

MINUTES OF THE FINANCE CAUCUS MEETING
Monday, January 9, 2012 – 4:00 p.m.
Main Conference Room – Mayfield Village Civic Center

The Finance Caucus Committee meeting was held on Monday, January 9, 2012, in the Main Conference Room at the Mayfield Village Civic Center. Mr. Marrie called the meeting to order at 4:02 p.m.

Present: Mr. Marrie and Mrs. Mills

Also Present: Mr. Wynne, Chief Edelman, Chief Mohr, Mr. Esborn
and Mrs. Betsa

1. Annual subscription and fiber maintenance fee (OneCommunity - \$15,000)

Mr. Esborn reported, like I mentioned at Caucus, this is our annual payment. It covers our internet and our phone. Companies subscribe to our fiber network. OneCommunity is still doing testing to make sure that the amount of bandwidth we have is enough to cover all of that.

I mentioned at Caucus that we do have this account with credits that we have built up through the payments from our subscribers. The intended purpose for that account is to help properties pay for laterals when they are ready to connect to the fiber. I would suggest full payment and then credits will continue accruing through the year. We can revisit next year. Hopefully we will have been able to use credits to help someone build a lateral. If not, we will have more built up and we can make the same decision then.

Mrs. Mills asked, are you all right with that, Ron? Mr. Wynne replied, yes.

Mrs. Mills asked, Mr. Marrie, are you all right with this? Mr. Marrie replied, I am fine with this. It's a good decision.

2. Postage for all departments for 2012 (United States Postal Service - \$25,000)

Mr. Marrie stated, this is an annual thing. It's in the budget. I don't think there's anything much to discuss is there Ron? Mr. Wynne replied, no, this is just the annual appropriation.

Mr. Marrie asked, is everybody okay with this? Mrs. Mills asked, is this with the rate increase? It's the 23rd of this month. Has that been figured in? Mr. Wynne replied, we did the same thing last year. We asked for \$25,000 and spent only \$20,000. Mr. Marrie agreed. You spent less last year than was budgeted.

3. **Monthly TAC fees for CAD and Olen for 2012 (TAC Management - \$11,340)**
4. **Monthly CRIS/LEADS/NCIC usage for 2012 (CRIS - \$15,024)**
5. **Prisoner housing for remainder of 2011 (City of Bedford Heights Jail - \$1,000)**
6. **Prisoner Housing for 2012 (City of Bedford Heights Jail - \$10,000)**
7. **Cleaning of new police station for 2012 (Carlson Cleaning Service - \$7,884)**

Addressing all of the above collectively, Chief Edelman reported, these are all monthly fees. This is the annual amount for each of these with the exception of number 5 which is just to cover an overage that we spent for Bedford Heights jail services. These are all budgeted items.

Mr. Marrie asked, Patsy, you are fine with this? Mrs. Mills replied, yes, fine. He has the cleaning of the police station, that contract too. Mr. Marrie asked, that's the new person you have coming in? Chief Edelman replied, yes. Mr. Marrie asked, how is she doing? Chief Edelman replied, she does very nice work.

Mr. Marrie is assuming the answer is yes, but I want to ask it anyways, when somebody comes in like that, are they checked out? Chief Edelman replied, absolutely. We wouldn't have it any other way.

Mr. Marrie asked, out of curiosity, how do you do that? Chief Edelman replied, the same way we do a background check with any applicant.

Mr. Marrie replied, okay. Chief Mohr, do you do the same thing for firefighters? Chief Mohr replied, absolutely. We even polygraph them.

Mrs. Mills asked, do they wear identification? Chief Edelman replied, no. It's only one person and we know who they are.

Mrs. Mills asked, do they work at night or during the day? Chief Edelman replied, in the evening.

Mr. Marrie asked, but there's somebody there, isn't there? Chief Edelman replied, there's somebody always there.

Mr. Marrie asked, you have a dispatcher there right? Chief Edelman replied, yes.

Mr. Marrie stated, okay, thank you. Any questions Patsy? Mrs. Mills replied, no, it's fine.

8. Annual hydrant fee – 2012 (Division of Water - \$7,722.99)

Mr. Marrie stated, I understand this has nothing to do with the pool or soccer fields at all, correct? Chief Mohr replied, no. And I would like to table this. Mr. Marrie asked, table? Chief Mohr replied, yes. For the reason that we have yet to receive the bill from Cleveland Water.

There was a letter dated in December in which they were basing their fee on the number of fire hydrants in the community which has not changed over last year. But this figure right here is based on last year's number and we usually get the letter telling us what the amount is by early January. We have yet to receive it.

Mrs. Mills asked, didn't they just hire somebody in the water department that's supposed to be overseeing and getting the bills back in order? Mr. Marrie replied, they fired him. Mrs. Mills stated, they hired a new one. Mr. Marrie replied, yes, the other guy didn't last but a few months.

Chief Mohr stated, I would rather retract this than have to come back next month with an addendum to pay if there was anything additional. Mr. Marrie agreed, okay, consider it tabled then.

9. Annual MARCS fee – 2012 (Treasurer of State – \$7,280.00)

Chief Mohr stated, this is for police and fire for 2012. Mr. Marrie asked, the radio system, right? Chief Mohr replied, yes. Mr. Marrie asked, okay Patsy? Mrs. Mills replied, yes.

10. Fireworks for 4th of July Celebration - 2012 (Zambelli - \$14,600)

Mr. Marrie asked, Patsy, you are in on that. \$14,600. That's the same as last year. It's the last year of their contract. Chief, you are very very satisfied with that company. Chief Mohr replied, yes. I think they do a good job.

