

MINUTES OF COUNCIL MEETING  
CITY OF UNIVERSITY HEIGHTS  
JANUARY 7, 2013

Mayor Infeld called the regular meeting to order at 7:33p.m.

Roll Call: Present: Mrs. Frankie Goldberg  
Mr. Thomas Cozzens  
Mr. Steven Sims  
Mrs. Adele H. Zucker  
Mrs. Susan D. Pardee  
Mrs. Pamela Cameron  
Mr. Phillip Ertel

Also Present: Clerk of Council Kelly M. Thomas  
Law Director Anthony J. Coyne  
Finance Director Larry Heiser  
Chief of Police Steven Hammett  
Interim Fire Chief Brian Phan  
Building Commissioner David Menn

Pledge of Allegiance

Minutes of the meeting held on December 17, 2012

**MOTION BY MR. COZZENS, SECONDED BY MRS. GOLDBERG to approve the minutes as presented with corrections to typographical error on page 1 and the insertion of the word “council” in the last sentence under item F so that the sentence reads “EDGE program and council in the past...” On roll call, all voted “aye.”**

Comments from the Audience

No comments

Reports and Communications from the Mayor and the taking of action:

Mayor Infeld reported that postcards were mailed out via the U.S. Mail Service to all households in University Heights notifying residents about the town hall meeting. The meeting will be held on Thursday, January 10, 2013 at 7pm in Council Chambers to allow residents the opportunity to give their feedback to Council and Mayor about the concept of consolidating the University Heights Fire Services with that of Shaker Heights. Notices of the town hall meeting was disseminated to the public via the news media, city newsletter, mail and blast email.

Agenda Items:

**A. Swearing-In of Interim Fire Chief, Brian Phan**

Mayor Infeld administered the Oath of Office to Interim Fire Chief Brian Phan and informed everyone that Chief Phan also serves as Fire Chief for the City of Brainbridge. Chief Phan is a longtime University Heights employee who rose through the ranks and served as Captain for many years. Mayor Infeld also stated that she feels fortunate to have someone of Chief Phan’s ability and skill level to lead the Fire Department.

Fire Chief Phan thanked Mayor Infeld and City Council for the opportunity to serve University Heights, he then introduced his family and gave a brief history of his family’s extensive careers in Fire Service. Fire Chief Phan’s grandfather founded the Warrensville Heights Fire Department in the early 1900's and served the department for 51 years (44 years as Chief), his father-in-law recently retired from City of Solon as Battalion Chief after 41 years of service, his oldest brother also served as Chief in Warrensville Heights and 2 cousins are fire fighters. Chief Phan’s sons Michael and Jesse are members of the explorers post with the Brainbridge Fire Department.

**B. Resolution No. 2012-81 In Support of an Application for a Grant from the State of Ohio Local Government Innovation Fund made by the City of South Euclid on behalf of the Cities of University Heights, Shaker Heights, South Euclid, Euclid and Beachwood to Conduct a Feasibility Study of Joint Police Dispatch. (second reading)**

Police Chief Steven Hammett reported that the grant is part of the MOU (memorandum of understanding) which was passed by Council in February 2012. Originally the cost was approximately \$57,906 with University Heights having a required match of 10%. Chief Hammett noted that Cuyahoga County has agreed to pay the city's required 10% match, therefore there would be no cost to University Heights.

**MOTION BY MRS. PARDEE, SECONDED BY MR. SIMS to approve the passage of Ordinance No. 2012-81. On roll call, on passage, all voted "aye."**

**C. Resolution No. 2013-01 Authorizing City to enter into a Wire Transfer Agreement with FirstMerit Bank, N.A. (first reading).**

Finance Director Larry Heiser stated that Resolution 2013-01 is being presented on first reading and allows the city to conduct electronic transfer of funds with the requirement of two (2) verifications; that of the Finance Director and another individual.

Resolution 2013-01 was placed on first reading.

**D. Resolution No. 2013-02 Authorizing Certain Individuals to Sign Agreements required by Bank (FirstMerit Bank, N.A.) (first reading)**

Mr. Heiser stated that Resolution 2013-02 is being presented on first reading and authorizes three (3) individuals to sign agreements required by the bank to provide Treasury Management products/services. Those persons are Larry A. Heiser, Finance Director, Kelly M. Thomas, Clerk of Council and Anthony J. Coyne, Law Director.

Resolution 2013-02 was placed on first reading.

**E. Resolution No. 2013-03 Requesting County Auditor to Advance Taxes from Tax Levies from Tax Levies Proceeds from January 1, 2013 to December 31, 2013. (on emergency)**

Mr. Heiser explained that passage of Resolution 2013-03 allows for the general operating of the city and is being presented on an emergency bases.

**MOTION BY MR. COZZENS, SECONDED BY MRS. ZUCKER to approve the passage of Resolution No. 2013-03 as an emergency measure. On roll call, on suspension of rules, all voted "aye". On roll call, on passage, all voted "aye".**

**F. Ordinance No. 2013-04 Approving Appropriations for 2013. (first reading)**

Mr. Heiser noted that the Finance Committee has reviewed the budget and is submitting it to Council on first reading.

Mayor Infeld noted she would confer with Councilman Cozzens as the Chair of the Finance Committee and possibly Council as a Whole to answer any questions before it appears on the agenda for passage.

Ordinance 2013-02 was placed on first reading.

**G. Motion to purchase Replacement Traffic Control Box from Traffic Control Products.**

Police Chief Hammett stated that this purchase is necessary due to the traffic accident involving a RTA bus that had occurred in December 2012. Chief Hammett also made note that Traffic Control Products

is the sole vendor of Traffic Control Boxes.

Mrs. Zucker raised the question as to who is liable for the necessary repairs and cost incurred due to the accident.

Law Director Anthony Coyne stated that he will confer with the counsel from RTA (Regional Transit Authority) in regards to their liability and how the expenses which are incurred from the accident will be paid.

**MOTION BY MR. COZZENS, SECONDED BY MRS. CAMERON to approve the purchase of the replacement Traffic Control Box from Traffic Control Products. On roll call, all voted "aye" except Mr. Sims who "passed."**

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

Mayor Infeld noted the need for a executive session in regards to personnel matters.

**MOTION BY MRS. GOLDBERG, SECONDED BY MRS. PARDEE to hold an executive session immediately following this regular meeting for the purpose of personnel matters. On roll call, all voted "aye."**

Directors' Reports:

No Director reports were given.


Committee Reports:


**Civic Information Committee** Chairman Susan Pardee stated she wants to hold a Civic Information Committee meeting at the end of January. The Martin Luther King Jr. program will take place during the next council meeting on Tuesday, January 22, 2013.

**Finance Committee** Chairman Thomas Cozzens reported that the Finance Committee met on January 3<sup>rd</sup> to review the 2013 budget for presentation to council for first reading. The Finance Committee will meet again if necessary.

**Safety Committee** Chairman Frankie Goldberg reported that she would like to schedule a Safety Committee meeting on Monday, January 14, 2012 at 7pm.

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

  
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Susan K. Infeld, Mayor

  
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Kelly M. Thomas, Clerk of Council