

MINUTES OF THE FINANCE CAUCUS MEETING
Monday, June 11, 2012 – 4:00 p. m.
Main Conference Room – Mayfield Village Civic Center

The Finance Committee meeting was held on Monday, June 11, 2012, in the Main Conference Room at the Mayfield Village Civic Center. Mr. Marrie called the meeting to order at 4:00 p.m.

Present: Mr. Marrie and Mrs. Mills

Also Present: Chief Edelman, Chief Mohr, Mr. Cappello,
Mr. Metzger, Mr. Thomas (4:15 p.m.)
Ms. Wolgamuth and Mrs. Betsa

1. Volunteer Appreciation Event – August 3, 2012 (not to exceed \$7,500).

Ms. Wolgamuth reported, we do this event annually. This is usually the budget we set.

Mr. Marrie asked, it's going to be a little different? Ms. Wolgamuth replied, it's going to be a little different. Not a Luau, it will be a Mardi Gras.

Mr. Marrie asked, okay, and where will it be held? Ms. Wolgamuth replied, it will be held at Parkview Pool. We will close the pool early that day to set up. It will begin at about 7:00 p.m.

Mrs. Mills added, Diane has been working on this to make sure that the food is proper for this Mardi Gras and some of the things that we would be changing she has already had that done. We met last Friday.

Chief Edelman asked, do we have to wear costumes? Ms. Wolgamuth replied, masks and beads will be provided, but you can wear whatever you would like. We have quite a few volunteers. Anyone on a committee or a board or volunteers at Village events are all invited. Typically we have 140-150 people.

Mr. Marrie stated, it's a thank you for their year's work. Some of them serve on multiple committees and volunteer.

Mr. Marrie stated, this was also discussed at Caucus. Patsy? Mrs. Mills replied, fine.

2. 2012 Enrollment Fee for Workers' Compensation Group Rating Program (CompManagement, Inc. - \$5,495).

Mr. Marrie stated, this was discussed at Caucus. Ron discussed it with us. Because of belonging to this group, it is about a \$5,000 savings from last year. Last year's was even a savings from the year before. Patsy, do you approve? Mrs. Mills replied, yes.

3. Replacing old radios with new narrow-band capable radios (North Coast Two-Way Radio - \$13,372.50; 3% under Motorola State Bid Contract).

Mr. Marrie stated, this is 3% below the Motorola State bid.

Chief Edelman stated, like I said last week, this is for us to be in compliance with Federal guidelines. Our current radios don't meet those capabilities.

Mr. Marrie stated, by and large it all started off because of a Federal regulation. Chief Edelman replied, yes.

Mr. Marrie asked, if I remember correctly, you said we will not replace the handhelds? They don't need it because they fall under the new rule? Chief Edelman replied, yes. They are equipped to be compliant.

Mr. Marrie asked, okay, Patsy do you approve? Mrs. Mills replied, yes.

Mr. Metzger added, be aware that Service Department will be following with that before the end of the year as we too need to meet the same guidelines. Different radios though.

4. Bid Results: Sale of Vehicles

Chief Edelman reported, we had a minor issue with the bid results. The VIN numbers were transposed in the bid advertisement on the 2009 cars. Some of the people that bid on them were not notified that the VINS were incorrect. We have to reject those bids and readvertise for those vehicles.

Mrs. Mills asked, the other one was all right? Chief Edelman replied, yes, the 2001 was all right.

Mr. Marrie asked, how are we going to do this? Mrs. Betsa replied, we will request that those bids be rejected and readvertise those vehicles.

Mr. Marrie asked, and bring up a whole new bid process? Mrs. Betsa replied, yes. Just on those two vehicles.

Mr. Marrie asked, on the 2009s only? Mrs. Betsa replied, yes.

5. Donation of 1978 mini pumper to Western Reserve Fire Museum.

Chief Mohr replied, there was a memo on this. There has been no change. They have requested that we donate it for historical and educational purposes. We can't keep it. We don't have room for it. Let it go to a good cause.

