# MINUTES OF THE FINANCE CAUCUS MEETING
## Monday, March 12, 2012 – 4:00 p. m.
## Main Conference Room – Mayfield Village Civic Center

The Finance Committee meeting was held on Monday, March 12, 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, Mr. Metzung, Mr. Jeff Thomas
Mr. Wynne, Mr. Bill Thomas, Mrs. Wolgamuth,
Mr. Esborn and Mrs. Betsa

**1. Doors at Civic Center (Luxury Builders - $5,000)**

Mr. Marrie stated, this was discussed at Council Caucus.

Mrs. Mills asked, are those the front doors? Mr. Metzung replied, these are the easternmost ones on the north side. Wilson Mills closest to the gas station. Mr.Wynne added, if you look at one of them when you go by, there's a piece of plywood on the bottom of it where it busted.

Mr. Marrie asked, any other questions? There were none.

**2. Mayfield Township Historical Society Donation ($2,500)**

Mrs. Mills stated, this is an annual donation. We try to give you as much information as we can with what we do with our money.

**3. Annual Fiber Ring Maintenance Fee (OneCommunity - $7,000)**

Mr. Esborn reported, this is an annual fee we pay for OneCommunity to maintain the fiber to fix any problems with it. At Caucus, Dr. Parker asked for a report from OneCommunity. I requested that today so we should have that information by the meeting on Monday. There was also some confusion on the fee. It's an annual fee.

**4. Service for anti-spam and anti-virus for all mailboxes (Symantec - $3,960)**

Mr. Jeff Thomas reported, this is a renewal. It's the 4th year we have done this. It protects our e-mails from spam and viruses. It averages out to about $25 a user per year. We have around 150. It will cover us for expansion.

Mr. Marrie asked, Mrs. Mills, any questions? There were none.

**5. Senior Program Update**

Mrs. Wolgamuth reported, Mr. Wynne, Mr. Thomas and Donna Heath and I met with Stacey O'Brien, the Director, on Friday. She is willing to come to the Council meeting next Monday to

provide a short presentation. I would like you to get a sense of her and what the program's about.

Mr. Marrie thinks that's a good idea.

Mrs. Wolgamuth stated, I think you would like her a lot. She's very impressive. They will pro-rate the rate. I recommend we get started in May. The *VOV* comes out in April so that would give us an opportunity to announce it and talk about it there. If we did it in May, from May to December, our cost for this year would be $38,667. There's no contract to be signed until after we get through this year. Ron, did she say we would sign a contract next year or in 2014? There's no contract right now, so I think all we would need to do is obtain approval for this amount for this year. Then we would go through next year. That would be the period of time we would be trying to develop the program. We would make a decision at that point whether we would become full members.

Mrs. Mills asked, is this something they would be charging us a fee and they would be taking money away from this account? Mrs. Wolgamuth replied, she said we could pay it annually, quarterly, monthly, however we want and they would just invoice us.

Mrs. Mills asked, they are not going to charge you individually for services? Mrs. Wolgamuth replied, no. Mr. Wynne added, there is a charge for people who want to use the transportation. They will probably have to pay a couple bucks. That would be the only charge.

Mr. Marrie stated, if we are going to approach this, I think what you have done is to set it up this year with no contract, that was the way to go. The only concern I have is how many will take advantage of this. I think based on taking it this way with no contract kind of lets us off the hook if it isn't used. Mrs. Wolgamuth agreed. It gives us the opportunity to see how it works.

Mr. Marrie stated, you could almost say this is a monthly thing that we are not committed to. Again, my concern was how many people would take advantage of it. Mrs. Mills stated, it's definitely good. Will people take advantage of the service? That's what we need to look at.

Mr. Marrie stated, as long as we monitor it very closely. That's the one step I would suggest is to monitor it very closely so we know exactly what it does. You could even break down what it costs per person per month.

