Mayor Infeld called the regular meeting to order at 7:38 p.m.

Roll Call: Present: Mr. Thomas Cozzens
Mrs. Adele H. Zucker
Mr. Steven Sims
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
Fire Chief David Rodney
Service Director Jeffery Pokorny

MOTION BY MR. SIMS, SECONDED BY MRS. ZUCKER to excuse the absence of Vice Mayor Goldberg. On Roll Call all voted “aye.”

Pledge of Allegiance

Minutes of the meeting held on October 15, 2012

MOTION BY MRS. PARDEE, SECONDED BY MR. COZZENS to approve the minutes as presented. 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 informed everyone that the report from the joint fire study for the possibility of consolidating, merging or sharing fire services between University Heights and Shaker Heights is completed and is available on both Cities’ websites. Emergency Services Consultant International (ELCI) was selected by both University Heights and Shaker Heights to perform the study. The report shows four different models for moving forward with the delivery of Fire Service between the two cities. Prior to the written report ELCI gave a presentation to each of the Councils in both cities at different times on October 15, 2012.

Mayor Infeld also reminded everyone about Voting Day and that Vice Mayor Goldberg is a candidate for Juvenile Judge for Cuyahoga County.

Mayor Infeld introduce the City’s new Law Director Anthony Coyne. There will be a ceremonial swearing-in at the next Council meeting on Monday, November 19, 2012 to give everyone the opportunity to meet his family and for his family to see him get sworn in.

Agenda Items:

Mayor Infeld asked Council for a motion to place Resolution 2012-67 Honoring Former Law Director Kenneth J. Fisher on the agenda because it was presented but not voted on during the previous council meeting.

MOTION BY MRS. CAMERON, SECONDED BY MR. SIMS to add Resolution No. 2012-67 Honoring Former Law Director Kenneth J. Fisher to the agenda. On roll call, on passage, all voted “aye.”

MOTION BY MR. COZZENS, SECONDED BY MRS. PARDEE to approve Resolution No. 2012-67 Honoring Former Law Director Kenneth J. Fisher. On roll call, on passage, all voted “aye.”
A. Ordinance No. 2012-68 Transfer of Funds. (first reading)

Finance Director, Larry Heiser remarked that Ordinance 2012-68 is to transfer $110,000 from the General Fund to the Capital Improvements Funds (401) to afford payments of the upcoming expenditures which have already been approved.

Mr. Ertel asked Mr. Heiser about the 15% fee increase for Workman’s Compensation depicted in the 2013 Budget, and how much more of an increase is that over last year. Mr. Heiser responded that he wasn’t sure of the exact figure and that he only put in the 15% as a place holder. The city changed from an individual retro account to a group retro account and will receive a bill from Worker’s Compensation from the individual retro by the end of 2012.

Mayor Infeld stated that the city’s rating group has changed, so the premium will change as well. This should help the city to save on medical cost even though the premium may be higher.

B. Resolution No. 2012-69 Authorizing the Mayor to Enter into an Agreement with John Carroll University for Reimbursement for Traffic Calming Improvements as Approved by the City Engineer, as Part of South Belvoir Boulevard Resurfacing Project and Declaring an Emergency.

City Engineer Joseph Ciuni stated that this is part of the South Belvoir Boulevard resurfacing project which extends for Fairmount Boulevard to Mayfield Road in South Euclid. The project is federally funded 80/20 or 80% federal cost and 20% local cost. The agreement between Cuyahoga County and University Heights states that the County would pick up the 20% local share if University Heights paid for the design engineering.

Mr. Ciuni noted that John Carroll University is part of the South Belvoir corridor and asked if they (JCU) could add some additional traffic calming additional items to the project. Such as curb bump outs, raised speed tables, pedestrian crosswalk signals, striping, etc. The County, the City of University Heights and John Carroll University all went back to NOACA to request enhancement funds. That funding is also 80/20 where the County will not cover the 20% for the traffic calming, John Carroll has agreed to pay that 20%.

