

**MINUTES**  
**Recreation Commission**  
**City of Willoughby Hills**

March 5, 2014

CALL TO ORDER: 7:02 pm  
PRESENT: Dan Philipp, Chairman; Lynn Hallum, Vice-Chairman,  
Barbara Araps, Dee Germano, Joseph Jarmuszkiewicz,  
Gloria Majeski, Jeanette Nelson  
ABSENT: Council Representative John Plecnik, Mayor Robert Weger  
ALSO PRESENT: Recreation Coordinator Denise Edwards  
Katherine Lloyd, Clerk *pro tem*

**DISPOSITION OF MINUTES OF February 11, 2014**

**MOTION:** Jeanette Nelson moved that the Commission approve the minutes as submitted.  
Seconded by Gloria Majeski  
Roll call vote: Ayes unanimous  
**Motion passes 7/0.**

**CORRESPONDENCE**

2/21/14 Email from Gloria Majeski to Nate Catania RE: Grills.  
2/12/14 Email from Nate Catania to Gloria Majeski RE: Grills.  
2/12/14 Email from Gloria Majeski to Nate Catania RE: Grills.

Reports: Community Center Usage – February 1/1 – 2/28/2014  
Community Center Rental Reports - February 2014  
460 Report – February 2014 dated 3/3/14 with email dated 3/3/14  
City of Willoughby Hills Newsletter, Winter 2014  
Willoughby Hills Charter, Chapter IX  
Request for Waiver Provisions of Charter, Chapter IX

**COUNCIL REPRESENTATIVE'S REPORT**

None

Community Center Ordinance regulations for renting: Update was provided by Denise Edwards. After the February 11<sup>th</sup> meeting, she and Councilman Plecnik met to discuss her request for an emergency tag and a waiver of the 3-reading rule of the proposed Ordinance. Because there were more changes that needed to be made, they decided to stay with the 3-reading rule. It is continuing to be updated.

**RECREATION REPORT**

**Sports Programs.** **Basketball** is still in session; it will be ending soon. **Baseball and Softball** registrations began. Cut Off for the Early Bird discount was to have been March 1<sup>st</sup>. Those prices will be extended for another week. Registrations will be taken at the March 9<sup>th</sup> Pancake Breakfast. We have already received a good number of registrations. Sponsors have been coming in slowly. We are looking for more sponsors. **Pancake Breakfast.** Snow affected early attendance for the first Pancake Breakfast on March 2<sup>nd</sup>. People and volunteers did come later. We serve about 70 fewer people than last year. That includes the volunteers. For the second Pancake Breakfast on March 9<sup>th</sup>, we hope for more people. Extending baseball registration at the breakfast may help that. Information for all of the upcoming events, activities and sports offered in the City and Community Center is available, including the promotional flyer listing the events. The Zumba instructors came last week. They helped at the table and answered questions. Joe did all the registration for Baseball and Softball. Thank you again to all the fabulous

volunteers. The kids did different shifts. We will organize the clean up differently this Sunday. **Safety Town** registrations are coming in. We have 5 for the morning and 2 for the afternoon. Two came in last Sunday. Safety Town will get helmet due to the efforts of Patty Heller and the WH Fire Dept. She gets helmets for the 3<sup>rd</sup> graders at Edison. Patty will be doing a 50/50 raffle at each of the Pancake Breakfast and at the Spring Craft show. Cost is \$1 each, or 6 for \$5. Drawing will be held at the end of each event. Proceeds will help purchase the helmets. Donations can be made to Safe Kids Greater Cleveland. Money goes directly for the helmets.

**Spring Craft Fair.** We are doing very well. The top floor is completely filled. The lower level lobby is filled. The Lions Room has 1-2 spaces left. Then we move on to the Schaeffer Room. We are getting the word out. Advertising is at Pat Catan's, the signs (Nate will put them up), News Herald and one of the other craft show sites in the area. The vendors are excited about being in the show. We are working to get the traffic for them.

