



**City Of Broadview Heights  
City Council  
Work Session Minutes  
February 16, 2026 - 7:30 pm**

### **Call to Order**

**Boldt:** Work Session, February 16th at 7:30.

### **Pledge Of Allegiance**

Led by: Robert Boldt

### **Roll Call**

Council Members Present:

- Mr. Glenn Goodwin - Councilor At-Large
- Mr. Joe Price - Councilor At-Large
- Ms. Jennifer Mahnic - Councilor At-Large
- Mr. Thomas Pavlica - Ward 1 Councilor, President Pro-Tem
- Mr. Brian Dunlap - Ward 3 Councilor
- Mr. Robert Boldt - Ward 4 Councilor, President

Council Members Absent:

- Mr. Brian Wolf - Ward 2 Councilor

Officers Present:

- Mr. Samuel J. Alai - Mayor
- Mr. Vince Ruffa - Law Director
- Assistant Chief Joe Fleming - Assistant Fire Chief
- Mr. Dave Pfaff - Finance Director
- Chief Don Polick - Police Chief
- Mr. David Schroedel - Service Director
- Mr. Ethan Neff - City Engineer
- Ms. Robin Parsons - Council Clerk

### **Business**

#### **Discussion from Council**

##### **HR Position - Boldt**

**Boldt:** Okay, first on the agenda is the HR position. I want counsel to know, I talked to Mr. Pfaff at the finance and asked if they could forward us the three years of Vicky's 1099 or the last three years. That will help us to find out how much more we would pay for this person than we are now. So I figured that information council would want for discussion. Had Robin send out a spreadsheet of different cities, HR managers, HR directors, who they reported to. There was some other information she had in there. So sufficient enough the information that was given. So as so we can have a discussion.

**Pavlica:** Well, I think there was sufficient information. Also gave the salaries range, who they report to if it's full-time or part-time, I believe.

**Boldt:** Right.

**Pavlica:** And I believe there was surrounding cities North Royalton, Seven Hills, Brecksville.

**Boldt:** Right. So, one of the things when I talked to Robin when I received it is not all the information was filled out. She still hasn't gotten all the information from some of these cities. So, we want to get that prior to discussion. I just wondered if there was anything else you guys would like added to the spreadsheet so we can talk about it.

**Goodwin:** I just wanna make sure, did you say healthcare and things, any kind of benefits?

**Boldt:** No, I didn't.

**Goodwin:** Because that would be important too, I think. In knowing that the total package of compensation, not just the salary. What it cost that city as if it were us, what it would cost us.

**Boldt:** Okay. Ms. Mahnic?

**Mahnic:** Yes, I know we got a list of objectives the other week, but one thing I think I would be interested in knowing is in Vicki's experience, what was left out, what would be beneficial to her or what is something that's missing that would make her job more efficient? Whether it was an investigative tool or reporting tool or something, if she could create the position, what she would include or maybe remove.

**Boldt:** We can ask her that because

**Mahnic:** We don't know what it's been like except her

**Boldt:** Understood and she's done it for so long. I'm sure she could tell us anything that she was lacking in person if we so choose to hire would need to be successful. Anyone else?

**Dunlap:** Yeah, Mr. President,

**Boldt:** Mr. Dunlap?

**Dunlap:** I see a range in here. It'd be nice if we had definitive salary, benefits, vacation, like some of the package, what some of these other people got. And to piggyback on what Mahnic said, it is kind of like what's missing? What ought to be missing? Probably not incumbent for counsel to know, but whomever direction this person's gonna be under, whether it's the law director or finance, what their job duties, like a job description in those other cities might pertain for them to use would be their benefit, more for the administration than us.

**Boldt:** Okay. So we got some ideas of other things you would like to see. Just remember at the end of the day, this will be an employee of the Broadview Heights, so let's not slice it up too much to find out all these particular items. They're gonna be a general employee of the city of Broadview Heights, so that's gonna take on benefits, hiring, vacations we can find out, but that's gonna be under pretty much the blanket of the mayor and regular employment practices.

**Price:** You said at one point, Vicki was brought in as a contractor, but I thought we put her on payroll at one point. No. Okay. Well, you mentioned 1099, so that makes sense then. Correct. Thank you.

**Boldt:** Yep. For the last three years.

**Price:** Thank you.

**Boldt:** Anything else as far as information we need to move forward on this.

**Alai:** Mr. President? If I may?

**Boldt:** Mayor.

**Alai:** Thank you as you all receive, what Ms. Parsons put together? Vicky did some digging into some of that, and we pulled out the mean from some of these. We did not look at Strongsville or Cleveland Heights or Lakewood because they were so much bigger. We tried to stay, which was closer, and we came up with a pay range between 65 and \$95,000. And as you can see, it bore out that the administrator, the head administrator, mostly the mayor, I think in Dublin was the city manager, mayor is usually the person that takes care of these things. And, to Mr. Dunlap's point, be the normal package of any full-time employee, sick days, things like that. So that's what we're looking at is between 65 and \$95,000 range. And then we would call this person, if you look at the titles, I think 10 of them were directors or commissioners. Six of 'em were assistant director, manager, administrative, coordinator, a specialist. There were four. Contractor was one. We don't know what they call it in Painesville, and in Wickcliffe. So we would want to make this person a manager at that pay range. So that's where we are within the administration right now. Thank you.

**Goodwin:** Yeah. One thing that, and not that it's insignificant, but I think for me at least, I would feel very strongly about the communities that we adjoin. I would like to know each and every one of those. That's who we're compared to mostly. I know that some of them are much larger and some of them are smaller, but I think that's the comparison. I think people expect those are the same people that our kids go to school with that, have that constant contact. And probably one of the most important considerations, not that those other ones are insignificant, but make sure that we do get the adjoining communities and maybe a community over right. That we would identify most from. I mean, a lot of us came from Parma or Parma Heights and those would be important I think.

**Boldt:** Right. And I just want you to know, Robin and I talked about that already. She's waiting for that information. She's reached out to all those people, because I saw the hole too when I first looked at the spreadsheet and she reported back to me that she has talked to everybody and she sent this out and she's still waiting for some of this to come in.

**Alai:** Mr. President, if I may one more time, just to back you up on that. We did a lot of this. And again, sometimes they choose not to get back to us and share the information. Glenn because it's just the way it is. But, we do have Independence, Brecksville, Seven Hills, North Royalton on here. So we asked,

**Goodwin:** Yeah. Was Brecksville failed to get back?

**Alai:** No Brecksville's on here.

**Goodwin:** Okay, good.

**Alai:** It's a HR specialist, so it's similar to what we're proposing not a director. And that pay range is between 55,000 and 101,000. So a little bit more than what we would propose. So we did take all of that into account.

**Goodwin:** So they had just had a really wide spread. You're saying 55 to 101, is that what you said?

**Alai:** That is correct. But nobody's coming in at any of these jobs on the low end. And today, this is probably something that Brecksville and some of these folks had put together 10, 15, 18 years ago. You know, the low never changes but the top end changes. So it's not fair to have, some lows are \$33,000 and goes up to something much more. The lows don't really matter. None of us wanna hire somebody at the very top of the scale either. We all know that we've been very good in this city being wise managers of our funds.

**Goodwin:** So the study though, will incorporate that what they're being paid beside their ranges.

**Alai:** Well, we're asking for the information Whether they get back to us or not, and there are some cities you ask what the mayor makes in a certain city, and then they give you the whole mayor's office, including the secretaries. So you really don't know what the mayor makes. And that goes on and on. So sometimes it's a little hard to decipher that when they do the whole office. Now the mayor's office is \$465,000. You don't know how much the mayor himself makes or she makes. So we're trying.

**Goodwin:** Then we would just file that up with a secondary request. And I would assume because it is public information, they can't withhold it. Right? No, we wouldn't do that. And they can't do that.

