

President of Council
NANCY E. FELLOWS

Vice President of Council
JOHN PLECNIK

Clerk of Council
VICTORIA ANN SAVAGE

City of Willoughby Hills

Council
CHRISTOPHER L. BIRO
DAVID M. FIEBIG
JENNIFER SOMMERS GREER
CHRISTOPHER HALLUM
JANET R. MAJKA

Agenda

Regular Meeting of Council July 27, 2017

7:00 p.m. Meeting of Council Called to Order

Pledge of Allegiance

Roll Call of Council

Members:

Councilwoman Jennifer Sommers Greer, Councilman Christopher Hallum, Councilwoman Janet R. Majka, Vice President John Plecnik, Councilman Christopher L. Biro, President Nancy E. Fellows, Councilman David M. Fiebig

Others:

Mayor Robert M. Weger, Law Director Thomas G. Lobe, Finance Director Frank J. Brichacek, Jr., City Engineer Pietro A. DiFranco, Clerk of Council Victoria Ann Savage

Disposition of the Journal Regular Council Meeting Minutes of June 22, 2017

**COUNCIL CORRESPONDENCE/NOTIFICATIONS/MINUTES & ON FILE ITEMS
July 11, 2017 through July 25, 2017**

From: Willoughby Hills Council
Sent: Tuesday, July 11, 2017 8:34 PM
To: 'Chris Biro' <chrisbiro@willoughbyhills-oh.gov>; 'Chris Hallum' <ChrisHallum@willoughbyhills-oh.gov>; 'Christopher Biro (christopherbiro@yahoo.com)' <christopherbiro@yahoo.com>; 'David M. Fiebig (davidfiebig@willoughbyhills-oh.gov)' <davidfiebig@willoughbyhills-oh.gov>; 'Janet R. Majka' <jayrrachel@yahoo.com>; 'Jennifer Sommers Greer' <jennifergreer@willoughbyhills-oh.gov>; 'John Plecnik' <JohnPlecnik@willoughbyhills-oh.gov>; 'Nancy Fellows (nancyfellows@willoughbyhills-oh.gov)' <nancyfellows@willoughbyhills-oh.gov>
Cc: Thomas G. Lobe (tomlobe@yahoo.com) <tomlobe@yahoo.com>; Robert M. Weger (robertweger@willoughbyhills-oh.gov) <robertweger@willoughbyhills-oh.gov>; frankbrichacek@willoughbyhills-oh.gov; City Engineer Personal <PDiFranco@RLBA.com>; Gloria Majeski <gloriamajeski@willoughbyhills-oh.gov>; 'Gail Stuehr (gstuehr@yahoo.com)' <gstuehr@yahoo.com>; 'John Bertosa (jbertosa@news-herald.com)' <jbertosa@news-herald.com>; 'Marian McMahon' <mmcmahon@gazettenews.com>; 'WINT Radio' <ron@wintradio.com>
Subject: Notification of the Regular Council Meeting of July 13, 2017
http://www.willoughbyhills-oh.gov/government/city_council/records/prior_years.php

From: Willoughby Hills Council
Sent: Tuesday, July 11, 2017 8:41 PM
To: 'bdebus@news-herald.com' <bdebus@news-herald.com>
Subject: Notification of the WH Regular Council Meeting of July 13, 2017

NOTIFICATION:

Meeting: Willoughby Hills Regular Council Meeting of July 13, 2017
Time: 7:00pm
Place: Willoughby Hills City Hall – Council Chamber
Location: 35405 Chardon Road
Willoughby Hills, Ohio 44094

From: Willoughby Hills Council
Sent: Tuesday, July 11, 2017 9:19 PM

<p>To: Katherine Lloyd <katherinedlloyd@yahoo.com> Subject: Request for Information Could I please have a copy of the audio for the BZA Meeting held on July 12, 2016... Also the meeting minutes made reference to an attachment that was submitted from a resident opposing the fence variance for property located at 2890 SOM Center Road, could I please have a copy of the attachment...Thanks!</p>
<p>From: Willoughby Hills Council Sent: Tuesday, July 11, 2017 9:24 PM To: Willoughby Hills Building Dept. <building@willoughbyhills-oh.gov> Subject: Public Records Request I had a resident request the following information: A listing of or a copy of all horse permits that are registered within the City; The Building Department's records pertaining to the property located at 2884 SOM Center Road</p>
<p>From: Chris Biro [mailto:christopherbiro@yahoo.com] Sent: Wednesday, July 12, 2017 10:53 AM To: Willoughby Hills Council <council@willoughbyhills-oh.gov> Subject: 5/25/2017 Seervice Minutes Vicki, Better late than never. Thanks Chris</p>
<p>From: Willoughby Hills Council Sent: Wednesday, July 12, 2017 1:56 PM To: 'Katherine D. Lloyd' <katherinedlloyd@yahoo.com> Subject: RE: Request for Information Thanks.... If I'm not in the office please put the information in the Council Clerk City mailbox....</p>
<p>From: Willoughby Hills Council Sent: Wednesday, July 12, 2017 1:56 PM To: Chris Biro Personal <christopherbiro@yahoo.com> Subject: RE: 5/25/2017 Seervice Minutes Thanks! I'll distribute...</p>
<p>From: Frank Brichacek Sent: Wednesday, July 12, 2017 6:03 PM To: Chris Hallum <chrishallum@willoughbyhills-oh.gov>; Chris Biro <chrisbiro@willoughbyhills-oh.gov>; Chris Biro Personal <christopherbiro@yahoo.com>; David Fiebig <davidfiebig@willoughbyhills-oh.gov>; Janet Majka - City of Willoughby Hills (jayrachel@yahoo.com) <jayrachel@yahoo.com>; Janet Majka <janetmajka@willoughbyhills-oh.gov>; Jennifer Greer <jennifergreer@willoughbyhills-oh.gov>; 'John Plecnik' <John@johnplecnik.com>; John Plecnik <johnplecnik@willoughbyhills-oh.gov>; Nancy Fellows <nancyfellows@willoughbyhills-oh.gov>; 'nfellows@its.jnj.com' <nfellows@its.jnj.com>; Willoughby Hills Council <council@willoughbyhills-oh.gov> Cc: Robert Weger <robertweger@willoughbyhills-oh.gov>; Mayor <mayor@willoughbyhills-oh.gov>; Patricia Heller <heller.whfd@gmail.com>; Law Director Personal <tomlobe@yahoo.com> Subject: EMS Fee Revenue History Attached is a ten-year history of revenue generated from EMS fees. Pursuant to ordinance, revenue from EMS fees are credited as follows:</p> <ul style="list-style-type: none"> • Fees charged to City residents are credited to the Fire Levy Special Revenue Fund No. 240. • Fees charged to non-residents are credited to the Fire Property, Plant and Equipment Capital Fund No. 444. <p>If you have any questions regarding this schedule, please do not hesitate to contact me.</p>
<p>From: Willoughby Hills Council Sent: Thursday, July 13, 2017 2:11 PM To: 'Chris Biro' <chrisbiro@willoughbyhills-oh.gov>; 'Chris Hallum' <ChrisHallum@willoughbyhills-oh.gov>; 'Christopher Biro (christopherbiro@yahoo.com)' <christopherbiro@yahoo.com>; 'David M. Fiebig (davidfiebig@willoughbyhills-oh.gov)' <davidfiebig@willoughbyhills-oh.gov>; 'Janet R. Majka' <jayrachel@yahoo.com>; 'Jennifer Sommers Greer' <jennifergreer@willoughbyhills-oh.gov>; 'John Plecnik' <JohnPlecnik@willoughbyhills-oh.gov>; 'Nancy Fellows (nancyfellows@willoughbyhills-oh.gov)' <nancyfellows@willoughbyhills-oh.gov> Subject: Service Committee Meeting Minutes of May 25, 2017 Attached please find the Service Committee Meeting Minutes of May 25, 2017...</p>
<p>From: Chris Biro [mailto:christopherbiro@yahoo.com] Sent: Thursday, July 13, 2017 2:25 PM To: Willoughby Hills Council <council@willoughbyhills-oh.gov> Subject: Re: Service Committee Meeting Minutes of May 25, 2017 Vicki, I am unable to make tonight's meeting. I am on call and I just received notice about a trauma case for tonight. Please let Nancy know</p>

for a motion to excuse. Thanks. Chris

From: Willoughby Hills Council

Sent: Thursday, July 13, 2017 2:39 PM

To: Chris Biro Personal <christopherbiro@yahoo.com>

Subject: RE: Service Committee Meeting Minutes of May 25, 2017

Will do...

-----Original Message-----

From: David Fiebig

Sent: Friday, July 14, 2017 9:36 AM

To: Pat Grebenc <patkgreb@sbcglobal.net>

Subject: RE: Next committee meeting

Thank you for coming to the meeting last night Pat. I will let you know as soon as that is scheduled.

From: Pat Grebenc [patkgreb@sbcglobal.net]

Sent: Friday, July 14, 2017 7:35 AM

To: David Fiebig

Subject: Next committee meeting

Dave,

Thanks for all that you do to support the community. I am looking forward to sitting in on your next committee meeting. Please let me know the date and time.

From: Gloria Majeski

Sent: Friday, July 14, 2017 3:21 PM

To: 'Tim Serazin' <serazin.whfd@gmail.com>; Patricia Heller <heller.whfd@gmail.com>; 'dimattia.whfd@gmail.com' <dimattia.whfd@gmail.com>; Willoughby Hills Fire Rescue <firerescue@willoughbyhills-oh.gov>

Cc: Law Director Personal <tomlobe@yahoo.com>; Mayor <mayor@willoughbyhills-oh.gov>; Frank Brichacek <frankbrichacek@willoughbyhills-oh.gov>; Dawn Snyder <DawnSnyder@willoughbyhills-oh.gov>; Willoughby Hills Finance Dept. <finance@willoughbyhills-oh.gov>; Willoughby Hills Court <court@willoughbyhills-oh.gov>; Willoughby Hills Building Dept. <building@willoughbyhills-oh.gov>; Mark Grubiss <markgrubiss@willoughbyhills-oh.gov>; Christopher Collins <policechiefcollins@willoughbyhills-oh.gov>; Willoughby Hills Police <police@willoughbyhills-oh.gov>; Willoughby Hills Recreation Dept. <recreation@willoughbyhills-oh.gov>; Willoughby Hills Council <council@willoughbyhills-oh.gov>; Nancy Fellows <nancyfellows@willoughbyhills-oh.gov>; Chris Hallum <chrishallum@willoughbyhills-oh.gov>; Chris Biro <chrisbiro@willoughbyhills-oh.gov>; Jennifer Greer <jennifergreer@willoughbyhills-oh.gov>; Janet Majka <janetmajka@willoughbyhills-oh.gov>; David Fiebig <davidfiebig@willoughbyhills-oh.gov>; John Plecnik <johnplecnik@willoughbyhills-oh.gov>

Subject: Mayor's Memo to All Fire Department Personnel for Posting Re. Fire Department Leadership

LT Serazin, LT Heller and LT DiMattia: Please post the attached memo from Mayor Weger and distribute via email to all members. Thank you.

From: Willoughby Hills Recreation Dept.

