

COUNCIL CAUCUS MINUTES

Monday, December 1, 2025 – 7:00 p.m.

Mayfield Village Civic Hall -Mayfield Village Civic Center

6622 Wilson Mills Road, Mayfield Village, Ohio

The Council of Mayfield Village met in Caucus Session on Monday, December 1, 2025 in Mayfield Village Civic Hall at the Mayfield Village Civic Center. Council President Schutt called the meeting to order at 7:00 p.m.

Council President Schutt asked, Mrs. Betsa, may I have a Roll Call, please?

ROLL CALL: Present: Mr. Arndt, Mr. Gall, Mrs. Jurcisek, Mr. Marquardt,
Mr. Murphy, Mr. Meyers and Mr. Schutt

Also Present: Mayor Bodnar, Ms. Rich, Mr. Budzik, Mr. Cappello,
Lieutenant Palumbo, Chief Matias,
Mr. Marquart, Mr. Stupczy, Ms. Wolgamuth
and Mrs. Betsa

Absent: Mr. Russell and Mr. McAviney

Council President Schutt stated, please let the record reflect that Mr. Russell and Mr. McAviney are absent and excused from this evening's meeting.

MAYOR

Thank you Council President. I've got a couple of things tonight

First of all, I think everybody knows that Debbie Garbo is retiring effective February 27th so as of today we have started to post for her position so we will keep you all up to speed on what goes on in that process of hiring somebody new.

I also want to thank members of our Service Department and all of our First Responders, especially for everyone who worked over Thanksgiving weekend, Thanksgiving day and especially Friday and there were other days with some bad times. I appreciate everyone's service, keeping the Village safe during that time period. Thank you for that.

And finally, on a sad note, I heard that Mayor Roche, the former Mayor of Richmond Heights, passed away last Friday. I've been looking and I haven't seen anything yet on his funeral services, so I will let you know if I do hear anything.

The rest of my comments I'll reserve as the agenda items come up. Thank you.

Council President Schutt stated, thank you, Mayor Bodnar.

COUNCIL PRESIDENT

I'd just like to wish Councilman Al Meyers a Happy Birthday. His birthday is this coming Thursday, December 4th.

Just a reminder that the next Regular Meeting of Council is scheduled for Monday, December 15th in this room at 7 p.m.

And as Mayor Bodnar mentioned, again, thanks to our First Responders and Service Department for the work over the Thanksgiving holiday. They kept the roads plowed and salted, We appreciate all your hard work.

PENDING LEGISLATION

- **Ordinance No. 2025-17**, entitled, “An Ordinance appropriating funds for current expenses and expenditures of Mayfield Village, Ohio for the period from January 1, 2025 and ending December 31, 2025 and declaring an emergency.” Introduced by Mayor Bodnar. (Finance Department) (First Reading - Read in title only – October 20, 2025; Second Reading – Read in title only – November 17, 2025) (Upon Third Reading and passage, this legislation will take effect immediately upon signature of the Mayor.)

Council President Schutt asked, are there any questions?

There were none.

Council President Schutt stated, Ordinance 2025-17 will move to Third Read at the Regular Meeting of Council on Monday, December 15th.

- **Ordinance No. 2025-18**, entitled, “An Ordinance appropriating funds for current expenses and expenditures of Mayfield Village, Ohio for the period from January 1, 2026 and ending March 31, 2026 and declaring an emergency.” Introduced by Mayor Bodnar. (Finance Department) (First Reading - Read in title only – October 20, 2025; Second Reading – Read in title only – November 17, 2025) (Upon Third Reading and passage, this legislation will take effect immediately upon signature of the Mayor.)

Council President Schutt asked, are there any questions?

There were none.

Council President Schutt stated, Ordinance 2025-18 will move to Third Read at the Regular Meeting of Council on Monday, December 15th.

- **Resolution No. 2025-53**, entitled, “A resolution requesting the Cuyahoga County Fiscal Officer to adjust the amended official certificate of estimated resources for 2025.” Introduced by Mayor Bodnar (Finance) (First Reading - Read in title only – October 20, 2025; Second Reading – Read in title only – November 17, 2025) (Upon Third Reading and passage, this legislation will take effect in conjunction with the passage of Ordinance 2025-17 immediately upon signature of the Mayor)

Council President Schutt asked, are there any questions?

