

**VILLAGE OF CUYAHOGA HEIGHTS  
CAUCUS  
MINUTES  
JULY 8, 2015  
6:00 PM**

**COUNCIL CAUCUS**

**JULY 8, 2015**

Mr. Contipelli called the meeting to order. Clerk Unger called the roll. Those present were, Mayor Bacci, Jon Greenberg, Barbara Biro, Todd Bloam, Renato Contipelli, Marilyn Duszynski, Cheryl Harris, and Lois Henley. Also in attendance were Assistant to the Building Commissioner Kenny LaBella, and Village Engineer Todd Sciano.

The Council was addressed by Suzanne Kripple from the Cuyahoga County Board of Health. She explained that she is the new outreach person for the Board of Health in our District, and talked to Council about all of the programs that they offer to keep our communities healthy such as water protection, vaccine clinics, food protection, and food safety. She told Council that if they ever have any questions from any residents, or information they would like to know more about, they can always call the Board of Health, and they would work to find the answer. Anyone can always call their hotline at 216-201-2000. It is manned 24/7, and we will help you. She thanked Council and left her card to all the Council members if they need to contact her.

**MINUTES:**

June 10, 2015	Caucus
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Ms. Biro asked that in the Caucus minutes she asked a question concerning US Protective Services where the cameras are going, and she would like the minutes to reflect that this service will be going into the old Willow House, not the Kennedy House. Clerk Unger said he will make the change.

Ms. Harris agreed to make the motion to accept the minutes, Ms. Duszynski agreed to second.

**COMMUNICATIONS:**

None at this time.

**PERMITS:**

None at this time

**PURCHASES:**

None at this time.

**FINANCIAL REPORTS:**

Position of Cash Statement June 2015  
R.I.T.A Preliminary report July 2015

Ms. Biro asked the Clerk why there are negative balances in some of the Funds. Mr. Unger explained that is because he has not made the transfers yet. Once they are made the Funds will not be negative. She noted that we passed the legislation in February. Also, the transfer to Capital Projects will not bring it out of a negative. The Clerk explained that once he makes the transfers, and with the revenue we are collecting from traffic fines, the Fund will no longer be a negative balance. Ms. Biro asked if all the purchases we are going to pass today will come out of the General Fund such as the new Server and Exchange. Mr. Unger said they will come out of the General Fund. She asked if they were budgeted, Mr. Unger said yes. Ms. Biro asked about the pavement repairs. Mr. Unger explained that they will be expensed to the 202 street funds.

Ms. Duszynski agreed to make the motion to accept the reports, Mr. Contipelli agreed to second.

**Motion to instruct the Clerk to group the pay resolutions for reading and adoption.**

Mr. Bloam will make the motion to instruct the Clerk to group the pay resolutions for reading and adoption, Ms. Henley will second.

<b>RESOLUTION NO. 2015-56</b>	Payment of Certain Claims:	\$5,391,745.40
	Payroll	
	General Bills	
	(#47982 - #48220)	

Ms. Duszynski agreed to make the motion, Ms. Harris agreed to second.

**RESOLUTION NO. 2015-57**

A RESOLUTION AUTHORIZING THE MAYOR AND CLERK TO ENTER INTO A PURCHASE AGREEMENT WITH PC ALTERNATIVES, LLC FOR THE PURCHASE OF LABOR, HARDWARE, AND SOFTWARE NECESSARY FOR THE VILLAGE TO UPGRADE ITS BUSINESS COMMUNICATIONS PLATFORM TO A MODERN MICROSOFT EXCHANGE ONLINE SERVER

Ms. Meriwether explained that this will give us versatility with our emails and calendars. Everyone will now be able to see the events, appointments, and vacations for everything that is happening in the Village. Everyone will be on the same page, immediately. Mr. Contipelli stated that this will allow you to click on your calendar from your I pad and be able to see everything that is happening in the Village.

Mr. Contipelli agreed to make the motion, Mr. Bloam agreed to second.