Sent: Friday, July 14, 2017 4:11 PM

To: Gloria Majeski <gloriamajeski@willoughbyhills-oh.gov>; 'Tim Serazin' <serazin.whfd@gmail.com>; Patricia Heller <heller.whfd@gmail.com>; 'dimattia.whfd@gmail.com' <dimattia.whfd@gmail.com>; Willoughby Hills Fire Rescue <firerescue@willoughbyhills-oh.gov>

Cc: Law Director Personal <tomlobe@yahoo.com>; Mayor <mayor@willoughbyhills-oh.gov>; Frank Brichacek <frankbrichacek@willoughbyhills-oh.gov>; Dawn Snyder <DawnSnyder@willoughbyhills-oh.gov>; Willoughby Hills Finance Dept. <finance@willoughbyhills-oh.gov>; Willoughby Hills Court <court@willoughbyhills-oh.gov>; Willoughby Hills Building Dept. <building@willoughbyhills-oh.gov>; Mark Grubiss <markgrubiss@willoughbyhills-oh.gov>; Christopher Collins <policechiefcollins@willoughbyhills-oh.gov>; Willoughby Hills Police <police@willoughbyhills-oh.gov>; Willoughby Hills Council <council@willoughbyhills-oh.gov>; Nancy Fellows <nancyfellows@willoughbyhills-oh.gov>; Chris Hallum <chrishallum@willoughbyhills-oh.gov>; Chris Biro <chrisbiro@willoughbyhills-oh.gov>; Jennifer Greer <jennifergreer@willoughbyhills-oh.gov>; Janet Majka <janetmajka@willoughbyhills-oh.gov>; David Fiebig <davidfiebig@willoughbyhills-oh.gov>; John Plecnik <johnplecnik@willoughbyhills-oh.gov>; Rec Commission <rec_commission@willoughbyhills-oh.gov>

Subject: Mayor's Memo to All Fire Department Personnel for Posting Re. Fire Department Leadership

From: Gloria Majeski

Sent: Friday, July 14, 2017 5:10 PM

To: Patricia Heller <heller.whfd@gmail.com>

Cc: Mayor <mayor@willoughbyhills-oh.gov>; Law Director Personal <tomlobe@yahoo.com>; Frank Brichacek <frankbrichacek@willoughbyhills-oh.gov>; Willoughby Hills Court <court@willoughbyhills-oh.gov>; Willoughby Hills Finance Dept. <finance@willoughbyhills-oh.gov>; Dawn Snyder <DawnSnyder@willoughbyhills-oh.gov>; Willoughby Hills Building Dept. <building@willoughbyhills-oh.gov>; Mark Grubiss <markgrubiss@willoughbyhills-oh.gov>; Willoughby Hills Recreation Dept.

<recreation@willoughbyhills-oh.gov>; Willoughby Hills Fire Rescue <firerescue@willoughbyhills-oh.gov>; Willoughby Hills Police <police@willoughbyhills-oh.gov>; Christopher Collins <policechiefcollins@willoughbyhills-oh.gov>; Willoughby Hills Council <council@willoughbyhills-oh.gov>; Nancy Fellows <nancyfellows@willoughbyhills-oh.gov>; Chris Hallum <chrishallum@willoughbyhills-oh.gov>; Chris Biro <chrisbiro@willoughbyhills-oh.gov>; Jennifer Greer <jennifergreer@willoughbyhills-oh.gov>; Janet Majka <janetmajka@willoughbyhills-oh.gov>; David Fiebig <davidfiebig@willoughbyhills-oh.gov>; John Plecnik <johnplecnik@willoughbyhills-oh.gov>

Subject: Patty Heller - Thank you note

Patty: Mayor has prepared the attached letter for you – wanted to get it out in email, but the original is in the Fire mailbox.

Thanks.

From: Gloria Majeski

Sent: Friday, July 14, 2017 6:44 PM

To: Willoughby Hills Recreation Dept. <recreation@willoughbyhills-oh.gov>; 'Tim Serazin' <serazin.whfd@gmail.com>; Patricia Heller <heller.whfd@gmail.com>; 'dimattia.whfd@gmail.com' <dimattia.whfd@gmail.com>; Willoughby Hills Fire Rescue <firerescue@willoughbyhills-oh.gov>

Cc: Law Director Personal <tomlobe@yahoo.com>; Mayor <mayor@willoughbyhills-oh.gov>; Frank Brichacek <frankbrichacek@willoughbyhills-oh.gov>; Dawn Snyder <DawnSnyder@willoughbyhills-oh.gov>; Willoughby Hills Finance Dept. <finance@willoughbyhills-oh.gov>; Willoughby Hills Court <court@willoughbyhills-oh.gov>; Willoughby Hills Building Dept. <building@willoughbyhills-oh.gov>; Mark Grubiss <markgrubiss@willoughbyhills-oh.gov>; Christopher Collins <policechiefcollins@willoughbyhills-oh.gov>; Willoughby Hills Police <police@willoughbyhills-oh.gov>; Willoughby Hills Council <council@willoughbyhills-oh.gov>; Nancy Fellows <nancyfellows@willoughbyhills-oh.gov>; Chris Hallum <chrishallum@willoughbyhills-oh.gov>; Chris Biro <chrisbiro@willoughbyhills-oh.gov>; Jennifer Greer <jennifergreer@willoughbyhills-oh.gov>; Janet Majka <janetmajka@willoughbyhills-oh.gov>; David Fiebig <davidfiebig@willoughbyhills-oh.gov>; John Plecnik <johnplecnik@willoughbyhills-oh.gov>; Rec Commission <rec_commission@willoughbyhills-oh.gov>

Subject: RE: Mayor's Memo to All Fire Department Personnel for Posting Re. Fire Department Leadership

Thanks for your kind remarks, Denise.

From: David Fiebig

Sent: Monday, July 17, 2017 12:05 PM

To: Willoughby Hills Council <council@willoughbyhills-oh.gov>

Subject: Fire dept memo

From: Tim Serazin [serazin.whfd@gmail.com]

Sent: Monday, July 17, 2017 9:22 AM

To: Robert Weger

Subject:

----- Forwarded message -----

From: **tim serazin** <tserazin@gmail.com>

Date: Monday, July 17, 2017

Subject:

To: "serazin whfd@gmail.com" <serazin.whfd@gmail.com>

From: Willoughby Hills Council

Sent: Monday, July 17, 2017 1:21 PM

To: Robert M. Weger (robertweger@willoughbyhills-oh.gov) <robertweger@willoughbyhills-oh.gov>; Gloria Majeski <gloriamajeski@willoughbyhills-oh.gov>

Subject: Information

Could I please have a copy of the Acting Chief resignation letter dated July 13, 2017 and a copy of the Mayor Report given during the Regular Council Meeting held on July 13, 2017.....Thanks!

From: Gloria Majeski

Sent: Monday, July 17, 2017 1:27 PM

To: Willoughby Hills Council <council@willoughbyhills-oh.gov>; Robert Weger <robertweger@willoughbyhills-oh.gov>

Cc: Mayor <mayor@willoughbyhills-oh.gov>

Subject: RE: Information

Here you go.

From: Willoughby Hills Council

Sent: Monday, July 17, 2017 1:31 PM

To: Robert M. Weger (robertweger@willoughbyhills-oh.gov) <robertweger@willoughbyhills-oh.gov>; Gloria Majeski <gloriamajeski@willoughbyhills-oh.gov>

Subject: Information

As previously requested, could I have a copy of the Mayor's Report given during the Regular Council Meeting held on July 13, 2017....Thanks

From: Gloria Majeski
Sent: Monday, July 17, 2017 1:34 PM
To: Willoughby Hills Council <council@willoughbyhills-oh.gov>
Subject: RE: Information
[Hmmm....did not get your original request, but here it is.](#)

From: Willoughby Hills Council
Sent: Monday, July 17, 2017 2:58 PM
To: 'Kristi Garabrandt' <kgarabrandt@news-herald.com>
Subject: FW: Mayor's Memo to All Fire Department Personnel for Posting Re. Fire Department Leadership
Per your request....

From: Willoughby Hills Council
Sent: Monday, July 17, 2017 2:58 PM
To: 'Kristi Garabrandt' <kgarabrandt@news-herald.com>
Subject: FW: Patty Heller - Thank you note
Per your request....

From: Willoughby Hills Council
Sent: Monday, July 17, 2017 2:59 PM
To: 'Kristi Garabrandt' <kgarabrandt@news-herald.com>
Subject: FW: Fire dept memo
Per your request...

From: Willoughby Hills Council
Sent: Monday, July 17, 2017 3:00 PM
To: 'Kristi Garabrandt' <kgarabrandt@news-herald.com>
Subject: FW: Information
Per your request....

From: Willoughby Hills Council
Sent: Monday, July 17, 2017 4:05 PM
To: Gloria Majeski <gloriamajeski@willoughbyhills-oh.gov>
Subject: email address
Could I please have the email address of the Civil Service Chairman Tom Majeski....Thanks

From: Gloria Majeski
Sent: Monday, July 17, 2017 4:07 PM
To: Willoughby Hills Council <council@willoughbyhills-oh.gov>
Cc: Tom Majeski <majicman56@yahoo.com>
Subject: RE: email address
Sure. It is: majicman56@yahoo.com

From: Willoughby Hills Council
Sent: Monday, July 17, 2017 4:19 PM
To: 'majicman56@yahoo.com' <majicman56@yahoo.com>
Cc: Robert M. Weger (robertweger@willoughbyhills-oh.gov) <robertweger@willoughbyhills-oh.gov>; Christopher Collins <policechiefcollins@willoughbyhills-oh.gov>; Willoughby Hills Council <council@willoughbyhills-oh.gov>; 'serazin.whfd@gmail.com' <serazin.whfd@gmail.com>; Patricria Heller <heller.whfd@gmail.com>; 'dimattia.whfd@gmail.com' <dimattia.whfd@gmail.com>; 'Chris Biro' <chrisbiro@willoughbyhills-oh.gov>; 'Chris Hallum' <ChrisHallum@willoughbyhills-oh.gov>; 'Christopher Biro (christopherbiro@yahoo.com)' <christopherbiro@yahoo.com>; 'David M. Fiebig (davidfiebig@willoughbyhills-oh.gov)' <davidfiebig@willoughbyhills-oh.gov>; 'Janet R. Majka' <jayrachel@yahoo.com>; 'Jennifer Sommers Greer' <jennifergreer@willoughbyhills-oh.gov>; 'John Plecnik' <JohnPlecnik@willoughbyhills-oh.gov>; 'Nancy Fellows (nancyfellows@willoughbyhills-oh.gov)' <nancyfellows@willoughbyhills-oh.gov>
Subject: Staffing
Council President is inquiring as to the status of hiring of 2 additional full-time police officers and 3 additional full-time firefighters which was legislatively provided for on March 23, 2017 (See attached Ordinance No. 2017-14 and Ordinance No. 2017-15).

From: Willoughby Hills Council
Sent: Monday, July 17, 2017 5:03 PM
To: 'John Plecnik' <johnplecnik@willoughbyhills-oh.gov>
Subject: FW: Fire dept memo
Per your request....

From: David Fiebig
Sent: Monday, July 17, 2017 12:05 PM
To: Willoughby Hills Council <council@willoughbyhills-oh.gov>

Subject: Fire dept memo

From: Tim Serazin [serazin.whfd@gmail.com]

Sent: Monday, July 17, 2017 9:22 AM

To: Robert Weger

Subject:

----- Forwarded message -----

From: **tim serazin** <tserazin@gmail.com>

Date: Monday, July 17, 2017

Subject:

To: "serazin whfd@gmail com" <serazin.whfd@gmail.com>

Hello I'm in receipt of your memo regarding fire department leadership.

