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There was no discussion.

- **Ordinance No. 2018-29**, entitled, “An Ordinance appropriating funds for current expenses and expenditures of Mayfield Village, Ohio for the period from January 1, 2019 and ending March 31, 2019 and declaring an emergency.” Introduced by Mayor Bodnar. (First Reading – October 15, 2018; Second Reading – November 19, 2018) (Finance Department) (Read in title only)

Council President Saponaro stated, this was read on October 15th and November 19th. For clarification, these ordinances need to be considered for passage so that we can appropriate funds for the current budget for the current year. We also need to then allow ourselves to operate for the coming year. This is what these two Ordinances allow us to do. Any discussion or clarification on these ordinances?

There was no discussion.

- **Ordinance No. 2018-31**, entitled, “An Ordinance adopting a Credit Card Policy for Mayfield Village, Ohio.” Introduced by Mayor Bodnar. (Finance Department) (First Reading – November 19, 2018) (Read in title only)

Council President Saponaro stated, the First Reading on this was November 19, 2018. Any questions or discussion on this?

Mr. Wynne stated, we do have a policy in place, but the State of Ohio passed House Bill 312 back in September requiring that the policy specifically outline certain requirements. Some of those were not in our current policy. We are amending our policy to be in compliance with that House Bill. The policy needs to be in effect and in place by February 2nd of next year.

Council President Saponaro stated, thank you Mr. Wynne. Any other questions or comments?

There were none.

- **Resolution No. 2018-45**, entitled, “A Resolution authorizing and directing the Mayor and President of Council to enter into a Development Agreement with 345 Miner Road LLC.” Introduced by Mayor Bodnar. (Law Department)

Council President Saponaro stated, this is in conjunction with Ordinance No. 2018-27. Are there any questions or comments on this?

There were none.

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MAYOR

Mayor Bodnar stated, I would like to wish everyone a Happy Holidays. The Menorah Lighting is going on as we speak. Last night we had our Tree Lighting which went off very well despite some inclement weather. I wish everyone here a very Happy Holiday season. I would like to say that I received several compliments on our Service Department, especially the way they cleaned the roads last week Monday night into Tuesday when it snowed quite heavily. Several people told me that you guys are doing a great job and also mixing in with your other responsibilities. Thank you on that. The Mistletoe Mart with the Garden Club was last Saturday. It was a very pleasant fun day to be here. I think you did very well. Thank you for that, Patsy. Last, but certainly not least, I had a meeting with the Community Partnership on Aging COG last week. We will shortly be getting our bill for next year. I think we will be paying a small increase of about \$1,300. The good news is that in Mayfield Village, our use of the transportation that's available through the Community Partnership on Aging has gone up about 100% from last year. That's mostly for medical transport rides. We are happy to see that happening.

COUNCIL PRESIDENT

- . **2019 Schedule of Council Meetings**
- . **2019 Committees**
- . **2019 Council Committee Assignments**

Council President Saponaro stated, I am putting together the schedule for Council meetings next year. What I would appreciate is if anyone had any dates that were religious or other types of holidays that we should take into consideration, please let me know so that if we can schedule around things, we certainly will. If it doesn't work for a Monday, I usually try to advance to the 2nd and 4th Monday. That's not always helpful, so then we go to a Tuesday. We will figure that out. Your comments will be appreciated.

Council President Saponaro stated, with regard to 2019 Committees and Committee assignments, this year we did something different. We tried to utilize Caucus as an opportunity to have discussions as Council as a Whole and not break apart into Safety and Service and Finance. I would like everyone's opinion, whether now or in the coming weeks to let me know what your thoughts are on that so that we can make a determination what would be best as we move forward in 2019. Was this just a trial period? Should we go back to the way things were? Or do we like it with a few tweaks here and there? Please keep that in mind.

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CLERK OF COUNCIL

. **Council I-pads**

Mrs. Betsa stated, Council I-pads have come in. Please contact me to arrange for an appointment with Jeff Thomas to go through a few things with you and to sign the respective policies.

. **Volunteer Firefighter's Dependents Fund Board**

Mrs. Betsa stated, the Volunteer Firefighter's Dependents Fund Board met this evening to elect their officers for 2019 and approve any assessment charges for 2019.

FINANCE DEPARTMENT

. **Resolution to advance property taxes**

Mr. Wynne stated, this Resolution will be on the agenda in two weeks. This is an annual requirement that we do that informs Cuyahoga County that as they receive receipts on our property taxes they send those funds to us as they receive them versus holding them until the end of the collection period.

