

December 2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5	6 COUNCIL 7:30 CAUCUS 7:15 SPECIAL FINANCE MTG. 6:30	7 PLANNING COMMISSION 7:00 CAUCUS 6:45	8	9	10
11	12 CIVIL SERVICE COMM 4:00 (COMMUNITY ROOM #2)	13	14	15 BZA 7:00 CAUCUS 6:45	16	17
18	19	20 COUNCIL 7:30 CAUCUS 7:15	21 PLANNING COMMISSION 7:00 CAUCUS 6:45	22	23	24 CHRISTMAS EVE 
25 CHRISTMAS DAY 	26	27	28	29	30	31 NEW YEAR'S EVE 

All meetings will be held at City Hall 14600 State Road, unless otherwise noted.

**NORTH ROYALTON CITY COUNCIL
A G E N D A
DECEMBER 6, 2016**

7:15 p.m. Caucus

Council Meeting 7:30 p.m.

REGULAR ORDER OF BUSINESS

1. Call to Order.
2. Opening Ceremony (Pledge of Allegiance).
3. Roll Call.
4. Approval of Consent Agenda: Items listed under the Consent Agenda are considered routine. Each item will be read individually into the record and the Consent Agenda will then be enacted as a whole by one motion and one roll call. There will be no separate discussion of these items. If discussion by Council is desired on any Consent Agenda item, or if discussion is requested by the public on any legislative item on the Consent Agenda, that item will be removed from the Consent Agenda and considered in its normal sequence under the Regular Order of Business.
 - a. Approval of Minutes: November 15, 2016.
 - b. Receipt and acknowledgement without objection to Ohio Dept. of Liquor Control request for a new D1, D2, and D3 permit for CJO Capitals LLC, 13385 W. 130th Street.
 - c. Authorize the Mayor and Service Director to advertise for bids for rubbish and recycling services.
 - d. Legislation: Introduce, suspend rules requiring 3 readings and referral to committee, and adopt those legislative items indicated with an asterisk (*).
5. Communications.
6. Mayor's Report.
7. Department Head Reports.
8. President of Council's Report.
9. Committee Reports:

Building & Building Codes	John Nickell
Finance	Larry Antoskiewicz
Review & Oversight	Dan Kasaris
Safety	Gary Petrusky
Storm Water	Dan Langshaw
Streets	Steve Muller
Utilities	Paul Marnecheck
10. Report from Council Representatives to regulatory or other boards:

Board of Zoning Appeals	Dan Kasaris
Planning Commission	Larry Antoskiewicz
Recreation Board	Paul Marnecheck
11. Public Discussion: Five minute maximum, on current agenda legislation only.
12. LEGISLATION

SECOND READING CONSIDERATION

1. **16-163** - AN ORDINANCE TO MAKE APPROPRIATIONS FOR CURRENT EXPENSES AND OTHER EXPENDITURES OF THE CITY OF NORTH ROYALTON, STATE OF OHIO, DURING THE FISCAL YEAR ENDING DECEMBER 31, 2017. **First reading November 15, 2016 and referred to Finance Committee.**

FIRST READING CONSIDERATION

- * 1. **16-164** - A RESOLUTION REQUESTING THE COUNTY FISCAL OFFICER TO ADVANCE ALL TAX REVENUES FROM THE PROCEEDS OF TAX LEVIES COLLECTED IN 2017 PURSUANT TO SECTION 321.34 OF THE OHIO REVISED CODE, AND DECLARING AN EMERGENCY.

