

THE CITY OF PARMA HEIGHTS  
COUNCIL MEETING MINUTES  
SEPTEMBER 10, 2018

PRESENT: Council President Gallo, Council Members Everett, McCall, Danczak, 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, Director of Community and Economic Development Sebes and Assistant Law Director Schneider.

ABSENT: Councilwoman Koch and Councilman Verdile.

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

Pledge of Allegiance

Council President Gallo called for a moment of silence to remember those lost on 8/11/2001.

Councilman McCall motioned seconded by Councilwoman Everett to excuse the absence of Councilwoman Koch.

Aye: McCall, Danczak, Gallo, Stavole and Everett

Nay: None

**COUNCILWOMAN KOCH IS EXCUSED FROM THE SEPTEMBER 10, 2018 COUNCIL MEETING.**

Councilman Stavole motioned seconded by Councilwoman Everett to excuse the absence of Councilman Verdile.

Aye: Danczak, Gallo, Stavole, Everett and McCall

Nay: None

**COUNCILMAN VERDILE IS EXCUSED FROM THE SEPTEMBER 10, 2018 COUNCIL MEETING.**

Councilman Stavole motioned seconded by Councilman McCall to approve the June 25, 2018 Council meeting minutes.

Aye: Gallo, Stavole, McCall and Danczak

Nay: None

Abstain: Everett

**June 25, 2018 COUNCIL MEETING MINUTES APPROVED.**

Councilman Stavole motioned seconded by Councilman McCall to approve the August 1, 2018 Special Council meeting minutes.

Aye: Stavole, Everett, McCall, Danczak and Gallo

Nay: None

**AUGUST 1, 2018 SPECIAL COUNCIL MEETING MINUTES APPROVED.**

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Councilman McCall presented the report of the Finance Committee with total expenditures for the period of 6/21/18 through 8/30/2018 to be \$2,917,808.72 (detailed report attached)

Councilman Stavole, in the absence of Councilwoman Koch, presented the report of the July 2, 2018 and the July 31, 2018 Planning Commission meetings. (report attached)

Joe Sebes, Director of Community and Economic Development

- The City was awarded a Community Development Block Grant for \$150,000, which will be used for Phase I of the Manorford Reconstruction project.
- The City was awarded a grant from NOPEC for \$78,760, which will be used for repairs on the roof of the Library.

Dan Neff, Engineer

- Bids were opened on August 31<sup>st</sup> for the Manorford Drive Reconstruction Project – Phase I. Seven bids were received. It was recommended that the bid be awarded to Liberta Construction Company in the amount of \$140,580.00 and to reduce some of the quantities to stay within the budget.

Councilman Stavole motioned seconded by Councilwoman Everett to award the contract for the Manorford Drive Reconstruction Project – Phase I to Liberta Construction Company in the amount of \$140,580.

Aye: Stavole, Everett, McCall, Danczak and Gallo

Nay: None

**APPROVAL TO AWARD THE CONTRACT TO LIBERTA CONSTRUCTION COMPANY FOR \$140,580.00 FOR THE MANORFORD DRIVE RECONSTRUCTION PROJECT – PHASE I.**

Councilman Stavole motioned seconded by Councilwoman Everett to release the bid bonds to the unsuccessful bidders.

Aye: Everett, McCall, Danczak, Gallo and Stavole

Nay: None

**APPROVAL TO RELEASE THE BID BONDS TO THE UNSUCCESSFUL BIDDERS.**

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Dennis Patten, Director of Public Service

- The Service Department continues to crack seal.
- The Service Department is readying for leaf pick-up.
- The Department has started to prep the winter equipment.

Councilman McCall asked if there was an update on the Parkhill issue. Engineer Neff responded that the County has done additional camera work. There are very old 6" and 8" storm sewers deep in the ground and they found that there is a break in one of them. The City will probably get a Work Order to the County to make the repairs, which they will have to go deeper to be able to fix. Engineer Neff stated that is the preliminary results but still awaiting final results after further review of the video. The County will do the work through a contractor. Councilman McCall asked if Engineer Neff had a timeline, the Engineer does not have an exact timeline but it may take up to two months before the work is done.

