

MINUTES OF A COUNCIL CAUCUS
Monday, December 5, 2011 at 8:00 p.m.
Mayfield Village Civic Hall

The Council of Mayfield Village met in Caucus Session on Monday, December 5, 2011. Council President Buckholtz called the meeting to order at approximately 8:05 p.m.

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

Also Present: Mayor Rinker, Mr. Wynne, Mr. Diemert,
Mr. Marrelli, Mr. Metzger, Chief Mohr, Mr. Thomas,
Mr. Cappello, Mrs. Wolgamuth, Mr. Dinardo
Mrs. Kalina and Mrs. Betsa

Absent: Dr. Parker, Chief Edelman and Mr. Esborn

IN COMMITTEE (STATUS)

Records Commission

Mrs. Mills replied that representatives of Cintas will be meeting with Mary Beth and Janice tomorrow at Village Hall at 11:00 to look at the boxes to be stored off-site. Mary Beth will have a report for us following that meeting.

Council President Buckholtz asked, we can then dial that in as far as a cost?

Mrs. Mills asked, do you think they will be able to give us a cost evaluation then?

Mrs. Betsa replied, they should be able to give us an idea, yes.

Drainage and Infrastructure

Mrs. Cinco reported that tomorrow morning at 9:00 we have a Drainage and Infrastructure meeting.

BUILDING DEPARTMENT

Mr. Marrelli stated, in case you haven't noticed, the project across the street is about wrapped up. There's a few details. Signs are being made.

Mayor Rinker commented, it does look good.

MAYOR

Mayor Rinker reminded everyone that we are in the heart of the holiday season. We had a very soggy but spirited lighting ceremony last night. Most of the kids were sheltered. We got a little bit of break in the action.

The other really pressing news is, as many of you now know, I am a Grandpa. We are two weeks and a couple days into the newness of it all. For those of you who expressed your thanks and for the nice presents, the parents are very very appreciative. It's a different experience, I can tell you. It's kind of nice to say the least.

Council President Buckholtz asked Doug to look into a little seat that goes by the Mayor at Council table.

COUNCIL PRESIDENT

. **2012 Council Schedule**

Council President Buckholtz suggested Council review the draft schedule and let Mary Beth or Diane know if there are any recommendations or suggestions.

ADMINISTRATION

Mrs. Wolgamuth referred to the memo prepared on the copier follow-up. I did, at Dr. Parker's suggestion, contact IGM Copy. Ron and Jeff and I still recommend the purchase from Lake Business. So, if there's no objection, we are going to go ahead with that.

Mr. Marrie stated, we are saving \$13,000.

Mr. Saponaro added, and it's better quality.

Council President Buckholtz stated, and Dr. Parker was not really stressing anything, he just suggested you check with the other company.

FINANCE

. **CMI Renewal for Software Support for 2012 (Data Base, Payroll, Finance – \$5,519.00)**

Mr. Wynne reported that we received our invoice from CMI, Creative Microsystems, Inc. for the renewal of our software support and help desk support for our Payroll and Finance accounting applications. That bill is \$5,519.00 which represents a 5% increase over last year's charges.

. **Resolution to advance property taxes**

Mr. Wynne reported we will have a resolution to send to the County requesting that they advance property taxes to us on the advanced scheduled dates as opposed to just waiting for the distribution every six months.

. **Transfers**

Mr. Wynne will have a memo to Council and the Mayor at the end of this week itemizing out all of the transfers that need to be approved at the Council meeting. All of these are budgeted for. Now it is just a formality. I will explain in the memo exactly what projects they cover.

. **Final appropriations for January 1, 2011 through December 31, 2011**

Mr. Wynne reported, if there are any adjustments need to the budget that was passed by Council in March we will have to pass final appropriations legislation at the Council meeting. I am not sure whether anything will be needed or not until we wrap up the month of November and I can do a projection for the month of December.

. **Temporary appropriations for January 1, 2012 through March 31, 2012**

Mr. Wynne reported, we will also have to pass a temporary budget for the first three months of 2012 until we finalize the final 2012 budget.

. **MCIC – December 19, 2011 at 8:00 p.m.**

Mr. Wynne reported, the MCIC annual meeting will be scheduled on December 19th prior to the Council meeting. The agenda will be distributed for that meeting. I believe it covers the approval of Minutes from last year and also the election of officers.

Council President Buckholtz asked if there were any questions or comments on any of these items.