- * 2. **16-165** - A RESOLUTION AUTHORIZING THE SUBMISSION OF AN APPLICATION ON BEHALF OF THE CITY OF NORTH ROYALTON FOR COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS IN THE AMOUNT OF \$150,000 FOR FISCAL YEAR 2017, ACCEPTING SAID GRANT IF AWARDED, REQUESTING THE CUYAHOGA COUNTY COMMUNITY DEVELOPMENT DEPARTMENT PERMISSION TO PARTICIPATE IN A COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM, AND DECLARING AN EMERGENCY.
 - * 3. **16-166** - A RESOLUTION AUTHORIZING THE SUBMISSION OF AN APPLICATION ON BEHALF OF THE CITY OF NORTH ROYALTON FOR COMMUNITY DEVELOPMENT SUPPLEMENTAL GRANT PROGRAM IN THE AMOUNT OF \$50,000 FOR FISCAL YEAR 2017, ACCEPTING SAID GRANT IF AWARDED, REQUESTING THE CUYAHOGA COUNTY COMMUNITY DEVELOPMENT DEPARTMENT PERMISSION TO PARTICIPATE IN A COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM, AND DECLARING AN EMERGENCY.
 4. **16-167** - AN ORDINANCE ESTABLISHING RATES OF COMPENSATION FOR THE CITY OF NORTH ROYALTON NON-UNION EMPLOYEES DURING CALENDAR YEAR 2017, REPEALING ORDINANCE 16-157, AND DECLARING AN EMERGENCY.
 5. **16-168** - AN ORDINANCE AMENDING ORDINANCE 10-103, STAFFING AND CLASSIFICATION PLAN FOR THE VARIOUS DEPARTMENTS OF THE CITY OF NORTH ROYALTON, SECTION 4 FINANCE DEPARTMENT, SECTION 9 RECREATION DEPARTMENT, AND SECTION 11 WASTEWATER DEPARTMENT, AND DECLARING AN EMERGENCY.
 6. **16-169** - AN ORDINANCE AMENDING THE CODIFIED ORDINANCES OF THE CITY OF NORTH ROYALTON, PART 10 STREETS, UTILITIES AND PUBLIC SERVICES CODE, CHAPTER 1045 BILLING, COLLECTION AND CUSTOMER SERVICE, SECTION 1045.08 SANITARY SEWER CHARGES GENERALLY, PARAGRAPH (a)(1)(A), AND DECLARING AN EMERGENCY.
 7. **16-170** - AN ORDINANCE DETAILING THE DISTRIBUTION OF FRANCHISE FEES RECEIVED FROM THE CITY OF NORTH ROYALTON'S VARIOUS CABLE FRANCHISE AGREEMENTS, AND DECLARING AN EMERGENCY.
13. Miscellaneous.
 14. Adjournment.

RESOLUTION NO. 16-165

INTRODUCED BY: Mayor Stefanik
Co-Sponsor: Langshaw

A RESOLUTION AUTHORIZING THE SUBMISSION OF AN APPLICATION ON BEHALF OF THE CITY OF NORTH ROYALTON FOR COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS IN THE AMOUNT OF \$150,000 FOR FISCAL YEAR 2017, ACCEPTING SAID GRANT IF AWARDED, REQUESTING THE CUYAHOGA COUNTY COMMUNITY DEVELOPMENT DEPARTMENT PERMISSION TO PARTICIPATE IN A COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM, AND DECLARING AN EMERGENCY

WHEREAS: The City of North Royalton desires to participate in the 2017 fiscal year Community Development Block Grant Program (CDBG) administered by Cuyahoga County Department of Community Development; and

WHEREAS: A grant application from the city must be authorized by Council and submitted by the city administration; and

WHEREAS: Council desires to authorize this grant application.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF NORTH ROYALTON, COUNTY OF CUYAHOGA AND STATE OF OHIO, THAT:

Section 1. The Mayor is hereby authorized to submit an application to participate in fiscal year 2017 grant funding from the Community Development Block Grant Funding Program, and, if awarded, to accept such grant on behalf of the city, all to facilitate the certain projects to be identified by the City Engineer.

Section 2. The City of North Royalton hereby requests that the Cuyahoga County Department of Community Development accept said Grant Application in the amount of \$150,000 from the city for the projects identified therein and allowing the city to participate in the CDBG Program.

Section 3. The Community Development Director is hereby ordered to attach a copy of this Resolution to the Application for Assistance.