**RESOLUTION NO. 2015-58**

A RESOLUTION AUTHORIZING THE MAYOR AND CLERK TO ENTER INTO A PURCHASE AGREEMENT WITH PC ALTERNATIVES, LLC FOR THE PURCHASE OF MONTHLY, CLOUD-BASED SERVICES NECESSARY TO MAINTAIN SHARED DATA AND INFORMATION STORED ON THE VILLAGE'S MICROSOFT EXCHANGE ONLINE SERVER

Ms. Duszynski asked that Ms. Meriwether come in and explain this to Council. Ms. Meriwether explained that it is 7 dollars per user, and we have 50 users (employees), so the monthly cost for backing up all of our information would be 350.00.

Mr. Bloam agreed to make the motion, Mr. Contipelli agreed to second.

**RESOLUTION NO. 2015-59**

A RESOLUTION AUTHORIZING THE PURCHASE OF GENERAL LIABILITY, EMPLOYERS' LIABILITY, EMPLOYEE BENEFITS LIABILITY, LAW ENFORCEMENT LIABILITY, PUBLIC OFFICIAL AND EMPLOYMENT PRACTICES LIABILITY, AUTOMOBILE COVERAGE, PROPERTY COVERAGE, AND ADDITIONAL INSURANCE COVERAGE FROM LOVE INSURANCE AGENCY

Clerk Unger stated that amount this year is \$14,000 less than last year. Mr. Hickey from Love Insurance shopped our plan out and got a much lower rate. This does not include the policy for the CIC. Mr. Bloam asked to look at page 12 of the policy. For the gazebo in front of the pool, it is insured for \$7,231.00, and we just paid \$10,000 to erect a new one. Mr. Unger said he will get that adjusted.

Ms. Henley agreed to make the motion, Ms. Harris agreed to second.

**RESOLUTION NO. 2015-60**

A RESOLUTION RESTATING THE PENSION  
PICK-UP PLAN FOR VILLAGE EMPLOYEES WHO PARTICIPATE IN THE OHIO POLICE  
& FIRE PENSION FUND; AND DECLARING AN EMERGENCY

Ms. Duszynski asked if we did this last year. Mr. Unger told Council that we did do it last year, but it moved up again this year, and we need to adjust it again. Ms. Henley asked if the elected officials get this. Mr. Contipelli said elected officials never got pension pick up.

Ms. Duszynski agreed to make the motion, Ms. Henley agreed to second.

**RESOLUTION NO. 2015-61**

A RESOLUTION AUTHORIZING THE MAYOR AND CLERK TO ENTER INTO AN  
AGREEMENT WITH THE CLEVELAND CLINIC FOUNDATION FOR THE  
IMPLEMENTATION OF A MOBILE STROKE TREATMENT UNIT AT CERTAIN  
VILLAGE EMS 9-1-1 EMERGENCY SITES

Ms. Duszynski asked to explain this Resolution. The Mayor explained that the City of Independence wants to house this unit; it will not be housed in Cuyahoga Heights. It is not like any other squad, it is basically a mobile hospital. Our Village will have access to this unit if we needed it anytime. Mr. Contipelli asked if our guys show up for a call, and someone is having a stroke, we can call them and they will come out. The Mayor said yes, we would have access to this unit at all times, but won't sit in our Fire House. Mr. Bloam said he witnessed this unit first hand, and they can do mobile cat scans and administer medicine right there.

Ms. Henley agreed to make the motion, Ms. Harris agreed to second.

**RESOLUTION NO. 2015-62**

A RESOLUTION ACCEPTING THE BID OF  
KONSTRUCTION KING, INC. FOR 2015 FULL DEPTH RIGID PAVEMENT REPAIRS  
AND CATCH BASIN RECONSTRUCTION ON WILLOW PARKWAY IN THE VILLAGE  
OF CUYAHOGA HEIGHTS

Ms. Henley asked if they are doing catch basins, could they do the catch basin on Bletch Court. The Mayor stated that Mr. Waldemarson has Valley View Cement scheduled to do it, they just have not been able to get to it yet. Ms. Duszynski asked if it was unusual for the bids to be so far apart. Mr. Sciano explained that the company with the high bid probably just didn't want to do it. He feels we were lucky to get two bids under \$50,000.00. He explained that pricing is through the roof, materials are up and a lot of companies are too busy to do the small jobs.

