MINUTES OF THE FINANCE CAUCUS MEETING
Monday, August 13, 2012 – 4:00 p. m.
Main Conference Room – Mayfield Village Civic Center

The Finance Committee meeting was held on Monday, August 13, 2012, in the Main Conference Room at the Mayfield Village Civic Center. Mrs. Mills called the meeting to order at 4:00 p.m.

Present: Mrs. Mills

Also Present: Mr. Wynne, Mr. Thomas, Mr. Marrelli
Mr. Cappello and Mrs. Betsa

1. **Update on demolition, asbestos abatement and site clearing of the former police station and Village Hall located at 6621 Wilson Mills Road.**

Mr. Wynne reported, I received an e-mail last week and a voice message from Doug before I came in here saying that they have run into bigger than anticipated asbestos issues over there. There is going to have to be an addendum to the existing contract. Doug thinks it will be somewhere in the vicinity of $10,000-15,000 additional. He has verbally given the go-ahead to keep moving because we need to keep moving to get the building down. He will provide Council with more details. Mrs. Mills asked, will he have the information by the Council meeting? Mr. Wynne replied, yes.

2. **Sidewalk installation – Highland Road.**

Mr. Wynne reported, this is just to go out to bid. Mr. Cappello added, hopefully we will get better numbers.

3. **Bid Results: Senior Snow Removal Program – 2012-2013.**

Mr. Thomas reported, Donna looked at the four bids that we received. Her recommendation is that we award A&G and Interlock 2 sections each and Ameriscape and MJO 1 section each. We had 247 residents in the program last year. This will accommodate all of them.

4. **Teen Camp ($18,520 – City of Mayfield Heights – pass through)**

Mr. Thomas reported, this is just a pass through. What we collected and what we get back.

Mr. Wynne asked, Teen Camp was a lot higher. Was there more participation this year than last year? Mr. Thomas replied, yes. We were up a little bit. We had $15,000 last year. They might have raised the rate a little bit too. I can tell you how many campers we had last year compared to this year.

5. **Transportation for Sports N More Camp ($5,402.11 – Mayfield City Schools)**

Mr. Thomas reported, this was actually about $300-400 cheaper than last year. This needs to be paid.

6. **Street Lighting Assessments**

Mrs. Mills stated, this was addressed in Council. That's a given. There's nothing we can do with that, is there? Mr. Wynne replied, yes. I have nothing to provide to Council at this time because the County has not provided any information. Mrs. Mills stated, okay, so you don't think we are going to do anything with this at Council? Mr. Wynne replied, I don't think so. I don't think they will be ready until September. Mrs. Mills stated, okay. Do you want to keep it on the agenda? Mr. Wynne replied, let's leave it on the agenda in the event something comes up. I don't think anything will. Mrs. Mills stated, okay. That will be all right. Since this is just a Caucus, we can change it at our regular Finance meeting.

7. **Agreement with Bedford Heights City Jail for Boarding of Prisoners**

Mr. Wynne stated, there has not been an updated Agreement this year so Diane Calta made suggestions on verbiage changes to the last Agreement. Bedford Heights has made all of those and Diane has approved the Agreement as it stands now. This is just formalizing it. The rates we pay are the same. It is still $75 a day.

Mrs. Mills asked, there's no rate change? Mr. Wynne replied, not at all. It used to be it has to be passed every year. This goes from August 1st through the end of the year and it automatically renews for another year after that unless either party wants to terminate the Agreement.

Mrs. Mills hopes everyone reads this. We just got it today. Diane has approved this already? Mr. Wynne replied, yes.

8. **Completion of window repairs at Civic Center (Luxury Builders – not to exceed $9,000.00)**
9. **Painting of windows and doors at Civic Center (Gaeta Interiors, Inc. – not to exceed $8,000.00)**
10. **Steeple painting (Gaeta Interiors, Inc. – not to exceed $6,000.00)**

Mr. Marrelli reported, since we moved in to this building, none of the windows open. We have gone through and as an experiment, under the Mayor's spending limit, I had Luxury Builders take the storm windows out, pull the wood sashes out, rebuild the hardware that would be the springs and the tubes and wax up the rails and basically get everything working. We had this old section, first and second floor done. It was around $2,600. We have basically four office areas that have operable windows now.

At the same time, while they had everything apart, we had Phil Gaeta Painting Company come out and again under the spending limit, they did the scraping and glazing of the glass, priming and painting and caulking and any window ledges that had to be replaced or trimmed was done and painted. Their bill was a little higher. It was close to $4,900.

At this point, we have some of the offices done. I would like to finish the rest of the building so that everything works. That's what prompted me to get these estimates because we can't keep doing it under the Mayor's spending limit. Remind me to talk about doing an ongoing p.o. for building maintenance when we are done with this. So what we got is we have a carpenter and a painter. Luxury Builders is the carpenter. They are doing the repairs. They are the guys that rebuilt the door to the theater. They built it from scratch.

Mrs. Mills commented, they did a good job on that.

Mr. Marrelli agreed. Phil Gaeta painted it. It looks brand new now. I did that under the Mayor's spending limit on a repair. That was in March, maybe April.