Mr. Thomas stated, I thought Diane's suggestion about waiting until May was good so we have time to market it. That's a good move. Mr. Marrie agreed. People can't say, well you are paying for it, we didn't even know about it.

Mrs. Mills stated, we are going to have a Commission on Aging meeting the end of the month. We can propose it to that Committee. Diane and Bill are in charge to present everything. Do the members get a copy of this? Mrs. Wolgamuth replied, they did not get a copy of the most recent information. I will get that to them. Mrs. Mills stated, make sure they get it so they know all the work you have done on this.

Mrs. Wolgamuth asked, would you suggest that we vote on it at Council? I would request approval for $38,000 for the rest of this year. Then the Partnership knows we are going forward. They can start gearing up and we can start our advertising so that everyone knows we are going to start in May. Mr. Marrie replied, you could explain it by saying that we are not starting until May so everyone knows what we are doing and everything's done in advance.

Mrs. Mills asked, can we do a First Read on it? Mr. Wynne asked, are we going to do legislation? It's going to be a motion.

Mr. Metzung replied, I would just pass it. You are going to have the representative there. If the questions are not answered after that, they are never going to be. Mr. Marrie would do that. But it should be discussed in detail, details that you now have that you did not have ahead of time before a vote. You could bring it up and have it discussed at the next Caucus and pass it in April. That still gives you time.

Mr. Metzung stated, it was brought up in Caucus. Mr. Marrie agreed, but she didn't have numbers. She had $58,000, not the $38,000.

Mrs. Wolgamuth asked, could Stacey do her presentation and you could then decide after that whether you wanted to go forward with the vote? My sense at Caucus was that they pretty much said go ahead as long as you will be able to monitor the usage. I asked Mr. Marquardt, you mean after we are doing it? He said yes. That's the sense I got.

Mr. Marrie stated, as long as you are comfortable with that, we will go ahead with it. Mrs. Wolgamuth replied, okay. Then you still have the option of tabling it and postponing the vote if you wish. Mr. Marrie stated, exactly. This way she would know where we stood and we can start planning. When you are talking about it, make sure you bring that kind of conversation into it.

Mrs. Wolgamuth stated, because I wouldn't then want to be putting things in the *VOV* in April if we hadn't voted on it and knew it was coming. Mr. Marrie agreed.

Mrs. Mills stated, the main thing is to get this in place. Let's do it very easily. Mr. Marrie just wants it smoothed over as best we can so we don't have a rocky road getting from here to there over this situation.

Mrs. Wolgamuth replied, my sense at the end of the conversation at Caucus was that everyone was in agreement. That was what I thought. Mr. Marrie agreed. Monitoring it is the most important. At Citizen's Advisory and the Rec Board, it was how many did they think were going to use it? I didn't think there was a big fight over whether we would do it or not. They weren't happy with the $58,000. The biggest thing they brought up was how many people would use it.

Mr. Thomas stated, hopefully after this year we will have a better feel for it. Mr. Marrie agreed. We could get out of it then. Mrs. Mills added, if we don't try it, we are not going to go.

Mr. Thomas replied, we hope it doesn't bomb, but if it did, we wouldn't have to submit the $58,000 for 2013. Mr. Marrie stated, that's why I like the idea of no contract. We don't want it to bomb. If it does, I would hate to be tied into a couple of years of $58,000. That can come back to haunt us good. Patsy, do you have any more questions? Mrs. Mills replied, no. That's fine.

Mrs.Wolgamuth asked, so it would be just a motion to authorize the expenditure? Mr. Marrie replied, write it up that way. But be prepared to provide explanation.

Mrs. Mills stated, her information is so good here. If they just read that information. Mr. Marrie agreed.

**6. Codification Services for 2012 (Walter Drane - $5,400)**

Mr. Wynne reported, this is our annual update. It's $1,000 more than last year, but there were significant changes in the traffic code. Chief Edelman reported, it was changed a while back. Our ordinances have not caught up to it.

