



Mayor Infeld thanked and congratulated Service Director Jeffrey Pokorny for negotiating and securing the purchase of additional road salt for the city when no other surrounding communities have been able to.

**Agenda Items:**

**A. Ordinance 2014-02 Appropriating Funds for Current Expenses and Other Expenditures of the City of University Heights, Ohio for the period commencing January 1, 2014 and ending December 31, 2014**

Mayor Infeld stated that the City has to submit the city's budget for 2014 to the Cuyahoga County Budget Commission before March 31, 2014.

Vice Mayor Pardee thank Mr. Heiser for all his work and meetings.

**MOTION BY MRS. ZUCKER, SECONDED BY VICE MAYOR PARDEE to approve Ordinance 2014-02 Appropriating Funds for Current Expenses and Other Expenditures of the City of University Heights, Ohio for the period commencing January 1, 2014 and ending December 31, 2014. On roll call, all voted "aye."**

**B. Ordinance 2014-03 Amending Section 2 of Ordinance No. 2011-07 by updating Annual Compensation Rate of Specified Employees**

Mr. Heiser reported that per the Finance Committee meeting recommendation the ordinance was amended, changing the salary range for the Community Development Coordinator from \$24,000 - \$70,000 to reflect a Full-time salary range of \$50,000 - \$80,000 and Part-time salary range of \$24,000 - \$36,000.

Mayor Infeld remarked that the Ordinance reflects the salaries paid to department heads and managers.

**MOTION BY MRS. CAMERON, SECONDED BY MR. ERTEL to approve Ordinance 2014-03 amending Section 2 of Ordinance No. 2011-07 by updating Annual Compensation Rate of Specified Employees. On roll call, all voted "aye."**

**C. Motion to receive bids for the City's 2014 Road Improvement Program in conjunction with the City of Shaker Heights.**

Mr. Ciuni requested permission for the city to go out for the road improvement program with the City of Shaker Heights as done in previous years. The City of Shaker Heights will include the University Heights road improvement program in with theirs and will also all handle all advertising, the receiving/opening of bids, analyzing and the awarding of the contract. Mr. Ciuni stated that there are seven (7) University Heights streets to be repaved and that it had been 20 years since many of them had been repaved.

Mrs. Zucker asked if the residents would be notified prior to their streets being worked on and where they could park if they didn't have access to their driveways?

Mr. Ciuni replied that the Contractor is required to notify the residents of work being done on their street by hand notification and that residents will be able to park in the area between the barrels and treelawns.

Vice Mayor Pardee asked about the Dominion East Ohio Gas project scheduled for Cedar Road.

Mr. Ciuni noted that the project is scheduled for April 2014 and will last approximately 3 months.

Mr. Sims asked Mr. Ciuni to explain the collaboration with Shaker Heights and the bidding process.

Mr. Ciuni explained that the bidding is based on the quantity and bid items per street. Contractor then bills based on the cost per street to the prospective city for their individual work.



Mr. Sims asked if the invoices came in with a lower cost could those overage funds be applied to an additional street.

Mr. Coyne stated that if that were the case the Mayor and Council would have to be advised and then the contract would have to be amended.

Mr. Ciuni reported that Shaker Heights plans on going out for bids the end of March 2014.

**MOTION BY VICE MAYOR PARDEE, SECONDED BY MR. SIMS to receive bids for the city's 2014 Road Improvement Program in conjunction with the City of Shaker Heights. On roll call, all voted "aye."**

**D. Motion to enter into contract for the 2014-2015 Emergency Sewer Repair Program.**

Mr. Ciuni stated the Emergency Sewer Repair Program is only used as needed and recommended awarding the contract to Fabrizi as the lowest and best bid. Mr. Ciuni noted that the City also set up the contract with the option of a third year.

Vice Mayor Pardee questioned if the pricing will remain the same if the City exceeds the \$150,830.00.

Mr. Ciuni replied that the price holds for two (2) years, after which time the City would negotiate the price.

**MOTION BY MS. ENGLISH, SECONDED BY MR. SIMS to enter into contract with Fabrizi in the amount of \$150,830.00 for the 2014-2015 Emergency Sewer Repair Program. On roll call, all voted "aye."**

**E. Motion to approve the purchase of two (2) printers from Meritech for the Building Department and for City Hall.**

Mr. Heiser reported that the current copier lease for the Rico copiers in both the Building Department and in City Hall expires at the end of February 2014. Mr. Heiser stated he reviewed bids from three (3) companies, including the company that the current copiers are leased from and recommends purchasing two (2) copiers from Meritech. Mr. Heiser explained the features of the two copiers.

Vice Mayor Pardee asked about the copy/printing qualities and in comparison how long the drum life is to that of photo copier and a printer.

Mr. Heiser replied that the drum life is approx. 5 years and stated John Carroll uses Kyocera machines and is very happy with them. Mr. Heiser also noted that the city will have a 30 day trial run with a 90 day window.

Mr. Sims asked what the maintenance charge would be and if it is based on the number of copies made?

Mr. Heiser answered that currently for city hall the maintenance charge is \$600 or \$50 monthly and the building department is \$420 or \$35 monthly.

