

**Introduction of J. Scott Scheel, the new owner of two of the properties at Bishop and Chardon Road by former President of Council Raymond C. Somich.**

*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 October 27, 2016

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

*Pledge of Allegiance*

**Roll Call of Council**

**Members:**

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

**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 September 22, 2016**

#### **CORRESPONDENCE**

Letter from Jeffery Schiffman, Conservation Project Manager/Western Reserve Land Conservancy to Willoughby Hills City Council, dated September 21, 2016 re: Proposed Roadway Vacation of Covert Drive (Emailed: September 29, 2016)

Interoffice Memo from Mayor Weger to Finance Director, Police Chief, City Engineer, Road Superintendent, Council President Fellows, Council Clerk and Council Members, dated September 27, 2016 re: Community Block grant Funds Awarded for Police Department ADA Doors (Emailed: September 28, 2016)

City Engineer's Report dated October 6, 2016 (Emailed: October 6, 2016)

Memo from Assistant Director of Finance to Council dated October 17, 2016 re: New Hires (Emailed: October 17 16, 2016)

City Engineer's Report dated October 20, 2016 (Emailed: October 20, 2016)

Interoffice Memo from Mayor to Council President, Council Clerk, Council Members, dated October 21, 2016 re: Replacement Ordinances for Pay Increases (Emailed: October 21, 2016)

Mayor's Court Monthly Statement to City Council of Fines and Other Monies Received or Collected for the Month Ended September 30, 2016 (Emailed: October 3, 2016)

NOTE: On a monthly basis, the Finance Director provides a report of the City's financial activity to City Council. The purpose of this reporting practice is to make the City's finances as transparent as possible and to keep the Council informed as to the City's financial activity. Financial Reports for 2014, 2015 and 2016 are posted on the City's Website

#### **NOTIFICATIONS**

Board of Building and Zoning Appeals Public Hearing of October 11, 2016 for Case No. 2016-11 (Emailed:

October 3, 2016)

Civil Service Commission Meeting of October 11, 2016 (Emailed: October 4, 2016)

Civil Service Commission Meeting of October 27, 2016 (Emailed: October 21, 2016)

Finance Committee of Council Meeting of October 24, 2016 (Emailed: October 17, 2016)

Planning & Zoning Commission and Architectural Board of Review Meeting of October 6, 2016 (Emailed: October 4, 2016)

Planning & Zoning Commission and Architectural Board of Review Meeting of October 20, 2016 (Emailed: October 17, 2016)

Planning & Zoning Commission Notice of Public Hearing to be held on October 20, 2016 (Emailed: on October 7, 2016)

Willoughby Hills Recreation Commission and the Willoughby Hills Boys League Meeting to be held on November 1, 2016 (Emailed: October 19, 2016)

Meeting of the WH Winter Fest Subcommittee of the Recreation Commission to be held October 24, 2016 (Emailed: October 13, 2016)

Meeting of the WH Winter Fest Subcommittee of the Recreation Commission to be held November 7, 2016 (Emailed: October 25, 2016)

Meeting of the WH Eggstravaganza Subcommittee of the Recreation Commission to be held November 14, 2016 (Emailed: October 25, 2016)

**CANCELLATION** of the Regular Council Meeting of October 13, 2016 (Emailed: October 10, 2016)

Rules and Legislation Committee of Council Meeting of October 24, 2016 (Emailed: October 17, 2016)

Utilities Committee of Council Meeting of October 24, 2016 (Emailed: October 17, 2016)

## **MINUTES**

Notification that the BZA Meeting Minutes of July 12, 2016 have been posted on the City's Website (Emailed: October 13, 2016)

Planning and Zoning Committee Meeting Minutes of June 14, 2016 (Emailed: September 22, 2016)

Planning and Zoning Committee Meeting Minutes of August 1, 2016 (Emailed: September 22, 2016)

Notification that the Planning & Zoning Commission and Architectural Board of Review Meeting Minutes of September 1, 2016 have been posted to the City's website (Emailed: September 16, 2016)

Notification that the Recreation Commission Meeting Minutes of June 8, 2016 and September 7, 2016 have been posted to the City Website (Emailed: October 17, 2016)

## **ON FILE**

WH Senior Center Newsletter for October 2016, Issue No. 102

## **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 31<sup>st</sup>, 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. 2016-44 – 2<sup>nd</sup> READING**

**AN ORDINANCE AMENDING PART THIRTEEN – BUILDING CODE, TITLE ONE – STANDARDS BY THE ESTABLISHMENT OF CHAPTER 1351 – NOTICE OF FORECLOSURE FILING OF THE CODIFIED ORDINANCES OF THE CITY OF WILLOUGHBY HILLS.**

### **ORDINANCE NO. 2016-45**

**AN ORDINANCE APPROVING THE EDITING AND INCLUSION OF CERTAIN ORDINANCES AS PARTS OF THE VARIOUS COMPONENT CODES OF THE CODIFIED ORDINANCES OF THE CITY OF WILLOUGHBY HILLS, OHIO AND DECLARING AN EMERGENCY.**

### **ORDINANCE NO. 2016-46**

**AN ORDINANCE ACCEPTING THE MUTUAL AGREEMENT FOR TECHNICAL ASSISTANCE BETWEEN THE CITY OF WILLOUGHBY HILLS AND LAKE COUNTY [OHIO] SOIL & WATER CONSERVATION DISTRICT.**

