

NANCY E. FELLOWS  
President of Council

JOHN PLECNIK  
Vice President of Council

VICTORIA ANN SAVAGE, CMC  
Clerk of Council

# City of Willoughby Hills

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

## Regular Meeting of Council

### Minutes of July 27, 2017

**Policy No. 2:** All Council Meetings shall be recorded by audio recording device and will be held in perpetuity and shall be part of the official records and minutes. Written minutes of Council shall be shortened wherever possible.

The Regular Council Meeting was held on Thursday, July 27, 2017 at 7:31pm in the Willoughby Hills Council Chamber. President Fellows presided.

**Members Present:** 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

Councilman Biro moved to excuse Councilwoman Jennifer Sommers Greer. Councilman Hallum seconded.

**President Fellows:** I have a motion from Council Biro and a second from Councilman Hallum to excuse Councilwoman Greer has she needed to leave for an emergency. Any discussion on the motion?

**YEAS:** Unanimous.

**Others Present:** Mayor Robert M. Weger, Todd Cipollo for 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

**President Fellows:** The first order of business is the Disposition of the Journal Council for the Regular Council Meeting of June 22, 2017.

Councilman Biro moved to adopt the Regular Council Meeting Minutes of June 22, 2017. Councilman Hallum seconded.

Roll call: **YEAS:** Hallum, Majka, Plecnik, Biro, Fellows, Fiebig

~~Abstention: Fellows~~ – Amended (page 36)

**Motion passed.**

**President Fellows:** I will not read Council Correspondence/Notifications/Minutes or File items because they are all part of the regular journal.

### COMMUNICATIONS

#### 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@winradio.com>

**Subject: Notification of the Regular Council Meeting of July 13, 2017**

[http://www.willoughbyhills-oh.gov/government/city\\_council/records/prior\\_years.php](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

**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!**

**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**

**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

**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....

**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...**

**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 (jayrrachel@yahoo.com) <jayrrachel@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:

- 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.

If you have any questions regarding this schedule, please do not hesitate to contact me.

**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...**

**From:** Chris Biro [<mailto:christopherbiro@yahoo.com>]

**Sent:** Thursday, July 13, 2017 2:25 PM

**To:** Willoughby Hills Council <[council@willoughbyhills-oh.gov](mailto: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 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.

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From: Pat Grebenc [[patkgreb@sbcglobal.net](mailto: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>; Patricria 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>; Patricria 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:** Paticia 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>; Paticia 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**

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**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

<p><b>Sent:</b> Monday, July 17, 2017 1:21 PM  <b>To:</b> Robert M. Weger (robertweger@willoughbyhills-oh.gov) &lt;robertweger@willoughbyhills-oh.gov&gt;; Gloria Majeski &lt;gloriamajeski@willoughbyhills-oh.gov&gt;  <b>Subject: Information</b>  <b>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!</b></p>
<p><b>From:</b> Gloria Majeski  <b>Sent:</b> Monday, July 17, 2017 1:27 PM  <b>To:</b> Willoughby Hills Council &lt;council@willoughbyhills-oh.gov&gt;; Robert Weger &lt;robertweger@willoughbyhills-oh.gov&gt;  <b>Cc:</b> Mayor &lt;mayor@willoughbyhills-oh.gov&gt;  <b>Subject: RE: Information</b>  <a href="#">Here you go.</a></p>
<p><b>From:</b> Willoughby Hills Council  <b>Sent:</b> Monday, July 17, 2017 1:31 PM  <b>To:</b> Robert M. Weger (robertweger@willoughbyhills-oh.gov) &lt;robertweger@willoughbyhills-oh.gov&gt;; Gloria Majeski &lt;gloriamajeski@willoughbyhills-oh.gov&gt;  <b>Subject: Information</b>  <b>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</b></p>
<p><b>From:</b> Gloria Majeski  <b>Sent:</b> Monday, July 17, 2017 1:34 PM  <b>To:</b> Willoughby Hills Council &lt;council@willoughbyhills-oh.gov&gt;  <b>Subject: RE: Information</b>  <b>Hmmmm....did not get your original request, but here it is.</b></p>
<p><b>From:</b> Willoughby Hills Council  <b>Sent:</b> Monday, July 17, 2017 2:58 PM  <b>To:</b> 'Kristi Garabrandt' &lt;kgarabrandt@news-herald.com&gt;  <b>Subject: FW: Mayor's Memo to All Fire Department Personnel for Posting Re. Fire Department Leadership</b>  <b>Per your request....</b></p>
<p><b>From:</b> Willoughby Hills Council  <b>Sent:</b> Monday, July 17, 2017 2:58 PM  <b>To:</b> 'Kristi Garabrandt' &lt;kgarabrandt@news-herald.com&gt;  <b>Subject: FW: Patty Heller - Thank you note</b>  <b>Per your request....</b></p>
<p><b>From:</b> Willoughby Hills Council  <b>Sent:</b> Monday, July 17, 2017 2:59 PM  <b>To:</b> 'Kristi Garabrandt' &lt;kgarabrandt@news-herald.com&gt;  <b>Subject: FW: Fire dept memo</b>  <b>Per your request...</b></p>
<p><b>From:</b> Willoughby Hills Council  <b>Sent:</b> Monday, July 17, 2017 3:00 PM  <b>To:</b> 'Kristi Garabrandt' &lt;kgarabrandt@news-herald.com&gt;  <b>Subject: FW: Information</b>  <b>Per your request....</b></p>
<p><b>From:</b> Willoughby Hills Council  <b>Sent:</b> Monday, July 17, 2017 4:05 PM  <b>To:</b> Gloria Majeski &lt;gloriamajeski@willoughbyhills-oh.gov&gt;  <b>Subject: email address</b>  <b>Could I please have the email address of the Civil Service Chairman Tom Majeski....Thanks</b></p>
<p><b>From:</b> Gloria Majeski  <b>Sent:</b> Monday, July 17, 2017 4:07 PM  <b>To:</b> Willoughby Hills Council &lt;council@willoughbyhills-oh.gov&gt;  <b>Cc:</b> Tom Majeski &lt;majicman56@yahoo.com&gt;  <b>Subject: RE: email address</b>  <b>Sure. It is: <a href="mailto:majicman56@yahoo.com">majicman56@yahoo.com</a></b></p>
<p><b>From:</b> Willoughby Hills Council  <b>Sent:</b> Monday, July 17, 2017 4:19 PM  <b>To:</b> 'majicman56@yahoo.com' &lt;majicman56@yahoo.com&gt;  <b>Cc:</b> Robert M. Weger (robertweger@willoughbyhills-oh.gov) &lt;robertweger@willoughbyhills-oh.gov&gt;; Christopher Collins &lt;policechiefcollins@willoughbyhills-oh.gov&gt;; Willoughby Hills Council &lt;council@willoughbyhills-oh.gov&gt;; 'serazin.whfd@gmail.com' &lt;serazin.whfd@gmail.com&gt;; Patricria Heller &lt;heller.whfd@gmail.com&gt;; 'dimattia.whfd@gmail.com'</p>



<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' <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: 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](mailto:council@willoughbyhills-oh.gov)>  
**Subject: Fire dept memo**

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**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](mailto:tserazin@gmail.com)>

Date: Monday, July 17, 2017

Subject:

To: "serazin whfd@gmail com" <[serazin.whfd@gmail.com](mailto: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

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**From:** Willoughby Hills Council  
**Sent:** Monday, July 17, 2017 5:22 PM  
**To:** 'Kristi Garabrandt' <[kgarabrandt@news-herald.com](mailto: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.**

