

**MINUTES COUNCIL MEETING
CITY OF UNIVERSITY HEIGHTS, OHIO
DECEMBER 4, 2017**

Mayor Infeld called the regular meeting to order at 7:03p.m.

Roll Call:

Present: Mrs. Susan Pardee
Mrs. Pamela Cameron
Mr. Phillip Ertel
Mr. John Rach
Mr. Steven Sims
Mrs. Michele Weiss
Mr. Mark Wiseman

Also Present: Law Director Luke McConville
Finance Director William N. Sheehan III
Clerk of Council Kelly M. Thomas
Police Chief Steven Hammett
Fire Chief Douglas Zook
Service Superintendent Jeffrey Pokorny
Community Development Patrick Grogan-Myers
Engineer Joseph Ciuni
Labor Attorney James Budzik

Approval of Minutes from November 20, 2017

There were no corrections to the minutes from November 20, 2017.

MOTION BY MRS. PARDEE, SECONDED BY MRS. CAMERON to approve the Council minutes from November 20, 2017 as presented. On roll call, all voted “aye,” except Mr. Sims who “passed.”

Comments from Audience

Mr. John Madorsky, 3834 Northwood and resident of 10 years was present and informed City Council that he has 2 dogs (1 dog is 17 years old) and that his neighbor complains all the time about the dogs barking. Mr. Madorsky stated although his neighbor calls the police department constantly he has received only 1 citation. Mr. Madorsky added that he has tried to work with his neighbor and has been very diligent in trying keep his dogs in the house so that they don't disturber her. He said to has gotten to the point where he looks outside before he lets his dogs out to make sure her car is not there and noted that he doesn't have any problems with the neighbor on the other side. has also quiet by controlling the times the dogs are outside, having a dog walker three times a week, keeping the windows closed on the east side of his house, to have bark collars. He is now at the point that he does not know what to do to handle the situation and is looking for help from the City.

Mayor Infeld said she would follow up with the Police Chief about Mr. Madorsky problem.

There were no other audience comments.

Mayor's Report to Community

- ❖ Cleveland Heights High School is having another Open House joined with a Gospel Choir Concert on December 21, 2017; 6pm – 7pm. Hot coco and cookies will be served. The Gospel Concert will begin at 7pm with a \$6 admission cost.
- ❖ The Cleveland Water Department is working with the Cleveland Council to manage the Homestead Rate especially for the University Heights residents who previously qualified for those rates when they were serviced by Cleveland Heights Water Department. This will lower the Homestead water rates for seniors and those who qualify.

Agenda Items:**A. Honoring Bonnie Klein and Sarah Staples ~ 2017 University Heights Citizens of the Year**

Mayor Infeld presented Mrs. Klein and Mrs. Staples with proclamations in honor of all their work and dedication in co-chairing the Annual University Heights Beautiful Home Contest.

Both Mrs. Klein and Mrs. Staples each introduced their family members and thank the City for such an honor.

Mayor Infeld stated that an Executive Session was needed for the discussion of personnel items as listed in agenda items b, c and d.

Before moving on to the remainder agenda items Mayor Infeld stated the need to enter into executive session with City Council and the City's Labor Counsel for the discussion of the three separate Police Contracts.

MOTION BY MR. SIMS, SECONDED BY MR. ERTEL to enter into Executive Session for the purpose of discussing personnel items. On roll call, all voted "aye," except Mr. Wiseman who voted "nay," and Mrs. Cameron who "passed."

MOTION BY MR. RACH, SECONDED BY MRS. CAMERON to exit the Executive Session. On roll call, all voted "aye."

MOTION BY MR. ERTEL, SECONDED BY MRS. CAMERON to re-enter Regular Session. On roll call, all voted "aye."

B. Ordinance 2017-43 Authorizing a Contract Between the City of University Heights and the Ohio Patrolmen's Benevolent Association (Patrol Officers), Setting Forth the Rate of Compensation and Benefits and Conditions of Employment for Members of the Bargaining Unit and Declaring An Emergency (on second reading)

There was no discussion.

MOTION BY MRS. PARDEE, SECONDED BY MR. RACH to approve Ordinance 2017-43 Authorizing a Contract Between the City of University Heights and the Ohio Patrolmen's Benevolent Association (Patrol Officers), Setting Forth the Rate of Compensation and Benefits and Conditions of Employment for Members of the Bargaining Unit and Declaring An Emergency. Roll call on suspension of the rules, all voted "aye," and roll call on passage, all voted "aye."

C. Ordinance 2017-44 Authorizing a Contract Between the City of University Heights and the Ohio Patrolmen's Benevolent Association (Sergeants/Lieutenants), Setting Forth the Rate of Compensation and Benefits and Conditions of Employment for Members of the Bargaining Unit and Declaring an Emergency (on second reading)

There was no discussion.