Mr. Marrie asked, it doesn't run does it? Doesn't it need considerable work? Chief Mohr replied, we have not used it since 1990. It's been mothballed since then. Mr. Marrie asked, okay, and Western Reserve plans on -? Chief Mohr replied, 100%. It's not going to cost Mayfield Village anything.

Mr. Marrie asked, Patsy? Mrs. Mills replied, yes.

6. Tile for Parkview Pool (change order – Nerone & Sons - \$535.50)

Mr. Thomas reported, this is just an additional need for extra tile on the \$35,700 that Council originally agreed on. We assessed their job. There were some additional items they had to do in order for the job to be done. This was not part of the extra \$500. They had to come in and reslope and pitch. There was no mention in that. They needed additional tile for whatever reason. I would like to take care of this bill if we can. It's over and above what Council originally approved.

Mr. Marrie stated the extra \$500 is not going to break us, but you are saying you don't know what they need it for? I am uncomfortable with what they are saying. Mr. Thomas replied, all they are saying is that they needed additional tile in order to complete the job. That's my understanding of this. Extra tile. Extra 6 inch high code base that they did.

Mr. Marrie asked Mr. Thomas to have Nerone spell out exactly what additional is. Mr. Thomas replied, I did. This is what they came up with. I can go back to them and ask them.

Mrs. Mills stated, it says here extra tile for future tile replacement. Mr. Thomas replied, that's for something that we would use if there was any damage. We could go back and have that replacement tile.

Mrs. Mills stated, it seems that the \$500 is for future use, not for now. Let's clarify that. Mr. Marrie agreed. It is confusing to me. I can understand having tiles to replace so they match. But is the tile going to be used or is it tile for the future?

Mr. Thomas replied, that's a very good question. I think they did use, with the extra tile we had left over the first time around we had 4 boxes. I believe they used 2 boxes of that tile.

Mr. Marrie stated, let's get more detail and then we will bring it back. It's only going to be a week, so that's not a problem. Mr. Thomas replied, okay.

7. Bid Results: 2012 Road Program

Mr. Cappello reported, we had 6 bidders. The low bidder was Ronyak Paving. His base bid was \$970,687.25. That was lower than the Engineer's estimate. Also, there's a bid alternate to do some resurfacing of the parking lot. When we demolish the old Village Hall and fire/police station by the Community Room, there will be some damage. We put a preliminary plan together

to get some paving down and included it as part of this bid. We figured we could save some money.

Mr. Marrie stated, yes, you mentioned that too.

Mr. Cappello stated, that was for \$34,478.00. The total, combining both the base and the bid alternate was \$1,500,165.25. Ronyak was the sub for last year's project. They did a pretty good job on that. This year, this project was about 50/50 asphalt work and concrete. Last year we had a lot more concrete work because we tore out that one section by Heinen's. A concrete contractor got that.

Mr. Marrie asked, when you say 50/50, you are talking dollars? Mr. Cappello replied, work. There's other things involved here. There's a third section that is a specialized crack type ceiling, the material we are using. That's another sub. \$135,000 is budgeted. It's about 42% each approximately.

Mr. Marrie asked, this is already in the budget? Mr. Cappello replied, yes. We talked with Ron. I don't want to speak for him, but this is below what we budgeted. It was originally \$1,800,000. We feel we are in good shape with this.

Mr. Marrie asked, when will they start the project? Mr. Cappello replied, we have to sit down and talk to the contractor. Hopefully this summer. Obviously, there's a certain deadline which we have to get done by. The exact time I can't tell you just yet.

Mr. Marrie stated, it's in the budget and it's under budget. That's a very very good sign. Patsy? Mrs. Mills agreed.

8. Bid results: Cuyahoga County Public Library Access Drive Improvement

Mr. Cappello reported, we had 5 bidders on that project. The low bidder was Mr. Excavator, Inc. He is actually the site contractor at the Library site now. The next bidder was King Excavating who has some local ties here. He was very close, about \$143.00 away. We are recommending Mr. Excavator. My Engineer's estimate of that portion was \$132,000 and some change. We are under that. We are supposed to do some site lighting as part of this drive. I am going to do that under separate bid. This \$110,000 is less than the \$132,000 for comparable amounts. We need to finalize the site lighting.

