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MINUTES OF THE COMBINED MEETING OF
SAFETY AND SERVICE AND FINANCE CAUCUS
Mayfield Village Civic Hall – Mayfield Village Civic Center
Monday, January 8, 2018 – 6:30 p.m.

The Combined Meeting of Safety and Service and Finance Caucus was held on Monday, January 8, 2018 at Mayfield Village Civic Hall immediately following the Organizational Meeting of Council. Chairman Saponaro called the meeting to order at 7:00 p.m.

ROLL CALL: Present: Mr. Marquardt, Mrs. Mills, Dr. Parker,
Mr. Saponaro and Mr. Williams

Also Present: Mayor Bodnar, Mr. Meyers, Mr. Schutt,
Mr. Wynne, Mr. Cappello, Assistant Fire Chief Girbino
Mr. Marrelli, Mr. Metzung, Chief Edelman,
Mr. McAviney, Ms. Wolgamuth and Mrs. Betsa

DISCUSSION – SAFETY AND SERVICE

FIRE DEPARTMENT

. **Automated External Defibrillators and Life Pak 15 Defibrillator**

Assistant Fire Chief Girbino reported, this is for the replacement of some aging equipment. The AED's we have in service now date back to 2005. Physio-Control, the company that manufactures them, is no longer going to support them. This is a needed upgrade. We carry an AED on each one of our pieces of apparatus except for the ambulances which is where the Life Pak 15's go.

Assistant Fire Chief Girbino continued, with regard to the LifePak 15, we have a LifePak 15 and a LifePak 12. We use them on the ambulances. The LifePak 12 is no longer going to be supported by Physio-Control. That's why we are upgrading it to a LifePak 15.

Chairman Saponaro asked, any questions or discussion?

There was none.

**PARKS AND
RECREATION**

. **Geese control – soccer fields and The Grove**

Mr. McAviney reported, this will cover Parkview Soccer Fields and Softball Fields. This year, it went up a little bit because we added in the tennis courts. Geese love tennis courts. They will

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also be going to the bocce ball court area. And, we added The Grove. Outside of that, everything is the same. They will patrol the area 7 days a week.

Chairman Saponaro asked, anything else on this item? Any discussion?

There was none.

DISCUSSION – FINANCE CAUCUS

ADMINISTRATION

- **Back up/disaster recovery for server and miscellaneous support for server – 2018 (All Covered – not to exceed \$12,000)**

Mr. Wynne stated, All Covered is the company we have been using for years. They do our daily back-up of all of our systems and off-site storage and recovery in the event of a disaster. They also maintain our servers that are housed over at the Fire station. We pay \$660 a month for that service and then \$135 for any needs we might have for their expertise. Last year Council approved \$12,000. We spent \$10,300 of that \$12,000.

Chairman Saponaro asked, any discussion?

Dr. Parker asked, we have discussed copying all of our old records and getting them all into a digital format. Where are we on that?

Mrs. Betsa reported, we are in the process of doing this. It is a 2018 project. We have asked for an updated proposal by the February Caucus.

Chairman Saponaro stated, but in relation to this, disaster back-up, it's two different projects.

Mr. Wynne stated, totally different.

Dr. Parker asked, different, but at some point, those files will be backed up as well?

Chairman Saponaro stated, yes.

Dr. Parker stated, okay, thank you.

Chairman Saponaro asked, any other discussion items?

There was none.

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Beecher's Brook Bank Stabilization Project – Amendment to Stormwater Project Agreement with the Northeast Ohio Regional Sewer District

Ms. Wolgamuth stated, on Friday, Mayor Bodnar, Mr. Metzong, Mr. Cappello and I met with the Sewer District. They are now 60% complete on their design for the stabilization project. They gave us an updated cost estimate. It has been reduced from \$479,000 to \$356,000. That's the Village's portion of the project which is the trail connector from the underpass on SOM up to the main trail. They are going to prepare an amendment to the Agreement. We have an Agreement with them right now. We will prepare the legislation. That is what will be before Council. We should have that this coming week and will have it in packets on Friday.