**7. First Choice Armor Shields (Standard Law Enforcement Supply Company - $9,600)**

Chief Edelman reported, this was not originally budgeted. Obviously, I could not foresee the circumstances that led me to request this. I discussed it with Ron. We decided that what I had budgeted for the rifles, I would then use for the shields and then the rifles would be paid for from the Law Enforcement Trust Fund.

Mr. Marrie asked, so the shields will come from the rifle money? Chief Edelman replied, yes.

Mrs. Mills asked, who funds the Trust Fund? Chief Edelman replied, that comes from such things as vehicle seizures and forfeitures and the sale of any contraband or evidence that has been disposed of that we can in turn sell.

Mrs. Mills asked, is there enough money in there for your rifles? Chief Edelman replied, yes.

Mrs. Mills stated, both items are very important. Chief Edelman replied, there's enough to fund the rifles.

**8. Upgrade for video recorder and security cameras (Zenith Systems, LLC - $9,100)**

Chief Edelman reported, this is budgeted. Ron and I discussed this.

Mr. Marrie asked, will that cover the whole outside and all of the main corners inside? Are you covered completely? Chief Edelman replied, with the upgrade, yes.

Mr. Marrie asked, with this added? Chief Edelman replied, yes. Currently we have some blind spots.

Mr. Marrie asked, are those outside or inside or both? Chief Edelman replied, both. After hours the front door is closed. When someone comes to the door and requests to come in, the dispatchers can't see them with our current cameras.

Mr. Marrie asked, Mrs. Mills, okay with this? Mrs. Mills replied, fine.

**9. Tactical patrol weapons (Atwell's Police and Fire Equipment - $8,000)**

This will be coming out of the Law Enforcement Trust Fund. (*See, also,* Item 7 above.)

**10. Annual SPAN Dues ($14,000)**

Chief Edelman reported, this is an annual payment. It is reduced from last year's amount of $17,000. It's back down to the regular $14,000.

Mr. Marrie asked, all the surrounding are in on this? Chief Edelman replied, yes, 6.

**11. Stormwater Monitoring (Cuyahoga County Board of Health - $3,000)**

Mr. Metzung reported, the Cuyahoga County Board of Health does our Phase II outfall monitoring. As we have said for years, we couldn't do it that cheap.

Mr. Marrie asked, is this mandated? Mr. Metzung replied, it's part of our Phase II stormwater program. We have to know where all our outfalls are at. Anywhere water falls out of a pipe. You have to know where all those are at. They are everywhere. A little creek, someone tied a storm drain to it. It comes out. That's an outfall. It's recorded. They went out years ago and did all that. Now you have to go back and make sure that during dry periods that there's no water coming out of it. If there's water coming out of it, you have to figure out why when it should be dry. Typically what that means is it would be connected to some kind of sanitary connection. If that's the case, we have to find out what's going on and have to get that repaired. They do fecal testing. You get readings and have to monitor those. The only places we have bad numbers are where we have our septic tanks. That helps us in that regard too to look for funding. We are mandated to do it by Phase II, Ohio EPA.

**12. Solid Waste and Recycling Collection**

Mr. Metzung had nothing to add to this. It has to be voted on.

Mrs. Mills asked, have you heard from Highland Heights? Mr. Metzung replied, the last conversation I had, they were in the same exact spot we were. A few councilmen were concerned with the toters. Otherwise, it appears they are going with the toters all the way around. They don't have solid waste carts. They are going to go to both solid waste and recycling carts.

Mr. Marrie asked, they don't have solid waste carts? Mr. Metzung replied, no. We did that on our own years ago. We bought them on our own.

Mr. Marrie stated, let's put it on and see what happens.

Mrs. Mills stated, when I talk to people, they seem like they like the idea of it being on wheels. I have had no negatives. Everyone was positive.