Mr. Marrie asked, that was separate? Mr. Cappello replied, that's separate. It still looks like we will be under the amount authorized by Council which was \$175,000.

Mr. Marrie asked, were we having a wider road put in to include a walking/biking path? Mr. Cappello replied, P&Z requested that we make the road a little bit wider which we did. They also wanted some lighting. They were concerned about the fact that that portion of the drive wouldn't be lighted. We are providing that.

Ms. Wolgamuth added, after the discussion with Council about the fact that the length of the driveway had increased due to the positioning of the building, we sent a letter to the Library Board requesting that they contribute to the cost of the driveway. We had not heard back so Diane sent them the bid results. They were very grateful and said that that would help in their assessment of determining how much they could contribute. We should hear from them I would think pretty quickly now.

Mr. Marrie stated, good. That will make the cost versus the estimate quite a bit cheaper. Ms. Wolgamuth agreed. As soon as we get something back from them, we will let you know.

Mr. Marrie replied, fine. I assume you would like this voted on next Monday? Mr. Cappello replied, I would say yes.

Mr. Marrie suggested that when it is brought up, explain that part of it. Maybe by then we will have a response to the letter. Patsy, you all right? Mrs. Mills replied, yes.

9. Lease Agreement 6120 Wilson Mills Road.

Mr. Metzung replied, these were the Library tenants at the two homes.

Mrs. Mills asked, is this the one adjacent to the Library property or the next one over? Mr. Cappello replied, this the one next to the driveway.

Mr. Marrie stated, the Lease Agreement for this was passed out at Caucus. Everyone should have had a chance to look at it. It was all agreed upon. There was no discussion against it. Are you all right with passing this on to Finance Committee Mrs. Mills? Mrs. Mills replied, yes.

10. Monthly Financial Report – May 2012

Mr. Marrie stated, Ron is not here, but I think we need to accept it. It's all in front of us. Mrs. Mills stated, we can discuss this at the Finance Committee meeting. Mrs. Betsa replied, Ron is checking e-mails, so if there are any questions, feel free to send him an e-mail. Mr. Marrie and Mrs. Mills agreed that there were no problems.

ANY OTHER MATTERS

Ms. Wolgamuth passed out a handout. The Mayor asked that I give you copies of these. There are two reasons. This gives you an update on a couple of current projects. It also introduces, you will see that these drawings or these site plans were done by McKnight Associates. Jim McKnight is a Landscape Architect that we have asked to help us with a couple of projects, the first one being the Wiley Park Project, when Council authorized the purchase of the playground equipment. When we went to place the playground equipment, we knew we wanted to have it further from the road. We knew we wanted to push it north. We weren't exactly sure where. We asked Mr. McKnight to do a quick drawing. This is what he ultimately came up with. There's not

a current plan to do all of the pathways or plant all of the trees. Having a future plan or where we would like to get to gives us the ability to know where to place the equipment. That's really the purpose of this drawing. There are ADA requirements. There has to be a pathway from the parking lot to the playground equipment. That incorporates that as well.

The other packet of site plans is a progression. The first one shows you what currently exists across the street at the gazebo area. This would essentially be a powerpoint presentation. The next slide shows where you removed the buildings. Those become lawn. The next slide shows if we remove the asphalt where those driveways are, the greenspace we are creating there. The next slide shows the parking area which is the parking area that Tom was talking about that they included in the road program bid. That's the alternate. That would be to pave that parking area. The next slide shows again pathways that could be installed. They are not necessarily going to be installed right away. The final slide shows the final plan that we would like to get to eventually. What we thought is having Mr. McKnight do this progression allows us to then cost out what each additional item would be. So then we could look at the pathway that exists now from the gazebo. Do you see where it ends at the parking lot? That will be very odd when the asphalt is removed and it just runs in to grass. The Mayor's thought was that pathway should continue into the parking lot, but that might be the only pathway we do initially. We are going to meet with Mr. McKnight and Doug and Tom on Thursday to talk about all of this and to come up with some cost estimates of what it would take to get to the 6th slide.