Mrs. Mills stated, this will be easier for Ron when we talk about what you just mentioned, to keep that open p.o. I think the auditors would like that anyway. So, you need $9,000? Mr. Marrelli replied, for the carpenter. Luxury Builders is the repairs.

Mrs. Mills stated, okay. Then you have the painting? Mr. Marrelli replied, the painting of the repaired windows is $8,000. If you want to do the steeple which is like 5 colors and it's above the roof, that's like $6,000, or we can wait on the steeple.

Mrs. Mills asked, which steeple? Mr. Marrelli replied, the east one. The bell tower. We had some leaks before we put the new roof on it. The paint got screwed up and the guys that did the roof tried to touch it up. Now it looks like there's a hodgepodge of different colors up there. It doesn't look very good.

Mrs. Mills asked, I see you need a lift truck to reach the height? Mr. Marrelli replied, right. Mrs. Mills asked, that's OSHA probably, correct? Mr. Marrelli replied, correct. They can't go up there just walking around on the shingles. We have a new roof. Mrs. Mills agreed. We don't want them walking on the shingles. Mr. Marrelli stated, it costs more to get on the roof.

Mrs. Mills asked, okay, so you have those three things that you need to address? Mr. Marrelli replied, yes.

Mrs. Mills asked, you want to do this this Fall? Mr. Marrelli replied, yes. I would like to let them continue where they are at because they are at a point to keep going.

Mrs. Mills asked, how is this with your budget, Ron? Mr. Wynne replied, we had in the budget $50,000 for all this work, the doors, the windows. The total we have used on the doors and testing will be about $35,000. It's a lot cheaper than replacing windows.

Mr. Marrelli added, we did new windows in the loft upstairs. Renewal by Anderson. Those were about $9,000 for one room. There was no way I was going to go through the whole building and replace all the windows. The payback is when you have something that works and it seals nicely.

Mrs. Mills asked, what about some of the screens? Mr. Marrelli replied, those are all getting done too. Mrs. Mills stated, they were really looking ratty along this area. Mr. Marrelli replied, they are new screens. These things are going to be restored. If you go out in the backyard here and look at the back of this building now and look at the windows, they look like they are all new.

Mr. Cappello asked, so they took off the old frames? Mr. Marrelli replied, the storms, they took them off. Any screens that needed rescreening, they are rescreening. They are putting the windows back. They are glazing, priming, painting, scraping, sanding, waxing. They are going to be like brand new when they are done.

Mrs. Mills asked, how are these screens, are they permanent in there? Mr. Marrelli replied, they pop out. You can take them out. This used to be my office. I never could open a window for five years.

Mrs. Mills stated, I see, you have triple tracks. Mr. Marrelli replied, yes. They will pop out.

Mr. Thomas asked, okay, so you have storms that come down? Mr. Marrelli replied, yes. Now everything moves. Before, everything was frozen, painted shut, caulked shut.

Mr. Thomas replied, you got a great deal, John.

Mrs. Mills asked, who puts the storms down? Mr. Marrelli replied, they do it. These guys do everything. Mr. Thomas asked, who is responsible to put the storms back down in the wintertime? It would be us, right? Mr. Marrelli replied, we would. Mrs. Mills stated, that is what I was going to ask. We don't want everybody fooling with those because there's some people that take them apart and they won't go back together. Mr. Marrelli replied, all they have to do is slide this up and slide the glass down and you are done. We have not had windows for years. We are spending maybe $300 a window to have them redone.

Mrs. Mills stated, I would think with the size of those windows you would spend more if you were going to buy new. Mr. Marrelli stated, those would have to be $1,500-2,000 apiece. This covers the painting of the trim on the outside and the sill. Fifty years later, it's time for a freshening up.

ANY OTHER MATTERS

Mr. Mills asked, any other matters?

Mr. Marrelli stated, I talked to Ron about this. For routine maintenance like when we get a hole in the wall or we have a leaky faucet, a broken window, I have to keep going out and finding people to do things. I have now electricians that I use, plumbers that I use, mechanical guys. What I would like to have is an open p.o. for maintenance work for repairs.

Mrs. Mills asked, would we have to define that? Mr. Wynne replied, no.

Mrs. Mills asked, just general maintenance, is that how you would classify it? Mr. Wynne replied, yes. We generally budget $20,000 a year for every one of our facilities for repair and maintenance. Sometimes we use it, sometimes we don't. The budget that Council approves is $20,000. If you have specific vendors you want to use for specific tasks, Debbie could just go out and requisition for them.

Mr. Marrelli asked, so we don't get in trouble with the auditor if we put a $20,000 p.o. together and it ends up going mostly to the same guy? Mr. Wynne replied, no, you have to do it $4,999 a shot.

Mr. Marrelli replied, okay, so under the spending limit per occurrence right? Mr. Wynne replied, number of occurrences to add up to that amount.

Mr. Marrelli asked, over what period of time? Mr. Wynne replied, until you use it up within the 12 months. If you use it up, you prepare another p.o,. for the $4,999. You just can't go over the $20,000 that Council approves in the budget.