Mr. Metzung stated, when we had the Citizen's Advisory meeting, everyone was positive. Mr. Marrie added, Recreation was. It was 100%. There was one negative at Citizen's Advisory. The point you brought up a couple times is the fact that the cans could be used every week or every other week. They didn't have to take it out every week.

Mrs. Mills stated, if this passes, we are going to have to really tell people what they can recycle. Mr. Metzung replied, there will be a broader list. Mrs. Mills stated, that's what I explained. They asked if they would be able to recycle more things. I said yes.

Mr. Marrie stated, we will find room for this. We found room for the other one. I think overall for the Village, it's the best way to go. There's no doubt in my mind if you have got something bigger than that yellow thing, you will recycle more.

Mr. Metzung stated, and Ron might agree, we do the bi-weekly in Mentor. It's not terrible. I thought it would be confusing, but I think people have grasped it pretty quickly. On the off-weeks, I don't see cans out. Mr.Wynne added, for the first few weeks, but after that, they figured it out. If we went bi-weekly, it would be $75,000 less over a 5 year term.

Mr. Marrie stated, that brings the question up. Do you want to throw it on the vote, not so much whether we are going to do it, put it on weekly or bi-weekly and explain the $75,000, voting either nay or yeah on one of them? The problem was, some people might be confused on what week it is. Mr. Metzung replied, the only trouble is if you were to miss, you could go a month without it.

Mr. Marrie will go back to his original statement way way back when you first brought this up. I didn't want people to perceive that we are cutting back on them after they supplied us the money to do a lot of the things we are doing. I am all for the weekly. Let it go at that. Patsy, are you fine with this? Mrs. Mills was fine.

**13. Sweeping for Pancake Breakfast and after 50's Night (Reilly Sweeping - $3131)**

Mr. Metzung reported, this is our annual street sweeping. We also do the parking lots after Cruise Night.

**14. Lawn Fertilization (TruGreen - $7,155.50)**

Mr. Metzung reported, same company as last year. It has gone up, but that's only because we added the Raleigh/Derby area where we tore the houses down and removed the road. Last year that was not on. We have added that.

Mr. Marrie asked, Patsy? Mrs. Mills replied, fine. While we are talking about that area, are you going to be doing any plantings on the Vitek property? Mr. Metzung replied, there are shrubs that don't make a lot of sense. I haven't really looked at it. I am sure that plantings will be encouraged.

**15. 2012 Road Program**

Mr. Metzung asked for authorization to go to bid to mainly do the Aintree North neighborhood and some slab replacement on SOM Center Road.

Mr. Marrie asked, the Kenwood area is in 2013? Mr. Metzung replied, yes.

Mr. Marrie asked, Patsy, are you fine with this? Mrs. Mills replied, yes.

**16. Playground Equipment – Parkview Pool (David Williams - $9,495)**

Mr. Thomas reported, this was a suggestion that came from Diane Calta in regards to the need to look at our playgrounds regarding ADA compliance. David Williams & Associates put in that playground in 2002. We didn't have the requirements we have now for playgrounds, pools and all that. My recommendation is to stay with him. I want the equipment to be compatible when we put it in. Mr. Marrie agreed. Mrs. Mills agreed.

**17. Recommendation for Sodium Hypo Chlorite and Muriatic Acid (Sal Chemical - $6,710)**

Mr. Thomas reported, we had 19 communities go in with us on this bid. As a result of those 19 bids and having 4 other bidders, we have in the past year only 1 bidder at a time, now we have 2 more. With 19 communities, we are able to dictate somewhat in regards to bringing the cost down. Last year's cost for a gallon was $1.10. It is now $1.02. We are saving about $1,150 which I think is great. I would love to be able to have that, where we are giving bidders the opportunity to bid against themselves and bring the cost down. I am very pleased with that.

Mr. Marrie thought OP might have been lower. Mr. Thomas replied, we used them last year. They are the big company across a couple of states. Two years ago, Sal Chemical outbid them. Now, they have lost 19 accounts.