There were none.

Council President Schutt stated, Resolution 2025-53 will move to Third Read at the Regular Meeting of Council on Monday, December 15th.

- **Resolution No. 2025-54**, entitled, “A resolution requesting the Cuyahoga County Fiscal Officer to advance from the proceeds of tax levies for the collection year 2026.” Introduced by Mayor Bodnar (Finance) (First Reading - Read in title only – October 20, 2025; Second Reading – Read in title only – November 17, 2025) (Upon Third Reading and passage, this legislation will take effect immediately upon signature of the Mayor.) (Upon Third Reading and passage, this legislation will take effect in conjunction with the passage of Ordinance 2025-18 immediately upon signature of the Mayor)

Council President Schutt asked, are there any questions?

There were none.

Council President Schutt stated, Resolution 2025-54 will move to Third Read at the Regular Meeting of Council on Monday, December 15th.

NEW BUSINESS

- 1) **Community Partnership on Aging 2026 Renewal (not to exceed 43,000). (Administration)**

Council President Schutt asked, Mayor Bodnar?

Mayor Bodnar stated, thank you, Council President. You should have received in your packets a memo on our renewal amount this year. It's going to be \$41,612. That is an increase of about \$5,000 from last year, mostly for increases in transportation costs. They contract with a company called STC, Senior Transportation Company and pretty much up until now, because of the level of services they provide, it's been hard to find anyone else that can compete with those services. Diane went to the last meeting for me. I believe that Wendy has found another company that may

be providing the same level of services. She is also going to be negotiating with them but for now, this is what we have. Like I said, the amount was \$41,612. We put it up about \$1,400 to \$43,000 as a not to exceed amount, but if there are any unused funds for transportation, we get that back. That will be on the agenda coming up in December.

Mr.. Meyers asked, does Richmond Heights not provide transportation?

Mayor Bodnar replied, I believe they do provide transportation. I don't know.

Mr. Meyers stated, there's no numbers.

Mayor Bodnar stated, I don't know why that is. Do you know, Diane?

Ms. Wolgamuth replied, no.

Mayor Bodnar stated, I can check on that.

Mr. Meyers stated, thank you.

Council President Schutt asked any other questions?

Mr. Murphy asked, the Village portion won't change, correct? The first column? But then the second column is projected transportation costs.

Mayor Bodna replied, right.

Mr. Murphy stated, so we pay that up front. Does that get used?

Mayor Bodnar replied, if we spend less than that, we get the difference back.

Mr. Murphy asked, does anyone know how we did with 2025 projected versus actual?

Mayor Bodnar replied, I'm not sure. Angie, do you know how we did on last year? Did we get money back?

Ms. Rich replied, I believe for 2024 we did receive money back. I don't think we exceeded the amount that we projected to pay.

Mr. Murphy asked, and we get that back.

Ms. Rich replied, I just don't think we paid it, but I'll check to see if they gave it back or if it just came under cost.

Mayor Bodnar stated, okay.

Council President Schutt asked, any other questions?

There were none.

Council President Schutt stated, thank you, Mayor Bodnar. .

2) **Mayfran International – Economic Development Incentive Agreement.
(Administration)**

Council President Schutt asked, Mr. Marquart?

Mr. Marquart stated, thank you, Council President. I'm very excited about this project. I've been nurturing it now for five, close to six years. Mayfran, as you may know, is the Village's fourth largest taxpayer. They've been located on Beta Drive since the early 70's and are actually a subsidiary of the Tsubaki Group from Japan since 2015. They occupy 29,000 square foot office buildings and 117,000 square foot manufacturing facilities, which employ about 200 people. And due to constraints with their existing floor, they can only manufacture one of their two lines of conveyor systems there. The larger system is outsourced. And in order to incentivize that work to come into the Village, we are proposing a two-pronged approach that would encourage the company to expand their facility by 47,000 square feet. And that would be about a \$14.1 million investment, which represents the largest capital investment in the Village since QED about 10 years ago. And when this is all done, it may actually be the largest since Progressive Campus II.