Mr. Marrie asked, is he going to do it in the progression, like 1 through 6 here? Ms. Wolgamuth replied, that's what we will need to decide. That is what Council will help us to decide also as we have the figures.

Mr. Marrie asked, once you have that will it be presented to Council for discussion either at Caucus or Council? Ms. Wolgamuth replied, yes. Here and at Safety and Service and at Council.

Mr. Marrie asked, does P&Z need to approve this? Ms. Wolgamuth replied, I have talked to John and Diane. Village projects like this are not typically run through P&Z that way. So, it will be Safety and Service and Finance.

Mr. Marrie asked, okay, so no P&Z and no Architectural Review Board is necessary. Ms. Wolgamuth replied, I think it's not necessary but we can certainly share it with them and everyone we can, Citizens' Advisory, maybe the Rec Board.

Mr. Marrie replied, I think we should. It's a major change. It's going to be a big difference from what is sitting there

Ms. Wolgamuth pointed out, the third slide is where we will be after the demolition. That incorporates the specs that were already included in the bids for demolition. They will be removing the buildings, removing the asphalt, grading and seeding. That's where we are going to get to after the demolition. The rest is to be decided.

Mrs. Mills asked Doug about the odor that comes from the sewer. Mr. Metzger asked, by the front door? Mrs. Mills replied, yes. Is that going to be addressed? Mr. Metzger replied, that's from the grease trap. It just needed to get cleaned out. It probably needs to get sucked out. That doesn't change. It's part of the Community Room.

Mrs. Mills suggested Activities Committee be advised of this too. They do work over there. Ms. Wolgamuth agreed. This packet can also be posted on our website so people can take a look at it.

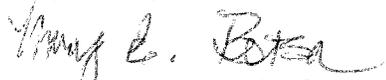
Mr. Marrie asked that all members of Council get the packets with a short description following up on the meeting with McKnight.

Mrs. Mills asked, is this something the Mayor will be addressing at the Finance meeting? Ms. Wolgamuth replied, I think he probably will, yes.

Mr. Marrie asked if there were any other matters. There were none.

There being no further business, the meeting adjourned at 4:25 p.m.

Respectfully submitted,



Mary E. Betsa, Clerk of Council

**Finance Caucus Committee
Meeting Agenda
Monday, June 11, 2012 – 4:00 p.m.
MAIN CONFERENCE ROOM
MAYFIELD VILLAGE CIVIC CENTER**

Council Representatives

**Tom Marrie, Chair
Patsy Mills
Dr. Stephan Parker
Nicholas Delguyd, Alt.**

Department Heads

**Rich Edelman
Ronald Wynne
Doug Metzung
John Marrelli
William Thomas
Dave Mohr
Diane Wolgamuth**

Clerk of Council

Mary Betsa

Municipal Architect

Ron Dinardo

Meeting Convened at _____ p.m.

DISCUSSION ONLY

1. Volunteer Appreciation Event – August 3, 2012 (not to exceed \$7,500).
2. 2012 Enrollment Fee for Workers' Compensation Group Rating Program (CompManagement, Inc. - \$5,495).
3. Replacing old radios with new narrow-band capable radios (North Coast Two-Way Radio - \$13,372.50; 3% under Motorola State Bid Contract).
4. Bid results: sale of vehicles.
5. Donation of 1978 mini pumper to Western Reserve Fire Museum.
6. Tile for Parkview Pool (change order – Nerone & Sons - \$535.50)
7. Bid results: 2012 Road Program.
8. Bid results: Cuyahoga County Public Library Access Drive Improvement
9. Lease Agreement 6120 Wilson Mills Road.
10. Monthly Financial Report – May 2012

ANY OTHER MATTERS

Meeting Adjourned at _____ p.m.