

Agenda

Regular Meeting of Council JULY 23, 2020

ZOOM MEETING ID# [827 4847 9831](#)

7:00 p.m.

Regular Meeting of Council Called to Order

Cell Phone Reminder to Turn off Devices

Pledge of Allegiance

Roll Call of Council

Members Present: Councilwoman Nancy Fellows, Council President Christopher Hallum, Councilman Joe Jarmuszkiewicz, Council Vice President Michael Kline, Councilman Dan Knecht, Councilwoman Tanya Taylor Draper and Councilman Dan Zegarac

Also Present: Mayor Andy Gardner, Law Director Michael C. Lucas, Finance Director Frank J. Brichacek, Jr., City Engineer Pietro A. DiFranco

DISPOSITION OF THE JOURNAL

COUNCIL CORRESPONDENCE AND MISCELLANEOUS REPORTS

- 7/02/20 email from OMCA, re: Implementing legislation regarding mask.
- 7/02/20 email from, Ohio Municipal League, re: Guidance-CARES Act Fund.
- 7/02/20 email from Council Clerk, re: Ordinance 2020-37 Amended.
- 7/03/20 email from Council Clerk, re: Agenda 7-6-20 - Working Committee of Council.
- 7/04/20 email from Katherine Lloyd, re: BZA Meeting on 7-14-20.

- 7/05/20 email from OMCA Website, re: Special Streetlight Assessment.
- 7/06/20 email from OMCA Website, re: Who's Back & Who's Still Virtual.
- 7/06/20 email from Gloria Majeski, re: 7-6-20 - Meeting Id for Website.
- 7/06/20 email from Council Clerk, re: Zoom Meeting Invitation 7-9-20 Regular Council Meeting.
- 7/06/20 email from Council President Hallum, re: 6-22-20 Meeting Recording.
- 7/06/20 email from Nance White, re: Reinstatement of the WHISPER Program.
- 7/07/20 email from OMCA Website, re: OHRAB Citizen Archivist Award 2020.
- 7/07/20 email from Linda Sacerich, re: WHISPER Program.
- 7/07/20 email from Gloria Majeski, re: Mayor's Gardner's Memo to Council.
- 7/07/20 email from Anthony Camino, re: WHISPER Program.
- 7/07/20 email from OMCA Website, re: Laptops, Software & Remote Meetings.
- 7/07/20 email from Marcie Levine, re: WHISPER Program.
- 7/07/20 email from Councilwoman Taylor Draper, re: Draft -Resolution Racism
- 7/08/20 email from Joanne Majeski, re: 7-09-20 Agenda.
- 7/08/20 email from OMCA Website, re: To Wear a Mask or Not to Mask.
- 7/08/20 email from Councilwoman Taylor Draper, re: Zoom Meeting Recording.
- 7/08/20 email from Jan Clair, re: Required Filing.
- 7/08/20 email from Luke Fretwell, re: Willoughby Hills Website.
- 7/09/20 email from Lakeland Nonprofit Center, re: August LogON& Learn.
- 7/09/20 email from Jen Boger, re: 2019 Financial Disclosure Statement Deadline.
- 7/09/20 email from President Hallum, re: Recording of 7/9/20 Council Meeting.
- 7/10/20 email from Frank Brichacek, re: Tax Budget & Finance Director Report.
- 7/12/20 email from NOPEC, re: Survey.
- 7/13/20 email from Gloria Majeski, re: Scans for Racism Resolution Project.
- 7/13/20 email from Gloria Majeski, re: Certification Statement.
- 7/13/20 email from Gloria Majeski, re: WHISPER Subcommittee Meeting.
- 7/13/20 email from OML, re: July 2020 Worker's Comp Newsletter.
- 7/13/20 email from OMCA Website, re: Record Retention Schedule RC-2.
- 7/14/20 email from OMCA Website, re: City Manager Job Description.
- 7/14/20 email from Katherine Llyoyd, re: PZ/ABR Remote Meeting – 7/16/20.
- 7/14/20 email from Gloria Majeski, re: Open Meetings: Where are We Now.
- 7/15/20 email from OMCA Website, re: Law Director/City Pros. Job Description.
- 7/15/20 email from OMCA Website, re: Purdue Pharma Litigation.
- 7/15/20 email from President Hallum, re: 7-20-2020 Meeting.
- 7/15/20 email from OMCA Website, re: Vegetable Gardens.
- 7/15/20 email from Gloria Majeski, re: Ordinances for 7/23/20 Council Meeting.
- 7/16/20 email from Gloria Majeski, re: Mayor's Memo re: Masks.
- 7/17/20 email from Gloria Majeski, re: Public Record's Request Res. 2204-10.
- 7/17/20 email from Frank Brichacek, re: CRF Special Rev. Fund Creation- Draft.
- 7/17/20 OMCA Website, re: OMCA 2020 Clerk of the Year.
- 7/17/20 Ohio Municipal League, re: Legislative Bulletin.
- 7/17/20 email from Frank Brichacek, re: 2020 App. Ordinance Revision 01 Draft.