Terrence Hickey, Director of Finance and Personnel

- A summary of Mayor's Court activity from June 1, 2018 through August 31, 2018 was reported. The total amount transferred into the City's general checking account from Court activity was \$60,827.70. (see attached report)

Mayor Michael Byrne

- No report.

Councilman McCall thanked the Mayor for the Kids-in-the-Commons and the Ohio Flags of Honor events. The Mayor commented that he appreciates the kind words and he has received positive feedback regarding both events. The Mayor stated that Ohio Flags would be taking a year off next year from Parma Heights as they have been requested to appear in another community the same weekend. The Mayor also thanked Councilman McCall and Verdile and Councilwoman Danczak for their help with cooking hot dogs for the event. He is looking to expand the event next year.

**LEGISLATION**

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

Aye: Stavole, Everett, McCall, Danczak and Gallo

Nay: None

**ORDINANCE TO BE READ BY TITLE ONLY.**

Clerk Bohdan read AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN AMENDMENT TO THE COMMUNITY COST-SHARE AGREEMENT BY AND BETWEEN THE NORTHEAST OHIO REGIONAL SEWER

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DISTRICT (NEORS) AND THE CITY OF PARMA HEIGHTS AND DECLARING AN EMERGENCY. ONE READING ONLY.

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

Aye: Stavole, Everett, McCall, Danczak and Gallo

Nay: None

**RULES SUSPENDED.**

Councilman McCall explained this an agreement between the Northeast Ohio Regional Sewer District and City of Parma Heights in regards to the catch basin repair project. This agreement will allow the City to be reimbursed for the repairs to the catch basins through the Cost-Share program.

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

Aye: Everett, McCall, Danczak, Gallo and Stavole

Nay: None

**ORDINANCE IS ADOPTED. ORDINANCE NO. 2018-42.**

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

Aye: McCall, Danczak, Gallo, Stavole and Everett

Nay: None

**RESOLUTION TO BE READ BY TITLE ONLY.**

Clerk Bohdan read A RESOLUTION AUTHORIZING THE CITY OF PARMA HEIGHTS TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE OHIO PUBLIC WORKS COMMISSION STATE CAPITAL IMPROVEMENT AND/OR LOCAL IMPROVEMENT PROGRAMS AND TO EXECUTE A CONTRACT AS REQUIRED, AND DECLARING AN EMERGENCY. ONE READING ONLY.

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

Aye: Danczak, Gallo, Stavole, Everett and McCall

Nay: None

**RULES SUSPENDED.**

Councilwoman Everett explained these programs provide financial assistance to political subdivisions for capital improvements to public infrastructures and this application is being made for the Pearl Road project.

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Councilwoman Everett motioned seconded by Councilman Stavole to adopt this resolution.

Aye: Gallo, Stavole, Everett, McCall and Danczak

Nay: None

**RESOLUTION IS ADOPTED. RESOLUTION NO. 2018-14.**

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

Aye: Stavole, Everett, McCall, Danczak and Gallo

Nay: None

**RESOLUTION TO BE READ BY TITLE ONLY.**

Clerk Bohdan read A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO A MEMORANDUM OF UNDERSTANDING BETWEEN THE POLICE DEPARTMENTS OF PARMA, PARMA HEIGHTS, BROOKLYN, BROOK PARK AND SEVEN HILLS FOR SHARED CRASH INVESTIGATION SERVICES, AND DECLARING AN EMERGENCY. ONE READING ONLY.

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

Aye: Stavole, Everett, McCall, Danczak and Gallo

Nay: None

**RULES SUSPENDED.**

Councilman Stavole motioned seconded by Councilwoman Everett to adopt this resolution.

Aye: Stavole, Everett, McCall, Danczak and Gallo

Nay: None

**RESOLUTION IS ADOPTED. RESOLUTION NO. 2018-15.**

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

Aye: Everett, McCall, Danczak, Gallo and Stavole

Nay: None

**RESOLUTION TO BE READ BY TITLE ONLY.**

Clerk Bohdan read A RESOLUTION URGING THE OHIO GOVERNOR AND MEMBERS OF THE OHIO GENERAL ASSEMBLY TO INVEST THE STATE BUDGET SURPLUS IN MUNICIPALITIES, AND DECLARING AN EMERGENCY. ONE READING ONLY.

