Mayor Michael Dylan Brennan called the regular meeting to order at 7:05 p.m.

Roll Call:

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

Absent: Mr. Phillip Ertel  

Also Present: Acting Law Director Michael Cicero  
Police Chief Dustin Rogers  
Fire Chief Robert Perko  
Building Commissioner James McReynolds  
Service Director Jeffrey Pokorny  
City Engineer Joseph Ciuni  
Community Development Patrick Grogan-Myers  
Communications and Civic Engagement Mike Cook  
Economic Development Susan Drucker  

MOTION BY MRS. PARDEE, SECONDED BY MRS. CAMERON to excuse the absence of Mr. Ertel. On roll call, all voted “aye.”

Approval of Minutes from Special Meeting July 23, 2018

The minutes were not ready for approval.

MOTION BY MR. SIMS, SECONDED BY MRS. CAMERON to table the Council minutes from July 23, 2018. On roll call, all voted “aye.”

Comments from Audience

Dr. Santino, 2436 Warrensville Center Road I’m a bicyclist and would like to see some more bicycle friendly things added to University Heights. Dr. Santino proposed that four streets have the signage that says bikes may use full lanes. The four streets that she had in mind was Warrensville Center Road, Cedar Road, Silsby and Washington. Mayor Brennan informed Dr. Santino that the City has a proposal waiting on approval for the addition of bike lanes on Warrensville Center Road for the full length except for the very end at Fairmount circle where it would be a share “o” type situation.

Marie Hood, 2248 Barrington Road thanked the Mayor for the recent paving of her street. Showing her deep appreciation Ms. Hood said she went down her block and had the residents on Barrington who also appreciated what the Mayor had done sign a card of thanks. Lastly, Ms. Hood thanked the Mayor again and stated that he was indeed a man of his word.

Mayor Brennan thanked Mrs. Hood and said it is a pleasure to serve all the residents of University Heights and especially on this project the residents of Barrington Road.
Maurice Miller, 13533 Cedar Road for the past 23 years was present to question a recent article in a local newspaper that indicated that there would be an increase in the rental inspection fee. Mr. Miller asked if that currently being dissolved or where was it at in this process. Will there continue to be the increase in the rental inspection fee.

Mayor Brennan replied that that will be addressed later in the meeting.

Virginia Benson, 3621 Cedarbrook Road ~ 28 years. Ms. Benson was present to request a meeting with the Mayor and members of City Council about the bad condition of her street and the surrounding area.

Patricia Smith, 13501 Cedar Road (owns and rents part of her 2-family house) was present to also complaint about the increase of rental fees. Mrs. Smith said that the City should keep in mind when an owner lives at the property that's something you guys should keep in mind owner that lives there that keeps their property up I don't think that should have this large increase of having inspection comes especially when they're keeping the property up. Mrs. Smith said she could understand for someone who lives out of town and knows nothing about what's going on with their property I could see an inspection you know a regular yearly inspection like that but for the ones who own the property and take care of their property it almost seems that it’s not necessary for someone to come every year inspect. Mrs. Smith added that she hopes that the fee would be reasonable.

Sherry Durrer, 4024 Washington Boulevard stated that city was a great place to live and it was beautiful, but it no longer is. Ms. Durrer said she tells her family and friends that I lives in the slums of University Heights. Ms. Durrer stated that the apartment building next door tree lawn tree has roots that are uplifting the pavement and are going towards her driveway. The next thing that's going to happen is the driveway is going to be lifted the sidewalks already lifted. Who is going to fix this problem and when is going to get done because if it's needs to be done by the winner. Noting that her basement has flooded 6 times over the years, somebody also needs to check the sewers because the roots are going all over.

**Mayor’s Reports and Communications to Community**

**SAVE THE DATE:** Thursday, November 15, 2018 for the city’s first civic awards dinner since 2007. At that event, we will name our 2018 citizen of the year, employee of the year, public servant of the year, among other recognitions. Next week, we will be delivering a special edition of the newsletter, soliciting nominations and recommendations for civic recognition from the community. I also ask city council to make nominations and recommendations for recognition as well.

**MARK YOUR CALENDARS for Police and Fire outreach events.**

Coffee with a Cop will be Wednesday, October 3rd at 10am at Jack’s Deli. The event is a relaxed, informal discussion about the issue’s residents find important. The goal is to improve trust and build relationships, one cup of coffee at a time.

The University Heights Fire Department will host an open house on Sunday October 7th from 11:30am to 2:30pm, come tour the fire station and see the trucks. There will be demonstrations, a safety presentation, and activities for the kids.

**ONE WEEK AGO** tonight, the city government of University Heights met jointly with the CH UH City School District School Board to discuss, among other things, the future of the Wiley property located here in University Heights. At that meeting I pledged this administration’s commitment to working with the school district to find a use for the property that serves our community. My complete remarks are posted on Facebook, and were quoted in substantial part in the Sun News last week.

**FORMAL INAUGURATION** of new JCU president Dr. Michael Johnson will occurring this Thursday at 11:00am at the Hamlin Quad at JCU. The community is invited to attend. I will be there, and I urge us all to attend and welcome Dr. Johnson to our community.

I WELCOME our university students back to school, but the subject of nuisance activities at rental houses has again arisen. I don’t want to spoil the party, but your having a good time cannot infringe upon the peaceable and quiet enjoyment of our own homes. We do have an ordinance on the books about nuisance activities. Disturbing the peace is among those nuisance activities. I want to impress that this nuisance ordinance is not a new program. We are merely enforcing the laws that have long been on our books.
With respect to certain so-called “party house” on Warrensville Center Road, I have prepared and sent today the following letter to the landlords of that property. [read letter]

Turning now to the updates to the rental registration program. After the last regular city council meeting on June 18, 2018, and in light of City Council’s Building Committee chair, Councilman Mark Wiseman, expressing his intention to have a special committee meeting over the summer on the ordinance, as Mayor I took executive action to postpone implementation of the fee schedule in Ordinance 2018-28. That postponement expires on Friday September 14. The Building Committee met last month, and they are exploring ideas for a replacement rental permit and inspection ordinance. However, it will not be done before September 14.