It's a very significant project. And what we're proposing to help close the gap is a five-year municipal income tax rebate, fairly similar to what we did with QED a few years ago, where that would be a flat \$50,000 rebate of municipal income taxes collected by the Village for five years. That's provided the company meets their minimum threshold of \$354,000 per year in taxes to the Village. That would be post-expansion hiring.

And the second incentive that we would be offering the company is a 50% relief against property tax increases for the value of those improvements for a period of 10 years. And that would be under the Community Reinvestment Area that we enacted several years ago.

That portion of the incentive is lagging a little further behind than the income tax rebate. So, for December 15th, we will need to convene the MCIC and discuss and consider the first incentive, which would be a five-year municipal income tax rebate. That property tax relief would then follow in January. I'm happy to take any questions. I can't be more excited about this project.

Mr. Murphy asked, that \$50,000 is per year, correct?

Mr. Marquart replied, it is.

Mr. Gall asked, and the threshold of \$354,000 is what they're paying now?

Mr. Marquart replied, no, that would actually be post-expansion hiring.

Mr. Gall asked, so what are they paying now?

Mr. Marquart replied, unfortunately, Councilman, I don't have that off the top of my head. I can share it with you for sure as early as tomorrow morning.

Mrs. Juncisek asked, do we have any idea of what the value is of the improvements they will be making?

Mr. Marquart replied, we do. So, it looks like the total project will be about \$14.1 million. \$11.6 million of that will be hard construction. And \$2.5 million will be fixtures and equipment. That will also include upgrades to life-safety systems. We've been meeting with Chief Carcioppolo and the Company to ensure that what they do is brought up to Code. It looks like there may have been some deficiencies in the past. Those will be corrected as part of this project.

Mrs. Juncisek asked, and the real estate tax relief will not include that \$2.5 million then, correct?

Mr. Marquart replied, that's correct. It can only provide relief against the hard construction to the property.

Mr. Murphy asked, is there room back there for the expansion?

Mr. Marquart replied, there is. If you have ever been back there, they've got more parking than they need. They will essentially delete one row of parking along the east side of the existing plant. Working with Dan Russell, we've confirmed that post-construction they'll have plenty of room. There's kind of an auxiliary parking field to the south of the office portions that can accommodate the office staff.

Mr. Murphy asked, this doesn't have anything to do with the Beta Overlay District, does it?

Mr. Marquart replied, they actually are taking advantage of some setback relief and some parking relief under the Overlay District.

Mrs. Juncisek asked, how long will it take for this construction to be done?

Mr. Marquart replied, they're looking at 12 to 14 months.

Mr. Gall asked, we're going to give them the rebate as of January 1, 2026?

Mr. Marquart replied, I believe it will kick in at 2027.

Mr. Gall asked, so after the construction is done?

Mr. Marquart replied, correct.

Council President Schutt asked, are there any other questions?

There were none.

Council President Schutt stated, thank you, Mr. Marquart.

3) Reappointment of Engineer. (Administration) (Resolution 2025-60)

Council President Schutt asked, Mayor Bodnar?

Mayor Bodnar stated, thank you, Council President. Again, you had in your packets a short memo on the reappointments of the Engineer, Law Director, and Finance Director. Attached to that was Mr. Cappello's proposal for 2026 with a comparison to the last two years. I believe that he has asked for some very modest and fair increases. In negotiating with Mr. Cappello for that, we also took a hard look at what is covered under the retainer, which is on page 4 of 5 of the Resolution. We clarified that and made it a lot more specific. I think it's easier for both of us to determine what's covered so when billing comes along, this will be easier to follow. Other than the increases and those changes, that's pretty much the substantive changes we made. If you have any questions, we'll be glad to handle them.

Council President Schutt asked, are there any questions?

There were none.

Council President Schutt stated, thank you, Mayor.

4) Reappointment of Director of Law. (Administration)

Mayor Bodnar stated, I am still negotiating with Ms. Calta. She has requested some modest increases. We will be meeting with Diane on Friday. I will get back to you before the next meeting on that.

