

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 December 8, 2016

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

Pledge of Allegiance

Roll Call of Council

Members:

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

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**

CORRESPONDENCE

Interoffice Memo of the Director of Finance to Council President and Members of Council dated November 9, 2016 re: Notice of Acceptance of a \$2,000 Donation to the Police and Fire Departments from Swagelok Foundation (Emailed: November 9, 2016)

Email: Building Commissioner to Council Office, Law Director, Mayor, Mayor's Assistant and President of Council dated November 23, 2016 re: 10-Day Notification – ResCare Ohio/Eddy Road (Emailed to Members of Council on November 23, 2016)

Memo from Assistant Finance Director to Council Office, dated November 23, 2016 re: New Hires (Emailed: November 23, 2016)

City Engineer's Report dated December 1, 2016 (Emailed: December 1, 2016)

Interoffice Memo of Mayor's Assistant to Mayor/Safety Director, dated December 1, 2016 re: Results of Public Surplus Internet Auction (Emailed: December 2, 2016)

Mayor's Court Monthly Statement to City Council of Fines and Other Monies Received or Collected for the month of November, 2016 (Emailed: December 2, 2016)

WH Community Rentals for November 2016 (Emailed: December 5, 2016)

Email of Thomas Lobe to Members of Council, Finance Director, Mayor, Mayor's Assistant, Assistant Finance Director, dated December 6, 2016 re: Council President Fellows' Email of November 29, 2016 – Attachments: Interoffice Memo from Law Director and Finance Director dated November 30, 2016 re: Employee Compensation and the Regular Council Meeting Minutes of July 28, 2016

Email of Mayor's Assistant to Council Office, dated December 6, 2016 re: Retreat Agenda (Emailed to the Members on December 6, 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

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

Planning & Zoning Commission and Architectural Board of Review Meeting of December 1, 2016 (Emailed: November 29, 2016)

Letter from Dominion dated November 30, 2016 re: Notice of Filing New PIR Adjustment Case: PUCO Case No. 16-2205-GA-RDR (Emailed: December 6, 2016)

Recreation Commission Meeting of December 7, 2016 (Emailed: December 6, 2016)

Recreation Committee of Council Meeting of December 8, 2016 (Emailed: December 1, 2016)

Service Committee of Council Meeting of December 8, 2016 (Emailed: November 30, 2016)

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. 2016-44 – AMENDED – 3RD 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. 2016-46 – AMENDED – 3RD READING

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. 2016-51 – 3RD READING

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. 2016-58 – 3RD READING

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.

ORDINANCE NO. 2016-62

AN ORDINANCE AUTHORIZING AND DIRECTING THE MAYOR TO ENTER INTO AN AGREEMENT WITH THE HEIGHTS-HILLCREST TECHNICAL RESCUE TEAM FOR SPECIAL RESCUE SERVICES; REPEALING CONFLICTING LEGISLATION AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2016-63

AN ORDINANCE AMENDING SECTION 1 OF ORDINANCE NO. 2016-3 – AMENDED TO COMPLY WITH STATE BUDGETARY LAWS REQUIRING MUNICIPALITIES TO MAINTAIN POSITIVE ACCOUNT BALANCES THROUGHOUT THE YEAR; REPEALING CONFLICTING LEGISLATION AND DECLARING AN EMERGENCY.

RESOLUTION NO. 2016-16

A RESOLUTION TO APPROVE A THEN AND NOW CERTIFICATE AND TO AUTHORIZE THE FINANCE DIRECTOR TO DRAW A WARRANT FOR THE ORDERS OR CONTRACTS ASSOCIATED WITH SUCH CERTIFICATE AND DECLARING AN EMERGENCY.

NEW BUSINESS

FOR THE GOOD OF THE ORDER

FOR THE GOOD OF THE COMMUNITY

ADJOURNMENT