<p><b>From:</b> Willoughby Hills Council  <b>Sent:</b> Monday, July 17, 2017 6:23 PM  <b>To:</b> 'John Plecnik' &lt;johnplecnik@willoughbyhills-oh.gov&gt;; David M. Fiebig (davidfiebig@willoughbyhills-oh.gov) &lt;davidfiebig@willoughbyhills-oh.gov&gt;  <b>Subject:</b> Willoughby Hills Council Committee Meetings scheduled for Thursday, July 27, 2017  <b>Please review and confirm if the notifications as presented are correct.....</b></p>
<p><b>From:</b> Willoughby Hills Council  <b>Sent:</b> Monday, July 17, 2017 6:32 PM  <b>To:</b> 'Kristi Garabrandt' &lt;kgarabrandt@news-herald.com&gt;  <b>Subject:</b> Agreement between The City of Willowick and the AFSCME Ohio Council 8 AFL-CIO and the City of WH proposed Secretarial Unit Contract  <b>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.....</b></p>
<p><b>From:</b> Willoughby Hills Council  <b>Sent:</b> Monday, July 17, 2017 6:37 PM  <b>To:</b> 'Bev Dever' &lt;bdever@news-herald.com&gt;  <b>Subject:</b> Publishing of Legal Notice: Passage of Ordinances/Resolutions</p>
<p><b>From:</b> Willoughby Hills Council  <b>Sent:</b> Monday, July 17, 2017 8:21 PM  <b>To:</b> 'Chris Biro' &lt;chrisbiro@willoughbyhills-oh.gov&gt;; 'Chris Hallum' &lt;ChrisHallum@willoughbyhills-oh.gov&gt;; 'Christopher Biro (christopherbiro@yahoo.com)' &lt;christopherbiro@yahoo.com&gt;; 'David M. Fiebig (davidfiebig@willoughbyhills-oh.gov)' &lt;davidfiebig@willoughbyhills-oh.gov&gt;; 'Janet R. Majka' &lt;jayrachel@yahoo.com&gt;; 'Jennifer Sommers Greer' &lt;jennifergreer@willoughbyhills-oh.gov&gt;; 'John Plecnik' &lt;JohnPlecnik@willoughbyhills-oh.gov&gt;; 'Nancy Fellows (nancyfellows@willoughbyhills-oh.gov)' &lt;nancyfellows@willoughbyhills-oh.gov&gt;  <b>Cc:</b> 'Gail Stuehr (gstuehr@yahoo.com)' &lt;gstuehr@yahoo.com&gt;; 'John Bertosa (jbertosa@news-herald.com)' &lt;jbertosa@news-herald.com&gt;; 'Marian McMahon' &lt;mmcmahon@gazettenews.com&gt;; Willoughby Hills Finance Dept. &lt;finance@willoughbyhills-oh.gov&gt;; 'WINT Radio' &lt;ron@wintradio.com&gt;  <b>Subject:</b> Planning &amp; Zoning Commission and Architectural Board of Review Meeting of July 20, 2017  <b>NOTIFICATION:</b>  Notification is hereby given confirming that the regular Willoughby Hills <b>Planning &amp; Zoning Commission and Architectural Board of Review</b> meeting scheduled for <b>Thursday, July 20, 2017 at 7:00pm</b> 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 <u>17th</u> day of <u>July 2017</u>.   Victoria Ann Savage, CMC  Clerk of Council  City of Willoughby Hills  (440) 975-3541  <a href="mailto:council@willoughbyhills-oh.gov">council@willoughbyhills-oh.gov</a></p>
<p><b>From:</b> Tom Majeski [mailto:majicman56@yahoo.com]  <b>Sent:</b> Tuesday, July 18, 2017 8:08 AM  <b>To:</b> Willoughby Hills Council &lt;council@willoughbyhills-oh.gov&gt;  <b>Subject:</b> Re: Staffing  <b>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.</b>  <b>Tom Majeski</b></p>
<p><b>From:</b> Bev Dever [mailto:bdever@news-herald.com]  <b>Sent:</b> Tuesday, July 18, 2017 11:10 AM  <b>To:</b> Willoughby Hills Council &lt;council@willoughbyhills-oh.gov&gt;  <b>Subject:</b> Re: Publishing of Legal Notice: Passage of Ordinances/Resolutions  <b>Hi Victoria,</b>  <b>Received your notice of ordinances/resolutions to publish July 19th 2017. The cost will be \$52.55 and you're good to go.</b></p>
<p><b>From:</b> Willoughby Hills Council  <b>Sent:</b> Tuesday, July 18, 2017 1:22 PM  <b>To:</b> 'Tom Majeski' &lt;:majicman56@yahoo.com&gt;  <b>Subject:</b> RE: Staffing  <b>Thank you for the information.</b></p>
<p><b>From:</b> Willoughby Hills Council</p>

**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' <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:** 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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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 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.*

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**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

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**From:** David Fiebig  
**Sent:** Tuesday, July 18, 2017 7:25 PM  
**To:** Pietro DiFranco; [inspireprinting4u@gmail.com](mailto: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

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**From:** Pietro DiFranco [PDiFranco@RLBA.com]  
**Sent:** Tuesday, July 18, 2017 5:34 PM  
**To:** [inspireprinting4u@gmail.com](mailto: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**

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**From:** Inspire Printing <[inspireprinting4u@gmail.com](mailto:inspireprinting4u@gmail.com)>  
**Date:** May 19, 2017 at 12:52:13 PM EDT  
**To:** "Service@willoughbyhills-oh.gov" <[Service@willoughbyhills-oh.gov](mailto: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](mailto:frankbrichacek@willoughbyhills-oh.gov)  
**Cc:** Nancy Fellows ([nancyfellows@willoughbyhills-oh.gov](mailto:nancyfellows@willoughbyhills-oh.gov)) <[nancyfellows@willoughbyhills-oh.gov](mailto: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](mailto:frankbrichacek@willoughbyhills-oh.gov)  
**Cc:** Nancy Fellows ([nancyfellows@willoughbyhills-oh.gov](mailto:nancyfellows@willoughbyhills-oh.gov)) <[nancyfellows@willoughbyhills-oh.gov](mailto: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](mailto:frankbrichacek@willoughbyhills-oh.gov)  
**Cc:** Nancy Fellows ([nancyfellows@willoughbyhills-oh.gov](mailto:nancyfellows@willoughbyhills-oh.gov)) <[nancyfellows@willoughbyhills-oh.gov](mailto: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](mailto: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](mailto:chrisbiro@willoughbyhills-oh.gov)>; 'Chris Hallum' <[ChrisHallum@willoughbyhills-oh.gov](mailto:ChrisHallum@willoughbyhills-oh.gov)>; 'Christopher Biro' ([christopherbiro@yahoo.com](mailto:christopherbiro@yahoo.com))' <[christopherbiro@yahoo.com](mailto:christopherbiro@yahoo.com)>; 'David M. Fiebig' ([davidfiebig@willoughbyhills-oh.gov](mailto:davidfiebig@willoughbyhills-oh.gov))' <[davidfiebig@willoughbyhills-oh.gov](mailto:davidfiebig@willoughbyhills-oh.gov)>; 'Janet R. Majka' <[jayrachel@yahoo.com](mailto:jayrachel@yahoo.com)>; 'Jennifer Sommers Greer' <[jennifergreer@willoughbyhills-oh.gov](mailto:jennifergreer@willoughbyhills-oh.gov)>; 'John Plecnik' <[JohnPlecnik@willoughbyhills-oh.gov](mailto:JohnPlecnik@willoughbyhills-oh.gov)>; 'Nancy Fellows' ([nancyfellows@willoughbyhills-oh.gov](mailto:nancyfellows@willoughbyhills-oh.gov))' <[nancyfellows@willoughbyhills-oh.gov](mailto: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](mailto:council@willoughbyhills-oh.gov)>  
**Cc:** Nancy Fellows <[nancyfellows@willoughbyhills-oh.gov](mailto:nancyfellows@willoughbyhills-oh.gov)>; Mayor <[mayor@willoughbyhills-oh.gov](mailto:mayor@willoughbyhills-oh.gov)>; Robert Weger <[robertweger@willoughbyhills-oh.gov](mailto:robertweger@willoughbyhills-oh.gov)>; Law Director Personal <[tomlobe@yahoo.com](mailto:tomlobe@yahoo.com)>  
**Subject:** Clerk of Council Pay Adjustment Information

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

**Sent:** Thursday, July 20, 2017 4:04 PM

**To:** Willoughby Hills Council <[council@willoughbyhills-oh.gov](mailto:council@willoughbyhills-oh.gov)>; Law Director Personal <[tomlobe@yahoo.com](mailto: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](mailto: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](mailto: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 <jayrrachel@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 <jayrrachel@yahoo.com>; Jennifer Greer <jennifergreer@willoughbyhills-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.

