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

Roll Call:

Present:  Mr. Mark Wiseman  
          Mrs. Adele Zucker  
          Ms. Nancy E. English  
          Mrs. Pamela Cameron  

Absent:  Mrs. Susan Pardee  
          Mr. Steven Sims  
          Mr. Phillip Ertel (7:50pm)  

Also Present:  Law Director Luke McConville  
               Finance Director Larry Heiser  
               Clerk of Council Kelly M. Thomas  
               Police Chief Steven Hammett  
               Fire Chief Douglas Zook  
               Building Commissioner Eric Tuck-Macalla  
               Service Director Jeffrey Pokorny  
               Community Development Coordinator Patrick Grogan  

MOTION BY MR. SIMS, SECONDED BY MR. WISEMAN to excuse the absence of Mrs. Pardee, Mr. Sims and Mr. Ertel. On roll call, all voted “aye.”

Pledge of Allegiance

Approval of Minutes

Minutes from Council meeting October 19, 2015

There were no corrections to the October 19, 2015 Council minutes.

MOTION BY MRS. ZUCKER, SECONDED BY MS. ENGLISH to approve the Council minutes of October 19, 2015 as presented. On roll call all voted “aye.”

Minutes from Special Council meeting October 29, 2015

There were no corrections to the October 29, 2015 Special Council minutes.

MOTION BY MR. WISEMAN, SECONDED BY MRS. ZUCKER to approve the Special Council minutes of October 29, 2015 as presented. On roll call all voted “aye.”

Comments from Audience

There were no comments from the audience.

Mayor’s Report to Community

- Reminded everyone that tomorrow, Tuesday, November 3 is Election Day.
- Construction for the new Community Park is progressing and should be opened by summer 2016.

Agenda Item:

A. Resolution 2015-43 Approving the Appointment of University Heights Residents Michael Bohan and Frank Navratil to the City of University Heights Tax Board of Review for Two Year Terms (first reading)

Mr. Heiser stated that this was discussed at the joint Finance Committee and Financial Advisory Committee meeting that was held on October 16, 2015.

Mr. McConville added that passage of this Resolution is a requirement of the new tax ordinance legislation that Council previously passed.
Resolution 2015-43 was placed on first reading.

B. Ordinance 2015-44 Closing the Following Special Revenue Funds: Fund 207 Sick Leave Benefits Fund, Fund 219 Municipal Energy Program Fund, And Fund 220 County MEP Energy Audit Fund (first reading)

Mr. Heiser reported that this item also came out of the joint Finance Committee and Financial Advisory Committee meeting that was held on October 16, 2015. The joint committee suggested that the accounts with zero balances be closed out to give the cash position report a clean presentation.

Mrs. Cameron asked how easy would it be to recreate these funds if they became necessary.

Mr. Heiser replied it would just be the reverse of closing them; meaning coming back to Council with a request to reopen the needed funds.

Ordinance 2015-44 was placed on first reading.

C. Ordinance 2015-45 Amending Ordinance 2014-54 for Current Expenses and Other Expenditures of the City of University Heights, Ohio, for the Period Commencing January 1, 2015 and Ending December 31, 2015 (on first reading)

Mr. Heiser reviewed each of the various funds.

Mr. Wiseman asked about the sewer maintenance fund.

Mr. Heiser replied that is for the expenditures and revenues for Cleveland Water projects. Cleveland Water reimburses the City the amount that’s awarded for the project so that the expenditures and revenues zero out.

Ordinance 2015-45 was placed on first reading.

D. Motion to enter into Maintenance Agreement with TAC Computer Incorporate for support services for the usage, updates of software and routine maintenance for the Police Department public safety system.

Police Chief Hammett stated that the software is proprietary and TAC was the original vendor the city purchased the public safety system from. Chief Hammett noted that the current contract expires at the end of this year and that approval of this agreement will renew the contract.

Mr. Wiseman asked how many terminals the agreement covers.

Chief Hammett answered 14.

MOTION BY MS. ENGLISH, SECONDED BY MRS. ZUCKER to enter into a Maintenance Agreement with TAC Computer Incorporate for support services for the usage, updates of software and routine maintenance for the Police Department public safety system. On roll call, all voted “aye.”

E. Motion to purchase new copy machine for the Police Department from ACE Business Solutions in an amount of $5,523.00.

Chief Hammett stated that the Police Department has had the current copier since 2007. The current copier was purchased under a 60 month lease and at the end of the lease it was purchased for $1.00 giving an overall total cost of $10,000. Over the years the Police Department’s memory needs of a copier have increased because all documents that are sent to Cuyahoga County Common Pleas Court and Juvenile Court have to be scanned and emailed. Chief Hammett stated he asked for bids/quotes from various companies including minority owned businesses and received bids back from two vendors with similar features and recommended purchasing the copier from ACE Business Solutions as the lowest and best bid.