MOTION BY MR. RACH, SECONDED BY MRS. WEISS to approve Ordinance 2017-44 Authorizing a Contract Between the City of University Heights and the Ohio Patrolmen's Benevolent Association (Sergeants/Lieutenants), Setting Forth the Rate of Compensation and Benefits and Conditions of Employment for Members of the Bargaining Unit and Declaring an Emergency. Roll call on suspension of the rules, all voted "aye," and roll call on passage, all voted "aye."

D. Ordinance 2017-47 a Memorandum of Understanding Between the City of University Heights and the Ohio Patrolmen's Benevolent Association (Dispatchers), Setting Forth the Rate of Compensation and Benefits and Conditions of Employment for Members of the Bargaining Unit (on second reading)

There was no discussion.

MOTION BY MRS. CAMERON, SECONDED BY MR. RACH to approve Ordinance 2017-47 a Memorandum of Understanding Between the City of University Heights and the Ohio Patrolmen's Benevolent Association (Dispatchers), Setting Forth the Rate of Compensation and Benefits and Conditions of Employment for Members of the Bargaining Unit. Roll call on suspension of the rules, all voted "aye," and roll call on passage, all voted "aye."

E. Ordinance 2017-45 Appropriating Funds for Current Expenses and Other Expenditures of the City of University Heights, Ohio for the Period Commencing January 1, 2018 and Ending March 31, 2018 and Declaring an Emergency (on second reading)

Mayor Infeld stated that this is a temporary budget that will allow the City to operate for the first three months of 2018. A regular budget will need to be presented and passed by Council before January 31, 2017.

There was no discussion.

MOTION BY MR. WISEMAN, SECONDED BY MRS. CAMERON to approve Ordinance 2017-45 Appropriating Funds for Current Expenses and Other Expenditures of the City of University Heights, Ohio for the Period Commencing January 1, 2018 and Ending March 31, 2018 and Declaring an Emergency. Roll call on suspension of the rules, all voted "aye," and roll call on passage, all voted "aye."

F. Resolution 2017-46 Authorizing the Mayor to Enter into a Service Agreement with Online Solutions LLC ("Citizen Serve") for Software Service and Support for a New Building Department Code Enforcement Software System in Conjunction with the First Suburbs Consortium of Northeast Ohio Development Council and Cuyahoga County (on emergency and second reading)

Mayor Infeld stated that Resolution 2017-46 is being presented on an emergency bases because of the deadline per the County.

Mr. Grogan-Myers explained the cost difference and added that there would be unlimited support.

Mr. McReynolds commented that he had looked at the website for Online Solutions and from what he could see it will allow the inspectors to have immediate access to more information about the properties while they are out in the field. The program has the ability to grow as the City's needs expand.

Mr. Sims asked Mr. Grogan-Myers to explain the cost.

Mr. Grogan-Myers replied that the quote is for \$19,700; out of that the County funding is \$14,700. The cost of converting all of the Department paper files is not included in the quote. Lastly, the cost for the first year would be @\$8,000 and then @ \$10,000 yearly after that. The estimated cost to furnish the Department with the tablet would be between \$1,200 - \$1,500 per tablet.

Mr. Sims asked what the estimated total cost of the tablets would be.

Mr. Grogan-Myers replied \$4,800.

Mrs. Cameron asked where did the City stand as far as updating the zoning codes.

Mayor Infeld stated that Council decides when that will happen.

Mrs. Cameron asked Mr. Grogan-Myers how soon would the program be up and functioning if approved.

Mr. Grogan-Myers stated the target date would be January 1, 2018, with having the program up and running 8 weeks after that.

Mr. Wiseman asked what would the cost be if the City didn't get the grant.

Mr. Grogan-Myers responded \$19,700.

Mr. Wiseman noted that the contract allows for the City to back out within 60 days if it doesn't like the program. But, what is the County's grant requirement in terms of long-term commitment from the City, is there a certain amount of time?

Mr. Grogan-Myers replied that the \$19,700 is for the implement cost in getting the system up and running. But he wasn't aware of any other requirements.

Mr. Wiseman confirmed that the City's commitment would be for the first 12 months.

Mr. Grogan-Myers said that was correct.

MOTION BY MRS. PARDEE, SECONDED BY MR. ERTEL to approve Resolution 2017-46 Authorizing the Mayor to Enter into a Service Agreement with Online Solutions LLC ("Citizen Serve") for Software Service and Support for a New Building Department Code Enforcement Software System in Conjunction with the First Suburbs Consortium of Northeast Ohio Development Council and Cuyahoga County. Roll call on suspension of the rules, all voted "aye," and roll call on passage, all voted "aye."

G. Motion to advertise for Bids: 2-year Catch Basin Cleaning and Sewer Televising Contract

Mr. Ciuni stated that there are approximately 700 catch basins in the City and that \$400,000 has been budgeted for this expense.

Mrs. Cameron asked if the County had a program to cover the cost of cleaning out the City's catch basins.