**Easter Party on April 12<sup>th</sup> at 1:00 PM.**

We are looking for volunteers. Most everything will be the same. Age groups in the Candy Drop have been tweaked. Baskets for the raffle are coming together. Joe Jarmuszkiewicz suggested that some candy be held in reserve from the Candy Drop due to last year's experience with latecomers. The event is advertised with only a start time but no closing time. Concern was also expressed about shy kids who get left out. This year they also plan to divide the candy in advance in age-appropriate categories.

As the children come in, they each get a bag. This year the bag will contain an update 3-fold flyer with upcoming activities and the raffle ticket which will be stapled to the flyer to avoid loss. Florine found a Coloring Contest used in the past. It was sent out to the schools for the Halloween Party with good success. We will use it to promote the Easter Party. Have the coloring done in advance helped the 'flow' of the Halloween Party.

**Community Center Report.** For February 2014 there was a total of \$4205.00 compared to February 2013 which was \$3,655.00.

The question is still under discussion whether the fee increase is making the difference. There were 51 usages for the room in February, 2014. Last year, there were less. I will record the February 2013 total later.

**460 FUND**

**CAPITAL PROJECTS FUND FOR THE ENHANCEMENT AND IMPROVEMENT OF RECREATIONAL LANDS AND FACILITIES**

The Unencumbered Fund Balance of the report dated Feb.3, 2014 for the time period: 2/1 to 2/28/14 is \$31,465.73.

**UNFINISHED BUSINESS**

**Appointment of Bocce Ball Courts Sub-Committee.**

Chairman Philip asked for additional input. Information about the Bocce Ball Courts together with a call for volunteers was posted on the local TV channel. No phone calls have been received. Posting on the channel will be continued. Question was raised about the amount of interest in having the courts or activity. Next meeting, a subcommittee will be formed if there is any interest. At that time, a meeting date will be set. A poster size sign will be set up at the Pancake Breakfast and at the Rec Center. Denise will make a sign-up sheet. Plan is to continue recruitment effort for volunteers to join the committee.

**Update on the Grills in Campbell Park.** Gloria reported that Nate said that the grills are usable. Some need to be straightened or cleaned up. Nate did internet research for a larger grill. He provided a picture, specifications and a quote for a 24x60x10 large grill (\$827.90), shipping (\$100.00) and a 10x6 concrete pad (\$720.00) with no labor included for a total of \$1800.00. Do we want to go that big? There is a business in our community, Busy Bear, which does grills. Consensus was that Pavilion 1 accommodates a large number of people. A larger grill at that location would be advisable. Gloria will contact Busy Bear for further research. A tray for ease of cleaning features were discussed last meeting and will be pursued as a possibility for the new and existing grills. When the weather improves, Nate will be asked to do a further assessment of the grills and overall equipment in the park.

Consensus: For the future, the Commission should have a plan in place for the grills. We should plan for a yearly review with staggered replacement as needed.

**City News Letter.** We learned that the upcoming Boy League activities were accidentally omitted from the listing of all the Recreation events when the past events were taken out. We should have added it with the Football reservation days. The next newsletter will be in June or July. Joe will send a list of events and dates so they can be included. The plan is to have an overall schedule of what everyone is doing.

### **NEW BUSINESS**

1.) Recreation Commission staff and volunteers. Adding to her report, Denise Edwards expressed her pride in the Staff, the Recreation Commission and all the volunteers. She asked that questions, complaints or anything negative be brought differently to her. We want everyone to have a good time. AS always, we appreciate everyone's efforts.

2.) Recognition for Joan Motuza. Gloria Majeski relayed information from Council minutes. Joan Motuza will be recognized by Council on Thursday, March 13<sup>th</sup> at 7:00 pm. The Mayor will be presenting her with a Certificate of Appreciation. Joan was waiting until the weather permitted her family to attend. She will be first on the agenda. Members of Recreation plan to do so to show support, if they are able.