Mr. Bloam agreed to make the motion, Mr. Contipelli agreed to second.

**RESOLUTION NO. 2015-63**

A RESOLUTION ACCEPTING THE BID OF  
NORTH COAST PAVING FOR PARTIAL DEPTH FLEXIBLE PAVEMENT REPAIRS ON  
EAST 71<sup>ST</sup> STREET AND CANAL ROAD IN THE VILLAGE OF CUYAHOGA HEIGHTS

Mr. Sciano explained the area on Canal Road that will be fixed.

Mr. Contipelli agreed to make the motion, Ms. Duszynski agreed to second.

**RESOLUTION NO. 2015-64**

A RESOLUTION AUTHORIZING THE MAYOR AND CLERK TO  
ENTER INTO A CONTRACT WITH UNIFIRST CORPORATION FOR UNIFORM  
SERVICES

Ms. Biro asked the Mayor if anyone has come to him with complaints concerning the way the uniforms have come back from being cleaned. The Mayor said he has had no complaints. She asked the Mayor to look into it. The Mayor said he will talk to Scotty and find out if there are any issues.

Mr. Bloam agreed to make the motion, Ms. Harris agreed to second.

## **OTHER BUSINESS:**

Motion to approve the appointment of Kristy Neff as our new hire for Payroll as of Monday, July 27<sup>th</sup>.

Ms. Harris stated that she feels that Ms. Neff is going to be really good for this position, but she wonders if she really needs to have 5 ½ months training, and asks all of Council what they think. She feels it is a lot of time.

Ms. Dsuzynski stated that she respects the amount of time that the Mayor and staff put into the process of hiring this person, but she was uncomfortable with the timing of the hire.

The Mayor gave an example of a new hire recently for RITA. Our friend Connie who helps us with Payroll when we have problems has a new hire one year before she is retiring. He does not think it is too long. He explained that not only do we have to train Ms. Neff; we also will be training Ms. Meriwether in Finance to replace Mr. Elkins. The Mayor believes that with all this training, 5 months is not out of the question, and the impact on the budget is minimal. Also, Ms. Neff is coming in at an entry level pay, she is not coming in at the top rate. The Mayor also stated that this position wears many hats, not just Payroll, and we want to get her acclimated to everything at the Town Hall. We will have her sitting with Ms. Wendy for a while learning everything that she does, and getting to know the personalities involved.

The Mayor stated that with Councils approval, Ms. Neff will start on July 27<sup>th</sup>. He guaranteed Council that there will only be two people in the Payroll/Finance offices, come January 1<sup>st</sup>. Council all agreed that July 27<sup>th</sup> was a good time for Ms. Neff to start training.

Ms. Henley agreed to make the motion, Ms. Biro agreed to second.

Motion to go into the CIC.

Mr. Contipelli will make the motion, seconded by Mr. Bloam.

Motion to come out of the CIC.

Mr. Bloam will make the motion, seconded by Mr. Bloam.

Mr. Unger went over the CIC, and had a conversation with Council concerning the Insurance Policy for the members of the CIC. Mr. Unger and Mr. Greenberg both recommended that the policy be bought for \$1,329.00 per year for the next two years. Council agreed.

## **MAYORS REPORT:**

The Mayor asked Council to go into Executive Session for real estate matters.

Mr. Contipelli made the motion, seconded by Ms. Duszynski. All in favor, none opposed. Motion passed.

Mr. Contipelli made the motion to come out of Executive Session, seconded by Ms. Duszynski.  
All in favor, none opposed. Motion passed.

Caucus ended at 7:15 pm.

**VILLAGE OF CUYAHOGA HEIGHTS  
COUNCIL MEETING  
MINUTES  
JULY 8, 2015  
7:00 PM**

**COUNCIL MEETING**

**JULY 8, 2015**

Mayor Bacci called the meeting to order. Clerk Unger called the roll. Those present were, Barbara Biro, Todd Bloam, Renato Contipelli, Marilyn Duszynski, Cheryl Harris, Lois Henley. Also present were Service Director Scott Waldemarson, Police Chief Brian Sturgill, Fire Chief Neal Cash, Head Dispatcher Barb Cash, Law Director Jon Greenberg, Administrative Assistant Lee Ann Schoeffler, Assistant to the Town Hall Angel Meriwether, Assistant to the Building Commissioner Ken LaBella, Building Commissioner Norm Casini, and Engineer Todd Sciano.