John Carroll University cannot request enhancement funds from the County, therefore, the City of University Heights needs to request the funding and thus needs to enter into an agreement with John Carroll University for reimbursement of the 20%.

Mayor Infeld stated that the County needs to bid out the road project for South Belvoir Boulevard. But University Heights has added the pedestrian improvements from Champion Dormitory on the east side of South Belvoir to the Recreation Center on the west side of South Belvoir. The city has to notify the County about the additional work so that it can be bid on correctly. Separately, the city is entering into an agreement with John Carroll University to pay for the cost of the traffic calming improvements. The city will continue to maintain the improvements because they are in the roadway.

Mr. Ciuni summarized the funding. This project is a Cuyahoga County project with a cost of 80/20 where the County pays 80% and the City pays the other 20%. Along with this there is funding from NOACA also at a 80/20 cost. The enhancements or traffic calming improvement that will benefit John Carroll University. John Carroll will reimburse the city the 20% cost for the enhancements. The only cost to University Heights would be the cost for engineering, unless the city adds additional work to the project.

Mr. Sims asked for calcification as to the maintenance of that section of South Belvoir Boulevard where the traffic calming improvements would be. Will the agreement address this so that the word “normal” maintenance is noted. The city usually maintains that roadway in terms of normal maintenance and not necessary extraordinary maintenance where it would necessitate the city to go back and improve the enhancements that have been put in place.

Mayor Infeld replied that the city had to write NOACA to request permission to add the traffic calming items to the road project and provided NOACA a letter stating that the city is responsible for maintaining that roadway and any improvements made in the roadway.

Mr. Ciuni stated he did not believe there will be any special maintenance because it’s just
traffic/pedestrian signals, concrete and asphalt. The only exception may be the pervious pavers in the parking areas along the curb, because the city hasn’t used them much in the past.

Mrs. Zucker questioned how the raised sections of roadway will be handled by the snow plows? Mr. Ciuni stated that previous Service Director reviewed the plans and agreed it is a standard design that is acceptable for snow plowing. The ramp will be made of concrete and only goes up 4" and creates a very gradual slope over a distance.

**MOTION BY MRS. PARDEE, SECONDED BY MR. COZZENS to approve the passage of Ordinance No. 2012-69 as an emergency measure.** On roll call, on suspension of rules, all voted “aye.” On roll call, on passage, all voted “aye.”

**C. Ordinance No. 2012-70 Requesting Cuyahoga County to Proceed with Traffic Calming Improvements as Approved by the City Engineer, as Part of South Belvoir Boulevard Resurfacing Project and Declaring an Emergency**

City Engineer Joseph Ciuni stated that this was a formal request to Cuyahoga County to include/add the traffic calming improving items to the South Belvoir Boulevard Road Resurfacing Project.

Mayor Infeld noted that this was scheduled to be a 2013 project but the County informed both University Heights and South Euclid that because on the number of projects the County has earmarked for 2013, the South Belvoir Boulevard will be rescheduled for 2014. But, the County will still be going out for bids for this project in the near future.

**MOTION BY MR. COZZENS, SECONDED BY MRS. PARDEE to approve the passage of Resolution No. 2012-70 as an emergency measure.** On roll call, on suspension of rules, all voted “aye.” On roll call, on passage, all voted “aye.”

**D. Motion to allow the Mayor to hire Tookey Construction to repair the front porch located at 3505 Tullamore Road, not to exceed $2,250.00.**

Building Commissioner David Menn stated this item is a follow up from the October 15, 2012 Council meeting where Council declared the front porch located at 3505 Tullamore Road a nuisance.

Mr. Menn received two (2) bids for repairing the porch and recommends Tookey Construction for the job.