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Original Message-----

**From:** David Fiebig  
**Sent:** Friday, July 21, 2017 11:08 AM  
**To:** Gloria Majeski <[gloriamajeski@willoughbyhills-oh.gov](mailto: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 (jayrrachel@yahoo.com) <jayrrachel@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' <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:** 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](mailto:council@willoughbyhills-oh.gov)

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

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

**To:** Willoughby Hills Council <[council@willoughbyhills-oh.gov](mailto: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**

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From: Willoughby Hills Council

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

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

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**From:** Gloria Majeski

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

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

**Cc:** Willoughby Hills Council <[council@willoughbyhills-oh.gov](mailto:council@willoughbyhills-oh.gov)>

**Subject: FW: Social Security Numbers**

**Department Heads have been notified.**

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

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

To: Willoughby Hills Council <[council@willoughbyhills-oh.gov](mailto:council@willoughbyhills-oh.gov)>

<p>Cc: Law Director Personal &lt;tomlobe@yahoo.com&gt;  <b>Subject: RE: charter amendment information</b>  <b>Good morning,</b>  <b>I reviewed the email and wondering if you have responded?</b></p>
<p><b>From:</b> Clair, Jan [mailto:Jan.Claire@lakecountyohio.gov]  <b>Sent:</b> Monday, July 24, 2017 10:27 AM  <b>To:</b> Willoughby Hills Council &lt;council@willoughbyhills-oh.gov&gt;  <b>Cc:</b> McDonald, Ross &lt;Ross.McDonald@lakecountyohio.gov&gt;  <b>Subject: RE: charter amendment information</b>  <b>September 23<sup>rd</sup> commences UOCAVA Absentee voting (Military and Civilian Overseas) – 45 days before November 7<sup>th</sup> General.</b>  <b>October 11<sup>th</sup> commences regular Absentee voting – 29 days before November 7<sup>th</sup> General.</b></p>
<p><b>From:</b> Willoughby Hills Recreation Dept.  <b>Sent:</b> Monday, July 24, 2017 12:41 PM  <b>To:</b> Willoughby Hills Council &lt;council@willoughbyhills-oh.gov&gt;  <b>Cc:</b> Mayor &lt;mayor@willoughbyhills-oh.gov&gt;; Gloria Majeski &lt;gloriamajeski@willoughbyhills-oh.gov&gt;; srtret@oh.rr.com; Dee Germano (dgermano@divinewordkirtland.org) &lt;dgermano@divinewordkirtland.org&gt;; Jeanne Kaston &lt;briankaston@ymail.com&gt;; Jim.Walsh@lakecountyohio.gov; Joe Jarmuszkiewicz (joejarmus@yahoo.com) &lt;joejarmus@yahoo.com&gt;; kristinazeleznik@gmail.com; Lynn Hallum (lynnstreetz@hotmail.com) &lt;lynnstreetz@hotmail.com&gt;; Rec Commission &lt;rec_commission@willoughbyhills-oh.gov&gt;; Sandy &lt;sandygrubiss30@hotmail.com&gt;  <b>Subject: Unity Day meeting to be posted</b>  <b>Importance: High</b>  <b>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.</b></p>
<p><b>From:</b> Willoughby Hills Council  <b>Sent:</b> Monday, July 24, 2017 12:59 PM  <b>To:</b> Willoughby Hills Recreation Dept. &lt;recreation@willoughbyhills-oh.gov&gt;  <b>Subject: RE: Unity Day meeting to be posted</b>  <b>Do you have the address...</b></p>
<p><b>From:</b> Willoughby Hills Recreation Dept.  <b>Sent:</b> Monday, July 24, 2017 1:01 PM  <b>To:</b> Willoughby Hills Council &lt;council@willoughbyhills-oh.gov&gt;  <b>Subject: RE: Unity Day meeting to be posted</b>  <b>So sorry,</b>  <b>VFW Post #4358</b>  <b>29412 White Road</b></p>
<p><b>From:</b> Willoughby Hills Council  <b>Sent:</b> Monday, July 24, 2017 1:05 PM  <b>To:</b> Nancy Fellows (nancyfellows@willoughbyhills-oh.gov) &lt;nancyfellows@willoughbyhills-oh.gov&gt;  <b>Subject: FW: charter amendment information</b>  <b>Fyi.....</b></p> <hr/> <p><b>From:</b> Clair, Jan [mailto:Jan.Claire@lakecountyohio.gov]  <b>Sent:</b> Monday, July 24, 2017 10:11 AM  <b>To:</b> Willoughby Hills Council &lt;council@willoughbyhills-oh.gov&gt;  <b>Cc:</b> Law Director Personal &lt;tomlobe@yahoo.com&gt;  <b>Subject: RE: charter amendment information</b>  <b>Good morning,</b>  <b>I reviewed the email and wondering if you have responded?</b>  <b>Jan</b></p>
<p><b>From:</b> Willoughby Hills Council  <b>Sent:</b> Monday, July 24, 2017 1:08 PM  <b>To:</b> 'Chris Biro' &lt;chrisbiro@willoughbyhills-oh.gov&gt;; 'Chris Hallum' &lt;ChrisHallum@willoughbyhills-oh.gov&gt;; 'Christopher Biro (christopherbiro@yahoo.com)' &lt;christopherbiro@yahoo.com&gt;; 'David M. Fiebig (davidfiebig@willoughbyhills-oh.gov)' &lt;davidfiebig@willoughbyhills-oh.gov&gt;; 'Janet R. Majka' &lt;jayrrachel@yahoo.com&gt;; 'Jennifer Sommers Greer' &lt;jennifergreer@willoughbyhills-oh.gov&gt;; 'John Plecnik' &lt;JohnPlecnik@willoughbyhills-oh.gov&gt;; 'Nancy Fellows (nancyfellows@willoughbyhills-oh.gov)' &lt;nancyfellows@willoughbyhills-oh.gov&gt;  <b>Subject: FW: Social Security Numbers</b>  <b>Fyi.....</b></p> <hr/> <p><b>From:</b> Gloria Majeski</p>