- 7/17/20 email from Gloria Majeski, re: Revised Ordinance 2020-43- CRF for CARES.
- 7/17/20 email from Councilwoman Taylor Draper, re: Draft Resolution – Stand Against Racism.
- 7/17/20 email from OMCA Website, re: Document Management.
- 7/17/20 email from Frank Brichacek, re: Approp. Revision No. 1 PDF Schedule.
- 7/17/20 email from OMCA Website, re: Drones.
- 7/17/20 email from Frank Brichacek, re: Request for Legislation Coronavirus Relief.
- 7/17/20 email from Council Clerk, re: Public Records Request.
- 7/17/20 email from NOACA, re: Virtual Town Hall Meetings.

PUBLIC PORTION #1 – An opportunity for the public to address Council concerning anything pertaining to tonight’s agenda

Section 107.08 – Public Meetings of Municipal Bodies of the Codified Ordinances of the City of Willoughby Hills: (a) All meetings of any municipal body are declared to be public meetings open to the public at all times. All meetings shall provide a reasonable opportunity to hear public opinion.

MAYOR’S REPORT: – Mayor Andy Gardner

LAW DIRECTOR’S REPORT: – Attorney Michael C. Lucas

FINANCE DIRECTOR’S REPORT: – Frank J. Brichacek, Jr.

CITY ENGINEER’S REPORT: – Pietro A. DiFranco, P.E.

COMMITTEE REPORTS:

Finance: Chairman, Council Vice President Kline

Rules & Legislation: Chairman, Council President Hallum

Working Committee of Council: Chairman, Council President Hallum

BOARDS & COMMISSIONS REPORTS:

Recreation Commission
Representative, Councilman Jarmuszkiewicz

Planning & Zoning and Architectural Board of Review:

Representative, Councilwoman Taylor Draper

OTHER COUNCIL REPRESENTATIVE REPORTS:

WHISPER Subcommittee: Councilwoman Taylor Draper

UNFINISHED BUSINESS:

LEGISLATION:

ORDINANCE 2020-37 – AMENDED-THIRD READING

AN ORDINANCE PROVIDING FOR THE SUBMISSION TO THE ELECTORS OF THE CITY OF WILLOUGHBY HILLS A RENEWAL OF AN EXISTING 2.5 MILL LEVY IN EXCESS OF THE TEN (10) MILL LIMITATION AT THE GENERAL ELECTION TO BE HELD ON NOVEMBER 3, 2020 FOR THE CONSTRUCTION, RECONSTRUCTION, RESURFACING AND REPAIR OF STREETS, ROADS, BRIDGES AND THE REPLACEMENT AND REPAIR OF NECESSARY ROAD EQUIPMENT & MACHINERY INCLUDING BUT NOT LIMITED TO MATERIALS, LABOR & FACILITIES IN THE CITY OF WILLOUGHBY HILLS AND DECLARING AN EMERGENCY.