Mr. Menn noted that a certified letter was sent to the homeowner notifying them that the City had declared the property as a nuisance for the repair of the front porch and if not corrected within ten (10) days the City would abate the property and hire a contractor to repair the porch.

Mayor Infeld explained that the property was in poor condition and that the owner is not cooperating with the city’s repeated request to repair the porch. Mayor Infeld explained when homeowners don’t take care of their property the city creates a listing of all repairs to be made by the city. That list is present to Council for approval and once approved the list is sent to the County Auditor to place a lien against those properties tax bills for the cost of various repairs.

**MOTION BY MRS. ZUCKER, SECONDED BY MR. ERTEL to approve Mayor Infeld hiring Tookey Construction to repair the front porch at 3505 Tullamore Road, not to exceed $2,250.00.** On roll call, on passage, all voted “aye.”

**E. Motion to Authorize the Mayor to enter into agreement with Land Networking LLC for Emergency Sewer Repairs.**

Mr. Pokorny explained that in early 2012 the city bid out a contract for emergency sewer repairs to Land Networking was the low bidder at $78,875.00. Since that time the city has done 11 different repairs and are currently at a dollar amount of approximately $71,000.00. The contract with Land Networking was for the time period of 2012 - 2013, in order to continue the repairs under this contract requesting an additional $80,000 be added to the contract.

Mayor Infeld noted that when the waterline was replaced on Lansdale Road there were several depressions in the roadway necessitating expensive repairs.
MOTION BY MRS. PARDEE, SECONDED BY MR. COZZENS to authorize the Mayor to enter into contract with Land Networking LLC for Emergency Sewer Repairs. Amending Ordinance 2012-04 authorizing the Mayor to enter into contract with Land Networking LLC for emergency sewer repairs. The Ordinance will be amended from the original not to exceed amount of $78,875.00 to a new not to exceed amount of $158,875.00. On roll call, all voted “aye.”

F. Motion to allow the Mayor to hire Ardmore Tree Service to perform pruning and tree removal of certain trees in the city.

Mr. Pokorny stated bids for the 2012-05 for various trees around the city and 2012-06 focused on trees located on Washington Boulevard were opened on November 1, 2012 at 3:30pm. Ardmore Tree Service was the low and best bidder in both of the contracts. Mr. Pokorny recommended Ardmore Tree Service for the 2012-05 and 2012-06 contracts.

Mrs. Pardee inquired the qualifications of Ardmore Tree Service since their bids were substantially less than the other bidders.

Mr. Pokorny replied that Ardmore Tree Service are Certified Arborists and have previously done quality work in University Heights. Mr. Pokorny recommended Ardmore Tree Service because they were the lowest bidder and would perform well on the contracts. Ardmore Tree Service informed Mr. Pokorny that they will uphold their bid.

Mrs. Pardee asked if the city could notify residents when their treelawn trees are on the list for pruning. Mayor Infeld remarked that yes the city could mail out notice to residents but there would be a cost associated with that. Mayor Infeld also noted that any work that is recommended to be done to treelawn trees is defined by a Certified Arborist.

Mr. Pokorny stated that in the past the service department attempted to give notice to all residents who have trees scheduled to be removed.

Mrs. Zucker asked if it is possible to list the streets that the Arborist has noted for tree trimming on the city’s website so that the list is publically posted.

Mayor Infeld stated that she was unsure of the number of residents that view the city’s website. Mayor Infeld noted that the city can also mail letters to all homeowners on the list if that what council wants, but for the council to be mindful of the budget, in terms of the mailing cost. Mayor Infeld also explained how the city is divided up in quadrants for tree lawn tree maintenance so every four (4) years tree lawn tree issues are addressed.

MOTION BY MR. ERTEL, SECONDED BY MR. COZZENS to award the contract for two (2) different tree projects to ARDMORE Tree Service to perform pruning and tree removal of certain trees in the city for (1) 2012-5 project in an amount not to exceed $4,765.00 and (2) 2012-6 project in an amount not to exceed $3,195.00. On roll call, all voted “aye.”

