

**Mayfield Village Citizens Advisory Committee
Meeting Minutes
January 27, 2025**

The Citizens Advisory Committee met on Monday, January 27, 2025 at 7:00 p.m. at the Civic Center, 6622 Wilson Mills Road, Mayfield Village, Ohio.

<u>Present:</u>	Bob Haycox	Marilyn LaRiche-Goldstein
	Rosemary Fabrizio	Lorry Nadeau
	Mary Salomon	Sara Calo
	Sandy Batcheller	Patti Ferris
	Joanna McNally	Robert Gessner

<u>Absent:</u>	Monica Syracuse	Mark Granakis
	Maureen Washock	

Also Present: Jennifer Juncisek, Council Representative
Peter Gall, Council Representative
Al Meyers, Council Member
Jerry Kasunic, Resident
Miki Steigerwald, Resident
Frank Stupczy, Service Director
Lisa Lesner, Service Department Executive Assistant
Diane Wolgamuth, Director of Administration

Council Representative Jennifer Juncisek opened the meeting. She introduced Peter Gall as the new Ward 4 Council Representative to CAC and congratulated him on his appointment to Council. Mrs. Juncisek administered the oath of office to the following Committee members who had not yet been sworn in for this year: Rosemarie Fabrizio, Joanna McNally, Sara Calo, Patti Ferris, Lorry Nadeau, Sandy Batcheller and Mary Solomon.

Mrs. Juncisek opened nominations to elect a Committee Chair for 2025. Mrs. Fabrizio nominated Bob Haycox, seconded by Mrs. Nadeau. There were no further nominations. Nominations were closed and Bob Haycox was unanimously approved as the Committee's Chair for 2025.

Approval of Meeting Schedule & Minutes

Mr. Haycox thanked the Committee for electing him as Chair for another year. He reviewed the 2025 meeting schedule that had been previously provided and asked if anyone had any changes. The Committee approved the following meeting schedule:

Monday, Feb 24 @ Fire Station

Monday, March 31

Monday, April 28

Tuesday, May 27 (day after Memorial Day)

Monday, June 30

No Meetings in July or August

Monday, Sept 29

Monday, Oct 27 @ Historical House

Monday, Nov 24

Mr. Haycox asked if there were any changes to the minutes from the Nov 25, 2024 meeting, previously provided for review. There were none and the minutes were approved as written.

Service Department Update

Mr. Haycox introduced Service Director Frank Stupczy and Executive Assistant Lisa Lesner and thanked them for coming to the meeting to provide an update and discuss initiatives at the Service Department.

Mr. Stupczy thanked the Committee for inviting them to the meeting. He invited the members to feel free to ask questions during their presentation. He provided some personal background, describing that he grew up in Mayfield Village and graduated from Mayfield High School in 1997. He worked at the Service Department in 1998 and enjoyed the work, but then moved to Arizona for several years. When he returned to the area in 2006, he went back to work at the Service Department. To address a need in the Village, he became certified as an arborist. Mr. Stupczy explained that the Village had planted many trees when SOM Center Road was widened and many of the trees did not survive because they were not planted correctly. He has since planted many trees in the Village and advised that we do not lose many of them anymore. Mr. Stupczy described that he and the Service Department participate in the Arbor Day Ceremony each year with the Center School students and plant a tree near the school.

Mr. Stupczy continued, stating that he went back to school and graduated in 2018 from Kent State with a Master's degree in Public Administration. He was appointed by Mayor Bodnar as the Service Director this past June. He feels very familiar with the Village from growing up here and the department that he runs from his many years working there.

Mrs. Lesner introduced herself, advising that she answers the phones at the Service Department, so when residents call, they will usually speak with her. She grew up in Bainbridge and began working as a dispatcher in Solon in 1996. She has been married for 25 years and has four children. She began working part-time in the Mayfield Village Dispatch Center in 2017, taking a full-time position there in 2019. Mrs. Lesner stated that she applied for the Service Department position when the former Executive Assistant retired and has been working in that capacity for one year. She handles trash, recycling, brush pickup, etc. and this fall arranged for pumpkin collection.

Mr. Gall asked, "What do you do with the pumpkins?" Mrs. Lesner described that the County had spearheaded a collection to compost them and the Village's collection point had done very well. Mr. Haycox asked what happens with all the Christmas trees that are collected. Mrs. Lesner advised that they are added to the Department's mulch pile.