While a traditional rank structure is important and would be preferred. I am certain that Lou, Patty and I along with the rest of the career staff will have no issues handling day to day operations while the acting chief situation is worked out with council or a fulltime Chief choice is agreed upon.

I am however deeply concerned about your plan to halt the hiring process until a new full-time chief is agreed-upon.

Much has been made about the increased over time costs associated with our current staffing crises and while that is a concern I believe lost in the shuffle is the staffing crisis's affect on service delivery. There have been numerous shifts covered with only four personnel and a few shifts covered with only three persons. These types of staffing shortfalls are dangerous not only to the firefighters but to the citizens we serve. It should be noted that these shifts were left short after trying numerous times to fill with part time as well as full-time overtime. We simply do not have the staff to consistently staff the Fire Department adequately.

With these concerns in mind I would strongly advise the hiring process for both full and part time members continue in earnest. The career staff have both the technical expertise as well as intimate knowledge of the Willoughby Hills Fire Department culture and would be eager to assist with the hiring process. The practice of including career members in the hiring process is prevalent throughout the fire service and there our numerous models using nearby departments that could be used to determine what system works best for our department.

There is also a concern that the longer the full time hiring process takes the more likely the best candidates on the full-time eligibility list will receive job offers from other cities.

I would like to request a labor relations meeting as well as an invite to the next safety committee meeting to discuss this and other issues of concern.

Thank you

LT Tim Serazin

From: Willoughby Hills Council

Sent: Monday, July 17, 2017 5:22 PM

To: 'Kristi Garabrandt' <kgarabrandt@news-herald.com>

Subject: Pubic Records Request for Information pertaining to the Staffing of the City's Safety Forces

Per your request attached please find Ordinance No. 2017-14 and Ordinance No. 2017-15 which provided for 2 full-time police officers and 3 full-time firefighters. Said legislation was adopted on March 23, 2017.

From: Willoughby Hills Council

Sent: Monday, July 17, 2017 6:23 PM

To: 'John Plecnik' <johnplecnik@willoughbyhills-oh.gov>; David M. Fiebig (davidfiebig@willoughbyhills-oh.gov) <davidfiebig@willoughbyhills-oh.gov>

Subject: Willoughby Hills Council Committee Meetings scheduled for Thursday, July 27, 2017

Please review and confirm if the notifications as presented are correct.....

From: Willoughby Hills Council

Sent: Monday, July 17, 2017 6:32 PM

To: 'Kristi Garabrandt' <kgarabrandt@news-herald.com>

Subject: Agreement between The City of Willowick and the AFSCME Ohio Council 8 AFL-CIO and the City of WH proposed Secretarial Unit Contract

Per your request please find the Agreement between The City of Willowick and the AFSCME Ohio Council 8 AFL-CIO along with the City of WH proposed Secretarial Unit Contract for 2017 – 2019.....

From: Willoughby Hills Council

Sent: Monday, July 17, 2017 6:37 PM

To: 'Bev Dever' <bdever@news-herald.com>

Subject: Publishing of Legal Notice: Passage of Ordinances/Resolutions

From: Willoughby Hills Council

Sent: Monday, July 17, 2017 8:21 PM

To: 'Chris Biro' <chrisbiro@willoughbyhills-oh.gov>; 'Chris Hallum' <ChrisHallum@willoughbyhills-oh.gov>; 'Christopher Biro' (christopherbiro@yahoo.com) <christopherbiro@yahoo.com>; 'David M. Fiebig' (davidfiebig@willoughbyhills-oh.gov) <davidfiebig@willoughbyhills-oh.gov>; 'Janet R. Majka' <jayrrachel@yahoo.com>; 'Jennifer Sommers Greer' <jennifergreer@willoughbyhills-oh.gov>; 'John Plecnik' <JohnPlecnik@willoughbyhills-oh.gov>; 'Nancy Fellows' (nancyfellows@willoughbyhills-oh.gov) <nancyfellows@willoughbyhills-oh.gov>

Cc: 'Gail Stuehr' (gstuehr@yahoo.com) <gstuehr@yahoo.com>; 'John Bertosa' (jbertosa@news-herald.com) <jbertosa@news-herald.com>; 'Marian McMahon' <mmcmahon@gazettenews.com>; Willoughby Hills Finance Dept. <finance@willoughbyhills-oh.gov>; 'WINT Radio' <ron@winradio.com>

Subject: Planning & Zoning Commission and Architectural Board of Review Meeting of July 20, 2017

NOTIFICATION:

Notification is hereby given confirming that the regular Willoughby Hills **Planning & Zoning Commission and Architectural Board of Review** meeting scheduled for **Thursday, July 20, 2017 at 7:00pm** will take place in the Council Chamber located within the City Hall of Willoughby Hills, 35405 Chardon Road.

Pursuant to Chapter 107 of the Codified Ordinances of the City of Willoughby Hills, notification confirming this meeting has been served this 17th day of July 2017.

Victoria Ann Savage, CMC

Clerk of Council

City of Willoughby Hills

(440) 975-3541

council@willoughbyhills-oh.gov

From: Tom Majeski [mailto:majicman56@yahoo.com]

Sent: Tuesday, July 18, 2017 8:08 AM

To: Willoughby Hills Council <council@willoughbyhills-oh.gov>

Subject: Re: Staffing

Upon request of the Appointing Authority, applications were accepted and written test administered. On July 11, 2017 the eligible list was certified after Veterans, Educational, and Part-time service points added. Next step is oral interviews, upon notification of Appointing Authority.

Tom Majeski

From: Bev Dever [mailto:bdever@news-herald.com]

Sent: Tuesday, July 18, 2017 11:10 AM

To: Willoughby Hills Council <council@willoughbyhills-oh.gov>

Subject: Re: Publishing of Legal Notice: Passage of Ordinances/Resolutions

Hi Victoria,

Received your notice of ordinances/resolutions to publish July 19th 2017. The cost will be \$52.55 and you're good to go.

From: Willoughby Hills Council

Sent: Tuesday, July 18, 2017 1:22 PM

To: 'Tom Majeski' <majicman56@yahoo.com>

Subject: RE: Staffing

Thank you for the information.

From: Willoughby Hills Council

Sent: Tuesday, July 18, 2017 1:29 PM

To: 'Chris Biro' <chrisbiro@willoughbyhills-oh.gov>; 'Chris Hallum' <ChrisHallum@willoughbyhills-oh.gov>; 'Christopher Biro' (christopherbiro@yahoo.com) <christopherbiro@yahoo.com>; 'David M. Fiebig' (davidfiebig@willoughbyhills-oh.gov) <davidfiebig@willoughbyhills-oh.gov>; 'Janet R. Majka' <jayrrachel@yahoo.com>; 'Jennifer Sommers Greer' <jennifergreer@willoughbyhills-oh.gov>; 'John Plecnik' <JohnPlecnik@willoughbyhills-oh.gov>; 'Nancy Fellows' (nancyfellows@willoughbyhills-oh.gov) <nancyfellows@willoughbyhills-oh.gov>

Cc: Thomas G. Lobe (tomlobe@yahoo.com) <tomlobe@yahoo.com>; Robert M. Weger (robertweger@willoughbyhills-oh.gov) <robertweger@willoughbyhills-oh.gov>; frankbrichacek@willoughbyhills-oh.gov; 'serazin.whfd@gmail.com' <serazin.whfd@gmail.com>; Gloria Majeski <gloriamajeski@willoughbyhills-oh.gov>

Subject: FW: Willoughby Hills Council Committee Meetings scheduled for Thursday, July 27, 2017

AD-HOC COMMUNICATIONS COMMITTEE

Notice is hereby given Councilman David M. Fiebig, Chair of the Ad-hoc Communications Committee of Council has called for the Ad-hoc Committee to meet on **Thursday, July 27, 2017 at 5:30pm in Council Chambers at City Hall, 35405 Chardon Road, Willoughby Hills, Ohio** to discuss **City Communications** and any other business pertaining to the topic of communications.

Members of Council have been invited to attend as well as the Mayor.

PERSONNEL RELATIONS COMMITTEE

Notice is hereby given that Vice President John Plecnik, Chair of the **Personnel Relations Committee of Council** has called for the Committee to meet on **Thursday, July 27, 2017 at 6:00pm in the Council Chamber located within City Hall, 35405 Chardon Road, Willoughby Hills, Ohio** to discuss (1) Compensation of Non-Union Employees (2) Secretarial Union Contract and any other business pertaining to Personnel Relations.

Inviting the Members of Council, Mayor and the Law Director

SAFETY

Notice is hereby given Councilman David M. Fiebig, Chair of the Safety Committee of Council has called for the Committee to meet on **Thursday, July 27, 2017 at 6:30pm in Council Chambers at City Hall, 35405 Chardon Road, Willoughby Hills, Ohio** to discuss **Fire Chief Position and Staffing and any other business pertaining to Safety.**

Members of Council have been invited to attend as well as the Mayor, the Finance Director and Acting Fire Chief Serazin

Pursuant to Chapter 107 of the Codified Ordinances of the City of Willoughby Hills, notification of this meeting has been served this 18th day of July, 2017.

By Order of the Council of

THE CITY OF WILLOUGHBY HILLS, OHIO

Victoria Ann Savage, CMC

Clerk of Council

From: Willoughby Hills Council

Sent: Tuesday, July 18, 2017 1:36 PM

To: 'Gail Stuehr (gstuehr@yahoo.com)' <gstuehr@yahoo.com>; 'John Bertosa (jbertosa@news-herald.com)' <jbertosa@news-herald.com>; 'Marian McMahon' <mmcmahon@gazettenews.com>; Willoughby Hills Finance Dept. <finance@willoughbyhills-oh.gov>; 'WINT Radio' <ron@wintradio.com>

Cc: 'tmarshcpa@att.net' <tmarshcpa@att.net>

Subject: Willoughby Hills Council Committee Meetings scheduled for Thursday, July 27, 2017

NOTIFICATION:

AD-HOC COMMUNICATIONS COMMITTEE

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By Order of the Council of

THE CITY OF WILLOUGHBY HILLS, OHIO

Victoria Ann Savage, CMC

Clerk of Council

From: Willoughby Hills Council

Sent: Tuesday, July 18, 2017 2:03 PM

To: 'Kristi Garabrandt' <kgarabrandt@news-herald.com>

Subject: Information: Fire Union Contract

Per your request....

From: Willoughby Hills Council

Sent: Tuesday, July 18, 2017 2:19 PM

To: 'Kristi Garabrandt' <kgarabrandt@news-herald.com>

Subject: Fire Chief Job Description - revised
Revised by Administration on April 8, 2016....

From: Willoughby Hills Council

Sent: Tuesday, July 18, 2017 3:00 PM

To: 'Chris Biro' <chrisbiro@willoughbyhills-oh.gov>; 'Chris Hallum' <ChrisHallum@willoughbyhills-oh.gov>; 'Christopher Biro (christopherbiro@yahoo.com)' <christopherbiro@yahoo.com>; 'David M. Fiebig (davidfiebig@willoughbyhills-oh.gov)' <davidfiebig@willoughbyhills-oh.gov>; 'Janet R. Majka' <jayrrachel@yahoo.com>; 'Jennifer Sommers Greer' <jennifergreer@willoughbyhills-oh.gov>; 'John Plecnik' <JohnPlecnik@willoughbyhills-oh.gov>; 'Nancy Fellows (nancyfellows@willoughbyhills-oh.gov)' <nancyfellows@willoughbyhills-oh.gov>

Cc: Thomas G. Lobe (tomlobe@yahoo.com) <tomlobe@yahoo.com>; Robert M. Weger (robertweger@willoughbyhills-oh.gov) <robertweger@willoughbyhills-oh.gov>; Gloria Majeski <gloriamajeski@willoughbyhills-oh.gov>

Subject: Ohio Department of Commerce - Permit Renewal Objections

Attached please find Notice of Permit Renewal Objections from the Ohio Department of Commerce/Division of Liquor Control with respect to Notification of Permit Renewal Objections, dated July 7, 2017. Please know that said Notification has been provided to the Mayor serving the City as Safety/Service Director so that the appropriate action can be taken on behalf of the City.