Section 4. It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Council and that all deliberations of this Council and any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements.

Section 5. This Resolution is hereby declared to be an emergency measure immediately necessary for the preservation of the public peace, health, safety and welfare of the city, and for the further reason that the application authorized herein must be received by the Cuyahoga County Community Development Department prior to its filing deadline.

THEREFORE, provided this Resolution receives the affirmative vote of two-thirds of all members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, from and after the earliest period allowed by law.

PRESIDENT OF COUNCIL

APPROVED: _____
MAYOR

DATE PASSED: _____ DATE APPROVED: _____

ATTEST: _____
DIRECTOR OF LEGISLATIVE SERVICES

YEAS:

NAYS:

A RESOLUTION AUTHORIZING THE SUBMISSION OF AN APPLICATION ON BEHALF OF THE CITY OF NORTH ROYALTON FOR COMMUNITY DEVELOPMENT SUPPLEMENTAL GRANT PROGRAM IN THE AMOUNT OF \$50,000 FOR FISCAL YEAR 2017, ACCEPTING SAID GRANT IF AWARDED, REQUESTING THE CUYAHOGA COUNTY COMMUNITY DEVELOPMENT DEPARTMENT PERMISSION TO PARTICIPATE IN A COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM, AND DECLARING AN EMERGENCY

WHEREAS: The City of North Royalton desires to participate in the 2017 fiscal year Community Development Supplemental Grant Program administered by Cuyahoga County Department of Community Development; and

WHEREAS: A grant application from the city must be authorized by Council and submitted by the city administration; and

WHEREAS: Council desires to authorize this grant application.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF NORTH ROYALTON, COUNTY OF CUYAHOGA AND STATE OF OHIO, THAT:

Section 1. The Mayor is hereby authorized to submit an application to participate in fiscal year 2017 grant funding from the Community Development Supplemental Grant Program, and, if awarded, to accept such grant on behalf of the city, all to initiate a storefront grant program.

Section 2. The City of North Royalton hereby requests that the Cuyahoga County Department of Community Development accept said Grant Application in the amount of \$50,000 from the city to initiate a storefront grant program.

Section 3. The Community Development Director is hereby ordered to attach a copy of this Resolution to the Application for Assistance.

Section 4. It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Council and that all deliberations of this Council and any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements.

Section 5. This Resolution is hereby declared to be an emergency measure immediately necessary for the preservation of the public peace, health, safety and welfare of the city, and for the further reason that the application authorized herein must be received by the Cuyahoga County Community Development Department prior to its filing deadline.

THEREFORE, provided this Resolution receives the affirmative vote of two-thirds of all members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, from and after the earliest period allowed by law.

PRESIDENT OF COUNCIL

APPROVED: _____
MAYOR

DATE PASSED: _____ DATE APPROVED: _____

ATTEST: _____
DIRECTOR OF LEGISLATIVE SERVICES

YEAS:

NAYS:

**CITY OF NORTH ROYALTON
Non-Union Wage Schedule**

<u>Classification (Job Title)</u>	2017		
	Entry	2nd Year	3rd Year
<u>Architectural Review Board</u>			
Secretary (part-time)	\$ 16.59	\$ 17.35	\$ 18.07
<u>Board of Zoning Appeals</u>			
Secretary	\$ 16.59	\$ 17.35	\$ 18.07
<u>Building Department</u>			
Building Commissioner	\$ 39.75	<i>not to exceed*</i>	\$ 46.37
Office Manager/Confidential Secretary	\$ 20.02	\$ 22.70	\$ 23.72
Inspector - Part-Time	\$ 28.36		
Building Official (part-time)	\$ 44.38		
<u>Council Office</u>			
Confidential Secretary	\$ 20.02	\$ 22.70	\$ 23.72
Administrative Secretary IV	\$ 21.04	\$ 21.87	\$ 22.70
Recording Secretary (part-time)	\$ 16.59	\$ 17.35	\$ 18.07
<u>Finance Department</u>			
Accounting & Systems Administrator	\$ 27.43	\$ 28.55	\$ 29.70
Payroll & Benefits Coordinator (part time)	\$ 21.92	\$ 23.03	\$ 24.17
<u>Fire Department</u>			
Summer Help Laborer (part-time)	\$ 11.57		
<u>Law Department</u>			
Assistant Law Director	\$ 44.47	<i>not to exceed*</i>	\$ 51.88
Human Resources Coordinator	\$ 34.04	<i>not to exceed*</i>	\$ 37.56
Human Resources Specialist (part-time)	\$ 23.26	\$ 24.21	\$ 26.21
Clerical III (part-time)	\$ 18.18	\$ 18.92	\$ 19.67
Clerical II (part-time)	\$ 16.52	\$ 17.25	\$ 17.99
Clerical I (part-time)	\$ 14.62	\$ 15.37	\$ 16.13
<u>Mayor's Office</u>			
Executive Assistant/Clerk of Courts	\$ 28.28	\$ 29.45	\$ 30.69
Confidential Secretary	\$ 20.02	\$ 22.70	\$ 23.72
Administrative Secretary IV	\$ 21.04	\$ 21.87	\$ 22.70
Clerical III	\$ 19.05	\$ 19.91	\$ 20.66
Clerical II	\$ 17.31	\$ 18.14	\$ 18.92
Clerical I	\$ 15.30	\$ 16.12	\$ 16.94
Custodial (part-time)	\$ 18.00		
<u>Office on Aging</u>			
Senior Outreach Specialist	\$ 15.75	\$ 18.11	\$ 20.02
Van Driver (part-time)	\$ 11.17	\$ 11.62	\$ 12.11
<u>Police/Fire Department</u>			
Confidential Secretary	\$ 20.02	\$ 22.70	\$ 23.72
IT Systems Administrator/LAN Manager	\$ 39.75	<i>not to exceed*</i>	\$ 46.37
<u>Recreation Department</u>			
Laborer (part-time)	\$ 11.57		
Mower Operator (part-time)	\$ 12.56	\$ 13.04	\$ 13.49
Tractor/Truck Operator (part-time)	\$ 14.92		
<u>Service Department</u>			
Service Superintendent	\$ 39.75	<i>not to exceed*</i>	\$ 46.37
Stormwater Superintendent	\$ 39.75	<i>not to exceed*</i>	\$ 46.37
Summer Help Laborer (part-time)	\$ 11.57		
<u>Wastewater Department</u>			
Assistant Superintendent - Operations	\$ 39.75	<i>not to exceed*</i>	\$ 46.37
Assistant Superintendent - Maintenance	\$ 39.75	<i>not to exceed*</i>	\$ 46.37
<u>Miscellaneous</u>			
Clerical I (part-time)	\$ 14.40		
Building Dept Inspector	\$ 14.92		
Laborer (part-time/city-wide)	\$ 11.57		
Summer Help Laborer (city wide)	\$ 11.57		
Casual Help	\$ 9.23		

* - salary employee- exempt from overtime

AN ORDINANCE AMENDING ORDINANCE 10-103, STAFFING AND CLASSIFICATION PLAN FOR THE VARIOUS DEPARTMENTS OF THE CITY OF NORTH ROYALTON, SECTION 4 FINANCE DEPARTMENT, SECTION 9 RECREATION DEPARTMENT, AND SECTION 11 WASTEWATER DEPARTMENT, AND DECLARING AN EMERGENCY

WHEREAS: In an effort to better serve the community, the Administration has proposed the restructuring of various departments to ensure that they are functioning as efficiently as possible; and

WHEREAS: It is therefore necessary to amend Ordinance 10-103 to allow for these changes; and

WHEREAS: Council desires to provide for this amendment.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NORTH ROYALTON, COUNTY OF CUYAHOGA AND STATE OF OHIO, THAT:

Section 1. Council hereby amends Ordinance No. 10-103, Staffing and Classification Plan, Section 4 Finance Department, which shall hereinafter read as follows:

Section 4. The **Finance Department** may employ and be staffed by employees classified in the following classifications providing that there shall be no greater number of employees employed in any one classification than specified herein.