Mr. Haycox asked about the ordinance that limits the number of trees that can be taken down on a property. Mr. Stupczy described that, several years ago, the tree canopy in NE Ohio became an issue. He stated, "Because the tree canopy is in decline, many cities tried to reduce the number of trees being removed, including Mayfield Village. Taking more than three trees from a property quickly becomes a deforestation issue. Mayfield Village has many very old and large trees. Some people consider them a nuisance because of leaves, etc., and don't realize the benefits they provide. Once they are gone, you can't get them back." He explained that the Village passed an ordinance providing that, if a

property owner wanted to remove three or more trees, 8" or larger at breast height, they need to obtain a permit. "The trick has been getting the word out."

Mrs. Calo mentioned that she had a large tree that looked healthy that was dying on the inside. Mr. Stupczy commented that it can be dangerous and residents should be careful about removing large trees. Mrs. McNally asked if residents can call him to come take a look. Mr. Stupczy advised that he assesses the risk of many trees within the community, adding that "unfortunately, if I step on someone's property, I am liable for anything that comes down." He recommended that residents should call a professional to inspect trees on their property but said he would be happy to do a drive-by inspection.

Mrs. Jurgisek asked if the Village has seen a decrease in the number of trees being removed since the passage of the ordinance. Mr. Stupczy said that people seem to be more aware. "We try to publish the information as much as possible."

Mrs. LaRiche-Goldstein asked if new residents are provided information about these types of ordinances. Ms. Wolgamuth advised that an information packet is mailed to new residents and is also available on the Village's website. She said that she would check to make sure it includes information on the tree removal ordinance. *[Post-meeting note: The community information that is mailed and posted on the Village website includes a list of ordinances that require that permits be obtained. See https://mayfieldvillage.com/wp-content/uploads/2025/01/CommunityInfo_Jan2025rev.pdf]*

Mr. Haycox asked if the Service Department still lends tables and chairs and tools. Mr. Stupczy advised that tables and chairs are still provided but they have changed the process a bit. "Pickup and delivery is now on Mondays as that is more efficient for the Department." Mr. Stupczy added that he continues to try to find better ways to work and make the programs more fair for residents. He stated that the tool rental program was discontinued several years ago because "we found that we were renting dangerous equipment to people who did not know how to use it safely."

Mrs. Batcheller asked about household hazardous waste collections and Mrs. Lesner advised that one is going on this week. She described that collections are scheduled once per quarter and residents can drop off items Monday thru Friday from 7 a.m. to 3 p.m. and Saturdays from 9:00 a.m. to 1:00 p.m. and the week following the collections, everything is delivered to the County so that it is not taking up space at the Service Garage. She added, "We try to keep people advised of collection weeks on the digital board, in the VOV, and on the website."

Mrs. Jurgisek asked if mulch delivery is still a service that is provided. Mr. Stupczy said it was, starting in March. In response to an inquiry from Mr. Gall about bark mulch, Mr. Stupczy advised that only leaf mulch is provided.

Mrs. McNally asked what other services are offered and apologized that she did not know. Mr. Stupczy responded that very few people do and he was hoping to learn more about how residents want to be communicated with. Mrs. Lesner suggested that residents go to the Village website under the Service Department tab, stating that it is an informative site that includes lots of good information. Mr. Stupczy added that they are actively trying to populate the page with more information and Mrs. Lesner reiterated that residents are always welcome to call the Department with questions.

Mr. Stupczy asked if members are familiar with the Civic Ready App and that they can sign up for Service alerts as well as emergency alerts. He stated that he believes this is a good way to push out information quickly and residents can sign up on the website or by calling dispatch.

Mr. Haycox asked about residents who have issues with rodents. Mr. Stupczy responded that the Village recently reviewed the Animal Warden policy. "We felt that the Village was paying to trap animals in situations that we felt were not warranted. When the Animal Warden sets a trap, he must come back to re-bait it every day for a week, and that costs a lot of money." Mr. Stupczy described the updated policy as follows:

- The Animal Warden will remove dead, sick or injured animals. If a large animal dies in your backyard, they will not pick it up unless you bring it to the curb. Remember, nature cleans up dead animal pretty quickly.
- If an animal is causing damage to your home or other structure, or nesting near your home, the Animal Warden will set a trap.
- We will no longer trap animals because they walked through your yard or knocked over a garbage can. This is about providing an equitable service to all residents.
- The Animal Warden will come out and advise residents about ways to keep animals away from their homes, but if residents don't follow his advice and insist on keeping their bird feeders, the Village will no longer pay for trapping.