On the CMI renewal, Council President Buckholtz stated, of course we have been working with them for a long long time. You probably don't know this off the top of your head, but do you know what we originally paid for the software.

Mr. Wynne asked, originally? No.

Council President Buckholtz asked Mr. Wynne to get that number. Do they do regular updates as well?

Mr. Wynne replied, yes.

Council President Buckholtz asked, when you say maintenance, it's complete support and updates of the products? It's the latest version?

Mr. Wynne replied, yes, we receive e-mails on a regular basis with updated versions that we have to download the software.

Council President Buckholtz asked, do we use their services? How often? Put that in a package to the Finance Committee before the next meeting, what frequency we actually interact with them. Thanks.

POLICE DEPARTMENT

. **HVAC Maintenance Program (Geauga Mechanical Company)**

Mr. Wynne reported, the Chief was unable to attend tonight, but he has on the agenda the HVAC maintenance program. They are in the facility now for a year, so they have to line up somebody to do the preventative maintenance work on the heating and air conditioning system. He has gone out and gotten three quotes and is recommending we go with Geauga Mechanical Company which is also the company that did the installation of the original equipment at the time that the police station was built. The annual cost for that maintenance is \$2,770.00.

Mr. Marrie asked, Ron, is that who we use for this building also?

Mr. Wynne replied, no, it's not. This company from what I understand from the Chief is the type of equipment over at the police station has proprietary type software that helps make it run. Geauga Mechanical takes care of it, which is why we are leaning towards them. They happened to come in with the best price of the three bids.

Mr. Marrie stated, they are better suited for that job anyways, price or not.

Mr. Wynne agreed.

Council President Buckholtz asked, what's the price again?

Mr. Wynne replied, \$2,770.00 for the full year.

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

SERVICE DEPARTMENT

. **Declaring surplus 2 International dump trucks and a Dodge pick-up truck**

Mr. Metzger reported, we will need to declare our two International trucks as surplus and our Dodge pick-up surplus so that we can follow up on the next item.

- **Request to go out to bid for the sale of 2 International dump trucks and a Dodge pick-up truck.**

Mr. Metzung reported, this is to go and put the vehicles out to bid for their sale.

- **Change order for C.A. Agresta Construction (\$15,000 – 80% is reimbursable as part of the 319 Grant.)**

Mr. Metzung reported, this is for the Wiley Park project. The underground at the parking lot that was installed at Wiley was very poor and needed to be undercut significantly. That's what mostly that cost came from. This will be 80% reimbursed because it's part of the parking lot project that is covered by the 319 Grant. The bids came in significantly under what we had applied for so all that should be covered.

Mr. Metzung reported that we may request Council's authorization to go out to bid for rubbish in December. Recently, the rubbish contracts have been significantly lower. We have to measure those against what we already have. We already have one that's pretty low but our window opens up this year. We will need to go out in December. We will need to have the bids back by February because February 15th is when we have to notify the contractor that we will be going with a new contract. That will be rushed. At this point, I don't see a lot of changes in the contract. We will probably do the same thing. We will just go to bid again. The one item that you might see would be some additional recycling opportunities if we were to go to larger bids for recycling because I suspect it's part of the cost savings that other cities are seeing. They are going to these 65 gallon toters for recycling. The recycling numbers go way up. It reduces their rubbish numbers. So that's where the savings are. That may be part of the process. I will keep you in touch.

Mayor Rinker asked, has everyone seen Wiley, the work done there? I think it came out very very nicely. I am curious to see how it wears over time. It's nice to see everything tied all together. Hats off to all of you.

Council President Buckholtz asked, with regard to going out for bid on the rubbish and the toters, is any other community doing that? Have we done that before? I know we did the rubbish hauling with Highland Heights.

Mr. Metzung replied, right. And we will continue to do that.

Council President Buckholtz stated, right. But the toters themselves, is there any cooperation?

Mr. Metzung replied, going with the 65 gallon toters? I know Lyndhurst does.

Chief Mohr replied, Willoughby Hills has them.

Mr. Metzung replied, a lot of people are going to the 65 gallon toters for recycling. That is the newest, best. I can tell you Mentor is doing it. They had a significant reduction in their rubbish.

Council President Buckholtz asked, does that one wheel?

Mr. Metzung replied, it will be the same totes you have today, just a little smaller. It may come to a larger toter and bi-weekly pickup. I don't know offhand, but that's what we are going to look at to see what's entailed.

