## MINUTES OF COUNCIL MEETING CITY OF UNIVERSITY HEIGHTS JANUARY 6, 2014

A reception was held in Council Chambers at 7:00 p.m. prior to the Council meeting which was attended by friends and family of the newly elected officials: Mayor Susan K. Infeld and Council members Phillip P. Ertel, Susan D. Pardee and Mark Wiseman.

Following the reception at 7:40 p.m., Hon. Judge R. Patrick Kelly, Ret. administered the oath of office to Susan K. Infeld as Mayor and as Safety Director and Shaker Heights Municipal Court Judge K.J. Montgomery administered the oath of office to Councilpersons Phillip P. Ertel, Susan D. Pardee and Mark N. Wiseman.

At this time, the roll call was taken to officially open the Council meeting of January 6, 2014.

Roll Call:

Present: Mrs. Susan D. Pardee

Ms. Nancy E. English Mr. Mark Wiseman Mrs. Adele Zucker Mr. Steven Sims Mr. Phillip Ertel Ms. Pamela Cameron

Also Present:

Law Director Anthony Coyne

Assistant Law Director James Budzik Clerk of Council Kelly M. Thomas Finance Director Larry Heiser Police Chief Steven Hammett Service Director Jeffrey Pokorny Building Commissioner David Menn

City Engineer Joseph Ciuni Prosecutor William T. Doyle Parks Director Melissa Canowitz

Minutes of the Regular Meeting of December 17, 2013

There were no corrections or additions to the minutes of the regular meeting of December 17, 2013.

MOTION BY MRS. PARDEE, SECONDED BY MRS. ZUCKER to approve the minutes of December 17, 2013. On roll call, all voted "aye," except Mr. Wiseman, who "passed."

#### Comments from Audience

There were no comments from the audience.

## **Agenda Items:**

## (a) Election of Vice Mayor and Oath of Office

MOTION BY MR. WISEMAN, SECONDED BY MR. SIMS to nominate Councilwoman Susan D. Pardee to the position of Vice Mayor. On roll call, all voted "aye," except Mr. Ertel and Mrs. Cameron, who "no."

Judge K.J. Montgomery administered the oath of office to Vice Mayor Pardee.

## (b) Reappointments by Council and Oaths of Office

Clerk of Council Kelly M. Thomas

MOTION BY MS. ENGLISH, SECONDED BY VICE MAYOR PARDEE to reappoint Clerk of Council Kelly M. Thomas. On roll call, all voted "aye."

Judge K.J. Montgomery administered the oath of office to Clerk of Council Kelly M. Thomas.

#### Law Director Anthony Coyne

MOTION BY MRS. ZUCKER, SECONDED BY MR. SIMS to reappoint Anthony Coyne as the Law Director. On roll call, all voted "aye."

Judge K.J. Montgomery administered the oath of office to Law Director Anthony Coyne.

#### **Assistant Law Director James Budzik**

MOTION BY MRS. CAMERON, SECONDED BY MR. ERTEL to reappoint James Budzik as the Assistant Law Director. On roll call, all voted "aye."

Judge K.J. Montgomery administered the oath of office to Assistant Law Director James Budzik.

#### Prosecutor William T. Doyle

Judge K.J. Montgomery administered the oath of office to Prosecutor William T. Doyle.

## 8. Reports and Communications from the Mayor and taking of action thereon:

## (a) Announcement of Reappointments by Mayor and Oaths of Office

Mayor Infeld announced the following reappointments: Director of Finance Larry Heiser, Chief of Police Steve Hammett, Building Commissioner David Menn, Service Director Jeffrey Pokorny and Parks Director Melissa Canowitz.

Judge K.J. Montgomery administered the oath of office to the reappointed Directors.

#### (b) Reappointment of Mayor as Safety Director and Oath of Office

The Oath of Office was administered at the beginning of meeting by Judge K. J. Montgomery

## (c) Announcement of Appointments to Council Standing Committees

Building Committee: Chair - Sims, Cameron and Wiseman (alternate: Ertel)

Civic Information Committee: Chair - English, Cameron and Pardee (alternate: Sims)

Finance Committee: Chair - Pardee, Zucker and Sims (alternate: Cameron)

Governmental Affairs Committee: Chair - Wiseman, Ertel and English (alternate: Pardee)

Recreation Committee: Chair - Cameron, English and Pardee (alternate: Zucker)

Safety Committee: Chair - Ertel, Sims and Zucker (alternate: Wiseman)

Services-Utilities Committee: Chair - Zucker, Ertel, and Wiseman (alternate: English)

## (d) Election of Council Representatives and Liaisons to Boards and Commissions

MOTION BY MR. WISEMAN, SECONDED BY VICE MAYOR PARDEE to appoint Councilman Steven Sims as the Council Representative to the Board of Zoning Appeals Commission. On roll call, all voted "aye."

MOTION BY MRS. CAMERON, SECONDED BY VICE MAYOR PARDEE to appoint Councilwoman Nancy English as the Council Representative to the Planning Commission. On roll call, all voted "aye."

Planning Commission Liaison Nancy E. English Board of Zoning Appeals Liaison Steven Sims City Beautiful Commission Liaison Nancy E. English Financial Advisory Committee Liaison Susan D. Pardee Parade Committee Liaison Pamela Cameron Recreation Advisory Committee Liaison Pamela Cameron

#### Agenda Items:

# (a) State of the City Report from Mayor Susan K. Infeld

Mayor Infeld read her State of the City Report.

Copy of the State of the City Report to be attached to permanent minutes.

# (b) Proclamation honoring Karen Jones for her years of service as a Cleveland Heights/University Heights School Board Member

Mayor Infeld read and presentation a Proclamation to Mrs. Karen Jones in honor of her years of service as the President and as a member of the Cleveland Heights/University Heights School Board Member.

Mrs. Jones remarked that both the University Heights and the Cleveland Heights/University Heights School District are gems and that she looks forward to great things from each of them.

(c) Motion to hold an executive session immediately following this regular meeting for the purpose of discussing personnel, litigation and real estate matters

An executive session was not required.

## Directors' Reports

**Safety Director** Mayor Infeld reported that the process of finding a Fire Chief is progressing along and that she would continue to keep Council informed.

There were no other director reports.

## **Standing Committee Reports**

**Civic Information Committee** Chairman Nancy E. English congratulated and announced that Law Director Anthony Coyne was honored by John Carroll University as a Civic Leader and that there was an article highlighting his accomplishments in John Carroll University's magazine.

Mayor Infeld added that the Alumni Medal is the highest honor that John Carroll University bestows on it's alumni.

**Finance Committee** Chairwoman Susan Pardee reported that she will be scheduling a meetings to complete the budget. There will be Finance Committee, Finance Advisory Committee and Council Committee of the Whole meetings with the hopes of being finished well in advance of the March 30, 2014 deadline.

**Recreation Committee** Chairwoman Pamela Cameron reported that the committee that will determine the plans for the new city park has met twice and there will be upcoming meetings to finalize the plans. Councilwoman Cameron encourage everyone to attend and participate in the meetings.

Mayor Infeld reported the next park planning meeting with the architects will be on Wednesday, January 15, 2014 at 7:00pm in Council Chambers.

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

MOTION BY MR. WISEMAN, SECONDED BY MR. ERTEL to adjourn the meeting. On roll call, all voted "aye."

Susan K. Infeld, Mayor

Kelly M. Thomas, Clerk of Council