

**CITY OF MAPLE HEIGHTS  
COUNCIL MEETING AGENDA**

**Maple Heights Senior Center**

**March 21, 2018**

- |     |                                         |                                                 |
|-----|-----------------------------------------|-------------------------------------------------|
| 1.  | <b>Caucus:</b>                          | All members of Council                          |
| 2.  | <b>Call to Order:</b>                   | Council President Ron Jackson                   |
| 3.  | <b>Invocation/Pledge of Allegiance:</b> | Councilwoman Tanglyn Madden                     |
| 4.  | <b>Roll Call:</b>                       | Council Clerk Leonette Cicirella                |
| 5.  | <b>Addendum:</b>                        |                                                 |
| 6.  | <b>Approval of Minutes:</b>             | September 20, 2017 (Regular Meeting of Council) |
| 7.  | <b>Council Committee Reports:</b>       |                                                 |
| 8.  | <b>Department Reports:</b>              |                                                 |
| 9.  | <b>Citizen's Comments:</b>              | 3-minute limitation                             |
| 10. | <b>Legislation:</b>                     |                                                 |

**2018-12, As Amended AN ORDINANCE AMENDING THE AUTHORIZED PAY SCHEDULE FOR NON-BARGAINING UNIT CITY EMPLOYEES, EFFECTIVE FEBRUARY 1, 2018, AND DECLARING AN EMERGENCY.**

**Reading 3 (Miller)**

**On a Motion to be removed from the Finance Committee**

**2018-15 AN ORDINANCE TO MAKE APPROPRIATIONS FOR CURRENT EXPENSES AND OTHER EXPENDITURES OF THE CITY OF MAPLE HEIGHTS FOR THE FISCAL YEAR ENDING DECEMBER 31, 2018, AND DECLARING AN EMERGENCY.**

**Reading 3 (Blackwell)**

**On a Motion to be removed from the Finance Committee**

**2018-24 AN ORDINANCE AUTHORIZING THE CITY OF MAPLE HEIGHTS TO PARTICIPATE IN THE STATE OF OHIO COOPERATIVE PURCHASING PROGRAM AND DECLARING AN EMERGENCY.**

**Reading 1 (Blackwell)**

- |     |                                                 |
|-----|-------------------------------------------------|
| 11. | <b>Expenditures over \$1,000.00</b>             |
| 12. | <b>Mayor's Report</b>                           |
| 13. | <b>Council &amp; Council President's Report</b> |
| 14. | <b>Adjournment</b>                              |

**ORDINANCE NO. 2018-12, As Amended**  
**INTRODUCED BY:** Councilwoman Ebony Miller  
**MOTION FOR ADOPTION BY:**

**AN ORDINANCE AMENDING THE AUTHORIZED PAY SCHEDULE FOR  
NON-BARGAINING UNIT CITY EMPLOYEES, EFFECTIVE FEBRUARY 1,  
2018, AND DECLARING AN EMERGENCY.**

**WHEREAS**, Council's Finance Committee has recommended that pursuant to Article IV of the City Charter and Cod. Ord. Sec. 260.29, the authorized Pay Schedule for non-bargaining unit employees, established by Ordinance No. 2011-101, passed December 12, 2011, be amended, effective February 1, 2018;

**NOW, THEREFORE, BE IT ORDAINED** by the Council of the City of Maple Heights, County of Cuyahoga, and State of Ohio, that:

**Section 1.** Effective February 1, 2018, Council amends and authorizes the following Pay Schedule for all non-bargaining unit employees:

Building Inspector	\$29,000 to \$40,000
Building Inspector (Certified)	\$45,000 to \$60,000
Chief (Fire)	\$89,000 to \$110,000
Chief (Police)	\$89,000 to \$110,000
Council Clerk	\$29,000 to \$45,000
Director (Economic Development)	\$50,000 to \$80,000
Director (Finance)	\$70,000 to \$90,000
Director (Finance, Assistant)	\$50,000 to \$70,000
Director (Human Services)	\$50,000 to \$80,000
Director (Law)	\$89,000 to \$110,000
Director (Law, Assistant)	\$35,000 to \$50,000
Director (Service)	\$65,000 to \$85,000
Administrative Assistant	\$30,000 to \$60,000

