

MINUTES OF A COUNCIL CAUCUS
Monday, November 2, 2009 at 8:00 p.m.
Mayfield Village Civic Hall

The Council of Mayfield Village met in Caucus Session on Monday, November 2, 2009 at approximately 8:10 p.m. Council President Bill Buckholtz presided.

ROLL CALL: Present: Mr. Buckholtz, Mrs. Cinco, Mr. Marrie,
 Mr. Marquardt, Mrs. Mills, Dr. Parker
 and Mr. Saponaro

Absent: None

Also Present: Mayor Rinker, Mr. Wynne, Mr. Diemert, Mr. Cappello,
 Chief Dearden, Mr. Marrelli, Mr. Metzung, Chief Mohr,
 Mr. Dinardo, Mrs. Kalina and Mrs. Betsa

IN COMMITTEE(STATUS)

. **Hillcrest Council of Councils**

Council President Buckholtz reported that the Hillcrest Council of Councils met last Saturday morning. Council President Buckholtz attended as well as the Mayor. It was a lively discussion about County reform. Council President Buckholtz thought it went really well. It was well attended.

Council President Buckholtz asked if there was anything else. Mayor Rinker reminded everyone that we have one voting place now in Mayfield Village, at the Community Room next door.

FINANCE

. **Petty Cash Accounts**

Mr. Wynne reported that the ordinance establishing the petty cash accounts is a little bit outdated as far as who the custodians for the cash accounts are. We want to update that. Also, there is a request to raise the amount for the Human Services Department by an additional \$100.00. This will make it a little bit easier for her operating and requesting reimbursements.

Council President Buckholtz stated that Mr. Wynne brought up something interesting in Finance this evening about balancing the budget. Council President Buckholtz asked Mr. Wynne to talk a little bit more about that.

Mr. Wynne stated that he mentioned to the Finance Committee that we had an educational stipend that is payable this Friday to employees by Ordinance. He brought up that you might want to give some consideration to approaching employees and asking them to defer payment of that stipend until the month of December once we can get a better handle on the payment of our tax collections.

Council President Buckholtz added so that we are in the black at the end of the year. Mr. Wynne stated that is correct.

Council President Buckholtz asked Tom Marrie to talk about the Committee's discussion.

Mr. Marrie reported that it was discussed quite openly and agreed amongst the Committee members to go with what Ron suggested, especially since Ron will be meeting with all of the departments on a one-to-one basis to explain it to them so that it is handled in a proper fashion.

Council President Buckholtz asked, so you would be meeting with the individuals to openly discuss our budgetary concerns, asking for their cooperation, that we would move the date to pay them when we can.

Mr. Wynne replied, correct.

Mr. Marrie stated that the department heads present felt that if presented properly, which it will be done that way, that it would be accepted, so we took a little straw vote, or their feelings also of how their people would handle it. It was agreed based on that, and also Ron's balancing the budget to go with it.

Council President Buckholtz deferred to the Law Director on what needs to be done here. Do we need to have a Special Meeting prior to Friday to amend the Ordinance, or what do you suggest?

Mr. Diemert replied we would probably want to do it as a modification or amendment to the Ordinance on an interim basis depending on how you decide you want to do it. What is your deadline for having that done?

Mr. Wynne replied, the pay would be this Friday, this week.

Mr. Diemert stated he thinks that if we have an understanding that everyone's willing to do that, he does not know that we couldn't make it effective retroactively. That would be okay.

Council President Buckholtz asked, if we took a straw vote tonight of Council,

Mr. Diemert asked if the Ordinance mandates in this pay? Mr. Wynne replied, it says the first pay period in November.

Council President Buckholtz stated the general feeling of the Committee and the Department Heads was not to make this a surprise, but more to open the books and show what we are concerned with and looking at in terms of balancing the budget, so it was almost like not even

deciding 100%, having Ron talk to everyone on board, everyone this would affect, and sort of getting an understanding and then maybe coming back to Council President Buckholtz or getting back to us with how that would work. If we need a Special Meeting, do we need a full vote? That was the other question that came up, how many people?

Mr. Diemert replied you need a quorum of Council, sure. Enough to suspend the rules, which is 2/3rds of all Council, or five votes. You would need five people present.

Council President Buckholtz asked if we would have five people here all week.

Mrs. Mills replied, we have two at the end who will be gone.

Council President Buckholtz asked if it could be scheduled tomorrow or Wednesday or Thursday.

Mr. Diemert said it could be early morning as well.

Mrs. Mills asked Mary Beth if we need 24 hours' notice. Mary Beth said yes, to the press.

Mr. Diemert suggested it be scheduled Wednesday morning. A quorum was not available following coordinating calendars.

Mayor Rinker asked about Wednesday evening. A quorum was unavailable.

Council President Buckholtz suggested holding the meeting on Thursday morning. After discussion, the Special Meeting was tentatively scheduled for Thursday, November 5th between 5:30 and 6:00 p.m. We will decide for sure tomorrow.