**ROLL CALL: Biro, Bloam, Contipelli, Duszynski, Harris, Henley**

**MINUTES:**

June 10, 2015           Caucus  
June 10, 2015           Council Meeting

Ms. Harris made the motion to accept the minutes as prepared and place them on file, seconded by Ms. Duszynski. Biro, Bloam, Contipelli, Duszynski, Harris, Henley in favor, motion carried.

**COMMUNICATIONS:**

None at this time.

**PERMITS:**

None at this time

**PURCHASES:**

None at this time.

**FINANCIAL REPORTS:**

Position of Cash Statement June 2015  
R.I.T.A Preliminary report July 2015

Ms. Duszynski made the motion to accept the reports as prepared, seconded by Mr. Contipelli. Bloam, Contipelli, Duszynski, Harris, Henley Aye, Biro voted Present.. Motion carried.



**LEGISLATION:**

**Motion to instruct the Clerk to group the pay resolutions for reading and adoption.**

Mr. Bloam made the motion to group the pay resolutions for reading and adoption, seconded by Ms. Henley. All in favor, none opposed. Motion carried.

<b>RESOLUTION NO. 2015-56</b>	Payment of Certain Claims:	\$5,391,745.40
	Payroll	
	General Bills	
	(#47982 - #48220)	

Ms. Duszynski moved, seconded by Ms. Harris that the rules be suspended and the Resolution be placed on third and final reading. Biro, Bloam, Contipelli, Duszynski, Harris, Henley voting aye for suspension of the rules. Contipelli, Duszynski, Harris, Henley voting aye for the adoption, Biro voted Present, motion carried.

**RESOLUTION NO. 2015-57**

A RESOLUTION AUTHORIZING THE MAYOR AND CLERK TO ENTER INTO A PURCHASE AGREEMENT WITH PC ALTERNATIVES, LLC FOR THE PURCHASE OF LABOR, HARDWARE, AND SOFTWARE NECESSARY FOR THE VILLAGE TO UPGRADE ITS BUSINESS COMMUNICATIONS PLATFORM TO A MODERN MICROSOFT EXCHANGE ONLINE SERVER

Mr. Contipelli moved, seconded by Mr. Bloam that the rules be suspended and the Resolution be placed on third and final reading. Biro, Bloam, Contipelli, Duszynski, Harris, Henley voting aye for suspension of the rules. Biro, Bloam, Contipelli, Duszynski, Harris, Henley voting aye for the adoption, motion carried.

**RESOLUTION NO. 2015-58**

A RESOLUTION AUTHORIZING THE MAYOR AND CLERK TO ENTER INTO A PURCHASE AGREEMENT WITH PC ALTERNATIVES, LLC FOR THE PURCHASE OF MONTHLY, CLOUD-BASED SERVICES NECESSARY TO MAINTAIN SHARED DATA AND INFORMATION STORED ON THE VILLAGE'S MICROSOFT EXCHANGE ONLINE SERVER

Mr. Bloam moved, seconded by Mr. Contipelli that the rules be suspended and the Resolution be placed on third and final reading. Biro, Bloam, Contipelli, Duszynski, Harris, Henley voting aye for suspension of the rules. Biro, Bloam, Contipelli, Duszynski, Harris, Henley voting aye for the adoption, motion carried.

**RESOLUTION NO. 2015-59**

A RESOLUTION AUTHORIZING THE PURCHASE OF GENERAL LIABILITY, EMPLOYERS' LIABILITY, EMPLOYEE BENEFITS LIABILITY, LAW ENFORCEMENT LIABILITY, PUBLIC OFFICIAL AND EMPLOYMENT PRACTICES LIABILITY, AUTOMOBILE COVERAGE, PROPERTY COVERAGE, AND ADDITIONAL INSURANCE COVERAGE FROM LOVE INSURANCE AGENCY

Ms. Henley moved, seconded by Ms. Harris that the rules be suspended and the Resolution be placed on third and final reading. Biro, Bloam, Contipelli, Duszynski, Harris, Henley voting aye for suspension of the rules. Biro, Bloam, Contipelli, Duszynski, Harris, Henley voting aye for the adoption, motion carried.