From: Willoughby Hills Council

Sent: Tuesday, July 18, 2017 3:18 PM

To: 'Chris Biro' <chrisbiro@willoughbyhills-oh.gov>; 'Chris Hallum' <ChrisHallum@willoughbyhills-oh.gov>; 'Christopher Biro (christopherbiro@yahoo.com)' <christopherbiro@yahoo.com>; 'David M. Fiebig (davidfiebig@willoughbyhills-oh.gov)' <davidfiebig@willoughbyhills-oh.gov>; 'Janet R. Majka' <jayrrachel@yahoo.com>; 'Jennifer Sommers Greer' <jennifergreer@willoughbyhills-oh.gov>; 'John Plecnik' <JohnPlecnik@willoughbyhills-oh.gov>; 'Nancy Fellows (nancyfellows@willoughbyhills-oh.gov)' <nancyfellows@willoughbyhills-oh.gov>

Subject: Donation to WH Boy Scout Troop 562

Attached please find a copy of the abovementioned subject matter....

From: Gloria Majeski

Sent: Tuesday, July 18, 2017 4:44 PM

To: Patricia Heller <heller.whfd@gmail.com>; 'Tim Serazin' <serazin.whfd@gmail.com>; 'dimattia.whfd@gmail.com' <dimattia.whfd@gmail.com>; talcott.whfd@gmail.com; Willoughby Hills Council <council@willoughbyhills-oh.gov>; Nancy Fellows <nancyfellows@willoughbyhills-oh.gov>; Chris Hallum <chrishallum@willoughbyhills-oh.gov>; Chris Biro <chrisbiro@willoughbyhills-oh.gov>; Jennifer Greer <jennifergreer@willoughbyhills-oh.gov>; Janet Majka <janetmajka@willoughbyhills-oh.gov>; David Fiebig <davidfiebig@willoughbyhills-oh.gov>; John Plecnik <johnplecnik@willoughbyhills-oh.gov>; Willoughby Hills Court <court@willoughbyhills-oh.gov>; Willoughby Hills Recreation Dept. <recreation@willoughbyhills-oh.gov>; Willoughby Hills Finance Dept. <finance@willoughbyhills-oh.gov>; Frank Brichacek <frankbrichacek@willoughbyhills-oh.gov>; Dawn Snyder <DawnSnyder@willoughbyhills-oh.gov>; Willoughby Hills Building Dept. <building@willoughbyhills-oh.gov>; Mark Grubiss <markgrubiss@willoughbyhills-oh.gov>; Law Director Personal <tomlobe@yahoo.com>

Subject: Appointment of Acting Fire Chief

Please see Mayor's attached memo appointing Acting Fire Chief Tom Talcott effective immediately.

From: Fellows, Nancy [ASPUS] [mailto:nfellows@its.jnj.com]

Sent: Tuesday, July 18, 2017 4:57 PM

To: Willoughby Hills Council <council@willoughbyhills-oh.gov>

Subject: ORC

107-2-04 Confidentiality statutes and rules.

(A) The following federal statutes or regulations or state statutes and administrative rules make personal information maintained by the agency confidential and identify the confidential personal information within the scope of rules promulgated by this agency in accordance with section 1347.15 of the Revised Code:

(1) Social security numbers: 5 U.S.C. 552a., unless the individual was told that the number would be disclosed.

From: David Fiebig

Sent: Tuesday, July 18, 2017 7:27 PM

To: Willoughby Hills Council <council@willoughbyhills-oh.gov>

Subject: FW: Drainage Issues - Roadside & Rear Yard - 2358 & 2360 Trailard Ln

From: David Fiebig

Sent: Tuesday, July 18, 2017 7:25 PM

To: Pietro DiFranco; inspireprinting4u@gmail.com; Mark Grubiss

Cc: Kevin Trepal

Subject: RE: Drainage Issues - Roadside & Rear Yard - 2358 & 2360 Trailard Ln

Thanks for your attention to this issue Pete and Mark. I'll follow up with Scott.

Thanks,

Dave

From: Pietro DiFranco [PDiFranco@RLBA.com]

Sent: Tuesday, July 18, 2017 5:34 PM

To: inspireprinting4u@gmail.com; David Fiebig; Mark Grubiss

Cc: Kevin Trepal

Subject: Drainage Issues - Roadside & Rear Yard - 2358 & 2360 Trailard Ln

Scott Kordos

2360 Trailard Dr.

Scott,

Following is just a summary of our visit to your property on Friday 7/14/17.

1. Grate on inlet along your north side yard – Mark had already replaced the plastic grate with a heavy-duty iron grate.
2. Ponding at bottom of your drive apron – Mark had already cut the 4” concrete curb/lip of the precast inlet near your apron so surface water could better enter the structure. Mark also removed a high spot in the asphalt roadway by cutting and replacing it.
3. Ponding within your roadside ditch – Mark had already removed the rock check dam so water in the ditch will flow freely.
4. Pipe termination at your rear yard at the marsh – Unfortunately this pipe was already half submerged, therefore extending it further would result in most, if not all of the pipe remaining submerged, which is not recommended. The water elevation within the marsh is determined by its downstream entry point to the Chagrin River. We suggest you remove the vegetation at the end of the pipe in an effort to help it dry out, allow the runoff within the pipe to more freely flow, and reduce the amount of sediment build-up. Cleaning this area should also reduce the amount of flies and other bugs.
5. Ponding in roadside ditch along 2358 Trailard Dr – We gave this a lot of consideration, however there is no easy solution. The site is severely constrained by the hillside, neighboring house/garage, and narrow right-of-way. In addition, the amount and frequency of sediment coming from the hillside will block/plug anything in its path. So, we came up with the attached sketch, utilizing a perforated pipe with riser and some sort of partial sediment barrier. Mark is planning to install in the future. It’s not a full-proof solution, but should be an improvement to help minimize the frequency of ponding. It still requires monitoring and routine maintenance, which can be done by property owners.

Feel free to contact us with any questions or comments.

Sincerely,

Pete

Willoughby Hills City Engineer

Pietro A. DiFranco PE LEED AP CPESC

From: Inspire Printing <inspireprinting4u@gmail.com>

Date: May 19, 2017 at 12:52:13 PM EDT

To: "Service@willoughbyhills-oh.gov" <Service@willoughbyhills-oh.gov>

Subject: Update 1 Trailard Ln.

Hello,

I'm new to the area and just purchased 2360 Trailard Ln. It's beautiful property and a very nice neighborhood. I spoke with the service crew that was down here the other day, cleaning the drain ditch and cutting down the concrete sewer basin. I did notice and point out to the crew that the ditch in the back part of the property is getting quite full of silt as well. I would like to find out if something can be done with this and also if the drain can be completed? (Finish installing drain pipe and cover over with dirt as per the original city plans). I feel this is a safety hazard to the neighbors children. I also learned from personal experience this is a fantastic place for ticks to hang out. The center drain cover/clean out is damaged and is loose(no hardware hold it down. I feel this is a safety hazard as well.) Also I was wondering what can be done with the constant mud puddle at the end of my driveway? The driveway is in very nice shape and I'd like to get it seal coated to keep it that way but there is no point with the amount of mud that gets tracked into the driveway. Please contact me at 440-231-5026 to discuss this matter further. Thank you very much for your time in this matter.

Sincerely,

Scott P. Kordos

From: Willoughby Hills Finance Dept.

Sent: Wednesday, July 19, 2017 9:09 AM

To: Willoughby Hills Council <council@willoughbyhills-oh.gov>

Subject: RE: Willoughby Hills Council Committee Meetings scheduled for Thursday, July 27, 2017

THANKS

From: Pietro DiFranco [mailto:PDiFranco@RLBA.com]

Sent: Thursday, July 20, 2017 8:19 AM

To: Mayor <mayor@willoughbyhills-oh.gov>; Nancy Fellows <nancyfellows@willoughbyhills-oh.gov>; John Plecnik <johnplecnik@willoughbyhills-oh.gov>; Chris Biro <chrisbiro@willoughbyhills-oh.gov>; David Fiebig <davidfiebig@willoughbyhills-oh.gov>; Jennifer Greer <jennifergreer@willoughbyhills-oh.gov>; Chris Hallum <chrishallum@willoughbyhills-oh.gov>; Janet Majka <janetmajka@willoughbyhills-oh.gov>; Willoughby Hills Council <council@willoughbyhills-oh.gov>
Cc: Law Director Personal <tomlobe@yahoo.com>; Frank Brichacek <frankbrichacek@willoughbyhills-oh.gov>; Willoughby Hills Finance Dept. <finance@willoughbyhills-oh.gov>; Mark Grubiss <markgrubiss@willoughbyhills-oh.gov>; Gloria Majeski <gloriamajeski@willoughbyhills-oh.gov>; Willoughby Hills Building Dept. <building@willoughbyhills-oh.gov>; Kevin Trepal <ktrepal@RLBA.com>
**Subject: Willoughby Hills City Engineer's Report 170720
Mayor & Council,
Attached is the City Engineer's report dated 7/20/17.**

From: Willoughby Hills Council
Sent: Thursday, July 20, 2017 1:46 PM
To: 'Chris Biro' <chrisbiro@willoughbyhills-oh.gov>; 'Chris Hallum' <ChrisHallum@willoughbyhills-oh.gov>; 'Christopher Biro (christopherbiro@yahoo.com)' <christopherbiro@yahoo.com>; 'David M. Fiebig (davidfiebig@willoughbyhills-oh.gov)' <davidfiebig@willoughbyhills-oh.gov>; 'Janet R. Majka' <jayrachel@yahoo.com>; 'Jennifer Sommers Greer' <jennifergreer@willoughbyhills-oh.gov>; 'John Plecnik' <JohnPlecnik@willoughbyhills-oh.gov>; 'Nancy Fellows (nancyfellows@willoughbyhills-oh.gov)' <nancyfellows@willoughbyhills-oh.gov>
**Subject: FW: Highlighting intergovernmental partnerships in Ohio
Fyi...**

From: Willoughby Hills Council
Sent: Thursday, July 20, 2017 1:47 PM
To: 'Chris Biro' <chrisbiro@willoughbyhills-oh.gov>; 'Chris Hallum' <ChrisHallum@willoughbyhills-oh.gov>; 'Christopher Biro (christopherbiro@yahoo.com)' <christopherbiro@yahoo.com>; 'David M. Fiebig (davidfiebig@willoughbyhills-oh.gov)' <davidfiebig@willoughbyhills-oh.gov>; 'Janet R. Majka' <jayrachel@yahoo.com>; 'Jennifer Sommers Greer' <jennifergreer@willoughbyhills-oh.gov>; 'John Plecnik' <JohnPlecnik@willoughbyhills-oh.gov>; 'Nancy Fellows (nancyfellows@willoughbyhills-oh.gov)' <nancyfellows@willoughbyhills-oh.gov>
**Subject: FW: NOACA is Seeking Nominations for the Walter F. Ehrnelt, Jr. Award
Fyi....**

From: Frank Brichacek
Sent: Thursday, July 20, 2017 1:27 PM
To: Willoughby Hills Council <council@willoughbyhills-oh.gov>
**Subject: Your Inquiry For a Salary Schedule
Importance: High**
Hi Vicki,
Last week in the hall you mentioned to me that you wanted a pay rate change schedule for you position. Can you let me know what you need so I can prepare it? Just stop in or give me a call and we can get this going.

