November 9, 2017

A Special Meeting of the Bay Village City Council will be held on **Monday, November 13, 2017 at 8:00 p.m., following the 7:30 p.m. Committee Meeting of Council**, in the Council Chambers of Bay Village City Hall, 350 Dover Center Road, to take action on items listed below:

1. **Roll Call; Pledge of Allegiance** led by Ward 3 Councilwoman Karen Lieske.

2. **Motion** to approve the Minutes of Regular Meeting of Council held November 6, 2017. *Tadych*

3. **Announcements/Audience/Miscellaneous**

**Mayor Koomar**


4. **Motion** to confirm the reappointment by Mayor Koomar of Janet Day to the Community Services Advisory Board for a three-year term expiring November 13, 2020. *Vincent*

5. **Ordinance** amending Section 1 of Ordinance 17-74 regarding rates of compensation for the officers and employees of the General Administration Department and those employees of the City not covered by separate labor contract for the Calendar Year 2018 and thereafter, and declaring an emergency. (First Reading) *Tadych*

6. **Motion** to acknowledge receipt of October 2017 Financial Reports of the City of Bay Village as prepared by Renee Mahoney, Director of Finance. *Tadych*

7. **Ordinance** authorizing a Change Order to the agreement with C&K Industrial Services, Inc. for the Interceptor Cleaning Project, and declaring an emergency. *Henderson*

8. **Ordinance** authorizing the Mayor to enter into an agreement with Osborn Engineering Company for the Queenswood Drive Bridge Replacement Project, and declaring an emergency. *Henderson*

9. **Adjournment**

Dwight Clark, President of Council

Charter Reference 2.11
Procedure

Section 2.14 - Effective Date
C.O. 111.10 - Council Rules for Legislation

Roll call on suspension of Charter Rules:

Every ordinance or resolution shall be read on three different days unless two-thirds (2/3) of the total number of Council members provided for in this Charter dispense with the rules.

Roll call on suspension of Council Rules:

No ordinance or resolution shall be passed unless a written copy thereof is before the Council ...at least 24 hours before any meeting of Council at which action...is contemplated.

Roll call on inclusion of the emergency clause:

All ordinances and resolutions shall become effective forty (40) days after their passage by Council unless a later effective date is set forth or an earlier date is established. Resolutions to initiate any public improvement shall become effective immediately upon their passage and approval by the Mayor.

It is required that two-thirds (2/3) of the total number of Council members provided for by this Charter vote affirmatively to enact with the emergency provisions. This clause allows legislation to become effective immediately upon passage and approval by the Mayor.

NOTE: Regular and Special Meetings of Council are scheduled for 8:00 p.m. However, Council generally meets informally at 7:30 p.m. prior to a Regular or Special meeting, and said portion, usually held in the conference room, is open to the public.
CITY OF BAY VILLAGE

Council Minutes, Regular Meeting
Council Chambers 8:00 p.m. November 6, 2017

Dwight Clark, President of Council, presiding

Present: Clark, Henderson, Lieske, Mace, Stainbrook, Tadych, Vincent, Mayor Koomar

Also Present: Finance Director Mahoney, Police Chief Spaetzel, Fire Chief Lyons, Recreation Director Enovitch, Interim Director of Public Service and Properties Liskovec, Director of Community Services Selig, Chief Building Official of SAFEbuilt, Inc., Steve Vogel.

AUDIENCE

The following audience members signed in this evening: Jerrie Barnett, Lydia DeGeorge, Kevin Murray, Joe Kral, Pete Winzig, Bill Selong, Tom Kelly, Cheryll McCarty, Dave Barker, Richard Fink, Jeff Gallatin.

Mr. Clark called the Regular Meeting of Council to order at 8:00 p.m. in the Council Chambers of Bay Village City Hall, with the Pledge of Allegiance led by Paul Vincent, Councilman of Ward 2.