<p>Sent: Monday, July 24, 2017 8:37 AM</p> <p>To: Frank Brichacek &lt;frankbrichacek@willoughbyhills-oh.gov&gt;; Dawn Snyder &lt;DawnSnyder@willoughbyhills-oh.gov&gt;; Willoughby Hills Building Dept. &lt;building@willoughbyhills-oh.gov&gt;; Mark Grubiss &lt;markgrubiss@willoughbyhills-oh.gov&gt;; Law Director Personal &lt;tomlobe@yahoo.com&gt;; Willoughby Hills Recreation Dept. &lt;recreation@willoughbyhills-oh.gov&gt;; Willoughby Hills Police &lt;police@willoughbyhills-oh.gov&gt;; Christopher Collins &lt;policechiefcollins@willoughbyhills-oh.gov&gt;; Willoughby Hills Fire Rescue &lt;firerescue@willoughbyhills-oh.gov&gt;; talcott.whfd@gmail.com; Willoughby Hills Court &lt;court@willoughbyhills-oh.gov&gt;; City Engineer Personal &lt;PDiFranco@RLBA.com&gt;</p> <p>Cc: Willoughby Hills Council &lt;council@willoughbyhills-oh.gov&gt;</p> <p><b>Subject: FW: Social Security Numbers</b></p> <p><b>Department Heads have been notified.</b></p>
<p>From: Thomas Lobe [mailto:tomlobe@yahoo.com]</p> <p>Sent: Monday, July 24, 2017 1:54 PM</p> <p>To: Clair, Jan &lt;Jan.Claire@lakecountyoohio.gov&gt;; Willoughby Hills Council &lt;council@willoughbyhills-oh.gov&gt;</p> <p><b>Subject: Ms. Mazzolini -- Charter Amendment inquiries</b></p> <p><b>Dear Jan,</b></p> <p><b>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.</b></p>
<p>From: Willoughby Hills Council</p> <p>Sent: Monday, July 24, 2017 3:33 PM</p> <p>To: 'Chris Biro' &lt;chrisbiro@willoughbyhills-oh.gov&gt;; 'Chris Hallum' &lt;ChrisHallum@willoughbyhills-oh.gov&gt;; 'Christopher Biro (christopherbiro@yahoo.com)' &lt;christopherbiro@yahoo.com&gt;; 'David M. Fiebig (davidfiebig@willoughbyhills-oh.gov)' &lt;davidfiebig@willoughbyhills-oh.gov&gt;; 'Janet R. Majka' &lt;jayrachel@yahoo.com&gt;; 'Jennifer Sommers Greer' &lt;jennifergreer@willoughbyhills-oh.gov&gt;; 'John Plecnik' &lt;JohnPlecnik@willoughbyhills-oh.gov&gt;; 'Nancy Fellows (nancyfellows@willoughbyhills-oh.gov)' &lt;nancyfellows@willoughbyhills-oh.gov&gt;</p> <p><b>Subject: Letter from Office of the County Engineer dated 7-20-17</b></p> <p><b>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</b></p>
<p>From: Christopher Collins</p> <p>Sent: Monday, July 24, 2017 3:43 PM</p> <p>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</p> <p>Cc: dsemikwhpd@gmail.com; tvobornikwhpd@gmail.com; Brian Jackson &lt;bjacksonwhpd@gmail.com&gt;; 'Matthew Naegele' &lt;mnaegelewhpd@gmail.com&gt;; mgerardiwhpd@gmail.com; Jamie Onion &lt;jonionwhpd@gmail.com&gt;; Detective Parmertor Gmail &lt;rparmertorwhpd@gmail.com&gt;; Tom Majeski (magicman56@yahoo.com) &lt;magicman56@yahoo.com&gt;; Thomas Kicher &lt;tom@kicher.com&gt;; 'Carolyn Patton' &lt;slovakmother@gmail.com&gt;; Robert Weger &lt;robertweger@willoughbyhills-oh.gov&gt;; Law Director Personal &lt;tomlobe@yahoo.com&gt;; Nancy Fellows &lt;nancyfellows@willoughbyhills-oh.gov&gt;; Willoughby Hills Council &lt;council@willoughbyhills-oh.gov&gt;</p> <p><b>Subject: Police Officer Applicant Interview Schedule August 7-8, 2017</b></p> <p>Hello ~</p> <p>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.</p>
<p><b>From:</b> Willoughby Hills Council</p> <p><b>Sent:</b> Monday, July 24, 2017 3:52 PM</p> <p><b>To:</b> Willoughby Hills Recreation Dept. &lt;recreation@willoughbyhills-oh.gov&gt;</p> <p><b>Subject: RE: Unity Day meeting to be posted</b></p> <p><b>Just noticed there is no time given for the meeting...</b></p>
<p>From: Willoughby Hills Council</p> <p>Sent: Monday, July 24, 2017 9:29 PM</p> <p>To: 'Chris du Laney' &lt;CduLaney@plancorp.biz&gt;; 'cf_dulaney@yahoo.com' &lt;cf_dulaney@yahoo.com&gt;; 'Linda Fulton' &lt;lindafulton70@att.net&gt;; 'glmccarthy@sbcglobal.net' &lt;glmccarthy@sbcglobal.net&gt;</p> <p>Cc: 'John Plecnik' &lt;johnplecnik@willoughbyhills-oh.gov&gt;</p> <p><b>Subject: Union Contracts</b></p>
<p>From: Willoughby Hills Recreation Dept.</p> <p>Sent: Tuesday, July 25, 2017 8:11 AM</p> <p>To: Willoughby Hills Council &lt;council@willoughbyhills-oh.gov&gt;</p> <p><b>Subject: RE: Unity Day meeting to be posted</b></p>

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' <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: 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' <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: 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 McMahon' <mmcmahon@gazettenews.com>; Willoughby Hills Finance Dept. <finance@willoughbyhills-oh.gov>; 'WINT Radio' <ron@winradio.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@cuyahogawcd.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...**

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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' <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: 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

## ADMINISTRATION REPORTS & COMMUNICATIONS

**President Fellows:** The next is our Mayor's Report, Mr. Mayor.

**MAYOR'S REPORT:** Thank you, Nancy. Good news from our City Engineer was received this week about a 319 grant that was awarded from the OEPA for the East Branch of the Euclid Creek, School of Innovation Stream Restoration Project. I will let our Engineer tell you about what was received in his report. On July, on that note, I would request that Council after the break pass a resolution to accept that grant.

On July 18<sup>th</sup>, I appointed Assistant Chief Tom Talcott as our Acting Chief, Fire Chief to replace Acting Chief Patty Heller. Just to set the record straight, I never appointed myself the Acting Chief, but rather in the role of my Safety Director, I had the opportunity to meet with Tom and confirm his acceptance of the position. He has already shown great leadership and I look forward to working with him as the Acting Chief. Ah, you'll notice that he had 42 years with this department and he knows it very well. Most recently, he was the part-time Assistant Fire Chief for some time and recently, five years ago, retired from the Mentor Fire Department and he was Assistant Chief there, Battalion Chief.

Since the retirement of Fred Wyss, our Building Commissioner, we've searched for a candidate to replace Fred Wyss. This week, Civil Service Commission completed their credentialing and process. I have the information that I provided yesterday to appoint Mr. Tony Weissmann for this position. Tony has come here with many years of experience in the Building Department both in commercial and residential and the Building Department is in truly immediate need for someone to full this role. I would envision our City Engineer to continue the zoning code enforcement for the City and again I would appreciate Council's confirmation this evening since the Council is due to recess for August.

I encourage Council's passage of the following ordinances: 2017-41, that's the bridge participation program; 2017-42, that's the Meadowbrook pump station; 2017-43, the AFSCME union contract; 2017-44, which is regarding the budget and 2017-45 which is the sewer system regulations.

Upcoming events: Saturday, August 5<sup>th</sup> is the Garage Sale in Willoughby Hills, everyone's welcome to participate in that; Wednesday, August 9<sup>th</sup> is the Willoughby Hill's Cornfest, it's a free concert across the street and in the Gazebo. It's rain or shine. If it rains, it's inside the Community Center if not, it will be outside. Featuring Joey Tomsick and the JTO, ethnic cuisine and fresh roasted corn. But the concert is rain or shine. That's all I have Ms. President.

**President Fellows:** Thank you Mr. Mayor. Are there any questions for the Mayor this evening?

**Councilman Fiebig:** Mayor, you gave Acting Chief Talcott an offer of employment and we have yet to receive what the details are of that.

**Mayor:** It's just Acting Chief, the Acting Chief. He's not the full time Chief.

**Councilman Fiebig:** Any details in that, that you can share with us. You know, is there a pay differential? Is there any other considerations that are given?

**Mayor:** I'll get that to you tomorrow.

**Councilman Fiebig:** Thank you.



**Councilman Fiebig:** Secondly, you just asked us to pass this proposed union contract, but as you heard in this meeting before, I think there were some serious issues and concerns that the committee had with that. So, do you still stand by that? Or...

**Mayor:** There's no harm in asking.

**Councilman Fiebig:** You are going to go back to them thorough. You'd said that there were somethings left on the table that you could go back and get, so why would you ask us to pass it? You really are going to do that, aren't you?

**Mayor:** Yes.

**Councilman Fiebig:** Thank you.

**Vice President Plecnik:** Mr. Mayor, you'd said, I think rightly so, that Chief Talcott is incredible qualified, forty-two years of experience, but in the News-Herald article where you were listed as announcing yourself as the Acting Fire Chief and I know that we're pursuing words here whether you are Safety Director running the department or Acting Fire Chief running the department, either way, running the department. You've said your decision to take over the duties of running the Fire Department are based on not having anyone to appoint to the position of Acting Fire Chief. Obviously, Mr. Talcott has been with us, living in Willoughby Hills, working in our Fire Department for decades; he didn't just show up yesterday and I'm under the impression that he applied for the full time Fire Chief position and was interested in being named Acting Chief beforehand. May I ask why it took you so long to reach this conclusion?

