

**VILLAGE OF CUYAHOGA HEIGHTS
COUNCIL WORKSHOP
MAY 23, 2012**

ROLL CALL: BIRO, BLOAM, CONTIPELLI, DUSZYNSKI, FARAGONE, HARRIS

ISSUE 13: Clerk's Update

COMMENTS: Clerk Unger provided Council with a financial overview as of May, 2012. Noted the General Fund balance had grown by approximately \$625,000 since the beginning of the year. Expected General Fund revenue is \$9,093,675. Revenue through May is 45% of estimated revenue indicating the revenue is right on track to hit estimated totals. Transfers totaling \$953,000 must be made from the General Fund by year's end so the increase in the General Fund is normal and needed to cover these transfers. Transfers to consider for 2013 include \$250,000 for the Home Grant Program, \$100,000 for the Sewer Users Fund while keeping the General Fund at \$2,000,000. Recapped the Street Funds (201-204), the balance of \$693,000 can be used for any street related projects. Recapped the Capital Projects Fund (412) and noted the balance is \$625,000. Mayor Bacci noted that some of the 2012 expenses are actually carryovers from the 2011 budget. Discussion of various capital projects and expenses occurred. The available 2012 balance is approximately \$500,000. In summary, the Village is financially sound. Councilwoman Biro noted that the street funds required an increase in appropriations in order to fund the Harvard Road projects. Discussion regarding funding the project and ensuring enough revenue was available occurred. Mr. Unger stated the expense of the project can be divided amongst multiple funds and with the estimated revenue in 2012 the funds would be available. Additional discussion occurred regarding encumbrances, including the police cruisers, garbage cans, lift arms, and Capital Projects fund.

Mr. Unger explained the Village has been approached by LineWeaver, a deferred compensation company at the request of the Fire Department. Legal has stated it is acceptable. Mr. Unger has requested legislation be approved at the next Council meeting. Consensus from Council is to add them as an employee option.

ISSUE 2: Signal Enhancement Upgrades

COMMENTS: Mr. Sciano provided a summary of signal enhancement upgrades and samples from other communities for mast arms and appearances. He noted that there is a signal that is obsolete and must be replaced because of functionality issues. Mr. Sciano explained that to have URS replace in current format it would fall within the \$800,000 of the Harvard Road Project, but to install mast arms it would exceed \$800,000. Mr. Bloam stated he believes it should be the mast arm and fall within the Western Reserve theme of the Village. Estimated cost for a decorative mast arm would run approximately \$60,000 for the larger span. The smaller spans would be \$15,000 for basic galvanized and double for

decorative. Ms. Harris stated that it seems like a significant amount to spend on that portion of town. Mayor Bacci stated the theme of the village is the theme of the village. He added that he believes if the theme is good enough for his street it is good enough for Alcoa's street. Discussion occurred about the project. Mrs. Biro asked that Gate 4 also be considered and Mr. Contipelli noted that if all three gates were considered the cost would rise to approximately an additional \$100,000. Mr. Sciano explained the lanes would be reconfigured to compensate for the size of the poles. Further discussion occurred.

ACTION: Consensus is to have a motion approved to allow URS to act as a traffic consultant and a motion to go out to bid at the July meeting with the decorative masts.

ISSUE 1: Harvard Avenue/Harvard Hill:

COMMENTS: Mr. Sciano explained that the Harvard project is not a full reconstruction. It is basically a mill off similar to the E.49th project with some reconstruction in failing areas and the cost of the lights would be included in the cost. Ms. Biro requested clarification on process for accepting the \$400,000. Mr. Unger and Mr. Greenberg explained once the letter came, a resolution would need to be prepared.

ISSUE 3: Service Department Drive

COMMENTS: Mr. Sciano provided options for concepts to eliminate the driveway, parking concerns and to connect the driveway to the trail. The plan would be to install a mechanical gate that could be locked in the evenings. A second option would be to keep the service department area wide open and eliminate all access to the service garage. The Metro Parks entrance would have their own driveway and eliminate access to Bacci Park. Mr. Sciano explained the entrance would be approximately \$25,000. Rough total expense would be approximately \$50,000 - \$60,000. Discussion of the project occurred.

ACTION: None at this time. A motion by Council will be required in June after the final design is estimated.

ISSUE 4: Storm Water Fee Impact

COMMENTS: Mr. Sciano summarized the method of how the NEORSD storm water fee would be calculated and applied. Mr. Sciano stated the fee was minimal to residential units but may be substantial to businesses. Mr. Sciano stated this is a possible opportunity to partner with the businesses to assist with the fees with the business breakfast coming soon. The Village could consider covering the expense of the evaluation as a service to the business. The second step would be application for the credit and the final part would be work to reduce the fee through approved development/construction. Estimated cost for a business with of 10+ acres would be roughly \$1,500. Mayor Bacci expressed concerns regarding larger businesses especially such as ALCOA, Charter Steel, etc. Discussion occurred and Mr. Sciano explained that the expense could be as high as \$60,000 for a company like ALCOA or Charter Steel. Mr. Contipelli stated it would likely be 6-8 months before this became an issue.

Mr. Sciano updated Council on 2010 & 2011 projects that were not completed. Projects included: E.71st & Grant Avenue intersection paving, Willowbrook storm sewer outfall, intersection and joint repair at Willow Parkway, the gateway landscape grant, Klima Gardens crack sealing. Discussion of various projects, estimates, timelines, and expenses occurred.