Following the roll call, Mr. Clark called for a reading of the minutes of the Special Meeting of Council held October 30, 2017. Mr. Tadych MOVED to dispense with the reading and accept the minutes of the Special Meeting of Council held October 30, 2017 as prepared and distributed. Motion carried 6-0-1 (Mr. Vincent abstained). Mr. Clark called for a reading of the minutes of the Cahoon Memorial Park Trustees meeting held October 30, 2017. MOTION by Tadych to dispense with the reading and accept the minutes of the Cahoon Memorial Park Trustees held October 30, 2017 as prepared and distributed. Motion carried 7-0-1 (Mr. Vincent abstained).

ANNOUNCEMENTS

Mayor Koomar

Appointment of Dominic Giovannazzo to the Parks and Recreation Commission for a four-year term expiring November 6, 2021.

Mayor Koomar reminded everyone of the election on Tuesday, November 7, 2017 and urged all to exercise their right to vote.

REPORTS

Law Director Ebert had no report this evening.

Finance Director Mahoney had no report this evening.
Recreation Director Enovitch had no report this evening.

Interim Director of Public Service and Properties Liskovic advised that the Porter Creek Bank Stabilization Project is completed. Restoration seeding will be done when the area dries out. The Osborn Road Project has reached the point where it is substantially complete. Paving the edges where the concrete and asphalt meet is the portion that remains to be done. Restoration work on sidewalks is in progress. Karvo Paving Company paved both municipal lots off of Lake Road on Saturday, November 4, 2017. Parking bumpers will be reinstalled and striping of the lots will follow.

Mayor Koomar commented that there were extra, budgeted funds available and the decision was made to complete these projects in 2017.

Mr. Liskovic reported that the Service Department will be doing some repair and finish work to the front and back parking lots at the police station. Internal services will be supplemented with external services to perform the crack sealing and, weather permitting, seal coating.

Mayor Koomar noted that this work will help keep the moisture out of the parking surface and extend the life of the parking lot surface for another five or six years.

Mr. Henderson confirmed with Mayor Koomar that this work will require no additional funds to be added to the budget.

Mr. Liskovic reported that the contractor will begin the Wolf Road crack sealing. Curb clean-up was started last week and all work is on target to be completed by the requested date.

Leaf season is on track with every resident having received five trips by their homes for pick-ups to date.

The Dwyer Memorial Center generator project is nearing completion. Electrical components were installed inside the building on Friday, November 3. The gas line connection, fencing and restoration will finish the project.

Mrs. Stainbrook stated that the leaf pick-up communication has been very helpful to residents.

Mr. Clark asked if there were flooding incidents reported due to the heavy rains on Sunday, November 5. Mr. Liskovic stated that there were a couple dozen incidents of basement flooding at various locations throughout the City. Pump stations were operational. Mr. Tadych asked if those homes that experienced flooding will be checked by the Sewer Department. Mr. Liskovic stated that contacting the homeowners started today.

Mayor Koomar advised that a project to collaborate on is sewer modeling at the Clague Road/Lake Road area. Mr. Liskovic is in the process of working with engineering firms to choose one that would best serve for that area, and it is hoped to get that work done in 2017.
Minutes of Regular Meeting
Bay Village City Council
November 6, 2017

**Director of Community Services Selig** stated that the community raking service by Middle School volunteers is on schedule for Friday, November 17. The Bay Men’s Club will be raking on Saturday, November 11, and the Cub Scouts will be raking on Saturday, November 18. Mrs. Selig noted that anyone on the list for raking last year will be included on the list this year. Seniors needing assistance should call Mrs. Selig at 440-899-3409.

**Police Chief Spaetzel** reported attending a meeting on Friday, November 3 at the City of Avon Lake regarding the deer culling operation for this coming year. Avon Lake has decided to start culling early this year, and could start as early as next week. The date to be chosen is weather dependent, and as soon as Avon Lake notifies the Police Department they will notify the residents, as they have in the past, that the culling operation will take place. Last year the culling effort removed twenty-two deer from Walker Road Park. They are looking to remove ten or more this year.

Discussion followed concerning the cost of the culling operation. Mr. Clark questioned whether the cost is split 50%/50% between Avon Lake and Bay Village. Mr. Henderson commented that the cost works out mathematically at a price per head and the cost is shared.

**Fire Chief Lyons** reported that the Ambulance Committee has a meeting set this week with the ambulance manufacturer. The ambulance in process to be manufactured and they are working out some details.