G. Motion to extend the City’s contract with the Senior Transportation Connection for six (6) until April 30, 2012.

Mayor Infeld stated the current contract is for 80 rides per month with a cost of $1,680.00. Over the past year the city has yet to use all 80 rides in a month. The Civic Information Committee of Council did receive this data in October and the entire Council receives the summary sheets.

Mr. Sims asked if the restructured contract is effective in allowing the city greater control over the number and type of service the city delivers along with the price is working well.

Mayor Infeld replied that the city is not maxing out on the rider ship, we are paying for 80 rides a month and aren’t using them.

Mr. Sims asked if the city can review the contract for a longer period of time along with a monetary adjustment.

Mayor Infeld said council has several options; i.e., pass motion and extend the contract for six (6) months, table motion with the possible request to move to a month to month basis.
Mrs. Cameron was more inclined to have a annual contract based on the typical usage the city sees in a years time as opposed to a six (6) month period. Mrs. Cameron felt that budget wise going month to month would be unnecessary.

Mrs. Pardee stated she would like to extend the contract for another six (6) months to give time to review what senior services our neighboring communities provide as some include transportation. If council extends the contract for six (6) months council have time to work within the current budgeting period incase council wants make a change and for example add services with another community. Also the rider ship is up and down, even though it seems that it is declining but there’s has been time when it’s high. Is it being promoted enough?

After further discussion of usage and promotion it was decided to table extending the contract with Senior Transportation Connection allowing Mayor Infeld to speak with the Director of the Senior Transportation Connection to obtain a new contract (with a lower number of rides) and to ask to consideration to allow operation on a month to month basis.

MOTION BY MR. ERTEL, SECONDED BY MRS. ZUCKER to table extending the City’s contract with the Senior Transportation Connection until Mayor can negotiate a new contract and request permission to operate on a month to month basis in the interim time. On roll call, all voted “aye.”

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

There was no need to hold executive session.

Directors’ Reports:

Finance Director Larry Heiser reported that RITA will be at City Hall from January 28 - January 30 for Resident Audits. Audit letters will go out to the community.

Law Director Anthony Coyne has been reviewing the City’s files to get a status on the Sewer District pending cases and rates.

Service Director Jeff Pokorny stated that the city made it through the storm with only one (1) crew of three employees having to come in on overtime the rest of the storm damage was handled during regular work hours. Leaf collection continues with two (2) crews and making the third round. Household hazardous waste collection occurred with approximately 200 vehicle coming though. Half of the vehicles were for hazardous and half for shredding.

Committee Reports:

Civic Information Committee Chairman Susan Pardee announced that the committee is still looking for people for the Technology Advisory Commission. Persons should have expertise in technology in areas such as law, science, consumer affairs, economics, or have IT or MIS experience and lives in University Heights. Interested parties can submit their letters of interest and resumes to Clerk of Council Kelly Thomas.

Finance Committee Chairman Thomas Cozzens announced that the committee met prior to the council meeting to discuss the 2013 budget. And will meet with the Finance Advisory Committee on Monday, November 19 at 6:30pm to review the same information.

Recreation Committee Chairwoman Pamela Cameron reported that there will be a joint meeting of Recreation Committee and Recreation Advisory Committee on Wednesday, November 28, 2012 at 7:00pm.

Mayor Infeld announced that the Beautiful Homes Awards event will be on Monday, November 12 at 7:00pm in Council Chambers. The Beautiful Homes Awards is a signature event for the city. University Heights is known as the “City of Beautiful Homes” and the city likes to recognize homeowners that do an especially good job of maintaining their homes. Each award winner receives a sign for their front yards that identify’s them as a Beautiful Home.
There being no further business to discuss, the meeting was adjourned.

Susan K. Infeld, Mayor

Kelly M. Thomas, Clerk of Council