**MOTION BY MR. SIMS, SECONDED BY MS. ENGLISH to purchase two (2) Kyocera machines from Meritech in the following amounts City Hall (model 6551) \$11,725.00 and Building Department (model 4501i) \$5,294.00 for a total of \$17,019.00 On roll call, all voted "aye."**

**F. Motion to purchase road salt from Cargill**

Mr. Pokorny reported that the high demand and use of road salt for deicing and road safety this season has made obtaining additional road salt more difficult.

Mr. Pokorny explained that many of the communities in the area entered into contracts through ODOT (18-14) for road salt. All the cities that entered into contracts had to pick a number indicating to number of tons of salt they would order. Based on that number the city would have to order a minimum of 80% of that number and no more than 120% of that same number within the contract time frame. University Heights reached its maximum salt order amount of 120%.



The city's last order to Morton Salt was placed for 1,000 tons and to date has only received 800 tons.

Mr. Sims asked if the requested additional 1,000 tons would carry the city through the remainder of the season.

Mr. Pokorny stated that it would as long as limited salting is done.

**MOTION BY MR. ERTEL, SECONDED BY MRS. CAMERON to purchase 1,000 tons of road salt from Cargill with a cost of \$65 per ton. On roll call, all voted "aye."**

**G. Motion to hold an executive session immediately following this regular meeting for the purpose of discussing personnel and real estate matters.**

Mayor Infeld requested a motion to hold an executive session immediately following this regular meeting for the purpose of discussing personnel and real estate matters.

**MOTION BY MR. ERTEL, SECONDED BY MRS. ZUCKER to hold an executive session immediately following this regular meeting for the purpose of discussing personnel and real estate matters. On roll call, all voted "aye."**

#### Directors' Reports

**Finance Director** Larry Heiser thanked City Council for passing the budget and noted that he encumbered \$61,000 from the 2013 budget into the 2014 for road salt.

**Mayor Infeld** reported that the new Fire Chief will start on Monday, February 24<sup>th</sup> and will be publically sworn in at the next Council meeting on March 3<sup>rd</sup>.

There were no other director reports.

#### Standing Committee Reports

**Building Committee** Chairman Steven Sims reported that the Building Committee will meet on Thursday February 27 at 7pm in the Conference Room.

**Civic Information Committee** Chairwoman Nancy English congratulated and announced that Councilwoman Adele Zucker was reelected to another term on the Executive Board of the Northeast Ohio City Council Association.

Ms. English read her report from the Civic Information Committee meeting which was held on Thursday, February 13. In summary the committee reviewed items from the previous committee, decided to table the Realtor's Education Workshop, recommended that the following items be forwarded to the Technology Advisory Committee: publishing a council interactive e-newsletter, updating the city's website to include a detailed City Council page, providing video projection and necessary equipment for presentations in council chambers, streaming council meetings on the web and having Wi-Fi for council chambers. Senior Services and transportation was also discussed with the following results; 1.) Find out when the current contract expire? 2.) Requested Mayor Infeld contact STC to get a report on usage and a draft contract to give the committee a reasonable amount of time to review program before it comes before the Council for passage; 3.) Go out into the community to see what seniors citizens want and need; 4.) The committee agreed that the citizen committees should be reactivated, become more active and engage the community as a whole to draw a diverse group of people from all areas of the city including the college students.

Ms. English stated that as the liaison for the City Beautiful Commission and the Technology Advisory Commission she contacted the current members to see if they are still willing to serve their prospective committees.

**Finance Committee** Chairwoman Susan Pardee reported that she contacted members of the Finance Advisory Committee and thus far the following members have given their willingness to continue to serve; Mike Bohan, Tom Finucane, Dr. Frank Navratil, Patrick O'Shaughessy and Winifred Weizer. The committee has one new member Michele Weiss who is also the League of Women's Voters observer for University Heights. Ms. Weiss has 17 years of accounting experience. Chairman Pardee stated that there are still five (5) openings on the committee and that names can be submitted until March 10<sup>th</sup>.

**Recreation Committee** Chairwoman Pamela Cameron reported that there will be a joint meeting with the Recreation Advisory Committee in March.

**Safety Committee** Chairman Phil Ertel reported that he will be scheduling a meeting for March or April.

**Services/Utilities Committee** Chairwoman Adele Zucker stated that she will be meeting with Mr. Pokorny to review items on the committee's standing agenda.

There were no other standing committee reports.


Mayor Infeld stated Council would enter into Executive Session at this time and return to open session at the conclusion of the Executive Session to adjourn the regular meeting.


**MOTION BY VICE MAYOR PARDEE, SECONDED BY MR. ERTEL to resume regular council meeting. On roll call, all voted "aye."**

Council resumed its regular meeting.

There being no further business to discuss, the meeting was adjourned.

**MOTION BY MRS. CAMERON, SECONDED BY MRS. ZUCKER to adjourn the meeting. On roll call, all voted "aye."**

  
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Susan K. Infeld, Mayor

  
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Kelly M. Thomas, Clerk of Council

