

Building Committee Minutes

Special Meeting

5 May 2021

Attending:

Mayor Bill Koons (WK)
Gerald Canton (GC)
Ruth Griswold (RG)
Chris Berger (CB)

Building Department (BD)
Building Committee (BC)

Meeting called to order at 8:08AM by CB. The meeting was held in person and recorded via Zoom.

1. RG updated BC on her progress on fee schedules. RG to provide copies of her review to the Committee.
2. RG stated she is continuing to update permit application forms, create a handbook and flowchart. RG has arranged two additional demos of online software. RG would like to review the flowchart with Planning Commission. RG is looking for help from someone who can format the Flowchart. GC mentioned a potential project for Chagrin Falls High School student? GC will investigate and report back.
3. RG ready to start backup training the end of May. Will coordinate with WK and whatever personnel are to be assigned the backup responsibility.
4. CB reported that the State Auditor was to report on the Village Audit on Friday, May 7th. The Auditor would recommend additional controls for handling funds between the BD and the Fiscal Officer (accounting function). After the meeting, CB and GC to bring recommendations to the BD for consideration.
5. CB reported that the Pool Fence Ordinance changes were passed by Council.
6. Recommendations for fence changes were submitted to Planning Commission for comment.
7. Flowchart issues addressed above.
8. WK advised that the derelict cars issue was being handled by Dave Hocevar and Chief Rizzo. No further action required by the BC.
9. WK reported that Dave Hocevar would present potential Ordinance changes at the BC meeting in June.
10. WK reported that the MC Art request is with the BZA. No further action is required by the BC.
11. WK reported that the Gas Station sign is with Planning Commission and BZA. No further action is required by the BC.
12. WK reported that the hazardous material issue in a commercial tenant in the Village has been addressed. No further action required by the BC.

13. CB reported that Council passed an amended Ordinance regarding the Fire Code. Additional ask from the Fire Prevention Officer regarding fines was discussed by Council. Councilman Carroll to provide suggested language to the Solicitor for review.

CB moved to adjourn the meeting 8:45AM. GC concurred.

Minutes approved by: _____
Christopher J. Berger, Chair