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

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

**RULES SUSPENDED.**

Councilwoman Danczak explained that this resolution would urge the Governor and the members of the Ohio General Assembly to allocate monies back to the communities rather than placing them in the state's rainy day fund.

Councilwoman Danczak motioned seconded by Councilwoman to adopt this resolution.

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

**RESOLUTION IS ADOPTED. RESOLUTION NO. 2018-16.**

**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.

Maryann Zapior, 6937 Maplewood Road, asked if the approval of the new business for the rehabilitation center was for drug rehabilitation. Mr. Patten replied it was not, it was for people with special needs.

Mrs. Zapior had questions about the continued flooding on her street. She asked what the status was for the grant that would be used for a retention basin in her neighborhood. Engineer Neff replied they applied in early August for the second round for funding from the Northeast Ohio Regional Sewer District to consider a master basin in Nathan Hale Park. Engineer Neff stated that we are still in the running for the funding because they are asking second round questions, which did not happen last time we applied. Engineer Neff stated that we should know by the end of September the number of awards and who will receive them.

Engineer Neff stated that we are in the second phase of the storm water monitoring that a private company is conducting. In addition, Northeast Ohio Regional Sewer District is conducting a large study of this area. Mr. Neff is hopeful that these studies will help alleviate some of the flooding problems. He stated that other things that may come up in the future is enlarging the sewers along Pearl Road to help relieve some of the flooding. The City is looking at many different alternatives.

Mrs. Zapior asked if we are rejected, is there feedback on what could improve chances the next round. Mr. Neff stated that last year they were invited to sit down with the Sewer District and discuss why they were rejected, he said it came down to limited dollars and higher priorities. Mr. Neff stated that it is

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important that questionnaires are returned when they are sent out; it painted a picture that the District saw when they sat down with them. He stated that there was flooding in over a 1,000 homes.

Francis Weakland, 6928 Maplewood Road, asked about the construction on Maplewood in front of Burger King. This past winter the construction company dug up the road and put in steel plates, which are still there. He asked if this has caused any of the flooding on their streets. Director Patten replied that the construction was done by AT&T. Director Patten spoke to the contractor; he was told they are waiting for the cable. Director Patten told them today to close the road. The contractor will repair the road, when the cable comes in, they will get another street opening permit, reopen it, install the cable and close it.

Mr. Weakland asked about the swale behind their property, which is owned by Wells Fargo. He said they used to have a swale and the water never came into their backyards, a construction company put in a 50" pipe, which is sticking out of the ground and now the water comes into their backyards. Director Patten stated they would contact Wells Fargo again regarding this issue. Mr. Weakland stated they would be better without the pipe and open the swale back up, Director Patten agreed.

Councilman Stavole motioned seconded by Councilwoman Danczak to adjourn to Executive Session to discuss potential litigation.

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

**COUNCIL ADJOURNED TO EXECUTIVE SESSION TO DISCUSS POTENTIAL LITIGATION AT 8:29 P.M.**

Council reconvened from Executive Session at 9:45 p.m.

Councilwoman McCall motioned seconded by Councilwoman Everett to adjourn the meeting.

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

**Meeting Adjourned at 9:45 p.m.**



Florence A. Bohdan  
Clerk of Council



Marie Gallo  
Council President

**REPORT OF COUNCIL FINANCE COMMITTEE**

**(Review of City Expenditures)**

**COUNCIL MEETING:**

9/10/18

**REVIEW PERIOD:**

6/21/18 -8/30/18

**EXPENDITURE TOTAL:**

\$2,917,808.72

**RE-CAP OF MAJOR EXPENDITURES:**

**AMOUNT:**

6/22/18 PAYROLL

\$325,590.63

7/6/18 PAYROLL

\$316,615.10

7/20/18

\$355,484.51

8/3/18

\$386,212.57

8/17/18

\$331,951.04

8/31/18

\$311,914.63

REPUBLIC SERVICES - Refuse/Recycling Collection & Disposal (June)

\$85,994.14

REPUBLIC SERVICES - Refuse/Recycling Collection & Disposal (July)

\$84,318.82

POLICE & FIRE PENSION - Employer Portion of Pension Expense (June Payrolls)