**Alai:** You would hope so.

**Boldt:** I think what he's saying is sometimes it's blurred on purpose. So we'll just leave it at that. So Ms. Mahnic?

**Mahnic:** Yes, there's been a lot of talk, specifically, most of my notes are the pay of this person, something to consider is what we are asking the HR person to do. And over the last couple weeks, we've added some extra jobs that we would want them to do. We might not be able to just compare an HR person if we're asking them to maybe step outside of the traditional norms or whatever another community's job duties are and is one salary. But if we're doing those items, plus the pay needs to reflect that.

**Boldt:** I think I agree with you on how you said that, but remember, people apply for these jobs and you apply for everything in that job. Right. And if it doesn't pay what you feel that you should get paid for that job, you don't apply to that job.

**Mahnic:** Right.

**Goodwin:** Well, that's why we talked about the job description. Itself's important because, are they doing economic development along with it? Are they writing grants? Are they whatever along with that whole thing?

**Boldt:** I think with Jennifer, that's why I say, I think I kinda agree with her. My seven to seven job, my HR manager also passed the bar exam, right? So that helps me out a lot. When we're going through things. I get a legal opinion. Sometimes I have to go outside of that and get another one from a specialist. But that enhanced her pay because of that law degree.

**Price:** But I agree with everything both of you said, Ms. Mahnic as well, but I think we have to just let that person focus on HR. You said something about economic development, the answer to that is no, focus on HR.

**Goodwin:** No, I'm not advocating it. I'm just saying that they need in another setting,

**Price:** Lemme finish Glenn. Whether it's a bulletin to remind someone about a healthcare clinic that's coming up, a blood drive, anything to do with the organization, the individuals that work for the organization and human resource related issues and not anything else. So there's a great diversity to that. I think Bob said they go to school for this. There are people who do it now. You get some HR directors that happen to be also attorneys. They generally also come in with a higher salary demand. So, I don't think we're quite going to find that in the price or the salary range that the mayor mentioned. But I can tell you that I've worked for a community for nine years without an HR director. And it was hell, I have now worked for one that has an HR department and it is the best blessing any other employee can have 'cause you've got somebody always there to handle the difficult situations that come up at times.

**Boldt:** Okay. Just so everybody knows, I'm in favor of hiring an HR manager, but I will not vote on it if it doesn't include grants. A good HR person looks for grants to up the skill level of the employees. And I believe that. And I think that's what we need to do. At least we're not saying there's a dollar amount that they need to achieve, but I believe an HR person not only protects a person at their place of employment, but they work to improve their skill sets to make them a more valuable employee. So that grants, I need that in the responsibilities for me to vote.

**Goodwin:** Yeah. I kind have mixed feelings about that 'cause I think that certainly, any other duties that could be assimilated, it would be great to have a point person, but actually department heads themselves should know best what they need and where they need to go and how they can get that from their fellow associations that they belong to, whether it's just Chief's association or association engineers and stuff. So, they meet in these meetings and they can pass that information right in itself. But I am by no means advocating that they have to carry other duties. I'm just saying the comparison of the dollars.

**Boldt:** I'm not talking to go get a million dollars for a street as is not what I'm talking about, human resource related. So anybody that is an employee here and if they want more training on something in their field, that is the person that should be looking for it. Anybody else? Alright, so we'll get that compiled. Hopefully we can get that extra information that you want and so we can make decisions. Okay.

## **Discussion from Police Department, Chief Polick**

### **Ganley Ford - 5 Patrol Vehicles**

**Boldt:** Chief Polick, you're up.

**Polick:** Thank you. I just have one item. It's for the purchase of five patrol vehicles.

**Boldt:** Council?

**Pavlica:** Chief, I think it's great that we're using a company in Broadview Heights. It's nice to support businesses that we have in Broadview Heights. I'm glad to see you guys pick Ganley.

**Polick:** And, they've been good to us.

**Pavlica:** It's really nice to see. I appreciate that.

**Polick:** Thank you.

**Boldt:** Anyone else? Thanks Chief.

**Polick:** Thank you.

**Boldt:** We'll put that on.

## **Discussion from Engineering Department, Mr. Neff**

### **2027-2028 CC 50-50 Funding Application**

**Boldt:** Mr. Neff?

**Neff:** Thank you Mr. President. We are requesting approval to submit an application for the county 50-50 program. It is for Akins Road.

**Boldt:** I am okay with that. Rest of council? Thanks. We'll put that out.

**Neff:** Thanks.

## Discussion from Finance Department, Mr. Pfaff

### 2026 Southwest Council

**Boldt:** Mr. Pfaff?

**Pfaff:** The only item I have is the annual renewal of the participation by police and fire in the Southwest Council of Governments. Cost is 27,500, split up 15,000 for the police department and 12,500 for fire.

**Boldt:** Council, any discussion? We'll put that on.

## Discussion from Service Department, Mr. Schroedel

### Anti-odor chemicals for Boston Rd Pump Station

**Boldt:** Mr. Schroedel?

**Schroedel:** Thank you, Mr. President. I have two items. The first item is for the Boston Road Pump Station for the odor. It's a bulk purchase of the chemicals. We buy 'em one tub at a time, but we do save a significant amount of money if we buy them in bulk, this will last us over a year. Sso I'd appreciate if we could order the chemicals from state chemical.

**Boldt:** Council. Any discussion?

**Goodwin:** If there's any update, I mean, have there been any other problems, major problems?

**Schroedel:** Few and far between now.

**Boldt:** 00:18:50 Okay.

## Repair of after-treatment system

### Council Open To Residents

None.

## Council Discussion

**Boldt:** Counsel go around. First, Mr. Wolf had some personal reasons tonight he could not make it. So please keep the thoughts of the Wolfs in your prayers during this time. Also tomorrow night charter review will meet in council at 7:00. Mr. Dunlap?

**Dunlap:** One question, I should have asked it during the engineering part, I apologize. This is just an FYI for me, and I have asked Mr. Pavlice earlier, the process, I mean, I can see us accepting a grant, but is that a normal process? Like you said, you had no problem with him filling out an application. So it might be a Mr. Ruffa question. Why does council have to approve him to allow him to get the application?

**Ruffa:** We always ask for authority 'cause more often than not, there's usually going to be, not always, but in a lot of cases, participation from the municipality. So they don't want to apply for a grant, but the city's not gonna be willing to then agree to a participation amount when they get that grant.

**Dunlap:** Makes sense. Thank you. Appreciate it. That's it.

**Boldt:** Mr. Pavlica?

**Pavlica:** I have nothing tonight, Mr. President. Thank you.

**Boldt:** Mr. Goodwin?

**Goodwin:** I have nothing except to tell everybody to make sure that they know that next on Friday starts, the fish fry up at Assumption Church. It's a great community event, love to see everybody there. Thanks. That's all.

**Boldt:** Mr. Price?

**Price:** Thank you Mr. President. Great question Mr. Dunlap. You know, this was 50/50, sometimes you're 80/20, 75/25. But if there's going to be, even if there's not an investment by the community and it's a hundred percent, you're going to get questions from the community as how much is this going to cost us? And it's always best to know that if you're going to accept money, there's gonna be requirements to that money and you gotta comply or you may have to pay that money back. So there's always a liability, I think, that's why we have to always accept grants or actually approve to even go out for that grant. So we know that it's coming. So I have nothing else to add, but great question.

**Dunlap:** Thank you.

**Boldt:** Ms. Mahnic?

**Mahnic:** Nothing this evening. Thank you.

**Boldt:** One thing I should ask Mr. Neff, if they have bike lines, sidewalks included in that, would love it. Especially the people on Woodchip. There's two or three people up there that want their kids to be able to come to City Hall using some way because right now there's no sidewalks. So if you're able, everybody will be happy with that. Mayor, do you have anything?

**Alai:** I do not. Thank you, Mr. President.

## **Adjourn**

**Boldt:** We are adjourned.

The time was 7:55 PM.