ACTION: Consensus is Willow Parkway, Grant Avenue, Bacci Park, E.71st Street projects should proceed as planned in 2012 with multiple estimates for each project.

Mr. Casini updated Council on projects. He noted the projects include the handicap ramp, the Bacci Pavilion ropes, the Police Station canopy, monumental sign at 49th Street, and repairs to the Village Hall.

ACTION: Mr. Casini would provide estimates to Council. Mr. Contipelli suggested using the excess in the General Fund for these projects and plan for these over the next few years.

ISSUE 5: Harvard Road Project Timeline

COMMENTS: Mr. Contipelli noted this question had already been answered, Ms. Biro agreed.

ISSUE 8: Rules Policy for All Committees

COMMENTS: Mr. Greenberg provided Council with an outline of policies for Village run groups. He explained the difference between the Seniors and the CAC, for example noting the Seniors are not an entity of the Village as is the CAC. Mr. Greenberg explained there cannot be one set of rules for Village groups because there are different governing rules for the groups. Mr. Greenberg outlined the proposed rules. Discussion occurred about the rules, trips, events, and activities. A discussion of the makeup of the CAC members occurred.

ACTION: The Mayor and Law Director will create policies based on Council's comments.

ISSUE 9: Grant and E.49th Street Wall

COMMENTS: The estimated cost is \$54,000. Mr. Faragone stated no one wants the wall with the exception of two people. Mayor Bacci explained it was being done not just for the residents but also for the businesses of the community. Mr. Faragone stated he did not tell the residents of this point and added the residents do not want the wall, they don't care about it. Discussion occurred and Mayor Bacci explained the sign's size is proportional to the space it is located in. Further discussion occurred.

ACTION: Consensus is to build the sign later in the year. Council agreed to allow the Mayor to price the project at a cost not to exceed \$50,000.

ISSUE 10: Elevator

COMMENTS: Mayor Bacci explained to Council that Schindler was reviewing their proposal to attempt to price the job under \$50,000 in order to avoid having to prepare competitive bids.

ACTION: Mayor would update Council once the new quote was presented.

ISSUE 11: Beautification Committee Consultant

COMMENTS: Mayor Bacci explained the expense of the consultant was \$8,000 because the intent was to use the consultant as PR in order to send good info to Columbus because there were some ripples about originally awarding the grant because the trail does not tie together with anything yet. Ms. Harris explained the work the consultant did for the Beautification Committee. She lauded his work. Mrs. Duszynski expressed concern over the process of this expenditure. Mayor Bacci explained this was his responsibility and error and in the future he will note to consultants they only have approval for up to \$5,000 unless Finance approves more. Discussion occurred about the processes for the future.

ISSUE 14: Mayor's Update

COMMENTS: Updated Council on letters sent to 4615 & 4620 E.49th Street. The owners have walked away from the properties.

Updated Council on the playground instructor position; Lisa Combs and Mary Menkhaus will split the responsibility.

Shared the issue with the tile at the entrance of Village Hall and the slip problem in the rain. Provided samples of rubber runner. Consensus is not to cover the entire tile area but to place a runner. The Mayor noted the tile is also heaving and cracking. He requested public works meet to discuss issue.

Informed Council the Willow House front roof is leaking. The Mayor will get an estimate to repair.

Updated Council on the security camera installation at Bacci Park.

Dan Volek is doing a good job with the pool.

Noted the passing of Jimmy Crooks' sister and Ms. Collechi passing.

Mayor Bacci provided Council the Newburgh Heights dispatch contract. Mr. Faragone asked if any Newburgh Heights dispatchers were being hired. Mayor Bacci stated there are two full time dispatchers that may return, and if they do they will be hired immediately as part-timers.

Provided Council with the Police Contract and highlighted changes and noted there were only small changes.

Ms. Biro asked where in the contract does it say what happens if Newburgh Heights doesn't pay. Mayor Bacci stated in none of the contracts, past or present does it say anything about defaulting. If they fail to pay, it is breach of contract, it goes to legal. Ms. Biro stated she would hold the Mayor to that.

Ms. Biro asked if there would be legislation to approve the contracts. Mr. Greenberg stated yes. It was clarified that the Newburgh Heights dispatch contract has already been authorized.

Mayor Bacci explained the only applicant for the scholarship fund was Lisa Combs; she will receive the full \$1,000 for the scholarship.

Mr. Greenberg recapped a meeting with GPD and Mrs. Schab's property in reference to an ODOT traffic mast. The bottom line is that it is too close to the ODOT ramp and another traffic mast so it is not possible.

Mr. Greenberg updated Council regarding heading southbound on Rt. 21 from E. 71st Street. ODOT is going to study it, but it will likely be a reach, but there is a possibility.

Mayor Bacci explained the trash can policy is being completed and the cans should go into service within the next two weeks.

Mr. Greenberg noted a planned easement exchange between the Village and the Metro Parks to extend trails resulting in a mutually beneficial exchange.

Ms. Biro was excused from the meeting.

Mr. Contipelli motioned to enter executive session for real estate, personnel, and litigation. Mr. Faragone seconded. All voting aye, motion passed.

Executive Session.

Ms. Duszynski motioned to resume regular session, seconded by Mr. Contipelli. All voting aye, motion passed.

WHEREFORE, there being no further business before this Council, Ms. Harris moved, seconded by Mr. Contipelli that the Work Session Meeting be adjourned. All voting aye, none opposed; motion carried. Meeting adjourned at 11:00 PM.