Chief Lyons extended thanks to everyone on behalf of the Hubert “Hubie” Gillespie family. The condolences and support on the loss of a long time resident and employee of the City is deeply appreciated.

**Chief Building Official Vogel** stated that he is pleased to report that final grade approval has been received on both of the lots on Humiston Road (580 and 584 Humiston) that have been problematic in the past, closing this chapter of the City’s history.

The Knickerbocker Apartment renovation came before the Planning Commission on Wednesday, November 1. This was the first, formal presentation to the Planning Commission which offered a good view of what will be done at that site and an opportunity for the Planning Commission to offer suggestions. A public hearing for the Knickerbocker Renovation will be held on Wednesday, November 15 at 7:30 p.m. The Planning Commission also referred the application to the Architectural Board of Review.

St. Raphael Parish will be receiving their permit for their activity center roof after receiving approval from the Planning Commission and the Architectural Board of Review.

**AUDIENCE**

There were no comments from the audience this evening.
Minutes of Regular Meeting  
Bay Village City Council  
November 6, 2017

ENVIRONMENT, SAFETY & COMMUNITY SERVICES COMMITTEE – Mr. Vincent

Mr. Vincent had no report this evening.

FINANCE AND CLAIMS - Mr. Clark

Mr. Tadych read Ordinance 17-74 amending Section 1 of Ordinance 17-57 regarding rates of compensation for the officers and employees of the General Administration Department and those employees of the City not covered by separate labor contract for the calendar year 2018 and thereafter, and declaring an emergency, and moved for adoption. (First Reading September 18, 2017) (Second Reading October 2, 2017).

Mr. Mace stated that throughout the structure of the ordinance there are positions indicated as part time or full time, and some not listed as either, but have one of those standards. Mr. Mace asked for an amendment to the ordinance by reading to reflect that the Administrative Project Leader is listed as a full time position and the Administrative Assistant is listed as a part time position.

Mr. Vincent questioned whether the Administrative Assistant should be listed as a maximum of twenty hours per week, and suggested the possibility of being more flexible in regard to the maximum number of hours. Mayor Koomar stated that he is fine with referencing the position as part time, since there may be weeks that the assistant will work less than twenty hours per week and some weeks more than twenty hours per week, and that some flexibility is needed. Law Director Ebert noted that if the word maximum is used there would be no authority to pay beyond the maximum.

Mr. Clark agreed with the request of Mr. Mace, and Mr. Tadych amended the ordinance by reading to indicate that the Administrative Assistant will be a part time position and the Administrative Project Leader a full time position on the ordinance.

There being no further discussion, Mr. Clark called for a vote on the motion for adoption of Ordinance No. 17-74.

Roll Call on Suspension of the Charter Rules:
   Yeas- Clark, Henderson, Lieske, Mace, Stainbrook, Tadych, Vincent
   Nays -None

Roll Call on Suspension of the Council Rules:
   Yeas – Clark, Henderson, Lieske, Mace, Stainbrook, Tadych, Vincent
   Nays – None.

Roll Call on Inclusion of the Emergency Clause:
   Yeas – Clark, Henderson, Lieske, Mace, Stainbrook, Tadych, Vincent
   Nays – None.

Roll Call on Adoption:
   Yeas–Clark, Henderson, Lieske, Mace, Stainbrook, Tadych, Vincent
Minutes of Regular Meeting
Bay Village City Council
November 6, 2017

Nays – None.

Mr. Clark announced adoption of Ordinance No. 17-74, as amended, an emergency measure, by a vote of 7-0.

PLANNING, ZONING & PUBLIC GROUNDS & BUILDINGS COMMITTEE – Mrs. Lieske

Mrs. Lieske had no further report this evening.

PUBLIC IMPROVEMENTS/STREETS/SEWERS/DRAINAGE COMMITTEE – Mr. Henderson

Mr. Henderson had no further report this evening.

RECREATION AND PARK IMPROVEMENTS COMMITTEE – Mr. Mace

Motion by Mace to confirm the appointment of Dominic Giovannazzo to the Parks and Recreation Commission for a four-year term expiring November 6, 2021.