From: Willoughby Hills Council
Sent: Thursday, July 20, 2017 2:12 PM
To: Frank Brichacek <frankbrichacek@willoughbyhills-oh.gov>
Cc: Nancy Fellows (nancyfellows@willoughbyhills-oh.gov) <nancyfellows@willoughbyhills-oh.gov>
**Subject: RE: Your Inquiry For a Salary Schedule
Council President wanted a salary adjustment reflecting the 3% salary increase, effective April 10, 2016 for the position of Council Clerk....much like what you were able to prepare for the Position of Police Executive Assistant/Dispatch Supervisor. See previous emails provided below....**

From: Willoughby Hills Council
Sent: Monday, July 10, 2017 8:32 PM
To: frankbrichacek@willoughbyhills-oh.gov
Cc: Nancy Fellows (nancyfellows@willoughbyhills-oh.gov) <nancyfellows@willoughbyhills-oh.gov>
Subject: FW: Question
As discussed earlier, provided is the email which I had referenced.... Council President would like you to use the same format with respect to providing the position of Clerk of Council with a 3% salary increase effective as of April 10, 2016 along with the salary increase of 2% for 2017....Thanks!

From: Willoughby Hills Council
Sent: Thursday, July 20, 2017 2:12 PM
To: frankbrichacek@willoughbyhills-oh.gov
Cc: Nancy Fellows (nancyfellows@willoughbyhills-oh.gov) <nancyfellows@willoughbyhills-oh.gov>
Subject: FW: Question

Here you go....

From: Willoughby Hills Council
Sent: Monday, July 10, 2017 8:32 PM
To: frankbrichacek@willoughbyhills-oh.gov
Cc: Nancy Fellows (nancyfellows@willoughbyhills-oh.gov) <nancyfellows@willoughbyhills-oh.gov>
Subject: FW: Question

As discussed earlier, provided is the email which I had referenced....Council President would like you to use the same format with respect to providing the position of Clerk of Council with a 3% salary increase effective as of April 10, 2016 along with the salary increase of 2% for 2017....Thanks!

From: Frank Brichacek
Sent: Thursday, July 20, 2017 2:18 PM
To: Willoughby Hills Council <council@willoughbyhills-oh.gov>
Subject: RE: Question
Thanks, I'll get on it.

From: Willoughby Hills Council
Sent: Thursday, July 20, 2017 2:30 PM
To: 'Chris Biro' <chrisbiro@willoughbyhills-oh.gov>; 'Chris Hallum' <ChrisHallum@willoughbyhills-oh.gov>; 'Christopher Biro' (christopherbiro@yahoo.com)' <christopherbiro@yahoo.com>; 'David M. Fiebig' (davidfiebig@willoughbyhills-oh.gov)' <davidfiebig@willoughbyhills-oh.gov>; 'Janet R. Majka' <jayrrachel@yahoo.com>; 'Jennifer Sommers Greer' <jennifergreer@willoughbyhills-oh.gov>; 'John Plecnik' <JohnPlecnik@willoughbyhills-oh.gov>; 'Nancy Fellows' (nancyfellows@willoughbyhills-oh.gov)' <nancyfellows@willoughbyhills-oh.gov>
Subject: UPDATED - Planning & Zoning Commission and Architectural Board of Review Agenda - July 20, 2017
Attached please find an updated Planning & Zoning Commission and Architectural Board of Review Agenda for the regular meeting scheduled for July 20, 2017....

From: Frank Brichacek
Sent: Thursday, July 20, 2017 4:02 PM
To: Willoughby Hills Council <council@willoughbyhills-oh.gov>
Cc: Nancy Fellows <nancyfellows@willoughbyhills-oh.gov>; Mayor <mayor@willoughbyhills-oh.gov>; Robert Weger <robertweger@willoughbyhills-oh.gov>; Law Director Personal <tomlobe@yahoo.com>
Subject: Clerk of Council Pay Adjustment Information

From: joanmazz@aol.com [<mailto:joanmazz@aol.com>]
Sent: Thursday, July 20, 2017 4:04 PM
To: Willoughby Hills Council <council@willoughbyhills-oh.gov>; Law Director Personal <tomlobe@yahoo.com>
Subject: charter amendment information
Clerk Savage and Law Director Lobe,
I am writing to double check on the number of valid signatures required for a charter amendment to reduce the number of Willoughby Hills council members from 7 to 5 with two at large and three - one for each district.
In reading the charter, it is not entirely clear how many valid signatures are required.
8.22 Such petition shall comply with the provisions of Section [8.32](#), and the required percentage shall be at least ten percent (10%).
8.32 The sufficiency of the number of signatures on any petition shall be determined as being the required percentage of the number of electors voting in the last general Municipal election.
So, is the number of signatures needed 10 percent of the number of electors who voted in the last general municipal election? And because this is a charter amendment, I am inquiring if the signatures need to be distributed throughout the city, i.e. a certain number from each district or no?
My quick review indicates that the 10 percent would amount to 624 valid signatures. Could you also verify that.
Finally, it's my understanding that the clerk's office prepares the part petitions for myself and the committee to use in getting the signatures. Please let me know if that is correct, if I have to prepare the wording or any other information required for those.
Thanks.
Joan Mazzolini
35800 Eddy Rd.

From: Willoughby Hills Council
Sent: Thursday, July 20, 2017 4:18 PM
To: 'Chris Biro' <chrisbiro@willoughbyhills-oh.gov>; 'Chris Hallum' <ChrisHallum@willoughbyhills-oh.gov>; 'Christopher Biro' (christopherbiro@yahoo.com)' <christopherbiro@yahoo.com>; 'David M. Fiebig' (davidfiebig@willoughbyhills-oh.gov)' <davidfiebig@willoughbyhills-oh.gov>; 'Janet R. Majka' <jayrrachel@yahoo.com>; 'Jennifer Sommers Greer' <jennifergreer@willoughbyhills-oh.gov>; 'John Plecnik' <JohnPlecnik@willoughbyhills-oh.gov>; 'Nancy Fellows' (nancyfellows@willoughbyhills-oh.gov)' <nancyfellows@willoughbyhills-oh.gov>
Cc: Thomas G. Lobe (tomlobe@yahoo.com) <tomlobe@yahoo.com>
Subject: FW: charter amendment information

FYi....Council Office is deferring this to the Law Director for interpretation of Charter Provisions 8.22, 8.32....

From: Willoughby Hills Council
Sent: Thursday, July 20, 2017 4:45 PM
To: 'jan.clair@lakecountyohio.gov' <jan.clair@lakecountyohio.gov>
Subject: FW: charter amendment information
Here you go....

From: joanmazz@aol.com [<mailto:joanmazz@aol.com>]
Sent: Thursday, July 20, 2017 4:04 PM
To: Willoughby Hills Council <council@willoughbyhills-oh.gov>; Law Director Personal <tomlobe@yahoo.com>
Subject: charter amendment information

From: Thomas Lobe [<mailto:tomlobe@yahoo.com>]
Sent: Thursday, July 20, 2017 9:06 PM
To: Willoughby Hills Council <council@willoughbyhills-oh.gov>
Subject: Charter Amendment info request by resident

Vicki,
Thanks for our impromptu meeting and discussion today. Lets meet as we discussed tomorrow in the pm and get a good response back. I think our conversation with the Lake County Board of Elections, confirmed where we were headed.
I am working on our response at this moment. Thanks again and lets talk tomorrow.

From: Fellows, Nancy [ASPUS] [<mailto:nfellows@its.jnj.com>]
Sent: Thursday, July 20, 2017 10:38 PM
To: Law Director Personal <tomlobe@yahoo.com>
Cc: Willoughby Hills Council <council@willoughbyhills-oh.gov>; Chris Biro <chrisbiro@willoughbyhills-oh.gov>; Chris Hallum <chrishallum@willoughbyhills-oh.gov>; Chris Biro Personal <christopherbiro@yahoo.com>; David Fiebig <davidfiebig@willoughbyhills-oh.gov>; Janet R. Majka <jayrachel@yahoo.com>; Jennifer Greer <jennifergreer@willoughbyhills-oh.gov>; John Plecnik <johnplecnik@willoughbyhills-oh.gov>; Nancy Fellows <nancyfellows@willoughbyhills-oh.gov>
Subject: RE: charter amendment information

As the Council President, I grant authority to the Council Clerk to perform any Council work after 20 hours have been worked in a calendar week. Reviewing the Executive Administrative Assistant's duties and responsibilities, i.e. #18. states "Assist the Law Director with any administrative duties he requires; apprise the Law Director of any legal issues that he may need to tend to". Due to the nature of this resident's request, it is in the best interest to have the Mayor's Assistant, as stipulated in her duties and responsibilities, to assist you with any and all information gathering, as well as legal clarification/interpretation of Charter provisions 8.22, 8.32, and 10.4.

Thank you for your courtesy with regards to my request and this matter.
Nancy

From: Willoughby Hills Council
Sent: Thursday, July 20, 2017 8:03 PM
To: 'jan.clair@lakecountyohio.gov' <jan.clair@lakecountyohio.gov>
Subject: FW: charter amendment information

I had another question with respect to **8.33 Official Notice**. Said section states: "On or before the scheduled distribution of any form of absentee ballot by the Board of Elections for any election at which an initiated or referred ordinance, recall of an elected official, or Charter amendment is to be submitted, the Clerk of Council shall have printed and mailed to each elector an official notice containing a full text of any such ordinance with their respective ballot titles, or the ballot title for a recall election; provided, however, that notice of Charter amendments may be given by newspaper advertising in accordance with the general laws of the State. The validity of the election result on such ordinances or recall shall not be questioned because of errors or irregularities in such mailing or newspaper advertising.

When would I have to serve notice as it should be served on or before scheduled distribution of any absentee ballot by the Board of Elections....

COPY OF SAID EMAIL PROVIDED TO THE LAW DIRECTOR THOMAS G. LOBE

From: Fellows, Nancy [ASPUS] [<mailto:nfellows@its.jnj.com>]
Sent: Friday, July 21, 2017 10:40 AM
To: Willoughby Hills Council <council@willoughbyhills-oh.gov>
Subject: Social Security Numbers

Vicki,
Please email to the Mayor, Law Director and all members of Council. Thank you.

From: Gloria Majeski
Sent: Friday, July 21, 2017 11:00 AM
To: Willoughby Hills Council <council@willoughbyhills-oh.gov>; Chris Biro <chrisbiro@willoughbyhills-oh.gov>; Chris Hallum <chrishallum@willoughbyhills-oh.gov>; Chris Biro Personal <christopherbiro@yahoo.com>; David Fiebig <davidfiebig@willoughbyhills-oh.gov>; Janet R. Majka <jayrachel@yahoo.com>; Jennifer Greer <jennifergreer@willoughbyhills-oh.gov>

oh.gov>; John Plecnik <johnplecnik@willoughbyhills-oh.gov>; Nancy Fellows <nancyfellows@willoughbyhills-oh.gov>
Cc: Law Director Personal <tomlobe@yahoo.com>; Robert Weger <robertweger@willoughbyhills-oh.gov>

Subject: RE: Ohio Department of Commerce - Permit Renewal Objections

Council: Just an FYI that NO action is required by the Mayor at this time. We have a current list of Liquor License Permits that have no objections. It is now up to them to renew their licenses. Our list is current.