ORDINANCE 2020-39 – THIRD READING

AN ORDINANCE AUTHORIZING AND DIRECTING THE MAYOR TO ENTER INTO A DOCUMENT MANAGEMENT AGREEMENT WITH COM DOC FOR THE LEASE OF FIVE (5) NEW XEROX COPYING DEVICES AND MANAGED PRINT SERVICE FOR THE CITY OF WILLOUGHBY HILLS, RESCINDING CONFLICTING LEGISLATION AND DECLARING AN EMERGENCY.

ORDINANCE 2020-41- FIRST READING

AN ORDINANCE AUTHORIZING THE TEMPORARY ENFORCEMENT ABEYANCE, OF THE CITY OF WILLOUGHBY HILLS CODIFIED ORDINANCE, CHAPTER 1103.02-DEFINITION AND CHAPTER 1137.02(d) – COMMERCIAL ZONING DISTRICT DURING THE CURRENT “STAY AT HOME” & “STAY SAFE” ORDERS FOR A PERIOD OF TIME NOT TO EXCEED EIGHTEEN (18) MONTHS.

ORDINANCE 2020-42 – FIRST READING

AN ORDINANCE WAVING THE STIPULATION AS SET FORTH IN PART ONE – ADMINISTRATIVE CODE, TITLE FIVE – ADMINISTRATIVE, CHAPTER 157 – GENERAL EMPLOYMENT PROVISIONS, SECTION 157.05(F) VACATIONS –OF THE CODIFIED ORDINANCES OF THE CITY OF WILLOUGHBY HILLS TO ALLOW CHIEF ROBERT GANDEE TO CARRY OVER FORTY-ONE AND A HALF (41.5) HOURS OF VACATION TIME AND DECLARING AN EMERGENCY.

ORDINANCE 2020-43 – FIRST READING

AN ORDINANCE AMENDING PART ONE – ADMINISTRATIVE CODE, TITLE FIVE -ADMINISTRATIVE, CHAPTER 135 - DEPARTMENT OF FINANCE - BY THE ADDITION OF A NEW SECTION 135.36 - CORONAVIRUS RELIEF SPECIAL REVENUE FUND TO THE CODIFIED ORDINANCES OF THE CITY OF WILLOUGHBY HILLS AND DECLARING AN EMERGENCY.

ORDINANCE 2020-44 - FIRST READING

AN ORDINANCE AMENDING SECTION 1 OF ORDINANCE NO. 2020-15 TO COMPLY WITH STATE BUDGETARY LAWS REQUIRING MUNICIPALITIES TO MAINTAIN POSITIVE ACCOUNT BALANCES THROUGHOUT THE YEAR BY PROVIDING FOR 2020 OPERATING BUDGET REVISIONS, SPECIFICALLY FOR THE CORONAVIRUS RELIEF FUND SPECIAL REVENUE FUND AND REPEALING CONFLICTING LEGISLATION.

RESOLUTION 2020-06 – FIRST READING

A RESOLUTION DECLARING THE CITY OF WILLOUGHBY HILLS’ STAND AGAINST RACISM AND THE DESIRED ESTABLISHMENT OF A “BEGIN THE CONVERSATION” ORGANIZATION IN THE CITY

NEW BUSINESS

Motion to Establish a Subcommittee for Business Engagement.

Motion to have Council August recess

PUBLIC PORTION #2 – – An opportunity for the public to address Council with any comments, issue or concern

Section 107.08 – Public Meetings of Municipal Bodies of the Codified Ordinances of the City of Willoughby Hills: (a) All meetings of any municipal body are declared to be public meetings open to the public at all times. All meetings shall provide a reasonable opportunity to hear public opinion.

FOR THE GOOD OF THE ORDER

FOR THE GOOD OF THE COMMUNITY

ADJOURNMENT