Executive Assistant	\$40,000 to \$60,000
Payroll Coordinator	\$30,000 to \$45,000
Animal Warden	\$12 to \$20 per hr.
Housing Manager	\$45,000 to \$60,000?
Code Enforcement Officer	\$30,000 to \$55,000
Maintenance Worker	\$14 to \$22 per hr.
Janitor	\$10 to \$13 per hr.
Mayor's Court Administrator	\$35,000 to \$50,000
Auxiliary Police Officers:	
Officer	\$8.50 to \$9.50 per hr.
Corporal	\$10 to \$11 per hr.
Sergeant	\$10.25 to \$11.50 per hr.
Lieutenant	\$10.50 to \$12 per hr.
Captain	\$11.50 to \$12.50 per hr.
Jail Administrator	\$35,000 to \$50,000
Recreation Programs Coordinator	\$11 to \$13 per hr.
School Crossing Guard	\$9 to \$10 per hr.
Van Driver	\$11 to \$13 per hr.
Transportation Coordinator	\$12 to \$15 per hr.
Human Services Coordinator	\$30,000 to \$50,000
Food Service Coordinator	\$10 to \$14 per hr.
Food Service Aide	\$8.50 to \$10 per hr.
Foreman	\$50,000 to \$70,000

Mechanic

\$12 to \$20 per hr.

Paralegal

\$30,000 to \$60,000

**Section 2.** Ordinance No. 2011-101 is hereby repealed.

**Section 3.** It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting on the date indicated below, and that all deliberations of this Council and of any of its Committees that resulted in such formal action, were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

**Section 4.** This Ordinance constitutes an emergency measure necessary for the public safety, health and welfare and for the further reason that the Pay Schedule is to be effective February 1, 2018 and provided it receives the affirmative vote of two-thirds (2/3) of the members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor, otherwise it shall take effect and be in force from and after the earliest period allowed by law.

PASSED: \_\_\_\_\_, 2018

\_\_\_\_\_  
Ron Jackson, President of Council

\_\_\_\_\_  
Annette M. Blackwell, Mayor

Approved as to legal form:

\_\_\_\_\_  
Frank Consolo, Director of Law

ATTEST: \_\_\_\_\_  
Leonette F. Cicirella, Clerk of Council

I, Leonette F. Cicirella, Clerk of Council of the City of Maple Heights, County of Cuyahoga and State of Ohio, do hereby certify the above to be a true and exact copy of the original as contained in the records of my office and that the same has been and will remain duly posted as required by law.

Date: \_\_\_\_\_

\_\_\_\_\_  
Leonette F. Cicirella, Clerk of Council

**ORDINANCE NO. 2018-15**

**INTRODUCED BY:** Mayor Annette M. Blackwell

**MOTION FOR ADOPTION BY:**

**AN ORDINANCE TO MAKE APPROPRIATIONS FOR CURRENT EXPENSES AND OTHER EXPENDITURES OF THE CITY OF MAPLE HEIGHTS FOR THE FISCAL YEAR ENDING DECEMBER 31, 2018, AND DECLARING AN EMERGENCY.**

**WHEREAS**, the Finance Director has prepared a budget for the appropriation of monies for current expenses and other expenditures of the City of Maple Heights for the fiscal year ending December 31, 2018 ("2018 Appropriations Budget"), which is on file in the office of the Finance Director and attached hereto as Exhibit A and incorporated as if fully rewritten herein.

**NOW, THEREFORE, BE IT ORDAINED** by the Council of the City of Maple Heights, County of Cuyahoga, and State of Ohio, that:

**Section 1.** Council hereby approves and adopts the 2018 Appropriations Budget, which is on file in the office of the Finance Director and attached hereto as Exhibit A and incorporated as if fully rewritten herein, to provide for the current expenses and other expenditures of the City of Maple Heights during the fiscal year ending December 31, 2018.

**Section 2.** It is found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in open meetings of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including the City's Charter and Codified Ordinances and Section 121.22 of the Ohio Revised Code.

**Section 3.** This Ordinance is hereby determined to be an emergency measure necessary for the immediate preservation of the public peace, health, safety and welfare of the residents of the City and for the further reason that the 2018 Appropriations Budget must be immediately adopted to insure the financial integrity of the City and presented to the Fiscal Commission by March 22, 2018. It shall therefore become effective upon its passage by the affirmative vote of not less than five (5) members of Council and approval by the Mayor; otherwise, it shall become effective at the earliest time allowed by law.