Motion carried 7-0.

SERVICES, UTILITIES & EQUIPMENT COMMITTEE – Mr. Tadych

Mr. Tadych introduced and read, by title only, Resolution No. 17-85 authorizing the Mayor to enter into a Memorandum of Understanding with the Cuyahoga Soil and Water Conservation District, and declaring an emergency, and moved for adoption.

There being no further discussion, Mr. Clark called for a vote on the motion for adoption of Resolution No. 17-85.

Roll Call on Suspension of the Charter Rules:
Yeas- Henderson, Lieske, Mace, Stainbrook, Tadych, Vincent, Clark
Nays -None

Roll Call on Suspension of the Council Rules:
Yeas – Henderson, Lieske, Mace, Stainbrook, Tadych, Vincent, Clark
Nays – None.

Roll Call on Inclusion of the Emergency Clause:
Yeas – Henderson, Lieske, Mace, Stainbrook, Tadych, Vincent, Clark
Nays – None.

Roll Call on Adoption:
Yeas– Henderson, Lieske, Mace, Stainbrook, Tadych, Vincent, Clark
Nays – None.

Mr. Clark announced adoption of Ordinance No. 17-85, an emergency measure, by a vote of 7-0.
MISCELLANEOUS

Mr. Clark introduced Dominic Giovannazzo, the newly appointed member of the Parks and Recreation Commission, and welcomed him to his new role in service to the City of Bay Village.

There being no further business to discuss, the meeting adjourned at 8:18 p.m.

______________________________  ______________________________
Dwight A. Clark, President of Council  Joan Kemper, Clerk of Council
Joan Kemper

From: Sue Kohl
Sent: Tuesday, November 07, 2017 1:09 PM
To: Joan Kemper
Subject: RE: Janet Day

Joan,

I meant to ask if you could please add Janet’s reappointment to the agenda.

Thanks.
Sue

From: Sue Kohl
Sent: Tuesday, November 07, 2017 12:50 PM
To: Joan Kemper <j kemper@cityofbayvillage.com>
Cc: Leslie Selig <selig@cityofbayvillage.com>; Paul Koomar (pkoomar@cityofbayvillage.com) <pkoomar@cityofbayvillage.com>
Subject: Janet Day

Joan,

Janet Day’s term on the Community Services Advisory Board expired on November 6. I spoke with her and she is willing to serve another term on the Board.

Does anyone have her email so I can send her the Ethics Code of Conduct form?

Thanks.

Sue Kohl
Administrative Assistant to Mayor Koomar
AN ORDINANCE
AMENDING SECTION 1 OF ORDINANCE 17-74 REGARDING RATES OF COMPENSATION FOR THE OFFICERS AND EMPLOYEES OF THE GENERAL ADMINISTRATION DEPARTMENT AND THOSE EMPLOYEES OF THE CITY NOT COVERED BY SEPARATE LABOR CONTRACT FOR THE CALENDAR YEAR 2018 AND THEREAFTER, AND DECLARING AN EMERGENCY.

BE IT ORDAINED by the Council of the City of Bay Village, Ohio:

SECTION 1. That compensation to be paid to the officers and employees of the GENERAL ADMINISTRATION DEPARTMENT and those employees not covered by separate labor contract shall be:

<table>
<thead>
<tr>
<th>Position</th>
<th>August 7, 2017 and Thereafter</th>
<th>January 1, 2018 and Thereafter</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Director of Finance</td>
<td>$97,397</td>
<td>$97,397</td>
</tr>
<tr>
<td>2. Finance Specialist-Full Time</td>
<td>19.95-29.57 per hour</td>
<td>19.95-29.57 per hour</td>
</tr>
<tr>
<td>3. Administrative Project Leader</td>
<td></td>
<td>$38,400 - $57,600</td>
</tr>
<tr>
<td>4. Part-time Human Resources Administrator</td>
<td>29.20 per hour</td>
<td>29.20 per hour</td>
</tr>
<tr>
<td>5. Part-time Clerical</td>
<td>$12.18 – $16.60 per hour</td>
<td>$12.18 – $16.60 per hour</td>
</tr>
<tr>
<td>6. Director of Law</td>
<td>$75,401</td>
<td>$75,401</td>
</tr>
<tr>
<td>7. Administrative Assistant</td>
<td></td>
<td>$13.46 - $19.38 per hr.</td>
</tr>
<tr>
<td>8. Prosecutor</td>
<td>$35,379</td>
<td>$35,379</td>
</tr>
<tr>
<td>9. Building Director</td>
<td></td>
<td>$72,000 - $108,000</td>
</tr>
<tr>
<td>10. Interim Dir. Public Service &amp; Properties</td>
<td>$80,000</td>
<td>$80,000</td>
</tr>
<tr>
<td>11. Public Works Supervisor of Operations</td>
<td>$78,727</td>
<td>$78,727</td>
</tr>
<tr>
<td>12. Public Works Supervisor</td>
<td>$73,007</td>
<td>$73,007</td>
</tr>
<tr>
<td>Position</td>
<td>Start</td>
<td>After 2080 hours</td>
</tr>
<tr>
<td>--------------------------------------</td>
<td>------------------------</td>
<td>------------------</td>
</tr>
<tr>
<td>13. Sewer Maintenance Supervisor</td>
<td>$63,787</td>
<td>$63,787</td>
</tr>
<tr>
<td>15. Property Maintenance Inspector</td>
<td>$61,701</td>
<td>$61,701</td>
</tr>
<tr>
<td>16. Projects Coordinator</td>
<td>$31.91 per hour</td>
<td>$31.91 per hour</td>
</tr>
<tr>
<td>17. Part-time</td>
<td>$8.15 – $17.96 per hour</td>
<td>$8.15 – $17.96 per hour</td>
</tr>
<tr>
<td>18. Seasonal</td>
<td>$8.15 – $17.35 per hour</td>
<td>$8.15 – $17.35 per hour</td>
</tr>
<tr>
<td>19. Director of Recreation</td>
<td>$75,012</td>
<td></td>
</tr>
<tr>
<td>20. Asst. Recreation Director</td>
<td>$46,311</td>
<td></td>
</tr>
<tr>
<td>21. Assistant to Mayor</td>
<td>$47,463</td>
<td></td>
</tr>
<tr>
<td>22. Clerk of Council</td>
<td>$52,366</td>
<td></td>
</tr>
<tr>
<td>23. Fire Chief</td>
<td>$105,196</td>
<td></td>
</tr>
<tr>
<td>24. Police Chief</td>
<td>$105,196</td>
<td></td>
</tr>
<tr>
<td>25. Deputy Police Officer</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Start</td>
<td>$23.87 per hour</td>
<td></td>
</tr>
<tr>
<td>After 2080 hours</td>
<td>$26.52 per hour</td>
<td></td>
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<tr>
<td>After 4160 hours</td>
<td>$30.06 per hour</td>
<td></td>
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<tr>
<td>After 6240 hours</td>
<td>$34.24 per hour</td>
<td></td>
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<tr>
<td>27 Animal Control Officer</td>
<td>($full time)</td>
<td></td>
</tr>
<tr>
<td>28. Jailer/Matron</td>
<td>$14.78 per hour</td>
<td></td>
</tr>
<tr>
<td>29. Full time Dispatch</td>
<td>$17.89-22.50 per hour</td>
<td>$17.89-22.50 per hour</td>
</tr>
<tr>
<td>30. Part time Dispatch</td>
<td>$16.10-20.25 per hour</td>
<td>$16.10-20.25 per hour</td>
</tr>
<tr>
<td>------------------------</td>
<td>----------------------</td>
<td>----------------------</td>
</tr>
<tr>
<td>31. Director of Community Services</td>
<td>$61,701</td>
<td>$61,701</td>
</tr>
<tr>
<td>32. Assistant Director of Community Services</td>
<td>$37,233</td>
<td>$37,233</td>
</tr>
<tr>
<td>34. Safety Director</td>
<td>$5,000</td>
<td>$5,000</td>
</tr>
</tbody>
</table>

The individual who may serve pro-tem as Secretary to Council or as Secretary to Planning Commission, Board of Zoning Appeals, Recreation Commission, Civil Service Commission, Architectural Board of Review, Tree Commission or Charter Review Committee shall be paid fifty dollars ($50.00) for the first two hours of attendance and his or her hourly rate thereafter per regular or special meeting attended in lieu of wages."

and present Section 1 of Ordinance 17-74 is hereby repealed.

SECTION 2. That it is found and determined that all formal actions concerning and relating to the adoption of this ordinance were adopted in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

SECTION 3. That this ordinance is hereby declared to be an emergency measure immediately necessary for the preservation of the public peace, health, safety and welfare, and for the further reason that it is necessary to provide for compensation in conformance with agreements reached during labor negotiations and to secure adequate personnel for the City’s needs, wherefore this ordinance shall be in full force and take effect immediately upon its passage and approval by the Mayor.

PASSED:

______________________________
PRESIDENT OF COUNCIL

______________________________
CLERK OF COUNCIL

APPROVED:

______________________________
MAYOR

11-3-17 LL
AN ORDINANCE
AUTHORIZING A CHANGE ORDER TO THE AGREEMENT WITH C&K INDUSTRIAL SERVICES, INC. FOR THE INTERCEPTOR CLEANING PROJECT, AND DECLARING AN EMERGENCY.

WHEREAS, the City has an agreement with C&K Industrial Services, Inc. for the Interceptor Cleaning Project in the amount of $39,000.00 as authorized by Ordinance No 17-61 passed on August 7, 2017; and

WHEREAS, the City executed a Change Order adding $6,314.88 to the original contract price for additional work required, bringing the total contract amount to $45,314.88.

BE IT ORDAINED by the Council of the City of Bay Village, Ohio

SECTION 1. That the Mayor is hereby authorized to execute a Change Order for C&K Industrial Services, Inc. 5617 Schaaf Road, Cleveland, Ohio 44111 for the Interceptor Cleaning Project adding the amount of $6,314.88 to the total of said contract and bringing the final total contract price to $45,314.88 and payment shall be made from the Sewer Fund (580).

SECTION 2. That this Council finds and determines that all formal actions of this Council concerning and relating to the passage of this ordinance were taken in an open meeting of this Council, and that all deliberations of this Council and of any committee that resulted in those formal actions were in meetings open to the public in compliance with law.

SECTION 3. That this ordinance is hereby declared to be an emergency measure immediately necessary for the preservation of the public peace, health, safety and welfare, and for the further reason that it is immediately necessary to execute said Change Order, wherefore this ordinance shall be in full force and take effect immediately upon its passage and approval by the Mayor.

PASSED:

__________________________________
PRESIDENT OF COUNCIL

__________________________________
CLERK OF COUNCIL
ORDINANCE NO.
INTRODUCED BY:

AN ORDINANCE
AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT
WITH OSBORN ENGINEERING COMPANY FOR THE QUEENSWOOD
DRIVE BRIDGE REPLACEMENT PROJECT,
AND DECLARING AN EMERGENCY.

SECTION 1. That the Mayor is hereby authorized to enter into an agreement with Osborn Engineering Company, 1100 Superior Avenue, Suite 300, Cleveland, Ohio 44114-2530 for the Queenswood Drive Bridge Replacement Project, at a price not to exceed One Hundred Sixty-Eight Thousand Five Hundred Forty-One Dollars ($168,541.00) and payment shall be made from the Infrastructure Improvement Fund (494).

SECTION 2. That this Council finds and determines that all formal actions of this Council concerning and relating to the passage of this ordinance were taken in an open meeting of this Council, and that all deliberations of this Council and of any committee that resulted in those formal actions were in meetings open to the public in compliance with law.

SECTION 3. That this ordinance is hereby declared to be an emergency measure immediately necessary for the preservation of the public peace, health, safety and welfare, and to ensure that said boiler replacement moves forward expeditiously, wherefore this ordinance shall be in full force and take effect immediately upon its passage and approval by the Mayor.

PASSED:

__________________________
PRESIDENT OF COUNCIL

CLERK OF COUNCIL

APPROVED:

__________________________
MAYOR

11-9-17 LL