

**MINUTES
VILLAGE OF CUYAHOGA HEIGHTS
CAUCUS
JANUARY 10, 2018
6:00 PM**

COUNCIL CAUCUS **JANUARY 10, 2018**

Ms. Harris called the meeting to order. Clerk Unger called the roll. Those present were, Mayor Bacci, Ben Chojnacki, Clerk Unger, Barbara Biro, Todd Bloam, Rick Centa, Renato Contipelli, Cheryl Harris, and Matt Schoeffler. Also in attendance were Building Commissioner Norm Casini, Assistant Building Commissioner Ken Labella, Village Engineer Todd Sciano.

COMMUNICATIONS:

None at this time.

PERMITS:

None at this time

PURCHASES:

None at this time.

MINUTES:

December 13, 2017	Caucus
December 13, 2017	Council Meeting

Mr. Bloam agreed to make the motion to accept the minutes, Mr. Schoeffler agreed to second.

FINANCIAL REPORTS:

Cash Position Statement December 2017
R.I.T.A Preliminary report January 2018

Mr. Centa agreed to make the motion to accept the reports, Mr. Bloam agreed to second.

LEGISLATION:

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

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

RESOLUTION NO. 2018-07

Payment of Certain Claims: \$1,045,654.46
Payroll
General Bills
(#52701 - #52828)

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

ORDINANCE NO. 2018-08

AN ORDINANCE AUTHORIZING THE PURCHASE OF A 2018 CHEVROLET TAHOE FROM BYERS CHEVROLET AT STATEWIDE BID PRICE RS900917.

Mayor Bacci explained that the old Explorer that this vehicle is replacing went to Chief Sturgill to replace his Dodge.

Mr. Schoeffler agreed to make the motion, Mr. Centa agreed to second.

ORDINANCE NO. 2018-09

AN ORDINANCE AMENDING THE VILLAGE EMPLOYEE COMPENSATION SCHEDULE TO INCREASE THE ANNUAL COMPENSATION PAYABLE TO THE VILLAGE SPORTS COMMISSIONER, AND DECLARING AN EMERGENCY

Mr. Contipelli asked if this will give the Mayor a range for compensation of between \$3,500.00 and \$5,000.00 per year. The Mayor said it would. Mr. Contipelli asked what would be the criteria for giving a raise for this position. Mayor Bacci said there are a couple of facets for this change. In 2009-2010, the rate of pay for this position was reduced to a nominal fee because of the financial difficulty that all communities were going through.

The former Sports Commissioner was making \$5,500.00 to \$6,000.00. Mr. Vitanza rode out the lean years on a salary that was \$3,500.00, and now the responsibilities of this position have increased dramatically with the new ballfields, and all the other normal duties of the job. Ms. Vitanza is responsible for all the scheduling of the ballfields with the Service Department and the

Schools. Ms. Vitanza is putting a lot of hours into this, and she has asked for us to reevaluate the position, and the pay. Her experience and abilities are second to none, and I feel the pay rate is very low compared to the responsibilities, and having this range is consistent with what we do for all positions.

Ms. Biro asked if we could also update the job description to include the ballfields and working with the School, so that if another individual takes that position, they will know exactly what the responsibilities will be for that position. Mayor Bacci said he would do that.

Mayor Bacci said he is not sure about the health of this position. The calls in the evening, the amount of work, and the dealing with the public is not everyone's cup of tea. The Mayor wants to get through this season, and look at what the other two communities in our school district are doing, and see if we need to make a change.

Mr. Contipelli asked if she had authority to book the ballfields at Bacci Park. Mayor Bacci said that he gave her full authority to work with the school and the Village for all the ballfields. Everything goes through Ms. Vitanza, the Sports Commissioner. Mr. Contipelli said that is a lot of responsibility.

Mr. Bloam asked if we have set the fees for the ballfields. Mayor Bacci said that Ms. Vitanza has collected information from other communities on scheduling and fees for their ballfields, and we are going to have a meeting next week to hammer out all fees and rules for all of the facilities in the Village. We want to be consistent.

Mr. Schoeffler asked why we are setting the pay so low for all of the responsibility. Mayor Bacci said that the position has lean times as well as heavy times, and with a conversation with Ms. Vitanza, we feel at this time the pay is fair for the amount of time she has to put in.

Mr. Contipelli asked about Cuyahoga Heights having their own baseball team, but the Mayor explained that we don't have enough children to make our own team. Ms. Biro also said that with travelling teams now, Valley View and Brooklyn Heights are even finding it harder to fill their own teams. Everyone is going to the travel teams.