. **Resolution requesting Cuyahoga County Fiscal Officer to Adjust Amended Official Certificate of Resources for 2018**

Mr. Wynne stated, the Official Certificate of Resources is our revenue budget. As we adjust our appropriations budget, we also adjust the revenue budget for activity during the year and then send a copy of that to the County so they can record it in their records.

. **Advances and transfers**

Mr. Wynne stated, at the end of each year, we make a variety of transfers between funds to cover certain projects that took place during the year. We make those transfers at the end of the year. I provided Council with a memo over the weekend of what those transfers will be. We had initially conservatively budgeted approximately \$15,000,000 for income tax collections this year. Our actual collections have come in closer to \$20,000,000, so with some of those excess funds in those transfers, you might have noticed that I increased the transfer to the Street Construction Maintenance and Repair Fund from \$500,000 to \$2,000,000 to put those funds into the road project and also increased the transfer to the Civic Center Fund from \$450,000 to \$1,650,000 to put towards the potential cost of renovations that will be taking place in this facility over the next year or two once the analysis and study is done. We have no idea what those costs will be, but we will have these funds put aside to cover them once we do get an estimate of what they are.

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Mr. Wynne asked, does Council have any questions about the items that were listed in the memo? Most of it pretty much mirrors what was in the budget and what we talked about throughout the year.

Council President Saponaro asked, any questions on these so far?

There were none.

. **Final appropriations for January 1, 2018 through December 31, 2018**

Mr. Wynne stated, you will receive in your packets this weekend a copy of our budget with the changes highlighted for things that have been approved during the year. That will be included in the legislation that we talked about during the start of this evening's meeting.

. **Temporary appropriations for January 1, 2019 through March 31, 2019**

Mr. Wynne stated, we pass our final budget for the year in March. The temporary appropriations is a three-month budget allowing us to conduct business for those three months until Council passes the final budget at the March Council meeting.

Council President Saponaro stated, just for the audience, these two items were also things that I read in the pending legislation portion of the agenda, 2018-28 and 2018-29. Mr. Wynne is explaining them a little bit more. Thank you.

. **2019 Yearly Assessment – Worker's Compensation (\$141,078)**

Mr. Wynne stated, our 2019 assessment for Worker's Compensation is \$141,078. We are going to have to pay it in 2018. In the past, the Bureau has requested payment by January 2nd of each year to take advantage of a 2% discount. This year they changed that requirement to where payment has to be made by December 28th. We will be requesting that the 2018 budget be amended to include the 2019 assessment so we can pay that in 2018 and take advantage of an early payment discount. \$141,078 is a function of wages, employee headcount and the actual experience we have had of claims against our Worker's Compensation Fund.

. **Employee Healthcare – 2019**

Mr. Wynne stated, this is on the Special Meeting agenda this evening for 2019. Through our insurance consultant, we finished negotiations with Medical Mutual. They initially had come in with an increase of 7.19% in premiums. They have reduced that increase to 3.68% which will be a savings of about \$45,000. We are going to ask for Council approval for me to give a verbal acceptance of that bid so we can move forward and get the contract lined up for approval at the Council meeting.

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- . **MCIC Meeting – December 17, 2018 – Immediately before Council at 8:00 p.m.**
- . **Economic Development Incentive Grant Agreement with Pre-Emptive Solutions**

Mr. Wynne stated, the MCIC will be meeting on December 17th. On August 20th, Council passed a resolution in support of this grant for us to work with Pre-Emptive Solutions. The Grant Agreement has been signed by the company. This will now require official approval by the MCIC at their meeting and then by Council for us to execute the grant on our end and put it in place effective January 1, 2019.

- . **2019 License, Support and Maintenance for Finance and Payroll Systems and 2019 Hardware and Software Maintenance on Dell Equipment (Civica CMI - \$8,622.17).**

Mr. Wynne stated, CMI is the company that provides us with our hardware and software support for our finance and payroll systems. This is just the annual maintenance and support fee for \$8,622.17 which represents a 3% increase over the cost last year.

Council President Saponaro asked, does anyone have any questions regarding any of these matters that have come before us?

There were none.

FIRE DEPARTMENT

Chief Carcioppolo stated, I just wanted to let everyone know that we received our property protection class rating back from our recent survey with Insurance Service Offices. They were out in September and they just mailed the findings with the results which was positive by the fact that we were reduced from an ISO Category 3 to an ISO Category 2, so the lower rating you have indicates a higher level of fire protection capability. Those results will become effective in March of next year. Insurance companies use your public protection classification number to generate your premiums for annual property insurance, both residential and commercial. That may or may not have an impact on your personal insurance, but that is the number that the insurance companies use to rate your insurance premiums. I believe that will help everyone a little bit.

Council President Saponaro asked, so at a minimum they can ask their agents if we have a better rating why aren't we getting better rates for property insurance?