**RESOLUTION NO. 2015-60**

A RESOLUTION RESTATING THE PENSION PICK-UP PLAN FOR VILLAGE EMPLOYEES WHO PARTICIPATE IN THE OHIO POLICE & FIRE PENSION FUND; AND DECLARING AN EMERGENCY

Ms. Duszynski moved, seconded by Ms. Henley that the rules be suspended and the Resolution be placed on third and final reading. Biro, Bloam, Contipelli, Duszynski, Harris, Henley voting aye for suspension of the rules. Biro, Bloam, Contipelli, Duszynski, Harris, Henley voting aye for the adoption, motion carried.

**RESOLUTION NO. 2015-61**

A RESOLUTION AUTHORIZING THE MAYOR AND CLERK TO ENTER INTO AN AGREEMENT WITH THE CLEVELAND CLINIC FOUNDATION FOR THE IMPLEMENTATION OF A MOBILE STROKE TREATMENT UNIT AT CERTAIN VILLAGE EMS 9-1-1 EMERGENCY SITES

Mr. Contipelli asked Chief Suhy how long it would take for this unit to arrive on the scene when needed. Chief Suhy said that they would be called immediately when the dispatcher gets the call, and they could be there at the same time as our Fire Department.

Ms. Henley moved, seconded by Ms. Harris that the rules be suspended and the Resolution be placed on third and final reading. Biro, Bloam, Contipelli, Duszynski, Harris, Henley voting aye for suspension of the rules. Biro, Bloam, Contipelli, Duszynski, Harris, Henley voting aye for the adoption, motion carried.

**RESOLUTION NO. 2015-62**

A RESOLUTION ACCEPTING THE BID OF KONSTRUCTION KING, INC. FOR 2015 FULL DEPTH RIGID PAVEMENT REPAIRS AND CATCH BASIN RECONSTRUCTION ON WILLOW PARKWAY IN THE VILLAGE OF CUYAHOGA HEIGHTS

Mr. Bloam moved, seconded by Mr. Contipelli that the rules be suspended and the Resolution be placed on third and final reading. Biro, Bloam, Contipelli, Duszynski, Harris, Henley voting aye for suspension of the rules. Biro, Bloam, Contipelli, Duszynski, Harris, Henley voting aye for the adoption, motion carried.

**RESOLUTION NO. 2015-63**

A RESOLUTION ACCEPTING THE BID OF NORTH COAST PAVING FOR PARTIAL DEPTH FLEXIBLE PAVEMENT REPAIRS ON EAST 71<sup>ST</sup> STREET AND CANAL ROAD IN THE VILLAGE OF CUYAHOGA HEIGHTS

Mr. Contipelli moved, seconded by Ms. Duszynski that the rules be suspended and the Resolution be placed on third and final reading. Biro, Bloam, Contipelli, Duszynski, Harris, Henley voting aye for suspension of the rules. Biro, Bloam, Contipelli, Duszynski, Harris, Henley voting aye for the adoption. Motion carried.

**RESOLUTION NO. 2015-64**

**A RESOLUTION AUTHORIZING THE MAYOR AND CLERK TO  
ENTER INTO A CONTRACT WITH UNIFIRST CORPORATION FOR UNIFORM  
SERVICES**

Mr. Bloam moved, seconded by Ms. Harris that the rules be suspended and the Resolution be placed on third and final reading. Biro, Bloam, Contipelli, Duszynski, Harris, Henley voting aye for suspension of the rules. Biro, Bloam, Contipelli, Duszynski, Harris, Henley voting aye for the adoption, motion carried.

**OTHER BUSINESS:**

Motion to approve the appointment of Kristy Neff as our new hire for Payroll as of Monday, July 27<sup>th</sup>.

Ms. Henley made the motion, seconded by Ms. Biro. All in favor, none opposed. Motion carried.

Motion to go into the CIC.