<u>CLASSIFICATION (Job Title)</u>	<u>MAXIMUM NO. OF EMPLOYEES</u>
1) Finance Director	One (1)
2) Admin. Secretary/Clerical/Bookkeeper	One (1)
3) Payroll Coordinator (part time)	One (1)
4) Accounting & Systems Administrator	One (1)
5) Admin. Secretary/Clerical/Bookkeeper (part time)	One (1)

Section 2. Council hereby amends Ordinance No. 10-103, Staffing and Classification Plan, Section 9 Recreation Department, which shall hereinafter read as follows:

Section 9. The **Recreation Department** may employ and be staffed by employees classified in the following classifications providing that there shall be no greater number of employees employed in any one classification than specified herein.

<u>CLASSIFICATION (Job Title)</u>	<u>MAXIMUM NO. OF EMPLOYEES</u>
1) Recreation Director/Parks, Cemetery, and Recreation Foreman	One (1)
2) Tractor/Truck Operator (part time)	Three (3)
3) Mower Operator Laborers (part time)	Four (4)
4) Summer Help Laborer (part time)	Six (6)

Section 3. Council hereby amends Ordinance No. 10-103, Staffing and Classification Plan, Section 11 Wastewater Department, which shall hereinafter read as follows:

Section 11. The **Wastewater Department** may employ and be staffed by employees classified in the following classifications providing that there shall be no greater number of employees employed in any one classification than specified herein.

<u>CLASSIFICATION (Job Title)</u>	<u>MAXIMUM NO. OF EMPLOYEES</u>
1) Superintendent	One (1)
2) Assistant Supt. - Operations	One (1)
3) Assistant Supt. – Maintenance	One (1)
4) Lab Technician	Three (3)
5) Certified Operator Certified I-II-III	Seven (7)
6) Operator/Technician In Training	One (1)
7) Laborer I-II-III and/or Motor Equipment Operator	Five (5) Six (6)
8) Mechanic	One (1)
9) Clerical/bookkeeper	One (1)
10) Inspector	One (1)
11) Summer Help Laborers (part time)	Two (2)

AN ORDINANCE AMENDING THE CODIFIED ORDINANCES OF THE CITY OF NORTH ROYALTON, PART 10 STREETS, UTILITIES AND PUBLIC SERVICES CODE, CHAPTER 1045 BILLING, COLLECTION AND CUSTOMER SERVICE, SECTION 1045.08 SANITARY SEWER CHARGES GENERALLY, PARAGRAPH (a)(1)(A), AND DECLARING AN EMERGENCY

WHEREAS: The City of North Royalton owns, operates and maintains sewage treatment facilities identified generally as the North Royalton Consolidated Sewer District; and

WHEREAS: The Director of Finance is required to conduct an annual audit thereof to assure the collection of sufficient user fees and revenue to operate, maintain and secure the sewer district facilities and to provide for the retirement of the debt thereon; and

WHEREAS: It has been determined to be necessary to amend the sanitary sewer charge rate schedule for 2017 in order to reallocate funds for the purchase of equipment necessary for the efficient operation of the sewer district facilities; and

WHEREAS: Council desires to provide for the amendments to these rates.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NORTH ROYALTON, COUNTY OF CUYAHOGA AND STATE OF OHIO, THAT:

Section 1. Part 10 Streets, Utilities and Public Services Code, Chapter 1045 Billing, Collection and Customer Service, Section 1045.08 Sanitary Sewer Charges Generally, Paragraph (a)(1)(A) of the Codified Ordinances of the City of North Royalton is hereby amended to hereinafter read as follows:

1045.08 SANITARY SEWER CHARGES GENERALLY.

(a) For all premises and users that are connected to the sewers of the North Royalton Consolidated Sanitary Sewer District and that have water meters showing actual water consumption, whether privately owned or connected to the public water supply system, the sanitary sewer charge shall be as follows:

(1) A. Beginning with the adoption of this Ordinance during the second billing period in 2012, and the first billing period of every year thereafter through 2017, the sanitary sewer charge from zero to 1,000 cubic feet of water consumed per quarter (minimum charge of 1 MCF per quarter), as registered by the water meters shall be at the rate as stated below:

	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	
Maintenance	\$12.11	\$14.86	\$14.99	\$15.46	\$15.77	\$18.07	\$25.41
Treatment	34.63	38.48	41.82	44.23	44.79	54.56	47.22
Debt Service	20.59	16.86	17.17	17.39	17.92	7.30	
Repair/ replacement	<u>.34</u>	<u>2.21</u>	<u>1.32</u>	<u>1.24</u>	<u>2.97</u>	<u>4.78</u>	
Total	\$67.67	\$72.41	\$75.30	\$78.32	\$81.45	\$84.71	

For more than 1,000 cubic feet of water consumed per quarter, as registered by the water meters, the sanitary sewer charge shall be at the rate indicated above per 1,000 cubic feet or fraction thereof per quarter. Senior citizens receiving a water homestead exemption from the City of Cleveland Division of Water shall receive a thirty six percent sanitary sewer discount on all rates provided for in this section. The Finance Director is hereby directed to apportion the revenues received from this sanitary sewer charge into the appropriate Waste Water Department funds, as stated above.

Section 2. Part 10 Streets, Utilities and Public Services Code, Chapter 1045 Billing, Collection and Customer Service, Section 1045.08 Sanitary Sewer Charges Generally of the Codified Ordinances of the City of North Royalton is hereby amended as provided for herein and all other provisions of Chapter 1045 shall remain in full force and effect.

ORDINANCE NO. 16-170

INTRODUCED BY: Mayor Stefanik
Co-Sponsor: Langshaw

AN ORDINANCE DETAILING THE DISTRIBUTION OF FRANCHISE FEES RECEIVED FROM THE CITY OF NORTH ROYALTON'S VARIOUS CABLE FRANCHISE AGREEMENTS, AND DECLARING AN EMERGENCY

WHEREAS: The City of North Royalton has negotiated franchise agreements with various cable television companies who provide service to the City of North Royalton; and

WHEREAS: As a result of those agreements, the city receives approximately \$400,000 annually in negotiated franchise fees; and

WHEREAS: Council determined in 2013 that these funds are to be distributed to several different funds in order to address various city needs; and

WHEREAS: It necessary to amend the distribution of these funds to be effective January 1, 2017.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NORTH ROYALTON, COUNTY OF CUYAHOGA AND STATE OF OHIO, THAT:

Section 1. The Mayor and Finance Director are hereby directed to receipt all cable franchise fees received annually, effective January 1, 2017, as follows:

25% 20%	General Fund #101
25% 35%	Accrued Balances Fund #260
25% 20%	Future Capital Improvement Fund #432
15%	Service Capital Fund #430
10%	YMCA Special Revenue Fund #249
10%	YMCA Capital Reserve Fund #437

Section 2. This Ordinance shall supersede all previously adopted Ordinances in direct conflict herewith.

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 of this Council and that all deliberations of this Council and any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements.

Section 4. This Ordinance is hereby declared to be an emergency measure immediately necessary for the preservation of the public peace, health, safety and welfare of the city, and for the further reason that it is immediately necessary to ensure that beginning January 1, 2017, these funds are distributed to several different funds in order to address various city needs.

THEREFORE, provided this Ordinance receives the affirmative vote of two-thirds of all members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, from and after the earliest period allowed by law.

PRESIDENT OF COUNCIL

APPROVED: _____
MAYOR

DATE PASSED: _____ DATE APPROVED: _____

ATTEST: _____
DIRECTOR OF LEGISLATIVE SERVICES

YEAS:

NAYS: