

THE CITY OF PARMA HEIGHTS
COUNCIL MEETING MINUTES
DECEMBER 11, 2017

PRESENT: Council President Gallo, Council Members Koch, Everett, McCall, Danczak, Verdile, Stavole and Clerk of Council Bohdan.

ALSO PRESENT: Mayor Michael Byrne, Law Director Pokorny, Director of Finance and Personnel Hickey, Director of Public Service Patten, Engineer Neff, Asst. Law Director Schneider, Community and Economic Development Sebes and Director of Recreation Moran.

ABSENT: Director of the Senior Center McLaughlin

The meeting was called to order by Council President Gallo at 8:00 p.m.

Pledge of Allegiance

Councilman Verdile motioned seconded by Councilwoman Everett to approve the November 27, 2017 Council meeting minutes.

Aye: McCall, Danczak, Koch, Verdile, Stavole, and Everett

Nay: None

Abstain: Gallo

NOVEMBER 27, 2017 COUNCIL MEETING MINUTES APPROVED.

Councilman McCall presented the report of the Finance Committee with total expenditures for the period of 11/23/2017 through 12/7/2017 to be \$392,948.63. (detailed report attached)

Councilwoman Koch presented the report of the December 4, 2017 Planning Commission meeting. (report attached)

Tom Moran, Director of Recreation

- Registration for the next Yoga session has started. The Monday class will run from 1/8/18-2/26/18. The Thursday class will run 1/18-2/22/18. The sessions are 8 weeks long and \$50/session. Online registration through 12/21/17; in person registration through 1/2/18.
- Valley Forge Open Swim will run from November 14, 2017 through April 24, 2018. There is no open swim when the schools are closed for break or weather.
- Cassidy Theatre will present the production of "Nun-crackers" from December 1st through December 17th. The Youth Theatre will present a production of *Pinocchio* on December 9th and December 16th.

Judy McLaughlin, Director of the Senior Center

- No report in Director McLaughlin's absence.

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Joe Sebes, Director of Community and Economic Development

- Thanked Council for adopting the resolution and ordinance for the Cuyahoga County Supplemental Grant that was submitted on November 28, 2017.
- Compiling a request for the state's 2018 Capital Fund.

Dan Neff, City Engineer

- No report.

Dennis Patten, Director of Public Service

- The Service Department will continue to pick up leaves.
- Director Patten provided the results from the recent Petroleum Fuels and Lubricants Bids. The following are the results:

	Gas Unleaded 89 Octane	Commercial Fuel-Oil Diesel
Universal Oil	\$2.16	\$2.39
Ullman Oil	\$2.13	\$2.26
1 st Choice Energy Services	\$2.062	\$2.488
Cuyahoga Landmark	\$1.9805	\$2.45136

Director Patten explained that when there is a need for fuel, his department calls all of the vendors to see who is offering the best price that day.

Council President Gallo asked for a motion to accept the Petroleum Fuels and Lubricant bids as follows; Universal Oil \$2.16 for unleaded gas and \$2.39 for commercial fuel diesel; Ullman Oil \$2.13 for unleaded gas and \$2.26 for commercial fuel diesel; 1st Choice Energy Services \$2.062 for unleaded gas and \$ \$2.488 for commercial fuel diesel; and Cuyahoga Landmark \$1.9805 for unleaded gas and \$2.45136 for commercial fuel diesel.

Councilman Verdile motioned seconded by Councilwoman Koch to accept the bids for petroleum fuels and lubricants from Universal Oil, Ullman Oil, 1st Choice Energy Services and Cuyahoga Landmark.

Aye: Danczak, Gallo, Koch, Verdile, Stavole, Everett and McCall

Nay: None

BIDS ACCEPTED FOR PETROLEUM FUELS AND LUBRICANTS FROM UNIVERSAL OIL, ULLMAN OIL, 1ST CHOICE ENERGY SERVICES AND CUYAHOGA LANDMARK.

Councilman Verdile acknowledged the way Director Patten approaches the pricing of fuels and lubricants.

Councilman McCall asked what the average life span is for a catch basin. Engineer Neff replied approximately 20 years. Councilman McCall asked if there was any recourse for the contractor that did the Stumph Road catch basins since the City has had to repair those after a short time. Engineer Neff stated that the City has tried but there is no legal recourse.

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Terrence Hickey, Director of Finance and Personnel

- A summary of Mayor's Court activity for November was reported. The total amount transferred into the City's general checking account from Court activity was \$30,079.57. (see attached report)

Mayor Michael Byrne

- The Mayor wished everyone a Happy and Healthy Holiday and a Merry Christmas.

LEGISLATION

Councilwoman Everett motioned seconded by Councilwoman Danczak to read the following resolution by title only.

Aye: Gallo, Koch, Verdile, Stavole, Everett, McCall and Danczak

Nay: None

RESOLUTION TO BE READ BY TITLE ONLY.

Councilwoman Everett read A RESOLUTION AUTHORIZING AND DIRECTING THE FISCAL OFFICER OF CUYAHOGA COUNTY TO MAKE ADVANCES OF ALL PROPERTY TAXES LEVIED ON THE 2017 TAX LIST AND DUPLICATE OF THE CITY OF PARMA HEIGHTS, OHIO, AND DECLARING AN EMERGENCY. ONE READING ONLY.

Councilwoman Everett motioned seconded by Councilman McCall to suspend the rules.

Aye: Koch, Verdile, Stavole, Everett, McCall, Danczak and Gallo

Nay: None

RULES SUSPENDED.

Councilwoman Everett motioned seconded by Councilman McCall to approve this resolution.

Aye: Verdile, Stavole, Everett, McCall, Danczak, Gallo and Koch

Nay: None

RESOLUTION IS ADOPTED. RESOLUTION NO. 2017-19.

Councilwoman Danczak motioned seconded by Councilman McCall to read the following ordinance by title only.

Aye: Stavole, Everett, McCall, Danczak, Gallo, Koch and Verdile

Nay: None

ORDINANCE TO BE READ BY TITLE ONLY.

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Councilwoman Danczak read AN ORDINANCE AUTHORIZING CERTAIN ADVANCES BETWEEN FUNDS, AND DECLARING AN EMERGENCY. ONE READING ONLY.

Councilwoman Danczak motion seconded by Councilman McCall to suspend the rules.

Aye: Everett, McCall, Danczak, Gallo, Koch, Verdile and Stavole
Nay: None

RULES SUSPENDED.

Councilwoman Danczak explained that this ordinance would provide for the transfer of \$25,000 from the Capital Projects Fund to the General Fund in order to properly reflect operational needs during the 2017 budget year and to conclude 2017 financial operations of the City of Parma Heights in an orderly fashion, the advance is required by December 31, 2017.

Councilwoman Danczak motioned seconded by Councilman McCall to approve this ordinance.

Aye: McCall, Danczak, Gallo, Koch, Verdile, Stavole and Everett
Nay: None

ORDINANCE IS ADOPTED. ORDINANCE NO. 2017-23.

Councilman Stavole motioned seconded by Councilman Verdile to read the following ordinance by title only.

Aye: Danczak, Gallo, Koch, Verdile, Stavole, Everett and McCall
Nay: None

ORDINANCE TO BE READ BY TITLE ONLY.

Councilman Stavole read AN ORDINANCE AUTHORIZING THE CITY OF PARMA HEIGHTS, OHIO TO BECOME A MEMBER OF THE NATIONAL COOPERATIVE PURCHASING ALLIANCE (NCPA), AND DIRECTING THE MAYOR TO ENTER INTO THE PARTICIPATING MEMBERSHIP AGREEMENT, THE JOINT POWERS AGREEMENT, AND THE ASSOCIATE MEMBERSHIP AGREEMENT WITH THE NATIONAL COOPERATIVE PURCHASING ALLIANCE AND DECLARING AN EMERGENCY. ONE READING ONLY.

Councilman Stavole motioned seconded by Councilman Verdile to suspend the rules.

Aye: Gallo, Koch, Verdile, Stavole, Everett, McCall and Danczak
Nay: None

RULES SUSPENDED.

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Councilman Stavole motioned seconded by Councilman Verdile to approve this ordinance.

Aye: Koch, Verdile, Stavole, Everett, McCall, Danczak and Gallo
Nay: None

ORDINANCE IS ADOPTED. ORDINANCE NO. 2017-24.