Chief Carcioppolo replied, they should, yes. Insurance Service Offices sells those PPC numbers to all of the insurance companies and that's what they use to give those insurance premiums. The things that were used to reduce our number over the years have been the expanded support and training, additional staffing, the creation of the Assistant Fire Chief/Fire Marshal's position, continued and expanded public education programs through the Fire Prevention Program and

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improvements in our dispatch center technology. All of the Council members, both Mayor Rinker and Mayor Bodnar, had a hand in us moving over the last 5 years from where we were to where we are now, so thank you all for that.

Council President Saponaro stated, thank you so much. Any questions?

There were none.

**LAW
DEPARTMENT**

Mr. Coyne stated, we will address the Highland rezoning matter at the Special Meeting.

Legislation:

. **Amending Codified Ordinance Section 1157.09 relating to Home Occupations**

Mr. Coyne stated, this legislation relates to Home Occupations. We were asked to look at the Home Occupation Ordinance some time ago. It appeared that it was a little bit outdated. The Home Occupation Ordinance itself had listings of what home occupations were permitted under the Code. It gave a list of items that are not limited to the following. So in other words, it gave a description of 22 items that could be home occupations, not limited to those 22, which meant what guidance is it really giving the Village? So we took a look at that and we made some changes that will provide for sort of a more objective criteria to look at what home occupations are appropriate within the Village including some restrictions. The biggest concern about home occupations is delivery, employees, parking, its uses that are not compatible in a residential neighborhood. At that same time, with the advent of the internet, people can operate a home based business without really having any adverse impact on their neighbors. So we have tried to modernize it in that respect and that is Section 1157.09 that is being amended.

. **Amending Codified Ordinance Section 1153.02 relating to classification of uses**

Mr. Coyne stated, in addition to that, under the Code, Section 1153.02 relates to special permits. This gives the Planning Commission an opportunity to take a look at exceptions that might be available to a homeowner to run a business out of their home and to ensure that it does not have any negative impact on any surrounding properties. That was the suggestion on the modifications which are contained in your packet.

Council President Saponaro stated, very good. Did this come about as a result of an issue or a potential issue that had arisen?

Mr. Coyne replied, it did. It came up with an unusual request that came in. I would be happy to talk with you about it off-line.

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Council President Saponaro stated, sure. Very good. Any other questions regarding this?

There were none.

PARKS AND RECREATION

- . **Rent for Wildcat Sport Fitness – September 2017-August 2018 (Mayfield City School District - \$5485 – pass-through)**

Ms. Wolgamuth stated, Mr. McAviney is at the Menorah Lighting, but he asked me to let you know that this item is an annual pass-through and that the amount is virtually identical to the previous year.

Council President Saponaro stated, very good. Any questions?

There were none.

POLICE DEPARTMENT

Chief Edelman stated, just a quick announcement regarding my upcoming retirement. My last work day will be Friday, February 8, 2019. Between now and that date, I will be working with my senior staff to ensure a smooth transition.

SERVICE DEPARTMENT

- . **2019 annual registration fee - Tracking software - Connect GIS, Mobile 311 (Dude Solutions - \$5875)**

Mr. Metzger stated this is an annual registration for our tracking service, our 311 that we use to track all of our work requests that we do throughout the day.

- . **MS4 Services for 2019 – Public Involvement and Public Education (“PIPE”) Program (Cuyahoga County Soil and Water Conservation District - \$5,500)**
- . **Technical Assistance in Implementing Soil and Water Conservation Measures with the Cuyahoga County Soil and Water Conservation District for 2019.**

Mr. Metzger stated, these are for our stormwater permit. The PIPE program is Public Involvement Public Education. The Soil and Water District handles that for us. It used to be through Euclid Creek. It's still Euclid Creek but now it's evolved into the Cuyahoga County Soil and Water District. The other item is we hired the Soil and Water District to do our tracking for the construction and post-construction inspections. I have not gotten the actual invoice for

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this yet, but when I talked to them, they are looking at the same number as last year which is \$13,000. I bring that to everyone's attention so that should it come up before the next Council meeting, it can be considered for passage.

Mr. Metzong stated, lastly, we are still picking up leaves. Leaf season continues. Typically we go until the second week of December, but this season starting as late as it did, we will go as long as physically possible to try to get everyone's leaves picked up.

Council President Saponaro stated, I need a machine to shake my oak tree so the leaves come off. Thank you, Mr. Metzong.

ANY OTHER MATTER BEFORE COUNCIL

Council President Saponaro asked, are there any other matters before Council?

There were none.

There being no further matters, the meeting concluded at 7:21 p.m.

Respectfully submitted,

Mary E. Betsa, MMC, Clerk of Council