

THE CITY OF PARMA HEIGHTS  
COUNCIL MEETING MINUTES  
NOVEMBER 13, 2017

**PRESENT:** Council President Pro-Tem Koch, 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, Asst. Law Director Schneider, Community and Economic Development Sebes and Director of the Senior Center McLaughlin.

**ABSENT:** Councilwoman Gallo, Councilman Verdile and Director of Recreation Moran.

The meeting was called to order by Council President Pro-Tem Koch at 8:02 p.m.

Pledge of Allegiance

Council President Pro-Tem Koch motioned seconded by Councilwoman Everett to excuse the absence of Council President Gallo.

Aye: McCall, Danczak, Koch, Stavole and Everett

Nay: None

**COUNCIL PRESIDENT GALLO IS EXCUSED FROM THE NOVEMBER 13, 2017 COUNCIL MEETING.**

Council President Pro-Tem Koch motioned seconded by Councilwoman Danczak to excuse the absence of Councilman Verdile.

Aye: Danczak, Koch, Stavole, Everett and McCall

Nay: None

**COUNCILMAN VERDILE IS EXCUSED FROM THE NOVEMBER 13, 2017 COUNCIL MEETING.**

Council President Pro-Tem Koch motioned seconded by Councilwoman Danczak to approve the October 23, 2017 Council meeting minutes.

Aye: Koch, Stavole, Everett and Danczak

Nay: None

Abstain: McCall

**OCTOBER 23, 2017 COUNCIL MEETING MINUTES APPROVED.**

Councilman McCall presented the report of the Finance Committee with total expenditures for the period of 10/18/2017 through 11/9/2017 to be \$601,463.94. (detailed report attached)

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Tom Moran, Director of Recreation

In Director Moran's absence, Mayor Byrne gave his report,

- Valley Forge Open Swim will run from November 14, 2017 through April 24, 2018. Proof of residency is required.
- On Sunday, November 26, 2017 at 5 p.m. the City will be hosting the Annual Tree Lighting Ceremony

Judy McLaughlin, Director of the Senior Center

- On Friday, November 17<sup>th</sup>, the Senior Center will be hosting a Papparazzi Jewelry Sale. All the jewelry is priced at \$5 so the seniors can start their Christmas shopping.
- On Saturday, November 18<sup>th</sup> the Senior Center will transport seniors to Royal Wood for their Holiday Boutique.
- The Senior Center will transport seniors to Royal Redeemer on Thanksgiving so those who may be alone for the holiday can enjoy a meal with others.

Joe Sebes, Director of Community and Economic Development

- No report.

Dan Neff, City Engineer

- Bids were opened today for the residing of portions of Cassidy Theatre. Three bidders were invited to submit bids, but only two bids were submitted by All-Phase Construction and R. A. Kalfas Construction. All-Phase Construction's bid was \$23,469.11 plus \$15,000 contingency fund; R. A. Kalfas Construction's bid was \$27,315 plus \$15,000 contingency fund. Engineer Neff recommends awarding the contract to All-Phase Construction for \$38,269.11 and would ask that any bid bonds be released to the unsuccessful bidder.

Council President Pro-Tem Koch moved to accept the bid of All-Phase Construction for the Cassidy Theatre Exterior Renovation project, as recommended by the City Engineer, for \$38,469.11 and to return the bid bonds to the unsuccessful bidder. Councilman McCall seconded.

Aye: Koch, Stavole, Everett, McCall and Danczak

Nay: None

**APPROVAL TO AWARD THE CONTRACT TO ALL-PHASE CONSTRUCTION FOR \$38,469.11 FOR THE CASSIDY THEATRE EXTERIOR RENOVATION PROJECT AND TO RETURN THE BID BONDS TO THE UNSUCCESSFUL BIDDER.**

- Paving on Beresford will finish up on Tuesday, 11/14 and cleanup will take place on Wednesday, 11/15.

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Councilwoman Everett stated that she had received calls from residents on Beresford about the contractor doing work for homeowners on the street. She asked Engineer Neff to explain how those situations work, are they working on City time and money? Engineer Neff explained that they encourage residents to contact the contractors are on their street for individual work. The resident makes those arrangements directly with the contractor. It does not affect the City's project as long as the contractor meets the City's schedule. The contract is due on November 15<sup>th</sup> and they will be done by the 15<sup>th</sup>.

Dennis Patten, Director of Public Service

- The Service Department continues leaf pick-up throughout the City. At this time, the crews are going through the whole City in less than a week. They will start posting signs on the streets and on the website when leaves will be picked up in those areas. The department will continue to pick-up leaves until they are all picked-up.