**Mayor:** I had to ask him if he wanted it still.

**Vice President Plecnik:** But what about a year ago? What about when all this began?

**Mayor:** That's history.

**Vice President Plecnik:** That's history?

**Mayor:** Yes.

**Vice President Plecnik:** Well, thank you for answering the question.

**President Fellows:** Any other questions for the Mayor this evening? Seeing none, thank you, Bob. Next is Law Director's report.

#### **LAW DIRECTOR'S REPORT:**

**President Fellows:** Mr. Lobe, I believe is doing depositions. Mr. Cipollo is here. Are there any questions for him this evening? Seeing none, thank you, thank you for joining us.

**Pro tem Law Director:** Thank you.

**President Fellows:** Finance Director's report, Mr. Brichacek.

**FINANCE DIRECTOR'S REPORT:** At the last meeting, I was asked about where the City stood after six months financially and we're pretty much right on budget. We're collected even with the issues in the Fire Department, we've, for six months, we've receipted about approximately fifty percent of the revenue that we

estimated and coincidentally we've also expended about fifty percent of the amount that we budgeted overall. Right now, even with the Fire Department, they're overall staffing budget, the total, the total right now appears it is going to work within, we'll see. Obviously, I don't schedule the Fire Fighters but right now it appears that with the absence of the Chief, overall, it's going to, we're within the budget there, so in six months, knock on wood, I think that we're doing, I think that we're in a good position income tax, most importantly income tax collections have been strong, but we'll see because income tax changes from month, to month, to month. So, that's kind of a quick six-months summary. Then also, the other thing that I have to report is that the auditors have completed their audit and withdrawn; on Tuesday, we had a post audit meeting with the auditors. At this point, the audit report has been sent to Columbus and they anticipate that it will be released to the public in two weeks and at that time we can talk about the contents of the report publicly. I think, all in all, you're going to be, the audit went very smoothly.

**President Fellows:** Thank you Frank, are there any other questions for the Finance Director this evening?

**Councilman Fiebig:** I have one. Frank, do you see any opportunities that we have coming up with a tight budget or with needs for increased personnel, is there anything on the horizon that you could see that is going to be a, yeah, we could do that or if this doesn't happen; anything that you can project in savings or in ways that we could minimize expenses, for example.

**Finance Director:** I'm not seeing anything dramatic in terms of next year's budget, the one thing that I'm hold my breath on is healthcare because that market seems to be so uncertain. We'll be going out to market later in the year because we're now on a calendar year, you know, for healthcare, so we'll be going out later. You know with healthcare in the past you really don't know until the contract is marketed. But, right now, I'm not aware of any, I haven't heard of any state cuts in funding that we're not aware of. So, it's pretty much status quo in terms of increasing staffing down the road. You know, we've been running a deficit to a balance budget for a number of years so, I don't hold, you know, I don't hold hope for increasing staffing.

**Councilman Fiebig:** With any, on the other side of that, the income side of that with some new housing developments with the apartment supposedly a hundred percent full with perhaps some more activity down at the west end with some businesses moving in there. Anything on the horizon there that you see that might impact us over the next six months?

**Finance Director:** Not right now.

**Councilman Fiebig:** Okay.

**Finance Director:** You have to remember in terms of commercial development and in terms of property tax, we're a very small percentage of, you know, the property taxes, you know, with income tax, a million dollars in payroll only brings in twenty thousand dollars in revenue. One pothole eats up twenty thousand dollars real fast.

**Vice President Plecnik:** One quick question. Mr. Brichacek, I understand that your department has gone through some turnover and it's been extremely busy working on the budget and other things but, we did pass [OPENCHECKBOOK.COM](http://OPENCHECKBOOK.COM) the legislation to put all our City finances online in a very searchable, user friendly format. At least as of now, that software is free to the City, we'd obviously re-evaluate if at some point the state starts to charge. I know that it's been busy but, it's been over a year and before we go into break, I just wanted an update of where we are and how long you anticipate it will take getting that online for the City.

**Finance Director:** I'm not sure when that's going to get online. You know with our staffing. We can do our best but, it's a low priority. We continue to put our financial reports online but, it's something that has to be squeezed in between other projects.

**Vice President Plecnik:** Thank you.

**Finance Director:** I know that's not a good answer but, we're a department, we're a department of basically two and a half people. The one full time person is brand new and is learning the ropes. Our resources are limited.

**Vice President Plecnik:** And I understand that. But, while it may be a lower priority than the budget and getting payroll out each period I would certainly say that it's still very important to our residents and it is something I think that people would appreciate as they look and can see that, they get that twenty thousand dollars (\$20,000) from the million in payroll that paid for that one pothole in the road. It does help to see where the money comes from and where it goes and it answers a lot of questions. So, hopefully...

**Finance Director:** I've seen OHIOOPENCHECKBOOK and I don't believe that OHIOOPENCHECKBOOK very easily answers those questions.

**Vice President Plecnik:** It's not a perfect system, but I've played with it and it certainly can be helpful. It answers some questions easier than the way we present our data. It's not the "be all", "end all" but, it's certainly a useful tool and I hope that with your second employee getting more experience and getting acclimated to the job you'll have some extra person hours and be able to get that done for our residents.

**Finance Director:** With the administrative employees they're different than the safety forces. The Chief noted, both Chiefs noted that, the Police Chief specifically mentioned that when they hire somebody, they're in training for twelve weeks before they are, you know, released to do their job. You know, the administrative employees we pretty much have to hit the ground running.

**Vice President Plecnik:** Agreed.

**Councilman Fiebig:** That's why hiring people with experience helps.

**President Fellows:** Thank you, Mr. Brichacek.

**Finance Director:** I agree, experience does help and that's why I hired an experienced person.

**Councilman Fiebig:** Yeah.

**President Fellows:** Mr. Di Franco.

**ENGINEER'S REPORT:** Thank you. As the Mayor mentioned, EPA awarded a 301 grant for the restoration of the Euclid Creek behind the School of Innovation between I-271 and Lamplight Lane. A 301 grant is essentially, the purpose of it is to address stormwater and erosion issues. The grant was awarded to the Cuyahoga Soil and Water Conservation District who'll be the managing entity. They have a Friends of Euclid Creek group that they operate and we're at the upstream end of the Euclid Creek so, that's why they're involved. The amount of the award is for sixty percent (60%) of construction costs not to exceed about a hundred and fifty-six thousand dollars (\$156,000). The remaining forty percent (40%) or up to a hundred and four thousand dollars (\$104,000) must be provided by a local match. So, I met with Claire Posius with Cuyahoga Soil and Water, Dan Donaldson with Lake Soil and Water and Tim Miller with the Lake Stormwater Management Department this past Tuesday to discuss the project. We're all very much in favor of it and supportive of the project as is the School of Innovation whose property it will be on as well as nearby residents. This should provide nearby benefit to people along Lamplight Lane, Gatsby, Oakwood and further downstream. Tim Miller who runs the Lake Stormwater Management Department agreed to provide the forty percent (40%) match or up to a hundred and four thousand (\$104,000) out of Willoughby Hills' share of the Stormwater Management Fund.

The balance in our portion of the fund is currently over seven hundred and fifty thousand dollars (\$750,000), so there's plenty of money to cover it. Claire has also requested funds from the Northeast Ohio Regional Sewer District since the Euclid Creek eventually runs into their service area we feel it's providing a benefit to them as well and hope that they'll contribute. And we're also hoping that First Energy will contribute because they have an access road in that area with a culvert that needs some attention. So, if they agree to contribute the portion from Lake County will go down. So, we're hoping if Council agrees that in September when you return from recess a resolution could be prepared to allow the project to move forward.