Mr. Marrie asked, Patsy, are you okay with this? Mrs. Mills replied, that's fine.

**18. Rental Fee for Adult Basketball (Mayfield City Schools - $2,790)**

Mr. Thomas reported, this is our annual fee that we get charged from the schools for using the field house for our adult basketball league on Sundays. It was 15 weeks. We start in November and finish up in March. We are there for about 3 hours. We have to pay it. They have to have staff there to open up the building. It's a given. Mr. Marrie replied, okay, Patsy? Mrs. Mills replied, fine.

**19. Retention of Architect for 2012**

Mr. Wynne reported, this is a reappointment of Ron Dinardo as Architect for two years. The architect reflects at 2% increase per year over 2 years.

**20. Retention of Prosecutor for 2012**

Mr. Wynne reported, this is a one year appointment with no increase in fees.

**21. Legislation creating certain positions and compensation related to the 2012 Summer Camp program.**
**22. Legislation establishing the Parkview Swimming Pool employees' salary for 2012.**

Mr. Thomas reported, this is our annual salary legislation. We gave 2% and tried to get some staff upgraded. Minimum wage also went from $7.40 to $7.70. We made that adjustment as well, both for the pool and for the summer camp programs.

**23. Library Legislation.**

Mrs. Wolgamuth reported, we are on third read.

**24. Healthcare Update**

Mr. Wynne reported, I don't have an exact number. I am not sure if I will by next week. I want to have on the agenda for next week. You know with the healthcare we talked about funding health savings accounts? I want it on the record. Council approving the funding of the accounts. If every employee signed up for an account, we would be funding $2,000-4,000, around $206,000 that we will have to fund. We won't know until after the enrollment process how many are actually signing up for that particular plan. I would like to have a motion probably next week with a not to exceed number just so it's on the record so that when the time comes, I can transfer the money.

**25. 2012 Budget**

Mr. Wynne reported, nothing has changed since the last version you have gotten. It's as good as final.

**ANY OTHER MATTERS**

Mr. Marrie asked if there were any other questions.

Mr. Thomas reported, Service contacted us. We need some trash cans. I don't have the cost. If they are $200-300 apiece and we are looking at possibly 12, that's $3,600. This is just an fyi. I won't do anything until the next meeting. We have time.

Mrs. Mills asked, what are these cans for, the pool? Mr. Thomas replied, 7 for the soccer fields because we are going to add that trailer. Wiley Park needs 3 and the softball complex 2. Total of 10 trash cans.

Mr. Marrie asked, what do you get? Mr. Thomas replied, a good size trash can with a lid on it to prevent animals from getting in. It's classy. It's Mayfield Village look.

Mrs. Wolgamuth stated, also, we just found out over the weekend that Ted applied for and received a grant for recycling containers at Wiley, the softball fields and the pool. We have $4,000 to spend. We have to choose them. They are the trio where you can have cans and bottles. One of the three pieces would be trash. That might work.

Mr. Thomas replied, we talked about that. Remember we got feedback from residents who asked why we don't have recycling at the Wiley picnic shelter? We probably would need something at the bathroom we put in at the soccer complex. Maybe one at the pool. That will help.

Mr. Marrie asked, we definitely received it? Mrs. Wolgamuth replied, yes, he got notification we got it. It's close to $4,000.

Mr. Wynne asked, did we have trash cans before? Mr. Thomas replied, we have some there. They are saying we need more. Two or three are trashed.

Mr. Marrie asked, any other questions or comments?

Mr. Metzung reported, we had our first rainout this year for softball.

**ANY OTHER MATTERS**

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

There being no further business, the meeting adjourned at 4:35 p.m.

Respectfully submitted,

Mary E. Betsa

Mary E. Betsa, Clerk of Council

**Finance Caucus Committee**
**Meeting Agenda**
**Monday, March 12, 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

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