

CITY OF CHARDON SERVICE COMMITTEE MEETING
Meeting Minutes
August 5, 2025

Service Committee Members Present: Kyle Martin, Andrew Blackley

Also Present:

Paul Hornyak, Public Service Director
Amy Day, Clerk of Council
Doug Courtney, City Engineer
David Lelko, Councilman
Rick Dietz, Hidden Glen HOA

Randy Sharpe, City Manager

Benjamin Chojnacki, Law Director

Kyle Martin, Chairman, called the meeting to order at 3:00 p.m.

APPROVAL OF MINUTES

Mr. Lelko noted a necessary change to the date on the minutes which should be April 9, 2025.

Mr. Blackley moved and Mr. Martin seconded to approve the minutes with the amendment to the date. The vote carried 2-0.

DISCUSS INCREASE TO THE SIDEWALK ASSESSMENT

City Engineer, Doug Courtney, explained that over the last few years, it has been difficult to make the \$50,000 maintenance portion of the sidewalk program cover expenditures, due to construction costs and unit prices which have been on the rise over the last 4 years.

Mr. Courtney explained that the 2025 maintenance program cost is approximately \$90,000 and 2026 is estimated at \$80,000, including engineering and inspection costs. The current sidewalk assessment is \$100,000, which has been divided equally between the sidewalk infill and sidewalk maintenance programs. Staff is requesting the maintenance portion be increased from \$50,000 to \$100,000 per year to account for the rising costs.

Mr. Blackley asked if the \$50,000 would be split for maintenance and infill.

Mr. Sharpe stated that the split would be determined by the need.

Mr. Sharpe stated that infill does not occur every year. The money accrues in the account until there is enough to complete a project.

Mr. Blackley asked the balance in the infill account.

Mr. Hornyak stated that it is likely that because infill projects have been done the last 2 years, there may not be a balance in that account.

Mr. Blackley questioned if the maintenance costs should be decreasing over time.

Mr. Hornyak stated that this was the hope when the program began, however, it has not been the case, adding that the City is obligated to correct sidewalk maintenance issues.

Mr. Blackley stated that he does not have objections to the additional \$50,000 assessment amount with the understanding that whatever is unspent gets carried forward.

Mr. Sharpe noted that the next infill project is Wilson Mills Road to Hidden Glen Trail.

Mr. Blackley moved and Mr. Martin seconded to recommend a \$50,000 increase in the assessment.

The vote carried 2-0.

Mr. Lelko requested staff provide Council with the financial impact to the average homeowner.

DISCUSS DRAINAGE ISSUE AT 116 CEDAR GLEN

Mr. Blackley stated that a resident at 116 Cedar Glen made he and Mr. Lelko aware of an issue he is having in his backyard, where a sinkhole has formed.

Mr. Lelko noted that it has been an issue for a number of years; however, the property owners have changed over the years.

Mr. Hornyak stated his office does not have any previous knowledge of any issues, but staff did go and look at the area. It appears that a neighbor has installed a catch basin that they have modified by installing a patio and landscaping fabric. Regardless, there is no City infrastructure involved, and it appears to be a private property issue. He added that he does not have the property owner's contact information to report this information to.

Mr. Courtney stated that he reviewed the storm water map, and the only City infrastructure is in the public right-of-way and not in the rear yards.

Discussion occurred about possible causes for the sinkhole.

Mr. Blackley asked about staff's response to these types of issues.

Mr. Hornyak stated that staff tries to identify if there is a utility that the City is responsible for. There is a protocol that is followed, and advice and recommendations are often given.

Mr. Blackley asked when these situations reach a level of property maintenance violations.

Law Director Ben Chojnacki stated that it becomes an issue when it becomes a health, safety or welfare issue for the City.

Mr. Hornyak requested the contact information of the resident and stated that he will reach out to him.

DISCUSS THE INSTALLATION OF MISSING SIDEWALKS IN HIDDEN GLEN

Mr. Sharpe stated that the City received an email from a Hidden Glen resident requesting Council take action to enforce the completion of sidewalk at the vacant lot #58 on Fern Way, as the gap is disrupting the continuity of the neighborhood's walkways and poses both a functional and aesthetic issue for the community. He noted that there are other missing segments on Hidden Glen Trail as well.

Rick Dietz, Hidden Glen HOA Secretary/Treasurer, stated that the HOA doesn't have deed restrictions to require the installation of these sidewalks. The homeowner of lot #58 was asked if he would install the sidewalk, but has refused. The other 2 remaining sections are for properties owned by the developer, Payne & Payne and the HOA. He stated that he would like to approach Payne & Payne to request they install the sidewalk at 319 Hidden Glen, and the HOA would install Block "C" of Hidden Glen Trail. He noted that there are other 2 vacant properties that are missing sidewalks; however they dead-end into undeveloped property and having sidewalks there at this time would not provide any benefit. He is looking for leverage from the City to require the 3 parcels to install sidewalks.

Mr. Blackley asked what the legal authority is to make someone install infill sidewalks under the current ordinances.

Mr. Chojnacki stated that he needs to review Council and Planning Commission's action approving the development before providing an opinion.

Mr. Sharpe stated that the City's C.O. §905.51a(1) requires the installation of sidewalks in certain instances dictated by Council.

Mr. Blackley stated that Council can discuss it in August and can decide if they would want to require the sidewalks be installed by Resolution at a future meeting. He requested Mr. Dietz's information be provided to Council.

Mr. Chojnacki stated that he will look at the City's code in more detail in preparation for the discussion.

EXECUTIVE SESSION – none.

ANY OTHER BUSINESS

Mr. Blackley asked the outcome of a resident's complaint regarding a street light.

Mr. Hornyak stated that the Illuminating Co. is checking to see if the light can be redirected or the wattage lowered.

ADJOURN

Mr. Blackley moved and Mr. Martin seconded to adjourn at 4:02 p.m.

The vote carried 2-0.

Respectfully Submitted:

KYLE MARTIN, Service Committee Chairman

AMY DAY, Clerk of Council