POLICE DEPARTMENT

. **Prisoner housing for September 2009 (City of Bedford Heights - \$3,597.50)**

Chief Dearden reported that this is the housing bill for approximately 47 prisoner days. That is split up between around 12-13 prisoners.

Chief Dearden stated the only other item he has to discuss which is not on the agenda is an update on the promotional process for the sergeant's exam. It has been completed and the results have been forwarded to the Mayor for his action on that.

FIRE DEPARTMENT

. **EMS billing contract with Gates Mills**

Chief Mohr reported that Mr. Wynne has taken the ball and worked out a very nice comparison relative to EMS services to Gates Mills.

Mr. Wynne reported that Gates Mills approached us about renewing the EMS contract. The proposal we are looking at is for a three-year timeframe. As opposed to billing by runs, they want an invoice based upon what percentage of runs we do for them. We prepared a graph with a five year basis for them to come up with a monthly average for them. We are in conversation with them. Things are moving along very nicely.

Council President Buckholtz asked Mr. Wynne if he sees it as being ready for the next meeting. Mr. Wynne replied he does.

. **EMS billing for residents and non-residents in Mayfield Village**

Chief Mohr reported that the graph in your packets is there for discussion if Council wants to talk about this. This is pretty much self-explanatory. Soft billing for non-residents as well as residents going through the insurance companies could potentially generate over \$100,000.00 if we bill residents and non-residents. It is broken out by non-residents or non-residents when you refer to the graph.

Mayor Rinker does not want to belabor the issue, but he thinks sometimes these things evolve and Mayor Rinker thinks it's always good to recapitulate a little bit. If Council remembers, up until really the past three or four years we had a contract with Gates Mills that covered a variety of health services, safety services and distinct issues. Generally, it was a working relationship initiated in the 80's and worked very well for both communities. What we have started to see a few years ago was that the amount of coverage for our EMS service predominantly that we were providing to Gates Mills and given the logistics of where our fire station is, being able to cover that, we just saw that this arrangement needed to be changed. It probably took us a better part of three years of discussion on again off again back and forth between the two communities, a pretty sensitive issue all the way around. Earlier this year we finally entered into an agreement. At the time, the position from the representatives of Gates Mills was we will adopt a wait and see, but you can tell that the transition for them was something of a challenge. The fact that they have come forward and said they want to extend this type of arrangement in principal for three years is a very positive thing. It shows that the two communities have worked through some pretty difficult issues and what Dave and Ron are refining now in conjunction with these discussions is a mechanism that overall we think again even enhances the work that is being provided, the quality of the service that is being provided and the opportunity for our own community to make sure that we get full value in return for it. It's a step in the right direction. In many respects, a sea change today from where we were just, really a couple of years ago. It's good work on both Dave and Ron's part.

Council President Buckholtz asked Chief Mohr if this is the chart you are representing in terms of what affect it would have to be billing within the Village. Council President Buckholtz knows that other communities do this.

Chief Mohr stated that the breakout, based upon last Friday, is a pie chart, the blue and white are Mayfield Village residents, and the blue and red are non-residents. You can see over in the right-hand column is a potential conservative amount of money generated. We would soft-bill

insurance companies for EMS. This is a revenue stream which is used by 98% of other Cuyahoga County and Lake County EMS Fire Departments in our area. Over on the right hand column you can see in red that's what would be generated if we would bill non-residents such as a Progressive employee or any employee who does not live here. The black figures show the community if we would bill our own residents soft billing through the insurance company. Based on simple calculations of a very conservative amount, it would be over \$116,000.00.

Mr. Marrie asked, soft-billing, meaning we will take what the insurance companies give us? No other billing would be made to the residents, correct?

Chief Mohr replied, correct. We would not send the resident a bill. If they did not have insurance, they would never see anything.

Mr. Marrie wanted to bring this out on the floor.

Council President Buckholtz stated that is an interesting notion. This has not gone to Finance yet or anything, has it? It's just a rough draft?

Chief Mohr stated it was discussed tonight in Finance. He was asked to have everyone look at this. This is what it is.

Mayor Rinker stated, again, historically, this type of mechanism is one that we looked at as early as three and a half years ago as we were discussing different alternatives. We felt that it was kind of important to go incrementally. This actual approach of going through the insurance billing process was held in abeyance, for want of a better expression, the first time around. That has come back into it. Now with the data that we have both in the service that has been provided under the current arrangement and just the runs that we have, the data that Dave has gone over with you, again, incrementally it is showing where we can end up.

Council President Buckholtz stated it seems like a viable plan. Any other comments?

Chief Mohr stated the only variable is the year. There is no rhyme or reason, no logic, Chief Mohr cannot give you a graph that shows how many calls we are going to have. It's either up or down. He can't tell you which way it will go. This is based on this year right now.

Council President Buckholtz asked if we want to discuss it some more in Committee or is this something that you are looking to put together legislation for. Mrs. Mills said it has been prepared. Council President Buckholtz stated, once again good work, that's what we are looking for.

