

BEREA CITY COUNCIL

City of Berea, Ohio

RESOLUTION NO. 2023-5

By: Councilman Leon R. Dozier, Sr. Sponsor: Mayor Cyril M. Kleem

A RESOLUTION

CONFIRMING THE APPOINTMENT OF PAULA WANCATA TO THE MUNICIPAL PLANNING COMMISSION TO FILL THE UNEXPIRED TERM OF SUSIE COLVIN, ENDING DECEMBER 31, 2025, AND DECLARING AN EMERGENCY.

WHEREAS, Item X-2(a)(2) requires that the Mayor appoint the members of the Municipal Planning Commission, subject to the confirmation of City Council; and

WHEREAS, due to the resignation of a member of the Planning Commission, the Mayor is required to appoint a person to fill the unexpired term; and

WHEREAS, Paula Wancata has demonstrated a strong commitment to the community through participation in service organizations and as a volunteer in various capacities of the City; and

WHEREAS, the Mayor requests that the Council of the City of Berea confirm the appointment of Paula Wancata to the Planning Commission to fill an unexpired term ending on December 31, 2025.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Berea, State of Ohio:

SECTION 1. That upon review of the resume of Paula Wancata, attached hereto as Exhibit A and incorporated herein by reference, this Council finds that she is qualified to serve, and hereby confirms the Mayor's appointment of Paula Wancata to the Municipal Planning Commission to serve an unexpired term ending December 31, 2025.

SECTION 2. That it is found and determined that all formal actions of this Council concerning and relating to the approval of this Resolution were approved in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal actions were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

SECTION 3. That this Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, property, health, safety and welfare, or providing for the usual daily operation of a municipal department, and for the further reason that it is necessary to have members appointed to the Commission in order that they may begin their work and hear applications brought forth by residents, business owners and many others. Therefore,

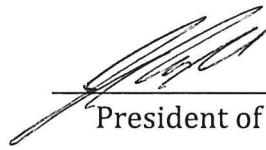
BEREA CITY COUNCIL

City of Berea, Ohio

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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.

PASSED: February 6, 2023



President of Council

ATTEST:



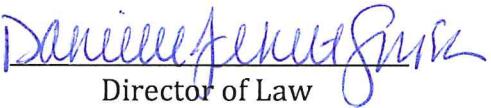
Clerk of Council

APPROVED: February 6, 2023



Mayor

APPROVED AS TO FORM:



Director of Law

PAULA HENNING-WANCATA

66 Barberry Drive
Berea, Ohio 44017
Paula.ann0066@yahoo.com
989-280-6349

EXPERIENCE

OCTOBER 2022 – PRESENT

JOYCE MANUFACTURING

Identify and prepare vinyl materials for window sashes.

Load and cut material on GED SD20 saw.

Preform all sash repairs.

Manage inventory for windows that are cut.

Screening windows and punch frames for orders.

MAY 2021 - PRESENT

RED CEDAR COFFEE COMPANY

With the knowledge that I have acquired I

Assist customers in retail space with any specific questions about coffees as well as cashier and barista services.
Complete phone orders for both customer and wholesale orders.

Roast coffees to accurate temperature using a manual gas Dietrich coffee roaster.

Correctly follow procedures to flavor, weigh, pack and seal coffee for both the retail store as well as wholesale accounts.

Making sure all orders are filled, boxed and shipped correctly for customer pick-up, UPS shipping or delivery.

Preformed logging of coffee temperatures, grinds grading as well as daily sanitation procedures.

Preformed routine cleaning of supplies, equipment and daily cleaning and maintenance of the coffee roaster.

Inventory management of both retail and production coffees.

MARCH 2016 – MAY 2021

HEINEN'S

With the knowledge I acquired

Deli Associate - Daily tasks include specializing in customer service while filling in-store customer orders to their specific requests. Prepared Deli trays and various others orders for pick up. Worked in the Café preparing meals

to order for customers dining in as well as take-out orders. Maintained all Safety and Sanitation logs accordingly. Daily set up and take down of deli case. Responsible for inventory of all trays, cups and storage containers.

Kitchen/Production – Followed recipes for daily meal preparation/ cooking for prepared foods case as well as packaged to-go food. Responsible for taking and filling all holiday orders. Filled in as dishware person as needed, including tear down and cleaning of rotisserie roaster. Fried chicken and cleaned/ preformed filter and oil changes on fryer. Maintained all safety and sanitation protocols, insured displayed and packaged food had proper signage and dates. Ordered and inventoried food from central warehouse.

Seafood Department - Displayed seafood with proper signage in store display case. Followed recipes for packaged to-go take and bake meals. Learned skills such as cutting, trimming and skinning of fish. Assisted customers with seafood items and specific requests. Answered phones and filled orders for shrimp and other seafood trays as well as prepared orders for clam bake season. Weekly breakdown and cleaning of store ice display case. Assist meat department as needed. Ordered daily seafood from Euclid and Catanese Fish Companies as well as items from the central warehouse.

EDUCATION

COLLEGE – VIRGINIA MARTI COLLEGE – ASSOCIATES DEGREE

Graphic Design and Applied Sciences

HIGH SCHOOL DIPLOMA – HOLY NAME HIGH SCHOOL

Stage Crew Manager
Yearbook Committee
Art Club

SKILLS

- Time management
- Well versed in Customer/Vendor Phone conversations
- Problem solving skills.
- Knowledge of coffee and roasting at Red Cedar
- Working in retail especially working cash register and engaging customers.
- Knowledge of computers and ordering programs.
- Working on inventory, maintaining stock and rotation.

ACTIVITIES

Active member of Berea Kiwanis /Scholarship Committee Member

Active member of Berea Kiwanis Aktion Club (Adults with Developmental Disabilities)

Active member of the Berea Historical Society

City of Berea Civil Service Commissioner

City of Berea Shade Tree Commissioner