

**MINUTES OF COUNCIL MEETING
CITY OF UNIVERSITY HEIGHTS
NOVEMBER 4, 2013**

Mayor Infeld called the regular meeting to order at 7:34 p.m.

Roll Call: **Present:** **Mrs. Frankie Goldberg**
 Mr. Mark N. Wiseman
 Mr. Steven Sims
 Mrs. Adele H. Zucker
 Mrs. Susan D. Pardee
 Mr. Phillip Ertel
 Mrs. Pamela Cameron

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

Pledge of Allegiance

Minutes of the meeting held on October 21, 2013

MOTION BY VICE MAYOR GOLDBERG, SECONDED BY MR. ERTEL to approve the minutes from October 21, 2013 as presented. On roll call, all voted “aye.”

Comments from the Audience

Mr. Jim Rohal (retired University Heights Deputy Police Chief) read an article he submitted to the Sun Newspaper. Mr. Rohal stated the article echoed the sentiments of the Rohal Brothers (Jim and Dennis) and their total service of 69 years in the University Heights Police Department.

Lt. Dave Hollo, Treasurer of University Heights Local 974 sadly reported that Lt. Shaun Probert, who retired in 2010 from the Shaker Heights Fire Department lost his battle with ALS Lou Gehrig's Disease over the weekend. Lt. Hollo also reported the sad news that a fellow Cleveland Firefighter Lt. William Walker had been murdered over the weekend. Lt. Walker was one of the EMS instructors from University Hospitals that University Heights uses.

A moment of silence was observed in reflection of the lives of Lt. Probert and Lt. Walker.

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

Mayor Infeld reported the following:

- ❖ Curbside leaf collection will occur until December 15, 2013; weather permitting
- ❖ Election Day is tomorrow, November 5, 2013

Agenda Items:

A. Proclamation in Honor of Patrolman Dennis Rohal

Mayor Infeld read and presented a Proclamation to Patrolman Dennis Rohal in honor of his many years of service to the City of University Heights and the Police Department.

Patrolman Rohal introduced his family members and friends.

Police Chief Hammett, Deputy Police Chief Williams and fellow members of the University Heights Police Department presented Rohal with a large shadow/collage box filled with various patches that replicated Patrolman Rohal's career.

B. Motion to approve the 2014 contract for public health services provided by the Cuyahoga County Board of Health

Mayor Infeld explained that University Heights does not operate its own health department but works in conjunction with the Cuyahoga County Board of Health to provide programs and various public health services.

Mr. Ertel asked if the city had contact information to reach the Board of Health for various issues in the City.

Mayor Infeld stated that Building Commissioner David Menn and the Building Department have contact information for the Board of Health. Mayor Infeld also noted that the Board of Health assigns each municipality an area field representative.

MOTION BY MRS. GOLDBERG, SECONDED BY MRS. ZUKCER authorizing Mayor to enter into contract for 2014 with the Cuyahoga County Board of Health to provide public health services in the amount of \$53,753.00. On roll call, all voted "aye."

C. Motion authorizing Mayor to enter into contract with James G. Zupka to perform the 2013 and 2014 GAAP conversion of City's Financial Statements.

Mayor stated and explained the city's requirement to perform the conversion. Mayor Infeld noted that the State Auditor's office does not perform the conversion but provides cities with a listing of companies that do. Zupka is one on the companies on the list and has performed the city's GAAP conversion in previous years.

Mrs. Cameron asked Mr. Heiser to explain the difference between the GAAP conversion and the Financial Statement process.

Mr. Heiser replied that the audit checks to make sure the city follows the required guidelines and the GAAP conversion assures that the City's financial statements can be read like a business financial statement.

Mr. Sims asked if at least one (1) other firm was contacted to do the conversion.

Mr. Heiser responded that he looked at a three (3) different firms.

Mayor Infeld noted that previously when Council authorized the bidding of the conversion contract it was for a multi-year time period (2 years). Mayor Infeld also noted that it's not unusual for a community to approve a contract for 5 years.

Mr. Wiseman inquired if the other companies charged a higher amount to do the conversion.

Mr. Heiser answered that all three (3) companies were within a hundred or so dollars of each other but that it is also a competitive market.

MOTION BY MRS. PARDEE, SECONDED BY MRS. CAMERON to authorizing Mayor to enter into contract with James G. Zupka to perform the 2013 and 2014 GAAP conversion of City's Financial Statements. On roll call, all voted "aye."

D. Motion authorizing Mayor to enter into contract with Southwest Companies to re-roof Service Department Garage.

Building Commission David Menn reported that this item is to re-roof the 3-bay service garage used to house the smaller service vehicles. Mr. Menn stated that he received three (3) bids and recommends Southwest Companies, Inc.

Mrs. Pardee asked if all three companies were offering the same service and materials.

Mr. Menn reported that each company has their preference of which materials to use but they are all similar in quality. Mr. Menn stated that he was comfortable with the low bidding company, Southwest Company.

Mr. Wiseman asked if the city had used Southwest Companies in the past and if they did commercial and residential work.

Mr. Menn replied that Southwest painted the copula/steeple on City Hall and that they mostly do commercial work.

MOTION BY MRS. PARDEE, SECONDED BY MRS. CAMERON authorizing the Mayor to enter into contract with Southwest Companies to re-roof the Service Department Garage in the amount of \$8,745.00. On roll call all voted "aye."

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

Mayor Infeld noted the need to hold executive session for real estate matters.

MOTION BY MR. SIMS, SECONDED BY MRS. ZUCKER to enter into executive session to discuss a real estate matters. On roll call, all voted "aye."

Directors' Reports:

Police Chief Steve Hammett acknowledged and thanked the Auxiliary Police for their work during the recent storm and on Halloween.

Service Director Jeffrey Pokorny had no report.

Mr. Sims asked Mr. Pokorny if leaves and brush are collected on the same day. Mr. Pokorny replied that leaves and brush are collected by different crews and that the crews work in separated areas of the city. Thus the collection of leaves and brush would occur on different days.

Mayor Infeld stated and clarified the City's regulations as to how brush should be prepared for collection. Mayor Infeld also noted that the regulations are suspended when there is a storm to allow the Service Department to promptly collect the debris; otherwise the only time brush is to be placed on the treelawns is during the spring time collection program. Lastly Mayor Infeld stated that the regulations are cited in the Service Department booklet which is posted on the City's website and is available in City Hall and provided to new homeowners and renters.

Committee Reports:

Finance Committee Chairman Mark Wiseman reported that he will schedule a Finance Committee meeting before the end of the year.

Governmental Affairs Committee Chairman Phillip Ertel reported that he spoke in general with Ed Jerse, Cuyahoga County Office of Regional Collaboration in regards to economic development and growth and how the County and City might benefit each other.

Recreation Committee Chairman Pamela Cameron reported that the Recreation Committee met on October 22 and reports were received from all the summer recreational activities; swimming pool operation, arts/crafts and tennis. Mrs. Cameron stated that some issues will be forwarded to Council upon review from the Administration in terms of changing some of the programs fee structures. Mrs. Cameron further stated that all parties are aware of their expectations for performance and service.


There were no other committee reports.

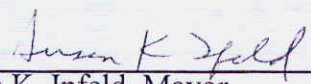
City Council entered into Executive Session.

MOTION BY MRS. PARDEE, SECONDED BY MRS. ZUCKER to reconvene regular City Council Meeting. On roll call, all voted "aye."

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

MOTION BY MR. SIMS, SECONDED BY MRS. CAMERON to adjourn. On roll call, all voted "aye".


 Kelly M. Thomas, Clerk of Council


 Susan K. Infeld, Mayor