Councilwoman Koch asked if they are picking up the cross streets. Director Patten said they are picking up the whole City.

Terrence Hickey, Director of Finance and Personnel

- A summary of Mayor's Court activity for October was reported. The total amount transferred into the City's general checking account from Court activities was \$25,774.80. (see attached report)

Mayor Michael Byrne

- Congratulated the re-election of Councilwoman Everett in Ward 1; Councilwoman Danczak's election in Ward 2; Councilwoman Koch's re-election in Ward 3; and Councilwoman Gallo's re-election in Ward 4. The Mayor is looking forward to working with Council to move the City forward especially with the immediate challenges the City is facing.
- The Mayor attended a Veteran's Day Recognition Ceremony at Parma Park School today. He commented what a wonderful ceremony and it was quite moving.
- On Tuesday, November 14<sup>th</sup>, the Greenbrier Art League will hold their annual display and sale.
- The Mayor commented that on Saturday, November 11<sup>th</sup> he attended the Father/Daughter Dance and was pleasantly surprised. He said it was better attended than he anticipated. There were quite a few comments on how impressed attendees were with the interior renovation to the Cassidy Theatre and some commented that they were not aware that the theatre was even here. The Mayor thanked Erin Lally and Rick Haase for all the work they did for this event. The Mayor also thank Councilwoman Koch for attending the event and for the council members who sponsored the event.

Councilman McCall stated that Mr. Joe Delsey passed this year. He lived on Stratford and he was a World War II war hero. Councilman McCall reminded us to remember those who le the way for our freedom.

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**PUBLIC SESSION**

Council President Pro-Tem Koch 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.

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

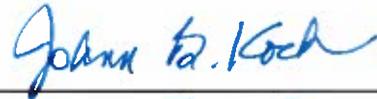
Aye: Stavole, Everett, McCall, Danczak and Koch

Nay: None

**Meeting Adjourned at 8:15 p.m.**



Florence A. Bohdan  
Clerk of Council



Marie Gallo  
Council President



**REPORT OF COUNCIL FINANCE COMMITTEE**

**COUNCIL MEETING:**

11/13/17

**REVIEW PERIOD:**

10/18/17 - 11/9/17

**EXPENDITURE TOTAL:**

\$601,463.94

**RE-CAP OF MAJOR EXPENDITURES:**

**AMOUNT:**

**PAYROLL:10/27/17**

\$429,132.54

**CITY OF PARMA - Regional Dispatch Center Fee (10/13 - 11/11)**

\$25,909.00

**SW REGIONAL COMMUNICATIONS - Fire Emergency Radio Sys. Fee for 2017**

\$24,484.94

**DJ NEFF ENG - Retainer (Oct), Bldg Inspections, Beresford Engineering**

\$24,085.40

**WICHERT INSURANCE - Commercial Insurance Policy (Payment #4 and #5 of 9)**

\$21,898.00

**ILLUMINATING COMPANY - Electrical Service for Buildings/Parks (9/8 - 10/13)**

\$8,214.35

**SQUIRE PATTON BOGGS - Bond Counsel/Legal Opinion for \$800,000 Note**

\$8,250.00

**CITY OF PARMA HEIGHTS MAYOR'S COURT  
MONTHLY REVENUE SUMMARY**

**SUMMARY OF MAYOR'S COURT ACTIVITY :**

**Period: Oct-17**

* Mayor's Court Account Revenue ( Court Fines & Costs)	\$37,041.12
Less: Portion of Court Costs Transferred to:	
* State of Ohio	-7,544.50
* Alcohol Treatment Fund to Parma Muni	-208.50
* Parma Municipal Court	-50.00
* Cuyahoga County(C.R.I.S.)	<u>-725.00</u>
Subtotal	\$28,513.12
Less: Monthly Bank Fees/Charges/NSF Checks	-1376.97
Forfeited Bonds	-1130.00
Bond Administration Fee	-514.00
Deposit Adjustment	<u>0</u>
<b>Amount Transferred from Court Account to General Account</b>	<b>\$25,492.15</b>
* Mayor's Court Bond Account Activity	
Forfeited Bonds	0.00
Bond Admin Fee (Net of Bond Account Bank Fees)	<u>282.65</u>
<b>Amount Transferred from Bond Account to General Account</b>	<b>\$282.65</b>
<b>Total Amount of Mayor's Court Activity Transferred to City's General Checking Account and Posted As A General Fund Revenue</b>	<b>\$25,774.80</b>

Submitted By:

Terrence B. Hickey 11/6/17  
Terrence B. Hickey, Director of Finance/Personnel