Council President Schutt asked, any questions?

Mrs. Jurcisek asked, there were rate increases for the Director of Law last year, correct? Did we have increases last year?

Mayor Bodnar replied, the last appointment, yes.

Council President Schutt asked, any other questions?

There were none.

Council President Schutt stated, thank you, Mayor.

5) **Reappointment of Finance Director. (Administration) (Resolution 2025-62)**

Mayor Bodnar stated, this is something we do every two years. That will be on the agenda in December.

6) **Reappointment of Clerk of Council. (Council) (Resolution 2025-63)**

Council President Schutt stated, we will be bringing this forward for December's Council meeting. It will be a two-year term.

7) **2026 Schedule of Council Meetings. (Council)**

Council President Schutt stated, when I reviewed this, I was hoping that we would move the June Council meeting from June 15th to June 22nd. As you know, we hold meetings on the first and third of the month. There's two times throughout the year that we have a three-week period between meetings. So I was hoping to move June 15th to June 22nd. We can discuss that at our Council meeting. Hopefully there's no issues with that.

8) **2026 Council Committee Selections. (Council)**

Council President Schutt stated, for all current Council members, we didn't make any changes. The only change then would be is replacing Councilman Meyers with Councilman Gribino.

If you have any issues or questions with either the schedule of the meetings or the Committee selections, please reach out to Mrs. Betsa or myself.

Are any questions or discussion on the schedule or the Committee selections?

There were none.

9) **2025 Year-End Transfers. (Finance)**

Council President Schutt asked, Ms. Rich?

Ms. Rich stated, thank you, Council President. In your packets, you should have received a memo outlining the 2025 transfers and reclassifications. I'm requesting two changes based on what we passed in the original budget. If you recall in the original budget, I explained that we haven't done many transfers from the General Fund to many of the other funds since the pandemic. If you look at number three, the transfer from the Civic Center Fund, that's this building, I'm requesting that

we increase that transfer from \$100,000 to \$300,000, and that is to cover the chiller that will be needed early this coming Spring. We don't have enough cash in the fund. We've been depleting this fund. The only revenue the Civic Center receives is from the General Fund transfer, so it has no other supporting revenue source.

The other increase is number four. I'm requesting that we increase the transfer from the General Fund to the Capital Improvement Fund. This is to cover capital projects and equipment that we purchase out of that fund. Again, we haven't made any major transfers into that fund, and as we've discussed in previous meetings, the photo enforcement money is still coming in, but it's decreasing every year. I'd like to shore up both of those funds with a little bit larger transfers to cover the upcoming 2026 expenses.

Council President Schutt asked, any questions?

There were none.

Council President Schutt stated, thank you, Ms. Rich.

10) **2026 Yearly Assessment – Workers Compensation. (\$72,779.00) (Finance Department)**

Council President Schutt asked, Ms. Rich?

Ms. Rich stated, thank you, Council President. This is our required Workers' Compensation insurance that we have to have. We typically pay it in December to get the 2% discount. This is a little bit of an increase from last year, but it's not as big as prior years. This amount is based on covered payroll plus claims. We didn't have any major claims, thankfully, this past year, but we've had a few small claims. That's why the increase.

Council President Schutt asked, any questions?

There were none.

Council President Schutt stated, thank you, Ms. Rich.

11) **Payroll and Finance software with a secure VPN connection from 1/1/26-12/31/26. (CIVICA - \$11,133.77) (Finance)**

Council President Schutt asked, Ms. Rich?

Ms. Rich stated, thank you Council President. This is our ERP software that we use in finance for payroll and accounts payable. I am bringing this to you now. We won't pay it until January but we will probably pay it in January before the next Council meeting. This is for support, maintenance and licensing of our current financial software.

Council President Schutt asked, any questions?

There were none.

Council President Schutt stated, thank you, Ms. Rich.

12) **Renewal Agreement with VSP for vision care plan from January 1, 2026 to December 31, 2027. (Finance)**

Council President Schutt asked, Ms. Rich?

