

The Council of the City of North Royalton met in the North Royalton City Hall caucus room, 13834 Ridge Road on **October 7, 2014, at 7:16 p.m.**

PRESENT: Council: President of Council Larry Antoskiewicz, Council Representatives John Nickell, Gary Petrusky, Dan Langshaw, Paul Marnecheck, Steve Muller, Dan Kasaris, Legislative Services Director Laura Haller. **Administration:** Mayor Robert A. Stefanik, Law Director Thomas Kelly, Finance Director Eric Dean, Community Development Director Thomas Jordan.

Agenda reviewed.

Discussion was held regarding Ordinance 14-117. Mr. Dean said that due to the upcoming retirement of our full time payroll administrator, now was a good time to investigate outsourcing our payroll services. He said that proposals were sought and ADP had the best proposal. He said by outsourcing this job function, we will be fully automated and more efficient. A part time person will need to be hired to coordinate these services with ADP. Emily Kelly from ADP was present and provided a brief overview of what their company will provide. She explained that the current trend is to outsource payroll because of the added security that they can provide by utilizing their servers, the automation of time and labor and the reduction in error rates. She said that ADP is the largest provider of human capital management. She said that the system is "cloud" based and is designed so that all employees will be able to directly input their time worked, vacations requests, etc. from their computer. There was a brief review of the pricing contained in the contract.

The Council of the City of North Royalton met in the North Royalton City Hall Council Chambers, 13834 Ridge Road on **October 7, 2014 in regular session.** The meeting was called to order at **7:40 p.m.** by President of Council Larry Antoskiewicz and opened with the Pledge of Allegiance.

PRESENT: Council: President of Council Larry Antoskiewicz, Council Representatives John Nickell, Gary Petrusky, Dan Langshaw, Paul Marnecheck, Steve Muller, Dan Kasaris, Legislative Services Director Laura Haller. **Administration:** Mayor Robert A. Stefanik, Law Director Thomas Kelly, Finance Director Eric Dean, Community Development Director Thomas Jordan.

CONSENT AGENDA

- a. Approval of Minutes: September 16 and September 24, 2014.
- b. Legislation:

FIRST READING CONSIDERATION

RESOLUTION 14-116

Introduced by: Antoskiewicz, Nickell, Petrusky, Langshaw, Marnecheck, Muller, Kasaris, Mayor Stefanik. **A RESOLUTION REQUESTING THE OHIO DEPARTMENT OF NATURAL RESOURCES TO EXERCISE ITS AUTHORITY TO CONTROL DEER POPULATION IN CUYAHOGA COUNTY.** Title read.

- No one in the audience wished to have a legislative item removed from the Consent Agenda for discussion.
- No one on Council wished to have an item removed from the Consent Agenda for discussion.

Moved by Mr. Kasaris, seconded by Mr. Petrusky to **suspend the rules requiring three readings and referral to committee for those legislative items on the Consent Agenda.** Roll Call: Yeas: **Seven** (Antoskiewicz, Nickell, Petrusky, Langshaw, Marnecheck, Muller, Kasaris). Nays: **None.** **Motion carried.** Moved by Mr. Kasaris, seconded by Mr. Petrusky to

adopt the Consent Agenda as presented and read. Roll Call: Yeas: **Seven** (Antoskiewicz, Nickell, Petrusky, Langshaw, Marnecheck, Muller, Kasaris). Nays: **None. Motion carried.**

COMMUNICATIONS: None.

MAYOR'S REPORT: No report.

DEPARTMENT HEAD REPORTS: No reports.

PRESIDENT OF COUNCIL'S REPORT: No report.

COMMITTEE REPORTS:

All Committees, Boards, and Commissions announced the dates and times of their next regularly scheduled meetings and reviewed items currently on their agendas. All meetings are held at City Hall, 13834 Ridge Road, unless otherwise noted. A complete meeting schedule is available from the Council Office. ***Any changes to the regular schedule of Council or committee meetings are noted below.***

LEGISLATION

FIRST READING CONSIDERATION

ORDINANCE 14-117

Introduced by: Mayor Stefanik, Antoskiewicz, Langshaw. **AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH AUTOMATED DATA PROCESSING (ADP) TO PROVIDE PAYROLL SERVICES FOR THE CITY OF NORTH ROYALTON FOR AN AMOUNT NOT TO EXCEED \$2,821.65 PER MONTH, AND DECLARING AN EMERGENCY.** Title read.

Certificate of Availability of Funds has been signed by the Finance Director stating that funds are available or are in the process of being collected in the General Fund #101.

Moved by Mr. Kasaris, seconded by Mr. Petrusky to **suspend the rules requiring three readings and referral to committee.** Roll Call: Yeas: **Seven** (Antoskiewicz, Nickell, Petrusky, Langshaw, Marnecheck, Muller, Kasaris). Nays: **None. Motion carried.** Moved by Mr. Kasaris, seconded by Mr. Petrusky to **adopt Ordinance 14-117.**

Mr. Muller asked what the duties of the part time payroll employee will be. Mr. Dean said that we are looking to make our process more automated so this person will be focused on entering the time directly into the web based payroll. He said that there was no one currently in the Finance Department that could absorb this function. He said that we will also continue to do the pension reporting to the state and OP&F in house.