Mayor Rinker asked, what's our garbage toter right now?

Mr. Metzung replied, the rubbish totes we have are typically 95. We do offer a 65 gallon for people who want it. The little toter is 18 gallon. There's a significant difference.

On the trucks, Council President Buckholtz asked, you have the stats obviously on the two dumpsters?

Mr. Metzung replied, correct. They have been replaced and the news ones are up and running. We finally got license plates on them.

Council President Buckholtz replied, I don't see why all of this can't go to Finance. Any other questions or comments on that?

There were none.

PARKS & RECREATION

Mr. Thomas reported, we held our annual Santa Ride and party this past Saturday. The weather was absolutely gorgeous. We have a couple big thank you's. The first one is to Fritz, who owns Alfredo's and the Holiday Inn. He donates popcorn balls for the ride and Senior Party and our Tree Lighting. We truly appreciate it. We were short on popcorn balls last year because we distributed so many. We asked if we could have more this year and he came through. We truly appreciate his donation. He gave us 465 popcorn balls. We probably passed out over 350 popcorn balls. That's probably a record. I can't say for sure. At least in my tenure.

I would also like to thank Jason Brothers, who was our driver. I mentioned him last year. I think this is now his second or third year. He's outstanding. He just works so well with the residents.

I also couldn't do it without Ken Mott. He's an auxiliary policeman that drives the police car ahead of the fire truck to let people know they are coming because people will think we are not coming because we are 25-30 minutes behind.

I would also like to thank Cheryl. We got a call from a resident who said, Bill, my son was so disappointed, he was crying, he missed Santa. This was on Eastgate. The resident called me and I got back to her. I really apologized. I don't know how it happened but it did. It's not too bad, we missed one child out of the whole ride. I called Jason and said, you know it would be nice if you called the lady and let her know. The mother and this child then came up to the Fire Station today. Jason gave her son a popcorn ball, apologized that Santa missed him, gave him a tour of

the Fire Department. The kid was ecstatic. The mother left a long involved message on my voicemail just thanking the Village and how special this place is.

Council President Buckholtz stated, that was very nice. Great report.

Mrs. Mills asked, what about the party? We had about 80 children.

Mr. Thomas replied, yes, we had about 80 children. Great turnout. It's interesting because when the weather is nice for Halloween, our attendance goes down. When the weather is nice for the holiday gatherings, the attendance goes up.

HUMAN SERVICES

Mrs. Kalina reported, we are continuing with the plans for the party. We have about 78 people coming to the Senior Holiday Party on Saturday. We too will have Santa and popcorn balls. As the weather gets cooler, we had a few snowflakes a week or so ago, so people decided maybe they better sign up for the Snow Removal program. We have almost 250 signed up. Tomorrow we are going to have a demonstration of Zumba Gold. Hopefully the instructor will show up. She did not the last time we scheduled her. Mrs. Kalina stated, Zumba is a very energetic dance. It's definitely exercise. Zumba Gold is for those in the golden years. It's a little less.

LAW DIRECTOR

Legislation:

- . **Amending Chapter 1501 relative to the Ohio Fire Code**
- . **Amending Chapter 1325.01 relative to Ohio Plumbing Code**
- . **Amending Chapter 1329.01 relative to Building Code**
- . **Declaring necessity of transfer of amount not to exceed \$61,959.15 from Seneca Road Issue 1 Project Fund**
- . **Declaring necessity of transfer of amount not to exceed \$1,220.27 from Northwest Quadrant Project Fund**
- . **Declaring necessity of transfer of amount not to exceed \$2,231.73 from Parkview Ballfields Construction Fund**
- . **Declaring necessity of transfer of an amount not to exceed \$52,573.24 from the Contractor's Retainage Account Fund to the Bond Retirement Fund**

Mr. Diemert reported, the first three items are just updating your Fire Code, Plumbing Code, Building Code in order to keep current with all of the national renovations. The others are just transfers between accounts as requested by the Finance Director.

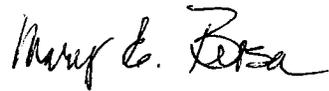
Council President Buckholtz asked if there were any questions. There were none.

ANY OTHER MATTER BEFORE COUNCIL

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

There being no further business, the meeting adjourned at approximately 8:25 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Mary E. Betsa".

Mary E. Betsa, Clerk of Council