Mayor Bacci explained that Ms. Vitanza is getting a lot of calls from outside our district, such as St. Ignatius and St. Eds to use our field. Ms. Vitanza knows that our school and rec teams take priority, and will always come first in scheduling.

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

ORDINANCE NO. 2018-10

AN ORDINANCE AMENDING SECTION 452.031 OF THE CODIFIED ORDINANCES OF
THE VILLAGE OF CUYAHOGA HEIGHTS TO PROHIBIT PARKING ON EAST 49TH
STREET

Mr. Contipelli said this goes into effect February 1st, and asked if the parking lot on E. 49th Street is complete. Mayor Bacci said the parking lot is 75% complete, but if we need to use it at this time, we could. If someone parks on the street unknowingly, our Police Department will be issuing warnings for a grace period, until everyone comes up to speed.

After our meeting next week, we will get every E. 49th Street resident the information on the rules governing the parking situation on the street and the parking lot. Mayor Bacci asked our Assistant law Director to look into if we can designate the parking lot on E. 49th Street for E. 49th Street residents only.

Mr. Contipelli asked if there is currently parking on E. 49th Street. Mayor Bacci said currently you can park only on weekends. This legislation will make it no parking at any time, eliminating a huge safety concern on E. 49th Street.

Mr. Schoeffler agreed to make the motion, Ms. Biro agreed to second.

ORDINANCE NO. 2018-11

AN ORDINANCE
AMENDING CHAPTER 883 OF THE CODIFIED ORDINANCES OF
CUYAHOGA HEIGHTS REGARDING MUNICIPAL INCOME TAX

Ms. Biro explained that this change in the tax code is in regards to “Net Profit”, and many communities are in litigation to try to get this reversed. Ms. Biro asked Mr. Chojnacki if Cuyahoga Heights is part of this litigation. Mr. Chojnacki said that the Village is not part of the lawsuit, and doesn’t feel that there is any need for the Village to be involved at this time. He will let the Village know if and when they need to be involved.

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

ORDINANCE NO. 2018-12

AN ORDINANCE AMENDING CERTAIN SECTIONS OF THE BUILDING AND HOUSING CODE

Mr. Contipelli asked Clerk Unger to give a code in the Agenda to the section of the code that is being amended. Mr. Chojnacki said he would address this in future legislations.

There was a discussion on how this amendment read, and how it was going to be implemented. Mr. Casini said it only applies to “new” construction of buildings in the Village. Mr. Contipelli said we are reverting to what we did 15 years ago. We didn’t want the process to move so slow, and we had a Building Department, and a Zoning Board to go through for approval, so it didn’t need to come in front of Council. He thought we streamlined this process with the Building Department so we wouldn’t have to do this, and it wouldn’t take a lot of time for the developer to move forward with construction. Mr. Chojnacki said this legislation changes it to only new buildings, and we are looking at it to give the Building Commissioner the ability to give them the permit without it coming to Council. Mr. Casini explained that this is only for new construction only. Mayor Bacci explained that Mr. Casini is trying to streamline this even further, not trying to hold up any construction.

Mr. Schoeffler agreed to make the motion, Mr. Centa agreed to second.

ORDINANCE NO. 2018-13

AN ORDINANCE AMENDING SECTION 242.22 OF THE CODIFIED ORDINANCES OF THE VILLAGE OF CUYAHOGA HEIGHTS

Ms. Biro asked Ms. Meriwether about Section C, concerning all purchases approved by the Chief. She would like to see a procedure set up for new vendors that they are not under the State Auditors website for noncompliance for taxes or litigation. Ms. Meriwether said we are in the process of setting up policies to tag vendors for noncompliance and working with our software company. Also, our Chiefs are to come to us first before setting up a new vendor, so we can make sure this doesn’t happen.

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

ORDINANCE NO. 2018-14

AN ORDINANCE AMENDING CERTAIN SECTIONS 246.08 OF THE CODIFIED ORDINANCES OF THE VILLAGE OF CUYAHOGA HEIGHTS TO CLARIFY THE PANEL INTERVIEW SCORING PROCEDURE FOR PROMOTIONS IN THE POLICE DEPARTMENT; AND DECLARING AN EMERGENCY

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

RESOLUTION NO. 2018-15

A RESOLUTION AUTHORIZING THE MAYOR OR HIS DESIGNEE TO APPLY TO THE STATE OF OHIO DEPARTMENT OF NATURAL RESOURCES FOR FINANCIAL ASSISTANCE UNDER THE RECREATIONAL TRAILS PROGRAM AND THE CLEAN OHIO TRAILS FUND FOR PHASE 3A OF THE BACCI PARK TRAIL PROJECT

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

RESOLUTION NO. 2018-16

A RESOLUTION AUTHORIZING THE VILLAGE TO ENTER INTO AN AGREEMENT WITH THE CITY OF SEVEN HILLS TO ALLOW FOR VILLAGE RESIDENTS TO USE THE CITY OF SEVEN HILLS RECREATION CENTER

Mr. Contipelli asked if these are the prices attached to the legislation. Mayor Bacci said that is correct, and we will pick up some or all of the costs. Mayor Bacci said we will set up a policy sometime in February on how we will do it. He said that we will set a policy that the residents will come to the Town Hall to sign up, and we will cut a check to Seven Hills. He feels this is the cleanest process, and we will set up this policy.

When everything is in place, we will get all of this information out to the residents. We are also looking into a van run to the rec center if there is enough interest. We are also looking into the Silver Sneakers program for our senior residents to see if it covers the cost.

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

ORDINANCE NO. 2018-17

AN ORDINANCE AMENDING CERTAIN SECTIONS OF CHAPTER 1495 OF THE CODIFIED ORDINANCES OF THE VILLAGE TO MAKE CERTAIN CHANGES TO THE GEORGE M. SUHY GRANT PROGRAM AND RENEWING THE PROGRAM FOR A FIVE YEAR GRANT CYCLE

Mr. Bloam asked if this renews the program starting this year. Mayor Bacci said it does renew the program for another five years, and adds one more year to using the grant, from two to three years.

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

OTHER BUSINESS:

Motion to approve the Mayor's recommendations for Committee members for 2018-2019.

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

Motion to accept the recommendation from Service Director Sammons that we continue to use Stan's Tree Service for 2018 & 2019 at the same rate from 2016 & 2017, with no increase.

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

Motion to accept the Mayors appointment of Mark Jason Deal as the pool manager for 2018.

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

Motion to appoint Stacy Vitanza as Sports Commissioner for 2018-2019, effective for the first pay period of 2018.

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

Clerk Unger went over the Agenda and legislation for the CIC with all the members.

Mayor Bacci gave all the Council members a Mission Statement to sign, and also gave each member a copy of the Ohio Ethics Laws.

Ms. Harris is the head of the CAC, which is responsible for the Village's 100th Anniversary. Ms. Henley was part of that committee, and if she doesn't want to be on it anymore, the Mayor would like to have another Councilman volunteer. Mr. Centa said that he would like to be a part of that committee.

The Mayor said we have a \$100,000.00 budget, and this will be a two day celebration that we will all attend and enjoy. He is looking to use a company to put it on, and would like all elected officials to enjoy themselves, and not have to work it.

Another committee that is not there at this point is a housing stock rehabilitation committee to look at our housing stock. When a house changes hands, he would like to see some interaction with the Village that homes are made for the modern family. He talks to many people that would like to move into the Village but they lack two car garages, or two car driveways. It is something we need to look at in the future. A strong housing stock is one of the pillars that hold up a community. We are doing a great job, but we need to do more. This committee will help improve our housing stock.

Mr. Contipelli said that all houses have to be up to code and pass a point of sale inspection, so they should be good. Mayor Bacci said he would like to look at something that makes them even more desirable. Something that takes us past the point of sale inspection, and makes the housing stock even more desirable in today's market. This is conceptual at this point, but something I would like to look at in the future. Mr. Contipelli also said we should look into tax abatement. Mayor Bacci said we might be able to get a couple of Councilman to look at all these ideas.

The Mayor went over a couple of important dates for this year.

Friday April 13th is the business networking breakfast from 8:30am – 10:00am, if you can make it, that would be great, and I am open to any suggestions for guest speakers.

October 5th, at 11:30am to 1:00pm is the business networking lunch where the Mayor makes perch for lunch.

There is no Cornroast this year, but in lieu of the Cornroast, Friday August 10th in the evening, and August 11th for the entire day will be the 100th Anniversary Celebration which will conclude that evening with a fireworks display.

The Mayor thanked Council for the appointments of Mark Jason Deal as the pool manager for 2018, and Stacy Vitanza as the Sports Commissioner for 2018-2019.

Fireman Donny Pallini will be retiring February 17th, and also Matt March the Police Chief in Valley View will also retire on February 16th.

Our Village Calendars will be out on January 26th. The calendar this year will be all old pictures that we received from residents.

Mr. Bloam agreed to make the motion to go into Executive Session for real estate matters, Mr. Contipelli seconded. All in favor, none opposed. Motion carried.

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

Caucus ended at 7:30pm.