And the only other thing, also, as the Mayor mentioned, that two ordinances on today's agenda regarding the bridge inspection and the Meadowbrook pump station, I would encourage you to pass today as well. And that concludes my report.

**President Fellows:** Thank you, Mr. Di Franco. Are there any questions?

**Councilman Hallum:** What is this project going to look like? That's happening with soil stabilization? What exactly are they doing?

**City Engineer:** So, the stream cuts its way through that property and over the years it's caused erosion so the streambanks are nearly vertical. The project would restore the streambanks to their natural condition which would allow during heavy rains when the water level elevates it will be able to spread over the ground thus providing volume, storage volume rather than sending it down stream as fast as possible. We'll also be addressing the CEI culverts, they're ready to fall apart and they're constantly getting blocked. Our service guys go out there occasionally to clean it so we have some ideas to improve those.

**Councilman Hallum:** Are you expecting something similar to what was done on Lamplight with the box culvert and the extra ten-inch pipes, that kind of thing or less than that?

**City Engineer:** No, this is more of a natural, you know, widening of the....

**Councilman Hallum:** I understand that, I mean the culvert, CEI's culvert, do you know?

**City Engineer:** They tossed out an idea of installing a board which is basically you can drive over it during dry conditions but during wet conditions the water will flow over the stream, or over the road.

**Councilman Hallum:** Okay, thank you.

**President Fellows:** Any other questions for the Engineer this evening?

**Councilwoman Majka:** I had a question about the Meadowbrook Ordinance-42. I read your Engineering Report and I saw that you have an estimated cost on this project of a little more than three hundred thousand dollars (\$300,000), I think and I was a little surprised because I don't know if I got the wrong impression of it. I thought that we were taking down an unused station that was kind of in the way and just for safety reasons getting rid of it. Can you itemize a little bit why the cost, why it's going to cost over three hundred dollars (\$300,000) possibly for that?

**City Engineer:** So, we're actually replacing that pump station. So, the existing building and pump station will be demolished and moved. That's actually a small part of the cost, off the top of my head, it's between thirty (30) and fifty (50) thousand. But the majority of the cost is for a new pump station that will be installed and it will be installed underground so it doesn't need a building so, we won't have that maintenance of a building in the future. But, the cost of that pump station is over two hundred thousand (200,000).

**Councilwoman Majka:** And this is going to address the sewer system in that area or for about how big is the area it will address?

**City Engineer:** It will just, all that pump station does is pump sewage from that residential area. I don't know how big,,,

**Mayor:** Meadowbrook...

**City Engineer:** Yeah, Allan Drive, Meadowbrook and Miller Drive. Basically.

**Mayor:** Anything north of the...

**City Engineer:** Freeway.

**Councilwoman Majka:** All right, thank you.

**President Fellows:** Any other questions for the Engineer?

**Councilman Fiebig:** I have one. And Pete, I wanted to thank you for coming out to meet with a resident on Trailard with our Road Superintendent Mark Grubiss to address some flooding issues there and the follow up on that. You perhaps already had a plan in mind or you've got something that you wanted to share?

**City Engineer:** Sure. On Trailard there's a very steep slope that during heavy rains it floods and sends a lot of sediment down into a roadside ditch so our service crews are constantly out there cleaning it out, you know, spending their time and resources. So, we came up with a plan to install a culvert with a standpipe, it's called, which will hopefully extend the time needed between attention from our Service Department. It will keep the water flowing longer even though silt is filling up the ditch. It's a, we couldn't figure out a more permanent solution but this will help temporarily.

**Councilman Fiebig:** And that's what we were looking for, some elevation of some constant problem when water really goes over the road and causes that backup. So, thanks for spending the time on that and your attention to it, I appreciate it.

**President Fellows:** Any other questions for the Engineer? Thank you, Pete. Our next order of business is Council Committee reports.

## **COMMITTEES OF COUNCIL**

**President Fellows:** Do you want to do minis?

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### **Ad-hoc Committee of Communications Meeting of July 27, 2017**

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**Councilman Fiebig:** Yes, Madame President. The new Ad-hoc Committee of Communications met at approximately 5:40pm, just prior to this meeting and we discussed, basically the organization of the Committee, what our priorities would be and had an opportunity to discuss where we are with regard to this Council Chambers and communications over the internet, over the local cable channels and the access and the potentials that we would have to perhaps record and to store those; for example, our Council meetings and broadcast them over the internet. Perhaps to be able to have these broadcast over the internet in addition to the local cable access channels which are all transitioning now to fully digital so there might even be less and less people that have access to that. I think the overarching idea was to have more communication available and to have the availability for both Council and the Administration to be able to create programming, not that we're going to

have any systems, you know, say our neighboring city Mentor or Euclid would have but somehow just upgrade this system because I think last time we looked at it fully was probably eight to ten years ago and there have been very minimal cost, very minimal improvements in that so, that was basically it. We met, but I'll have a full report for next time. But we're going to explore some grant opportunities, some volunteer opportunities and we adjourned at 6:02pm after some public portion. So, that's basically is the summary of that meeting.

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### **Safety Committee Meeting of July 27, 2017**

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**Councilman Fiebig:** Then Safety Committee meeting and many of you were already here, that ran at 7:45pm and basically, we opened up the form to our Acting Fire Chief Tom Talcott and to our Police Chief Chris Collins. Mr. Talcott went through about six items that he highlighted as an agenda of things that they would like to do. The highlights of that: scheduling and overtime, updating what we need in equipment. For example, the engine and the firetruck and refurbishing that and it is a 1980's model. The staffing levels, training and even somethings like building maintenance, those were all covered very well and I think that there was some good participation from the Committee and again, I'll have a full report. Also, we heard from Chief Collins; he also highlighted the situation that both departments and departments throughout the country have with hiring part-time people, where he cited where we've given a test, there would be 70 to 80 people that would apply to be a Police Officer and that number is down into the teens these days for a variety of reasons. So, that offers some challenges to the department and keeping staff here. So, that's the quick summary. Again, we had Public Portion, nobody spoke on that and we adjourned just prior to this meeting. I'm open to any questions, if anybody had any.

**President Fellows:** Any questions for Councilman Fiebig? Thank you. Vice President Plecnik.

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### **Personnel Relations Committee Meeting of July 27, 2017**

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**Vice President Plecnik:** Madame President. Earlier today, at 6:01pm we had our Personnel Relations Meeting of Council. All members of the Committee were present, including Mr. du Laney, Ms. Fulton and Mr. McCarthy. Just to quickly summarize, we had two main issues. We looked at the proposed raises for non-union employees in draft form of ordinances, they all reflected a template of two percent (2%) which is what was budgeted for with the exception of our head of our Police Dispatchers and our Council Clerk who didn't fully participate or participate at all, as the case may be in the three percent (3%) administrative raise that the Mayor had granted in the prior year and so they were being caught up to that three percent (3%) in addition to the two percent (2%) for this year. We had the proviso that we still need to check with our Finance Director to see if any administrative raises were granted this year because we obviously don't want to give a "double raise" to any employee and we also need to ensure that we know which are truly members of the proposed secretarial union for AFL-CIO AFSCME 8 and which aren't because apparently there is some dispute as to whether some of the clerks are members of the union or not and so we need to verify who needs an ordinance as a non-union employee versus who's covered under the proposed contract but with those provisos the Committee made the unanimous recommendation that the proposed ordinances go forward to Rules and ultimately be numbered and brought forward to Council.