Councilman McCall motioned seconded by Councilwoman Everett to read the following ordinance by title only.

Aye: Verdile, Stavole, Everett, McCall, Danczak, Gallo and Koch
Nay: None

ORDINANCE TO BE READ BY TITLE ONLY.

Councilman McCall read AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A SALES AGREEMENT WITH TRY AUTOMOTIVE SALES TO PURCHASE A 2005 INTERNATIONAL DUMP TRUCK FOR THE DEPARTMENT OF PUBLIC SERVICE, AND DECLARING AN EMERGENCY. ONE READING ONLY.

Councilman McCall motioned seconded by Councilwoman Everett to suspend the rules.

Aye: Stavole, Everett, McCall, Danczak, Gallo, Koch and Verdile
Nay: None

RULES SUSPENDED.

Councilman McCall motioned seconded by Councilman Stavole to approve this ordinance.

Aye: Everett, McCall, Danczak, Gallo, Koch, Verdile and Stavole
Nay: None

ORDINANCE IS ADOPTED. ORDINANCE NO. 2017-25.

Councilman Verdile motioned seconded by Councilman Stavole to read the following ordinance by title only.

Aye: McCall, Danczak, Gallo, Koch, Verdile, Stavole and Everett
Nay: None

ORDINANCE TO BE READ BY TITLE ONLY.

Councilman Verdile read AN ORDINANCE TO MAKE APPROPRIATIONS FOR THE CURRENT EXPENSE AND OTHER EXPENDITURES OF THE CITY OF PARMA HEIGHTS, OHIO DURING THE PERIOD OF JANUARY 1, 2017 TO AND INCLUDING DECEMBER 31, 2017 AND DECLARING AN EMERGENCY. SECOND OF TWO READINGS.

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Councilman Verdile motioned seconded by Councilman Stavole to suspend the rules.

Aye: Danczak, Gallo, Koch, Verdile, Stavole, Everett and McCall

Nay: None

RULES SUSPENDED.

Councilman Verdile motioned seconded by Councilman Stavole to approve this ordinance.

Aye: Gallo, Koch, Verdile, Stavole, Everett, McCall and Danczak

Nay: None

ORDINANCE IS ADOPTED. ORDINANCE NO. 2017-26.

Councilman McCall motioned seconded by Councilwoman Everett to read the following ordinance by title only.

Aye: Koch, Verdile, Stavole, Everett, McCall, Danczak and Gallo

Nay: None

ORDINANCE TO BE READ BY TITLE ONLY.

Councilman McCall read AN ORDINANCE TO MAKE APPROPRIATIONS FOR THE CURRENT EXPENSE AND OTHER EXPENDITURES OF THE CITY OF PARMA HEIGHTS, OHIO DURING THE PERIOD OF JANUARY 1, 2018 TO AND INCLUDING MARCH 31, 2018 AND DECLARING AN EMERGENCY. SECOND OF TWO READINGS.

Councilman McCall motioned seconded by Councilman Verdile to suspend the rules.

Aye: Verdile, Stavole, Everett, McCall, Danczak, Gallo and Koch

Nay: None

RULES SUSPENDED.

Councilman McCall motioned seconded by Councilwoman Danczak to approve this ordinance.

Aye: Stavole, Everett, McCall, Danczak, Gallo, Koch and Verdile

Nay: None

ORDINANCE IS ADOPTED. ORDINANCE NO. 2017-27.

PUBLIC SESSION

Council President Gallo reminded the audience if they have a comment to stand, state their name, address and city if they live outside of Parma Heights and there is a three-minute limit to speak. All comments and questions will be directed to the Council President.

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Greg McKinney, 6809 Maplewood Road, explained he received a letter from NOPEC about signing up for their "Do Not Knock" registry program, which prohibits most door-to-door solicitors from coming to the door. He filled out the form and sent it back. He then received another letter from NOPE stating that the program was to Parma residents not Parma Heights. The letter said to express interest to Parma Heights leaders. He expressed his wish for the program to be offered in Parma Heights.

Chris Jasko, 7012 Beresford, thanked the City for the repaving of Beresford project. He stated that the contractor was excellent; they were very conscience of the residents needs and caused very little inconvenience.