As part of the postponed implementation, the city Building Dept has continued rental inspections, have issued temporary rental permits that expire on Sept 14. However, our building dept has not collected any rental permit application fees in the meantime.

At the Building Committee meeting, there was a strong sense by the council members present that an extension beyond Sept 14 was needed. However, as administrator of this city, I am concerned about continuing to issue temporary permits at no charge. After consulting with our law director and with Councilman Wiseman, it is my recommendation that the Sept 14 deadline be allowed to lapse, and that city council at its next regular meeting of September 17, repeal the ordinance in part to restore the previous fee schedule, so that the city may collect the old fee while council continues work on the new program.

Mayor Brennan asked for a motion to consider item F first as the Appropriate the appropriations set forth in item F as a matter of procedure ought to be considered before many of the other items on the agenda.

**MOTIONED BY MR. WEISMAN, SECONDED BY MRS. WEISS, to consider agenda item “F” before other agenda items. On roll call, all voted “aye.”**

**F. Ordinance 2018-44 Appropriating Funds for Current and Other Expenditures of The City of University Heights, Ohio for the Period Commencing January 1, 2018 and Ending December 31, 2018 (on emergency)**

Mr. Goffe stated that this ordinance included a couple of different items in relation to the General Fund and serves as a tool for cleaning up the various account in moving money from one place to another. There are some new funds in the general fund. In particular items for the Fire Department both on the personnel side where there's additional money due to the overtime we've incurred this year due to the time frame and for new hires. There is also new money specifically for fire this was a result of appropriations for some of the grants that they're receiving. The big movement of money out of the General Services Department into a separate Department for transfers and advances simply so that it (ledger) will clearly show how much money is set aside for transferring advances and not for other spending. There are particular large dollar amount items occurring in some of the other funds for example in the Street Fund there's an extra quarter million dollars that is because in 2017 that fund closed out a purchase order for part of the 2017 paving and the City ended up having to pay that bill in early 2018 with the dollar figure of about 40 million dollars for part of the 2017 street paving using the current year appropriations. There are appropriations of about 1.2 million dollars in the Sewer Water Fund from the Washington Project. Mr. Goffe continue in providing an intensive explanation regarding payroll, over-time in the Fire Department and the other City budgeted items.

Mr. Sims thanked Mr. Goffe for his hard work and reporting. Mr. Sims acknowledge that the financials were probably discussed earlier at the Finance Committee meeting, but he was unable to attend. Knowing that there is a lot of work to be done in this city to get the books in order Mr. Sims said he had to make sure that he understood what these things were in a little more detail and what the timetable that was originally envisioned for hiring staff was. Mr. Sims asked moving forward as the end of the year what will be the anticipated total increase in the overall Fire Department overage in relation to the budget.

Mr. Goffe said he didn’t know what that amount would be.

Mr. Sims said he hoped the Administration was taking measures to control the cost because this wasn’t the first-time overtime grew well beyond what it should have been. Mr. Sims encourage the Fire Chief and
Mayor to take whatever actions are necessary and that needed personnel is hired to make sure there is not a lot of overtime. Make sure there is no need for mandatory overtime and make sure that the Fire Department and all City financial line items are in order.

MOTION BY MRS. PARDEE, SECONDED BY MR. WISEMAN for the Passage of Ordinance 2018-44 Appropriating Funds for Current and Other Expenditures of The City of University Heights, Ohio for the Period Commencing January 1, 2018 and Ending December 31, 2018. Roll call on suspension of the rules, all voted “aye.” Roll call on passage, all voted “aye.”

A. Approving IT package from PC Alternatives for an Exchange Server with Domain Controller, computer upgrades necessary to facilitate the Exchanger Server, associated software, and installation in an amount not to exceed $63,334.99

This quote this is from our current IT vendor and most of it is for hardware and actually vast majority actually for software licenses this is to implement exchange servers so that we can bring email back in-house that allows us more control over the email and also the ability to do things as simple as calendar sharing there are things that you would expect to be able to do in any reasonable size business and this is implementing that ability the domain controller is then the ability to have centralized administration of the computer network and all the computers on there so it means ability to centralized a security software like antivirus and anti-malware software the ability to do security centralized maintenance of the computers at them at this moment that domain portion will not include the police department as they have an existing network and that is something that we will look to integrate in the future also includes in there out of that price about $15,000 for replacement of 15 computers throughout various departments that are old and unable to run off this domain controller and also includes in their software for Microsoft Office we I've worked with the vendor on many of the software items to find cheaper solutions instead of having the retail prices going and looking at several government rates that are available for a lot of the software basic baseline on anything that we're looking at this hardware is we're trying to keep expenses of something that we can't pick up and take with us if we remove to a new facility or to renovate these facilities to a minimum so in terms of hardwired network that is sunk into the building we're looking about 1,500 dollars to do it minimal and then the labor involved with this is billed at our standard hourly rate of 95 dollars an hour and it's estimated 150 hours.

Mr. Rach noting that currently Council accesses their emails through Gmail and asked if this would replace that?

Mr. Goffe replied that the City's emails are handled two different ways and it was explained to him by IT Solutions that because of the way the accounts were originally set up the City has gone with basic email accounts years ago with a limited number of email accounts. If the email platform is brought in-house and were to be integrated together there would be much more flexibility. Allowing the ability to do things like manage and share multiple calendars

MOTION BY MRS. WEISS, SECONDED BY MR. SIMS Approving IT package from PC Alternatives for an Exchange Server with Domain Controller, computer upgrades necessary to facilitate the Exchanger Server, associated software, and installation in an amount not to exceed $63,334.99. On roll call, all voted “aye.”