Roll Call: Yeas: **Seven** (Antoskiewicz, Nickell, Petrusky, Langshaw, Marnecheck, Muller, Kasaris). Nays: **None. Motion carried.**

ORDINANCE 14-118

Introduced by: Mayor Stefanik, Antoskiewicz, Langshaw. **AN ORDINANCE AMENDING ORDINANCE 10-103, STAFFING AND CLASSIFICATION PLAN FOR THE VARIOUS DEPARTMENTS OF THE CITY OF NORTH ROYALTON, SECTION 4 FINANCE DEPARTMENT, AND SECTION 8 LAW DEPARTMENT, AND DECLARING AN EMERGENCY.** Title read.

Moved by Mr. Kasaris, seconded by Mr. Petrusky to **suspend the rules requiring three readings and referral to committee.** Roll Call: Yeas: **Seven** (Antoskiewicz, Nickell, Petrusky, Langshaw, Marnecheck, Muller, Kasaris). Nays: **None. Motion carried.** Moved by Mr. Kasaris, seconded by Mr. Petrusky to **adopt Ordinance 14-118.** Roll Call: Yeas: **Seven** (Antoskiewicz, Nickell, Petrusky, Langshaw, Marnecheck, Muller, Kasaris). Nays: **None. Motion carried.**

ORDINANCE 14-119

Introduced by: Mayor Stefanik, Antoskiewicz, Langshaw. **AN ORDINANCE AMENDING ORDINANCE 12-197, ESTABLISHING RATES OF COMPENSATION FOR THE CITY OF NORTH ROYALTON NON UNION EMPLOYEES DURING CALENDAR YEARS 2013-2015, AND DECLARING AN EMERGENCY.** Title read.

Moved by Mr. Kasaris, seconded by Mr. Petrusky to **suspend the rules requiring three readings and referral to committee.** Roll Call: Yeas: **Seven** (Antoskiewicz, Nickell, Petrusky,

Langshaw, Marnecheck, Muller, Kasaris). Nays: **None. Motion carried.** Moved by Mr. Kasaris, seconded by Mr. Petrusky **to adopt Ordinance 14-119.** Roll Call: Yeas: **Seven** (Antoskiewicz, Nickell, Petrusky, Langshaw, Marnecheck, Muller, Kasaris). Nays: **None. Motion carried.**

ORDINANCE 14-120

Introduced by: Mayor Stefanik, Antoskiewicz, Langshaw. **AN ORDINANCE GRANTING THE MAYOR AND FINANCE DIRECTOR AUTHORITY TO AGREE TO AND APPROVE CERTAIN CONTRACT CHANGES (CHANGE ORDER #2) RELATING TO THE WORK PERFORMED BY THE KRILL CO., INC., FOR DESIGN BUILDER SERVICES FOR THE NORTH ROYALTON ADMINISTRATIVE OFFICE BUILDING AND PARK PROJECT, AND DECLARING AN EMERGENCY.** Title read.

Certificate of Availability of Funds has been signed by the Finance Director stating that funds are available or are in the process of being collected in the **Future Capital Improvement Fund #432.**

Moved by Mr. Kasaris, seconded by Mr. Petrusky to **suspend the rules requiring three readings and referral to committee.** Roll Call: Yeas: **Seven** (Antoskiewicz, Nickell, Petrusky, Langshaw, Marnecheck, Muller, Kasaris). Nays: **None. Motion carried.** Moved by Mr. Kasaris, seconded by Mr. Petrusky **to adopt Ordinance 14-120.**

Mr. Kasaris asked how close are we to our original budget. Mr. Jordan said that we have a design build contract with a guaranteed maximum price. With customary contracts for things such as road projects, change orders are executed for unforeseen conditions that will exceed the 8% contingency allowed in the contract. The change orders for this project are for items added to the project after it began. In this case the added item is for AV equipment that the city decided we needed after the guaranteed maximum price had been issued. Mr. Jordan said that the project has a 3% contingency of \$81,000 and of that we have spent approximately \$50,000 to date. He said he expects that we will eventually use all of the contingency money. The change order on tonight's agenda has nothing to do with unforeseen conditions. Mr. Jordan said that when all is said and done, we are somewhere between \$75,000-\$100,000 under budget at this point in the project. Mr. Jordan said that this could change if we add scope to the project. He feels that this is the last change order we will have for hard costs on the construction of the building. He said the park is a different issue.

Mayor Stefanik added that Memorial Park and the York Road ball fields will have free Wi-Fi for the residents. We are working with the Library to provide free Wi-Fi for Heasley Field as well.

Roll Call: Yeas: **Seven** (Antoskiewicz, Nickell, Petrusky, Langshaw, Marnecheck, Muller, Kasaris). Nays: **None. Motion carried.**

ADJOURNMENT

Moved by Mr. Kasaris, seconded by Mr. Petrusky to **adjourn the October 7, 2014 City Council meeting.** Roll Call: Yeas: **Seven** (Antoskiewicz, Nickell, Petrusky, Langshaw, Marnecheck, Muller, Kasaris). Nays: **None. Motion carried.**

Meeting adjourned at 7:54 p.m.

APPROVED: /s/ Larry Antoskiewicz DATE APPROVED: October 21, 2014
PRESIDENT OF COUNCIL

ATTEST: /s/ Laura J. Haller
DIRECTOR OF LEGISLATIVE SERVICES