

**MINUTES
VILLAGE OF CUYAHOGA HEIGHTS
CAUCUS
APRIL 11, 2018
6:00 PM**

COUNCIL CAUCUS APRIL 11, 2018

Ms. Harris called the meeting to order. Clerk Unger called the roll.

Those present were, Mayor Bacci, Law Director Bill Mason, Clerk Unger, Barbara Biro, Todd Bloam, Rick Centa, Renato Contipelli, Cheryl Harris, and Matt Schoeffler.

Also in attendance were Assistant Law Director Ben Chojnacki, CFO Angel Meriwether, Village Engineer Todd Sciano, Building Commissioner Norm Casini, and Assistant Building Commissioner Ken Labella.

COMMUNICATIONS:

None at this time.

PURCHASES:

The Finance Committee approved the following purchases.

- 1) Banners for utility poles on E.71st and e. 49th Street, and flags for our flag poles not to exceed \$6,400.00.

MINUTES:

March 14, 2018	Caucus
March 14, 2018	Council Meeting
March 19, 2018	Special Council Meeting
March 28, 2018	Workshop

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

FINANCIAL REPORTS:

Cash Position Statement March 2018
R.I.T.A Preliminary report April 2018

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

RESOLUTION NO. 2018-41

Payment of Certain Claims: \$1,187,853.04
Payroll
General Bills
(#53082 - #53227)

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

RESOLUTION NO. 2018-42

A RESOLUTION AUTHORIZING THE RENEWAL OF THE VILLAGE'S SERVICE AGREEMENT WITH STEPHEN CAMPBELL & ASSOCIATES, INC. FOR MAINTENANCE SERVICES PROVIDED TO THE POLICE DISPATCH AUDIO RECORDER

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

RESOLUTION NO. 2018-43

A RESOLUTION AUTHORIZING THE VILLAGE TO ENTER INTO A CONTRACT WITH B&C COMMUNICATIONS FOR MAINTENANCE SERVICES RELATED TO THE DISPATCH EQUIPMENT USED BY THE VILLAGE POLICE DEPARTMENT

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

ORDINANCE NO. 2018-44

AN EMERGENCY ORDINANCE ENACTED BY THE VILLAGE OF CUYAHOGA HEIGHTS, CUYAHOGA COUNTY, OHIO HEREINAFTER REFERRED TO AS THE MUNICIPALITY, IN THE MATTER OF THE HEREINAFTER DESCRIBED IMPROVEMENT AND REQUESTS THE COOPERATION OF THE COUNTY OF CUYAHOGA, OHIO, HERINAFTER REFERRED TO AS THE COUNTY

Mr. Chojnacki explained to Council that this was a requirement to receive the contribution of \$250,000.00 from the County for the Canal Road Project.

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

ORDINANCE NO. 2018-45

AN ORDINANCE AMENDING SECTIONS 1444.01, 1444.02 AND 1444.03 OF CHAPTER 1444, "INSPECTIONS," OF TITLE FOUR, "BUILDING ADMINISTRATION," OF PART FOURTEEN, "BUILDING AND HOUSING CODE," OF THE CODIFIED ORDINANCES OF THE VILLAGE OF CUYAHOGA HEIGHTS TO CLARIFY THE ADMINISTRATIVE PROCEDURE TO BE FOLLOWED BY THE BUILDING COMMISSIONER PRIOR TO ENTERING UPON PRIVATE PROPERTY

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

ORDINANCE NO. 2018-46

AN ORDINANCE DIRECTING THE MAYOR TO PROCEED WITH THE FEE SIMPLE APPROPRIATION OF THE REAR PORTION OF THE PROPERTY LOCATED ON EAST 49TH STREET, PERMANENT PARCEL NUMBER 522-11-004, FOR THE NICKY BOULEVARD STORM SEWER EXTENSION AND SLOPE STABILIZATION IMPROVEMENTS PROJECT, AND DECLARING AN EMERGENCY

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

ORDINANCE NO. 2018-47

AN ORDINANCE DIRECTING THE MAYOR TO PROCEED WITH THE FEE SIMPLE APPROPRIATION OF THE REAR PORTION OF THE PROPERTY LOCATED ON EAST 49TH STREET, PERMANENT PARCEL NUMBER 522-11-005, FOR THE NICKY BOULEVARD STORM SEWER EXTENSION AND SLOPE STABILIZATION IMPROVEMENTS PROJECT, AND DECLARING AN EMERGENCY

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

RESOLUTION NO. 2018-48

A RESOLUTION CONCURRING IN THE APPOINTMENT OF RICK CENTA AND CHERYL HARRIS TO THE CUYAHOGA COUNTY TAX INCENTIVE REVIEW COUNCIL

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

RESOLUTION NO. 2018-49

A RESOLUTION ACCEPTING CUYAHOGA COUNTY'S TRANSFER OF CERTAIN REAL PROPERTY LOCATED TO THE EAST OF INTERSTATE 77 AT EAST 71ST STREET IN THE VILLAGE OF CUYAHOGA HEIGHTS

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

OTHER BUSINESS:

Service Director Sammons requested the following sale of equipment on GovDeals and was approved for sale by the Finance Committee on 3/17/18.

- | | |
|-----------------------------------|--------------------------------|
| 1) 2011 Dodge Charger | Est. Value: \$7,145 to \$9,190 |
| 2) 2000 Dodge Dakota Club Car | Est. Value: \$3,578 to \$5,409 |
| 3) 3 Phase 10 wire | Est. Value: \$10,000 |
| 4) 300 foot hose reel, 200 gallon | Est. Value: \$800 |
| 5) 2002 Ford Explorer | Est. Value: \$1,800 |
| 6) Western Plow Mount | Est. Value: \$1,000 |

Caucus ended at 6:50pm.

**MINUTES
VILLAGE OF CUYAHOGA HEIGHTS
COUNCIL MEETING
APRIL 11, 2018
7:00 PM**

COUNCIL MEETING

APRIL 11, 2018

Mayor Bacci called the meeting to order. Clerk Unger called the roll.

Those present were, Council members Barb Biro, Todd Bloam, Rick Centa, Renato Contipelli, Cheryl Harris, and Matt Schoeffler.

Also present were Law Director Bill Mason, Assistant Law Director Ben Chojnacki, Engineer Todd Sciano, Building Commissioner Norm Casini, Assistant Building Commissioner Ken LaBella, Administrative Assistant Lee Ann Schoeffler, CFO Angel Meriwether, Administrative Accounting Assistants Amanda Domzalski and Christina Pace, Service Director Dave Sammons, Head Dispatcher Barb Cash, Police Chief Brian Sturgill, and Fire Chief Mike Suh.

ROLL CALL: Biro, Bloam, Centa, Contipelli, Harris, Schoeffler

COMMUNICATIONS:

Nothing at this time.

PURCHASES:

The Finance Committee approved the following purchases.

- 1) Banners for utility poles on E.71st and e. 49th Street, and flags for our flag poles not to exceed \$6,400.00.

Ms. Biro explained that this expense did not come out of the Centennial budget.

MINUTES:

March 14, 2018	Caucus
March 14, 2018	Council Meeting
March 19, 2018	Special Council Meeting
March 28, 2018	Workshop

Mr. Contipelli made the motion to accept the Minutes and put them on file, seconded by Mr. Bloam. All in favor, none opposed. Motion carried.

FINANCIAL REPORTS:

Cash Position Statement March 2018
R.I.T.A Preliminary report April 2018

Mr. Centa made the motion to accept the reports as prepared, seconded by Ms. Biro. All in favor, none opposed. Motion carried.

LEGISLATION:

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

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

RESOLUTION NO. 2018-41

Payment of Certain Claims: \$1,187,853.04
Payroll
General Bills
(#53082 - #53227)

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

RESOLUTION NO. 2018-42

A RESOLUTION AUTHORIZING THE RENEWAL OF THE VILLAGE'S SERVICE AGREEMENT WITH STEPHEN CAMPBELL & ASSOCIATES, INC. FOR MAINTENANCE SERVICES PROVIDED TO THE POLICE DISPATCH AUDIO RECORDER

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

RESOLUTION NO. 2018-43

A RESOLUTION AUTHORIZING THE VILLAGE TO ENTER INTO A CONTRACT WITH B&C COMMUNICATIONS FOR MAINTENANCE SERVICES RELATED TO THE DISPATCH EQUIPMENT USED BY THE VILLAGE POLICE DEPARTMENT

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

ORDINANCE NO. 2018-44

AN EMERGENCY ORDINANCE ENACTED BY THE VILLAGE OF CUYAHOGA HEIGHTS, CUYAHOGA COUNTY, OHIO HEREINAFTER REFERRED TO AS THE MUNICIPALITY, IN THE MATTER OF THE HEREINAFTER DESCRIBED IMPROVEMENT AND REQUESTS THE COOPERATION OF THE COUNTY OF CUYAHOGA, OHIO, HERINAFTER REFERRED TO AS THE COUNTY

Mr. Contipelli asked Mr. Chojnacki if he could explain this Ordinance. Mr. Chojnacki said that this was for the County's contribution of \$250,000.00 for the Canal Road project.

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

ORDINANCE NO. 2018-45

AN ORDINANCE AMENDING SECTIONS 1444.01, 1444.02 AND 1444.03 OF CHAPTER 1444, "INSPECTIONS," OF TITLE FOUR, "BUILDING ADMINISTRATION," OF PART FOURTEEN, "BUILDING AND HOUSING CODE," OF THE CODIFIED ORDINANCES OF THE VILLAGE OF CUYAHOGA HEIGHTS TO CLARIFY THE ADMINISTRATIVE PROCEDURE TO BE FOLLOWED BY THE BUILDING COMMISSIONER PRIOR TO ENTERING UPON PRIVATE PROPERTY

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

ORDINANCE NO. 2018-46

AN ORDINANCE DIRECTING THE MAYOR TO PROCEED WITH THE FEE SIMPLE APPROPRIATION OF THE REAR PORTION OF THE PROPERTY LOCATED ON EAST 49TH STREET, PERMANENT PARCEL NUMBER 522-11-004, FOR THE NICKY BOULEVARD STORM SEWER EXTENSION AND SLOPE STABILIZATION IMPROVEMENTS PROJECT, AND DECLARING AN EMERGENCY

Mr. Contipelli moved, seconded by Mr. Bloam that the rules be suspended and the Ordinance be placed on third and final reading as amended. Biro, Bloam, Centa, Contipelli, Harris, Schoeffler voting aye for suspension of the rules. Biro, Bloam, Centa, Contipelli, Harris, Schoeffler voting aye for the adoption. Motion carried.

ORDINANCE NO. 2018-47

AN ORDINANCE DIRECTING THE MAYOR TO PROCEED WITH THE FEE SIMPLE APPROPRIATION OF THE REAR PORTION OF THE PROPERTY LOCATED ON EAST 49TH STREET, PERMANENT PARCEL NUMBER 522-11-005, FOR THE NICKY BOULEVARD STORM SEWER EXTENSION AND SLOPE STABILIZATION IMPROVEMENTS PROJECT, AND DECLARING AN EMERGENCY

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

RESOLUTION NO. 2018-48

A RESOLUTION CONCURRING IN THE APPOINTMENT OF RICK CENTA AND CHERYL HARRIS TO THE CUYAHOGA COUNTY TAX INCENTIVE REVIEW COUNCIL

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

RESOLUTION NO. 2018-49

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

OTHER BUSINESS:

Service Director Sammons requested the following sale of equipment on GovDeals and was approved for sale by the Finance Committee on 3/17/18.

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| 1) 2011 Dodge Charger | Est. Value: \$7,145 to \$9,190 |
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| 5) 2002 Ford Explorer | Est. Value: \$1,800 |
| 6) Western Plow Mount | Est. Value: \$1,000 |

MAYOR AND COUNCIL REPORTS:

MAYOR BACCI:

Our condolences to Mr. Ed Ranch. His son, Robert -- who was also a Village resident, passed away on March 20; he was 65 years old. Please keep the family in your thoughts and prayers.

We will be holding our annual Business Networking Breakfast this Friday, April 13 in our Village Auditorium with the businesses in town.

This week is National Public Safety Telecommunications Week, and I would like to thank our dispatchers for their service. They are a vital link between our community and fire, medical, and law enforcement.

You will see a lot of extra activity the morning of Friday, April 27 – it’s the PTO’s annual “morning with moms” at the school.

Exercise your right to vote! The Primary Election will be held on Tuesday, May 8. The polls will be open from 6:30 a.m. until 7:30 p.m. in the civic room at the Village Hall.

Very special birthday wishes to Mr. Ed Ranch who will turn 92 years old on April 27th. Congratulations and God Bless!

April birthday wishes to employees: (1) Ken Schoeffler; (13) Joanne Socausky; (19) Stacey Vitanza; (29) Amanda Domzalski; and (30) Bryon Borowy.

Please continue to keep several residents in your thoughts and prayers: Theresa Bentlejewski, Mrs. Ernestine Deliberato, Mrs. Helen Krusinski, Mrs. Helen Leciejewski, Mrs. Donna Pellini, and Mrs. Dorothy Sonoda.

MS. BIRO

Ms. Biro wants to have a Codified Ordinance Meeting at 5:00 pm on April 25th. She asked if all members of the Committee were available and they said they were, so the meeting is scheduled for April 25th at 5:00 pm in Council chambers.

The Finance Committee met tonight, and approved a Mission Statement, and spelled out the duties and responsibilities of the Committee.

CFO Meriwether showed them the new VIP Finance Program that will be instituted in April. The new software is very impressive and will strengthen internal controls and forecasting.

If you look at the March financial statements, you will see that we are spending more than we are taking in for revenue. Although we should see an increase in revenue in the second quarter, we need to be careful that we don't purchase everything at one time. She asked the Chiefs to work with CFO Meriwether to schedule purchases so that we can more easily budget for the year.

She wanted everyone to know that the Village checkbook is not just one persons, but everyone's responsibility. As we move through the year, it is all of our responsibility to manage the money, and stick to the budget. We are all in this together.

MR. BLOAM:

Nothing at this time.

MR. CENTA:

Nothing at this time.

MR. CONTIPELLI:

He had an Economic Development Meeting with Silverlode, and we are doing everything we can to secure grants for all the projects in the Village.

Our SAFER Grant for the Fire Department is running out, and he was wondering if we were going to ask for another one. Mayor Bacci said he is in discussion with Chief Suhy, and we will see if this is something we need at this time. The new SAFER Grants come with a new rules stipulations that the Village pay 25% of the total for the first year, and 65% of the total for each year thereafter, which is a lot of money. We will sit down with the Chief and discuss our options before making a decision.

Mr. Contipelli brought up the fact that 25% of all accidents are caused by the driver texting on their cell phone, causing 500,000 injuries a year. He would like Council to consider legislation making this a fineable offense. Mayor Bacci explained that we recently passed legislation for an offense called “full time attention” that he believes covers this. Assistant Law Director Chojnacki agreed, and said that the legislation that we currently have gives us a broader interpretation, and will allow a Policeman to stop a driver for anything that takes away their full time attention, whether it is texting or talking.

MS. HARRIS:

Thanked Norm Casini and Kenny LaBella in the Building Department for giving her a spreadsheet on the rentals in the Village.

She still needs help for the Centennial Celebration, and is asking anyone if they could donate some time, please contact her. Mr. Contipelli said he would be interested in starting a Bacce Ball tournament, and Mr. Bloam said he might be interested in a Corn Hole tournament. Ms. Harris asked them to see if there was enough interest in these tournaments, and get back to her.

MR. SCHOEFFLER:

Nothing at this time.

SERVICE DIRECTOR DAVE SAMMONS:

Went over some of the items that they sold at auction from the Service Department. Some of the items listed sold for more than they expected.

HEAD DISPATCHER BARB CASH:

Thanked Council for passing the Resolutions pertaining to Dispatch, and reminded everyone that it is National Telecommunications Week, please thank your Dispatchers for their hard work and dedication to the community. She said the group of Dispatchers that work for our Village are consummate professionals, and she is proud to work with all of them.

FIRE CHIEF SUHY:

Chief Suhy informed Council that they applied for a grant for SCBA equipment with the County, but did not get the grant. He said he will try again next year.

POLICE CHIEF STRURGILL:

Thanked everyone involved for their help in getting the police radio changed to 800 mghz. It took a long time and lots of work, and also received two grants to help us pay for this, but it was well worth the wait. We went live this Monday, and the radio sound is incredible. We should all be very proud of everyone's efforts on this project.

LAW DIRECTOR BILL MASON:

Nothing at this time.

CLERK UNGER:

Nothing at this time.

ADMINISTRATIVE ASSISTANT TO THE MAYOR LEE ANN SCHOEFFLER:

Nothing at this time.

CFO ANGEL MERIWETHER:

We are going live with the new finance software on April 23rd. She thanked the Finance Committee for all of their support during her transition to CFO.

ASSISTANT LAW DIRECTOR BEN CHOJNACKI:

Nothing at this time.

ENGINEER TODD SCIANO:

Nothing at this time.

ASSISTANT BUILDING COMMISSIONER KEN LABELLA:

Mr. Labella showed Council the spreadsheet he made listing the rentals in Cuyahoga Heights, and the inspections on each of the homes.

ADMINISTRATIVE ACCOUNTING ASSISTANT AMANDA DOMZALSKI:

Nothing at this time.

ADMINISTRATIVE ACCOUNTING ASSISTANT CHRISTINA PACE:

Nothing at this time.

COMMENTS FROM THE AUDIENCE:

No comments from the audience.

WHEREFORE, there is no further business before this Council, Mr. Schoeffler moved, seconded by Ms. Harris that the Council Meeting be adjourned at 7:45 p.m. All voting aye, none opposed: motion carried.