MOTION BY MR. WISEMAN, SECONDED BY MRS. CAMERON to purchase new copy machine for the Police Department from ACE Business Solutions in an amount of $5,523.00. On roll call, all voted “aye.”
F. Motion to approve a Contract cost increase of $80,000 with Fabrizi Trucking & Paving Co. for the 2014-2015 Emergency Sewer Repairs with a total contract amount not to exceed $230,830.

Mr. Pokorny stated that was the emergency sewer repair contract that is used for sewer, catch basin and/or any other type of physical repair for the sewer system. The current contract was awarded by Council in February for $150,830 based upon a schedule of values for particular items. Mr. Pokorny noted that the bid was based on lineal footage and that in many cases the work exceeds the actual number of lineal feet so that amount will be increased for the next bidding period.

Mr. Wiseman noted that the adjustment is 50% more than the original contract price and asked Mr. Pokorny to explain the reason why the adjustment is 50% and if the increase could be due to the severity of the winter months.

Mr. Pokorny replied the reason was there were more repairs and the number of necessary repairs can be controlled. The repairs are probably more due to the aging of the City’s infrastructure.

Mr. Wiseman asked if Fabrizi Trucking has been doing an acceptable job with this year’s contract.

Mr. Pokorny replied that Fabrizi has been doing a very responsive job and the quality of work has been excellent.

MOTION BY MS. ENGLISH, SECONDED BY MRS. CAMERON to approve a Contract cost increase of $80,000 with Fabrizi Trucking & Paving Co. for the 2014-2015 Emergency Sewer Repairs with a total contract amount not to exceed $230,830. On roll call, all voted “aye.”

G. Motion to advertise for Bids for 2016-2017 Emergency Sewer Repairs.

Mr. Pokorny stated this is for the repair of catch basins, sanitary and storm sewers. The current contract expires at the end of December thus the need to bid the contract again.

Ms. English noted that Mr. Pokorny estimated $250,000 for the two years and asked if the sewer camera that Council authorized the purchase of would help reduce the cost of this contract.

Mr. Pokorny replied that the use of the sewer camera could possibly reduce the cost. If the problem is found to be caused by roots then the Emergency Sewer Repair contractor would not have to be utilized as other methods to get the roots out of the pipes would be employed.

Ms. English asked Mr. Pokorny if he thought he would still need to go up to the $250,000 estimated cost.

Mr. Pokorny replied that he would rather use the estimated $250,000 as opposed to the possibility of having to come back to Council a second time for approval.

MOTION BY MR. ERTEL, SECONDED BY MS. ENGLISH to advertise for Bids for 2016-2017 Emergency Sewer Repairs. On roll call, all voted “aye.”

H. Motion to advertise for Bids for the 2016-2017 Catch Basin, Inlet Sewer Cleaning and Television Inspection Program.

Mr. Pokorny stated this is the contract that the City uses for the cleaning and televising of all of the sewer mains. There is a three (3) year circulation of the city’s catch basins and a four (4) year circulation of the cleaning and televising of the city’s sewer and sanitary mains. The current contract was awarded in February 2014 for two years and expires at the end of December this year.

MOTION BY MRS. ZUCKER, SECONDED BY MRS. CAMERON to advertise for Bids for the 2016-2017 Catch Basin, Inlet Sewer Cleaning and Television Inspection Program. On roll call, all voted “aye.”

I. Motion to purchase a Replacement Transmission from Middlefield MFG for the 2013 Kubota Rubbish Scooter not to exceed $6,475.10.

Mr. Pokorny reported that the scooters are used daily for the collection of rubbish. There are a total of six (6) scooters; one is quite old and one has transmission problems. Mr. Pokorny stated that he had been also working with ABC Equipment and received a lower quote for $6,299.00 so Mr. Pokorny desired to change his recommendation from Middlefield MFG to ABC Equipment Rental and Sales of Brunswick for $6,299.00. Mr. Pokorny noted that 2013 Kubota was out of it’s one (1) warranty but is working with both Middlefield MFG and ABC Equipment to see if the scooters could be covered under some sort of warranty.
If obtaining warranty coverage is successful the purchase of a new transmission will not be necessary.

Mr. Wiseman asked if the rubbish scooters cost about $14,000 new, if that is the case then the City will be spending more than a third of the cost just to replace the transmission when we could purchase a new scooter. Mr. Wiseman asked Mr. Pokorny if he considered purchasing a new scooter because the replacement transmission could go bad after another year.