B. Motion to Authorize Entering into Contract with Minute Men Staffing for the 2018-2020 Temporary Labor Program in a total amount not to exceed $58,701.00 for the three (3) years

Mr. Pokorny stated that bids were opened bids for temporary services to provide fall yard waste collection. This is for curbside collection of leaves and yard leaf bags. One bid was received from Minutemen Staffing Services of Cleveland and their bid amount was of seventeen thousand six hundred and thirty-eight annually which amounts to $58,701.00 for a three-year contract funds. This item was budgeted in the tree improvement fund and recommend entering into an agreement with Minutemen services for a three-year contract for these services
Mr. Rach clarified that they would be picking up yard to waste on the treelawn and not from the backyards. Mr. Pokorny replied correct.

MOTION BY MR. RACH, SECONDED BY MRS. WEISS Authorizing Entering into Contract with Minute Men Staffing for the 2018-2020 Temporary Labor Program in a total amount not to exceed $58,701.00 for the three (3) years. On roll call, all voted “aye.”

C  Motion to Authorize the Purchase of a 2018 Reinforced Rubber Track, Four-Cylinder Diesel Sidewalk Snow Plow Machine from Gibson Machinery LLC in an amount not to exceed $127,475.00

Mr. Pokorny stated that bids were opened on August 17th and there was one bidder, Gibson Machinery of Ultimate Village with a bid of twenty-seven thousand four hundred and seventy-five dollars. This unit will serve as a replacement of the earlier Bombardier model that we currently have. It’s a 1986 model that has exceeded its useful life. The department will hold on to the old unit at least through this winter and will use it as a backup in case one of the two newer units breaks down; however, that isn’t expected with the brand-new models we’ve purchased in 2015. Mr. Pokorny requested Council’s authorization to purchase a new sidewalk snow plow.

Mr. Sims asked was there just one bid and where was the previous one purchased from.

Mr. Pokorny stated yes and that the previous one was also purchased from Gibson machinery, and at that time there was also a second bidder out of Michigan and that bid was higher than Gibson. Mr. Pokorny could explain why this bid from Gibson was for the same machine was quite a bit more than the previous one.

Mr. Rach asked Mr. Pokorny if the increase was due to inflation and if they were still made in Quebec Canada

Mr. Pokorny replied that the price increase could be do to inflation, but he didn’t know and that yes, the machine is still manufactured out of Quebec, Canada.

MOTION BY MR. RACH, SECONDED BY MR. WISEMAN Authorizing the Purchase of a 2018 Reinforced Rubber Track, Four-Cylinder Diesel Sidewalk Snow Plow Machine from Gibson Machinery LLC in an amount not to exceed $127,475.00. On roll call, all voted “aye.”

D.  Motion to Accept the bid from Burton Scott Contractors lowest and best bidder for the 2018 Cedar and Green Crosswalk Improvements and entering into contract with the same in an amount $165,000.

Mr. Ciuni stated that bids were opened on Thursday August 30th and that two bids received for this project. One from Burton Scott and the other from. Both companies are reputable contractors who have done this work in the surrounding cities. The lowest bid was submitted by Burton Scott Contractors LLC for $165,000. Mr. Ciuni noted that the project is funded partially funded by a grant from Community Development Block Grant CDBG. The grant is for $142,965. Generally, the project is to remove payment crosswalks and replace them with stamped concrete crosswalks, the project will also add crosswalk pedestrian signals. Striping, signage and other work including 88 curb ramps. Mr. Ciuni stated that the City was well familiar with Burton Scott they’re a reputable contractor and recommend that the city enter into the contract with Burton Scott as the lowest and best bid. By contract they have to be done by October 31st so that we can spend the money this year, 2018 and get reimbursed this year from CDBG.

Mrs. Weiss asked the grant included the bus stops.

Mr. Ciuni responded yes and noted that the City was thinking about the possibility for solar bus stops, but since the bids came in higher than anticipated the bus stops will not be solar.
It was noted that since this was a Federal grant if the project was scaled down the City would be running a risk if the scope of the project was changed and thus potentially invalidating the whole grant. The solar piece was something that was added on to the project but wasn’t part of the original scope but could be potentially be added as a separate issue.

Mr. Goffe replied that the funds will be advance at the beginning and that the original porting was approved at the Special Council meeting that was held in July. The City has appropriated the advance for the additional money, meaning that the money is taken out of the General Fund and loaned to the CDBG fund so that it can be spent and so that there isn’t a negative fund balance in the CDBG fund. Once the reimbursement is received Mr. Goffe stated he would come back to Council for the approval to advance those funds back and return the money from the CDBG Fundamental fund. This may that very well happen this year, in which case a last minute Ordinance would before Council in either November or December or it could carry over to next year.

Mr. Wiseman said he would like to know how much the City anticipated the cost would be because we're down $23,000 and if Solar part of the shelters are $23,000 it would then cost the City $50,000 for a project that we thought wasn’t going to cost the City anything. Mr. Wiseman said he was a little uncomfortable at this point in approving this item. Noting that he was fine with the improvement and though it was great but that he wasn’t getting enough information about what’s was left outside the project and what that cost may be. Mr. Wiseman said it would be great to have that information.

Mr. Grogan-Myers stated that he didn’t have the have the exact figures with him but when the project was brought to Council for approval to seek the grant he had originally budgeted what he believed was $12,000 or $15,000 for the bus shelters and that did not include the solar package that Councilman Sims requested the city look into. After looking into it and talking with RTA the city was able to secure a price that Mr. Grogan-Myers believed was about $10,000 for both shelters with the solar packages. Actually, the project was over budgeted a little bit in anticipating that the cost might be a little bit more than expected as they came in at $10,000 total.

Mr. Wiseman said that there was a lot of discussion about the bus shelter design and then the discussion was that the City had to stick with what was being proposed because that was what was placed in the actual grant and couldn’t really be changed. But in looking at the breakdown that of the two bids Mr. Wiseman said he didn’t see anything about bus shelters in the bid specs and asked if that was because the bus shelters will be ordered directly from RTA?

Mr. Grogan-Myers replied yes.

Mrs. Pardee thanked Mr. Ciuni for indicating the required contract requirements including an SPE subcontractor for almost 1/4 of this project given Council emphasis and interest in including minority female and SPE contractors.

MOTION BY MR. SIMS, SECONDED BY MRS. CAMERON to Accept the bid from Burton Scott Contractors lowest and best bidder for the 2018 Cedar and Green Crosswalk Improvements and entering into contract with the same in an amount of $165,000. On roll call, all voted “aye.”

E. Ordinance 2018-43 Authorizing the Transfer of a Parcel of Land known as 3950 Silsby Road (ppn 722-17-055) from The City of University Heights to The Cuyahoga County Land Reutilization Corporation as a Public Nuisance Parcel on emergency

Mr. Grogan-Myers provided Council with pictures of the exterior and interior of the house that was previously used for storage space for City Hall. The house had developed a leak in the roof which led to the interior of the house receiving extensive water damage on all floors in 2016 from the flood that affected it as well as city hall. It has since been cleared of moldy boxes and whatnot. The house has since sat vacant and has seriously deteriorated so much that there is a hole in the roof on the backside of the home that has leaked water through the second floor, dropped the ceiling insulation and then leaked through the wood floors onto the floor of the kitchen below and into the basement. In thinking about some long-term strategy in terms of how the municipal campus will be evolving it seemed like an appropriate time to demolish the home. The County Land bank offered funding that they have available and allows the City to convey the
property to them so that they can demolish the house, the garage and the driveway, restore the property back to a grass lot and then transfer the property back to city ownership. The demolition comes at no cost to the City.

Mr. Rach asked how the City would ensure that the property would come back into the city's hands after the demolition.

Mr. Grogan-Myers replied because the County Lien Bank doesn't want to keep the property and it was his understanding that the County has already sent the City a draft conveyance agreement with the understanding that they will transfer it back to the City as soon as the demolition is completed.

Mr. McConville added that the County Land Bank will give it back to the City at no cost because the intent is to retain it for municipal use.

Mrs. Cameron asked about the other house (yellow) that the City owns.

Mr. Grogan-Myers stated that yellow house has replaced the corner house as the current storage house.

Mrs. Cameron noted that the yellow house should require the City to maintain it to some degree.

Mrs. Weiss agreed with Mrs. Cameron in that the administration needs to give greater focus to monitoring these homes that are used for storage purposes because they are not made not to be monitored, they need to be monitored especially after storms for water leakages and so on because nothing will take a building down like water. Mrs. Weiss stated that like Mr. Sims always says Council never wants to tear down a house if they don't need to even if it's city-owned. Mrs. Weiss asked how was did this go through the Land Bank so fast.

Mr. Grogan-Myers said he thought it was just right time right place but also that because the City intends to have a long-term use for the land, it's not going to sit as a vacant lot in the middle of a city block/residential block; it has a dedicated end use by the city.

Mr. Weisman noted that per legislation there is law that requires the Land Bank to offer the demolished property to the local municipality. So there no danger of the Land Bank taking the land and selling it to somebody else.

**MOTION BY MR. WEISMAN, SECONDED BY MRS. CAMERON Approving Ordinance 2018-43 Authorizing the Transfer of a Parcel of Land known as 3950 Silsby Road (ppn 722-17-055) from The City of University Heights to The Cuyahoga County Land Reutilization Corporation as a Public Nuisance Parcel. Roll call on suspension of the rules, all voted “aye,” Roll call on passage, all voted “aye.”**
G. Ordinance No. 2018-46 Levying a Special Assessment on all designated properties served by Street Lights at the rate of one dollar and five cents ($1.05) per front foot for the Tax Year 2018 (on emergency)

Mr. Goffe stated that this assessment was discussed at the Finance Committee meeting that was held just before this Council meeting. Regionally the increase in the footage was based upon the low fund balance in the street lighting as well as the current rate that the City had for this current year and prior years was 70 cents per frontage foot. For this year this footage brought in $168,000, although the City expenses are typically in excess of $200,000 - $210,000 for street lighting. Thus, the need to increase the revenue to try to make up for that shortage.

Mrs. Pardee noted that there were two changes to special assessments one was to increase the Special Assessment Fund for street lights to $1.05 for front foot and the second change was to reduce the Special Assessment (item I) for the spraying, planting, maintaining and removal of shade trees from 80 cents to 70 cents. Adding that Council did not want to tax residents any higher without having a great deal of discussion. Understanding that the Finance Director was trying to normalize the budget and the amounts of money coming into these Special Funds and because these monies are due immediately in the Finance Committee it was agreed that for 2018 that Council would amend the Special Assessment for street lights to 80 cents per front foot and allow the reduction for tree spraying to go down to 70 cents. The dollar amount will continue to be a $1.50 across the two levies. Essentially there's no change, there is just a change in the way the money is coming into the funds and which fund receives a certain dollar amount.

MOTION BY MRS. PARDEE, SECONDED BY MR. SIMS G. Ordinance No. 2018-46 Levying a Special Assessment on all designated properties served by Street Lights at the rate of one dollar and five cents ($1.05) per front foot for the Tax Year 2018. Roll call on suspension of the rules, all voted “aye.” Roll call on passage, all voted “aye.”

H. Ordinance No. 2018-47 Levying a Special Assessment against property within the City’s Sewer Fund to Maintain, Repair and Reconstruct the Sewerage System and Waterlines within the City for Tax Year 2018 (on emergency)

There was no additional discussion.

MOTION BY MRS. PARDEE, SECONDED BY MRS. WEISS approving Ordinance No. 2018-47 Levying a Special Assessment against property within the City’s Sewer Fund to Maintain, Repair and Reconstruct the Sewerage System and Waterlines within the City for Tax Year 2018. Roll call on suspension of the rules, all voted “aye.” Roll call on passage, all voted “aye.”
I. Ordinance No. 2018-48 Levying a Special Assessment for Improving the Streets of the City of University Heights, Ohio by the Spraying, Planting, Maintaining, and Removal of Shade Trees thereon at Eighty Cents ($0.70) per Front Foot for the Tax Year 2018 (on emergency)

Mr. Goffe stated that he had previously recommended to the finance committee and they agree for the reduction in the levy from the 80 cents of the prior year to 70 cents.

MOTION BY MRS. PARDEE, SECONDED BY MR. WISEMAN to approve Ordinance No. 2018-48 Levying a Special Assessment for Improving the Streets of the City of University Heights, Ohio by the Spraying, Planting, Maintaining, and Removal of Shade Trees thereon at Eighty Cents ($0.70) per Front Foot for the Tax Year 2018. Roll call on suspension of the rules, all voted “aye.” Roll call on passage, all voted “aye.”

J. Resolution 2018-49 Accepting a Bureau of Workers’ Compensation Firefighter Exposure to Environmental Elements Grant in the Amount of $6,916.25 for Protective Equipment (on emergency)

Chief Perko stated this was one of two grants that the Department applied for from the Bureau of Workers Compensation Firefighter Exposure to Environment Elements Grant with relations to cancer prevention and fire service. Chief Perko said that they had the vendor picked out for the purchase of detective hoods and gloves. They are just waiting to receive the funds.

MOTION BY MR. SIMS, SECONDED BY MRS. CAMERON for the passage of Resolution 2018-49 Accepting a Bureau of Workers’ Compensation Firefighter Exposure to Environmental Elements Grant in the Amount of $6,916.25 for Protective Equipment. Roll call on Suspension of the Rules, all voted “aye,” and roll call on passage, all voted “aye.”

K. Resolution 2018-50 Accepting the amounts and rates as determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying them to the County Fiscal Officer.

Mr. Goffe informed the Council that this was a procedural item that followed along with the previous tax budget with no changes. This is just a procedural vote so that the City can have the property taxes in place for next year without this vote there is no property tax collection for next year.
MOTION BY MR. SIMS, SECONDED BY MR. WISEMAN approving Resolution 2018-50
Accepting the amounts and rates as determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying them to the County Fiscal Officer. Roll call on Suspension of the Rules, all voted “aye,” and roll call on passage, all voted “aye.”

L. Resolution 2018-51 Accepting an Ohio Department of Public Safety Division of EMS Priority One Grant in the amount of $3,790.00 for EMS Equipment and Supplies. Roll call on Suspension of the Rules, all voted “aye,” and roll call on passage, all voted “aye.”

Chief Perko stated that the Fire Department applied for this grant back in January to state provide state funding towards EMS supplies all the money awarded from this grant we are using to outfit the new ambulance we have about half of that equipment in place. Now we will be prepared hopefully to put that ambulance on the road sometime this month.

MOTION BY MRS. CAMERON, SECONDED BY MRS. WEISS approving Resolution 2018-51
Accepting an Ohio Department of Public Safety Division of EMS Priority One Grant in the amount of $3,790.00 for EMS Equipment and Supplies. Roll call on Suspension of the Rules, all voted “aye,” and roll call on passage, all voted “aye.”

MOTION BY MRS. CAMERON, SECONDED BY MRS. WEISS approving Resolution 2018-51
Accepting an Ohio Department of Public Safety Division of EMS Priority One Grant in the amount of $3,790.00 for EMS Equipment and Supplies. Roll call on Suspension of the Rules, all voted “aye,” and roll call on passage, all voted “aye.”

M. Ordinance 2018-52 Establishing the BCI & FBI Trust Fund for the Purposes of Accounting for the Revenues and Expenses of Fingerprinting Fees Collected on Behalf of the Ohio Bureau of Criminal Investigation and the Federal Bureau of Criminal Investigation (on emergency)

Mr. Goffe stated that this was an accounting matter with the fees that the City will be collecting for fingerprinting. The portion of what is owed back to both BCI and FBI will not actually be the City’s money at any point. The City is just holding it in trust for them. This is simply a separate fund for doing the proper accounting of those funds.

Chief Rogers reported this is related to the Department updating the current fingerprint system and scanner. The new system is what’s becoming an industry standard in providing a web check service to civilians for background checks. This new software will upgrade our current equipment that’s more than ten years old and well beyond its its usable lifespan. Once the new system is in place the department will offer this new service to the community.
MOTION BY MRS. CAMERON, SECONDED BY MR. WISEMAN to approve Ordinance 2018-52 Establishing the BCI & FBI Trust Fund for the Purposes of Accounting for the Revenues and Expenses of Fingerprinting Fees Collected on Behalf of the Ohio Bureau of Criminal Investigation and the Federal Bureau of Criminal Investigation. Roll call on Suspension of the Rules, all voted “aye,” roll call on passage, all voted “aye.”

N. Motion to Authorize the Purchase of a Mack LR 64 Cab and Chassis with a 25-yard Heil Dura Pack 5,000 Rear Loader Rubbish Packer from Bell Equipment Company in an amount not to exceed $222,818.84

Mr. Pokorny stated that this purchase was for the replacement of the 20-yard truck that the City acquired from the City of Beechwood. The truck is a 1989 crane carrier with a 20-yard rubbish packer unit that has reached its useful life. The truck is no longer safe to drive over the road anymore, we used to be able to drive it with brush down to Cleveland Heights but now that we’re taking our brush and yard waste to Kurt’s in Independence this truck is not able to drive up and down those Cuyahoga Valley Hills so this truck has been pretty much out of service for the last several months it was in our budget the capital improvement funds and we had discussed purchasing a rubbish truck at both the service in Utilities Committee and the Finance Committee earlier in the year and has been budgeted. Mr. Pokorny recommended this purchase through the NJ PA (National Joint Powers Alliance Purchasing Consortium) under state contract.

Mr. Rach questioned why the 2018 budget that says final budget under capital improvements shows a line item rubbish truck for $180,00, why the difference of $42,000? Is the difference because you had estimated based upon the rubbish truck we had purchased last year which had a raised cab and the one that is being requested has low entry cab.

Mr. Pokorny replied that the low entry trucks works better for yard waste because the worker is getting in and out of the truck constantly. The rubbish trucks that are on the sanitation route you can climb into because that truck stays parked stationary for a while when you’re out operating it and then it is moved it a block or so and the cycle continues for the entire route. The yard waste collection demands stopping at every tree lawn collecting yard waste, so the low entry truck offers that a much easier way to get in and out.

Mrs. Weiss asked if there was any idea of how much the City could get for the old unit?

Mr. Pokorny replied that he really didn’t know. But via auction it could go for almost for $100,000 in scrap money, noting that it’s amazing what they do with some of those auctions. One of the last crane carriers I believe we got $14,000. If we could recoup much of the $40,000 overage because that seems like a lot of money that was not in the budget that’s correct too technically this is the last vehicle in the Service Department’s Capital Equipment for 2018 and if you add up all the over budget and under budget for all the equipment purchased thus far we would be looking at about a $24,000 increase this year so that’s the number we’d be looking to make up.

Mr. Goffe added that if the cab were to be higher there would also be a risk that the City would have associated with if they’re constantly getting in and out of that raised position - it's a very large increase to the risk of their have an injury on a worker's comp claim and there’s a fatigue factor as I was expressing so in a lot of ways it would be one of those economic things of we're making easier for the worker so they can be more productive we’re making easier on the workers body to reduce risk elsewhere. Mr. Goffe thought it was worth the $42,000.

Mr. Sims commented that there is an expectation that the directors will manage within those budgets. Mr. Sims added that his greatest concern was that directors managed the numbers in the overall budget. Noting that he was the chair of the Service and Utility Committee and that the committee did go over this purchase.

MOTION BY MRS. CAMERON, SECONDED BY MR. SIMS to Authorize the Purchase of a Mack LR64 Cab and Chassis with a 12 yard Heil DuraPack 5000 Rear Loader Rubbish Packer from Bell Equipment Company in an amount not to exceed $222,818.84. On roll call, all voted “aye,” except Mr. Rach, who voted “nay.”
O. **Motion to Authorize Seeking Bids for the 2018-1 Tree Pruning and Removal Contract**

Mr. Pokorny stated that this was a request for authorization to seek bids for tree removal and pruning. Mr. Pokorny provided a list of trees, noting that the list was mostly emergency removals. There are several silver maple trees around town which have aged to the point where there is a worry that they will not make it through the winter without dropping many of their branches. The rest of the list has various trees around the city which have been deemed to be hazardous. There are approximately 32 removals and only 4 scheduled for pruning.

In the next month or so there will be another list of trees for pruning in the winter.

Mr. Weisman asked Mr. Pokorny how it’s determined that a tree should come down.

Mr. Pokorny replied that the City’s arborist inspects at each of the trees. For example, most of the Raymont trees were looked at and pruned about five years ago and now we are looking at them again. If we see decline in a five-year period, the arborist makes the determination that yes that particular tree needs to be cut down.

In reference to the comment from the resident in the public comment portion of tonight’s meeting Mr. Wiseman asked if all trees are the list were tree lawn trees, because the resident was talking about her property being next door to a tree with raised large roots at the beginning of the meeting there’s also another tree particularly there’s one on Churchill.

Mr. Pokorny stated he was familiar with that tree and the trunk is the size of the tree lawn so it touches the curb on one side that touches the sidewalk on the other side and the sidewalk pad that the tree is touching is about three inches above the next sidewalk that clearly it's that tree causing the problem is there any mechanism for us to review this kind of situation there is and we review those situations is almost on a daily basis however in most cases if the tree is healthy and carries its regular foliage looks like it's going to survive another five years within our tree program we will either schedule it for pruning or we will assist the resident with root cutting the roots in order so they could get the sidewalk back down the level but we will not remove the tree okay that makes perfect sense talking about the assisting residents with was that we just peel the contract the concrete pad back and we hire our tree contractor to come out with a root and grind down about 10 inches to remove all those roots so that they can then lay a base and put the sidewalk on top. Mr. Pokorny noted that the resident would be responsible for the cost of the side repair.

Mrs. Weiss asked about the dead tree on Green Road. but it’s a hazard and since these people this company is coming out to do this anyways and the owner has not done anything in the last months.

Is there any way the City could take care of it and then charge the owner?

Mr. Pokorny explained that there is a method for doing that it's called an abatement process where the City declares it a nuisance. The City will then send the resident or home or property owner a notice and telling them that there is a nuisance on their property and that the tree needs to be removed and if they don't do it within the 30-day period then we go out and get a bid for a contractor to actually do that removal. Mr. Pokorny said that he usually gives the homeowner a second notice at that point to let them know that they're going to be assessed for that work. At that time a contractor is sent out to remove the tree and we place that cost on put it on the assessment list for property tax collection.

**MOTION BY MR. RACH, SECONDED BY MR. WISEMAN** authorizing the City to Seek Bids for the 2018-1 Tree Pruning and Removal Contract. On roll call, all voted “aye.”

P. **Motion to Purchase Two (2) 2019 Ford SUV’s via State of Ohio Cooperative Purchasing Program from Lebanon Ford for Administrative and Fire Prevention Officer use in the amounts of $28,369 and $29,299 for a total amount not to exceed $57,668.00**

Chief Perko stated that the Department desires to purchase 2 two 2019 Ford SUV’s Cooperative Purchasing Program from Lebanon Ford Administrative and for the Fire Prevention Officer in the amounts of $28,369
and $29,299 via the State of Ohio Cooperative Purchasing Program. The Purchase would include the radio equipment.

Mr. Rach stated that this purchase was discussed at the Safety Committee meeting and the committee made the recommendation to move forward with the purchase. Noting that the committee was hesitant at first because it was not part of the original capital expenditure of 2018; but, because the department has secured so many other grants in the amounts of $81,000 the committee was willing to make the recommendation for approval.

Weiss asked how old are were the current vehicles that are being replacing.

Chief Perko replied that there is a 2007 Jeep Cherokee and a 2008 Chevy Trailblazer both vehicles have been in a variety of vehicle collisions. One has excessive mileage and each of them have had ongoing repairs. There is consideration in repurposing the additional one for non-emergency use and the other on auction.

MOTION BY MR. SIMS, SECONDED BY MR. WISEMAN in granting the approval for the purchase of 2 two 2019 Ford SUV’s Cooperative Purchasing Program from Lebanon Ford Administrative and for the Fire Prevention Officer in the amounts of $28,369 and $29,299 via the State of Ohio Cooperative Purchasing Program for a total not to exceed $57,668.00. On roll call, all voted “aye.”

Q. Motion to Purchase Equipment from Hall Public Safety for the two (2) 2019 Ford SUV’s for Administrative and for the Fire Prevention Officer Offices in the amounts of $5,835.09 and $12,160.62 for a total amount not to exceed $17,995.71

Chief Perko informed Council that the Department has used Hall Public Safety for many years. The vehicles will be outfitted with the needed lighting features, the needs the mobile data computers as well as the radio communications. Each vehicle will be outfitted differently according to their expected use, one vehicle being used more for administrative functions and the other for emergency response requiring more equipment more lighting. The pricing from Hall Public Safety is better than the price from state bid.

MOTION BY MRS. CAMERON, SECONDED BY MRS. WEISS for the purchase of Equipment from Hall Public Safety for the two 2019 Ford SUV’s for Administrative and for Fire Prevention Officer use in the amounts of $5,835.09 and $12,160.62 for a total amount not to exceed $17,995.71. On roll call, all voted “aye.”

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

Mayor Brennan stated that there was a need to hold Executive Session for personnel and real estate matters.

MOTION BY MR. WISEMAN, SECONDED BY MR. RACH to hold an Executive Session for personnel and real estate matters. On roll call, all voted “aye.”
Directors’ Reports

Finance Director – James Goffe reported that the unaudited financial statements will be completed by the deadline of September 25. Mr. Goffe and Consultant Rita Drew are working on the bank reconciliations and gathering other items for that gap conversion. That information has to be transmitted over to the GAP converter. The auditors will be back in starting on Monday next week in order to meet the deadline of October 31. Will soon be working with the department heads this month regarding the budget for 2019. Want to start informing Council where the finances - want to start getting feedback from Council as to any customized reports of time to work on generating.

Law Director – Mike Cicero reported that the Housing Research and Advocacy Center has filed two complaints with the city regarding violations of fair housing laws. In one case it is alleged that the respondents refused to accept payment, in the other case it is alleged that there was an unlawful inquiry into a protected status discriminatory statements made and a refusal to rent. The City Ordinance requires that the respondents be notified and afforded an opportunity to respond the city’s law department by ordinance must conduct an investigation and determine either one to dismiss the complaint as being unfounded; or (2) hold a conciliatory hearing to attempt to mediate a solution; or (3) refer the matter to the city's Fair Housing Board for hearing we are in the investigative stage of each complaint of the present. Mr. McConville is in the process of preparing the Code of regulations conflict of interest policy in sample resolutions relating to the Community Improvement Corporation for review and consideration at the September 17th Governmental Affairs committee meeting those documents will be delivered to Council and Weiss later this week.

Police Department - Chief Rodgers reported that the department’s community engagement held a historical event on August 7 which is recognized nationally in the law enforcement field as National Night Out. This is a national effort by law enforcement agencies to plan and coordinate with the community to build positive relationships and camaraderie. University Heights had its first ever police sponsored national Night Out event which the feedback was tremendous the event was very well attended. The next engagement event is coffee with a cop is the department’s next engagement opportunity October 3rd at Jack's Deli. The Office of Community Policing will be coordinating with the Mike Cook’s office on a regular basis to enhance our engagement opportunities and our utilization of social media applications through our office of community policing.

Mr. Sims commented that the police visibility around city is at a very high level and noted the importance of the lights on the vehicles where he noticed a few have been on and how it helps when the residents and the public see that we are patrolling our communities. Mr. Sims asked if there had been any consideration of any type of initiatives such as walking the block, etc? Chief Rogers replied that there is currently a bike team with four officers you will also see them special events such as National Night Out obviously but other things like movie night at community park and any type of opportunity we can use to get officers out on the bicycles

Fire Department – Chief Perko reported that the department was going through the promotional process and testing this past Saturday for the rank of captain and Lieutenant, with placement and filling both of those ranks and filling them as soon as that process is completed, probably also sometime October. The ladder truck committee has met numerous times since our last safety committee meeting and have narrowed down to not only two different vendors but two specific models. The Fire Department is holding its first ever open house on October 7. The intention is to have some health screenings there from the University Hospital, free food, safety demonstrations and well as a tour of the firehouse and the vehicles. September is the National Preparedness month Chief Perko recommend looking at FEMA’s webpage as well as the county emergency management page for tips on having an emergency plan - they have four themes for each week of the month the theme for this week is to make and practice your plan. It is all about organizing a plan with your family and have an emergency contacts and what you should do in case of an emergency of something say like a tornado the Cuyahoga Emergency Management Agency is also hosting a preparedness event on this at Strongsville Mall on September 22 at noon.