Mr. Marrelli replied, okay, so in other words it's like a credit card. I would have to reload it after we hit $20,000 if in the calendar year it went over that right? Mr. Wynne replied, yes. Mr. Marrelli stated, okay. That's fine.

Mrs. Mills stated, you would use it, like when we had all the locks changed. Mr. Marrelli stated, exactly. Or let's say, we are going to do something the kitchen because we are going to do the senior movies.

Mrs. Mills asked, what are you going to do in the kitchen? Mr. Thomas replied, the Health Department required some things. Mr. Marrelli replied, we need tiling in the kitchen where the tile got pulled out when we did our repair and it never got put back. I could hire somebody to do that and pay out of that repair fund.

Mrs. Mills asked, so then that open p.o. would be only for $20,000 for now? Mr. Wynne replied, no, the p.o. would be within the Mayor's spending limit, $4,999.

Mrs. Mills replied, okay. Anything else?

Mr. Cappello stated, I don't know if anyone wants to see the trail. I know Doug brought a map the last time, but it was pretty small. This one shows the general layout.

Mr. Wynne asked, for Highland Road? Mr. Cappello replied, Highland Road. We start up by the freeway and it goes for about 2 or 3 houses.

Mrs. Mills stated, those people have always used that for parking. Mr. Cappello stated, they are going to lose it.

Mr. Marrelli asked, do they know that? Mrs. Mills stated, they signed off on it. Mr. Cappello stated, it doesn't matter. With the new path, at 6449, we meander it and in the process we are able to help Mrs. Horvath, even Al Meyers. A lot of this water sheets down their yard. We can't totally intercept all of the water that goes to Mrs. Horvath's because her neighbor's water goes in. We have intercepted the road and everything in the right of way, so that should help a lot. We have also back pitched her driveway to keep the water from going there. We are solving some issues hopefully.

Mr. Marrelli asked, how wide is it? Mr. Cappello replied, it's a 6 foot wide path.

Mr. Marrelli asked, are you replacing aprons too? Mr. Cappello replied, we have to, for ADA issues. We are bidding this as an asphalt trail, but aprons are getting put back basically intact because that's what the residents have. I am getting an alternate for concrete. I think the concrete is going to come in very comparable and it will be easier. To do the asphalt on a situation like this, the contractor will go crazy because he has to have a smaller paver. He can't really back trucks up to it to dump the asphalt, so he has to do it a little bit at a time.

Mrs. Mills asked, so it's a time and labor element? Mr. Cappello replied, it's definitely a labor issue. My gut is concrete is going to probably come in very comparable which I would decide to go with. We will see what happens.

Mrs. Mills asked, these houses up here that have that extended ability to park, what are they going to do? Mr. Cappello replied, they are not going to be able to do it. Mrs. Mills stated, they use it all the time. Mr. Cappello replied, I know, but that was there before they did the bridge. It's going to be gone.

Mr. Thomas asked, that's our land, right? Mr. Cappello replied, it's in the right of way. Mrs. Mills stated, I think when we did Highland Road we put it back for them. Mr. Cappello replied, when we did Highland Road it did go back, yes. We resurfaced it because it was there already.
Mrs. Mills stated, as long as they understand that they are not going to have this additional parking.

Mr. Wynne asked, aprons have to be redone for ADA issues? Mr. Cappello replied, yes, because of the crossover of the path. Two percent is the maximum quarters per foot. A lot of these aprons are not.

Mrs. Mills asked, when are you going to get these bids in? Mr. Cappello replied, if we get authorization to go out to bid, we are going to do it right away. Hopefully we will get it done this year. That's the goal.

Mr. Thomas asked, does that tie into the tunnel by Highland? Mr. Cappello replied, yes. Mr. Thomas asked, that's where it ends? Where it ties in? Mr. Cappello replied, it is going to end there. Eventually, depending on what happens at SOM we might eventually put another leg out to SOM.

Mrs. Mills asked, so you think the concrete and asphalt will be comparable then? Mr. Cappello replied, I think so. I think it's going to work out.

Mrs. Mills 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

Mary E. Betsa, Clerk of Council

Finance Caucus Committee
Meeting Agenda
Monday, August 13, 2012 – 4:00 p.m.
MAIN CONFERENCE ROOM
MAYFIELD VILLAGE CIVIC CENTER

Council Representatives	Department Heads	Clerk of Council
Tom Marrie, Chair	Rich Edelman	Mary Betsa
Patsy Mills	Ronald Wynne	
Dr. Stephan Parker	Doug Metzung	
Nicholas Delguyd, Alt.	John Marrelli	**Municipal Architect**
	William Thomas	Ron Dinardo
	Dave Mohr	
	Diane Wolgamuth	

Meeting Convened at _____ p.m.

DISCUSSION ONLY

1. Update on demolition, asbestos abatement and site clearing of the former police station and Village Hall located at 6621 Wilson Mills Road.
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ANY OTHER MATTERS

Meeting Adjourned at _____ p.m.