-----Original Message-----

From: Gloria Majeski

Sent: Friday, July 21, 2017 11:11 AM

To: David Fiebig <davidfiebig@willoughbyhills-oh.gov>

Cc: Nancy Fellows <nancyfellows@willoughbyhills-oh.gov>; Chris Hallum <chrishallum@willoughbyhills-oh.gov>; Chris Biro <chrisbiro@willoughbyhills-oh.gov>; Jennifer Greer <jennifergreer@willoughbyhills-oh.gov>; Janet Majka <janetmajka@willoughbyhills-oh.gov>; John Plecnik <johnplecnik@willoughbyhills-oh.gov>; Willoughby Hills Council <council@willoughbyhills-oh.gov>; Law Director Personal <tomlobe@yahoo.com>; Mayor <mayor@willoughbyhills-oh.gov>

Subject: RE: Ohio Department of Commerce - Permit Renewal Objections

Sure. Here you go.

Original Message-----

From: David Fiebig

Sent: Friday, July 21, 2017 11:08 AM

To: Gloria Majeski <gloriamajeski@willoughbyhills-oh.gov>

Subject: RE: Ohio Department of Commerce - Permit Renewal Objections

Gloria,

Please provide that list via email.

Thank you

Dave

From: Frank Brichacek

Sent: Friday, July 21, 2017 5:21 PM

To: Chris Hallum <chrishallum@willoughbyhills-oh.gov>; Chris Biro <chrisbiro@willoughbyhills-oh.gov>; Chris Biro Personal <christopherbiro@yahoo.com>; David Fiebig <davidfiebig@willoughbyhills-oh.gov>; Janet Majka - City of Willoughby Hills (jayrachel@yahoo.com) <jayrachel@yahoo.com>; Janet Majka <janetmajka@willoughbyhills-oh.gov>; Jennifer Greer <jennifergreer@willoughbyhills-oh.gov>; 'John Plecnik' <John@johnplecnik.com>; John Plecnik <johnplecnik@willoughbyhills-oh.gov>; Nancy Fellows <nancyfellows@willoughbyhills-oh.gov>; 'nfellows@its.jnj.com' <nfellows@its.jnj.com>; Willoughby Hills Council <council@willoughbyhills-oh.gov>

Cc: Robert Weger <robertweger@willoughbyhills-oh.gov>; Mayor <mayor@willoughbyhills-oh.gov>; Law Director Personal <tomlobe@yahoo.com>; Christopher Collins <policechiefcollins@willoughbyhills-oh.gov>

Subject: Proposed 2017 Budget Revision - PD Rotary Club Computerization Donation

A \$2,500 increase to provide for the acquisition of two lap top computers by the Police Department financed by a donation from the Rotary Club of Willoughby. See attached. The original document was given to Vicki today.

From: Willoughby Hills Council

Sent: Friday, July 21, 2017 6:26 PM

To: 'Chris Biro' <chrisbiro@willoughbyhills-oh.gov>; 'Chris Hallum' <ChrisHallum@willoughbyhills-oh.gov>; 'Christopher Biro (christopherbiro@yahoo.com)' <christopherbiro@yahoo.com>; 'David M. Fiebig (davidfiebig@willoughbyhills-oh.gov)' <davidfiebig@willoughbyhills-oh.gov>; 'Janet R. Majka' <jayrachel@yahoo.com>; 'Jennifer Sommers Greer' <jennifergreer@willoughbyhills-oh.gov>; 'John Plecnik' <JohnPlecnik@willoughbyhills-oh.gov>; 'Nancy Fellows (nancyfellows@willoughbyhills-oh.gov)' <nancyfellows@willoughbyhills-oh.gov>

Cc: Christopher Collins <policechiefcollins@willoughbyhills-oh.gov>; 'serazin.whfd@gmail.com' <serazin.whfd@gmail.com>; 'Thomas Talcott' <ttalcott@earthlink.net>

Subject: FW: Staffing

RE: Staffing of the Police and Fire Departments...

Victoria Ann Savage, CMC

Clerk of Council

City of Willoughby Hills

35405 Chardon Road

Willoughby Hills, Ohio 44094

(440) 975-3541

council@willoughbyhills-oh.gov

From: Tom Majeski [<mailto:majicman56@yahoo.com>]

Sent: Tuesday, July 18, 2017 8:08 AM

To: Willoughby Hills Council <council@willoughbyhills-oh.gov>

Subject: Re: Staffing

Upon request of the Appointing Authority, applications were accepted and written test administered. On July 11, 2017 the eligible list was certified after Veterans, Educational, and Part-time service points added. Next step is oral interviews, upon notification of Appointing Authority.

Tom Majeski

From: Willoughby Hills Council

Sent: Friday, July 21, 2017 6:54 PM

To: Thomas G. Lobe (tomlobe@yahoo.com) <tomlobe@yahoo.com>; Robert M. Weger (robertweger@willoughbyhills-oh.gov) <robertweger@willoughbyhills-oh.gov>; Gloria Majeski <gloriamajeski@willoughbyhills-oh.gov>; 'Chris Biro' <chrisbiro@willoughbyhills-oh.gov>; 'Chris Hallum' <ChrisHallum@willoughbyhills-oh.gov>; 'Christopher Biro (christopherbiro@yahoo.com)' <christopherbiro@yahoo.com>; 'David M. Fiebig (davidfiebig@willoughbyhills-oh.gov)' <davidfiebig@willoughbyhills-oh.gov>; 'Janet R. Majka' <jayrrachel@yahoo.com>; 'Jennifer Sommers Greer' <jennifergreer@willoughbyhills-oh.gov>; 'John Plecnik' <JohnPlecnik@willoughbyhills-oh.gov>; 'Nancy Fellows (nancyfellows@willoughbyhills-oh.gov)' <nancyfellows@willoughbyhills-oh.gov>

Subject: FW: Social Security Numbers

President Fellows has requested that the following information be provided.....

Colleagues,

Recently a resident requested public records through the Council Clerk's office. This request was fulfilled through the Building Department. It was noted that there were several documents that comprised Social Security numbers of our residents. The Council Clerk redacted the numbers before giving the documents to the resident that made the public records request. This is disturbing as it is not the first time that documents have been disseminated from Administration with Social Security numbers attached; applications for Department Heads had been sent to Council Members for their review without redacting the numbers.

From the US Social Security Administration:

"Identity theft is one of the fastest growing crimes in America. A dishonest person who has your Social Security number can use it to get other personal information about you. Identity thieves can use your number and your good credit to apply for more credit in your name. Your number is confidential! The Social Security Administration protects your Social Security number and keeps your records confidential. We don't give your number to anyone, except when authorized by law." <https://www.ssa.gov/pubs/EN-05-10064.pdf>

Additionally, the Ohio Administrative Code, 107-2-04 Confidentiality statutes and rules states:

(A) The following federal statutes or regulations or state statutes and administrative rules make personal information maintained by the agency confidential and identify the confidential personal information within the scope of rules promulgated by this agency in accordance with section 1347.15 of the Revised Code:

Social security numbers: 5 U.S.C. 552a., unless the individual was told that the number would be disclosed.

In some instances, this could be an honest mistake. If the US Government pledges to keep records confidential, so should the City of Willoughby Hills. A memo should be sent to all Department Heads and employees (and new employees when they come on board) reminding them when releasing information about residents or applicants that Social Security numbers MUST be redacted.

Thank you,

Nancy

From: Gloria Majeski

Sent: Monday, July 24, 2017 8:37 AM

To: Frank Brichacek <frankbrichacek@willoughbyhills-oh.gov>; Dawn Snyder <DawnSnyder@willoughbyhills-oh.gov>; Willoughby Hills Building Dept. <building@willoughbyhills-oh.gov>; Mark Grubiss <markgrubiss@willoughbyhills-oh.gov>; Law Director Personal <tomlobe@yahoo.com>; Willoughby Hills Recreation Dept. <recreation@willoughbyhills-oh.gov>; Willoughby Hills Police <police@willoughbyhills-oh.gov>; Christopher Collins <policechiefcollins@willoughbyhills-oh.gov>; Willoughby Hills Fire Rescue <firerescue@willoughbyhills-oh.gov>; talcott.whfd@gmail.com; Willoughby Hills Court <court@willoughbyhills-oh.gov>; City Engineer Personal <PDiFranco@RLBA.com>

Cc: Willoughby Hills Council <council@willoughbyhills-oh.gov>

Subject: FW: Social Security Numbers

Department Heads have been notified.

From: Clair, Jan [mailto:Jan.Claire@lakecountyohio.gov]

Sent: Monday, July 24, 2017 10:11 AM

To: Willoughby Hills Council <council@willoughbyhills-oh.gov>

Cc: Law Director Personal <tomlobe@yahoo.com>

Subject: RE: charter amendment information

Good morning,

I reviewed the email and wondering if you have responded?

From: Clair, Jan [mailto:Jan.Claire@lakecountyohio.gov]

Sent: Monday, July 24, 2017 10:27 AM

To: Willoughby Hills Council <council@willoughbyhills-oh.gov>

Cc: McDonald, Ross <Ross.McDonald@lakecountyohio.gov>

Subject: RE: charter amendment information

September 23rd commences UOCAVA Absentee voting (Military and Civilian Oversees) – 45 days before November 7th

General.

October 11th commences regular Absentee voting – 29 days before November 7th General.

From: Willoughby Hills Recreation Dept.

Sent: Monday, July 24, 2017 12:41 PM

To: Willoughby Hills Council <council@willoughbyhills-oh.gov>

Cc: Mayor <mayor@willoughbyhills-oh.gov>; Gloria Majeski <gloriamajeski@willoughbyhills-oh.gov>; strtet@oh.rr.com; Dee Germano (dgermano@divinewordkirtland.org) <dgermano@divinewordkirtland.org>; Jeanne Kaston <briankaston@ymail.com>; Jim.Walsh@lakecountyohio.gov; Joe Jarmuszkiewicz (joejarmus@yahoo.com) <joejarmus@yahoo.com>; kristinazeleznik@gmail.com; Lynn Hallum (lynnstreetz@hotmail.com) <lynnstreetz@hotmail.com>; Rec Commission <rec_commission@willoughbyhills-oh.gov>; Sandy <sandygrubiss30@hotmail.com>

Subject: Unity Day meeting to be posted

Importance: High

Vicki, Please post the following...The Recreation Commission Subcommittee for Unity Day will be having a planning meeting on Thursday, August 3, 2017, at the VFW on White Road at 6pm.

From: Willoughby Hills Council

Sent: Monday, July 24, 2017 12:59 PM

To: Willoughby Hills Recreation Dept. <recreation@willoughbyhills-oh.gov>

Subject: RE: Unity Day meeting to be posted

Do you have the address...

From: Willoughby Hills Recreation Dept.

Sent: Monday, July 24, 2017 1:01 PM

To: Willoughby Hills Council <council@willoughbyhills-oh.gov>

Subject: RE: Unity Day meeting to be posted

So sorry,

VFW Post #4358

29412 White Road

From: Willoughby Hills Council

Sent: Monday, July 24, 2017 1:05 PM

To: Nancy Fellows (nancyfellows@willoughbyhills-oh.gov) <nancyfellows@willoughbyhills-oh.gov>

Subject: FW: charter amendment information

Fyi.....