PASSED: \_\_\_\_\_, 2018

\_\_\_\_\_  
Ron Jackson, President of Council

\_\_\_\_\_  
Annette M. Blackwell, Mayor

Ordinance No. 2018-15  
Page Two

Approved as to legal form:

\_\_\_\_\_  
Frank Consolo, Director of Law

ATTEST: \_\_\_\_\_  
Leonette F. Cicirella, Clerk of Council

I, Leonette F. Cicirella, Clerk of Council of the City of Maple Heights, County of Cuyahoga, State of Ohio do hereby certify the above to be a true and exact copy of the original as contained in the records of my office and that the same has been and will remain duly posted as required by law.

Date: \_\_\_\_\_

\_\_\_\_\_  
Leonette F. Cicirella, Clerk of Council

**ORDINANCE NO.: 2018-24**

**INTRODUCED BY:** Mayor Annette M. Blackwell

**MOTION FOR ADOPTION BY:**

**AN ORDINANCE AUTHORIZING THE CITY OF MAPLE HEIGHTS TO PARTICIPATE IN THE STATE OF OHIO COOPERATIVE PURCHASING PROGRAM AND DECLARING AN EMERGENCY.**

**WHEREAS**, the Ohio Cooperative Purchasing Act (AM. Sub. H.B. No. 100), was signed into law on December 4, 1985; and

**WHEREAS**, effective March 6, 1986, Ohio's Cooperative Purchasing Act provides the opportunity for counties, townships, municipal corporations, regional transit authorities, regional airport authorities or port authorities and school districts, conservancy districts, township park districts and park districts and other authorities, to participate in contracts distributed by the State of Ohio, Department of Administrative Services, Office of Cooperative Purchasing for the purchase of supplies, services, equipment and certain materials; and

**WHEREAS**, this Council finds and determines that it is in the best interests of the City to participate in the State of Ohio Cooperative Purchasing Program to more efficiently and economically purchase supplies, services, equipment and certain materials when necessary.

**NOW THEREFORE, BE IT ORDAINED** by the Council of the City of Maple Heights, County of Cuyahoga, and State of Ohio, that:

**Section 1.** The Director of Finance hereby requests authority in the name of the City of Maple Heights to participate in State contracts which the Department of Administrative Services, Office of State Purchasing has entered into and the Office of Cooperative Purchasing has distributed for the purchase of supplies, services, equipment and certain other materials pursuant to Revised Code Section 125.04.

**Section 2.** The Director of Finance is hereby authorized to agree in the name of the City to be bound by all contract terms and conditions as the Department of Administrative Services, Office of Cooperative Purchasing prescribes. Such terms and conditions may include a reasonable annual membership fee to cover the administrative costs which the Department of Administrative Services incurs as a result of the City's participation in the contract. Further, that the Director of Finance does hereby agree to be bound by all such terms and conditions and to not cause or assist in any way the misuse of such contracts or make contract disclosures to non-members of the Co-op for the purpose of avoiding the requirements established by ORC 125.04.

**Section 3.** The Director of Finance is hereby authorized to agree in the name of the City to directly pay the vendor, under each such State contract in which it participates for items it receives pursuant to the contract, and the Director of Finance does hereby agree to directly pay the vendor.

**Section 4.** The funds necessary for payment of the appropriate annual fee charged to the City for participation in the Cooperative Purchasing Program shall be paid from the General Fund.

**Section 5.** It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting on the date indicated below, and that all deliberations of this Council and of any of its Committees that resulted in such formal action, were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

**Section 6.** This Ordinance constitutes an emergency measure necessary for the public peace, safety and general welfare of the City and for the further reason that this Ordinance is required to be immediately effective so that the City may take advantage of the cost savings provided by the State Cooperative Purchasing Program by having available bid delivery contracts for the benefit of all political subdivisions of the State, and provided it receives the affirmative vote of two-thirds (2/3) of the members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor, otherwise it shall take effect and be in force from and after the earliest period allowed by law.

PASSED: \_\_\_\_\_, 2018

\_\_\_\_\_  
Ron Jackson, Council President

\_\_\_\_\_  
Annette M. Blackwell, Mayor

Approved as to legal form:

\_\_\_\_\_  
Frank Consolo, Director of Law

ATTEST: \_\_\_\_\_  
Leonette F. Cicirella, Clerk of Council

I, Leonette F. Cicirella, Clerk of Council of the City of Maple Heights, County of Cuyahoga, State of Ohio, do hereby certify the above to be a true and exact copy of the original as contained in the records of my office and that the same has been and will remain duly posted as required by law.

Date: \_\_\_\_\_

\_\_\_\_\_  
Leonette F. Cicirella, Clerk of Council