Dr. Parker stated, this has also been discussed and I am not quite sure where we are with it. The underpasses we have, and I know we talked about issues with lighting, silt collection or making them more pedestrian/bike friendly. Where are we at with that? I know it links into this whole trail concept. I don't know that we really resolved it.

Ms. Wolgamuth stated, we have the three trails. All have been lit. We are currently looking at security cameras for all three underpasses. That is potentially something we will be bringing in 2018. I don't think we had any other plans to do any more improvements to the underpasses.

Dr. Parker stated, at one point we had an issue with water run-off.

Mr. Metzong replied, at the north end tunnel, there is a situation. Last year we did tear out all the stone, regrade it, put it back. So far so good. But that's a maintenance thing that we have to stay on top of. Ground water enters that area all summer long. There's very little grade to lower anything. We put rocks along there to help the water filter through there, but we had to dig the rocks out to redo it. Sometimes when you get a big storm, it can be a mess.

Dr. Parker stated, I just know we are doing a lot of nice things to connect everything and create more trails. That's been kind of a thorn in our side for probably 15 years. It would be nice if we could resolve it.

Mr. Metzong replied, the drainage for that underpass actually runs all the way to Buttermilk Falls. That goes way through the park to get enough fall to get that to drop. It is laid as low and flat as possible. Short of coming up and beginning to pump it would be our only other option, to pump it up to another sewer. Other than that, it's a maintenance nightmare that we have to keep an eye on.

Mrs. Mills stated, I had the opportunity to visit with some of the residents on SOM Court in December about the position of the walking path which would be right up against their property. Is there any way we can enter into a discussion about that to ease their concerns about it because it is really up against their fence in some places. I don't know how far you are, Tom, with those plans. Is there any way it could be moved somehow? What can we do to eliminate their fear?

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Mr. Cappello stated, the Sewer District is preparing those plans. GPD and Envirocom is doing the design build for that. It was laid out based on available grade. There's some issues with it. You would have to cross the stream to get it away from that side of the property. A bridge would have been needed to be constructed.

Chairman Saponaro stated, I have also met with some of the residents. Prior to Council, they invited me out. I know other Council members have also visited with them as well. I have asked Rosemarie Fabrizio to come to Caucus. I have set aside time for her to address Council. But from a financial standpoint, I am glad to see that it has been reduced in price. But after performing my own due diligence, I am trying to figure out if this is a necessary expense. We need to really look at this. I don't think from my understanding that it has any impact on the moving Beecher's Brook, of the actual stabilization, the bank stabilization. I am going to be anxious to hear from Mrs. Fabrizio and then I assume we will have a discussion on the floor at Caucus.

Mr. Williams asked, is it possible to get some background from Tom on the history of this new path?

Chairman Saponaro stated, during Caucus, we can have a discussion. My understanding is that on our website we put out there where the trail is now, this path, is not where it was always part of the Master Plan and intended to be. There have been various reasons for that. I am sure they are all very good reasons. I think that having that history would make sense. So, if you could provide that for us at Caucus, that would be helpful. Anyone else on this?

There was no further discussion.

FINANCE DEPARTMENT

- . **Support for Finance and Payroll Systems – 2018 (Creative Microsystems, Inc. - \$7,123.48)**

Mr. Wynne reported, CMI is the company that provides us with our customer service support and software updates throughout the year for our payroll and finance systems. Last year the contract was \$6,916. They increased the cost by 3% for this year.

Chairman Saponaro asked, any questions or discussion on this?

There was none.

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FIRE DEPARTMENT

. **Annual Hydrant Fee – 2018 (Cleveland Water Division - \$9020.98)**

Assistant Fire Chief Girbino reported, this is a maintenance issue. We have 344 fire hydrants in Mayfield Village. Cleveland Water charges us to have them and services them. This is just an annual fee. It is based on the location of the hydrant on their water system. There is a charge per hydrant.

Dr. Parker asked, are we having any issues? I know in the past sometimes we have had issues with them coming out and doing what they need to do. That was always a concern with us paying the bill and not having the service. How are we doing on that end?

Mr. Metzger replied, they are doing real well. Mike, you are more aware of hydrants out of service than I.

Assistant Fire Chief Girbino stated, Dr. Parker, they have actually improved quite a bit. The issues we have had in the past were getting them to respond to a hydrant out of service to get it replaced or repaired. But the past 12-24 months we have seen some marked improvement. We were also able to get them to fit the hydrants with the proper fittings.

Mr. Meyers asked, what is the difference between the low first and second high service districts?

Assistant Fire Chief Girbino replied, that has to do with their water distribution. When they say first or second low or high it has to do with how the water is conveyed to the end user through their pumping and distribution system. That is about the best explanation I can give you.

Mr. Cappello replied, it's basically purely a pressure concern. They have different pressure systems. Like on SOM here at the Mayfield Heights corporation line, there's a separation between the second and third high service district. It's just a pressure issue. It's a pressure distribution division.

Chairman Saponaro asked, any other questions on this?

There were none.

. **Lieutenant Promotional Examination and Assessment (Ohio Fire Chief's Association – not to exceed \$7,600).**

Assistant Fire Chief Girbino stated, this is to establish an eligibility list at this time because we don't have an active list.

Chairman Saponaro asked, so we are in the process of this at this point?

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Assistant Fire Chief Girbino replied, yes.

LAW DIRECTOR

- . **Legislation:**
 - **Amending Exhibit 1 to Ordinance 2017-15**
 - o **Creating position of “Program and Facilities Manager”**
 - **Amending Section 153.17**
 - o **Educational benefit for the Clerk of Council**

Chairman Saponaro asked, does anyone have any questions on this?

There were none.

PARKS AND RECREATION

- . **Fitness Center Memberships – 2018 (Progressive Insurance – not to exceed \$12,000 – pass through)**

Mr. McAviney stated, this is a pass through for Mayfield Village residents to utilize Progressive Fitness Center. We collect the money and distribute the money back to Progressive.

- . **Geese control – soccer fields and The Grove – 2018 (Ohio Geese Control - \$10,780)**

Mr. McAviney stated, this has increased because they will be taking care of more areas.

Chairman Saponaro asked, are there any questions?

There were none.

POLICE DEPARTMENT

- . **CAD yearly maintenance agreement (TAC Management Co. - \$12,020.04)**

Chief Edelman reported, TAC provides our record management and Computer Aided Dispatch system. This is the annual maintenance fee that we renew every year since we have had TAC.

- . **Back-Up Connectivity in the New Dispatch Center – 2018 (12 months – Agile Network Builders - \$14,880.00)**

Chief Edelman reported, Agile Networks provides our connectivity into the MARCS radio system. We actually have primary and back-up connectivity. The primary is through the fiber

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network and the back-up connectivity is through the microwave antenna at the fire station. This is the fee for connectivity into the MARCS radio system.

- **LEADS Access Fee with a DMVPN connection – 2018 (Treasurer, State of Ohio - \$7,200.00)**

Chief Edelman reported, this is a nationwide clearinghouse of law enforcement and criminal data that we connect to directly through a virtual private network. This is the annual fee.

Chairman Saponaro asked, does anyone have any questions or comments on this?

There were none.

SERVICE DEPARTMENT

- **Janitorial Services – Civic Center and Community Room – 2018 (Camco Cleaning - \$39,419.40)**

Mr. Metzungen stated, this is for this building and the Community Room. They work here 3 days a week and 7 days a week at the Community Room.

- **Demolition of 586 SOM (King Excavating - \$11,400)**

Mr. Metzungen stated, I apologize for this coming in late but I was waiting for King to give us their bid. This is for the extension of the Upper 40 retention pond project.

Chairman Saponaro asked, anyone have any questions on this?

There were none.

ANY OTHER MATTERS

Chairman Saponaro asked, any other matters before Safety and Service or Finance?

There were none.

There being no further matters, the meeting concluded at 7:20 p.m. The next Finance Committee meeting is scheduled for Monday, January 29, 2018 at 6:30 p.m. in the Main Conference Room.

Respectfully submitted,

Mary E. Betsa, MMC
Clerk of Council