From: Clair, Jan [mailto:Jan.Clair@lakecountyohio.gov]

Sent: Monday, July 24, 2017 10:11 AM

To: Willoughby Hills Council <council@willoughbyhills-oh.gov>

Cc: Law Director Personal <tomlobe@yahoo.com>

Subject: RE: charter amendment information

Good morning,

I reviewed the email and wondering if you have responded?

Jan

From: Willoughby Hills Council

Sent: Monday, July 24, 2017 1:08 PM

To: 'Chris Biro' <chrisbiro@willoughbyhills-oh.gov>; 'Chris Hallum' <ChrisHallum@willoughbyhills-oh.gov>; 'Christopher Biro (christopherbiro@yahoo.com)' <christopherbiro@yahoo.com>; 'David M. Fiebig (davidfiebig@willoughbyhills-oh.gov)' <davidfiebig@willoughbyhills-oh.gov>; 'Janet R. Majka' <jayrachel@yahoo.com>; 'Jennifer Sommers Greer' <jennifergreer@willoughbyhills-oh.gov>; 'John Plecnik' <JohnPlecnik@willoughbyhills-oh.gov>; 'Nancy Fellows (nancyfellows@willoughbyhills-oh.gov)' <nancyfellows@willoughbyhills-oh.gov>

Subject: FW: Social Security Numbers

Fyi.....

From: Gloria Majeski

Sent: Monday, July 24, 2017 8:37 AM

To: Frank Brichacek <frankbrichacek@willoughbyhills-oh.gov>; Dawn Snyder <DawnSnyder@willoughbyhills-oh.gov>; Willoughby Hills Building Dept. <building@willoughbyhills-oh.gov>; Mark Grubiss <markgrubiss@willoughbyhills-oh.gov>; Law Director Personal <tomlobe@yahoo.com>; Willoughby Hills Recreation Dept. <recreation@willoughbyhills-oh.gov>; Willoughby Hills Police <police@willoughbyhills-oh.gov>; Christopher Collins <policechiefcollins@willoughbyhills-oh.gov>; Willoughby Hills Fire Rescue <firerescue@willoughbyhills-oh.gov>; talcott.whfd@gmail.com; Willoughby Hills Court <court@willoughbyhills-oh.gov>; City Engineer Personal <PDiFranco@RLBA.com>

Cc: Willoughby Hills Council <council@willoughbyhills-oh.gov>

Subject: FW: Social Security Numbers

Department Heads have been notified.

From: Thomas Lobe [mailto:tomlobe@yahoo.com]

Sent: Monday, July 24, 2017 1:54 PM

To: Clair, Jan <Jan.Claire@lakecountyohio.gov>; Willoughby Hills Council <council@willoughbyhills-oh.gov>

Subject: Ms. Mazzolini -- Charter Amendment inquiries

Dear Jan,

Consistent with our telephone conversation earlier today, yes I did respond to Ms. Mazzolini via email and additionally I had two phone conversations with her. I think she is fully satisfied. I also gave her my phone number so she can make any and all further and future inquiries directly to me. Nice talking with you today. Thanks.

From: Willoughby Hills Council

Sent: Monday, July 24, 2017 3:33 PM

To: 'Chris Biro' <chrisbiro@willoughbyhills-oh.gov>; 'Chris Hallum' <ChrisHallum@willoughbyhills-oh.gov>; 'Christopher Biro (christopherbiro@yahoo.com)' <christopherbiro@yahoo.com>; 'David M. Fiebig (davidfiebig@willoughbyhills-oh.gov)' <davidfiebig@willoughbyhills-oh.gov>; 'Janet R. Majka' <jayrachel@yahoo.com>; 'Jennifer Sommers Greer' <jennifergreer@willoughbyhills-oh.gov>; 'John Plecnik' <JohnPlecnik@willoughbyhills-oh.gov>; 'Nancy Fellows (nancyfellows@willoughbyhills-oh.gov)' <nancyfellows@willoughbyhills-oh.gov>

Subject: Letter from Office of the County Engineer dated 7-20-17

Attached please find a scanned copy of a letter dated July 20, 2017 from the Lake County Engineer James R. Gills regarding Bridge Load Restriction – Bishop Road over Stream SFN 435176

From: Christopher Collins

Sent: Monday, July 24, 2017 3:43 PM

To: danwolfe22@yahoo.com; foley4pres@yahoo.com; topher27@sccglobal.net; corwin.hanson19@gmail.com; melkerjm@yahoo.com; cocanowerp@gmail.com; ndeluca3@yahoo.com; craigluda@gmail.com; johnlmacalpin@yahoo.com; catazra@yahoo.com

Cc: dsemikwhpd@gmail.com; tvobornikwhpd@gmail.com; Brian Jackson <bjacksonwhpd@gmail.com>; 'Matthew Naegele' <mnaegelewhpd@gmail.com>; mgerardiwhpd@gmail.com; Jamie Onion <jonionwhpd@gmail.com>; Detective Parmertor Gmail <rparmertorwhpd@gmail.com>; Tom Majeski (magicman56@yahoo.com) <magicman56@yahoo.com>; Thomas Kicher <tom@kicher.com>; 'Carolyn Patton' <slovakmother@gmail.com>; Robert Weger <robertweger@willoughbyhills-oh.gov>; Law Director Personal <tomlobe@yahoo.com>; Nancy Fellows <nancyfellows@willoughbyhills-oh.gov>; Willoughby Hills Council <council@willoughbyhills-oh.gov>

Subject: Police Officer Applicant Interview Schedule August 7-8, 2017

Hello ~

Attached for your review and information is the schedule for full time police officer interviews to be held on Monday, August 7th and Tuesday, August 8th, in the Council Chambers at City Hall located at 35405 Chardon Road. The interviews will be conducted by a panel of current police supervisors and officers as well as members of our Civil Service Commission. Questions should be directed to my Executive Assistant Debbie Semik at (440) 918-8722 or me at (440) 942-9111. Thank you and we look forward to talking with each of you.

From: Willoughby Hills Council

Sent: Monday, July 24, 2017 3:52 PM

To: Willoughby Hills Recreation Dept. <recreation@willoughbyhills-oh.gov>

Subject: RE: Unity Day meeting to be posted

Just noticed there is no time given for the meeting...

From: Willoughby Hills Council

Sent: Monday, July 24, 2017 9:29 PM

To: 'Chris du Laney' <CduLaney@plancorp.biz>; 'cf_dulaney@yahoo.com' <cf_dulaney@yahoo.com>; 'Linda Fulton' <lindafulton70@att.net>; 'glmccarthy@sbcglobal.net' <glmccarthy@sbcglobal.net>

Cc: 'John Plecnik' <johnplecnik@willoughbyhills-oh.gov>

Subject: Union Contracts

From: Willoughby Hills Recreation Dept.

Sent: Tuesday, July 25, 2017 8:11 AM

To: Willoughby Hills Council <council@willoughbyhills-oh.gov>

Subject: RE: Unity Day meeting to be posted

6:00 pm

-----Original Message-----

From: Willoughby Hills Council

Sent: Tuesday, July 25, 2017 1:20 PM

To: Robert M. Weger (robertweger@willoughbyhills-oh.gov) <robertweger@willoughbyhills-oh.gov>; City Engineer Personal <PDiFranco@RLBA.com>

Cc: 'Chris Biro' <chrisbiro@willoughbyhills-oh.gov>; 'Chris Hallum' <ChrisHallum@willoughbyhills-oh.gov>; 'Christopher Biro (christopherbiro@yahoo.com)' <christopherbiro@yahoo.com>; 'David M. Fiebig (davidfiebig@willoughbyhills-oh.gov)'

<davidfiebig@willoughbyhills-oh.gov>; 'Janet R. Majka' <jayrachel@yahoo.com>; 'Jennifer Sommers Greer' <jennifergreer@willoughbyhills-oh.gov>; 'John Plecnik' <JohnPlecnik@willoughbyhills-oh.gov>; 'Nancy Fellows (nancyfellows@willoughbyhills-oh.gov)' <nancyfellows@willoughbyhills-oh.gov>

Subject: FW: Are your crosswalks safe for pedestrians?

Fyi.....

-----Original Message-----

From: Joe Nussbaum [mailto:joen@sa-so.com]

Sent: Tuesday, July 25, 2017 10:51 AM

To: Willoughby Hills Council <council@willoughbyhills-oh.gov>

Subject: Are your crosswalks safe for pedestrians?

Hello Victoria,

Have you heard about the Rectangular Rapid Flashing Beacon (<https://sa-so.com/solar-traffic-products/rectangular-rapid-flashing-beacon>)? My company, SA-SO (pronounced say-so) Signs & Safety, makes them right here in the good 'ole Lone Star State (that's Texas, y'all). Our pricing is competitive and the product's quality is top of the line. Help protect your pedestrian community with this solar powered LED flashing device at new intersections, crosswalks, construction sites, and more. It's very versatile. You can even add our SolarSync (<https://sa-so.com/solar-traffic-products/solarsync>) service to the device for easy traffic control management.

Solar Products Online: <https://sa-so.com/solar-traffic-products>

If you have questions, I'd be happy to put you in contact with my SUPER-powered SOLAR team!

All the best,

Joe Nussbaum

President, SA-SO Signs & Safety

972-641-4911

From: Willoughby Hills Council

Sent: Tuesday, July 25, 2017 1:54 PM

To: 'Chris Biro' <chrisbiro@willoughbyhills-oh.gov>; 'Chris Hallum' <ChrisHallum@willoughbyhills-oh.gov>; 'Christopher Biro (christopherbiro@yahoo.com)' <christopherbiro@yahoo.com>; 'David M. Fiebig (davidfiebig@willoughbyhills-oh.gov)' <davidfiebig@willoughbyhills-oh.gov>; 'Janet R. Majka' <jayrachel@yahoo.com>; 'Jennifer Sommers Greer' <jennifergreer@willoughbyhills-oh.gov>; 'John Plecnik' <JohnPlecnik@willoughbyhills-oh.gov>; 'Nancy Fellows (nancyfellows@willoughbyhills-oh.gov)' <nancyfellows@willoughbyhills-oh.gov>

Cc: Willoughby Hills Recreation Dept. <recreation@willoughbyhills-oh.gov>; 'Gail Stuehr (gstuehr@yahoo.com)' <gstuehr@yahoo.com>; 'John Bertosa (jbertosa@news-herald.com)' <jbertosa@news-herald.com>; 'Marian McMahan' <mmcmahan@gazettenews.com>; Willoughby Hills Finance Dept. <finance@willoughbyhills-oh.gov>; 'WINT Radio' <ron@wintradio.com>

Subject: WH Recreation Commission Subcommittee Meeting for the planning of Unity Day scheduled for August 3, 2017

NOTIFICATION:

The Willoughby Hills Recreation Commission Subcommittee Meeting for the planning of Unity Day has been scheduled for Thursday, August 3, 2017. The meeting will convene at 6:00pm and will be held at the VFW Post #4358 located at 29412 White Road, Willoughby Hills, Ohio.

Pursuant to Chapter 107 of the Codified Ordinances of the City of Willoughby Hills, notification of this meeting has been served this 25th day of July, 2017.

By the Order of the Council of

THE CITY OF WILLOUGHBY HILLS, OHIO

Victoria Ann Savage, CMC

Clerk of Council

From: Willoughby Hills Council

Sent: Tuesday, July 25, 2017 2:56 PM

To: Gloria Majeski <gloriamajeski@willoughbyhills-oh.gov>

Subject: Building Department

Why is the Building Department temporary closed?