Council President Gallo motioned to adjourn to Executive Session to consider personnel matters regarding the employment of City employees and a potential lease of City owned property second by Councilman Stavole.

Aye: Everett, McCall, Danczak, Gallo, Koch, Verdile and Stavole
Nay: None

ADJOURN TO EXECUTIVE SESSION TO CONSIDER PERSONNEL MATTERS REGARDING THE EMPLOYMENT OF CITY EMPLOYEES AND A POTENTIAL LEASE OF CITY OWNED PROPERTY AT 8:23 P.M.

Council reconvened from Executive Session at 9:39 p.m.

Councilwoman Koch motioned seconded by Councilman Verdile to adjourn the meeting.

Aye: Stavole, Verdile, Koch, Gallo, Danczak, McCall and Everett
Nay: None

Meeting Adjourned at 9:39 p.m.



Florence A. Bohdan
Clerk of Council



Marie Gallo
Council President

REPORT OF COUNCIL FINANCE COMMITTEE

COUNCIL MEETING:	
12/11/17	
REVIEW PERIOD:	
11/23/17 - 12/7/17	
EXPENDITURE TOTAL:	\$392,948.63
RE-CAP OF MAJOR EXPENDITURES:	
	AMOUNT:
PAYROLL: 12/8/17	
CITY OF PARMA - Regional Dispatch Fee (11/12/17 - 12/11/17)	\$334,367.86
ILLUMINATING COMPANY - Building/Facility Electrical Usage (October)	\$25,909.00
UNIVERSAL OIL - Vehicle Fuel	\$7,377.39
DJ NEFF ENTERPRISES - Beresford Project Engineering/Inspections	\$4,265.93
DJ NEFF ENTERPRISES - Building & Property Inspections and Construction	\$4,500.00
Consultant/Chief Building Official Services (October)	\$6,170.90

PLANNING COMMISSION REPORT

The Planning Commission met on Monday December 4, 2017 to discuss the following:

Consideration a new business at 6444 Pearl Road, Bamboo Waters Massage. Application submitted by Lu Yang.

The new business would incorporate foot and body massage for pain relief, stress relief and relaxation.

The item was tabled until licensing issues of employees is resolved and an understanding of the interaction between the business owner and the City.

Consideration of new construction and building addition at 11000 Pleasant Valley Road, Cuyahoga Community College Western Campus, Public Safety Training Center Phase II – Tactical Village. Application submitted by David L. Potts.

Mr. Potts presented the plans for the Tactical Village, which is to create real world scenario based training for Police, Fire and EMS. The facility will be a draw from local, regional and national agencies for training.

The item was tabled and referred to the Board of Zoning Appeals for variances for wetland setbacks.

The addition of Section 1101.04 Time Limitations on Commission Approval was tabled in November. After review by the City Engineer and Law Department, changes were made to Section 1101.04 Time Limitations and the Planning Commission referred the addition to Council for their review and adoption.

CITY OF PARMA HEIGHTS MAYOR'S COURT
MONTHLY REVENUE SUMMARY

SUMMARY OF MAYOR'S COURT ACTIVITY :

Period: Nov-17

* Mayor's Court Account Revenue (Court Fines & Costs)	\$40,991.00
Less: Portion of Court Costs Transferred to:	
* State of Ohio	-8,781.50
* Alcohol Treatment Fund to Parma Muni	-235.50
* Parma Municipal Court	-50.00
* Cuyahoga County(C.R.I.S.)	<u>-765.00</u>
Subtotal	\$31,159.00
Less: Monthly Bank Fees/Charges/NSF Checks	-\$919.09
Forfeited Bonds	-\$660.00
Bond Administration Fee	-\$573.00
Deposit Adjustment	<u>\$0.00</u>
Amount Transferred from Court Account to General Account	\$29,006.91
* Mayor's Court Bond Account Activity	
Forfeited Bonds	660.00
Bond Admin Fee (Net of Bond Account Bank Fees)	<u>412.66</u>
Amount Transferred from Bond Account to General Account	\$1,072.66
Total Amount of Mayor's Court Activity Transferred to City's General Checking Account and Posted As A General Fund Revenue	\$30,079.57

Submitted By:

Terrence B. Hickey 12/5/17
Terrence B. Hickey, Director of Finance/Personnel