Service Department – Jeff Pokorny reported that he is working on the tree planting program and the tree pruning program for winter. Loose leaves will start being collected from the curbside around October 15th. In the next couple of weeks, the city pool will be drained and winterized. Then work will move towards cleaning up the park and the other public properties for fall.
Building Department - Mayor Brennan gave Mr. McReynolds’ report. The Bellefaire community is preparing to break ground for the new 12 bed inpatient pediatric psychiatric unit to be built on their campus. The groundbreaking is scheduled for September 28th at 9 a.m. at 10:00 a.m. there will be a reception and optional tours of the facility. Work continues at the proposed baby bop Asian cuisine restaurant to be located 13930 Cedar Road, opening date is scheduled for some time in early October. Housing report for the two-month period from June 1, 2018 - July 31, 2018 a total of 590 housing inspections were performed by the staff because of these inspections a total of 192 violation notices were delivered some of these notices had more than one violation listed during the moratorium on rental fees we have not collected rental fees but are scheduling and performing rental inspections as normal. The moratorium is set to expire on September 14th unless further action is decided by council.

Communications and Civic Engagement - Mike Cook reported they were working on the new City logo and the rebranding. Working on revamping the website so it incorporates the designs and the fonts and the colors and the new logo as well as adding some additional functionality to the website - this will not be just a cosmetic changing. Discussion for adding components so residents can pay online for a big trash pickup and other things. Incorporated some fans who are social media and our hope is to launch a city magazine in 2019. The magazine’s first issue would focus on beautiful homes but also be and there’s a part of a logo roll out individual projects. Relaunching some of our citizen committees on October 9th there will be a doubleheader 6:30 - sustainability committee (focus on the issue of trash pickup in the city) and at 7:30 - communications committee meeting (ways City Hall can better connect with residents)

Economic Development - Susan Drucker

Mayor Brennan administered the Oath of Office to Mrs. Drucker.

Mrs. Drucker stated that she was very excited to be a part of this administration and looked forward to working with Council and all the administration. Thus far Mrs. Drucker said she had started scheduling meetings for outreach to businesses in the community and surrounding areas to see what the adjacent communities are doing. Started updating the business directory which was last updated in 2016. I've also been working with James in reviewing the TIF agreement, a meeting is scheduled with the county so that she can be brought up to speed on the TIF completely. Working on the content for the web page for so that there is an economic development page, so people can contact her directly for any of their business needs.

Community Development – Patrick Grogan-Myers reported that he and Mrs. Drucker have been holding a lot of productive conversations. There are several grants that have become available through state funding, so he will be working with the city engineer on those and executing a CDBG grant for the next round of funding which will come available next year. That application period will be opening soon, and a date will be coming up for the next public hearing to solicit ideas for the grant application sometime this fall.

Mrs. Cameron suggested that by at some point next year that the City entertains some serious conversations and invest some serious dollars in the Cedar Taylor area.

City Engineer – Joseph Ciuni reported that the construction projects for the 2018 road program have been completed, except for Groveland (water line project) and the remainder of the City Hall campus is scheduled to be paved the weekend of the 21st and 22nd. Mr. Ciuni said he has also completed the list of streets that will be cracked sealed this year. As far as the water line project started on Groveland: the bypass piping is up, final sample were taken today from Cleveland water (you must pass three samples in a row) before the house is attached to the temporary hose for drinking water. If it doesn't pass and they have to keep flushing the line until it passes. The last sample today they should be able to know the results tomorrow or Thursday then they'll hook up all the houses then they'll start digging up the street removing the water line and putting a new one in so that process takes about the probably about 45 days once they get started.

There were no other director reports.
Standing Committees

Building Committee: Mr. Wiseman stated that there was a committee meeting to discuss the rental registration fee change and that it was almost universal but not unanimous among the councilmembers who were able to attend the committee meeting an interest in backing out of the new fee structure. In some way the members left the meeting thinking they all go and express their intent that the moratorium that the Mayor instituted (which Mr. Wiseman) thought was a great idea would continue until the end of the year. But after discussing it with the Mayor about sort of the administrative nightmare the debt that has brought about because people are getting their rental permits but not making any payment, so the city hasn't been taking money in for the last couple of months. Thus, the thought to let the moratorium lapse or sunset as it were on the September 14th then then Council could at the meeting on the 17th repeal only the new fee structure leaving the rest of the ordinance in place because there are parts of the ordinance that the Mayor and Mr. Wiseman thought were very important. The Building Committee would discuss sometime within the next month or so a new program in terms of what the new fee structure would look like.

Finance Committee - Mrs. Pardee reported that the Committee met an hour before the City Council meeting with an aggressive agenda. Discussion was about: the current status of the finance department both in terms of employees and software, the current state of the city, looked at some reports and talked about more reports. Mrs. Pardee thanked the finance director for the hard work he's done in providing a very detailed committee agenda and the reports he's already provided. As well as for having an aggressive plan for the budget, typically the budget process is started in October. As a Council, they have tried to go forward without temporary appropriations and for several years they were successful, but Mrs. Pardee said she really like the plan Mr. Goffe has in place so I'm looking forward to the budgeting process.

Governmental Affairs Committee - Mrs. Weiss reported that there will be a governmental affairs meeting at 6:00 p.m. before the next council meeting. Discussion will be the CIC in the land bank, how they interact/or are separate from each other.

Recreation Committee - Mrs. Cameron stated that shortly the committee will be entertaining a date for the next bike family bike “all geared up” event.

Safety Committee – Mr. Rach stated that a committee meeting will be scheduled to review the Fire Departments findings regarding the purchase of a new ladder truck

There were no other committee reports.

MOTION BY MR. WISEMAN, SECONDED BY MRS. CAMERON to return to regular session. On roll call, all voted “aye.”

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

There being no further business, the meeting was adjourned at 11:09pm.

Michael Dylan Brennan, Mayor

Kelly M. Thomas, Clerk of Council