Ms. Rich stated, thank you, Council President. As you said, this is a two-year agreement. This is the third renewal that we have had no increase in the vision insurance. This is negotiated by BORMA. I am recommending that we continue on with VSP for vision insurance.

Council President Schutt asked, any questions?

There were none.

Council President Schutt stated, thank you, Ms. Rich.

13) **Responsibility for Roadside Ditches – Chapter 907. (Law Department)**

Council President Schutt asked, Mr. Budzik?

Mr. Budzik stated, yes, thank you, Council President. In your packet, you should have received a memorandum from the Law Department regarding responsibility for roadside ditches. In that, it notes that the Village does not have a detailed ordinance for repair of such roadside ditches. Some are within the right-of-way, some are not. You do have a regulation, Chapter 903, which covers maintenance and repair responsibilities of public sidewalks, driveways, aprons, and tree lawns. To address the responsibility for these roadside ditches and to have a consistent approach and to mitigate any type of potential liability to the Village, the Law Department is recommending and proposing to revise Chapter 907 of the ordinances. This would then detail new provisions addressing the maintenance and repair responsibilities for all roadside ditches in the Village in the same manner as public sidewalks, driveways, aprons, and tree lawns as required in 903. Basically, we took that language and moved it over to 907. You should have a red-lined copy of the proposed revisions in your packet as well.

Mr. Murphy asked, is this taking all the responsibility away from the Village?

Mr. Budzik stated, for any lawsuit, you simply cannot take all the responsibility away in the sense of, could there be a lawsuit against the Village? The answer is yes. That could always happen. We believe that doing this, we put the responsibility, as you see in the revised codifications, that it

would be the responsibility of the landowner for that. That's not to say that someone could come in and try to sue the Village. You would have certain indemnification and/or immunity rights under the general laws as well in conjunction with your ordinances.

Mr. Murphy stated, that sounded like a good legal answer for me. What about stormwater, for instance, like in my development? If the water's running the wrong way in the stormwater and it's all backing up and it's hurting the roads, it's strictly up to the homeowner. I'm looking at Tom and Frank.

Mr. Stupczy replied, I think the intention is to address where people have changed the swale themselves. If I get a call, I go out to a house, there's water in their ditch, they don't know why. I look downstream and someone has blocked a culvert pipe with a retaining wall, which happens. People put things in the swale that have changed the grade of the swale. They clearly have done it because they want to make it look nice, but if they haven't gone through the processes to do it like get the okays from us. I don't know if that answers your question.

Mr. Murphy asked, if water isn't draining correctly not because of anything a homeowner has done?

Mr. Stupczy replied, yes, through natural attrition or if swales fill up with soil.

Mr. Murphy asked, the Village will still step in and help out in that situation?

Mr. Stupczy replied, yes.

Mr. Murphy stated, Frank's saying yes, and I appreciate that Frank, because you're a nice guy, but is that what this is saying?

Mr. Budzik replied, what it's saying is that certain responsibilities are from the landowner. If it does not get repaired, the Village will repair it. It does state that. And then it would go on to the County, and those costs would then be assessed against the landowner.

Mr. Murphy stated, so I'm hearing two different answers then.

Mr. Budzik stated, the question is, will it get done? The answer is yes. Then the question becomes, it's going to be paid for by the Village, and then the landowner would then be assessed. Much like in most communities, they have the grass cutting. If your grass is too high and they don't cut it, you cut it, and then they get charged.

Mr. Meyers asked, does it come into the point where the ditch is on the property owner's property versus the right-of-way?

Mr. Budzik replied, it's on both. Right now, they're on both.

Mr. Meyers stated, that's what I'm saying. Either situation is going to be different.

Mr. Budzik stated, right. If it's in the right-of-way, then obviously-

Mr. Meyers stated, it's covered.

Mr. Gall stated, but if it's not in the right-of-way, the homeowner should be able to fill it.

Mr. Meyers stated, not if it's on the right-of-way.

Mr. Gall stated, like I said, if it's not in the right-of-way, it's a homeowner's property, you should be able to fill it.

Mr. Cappello asked, what ditch are you talking about? You've got to be careful. Ditch and stream are different things. They just can't go into the streams.