3.) Article 9 Personnel issue. Gloria Majeski distributed page 21, Article IX Personnel, Sections, 9.1 and 9.2 for Board review during her discussion. Gloria read the following statement:

"At the 2/27/14 Council meeting, Linda Fulton, resident, presented in Public Portion to read Article 9 of our Charter which she read as:

Article 9 Personnel

#### Section 9.1 Officers

The word 'Officer' as used in this section shall include the Mayor, Members of Council, The Clerk of Council, Members of All Chart-Established Committees, Bureaus, Commissions or Agencies and the Directors of All Administrative Departments.

#### Section 9.22 General Qualifications for Officers

No member of the immediate family of any officer of the municipality may be employed by the municipality in any noncivil service employment.

Miss Fulton went on to point out that my husband, Tom Majeski, is on the Civil Service Commission and she did not believe that o be allowable with my employment in the Mayor's office. In addition, she added that Councilman Hallum and his wife (Lynn's) appointment on the Recreation Commission would also fall into this category.

At the meeting, Law Director Lobe said he would "look into the matter" which I believe he will do upon his return from vacation next week.

In the interim, however, I believe that Lynn and I are not the only recreation members affected by this item, but this may also include:

Councilman Frank and Dee Germano  
Recreation Coordinator Denise Edwards and Rec. Chairman Dan Phillip  
Recreation Coordinator Denise Edwards and her son Devon Edwards, property staff member  
Recreation Commission member Jeannette Nelson and her son Brad Nelson, property staff member.

So while Law Director is researching the other members brought up by Miss Fulton, I would like to make a motion to have the Recreation Commission Clerk draft a memo to Mayor, Law Director and Council, to request that this charter provision be waived. I would further request that there be a motion drafted for each separate individual so as to not make the Council voting provision to avoid abstentions'

By that she meant, if they voted to waive everyone as a group, there would be the concern that Councilman Hallum and Councilman Germano would have to abstain because of a conflict of interests. She recommend that the motions be made separately and have the Council make their decision accordingly.

'All of these individuals forementioned are hardworking individuals who give their time and talents to our various Commissions and Community Center Rentals. The Commission members are unpaid individuals that I, for one, feel blessed to have as part of our team and do not think they should be forced out.

Our Charter also states there needs to be a minimum of five members on the Recreation Commission. If the appointments are considered null and void, the Commission would not be able to operate in its current form, having only Barb Araps and Joe Joseph Jarmuszkiewicz, left on it.'

So at this time, I make a motion to have our Clerk prepare this memo on our behalf. Thank you. '

The question raised by Miss Fulton needs to be addressed. If anyone else has any ideas, bring them out so we can discuss it.

Chairman Philip stated that these are volunteer positions that we do. He sees the same people volunteering for various events. The Recreation Commission advertises the need for volunteers. Positions for the Bocce courts have been posted with no result. The City needs volunteers. People are busy. Getting volunteers is an issue. The same people come forth to help raise money for the City.

Jeanette Nelson expressed her hope that Council realizes that there are families with children who are willing to step forward to be involved in their city. The Commission does good things for the residents, not just themselves. They work very hard. It would be a shame if the Council did not try to waive this so we can have our Recreation Commission and functions for our City. It is hard to get people to get involved. People do not have to give up their time. It is good for people in the City to have a nice time together.

Gloria Majeski added that Law Director Lobe is aware of the original question that involved her and Lynn Hallum. We found that it affected more people. He is not aware of that.

In the interim, we wait for Mr. Lobe's return and review.

**MOTION:** Gloria Majeski moved to have the Clerk make a Memo on behalf of the Recreation Commission regarding the situation with Article IX of the Charter and eligibility for Recreation Commission members and property staff. The Memo will list all of the things discussed here tonight and the members who are affected.  
Seconded by Barb Araps

Discussion: The origins and history of Article IX were discussed. Article IX was in effect when former Mayor O'Ryan was a Councilman and Florine O'Ryan was on the Recreation Commission. There was never a concern raised. Now that there has been a resident's request, good government requires a response.

Roll call vote: Ayes unanimous  
***Motion passes 7/0.***

**PUBLIC PORTION opened 7:40 pm**  
No Public Portion participation

**PUBLIC PORTION closed 7:41 pm**

**ADJOURNMENT**

**Meeting adjourned at 7:41 pm by Chairman Phillip.**

