municipal Code to provide for a Village Manager. Voting Aye: Trustees Augustine, Babischkin, Barron, Berman, Fischer, and Runge. Voting Nay: None. Absent: None. Motion declared carried.

Ordinance No. 2021-11 Amending Section 2.04(B)(2) of the Lakewood Municipal Code Section – Co-Signature to Village Manager.

Public Comment: None.

Trustee Barron, seconded by Trustee Runge moved to approve Ordinance 2021-11 amending Section 2.04(B)(2) of the Lakewood Municipal Code Section – Co-signature to Village Manager Voting Aye: Trustees Augustine, Babischkin, Barron, Berman, Fischer, and Runge. Voting Nay: None. Absent: None. Motion declared carried.

Public Funds Depositor Collateral Security Agreement.

Public Comment: None.

Trustee Augustine, seconded by Trustee Barron moved to approve the Public Funds Depositor Collateral Security Agreement. Voting Aye: Trustees Augustine, Babischkin, Barron, Berman, Fischer, and Runge. Voting Nay: None. Absent: None. Motion declared carried.

DISCUSSION AND CONSIDERATION OF VILLAGE OF LAKEWOOD ORGANIZATIONAL CHART: President Stavropoulos related the presentation of the Organizational Chart is consistent with the title change to Village Manager and the Chief of Police reporting to the Village President and Board.

Trustee Barron observed a discrepancy between the heading of Village Clerk/FOIA Officer and the information on the Village's website.

Attorney Scott Puma addressed the fact that there are inconsistencies throughout the Village's Code that need to be reviewed.

Trustee Berman reviewed current practice needs to be adjusted to follow the Ordinance.

Trustee Babischkin agreed the Village Code needs to be cleaned up. She confirmed that the proposed Organizational Chart does match code approved by the Village.

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Public Comment: None.

Trustee Runge, seconded by Trustee Berman moved to approve the Village of Lakewood Organizational Chart. Voting Aye: Trustees Augustine, Babischkin, Barron, Berman, Fischer, and Runge. Voting Nay: None. Absent: None. Motion declared carried.

DISCUSSION AND CONSIDERATION FOR SERVICES TO INTEGRATE SEVEN (7) LIFT STATIONS INTO THE SCADA (Supervisory Control and Data Acquisition) SERVER: Director of Public Works Gary Zickuhr described the current notification of emergency alarms pertaining to the sewage lift stations. He continued with discussion relating to the benefits to upgrading the current system.

Funding of this type of project can utilize funds received through the American Rescue Plan.

Public Comment: None.

Trustee Berman, seconded by Trustee Augustine moved to approve the waving of bidding process and submitted proposal from Wunderlich Malec to integrate seven lift stations into the Village's SCADA Server at a cost not to exceed \$43,425. Voting Aye: Trustees Augustine, Babischkin, Barron, Berman, Fischer, and Runge. Voting Nay: None. Absent: None. Motion declared carried.

DISCUSSION AND CONSIDERATION OF A THREE (3) YEAR AGREEMENT WITH THIRD MILLENNIUM ASSOCIATES FOR UTILITY BILL AND NEWSLETTER PRINTING SERVICES: Village Manager Jean Heckman provided comparisons regarding current procedures relating to utility billing to that of outside services offered by Third Millennium Associates.

Currently less than 25% of resident homes are utilizing electronic delivery of information. Continued promotion of electronic communication was discussed.

Public Comment: None.

Trustee Berman, seconded by Trustee Barron moved to approve a three year printing and mailing agreement with Third Millennium Associates. Voting Aye: Trustees Augustine, Babischkin, Barron, Berman, Fischer, and Runge. Voting Nay: None. Absent: None. Motion declared carried.

DISCUSSION AND CONSIDERATION OF HOME STATE BANK INTRAFI NETWORK DEPOSITS FOR FDIC ACCOUNT COVERAGE: President Stavropoulos recounted a meeting that was held with representatives from Home State Bank. Attention was made to the Village having several bank accounts with balances over FDIC protection.

Village Manager Jean Heckman added the program helps ease the managing of bank transfers and reconciliations. This is a free service provided by the bank.

Trustee Berman confirmed the program is compliant the FDIC guidelines.

Public Comment: None.

Trustee Augustine, seconded by Trustee Runge moved to approve the Home State Bank IntraFi Network Deposit agreement. Voting Aye: Trustees Augustine, Babischkin, Barron, Berman, Fischer, and Runge. Voting Nay: None. Absent: None. Motion declared carried.

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DISCUSSION AND CONSIDERATION OF POSITIVE PAY WITH HOME STATE BANK: President Stavropoulos stated the meeting with Home State Bank also addressed the concern regarding potential issue for fraud relative to checks issued by the Village.

Village Manager Jean Heckman reported an example of an instance where an account had previously been compromised. This service has a monthly fee.

Public Comment: None.

Trustee Augustine, seconded by Trustee Barron moved to approve Positive Pay service with Home State Bank. Voting Aye: Trustees Augustine, Babischkin, Barron, Berman, Fischer, and Runge. Voting Nay: None. Absent: None. Motion declared carried.

DISCUSSION AND CONSIDERATION OF 2021 ROAD PROJECT TO APPROVE LOW BID FROM ARROW ROAD CONSTRUCTION COMPANY NOT TO EXCEED \$77,532: President Stavropoulos verified this was a project the prior administration included as part of the 2021/2022 Budget for resurfacing to include parts of Warwick Lane and Hampshire Lane.

Discussion addressed concerns of several other roads requiring attention and the continued need to resolve flooding issues within the Gates.

Being that the bid was received well under the budgeted amount, suggestions were given as to possible projects to be addressed with the remaining funds.

Public Comment: None.

Trustee Augustine, seconded by Trustee Runge moved to approve Arrow Road Construction Company bid to not exceed \$77,532 with funds to be used from General Capital Fund 30-10-8410. Voting Aye: Trustees Augustine, Babischkin, Barron, Berman, Fischer, and Runge. Voting Nay: None. Absent: None. Motion declared carried.

REPORTS AND COMMENTS FROM DEPARTMENT HEADS

Chief Roth, thanked the Board and staff for the work relative to obtaining the lease agreement for the police vehicles.

Trustee Berman addressed Chief Roth, thanking him for the great job done on getting the license plates for the golf carts.

Public Works Director Gary Zickuhr also thanked the Board for their support. His department strives to do a good job and with the help of the Board they are able to achieve their goals.

Village Manager Jean Heckman likewise thanked the Board for their continued support, especially to all the items that were presented at the evening's meeting.

With nothing further to discuss, President Stavropoulos moved to adjourn the meeting. Voice Vote: All Ayes: Voting Nay: None. Absent: None. Motion declared carried. The meeting adjourned at 9:35 p.m.

Respectfully Submitted,
Jeanette LoBosco
Village Clerk

Approved: _____ Dated: September 14, 2021