Mr. Gall stated, right, but where I'm confused is a sidewalk is not functional for moving water flow. A ditch is. So if over time that ditch fills up because the land settles or whatever, and you start blocking your flow, does the homeowner then have to know and contract someone to come out and dig the ditch to be a certain pitch? Then, if he does that, what about the next homeowner down the line? Because if I drove mine down to whatever it is, and then the next guy, his is taller still, does he then have to keep digging the ditches down until it gets to the sewer? Again, to me, a sidewalk is pretty, and it's got aesthetics, and the trip hazard, I understand. But it's not to move stormwater. I know the ditches on our street are getting to be wonky. They're flatted on the bottom, and they don't flow well.

Mr. Arndt stated, the Service Department fixed mine seven years back because there were some draining issues.

Mr. Gall stated, in the future, they wouldn't. You would have to.

Mr. Murphy stated, that's what I'm trying to determine. Is this taking everything off the Village's plate?

Mr. Gall stated, because if not, my neighborhood may request that sewers be put in with sidewalks. Because we really don't like the ditch. It's a pain to cut.

Mr. Murphy stated, 100%. Agreed.

Mayor Bodnar stated, this is something we can look at again between now and December 15th and maybe put together a memo and have Diane talk about it. I think part of the reason for this is that we want to make it clear that homeowners do have some maintenance responsibilities. We can't rely on the Village to do everything. That was a part of the genesis of this introduction to say, okay, we have in our ordinances you have to take care of your sidewalk. Well if you have a swale in front of your house you have to keep it clean. It can't impede the flow of water by throwing

rocks in there or whatever. We will take another look at it with this conversation in mind and put together something and Diane can talk to us about it again next time around.

Mr. Murphy stated, I think the stormwater comes into play here as well.

Mr. Budzik stated, but as the Councilman noted, it depends upon is it in the right of way or is it not?

Mr. Murphy stated, I think there's a lot of variables involved with this but I feel like you are taking a black and white approach saying it is off the Village's plate entirely which I don't necessarily agree with.

Mr. Budzik stated, understood.

Mayor Bodnar stated, even if it is in the right of way, you still have some responsibility for maintenance like sidewalks.

Mr. Gall stated, I understand cutting the grass, picking up the trash and things like that. That's home ownership, but as far as proper slope and depth overtime.

Mrs. Jursisek stated, things that they don't necessarily have control over.

Mr. Gall stated, right, or they would know to have control over because there is a specification for a ditch. I am sure if you go around and measure people's ditches in front of the houses in the Village now, all the older ones are going to be too shallow.

Council President Schutt stated, all right. So we will look for some more clarification on this. Thank you, Mr. Budzik.

14) Renewal of the yard waste agreement with Progressive. (Service)

Council President Schutt asked, Mr. Stupczy?

Mr. Stupczy stated, this is a renewal of the agreement we had with Progressive this past year for the disposal of their yard waste in our back lot for \$9,000 a year.

Mr. Arndt asked, can you try to bump that up a little bit or no?

Mr. Stupczy replied, it wasn't discussed. It's the same price as last year. The agreement worked really well.

Mr. Arndt asked, I think you could get a little bit more out of them with costs going up.

Mr. Stupczy stated, if you want me to go back and talk about that, we can, but I did not discuss that with them.

Mr. Murphy asked, was it much more work for you Frank with them dropping stuff off?

Mr. Stupczy replied, no, they were responsible and respectful the whole way. They were almost over communicative when they would be in and out. This is our busy season. We are in and out all of the time. We barely noticed them.

Mr. Gall asked, there is going to be no increase in cost when we ship all that out? Or the fee they pay will cover it?

Mr. Stupczy replied, it will cover that. That's why I didn't discuss an increase with them..

Council President Schutt asked, any other questions?

There were none

Council President Schutt stated, thank you, Mr. Stupczy.

Any Other Matters

Council President Schutt asked, are there any other matters to come before Council?

There were none.

Council President Schutt stated, since there are no other matters, the meeting is adjourned. It is 7:31 p.m. Thank you,

Respectfully submitted,

Mary E. Betsa, MMC
Clerk of Council