Mr. Contipelli made the motion to go into the CIC, seconded by Mr. Bloam. All in favor, none opposed. Motion carried.

Motion to come out of the CIC and into the regular business meeting.

Mr. Bacci, seconded by Mr. Bloam to come out of the CIC and move into the regular business meeting. All in favor, none opposed. Motion carried.

Ms. Biro was excused from the rest of the meeting for personal reasons.

**MAYOR AND COUNCIL REPORTS:**

**MAYOR BACCI:**

Mayor Bacci hoped everyone had a great Fourth of July weekend.

He explained that the City of Cleveland will be resurfacing Harvard Avenue from E. 55<sup>th</sup> to E. 71<sup>st</sup> beginning July 6<sup>th</sup>, and should last approximately 6 months.

Our Blue Wave Swim Team has their first home meet tomorrow, Thursday July 9<sup>th</sup>, at 6:00 pm against Seven Hills, so please come out and show your support.

Don't forget our rescheduled Village wide garage sale on July 11<sup>th</sup> from 8:00 am to 3:00 pm. Keep your fingers crossed it doesn't rain!

Also that evening at 9:00 pm we will be holding our first Family Movie Night at Bacci Park. We will be showing How To Train Your Dragon, and it's free. The concession stand will be open for all your snack food needs.

You might see a lot of Boy Scouts at Bacci Park all next week. We have allowed the Greater Cleveland Council to hold their yearly "Cub Scouts Day Camp" which will run Monday through Friday from 8:00 am to 5:00 pm. Daily activities will be archery, crafts, wood carving, and hiking just to name a few.

July birthday wishes to employees: David Lukas – July 2 -- who shares a birthday with me; Rick Henley - July 5; Councilwoman Marilyn Duszynski - July 10; Jude Kaliszewski - July 14; Tony Dorris - July 17; Bob Guilfoyle - July 23; Frank Domzalski July 26; and Fire Chief Michael Suhy - July 27.

Congratulations to Don Pallini who celebrated his 31<sup>st</sup> anniversary as a Firefighter on July 2 and to Angel Meriwether for her 5<sup>th</sup> anniversary on July 6<sup>th</sup> at the Village Hall.

**MR. BLOAM:**

Nothing at this time.

**MR. CONTIPELLI:**

Thinks the town looks great and wanted to thank everyone for doing an outstanding job.

**MS. DUSZYNSKI:**

Thinks that the flowers that we have throughout the Village look gorgeous this year.

**MS. HARRIS:**

Told everyone that she took her grandchild to the Bacci Park concession stand this summer, and had a great time. She wished more residents used the park because it is wonderful.

**MS. HENLEY:**

Asked Mayor Bacci if we could get something down to Bacci Park for the residents to sit on during the movie night. Scott Waldemarson said that if it is wet they could put a tarp down.

Asked Mayor Bacci to put something in the newspaper that we are not tearing down the pavilion at Klima Gardens. She constantly gets asked if we are going to tear it down, and she tells them no.

We will have a Village shredding day on the 18<sup>th</sup>.

**FIRE CHIEF SUHY:**

Nothing at this time.

**HEAD DISPATCHER CASH:**

Nothing at this time.

**SERVICE DIRECTOR SCOTT WALDEMARSON:**

Nothing at this time.

**POLICE CHIEF STURGILL:**

Nothing at this time.

**LAW DIRECTOR JON GREENBERG:**

Nothing at this time.

**CLERK UNGER:**

Nothing at this time.

**ADMINISTRATIVE ASSISTANT TO THE MAYOR LEE ANN SCHOEFFLER:**

Nothing at this time.

**ASSISTANT TO THE TOWN HALL, ANGEL MERIWETHER:**

Thanked Council for passing legislation to update the computer system.

**ENGINEER TODD SCIANO:**

Nothing at this time.

**ASSISTANT TO THE BUILDING COMMISSIONER KENNY LABELLA:**

Nothing at this time.

**COMMENTS FROM THE AUDIENCE:**

No comments from the audience.

WHEREFORE, there is no further business before this Council, Ms. Henley moved, seconded by Ms. Duszynski that the Council Meeting be adjourned at 8:45 p.m. All voting aye, none opposed: motion carried.