Mr. Ciuni replied yes; but the cost of having that program would be billed to the residents on their property tax bill. Currently we access funds through the sewer tax bill money. The County does this service for several cities.

Mr. Pokorny commented that currently the City's cost in having the program is lower that it would be through the County. Mr. Pokorny added that if the City would be move to the County's program it would no longer be in control of the timeframe in which the service is provided, the County would response to service calls based on their timeframe and the cost would be double of what it would cost on our own.

MOTION BY MRS. WEISS, SECONDED BY MRS. CAMERON to authorize the City to seek bids for the 2018-2019 Emergency Sewer and Road Repair Program. On roll call, all voted "aye."

H. Motion to advertise for Bids: 2-year Emergency Sewer and Road Repairs for 2018/2019 Contract

Mr. Ciuni stated that this is for the annual contract the City uses when there is larger sewer, road repairs and waterline repairs that the City Service Department staff can't handle. The expected amount of approx. \$250,000. This would be in addition to the regular road contract.

MOTION BY MR. SIMS, SECONDED BY MRS. CAMERON, to authorize the City to seek bids for the 2-year Emergency for Sewer and Road Repairs. On roll call, all voted "aye."

I. Motion to advertise for Bids: 2017-1 Tree Pruning & Removal Contract

Mr. Pokorny reported that there are approximately 500 trees that need pruning or removing and that the estimated cost is \$50,000.

Mr. Wiseman reminded Mr. Pokorny his previous suggestion that the City holds a class for residents to attend with himself and the City's Arborist so that they can be educated on the care and maintenance of trees.

Mr. Pokorny replied that could be easily done and suggested that it occur during a Service Committee meeting.

Mr. Rach asked about the planting of trees on the new Warrensville Center Road and Fairmount median.

Mr. Pokorny answered that those trees would be listed in the tree planting contract list for 2018 and noted that if they were planted during the Fall planting this year they would not survive the winter season.

MOTION BY MRS. PARDEE, SECONDED BY MRS. CAMERON to authorize the City to seek bids for the 2017-1 Tree Pruning & Removal Contract. On roll call, all voted "aye."

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

There was no need for an executive session.

Directors' Reports:

Police Department: Chief Hammett reminded everyone not to leave their vehicles unoccupied when running or unlocked.

Service Department: Mr. Pokorny reported that 9 rounds of curbside leaf pickup had been completed and that there will be one more run. After which residents need to bag their leaves in the kraft bags for collection on their rubbish day.

Building Department: Mr. McReynolds stated that there was a Building Committee meeting at which the discussion was in regards to drafting an Ordinance registering vacant properties. Mr. McReynolds added that he contacted the City of Cleveland Heights as well as South Euclid. Cleveland Heights had not returned Mr. McReynolds call. South Euclid has disbanded their point of sale inspection program and only inspects the vacant properties. The advantage to that is the vacant properties get registered and provides the City with a contact person's name and phone number. Those properties cannot transfer ownership until they have been registered.

Mayor Infeld clarified that in South Euclid house are only inspected if they were vacant before the property transfer and not at the usual Point of Sale. So if that were the case in University Heights then the vast majority of transfers would not be subject to interior inspections.

Mr. Wiseman stated that the legislation that Council wants draft is only in regards to vacant houses and the City getting into those to inspect. Mr. Wiseman added that there is no point of sale when the house was in foreclosure.

Community Development: Mr. Grogan-Myers reported that the Heights Hillcrest Chamber of Commerce Civic Involvement and Economic Development Committee is researching programing for store/site locators that could be shared with all the communities.

There were no other Director reports.

Building Committee: Mr. Wiseman reported that the committee hopes to have the vacant property legislation ready for introduction at the next council meeting and for adoption at the first meeting in January. The next Building Committee meeting will be mid-January.

Civic Information Committee: The Civic Information Committee will be meeting along with the Governmental Affairs Committee on December 7th at 6pm to start discussions regarding the re-branding University Heights.

Finance Committee: Mrs. Pardee said the Finance Committee met on November 28 discussion was in regards to reviewing the budget and going over the 2017 check ledger. On December 4 discussion regarded the City's surplus, investments and the budgeting process going forward. The next meeting is tentatively set for January 22 to start the budget process.

Mrs. Pardee added that Council wanted to have a reception on December 18 just before the start of the Council meeting in honor of Mayor Infeld for all her years of service to University Heights.


Mayor Infeld commented that unfortunately she has a family obligation and will not be at the next Council Meeting. Mayor Infeld thanked Council for the thought.

Governmental Affairs Committee: Mrs. Weiss reported that the committee met last next week and will have two pieces of legislation on first reading at the next Council meeting; medical marijuana dispensaries in the City and the reorganization of the Board of Zoning Appeals.

There were no other committee reports.

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

There being no further business, the meeting was adjourned.



Susan K. Infeld, Mayor



Kelly M. Thomas, Clerk of Council