Mr. Pokorny replied the last rubbish scooters purchased was $15,022.00.

Mayor Infeld commented that discussions were held internally about replacing the transmission over purchasing a new scooter.

Mr. Pokorny noted that the purchase of a new scooter is in the budget for 2016. The plan is to purchase one (1) scooter a year, so they are in the inventory for 6 years. This specific scooter is only two (2) years old, so is still worth repairing rather than replacing.

Mr. Wiseman stated he was willing to go with Mr. Pokorny’s recommendation; but that it seemed a little strange to spend this amount of money on a transmission.

Mr. Pokorny added that the Administration had a long discussion questioning whether to replace the transmission or purchase a new scooter.

Mayor Infeld noted that previously the City would spend approx. $20,000 on the scooters. But by purchasing the base model and fixing them up in house the City has been able to save money. The Administration understands the concern expressed about adding $6,000 to what was a $14,000 purchase for a total of $20,000.

Mr. Pokorny stated he expects to get a one (1) warranty on the new transmission.

Mrs. Cameron asked if there was a better way for the City to maintain the scooters so they would last longer, next time it may be something different than the transmission.

Mr. Pokorny replied that the last two major repairs prior to this have been for the transmission. The entire operation that these scooters are used for creates a lot of wear and tear on the transmissions because there is so much shifting of the gears going backwards and forwards into every driveway. The mechanics puts effort in making sure the oil changes and tire rotations, etc. are done on time.

Mrs. Zucker asked if the other surrounding cities that use the same method of picking up rubbish with scooters have the same problems.

Mr. Pokorny stated they are dealing with the issues in the same method as University Heights is.

Mayor Infeld added that it may be time for Council to review the method of collecting rubbish.

Mayor Infeld asked for a motion to removed agenda item I and replace it with a new agenda item using ABC Equipment Rental and Sales of Brunswick based on Mr. Pokorny’s recommendation with the quoted price of $6,299.00.

MOTION BY MRS. CAMERON, SECONDED BY MR. ERTEL to remove agenda item I. On roll call, all voted “aye.”

MOTION BY MRS. CAMERON, SECONDED BY MS. ENGLISH to purchase a Replacement Transmission from ABC Equipment Rental and Sales for the 2013 rubbish scooter, not to exceed $6,299.00. On roll call, all voted “aye.”

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

Mayor Infeld stated there was a need to hold executive session to discuss the purchase of real estate in the city.

MOTION BY MR. ERTEL, SECONDED BY MRS. CAMERON to hold executive session to discuss the purchase of real estate in the city. On roll call, all voted “aye.”
Directors’ Reports

Community Development Coordinator Patrick Grogan reported on three items.
- The County has opened up round three for demolition project grants
- The City was awarded a little over $100,000 the Ohio Department of Natural Resources for playground equipment.
- Special Projects Coordinator/Executive Assistant Morgan Schweighoefer recently submitted a grant application for adult exercise equipment.

There were no other Director reports.

Standing Committee Reports:

Governmental Affairs Committee: Mr. Wiseman reported that the committee met to discuss possible adjustments to the city’s procedures for contracting with respect to women and minority owned business enterprises. The committee had a lively discussion and presented questions to the Law Director. The committee will meet again in November to finalize a recommendation to Council.

There were no other standing committee reports.

Council entered into executive session at 8:15pm.

MOTION BY MRS. ZUCKER, SECONDED BY MRS. CAMERON to exit executive session and to resume regular Council session. On roll call, all voted “aye.”

Council resumed its regular council session at 8:32pm.

MOTION BY MS. ENGLISH, SECONDED BY MR. ERTEL to add a new item to the Council agenda. Agenda item K. a motion authorizing the Mayor to enter into negotiations to purchase the home located at 3958 Silsby Road. On roll call, all voted “aye.”

MOTION BY MR. WISEMAN, SECONDED BY MRS. ZUCKER authorizing the Mayor to enter into negotiations to purchase the home located at 3958 Silsby Road. On roll call, all voted “aye.”

There being no further business to discuss, the meeting was adjourned at 8:17pm.

MOTION BY MR. SIMS, SECONDED BY MR. WISEMAN to adjourn the meeting. On roll call, all voted “aye.”

There being no further business to discuss, the meeting was adjourned at 8:33pm.

MOTION BY MR. ERTEL, SECONDED BY MRS. CAMERON to adjourn the meeting. On roll call, all voted “aye.”

Susan K. Infeld, Mayor

Kelly M. Thomas, Clerk of Council