Mrs. Juncisek commented that when the Animal Warden came out to speak with this group, bird feeders were at the top of the conversation.

Mr. Kasunic asked if the Animal Warden will remove bees that have nested in a wall. Mrs. Lesner responded that the Animal Warden does not deal with that as a special certification is required.

Mr. Gessner asked about the Department's biggest challenges for controlling costs. Mrs. Lesner advised that they have been looking at everything, including switching suppliers and managing manpower differently. Mr. Stupczy added that he has tried to move from paper to digital and finds it is much faster and less redundant. He added that there is always more to learn. Mr. Gessner commented that it is good to have a fresh set of eyes in the Department.

Mr. Haycox stated, "You are doing an outstanding job. Friends and neighbors are saying how great the department has been, especially after that big storm. Leaf pickup this year has also been very good." Mr. Stupczy thanked him and said, "We have three leaf machines out this year, which is much more productive." Mr. Haycox added that he saw employees driving around to assess damaged areas after the storm and doesn't remember seeing that before. Mrs. Juncisek commented that this is the first year she has not received any calls about leaf pickup. Mr. Stupczy advised that they no longer pick up leaves and branches at the same time and separating pickup has increased their speed.

Mrs. Batcheller asked about mailbox repair. Mr. Stupczy responded, "If a plow damages your mailbox, we will fix it. But if the post is rotted out or we can see that a car backed over it, we will not. We try to give the resident the benefit of the doubt but, if a plow hits a mailbox, we can usually tell."

Mrs. LaRiche-Goldstein commented that the plows have been great this year. Mr. Stupczy said, "The guys are extremely fatigued right now, but we have a great group of guys."

Mrs. McNally asked if the sidewalks are still plowed by the Service Department. Mr. Stupczy advised that they plow the sidewalks on main roads, but not in the neighborhoods. "Sidewalks are generally the last thing we do after roads and parking lots. We also plow the greenway trail."

Mrs. Juncisek asked about bulk trash pickup. Mrs. Lesner advised that her VOV article in the upcoming issue is about this exact topic. She explained that large pickups must be scheduled through Kimble and are usually done on Saturdays. She said that more detailed information will be in the VOV and is also available on the website. Mr. Stupczy added that the Service Department dumpster used to be available to residents but some of the people dropping off items looked more like contractors and the practice was stopped. "If residents have an issue, just call us. Kimble does a great job with this." Mrs. LaRiche-Goldstein commented that she saw a tree lawn full of trash when a neighbor was moving, and Kimble picked it all up. Mr. Stupczy responded, "They will get it once, but if it happens multiple times, Kimble will not get it."

Mr. Kasunic asked if Mr. Stupczy foresees any budget issues. Mr. Stupczy advised that he fears we underordered salt this year because we had to guess on tonnage based on usage in seasons past. He indicated that our supply is low, but he feels that we will get through the season. He added, "We have a good in-house mechanic and a relatively new fleet of vehicles, so all is working well right now."

Mr. Haycox asked if more salt could be purchased. Mr. Stupczy advised that none is available so we will continue to use sensible salting practices and reduce usage. Mr. Gall asked about brining or using beet juice. Mr. Stupczy advised that we have tried those methods in the past but they did not work well for our small department.

Mr. Stupczy concluded his presentation, saying that the Service Department is always happy to help and answer any questions.

Council Report

Mrs. Juncisek reported that, since it is the beginning of the year, not much is happening besides annual expenditures, approving budgets, etc. She commented about the changes made to the Animal Warden policy and advised that the retainer is \$1,100 per month. The changes were made to make sure the service was not being abused.

Mrs. Juncisek described that Charter Review Commission is underway this year. It is done every five years and the Mayor and Council Members each appoint a resident to the Commission to review the Charter and propose changes. All changes must go on the ballot in November and three reads of Council are required, so timing is short and the review must be done by June and submitted to the Board of Elections by August.

There being no further business, the meeting was adjourned at 7:55 p.m.

Diane Wolgamuth

Mayfield Village Director of Administration