The second major issue was the proposed secretarial union contract that we referred to before, in addition to all the proposed ordinances that were handed out, the Committee was also provided with a copy of the proposed union contract for Willoughby Hills as well as a comparable union contract currently in effect for Willowick. The Willowick contract reflected a 1/1/1 or a one percent (1%) for each of the three years. Whereas, as I went over the critical terms of the Willoughby Hills contract, it was a 3/3/3 contract or a three percent (3%) raise for each of the three years, 17, 18 and 19 proposed, that comes to, because you're getting an increase on an increase a raise of 9.2727% or a little over nine and a quarter percent (9.25%) for the three-year period along with a one percent (1%) pickup for the OPERS pension fund. There was a uniform allowance in Article No. 28 ranging from a hundred (\$100) to one thousand, one hundred and fifty dollars (\$1,150) for union members; an



educational stipend in Article No. 29 of two thousand dollars (\$2,000) per year; tenure employee status which also comes along with an additional thousand dollars (\$1,000) of compensation a year for those union members who stay on for ten years or more as well as the potential for unlimited merit days, additional vacation days that the Mayor has the “sole discretion” to award under Article 31. After we had a brief discussion of those terms, and I summarize now because many of us were here for the prior meeting and I will submit formal minutes later, the concerns expressed were that this was more than the other unions had received, which would prejudice us in future negotiations, it would also be a slap in the face to unions who had settled for far less, that it was far higher than what we would expect from comparable cities; that it was far higher than what you would see in the private sector; that the City couldn’t afford it, particularly given our need to shift resources to our Fire and Police Departments as well as the paving of roads and other infrastructure projects. Ultimately, the Committee voted unanimously that Council reject the contract and ask the Mayor and Law Director, who the Mayor volunteered, where the principal negotiators for the City and the contract that is currently presented to Personnel Relations and to Council, that they go back and redirect or negotiate for and I quote “to effectuate savings from the current costs.” The idea is to actually use this as a tool to reduce our administrative expense so that we can reallocate funds to our priorities. In Public Portion, several residents spoke: Mr. Cihula expressed the concern that the BZA and the Planning and Zoning Clerks weren’t treated fairly in the contract and that the Recreation Clerk would receive a substantial raise automatically because she is being paid well below the minimum range proposed in the contract, it would automatically jump two dollars and forty-two cents (\$2.42) an hour whereas a similar benefit wouldn’t accord to the BZA or Planning Clerks. Council President Fellows expressed that raises and increases should be based on performance and that we use to give the same raises to union and non-union employees but the administration has changed the practice. Councilman Biro expressed that these union contracts often come in very high but ultimately lower in negotiations and Mr. Cihula just wanted to clarify for the record that he’s a sixty-year union member and that’s the position in which he approaches it. Councilman Fiebig expressed concern that the union contract would potentially conflict or modify a hundred and sixteen (116) ordinances and all of those would need to be reviewed prior to approval. And Ms. Grebenc of River Road expressed that Council should review with the Finance Director what had already been budgeted for these positions and the answer was a two percent (2%) raise in addition to current compensation to this year as all the other employees were budgeted for. Mayor Weger defended the contract saying that longevity pay already exists, that was something that committee member McCarthy expressed concern about, and stated that Mayfield Heights and Willoughby have 3/3/3 contracts with one percent (1%) pickups. He stated that uniform allowances are for safety and they do range from a hundred (\$100) to one thousand, one hundred and fifty dollars (\$1,150) depending on the position. And with respect to tenure for employees, he replied that’s something they wanted and could probably pull it out of the contract. Committee member McCarthy encouraged him to do so and Mr. Cihula expressed one final comment in public portion that raises might not be given to employees who are at the top of their pay scale to which the Committee all agreed. Public Portion as well as the meeting adjourned at 6:51pm and I stand open to questions.

**President Fellows:** Any questions to Vice President Plecnik on Personnel Relations? Thank you, John.

So, I just want to make mention that Councilman Biro will begin to work with Acting Chief Talcott to identify the needs and wants of the Fire Department and put a plan together.

Councilman Hallum, do you have anything that you want to share from the last Planning and Zoning Meeting of July 6<sup>th</sup>?

**Councilman Hallum:** I filed my report and it’s available for the public. Thank you.

**President Fellows:** It would be nice if you could report on it at some point so that we have it in a venue that people at the meeting could hear and people who are listening could hear as well.

**Councilman Hallum:** It’s available to the public. Thank you.

**President Fellows:** Thank you.

## **OTHER COUNCIL REPRESENTATIVE REPORTS**

**President Fellows:** Any other Council Representative Reports this evening? Seeing none, our next order of business is Public Portion.

## **PUBLIC PORTION**

### **Section 107.08 – Public Meetings of Municipal Bodies**

**(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.**

**President Fellows:** This is an opportunity for the public to come forward to share thoughts and opinions. Bullying and criticism will not be tolerated. You'll have approximately three (3) minutes. Please state your name and your address for the Clerk and I will open Public Portion at 8:08pm.

**Laura Pizmoht – 2711 Dodd Road.** And I just want to know how we get to a point where the News-Herald is reporting that the Mayor appointed himself as the Fire Chief of our City? I'm very concerned from a safety standpoint that we had a Chief who was unqualified, not vetted properly is gone; we had another Chief who was appointed and then another Chief was appointed and then the Mayor's appointing himself and then he's appointing someone else. What is going on?

**President Fellows:** So, I neglected to say, that we will do Public Portion, I will log your questions and then we'll come back to them.

**Resident Laura Pizmoht:** Okay.

**Doris Dodge – 37881 Milann Drive.** Two questions, number one, Mr. Mayor you said that you would reinstate the Willoughby Hills Adopt a Soldier Program, so I wanted to know how many soldiers you have and who should I contact at City Hall to obtain their names and addresses? And I was going to ask the head of Recreation tonight, if there was anything, she's not here, so maybe someone else can answer it. Are we going to put the Grange on rotation to be able to be rented as we would over at the, across the street? It's paid for by our tax dollars and I would like to maybe rent it out for a party, thank you.

**Chris du Laney – 37960 Valleybrook Drive.** A question as it relates to Mr. Brichacek's report in which he said that basically, what I took away is, revenues and expenses are about at fifty percent (50%) of the budget. And so, I wondered if you in that figure had made provision for the raises that were proposed in the ordinance that was discussed at the Personnel Relations Committee meeting. Did you put in a figure as that of expenses going back to January 1<sup>st</sup>? That's question one and question two is, I wonder if you would share with us, just generally, since we know that overtime has been significantly higher in the Fire Department what's offsetting that so that we come out even? Thank you.

**Jenna Bing – 36951 Beech Hill Drive.** I was going to talk about these two things but people already have. So, I just want to reiterate; I don't understand the history as to why the City bought the Grange. But we own the Grange. And I'm, public confusion, I do pokey man go and there two gems there and two pokey stops and a lot of stuff there goes on. So, I am in there every day, I drive in that parking lot and it is rare, I mean, like no one's there, no one's ever there. No one's there at night, no one's there during the day except the Boy Scouts, I understand they use it but the Boy Scouts must rent it from us or we give it to them as gratis. So, I don't understand why we own a building that, who's working on a very good strategic purpose for what this building

is going to be because we need one or else we need to sale it to someone to make use of this building and let us get some tax revenue off of it because it's sitting there and not being utilized. It may be a "can be" so we need to work on that and I just don't know what group does that. I don't think that it is just recreation, maybe it is. But it is a city building that needs attention given to what it's purpose is to be used for. Maybe it's recreation, but I think that it's a bigger question than just giving it to that. The second thing that I wanted to talk about was I am really befuddled and this is probably to you, Mr. Mayor. I'm really befuddled that when we have lost our, we're coming up on a year since we lost a full time Fire Chief, why has it taken a year to hire a replacement full time Fire Chief? And I will tell you that in my world, in the past, a leader is very much kind of rated on how good he does at hiring and keeping staff. I love the Finance Director, I love our Engineer. I think you guys do great jobs, I would like to have, and I think that our Police Chief does a good job. I would like a full time Fire Chief and I don't want to wait another year. And it doesn't even sound like there's a plan in place to hire one. You've been able to find someone to replace Fred, hopefully, in a short period of time. I think that's something that is a very big smirch on our City. We've wanted a year for a full time employee and a huge smirch on you as an effective Mayor which then reflects on our City in a big way. Thank you.