From: Pietro DiFranco [mailto:PDiFranco@RLBA.com]

Sent: Tuesday, July 25, 2017 2:59 PM

To: Nancy Fellows <nancyfellows@willoughbyhills-oh.gov>; John Plecnik <johnplecnik@willoughbyhills-oh.gov>; Chris Biro <chrisbiro@willoughbyhills-oh.gov>; David Fiebig <davidfiebig@willoughbyhills-oh.gov>; Jennifer Greer <jennifergreer@willoughbyhills-oh.gov>; Chris Hallum <chrishallum@willoughbyhills-oh.gov>; Janet Majka <janetmajka@willoughbyhills-oh.gov>; Willoughby Hills Council <council@willoughbyhills-oh.gov>

Cc: Claire Posius <cposius@cuyahogawed.org>; Donaldson, Dan <Dan.Donaldson@lakecountyohio.gov>; Tim Miller (Tim.Miller@lakecountyohio.gov) <Tim.Miller@lakecountyohio.gov>; Mayor <mayor@willoughbyhills-oh.gov>; Gloria Majeski <gloriamajeski@willoughbyhills-oh.gov>; Law Director Personal <tomlobe@yahoo.com>; Frank Brichacek <frankbrichacek@willoughbyhills-oh.gov>; Willoughby Hills Finance Dept. <finance@willoughbyhills-oh.gov>; Mark Grubiss <markgrubiss@willoughbyhills-oh.gov>; Kevin Trepal <ktrepal@RLBA.com>

Subject: Grant Award-East Branch of Euclid Creek, School of Innovation Stream Restoration Project

From: Willoughby Hills Finance Dept.

Sent: Tuesday, July 25, 2017 3:11 PM

To: Willoughby Hills Council <council@willoughbyhills-oh.gov>

Subject: RE: WH Recreation Commission Subcommittee Meeting for the planning of Unity Day scheduled for August 3, 2017 thanks

From: Willoughby Hills Council

Sent: Tuesday, July 25, 2017 6:30 PM

To: 'tmarshcpa@att.net' <tmarshcpa@att.net>

Subject: FW: WH Recreation Commission Subcommittee Meeting for the planning of Unity Day scheduled for August 3, 2017 FYI....

From: Willoughby Hills Council

Sent: Tuesday, July 25, 2017 6:38 PM

To: 'tmarshcpa@att.net' <tmarshcpa@att.net>

Subject: FW: Willoughby Hills Council Committee Meetings scheduled for Thursday, July 27, 2017 FYI...

From: Willoughby Hills Council

Sent: Tuesday, July 18, 2017 1:29 PM

To: 'Chris Biro' <chrisbiro@willoughbyhills-oh.gov>; 'Chris Hallum' <ChrisHallum@willoughbyhills-oh.gov>; 'Christopher Biro (christopherbiro@yahoo.com)' <christopherbiro@yahoo.com>; 'David M. Fiebig (davidfiebig@willoughbyhills-oh.gov)' <davidfiebig@willoughbyhills-oh.gov>; 'Janet R. Majka' <jayrrachel@yahoo.com>; 'Jennifer Sommers Greer' <jennifergreer@willoughbyhills-oh.gov>; 'John Plecnik' <JohnPlecnik@willoughbyhills-oh.gov>; 'Nancy Fellows (nancyfellows@willoughbyhills-oh.gov)' <nancyfellows@willoughbyhills-oh.gov>

Cc: Thomas G. Lobe (tomlobe@yahoo.com) <tomlobe@yahoo.com>; Robert M. Weger (robertweger@willoughbyhills-oh.gov) <robertweger@willoughbyhills-oh.gov>; frankbrichacek@willoughbyhills-oh.gov; 'serazin.whfd@gmail.com' <serazin.whfd@gmail.com>; Gloria Majeski <gloriamajeski@willoughbyhills-oh.gov>

Subject: FW: Willoughby Hills Council Committee Meetings scheduled for Thursday, July 27, 2017

AD-HOC COMMUNICATIONS COMMITTEE

Notice is hereby given Councilman David M. Fiebig, Chair of the Ad-hoc Communications Committee of Council has called for the Ad-hoc Committee to meet on Thursday, July 27, 2017 at 5:30pm in Council Chambers at City Hall, 35405 Chardon Road, Willoughby Hills, Ohio to discuss City Communications and any other business pertaining to the topic of communications. Members of Council have been invited to attend as well as the Mayor.

PERSONNEL RELATIONS COMMITTEE

Notice is hereby given that Vice President John Plecnik, Chair of the Personnel Relations Committee of Council has called for the Committee to meet on Thursday, July 27, 2017 at 6:00pm in the Council Chamber located within City Hall, 35405 Chardon Road, Willoughby Hills, Ohio to discuss (1) Compensation of Non-Union Employees (2) Secretarial Union Contract and any other business pertaining to Personnel Relations.

Inviting the Members of Council, Mayor and the Law Director

SAFETY

Notice is hereby given Councilman David M. Fiebig, Chair of the Safety Committee of Council has called for the Committee to meet on Thursday, July 27, 2017 at 6:30pm in Council Chambers at City Hall, 35405 Chardon Road, Willoughby Hills, Ohio to discuss Fire Chief Position and Staffing and any other business pertaining to Safety.

Members of Council have been invited to attend as well as the Mayor, the Finance Director and Acting Fire Chief Serazin

Pursuant to Chapter 107 of the Codified Ordinances of the City of Willoughby Hills, notification of this meeting has been served this 18th day of July, 2017.

By Order of the Council of

THE CITY OF WILLOUGHBY HILLS, OHIO

Victoria Ann Savage, CMC

Clerk of Council

MAYOR'S REPORT – Robert M. Weger

LAW DIRECTOR'S REPORT – Thomas G. Lobe

FINANCE DIRECTOR'S REPORT – Frank J. Brichacek, Jr.

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

COMMITTEE REPORTS

Finance: All matters concerning and affecting revenues of the City including, but without limiting the generality of the foregoing, the receipt and expenditure of funds, salaries of City employees, budgetary matters, tax administration and policy and matters concerning Municipal indebtedness.

Chair: John Plecnik

Committee Members: Nancy E. Fellows, Jennifer Sommers Greer

Planning & Zoning: All matters concerning the Planning and Zoning of the City and the Chairman of the Committee shall be a Member of the City Planning and Zoning Commission.

Chair: Christopher Hallum

Committee Members: Christopher L. Biro, Jennifer Sommers Greer

Recreation: All matters concerning the development, maintenance and management of public playgrounds and public recreational activities in and for the City.

Chair: Jennifer Sommers Greer

Committee Members: Christopher L. Biro, Janet R. Majka

Rules and Legislation: All matters concerning the screening, coordination, form and substance of all proposed legislation and requests therefore, including coordination with the Law Department concerning the preparation of Ordinances and Resolutions and referral of legislation to Standing Committees or presentation to Council for consideration.

Chair: Nancy E. Fellows

Committee Members: Janet R. Majka, John Plecnik

Safety: All matters concerning the general safety of the inhabitants of and the property within the City including, but without limiting the generality of the foregoing, matters concerning the safety forces, equipment for safety forces, fire prevention matters and matters concerning regulation of conduct.

Chair: David M. Fiebig

Committee Members: Jennifer Sommers Greer, Janet R. Majka

Service: All matters pertaining to the services of the Department of Public Service such as maintenance and repair of streets and other public property.

Chair: Christopher L. Biro

Committee Members: Christopher Hallum, Janet R. Majka

Utilities: All matters concerning the installation, use and regulation of public utilities within the City.

Chair: Janet R. Majka

Committee Members: Christopher L. Biro, John Plecnik

Personnel Relations: There is hereby established a Personnel Relations Committee of Council which shall be a Standing Committee organized and chosen as provided herein, notwithstanding the provisions of Subsection (c)(1) hereof. Not later than January 31st, of each even numbered year, Council shall appoint a Personnel Relations Committee composed of such members as Council shall, by Motion determine. Persons not members of Council may be appointed to serve as members of the Personnel Relations Committee. The members of the Committee may be changed by Motion of Council from time to time as Council shall determine. Subject to the provisions of the City Charter, the Personnel Relations Committee of Council shall consider all legislation concerning relations with City Employees.

Chair: John Plecnik

Committee Members: Chris du Laney, Linda Fulton, Greg McCarthy

Working Committee of Council: The Working Committee of Council shall be comprised of all Members of Council. A meeting of the Working Committee of Council may be called, and shall be subject to, the provisions of Subsection (b) hereof. The Working Committee of Council shall determine its own rules. The Working Committee of Council may consider any matter referred to it by a majority of the Members of Council or by a majority of its Members.

Chair: Nancy E. Fellows, President of Council

OTHER COUNCIL REPRESENTATIVE REPORTS

PUBLIC PORTION

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.

UNFINISHED BUSINESS

LEGISLATION

ORDINANCE NO. 2017-41 – 2nd READING

1st Reading: July 13, 2017

AN ORDINANCE DECLARING THE INTENTION OF THE CITY TO PARTICIPATE IN THE BRIDGE INSPECTION PROGRAM SERVICES BEING IMPLEMENTED BY THE OHIO DEPARTMENT OF TRANSPORTATION (ODOT) AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2017-42 – 2nd READING

1st Reading: July 13, 2017

AN ORDINANCE AUTHORIZING THE EXPENDITURE OF THE ENGINEERING FEES ASSOCIATED WITH THE MEADOWBROOK PUMP STATION PROJECT AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2017-43 – 2nd READING

1st Reading: July 13, 2017

AN ORDINANCE AUTHORIZING AND DIRECTING THE MAYOR TO EXECUTE AN AGREEMENT BETWEEN THE CITY OF WILLOUGHBY HILLS AND THE AMERICAN FEDERATION OF STATE, COUNTY, AND MUNICIPAL EMPLOYEES, LOCAL ---- AND OHIO COUNCIL 8, AFL-CIO ON BEHALF OF THE EMPLOYEES WHO WORK IN THE CLASSIFICATIONS SET FORTH IN SERB CERTIFICATION NO. 2016-REP-06-0060.

ORDINANCE NO. 2017-44

AN ORDINANCE AMENDING SECTION 1 OF ORDINANCE NO. 2017-18-AMENDED TO COMPLY WITH STATE BUDGETARY LAWS REQUIRING MUNICIPALITIES TO MAINTAIN POSITIVE ACCOUNT BALANCES THROUGHOUT THE YEAR BY PROVIDING FOR 2017 OPERATING BUDGET REVISIONS SPECIFICALLY FOR THE PURCHASE OF TWO LAP TOP COMPUTERS AND REPEALING CONFLICTING LEGISLATION.

ORDINANCE NO. 2017-45

AN ORDINANCE AMENDING PART NINE – STREETS, UTILITIES AND PUBLIC SERVICES CODE, TITLE THREE – UTILITIES, CHAPTER 925 – SEWERAGE SYSTEM REGULATIONS, SECTION 925.06 – FEES, SUB-SECTION (c) OF THE CODIFIED ORDINANCES OF THE CITY OF WILLOUGHBY HILLS, OHIO AND REPEALING ANY AND ALL CONFLICTING LEGISLATION.

NEW BUSINESS

- In accordance with the passage of Ordinance No. 2017-42, a Motion of Council would be required authorizing the Mayor to seek bids for the Meadowbrook Pump Station Project.

FOR THE GOOD OF THE ORDER

FOR THE GOOD OF THE COMMUNITY

ADJOURNMENT