### **ORDINANCE NO. 2016-47**

**AN ORDINANCE AUTHORIZING AND DIRECTING THE MAYOR TO ENTER INTO THE FIRST AMENDMENT TO LEASE AGREEMENT BY AND BETWEEN THE CITY OF WILLOUGHBY HILLS AND NEW PAR d/b/a VERIZON WIRELESS.**

### **ORDINANCE NO. 2016-48**

**AN ORDINANCE AUTHORIZING AND DIRECTING THE MAYOR TO EXPEND UP TO \$30,000 FOR ASPHALT HAULING SERVICES REQUIRED FOR THE WORRELL ROAD RESURFACING PROJECT AND DECLARING AN EMERGENCY.**

### **ORDINANCE NO. 2016-49**

**AN ORDINANCE TO DECLARE CITY VEHICLE(S) AND/OR EQUIPMENT AS SURPLUS PROPERTY AND GRANTING AUTHORIZATION TO SELL SAID SURPLUS VEHICLES(S) AND EQUIPMENT ON THE OPEN MARKET UPON SUCH TERMS AND AT SUCH PRICES AS ARE DEEMED MOST ADVANTAGEOUS TO THE CITY OF WILLOUGHBY HILLS.**

### **ORDINANCE NO. 2016-50**

**AN ORDINANCE AUTHORIZING AND DIRECTING THE MAYOR TO ENTER INTO A CONTRACT FOR GENERAL LIABILITY INSURANCE COVERAGE FOR THE CITY OF WILLOUGHBY HILLS AND DECLARING AN EMERGENCY.**

### **ORDINANCE NO. 2016-51**

**AN ORDINANCE PROVIDING FOR TEMPORARY APPROPRIATIONS TO MEET THE ORDINARY EXPENSES OF THE CITY OF WILLOUGHBY HILLS, STATE OF OHIO FOR THE PERIOD BEGINNING JANUARY 1, 2017 THROUGH MARCH 31, 2017; REPEALING CONFLICTING LEGISLATION AND DECLARING AN EMERGENCY.**

**ORDINANCE NO. 2016-52**

**AN ORDINANCE PROVIDING FOR THE WAGES AND BENEFITS OF THE PART-TIME HOURLY MEMBERS OF THE POLICE DEPARTMENT OF THE CITY OF WILLOUGHBY HILLS; REPEALING CONFLICTING LEGISLATION AND DECLARING AN EMERGENCY.**

---

**ORDINANCE NO. 2016-53**

**AN ORDINANCE PROVIDING FOR THE WAGES AND BENEFITS OF THE PART-TIME HOURLY MEMBERS OF THE FIRE DEPARTMENT OF THE CITY OF WILLOUGHBY HILLS; REPEALING CONFLICTING LEGISLATION AND DECLARING AN EMERGENCY.**

---

**ORDINANCE NO. 2016-54**

**AN ORDINANCE FIXING THE COMPENSATION FOR THE POSITION OF POLICE CHIEF; REPEALING CONFLICTING LEGISLATION AND DECLARING AN EMERGENCY.**

---

**ORDINANCE NO. 2016-55**

**AN ORDINANCE PROVIDING FOR THE WAGES AND BENEFITS OF THE PART-TIME HOURLY MEMBERS OF THE POLICE DEPARTMENT OF THE CITY OF WILLOUGHBY HILLS; REPEALING CONFLICTING LEGISLATION AND DECLARING AN EMERGENCY.**

---

**ORDINANCE NO. 2016-56**

**AN ORDINANCE PROVIDING FOR THE WAGES AND BENEFITS OF THE PART-TIME HOURLY MEMBERS OF THE FIRE DEPARTMENT OF THE CITY OF WILLOUGHBY HILLS; REPEALING CONFLICTING LEGISLATION AND DECLARING AN EMERGENCY.**

---

**ORDINANCE NO. 2016-57**

**AN ORDINANCE FIXING THE COMPENSATION FOR THE POSITION OF POLICE CHIEF; REPEALING CONFLICTING LEGISLATION AND DECLARING AN EMERGENCY.**

---

**ORDINANCE NO. 2016-58**

**AN ORDINANCE AMENDING PART ONE ADMINISTRATIVE CODE, TITLE FIVE – ADMINISTRATIVE, CHAPTER 157 – GENERAL EMPLOYMENT PROVISIONS, SECTION 157.01 – COMPENSATION OF THE CODIFIED ORDINANCES OF THE CITY OF WILLOUGHBY HILLS; REPEALING CONFLICTING LEGISLATION AND DECLARING AN EMERGENCY.**

---

**RESOLUTION NO. 2016-12**

**A RESOLUTION FOR THE ACCEPTANCE OF A 2016 LAKE COUNTY CDBG AWARD IN THE AMOUNT OF \$11,000 TO FINANCE THE INSTALLATION OF ADA ACCESSIBLE DOORS AT THE ENTRANCE TO THE POLICE DEPARTMENT.**

---

**RESOLUTION NO. 2016-13**

**A RESOLUTION IN SUPPORT OF OBTAINING A FEDERAL GRANT THROUGH THE FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA).**

---

**NEW BUSINESS**

**FOR THE GOOD OF THE ORDER**

**FOR THE GOOD OF THE COMMUNITY**

**ADJOURNMENT**