Mrs. Mills stated, the only thing is Bill wants to go through the schematics of the pricing of other companies. Mr. Marrie stated, I saw that. And that's fine. It doesn't do any harm to do that.

Mrs. Mills stated, but I think in lieu of how the Chief feels about Zambelli, we are going to have to be very mindful of whoever he thinks he can replace them with. Mr. Marrie stated, the cheapest is not always the best. I think we have to go with what is the best and most reasonable contractor.

Chief Mohr replied, I think it's how we prepare our specifications. If we state in our specifications that we want this and this a,b,c, then we have to follow a, b, c. It's apples to apples. Mrs. Mills stated, with Zambelli's you know what it is. We have confidence that you will handle it.

Chief Mohr stated, the other vendors are also coming up to Zambelli's standards. Mr. Marrie asked, with the automatic firing and so forth? Chief Mohr replied, correct.

Mr. Marrie asked, you had mentioned earlier that some of those guys were just using the flares? Chief Mohr stated, right. If you hadn't seen them with your own eyes, you wouldn't believe it. Sure. True statement.

Mrs. Mills stated, well shooting them with a computerized system costs us a little bit more, but I think in lieu of the safety factor, it's worth it. Mr. Marrie replied, well I think there's no doubt about it. It's definitely worth it. Plus you can have a fluke like last year with the weather and according to the Chief, if it wasn't for the computerized system, we probably would have had to abort it or cancel it. Mrs. Mills stated, we will see what happens.

Mr. Marrie asked, pass it on? Mrs. Mills agreed.

11. 2012 Memberships for Residents (Progressive Fitness Center – not to exceed \$20,000 – pass through).

Mr. Marrie stated, Bill's not here, but that's a normal annual pass through. Any questions? There were none. Mr. Marrie added, it's a budgeted item.

12. Village Audit for 2011-2014 (Independent Auditor James G. Zupka)

Mr. Marrie stated, I have a question on this one. Ron, Independent Auditor James Zupka. Does the State award him this contract or do you pick that gentleman?

Mr. Wynne replied, it's in conjunction, the two of us working together. The State informed us that they were not going to do our audit for the next four years. We went out to bid. We got four firms that we got bids back from. Each bid was evaluated from two perspectives, one is their experience and technical skills and then the other is the cost. I evaluated them. The State evaluates them. We discuss our evaluations to make sure we were on the same page and then narrowed it down to who we want to award the audit to.

Mr. Marrie asked, so it does come out to be a mutually agreed upon individual? Mr. Wynne replied, yes. That's how we got him. The four firms quoted. Zupka was not the lowest. It was second lowest.

Mr. Marrie stated, that's what I said. That's what you want though. Mr. Wynne added, but they were by far from the technical experience standpoint, the most qualified of the four firms.

Mrs. Mills stated, it doesn't say anything about the cost on this. Mr. Wynne replied, with Zupka, the cost would be \$12,650 for the first year and then \$11,500 for each of the next three years.

Mrs. Mills asked, so it's a four year contract? Mr. Wynne replied, yes. \$12,650 for the first year. It's a little bit higher for the first year just because of start up costs. Then, \$11,500 for the next three. To give you an example, in 2010 with the State, we spent \$11,624. Last year we spent \$11,495. For the next four years our cost would be the same.

Mr. Marrie asked, in 2011 you spent how much with the State? Mr. Wynne replied, \$11,495. Mr. Marrie replied, it's almost dead on.

Mr. Wynne replied, the lowest bid we got is from a minority firm that the State wanted to throw into the mix who quoted \$9,900 per year for four years, but their experience level in Northern Ohio in municipalities has been very limited. They were more experienced down south with much smaller villages and townships and not with a village the size of what we are. It was Charles Harris & Associates.

We also got quotes from Ciuni & Panichi. They were right in line with Zupka. They were \$12,560 in year one, \$12,450 in year two, \$13,114 in year three, \$13,778 in year four. Mr. Marrie asked, it went up in year four? Mr. Wynne replied, yes. Mr. Marrie asked, they went up in year three and four? Isn't that kind of odd? Mr. Wynne replied, no.

Mr. Wynne added, Skoda Minotti was the fourth firm who was \$26,000 a year for four years.

Mrs. Mills stated, Panichi lives in the Village. That has nothing to do with it, if it isn't what you want. Mr. Wynne replied, my personal preference, I would have liked to work with Ciuni & Panichi because I have worked with them before from my CPA days. They are a really good firm. The woman in charge of their governmental side of the business, I have known her for 20 years. But when you took their cost, on paper Zupka and Ciuni were pretty much equal. From a cost standpoint over the four years, it would have been \$8,000 or \$9,000 more expensive to use Ciuni versus Zupka. So from a dollar standpoint, it was kind of hard to justify.

Mr. Marrie asked Mrs. Mills, any other questions? Mrs. Mills replied, no. Mr. Marrie asked, are you satisfied with the decision? Mrs. Mills replied, yes, very good.

13. Retention of Finance Director for 2012

This item will move on to Finance.

14. Retention of Clerk of Council for 2012

This item will move on to Finance.

ANY OTHER MATTERS

Mr. Marrie asked if there were any other matters.

With regard to the legislation for the other appointments, Mr. Wynne reported that he is doing a little research to see what other communities are paying to weigh against and make sure our costs

are in line. The legislation will be on the agenda for discussion in February. That is the engineer, architect, prosecutor, law director and animal warden.

Mr. Marrie asked if there was anything else. There were no further matters.

There being no further business, the meeting adjourned at 4:18 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Mary E. Betsa". The signature is written in black ink and is positioned above the printed name.

Mary E. Betsa, Clerk of Council