SERVICE DEPARTMENT

. Road Salt 2009-2010 Winter Season

Mr. Metzger reported that through our ODOT Purchasing Agreement, Cuyahoga County was the lowest number of salt bids received. We got the best price. It's \$10.00 less than last year.

Council President Buckholtz asked if we have to buy more. Mr. Metzung replied, as opposed to last year, if you recall there was the salt crunch that we were obligated to pay 1800 tons of salt, no more, no less. This year we are obligated to buy between 2,000-3,000 tons. That is based on our typical tonnage being 2,500. That's where we are at with that. The bin is fairly empty this year.

Council President Buckholtz asked if there was any discussion. Mr. Marrie stated this went through Finance and it was okay with the Committee.

PARKS AND RECREATION

In Mr. Thomas' absence, Mrs. Mills reported that the Halloween Party was successful. It was very nice. Kids from the School, Key Club, did a very good job setting up their games and whatnot. It seemed like there were a lot of small kids like 7 and under instead of having some older kids coming for the games and stuff. It was real nice. It was very good. It was a nice time again.

HUMAN SERVICES

Mrs. Kalina wanted to publicly thank Fran Suda who picked up on her request for volunteers for Meals on Wheels. It got us a front page story in the *Sun Messenger*. Debbie Thomas also put something on our marquee. The phone at Meals on Wheels was ringing off the wall. They got more volunteers than they know what to do with.

Mayor Rinker replied, excellent. Everyone applauded. Fran Suda was thanked for the story.

Mrs. Kalina added in fact there was even an editorial cartoon in this week's edition of the volunteers delivering to houses.

Mrs. Kalina reported that everyone should have gotten the information on snow removal in your packets. We are moving along on that. Mr. Saponaro complimented Mrs. Kalina on a very complete report. Great job. Everyone agreed.

With regard to the flu shot program, we only had 139. It went very very smoothly. Of course it was probably the smallest program we have ever had. Anyone who missed a flu shot and still needs one, they can do the MIPOD program next Sunday. Lyndhurst also has one later in November.

LAW DIRECTOR

. Cellular Telephone Policy for Village Employees

Council President Buckholtz stated this was discussed in Finance as well.

Mr. Marrie reported that the Committee discussed this. It was through the suggestion of the State Auditors that we have a policy in place for the use of cellular phones with the associates in the Village. Ron can elaborate exactly how they will be billed per se for their use. This came up through the State Audit that we had this year.

Mr. Marrie brought up in Finance also that in the last recap of the last State Audit which was a couple years ago, it was discussed by the auditors at the time because we did not have one. This time the auditor followed up on it. We have fulfilled the obligation. An ordinance has been prepared for Council's consideration stating what we are doing relative to cellular telephone usage. Mr. Marrie asked Ron if he needed to add anything more to it.

Mr. Wynne stated basically the State feels that whenever there is an asset an employee has access to that can be used for either personal or business, a policy be in place to make sure that the personal value is properly taxable to the employee. This policy accomplishes that.

Council President Buckholtz stated if you do not notify the employee, it's very difficult to come back later and try to assess charges. In other words, there has to be a policy in place. Mr. Wynne replied, correct. Once this policy is approved, he will let the employees know and they will be assessed at the end of the year. They will be charged \$10.00 a month for any personal usage.

ANY OTHER MATTERS

Council President Buckholtz asked if there was anything else.

Mrs. Mills said she and Mr. Dinardo were talking about the new police station. Mrs. Mills asked Mr. Dinardo to address that.

Mr. Dinardo stated he talked to John before this meeting. We are still on track for the next Council meeting to have the architects present basically the final design.

Mr. Marrelli added the Planning Commission is done with it, Architectural Board is done with it. What we could do is bring the board down and you can see the final picture and give it your blessing or comment on it.

Council President Buckholtz asked if there is anything we have to vote on for this.

Mr. Marrelli replied you would be actually confirming the Planning Commission's recommendation to approve the site plan.

Council President Buckholtz stated that would be a yes. We will get it on the agenda.

Council President Buckholtz asked if there was anything else.

Chief Mohr reported that this Sunday we have the flu drill at Mayfield High School. We have had tremendous input from the community questioning whether or not we will have H1N1 vaccine. Chief Mohr has not heard anything as of 4:30 this afternoon. We are limited to 500 shots for seasonal flu. Mayfield High School is going to be the source of where the program is going to be given. We are using staging areas in the other communities that will bus the people in to that facility.

Council President Buckholtz asked if there is a cost factor involved. Mrs. Mills replied \$30.00. That's by the Health Department. Mrs. Mills added if you are not on Medicare. The hours are going to be from 10:00-2:00.

Mrs. Kalina stated that a lot of insurance companies will reimburse you.

Council President Buckholtz asked if there were any other matters. There were none.

There being no further business, the meeting adjourned at 8:42 p.m.

Respectfully submitted,

Mary E. Betsa, Clerk of Council