\$86,343.62

POLICE & FIRE PENSION - Employer Portion of Pension Expense (July Payrolls)

\$85,731.23

WICHERT INSURANCE - City Insurance Coverages - Renewal Law Enforcement,

\$71,045.00

Crime, Cyber Coverages (8/1/18-8/1/19) & Payments #3 of 9 for Commercial

Liability Insurance Package

CITY OF PARMA - Regional Dispatch Fee (7/12-7/31) & (8/1-8/31)

\$53,677.71

CIUNI & PANICHI CPA'S - 2017 Annual Audit Expense

\$22,104.00

ALLIED CORPORATION - Asphalt Material for Street Repairs

\$20,257.02

## **PLANNING COMMISSION REPORT**

**The Planning Commission met on Monday, July 2, 2018 to discuss the following:**

**Consideration of a new business at 6700 Pearl Road. Application submitted by MKB Holdings, LLC; Baymark Health Services of Ohio, Inc.**

**The Planning Commission tabled the item for further research.**

**Consideration of a façade renovation at Yorktown Plaza, corner of York & Pearl Road. Application submitted by Stacey O'Guinn.**

**The Planning Commission approved the renovations.**

**The Planning Commission met on Tuesday, July 31, 2018 to discuss the following:**

**Consideration of an addition, renovation and site improvements at 11000 West Pleasant Valley Road, Cuyahoga Community College. Application submitted by Mike Serdinak.**

**The Planning Commission approved the addition, renovations and site improvements.**

**Consideration of a new business at 6629 Pearl Road, CBD American Shaman Wellness. Application submitted by Dale Schantz Tursi.**

**The Planning Commission approved the new business.**

**Consideration of a new business at 6444 Pearl Road, Friends for Life Rehabilitation Services. Application submitted by Joanna Kurdi.**

**The Planning Commission approved the new business.**

CITY OF PARMA HEIGHTS MAYOR'S COURT  
MONTHLY REVENUE SUMMARY

SUMMARY OF MAYOR'S COURT ACTIVITY :

Period:	6/1/18 - 8/31/18	June	July	August	TOTAL
* Mayor's Court Account Revenue ( Court Fines & Costs)	\$27,321.00	\$29,033.00	\$27,945.00	\$84,299.00	
Less: Portion of Court Costs Transferred to:					
* State of Ohio	-5,523.50	-\$7,033.50	-\$6,007.50	-\$18,564.50	
* Alcohol Treatment Fund to Parma Muni	-133.50	-\$190.50	-\$151.50	-\$475.50	
* Parma Municipal Court	-50.00	\$0.00	-\$50.00	-\$100.00	
* Cuyahoga County(C.R.I.S.)	<u>-500.00</u>	<u>-\$635.00</u>	<u>-\$500.00</u>	<u>-\$1,635.00</u>	
Subtotal	\$21,114.00	\$21,174.00	\$21,236.00	\$63,524.00	
Less: Monthly Bank Fees/Charges/NSF Checks	-845.10	-\$705.09	-\$659.25	-\$2,209.44	
Forfeited Bonds	-957.00	\$0.00	-\$430.00	-\$1,387.00	
Bond Administration Fee	<u>-383.00</u>	<u>-\$153.00</u>	<u>-\$495.00</u>	<u>-\$1,031.00</u>	
Amount Transferred from Court Account to General Account	\$18,928.90	\$20,315.91	\$19,651.75	\$58,896.56	
* Mayor's Court Bond Account Activity					
Forfeited Bonds	957.00	\$0.00	\$430.00	\$1,387.00	
Bond Admin Fee (Net of Bond Account Bank Fees)	<u>240.77</u>	<u>\$1.11</u>	<u>\$302.26</u>	<u>\$544.14</u>	
Amount Transferred from Bond Account to General Account	\$1,197.77	\$1.11	\$732.26	\$1,931.14	
Total Amount of Mayor's Court Activity Transferred to City's General Checking Account and Posted As A General Fund Revenue	\$20,126.67	\$20,317.02	\$20,384.01	\$60,827.70	

Submitted By: Terrence B. Hickey 9/6/18  
Terrence B. Hickey, Director of Finance/Personnel