**Michael Tyler – 2770 Worrell Road.** Right here in Willoughby Hills. In two months, my family will come upon a milestone here in Willoughby Hills, we will have lived here for five years. That November of 2012, I came here before all of you and stated that I had two issues one was Worrell Road and the other were the sixty-seven bumps going that way on Route 6 to Worrell Road from 174 and the seventy-two coming this way. As far as I can see, Worrell Road is awesome, thank you so much, you did a great job on that point and I understand that most of the bumps were ground down a few years ago, but let me tell you, I hope that there's a big plan to get that fixed because it's become an issue again. Thank you.

**Dale Fellows – 2812 Fowler Drive.** Just a couple comments on the report of the new Acting Fire Chief Talcott. It was good to hear that the overtime was getting under control and kudos to members of Council for making that an issue so that it was resolved or is being resolved. The capital needs that he had mentioned, and a Capital Needs Plan once again I will remind everybody that the Performance Audit Task Force that I was on along with nine other members of the community back seven, eight years ago, had that very issue as one its main targets of what we should have been doing as a city at that time and it still hasn't been put into place. And I think, Dave, you alluded to it in your comments in one of your meetings about putting a certain amount of money away every year. That was supposed to have been done in 2011. And kudos to our Council President who had asked ten months ago that kind of addresses the lady's question, why wasn't Assistant Chief Talcott made Acting Fire Chief at that time. I do have two comments and a question or one comment and a question for Mr. Brichacek. I was a little taken aback by your comment about the OPENCHECKBOOK. OPENCHECKBOOK is transparency in government which is what we're all supposed to do. Although Mr. Hallum's comment about his committee report apparently shows that transparency is apparently not a high priority there, but I don't think you had a...

**Councilman Hallum:** He's out of order.

**Resident Fellows:** I think you had about a year before you started to have some loss of personnel to get the OPENCHECKBOOK up. I know Mentor-on-the-Lake got it up in three months. So, just a question there and the last question is about Pleasant Valley Road Bridge Fund, is when will that be whole? Thank you.

**Linda Fulton – 2990 Marcum.** Two things, I'm still waiting for the answer from the last Council meeting that a, or maybe it was from the one before that, about the Eddy Road Bridge. I'd like to know when that is going to be fixed. If anybody has called ODOT. The other thing is, at the last Council meeting there was a number of you that were absent, but I did ask Councilwoman Greer where she lives. There's two addresses, one is on Loreto Drive in Willoughby Hills and unfortunately, she's not here and the Law Director is not here so, but I'm curious as to how long this is going to take for Councilman Greer, if she lives in Waite Hill why hasn't she put in her resignation? Now, her answer at the last meeting was that she has been in contact with Council President

and the Law Director if any other questions were to be had then I should ask them. So, I'm asking, why isn't the Charter being followed? Thank you.

**Jasmine Reynolds – 2903 Stratford Way.** Good evening Council, fellow neighbors and fellow guests. I am new to the Willoughby Hills community, my husband and I just moved here within the last month and one of things that I have a high interest in learning more about as it pertains to the vision and direction is the Loehmann's Plaza area. I see it has a great opportunity to bring in business to the community and it's an area which directly affects me from attractancy point, you know, shopping, you know commerce vision as well. So, I would be highly interested in learning more of what that vision and plan is and how soon that area has a future as far as developing in the near future.

**President Fellows:** Anyone else this evening for Public Portion? Anybody else coming up? I will close Public Portion at 8:20pm. Okay, Unfinished Business from Public Portion.

### **UNFINISHED BUSINESS**

**President Fellows:** Many of the questions, Mayor are about the Chief, the Fire Chief. Do you want to address any of those this evening?

**Mayor:** I will give a written report of all the things that happened. I'll mail to you and Jenna and...

**President Fellows:** Laura had questions. Jenna had questions.

**Mayor:** Yeah. And um...

**President Fellows:** And Bob, if you could please provide information, if you could share that with Council as well it would be appreciated.

**Mayor:** Right. Okay, as far as the Grange and the Recreation Department, it's up to Council to set the rate for any public building and they haven't done so far. It's in the Recreation Committee of Council, so just waiting for them to do that, if they want to. Now, they have to take into consideration the cost to provide a monitor for the building and what kind of, they have to discuss what kind of events are going to go on there because there's limited parking. So, I know the pokey man puts those things down because I found some of them. And you know the outside it is find to do that but it's up to the Recreation Department and the Recreation Commission to come up with the rules and then they have to get them passed by Council.

Your Adopt a Soldier, I'll get back to you on that. The bumps in the road, Mike, that was a state project and we ground some down last year and I don't think that it helped too much except maybe make it worst but, we're trying.

**President Fellows:** Also, Loehmann's Plaza.

**Mayor:** Loehmann's Plaza, we currently have a gentleman that bought Loehmann's Plaza about a year ago and he's working on getting things put in there. We had a Planning Commission, an opportunity in Sam's Club to put a dinosaur display. It would have attracted many, many people and the only problem was they came to us on Monday, they needed a decision by Thursday to start doing it on August 2<sup>nd</sup>. It required a Public Hearing and the Public Hearing has to have two weeks' notice, so we said we could probably get it passed and approved by the 17<sup>th</sup> of August, but they wanted it to run in concert with one that they're doing in Chapel Hill Mall. So, that didn't go. But the owner of the shops and the real estate person that he has is constantly looking for A-type businesses and he hasn't found any except Aspire Gym is going to go in and they're currently in the reservation

area. That's maybe thirty-five thousand square feet, but in talking to them on Thursday, last Thursday, they said that it will probably take two years to fill the out parcels and the in parcels of the shopping center.

**President Fellows:** And then the Adopt a Soldier.

**Mayor:** Yeah, I said I'd, she could call Gloria tomorrow or Monday.

**President Fellows:** And then there were questions, probably for either the Engineer or Mr. Grubiss about the Eddy Road Bridge.

**City Engineer:** Yeah, I can respond to that. There are no plans within this year. That bridge is completely ODOT's responsibility, they do annual inspections for safety and when they have something planned, they let us know within a year, so we haven't been notified of anything and we're actually not allowed to do much maintenance on that bridge because it is over 271 so, there are dangers to the vehicles below. Your best bet is to call ODOT directly, ODOT District 12. The more residents they hear from, possibly they'll move, bump it up on their agenda.

**President Fellows:** And then, finance questions for Mr. Brichacek about when the Pleasant Valley Road Bridge Fund may become whole again. I know that we still have some years on that.

**Finance Director:** Yeah, you may not recall, but a number of years ago, I realized that subsidy transfer wasn't being made; Council adopted a repayment schedule and we have been following that schedule. We've been repaying \$15,000 a year and I believe that the last payment of about, I think it's six thousand dollars (\$6,000) that will actually be made next year.

**President Fellows:** And then that will be whole and then we'll put in...

**Finance Director:** Well, we're putting in fifteen thousand dollars (\$15,000) a year plus the \$15,000 a year catch up. So, you add, next year, we'll put in, the current contribution of fifteen thousand dollars (\$15,000) plus the delinquent contribution, I think six or seven thousand dollars (\$6,000 or \$7,000) and after, in the beginning of 2019 then it will be fifteen thousand dollars (\$15,000) a year.

**Mayor:** I'd like to ask Council to authorize me to put out to bid to fix the, paint the underside of the bridge. We got a quote of a hundred and five thousand dollars (\$105,000). The person that quoted that, he's not on state bid, so we have to go out for bids and we would paint the bottom of the bridge and fix the bridge plates but that's a separate contract on the west end of the bridge. So, what has to happen, the painter sets up the stuff and they can use the same platform to fix the plates; it's about eleven thousand dollars (\$11,000) to fix the plates but then the painting is basically a hundred thousand dollars (\$100,000). So, we need the bids to do that. It will probably be a multiple year thing, three years where they'll paint the one section of the bridge by the plates that have to be installed and then go forward with the rest. It's something that the Lake County Engineer recommended that we do. So, I would appreciate the authorization just to go out for bids tonight for the painting of the bridge.

**President Fellows:** And then, were you going to add something...

**Finance Director:** I was going to add; a question came up about Fire Department Capital. I'd like to remind everybody that we do have dedicated stream for Fire Department Capital, that the revenue from the grant, I'm sorry, the contract with Waite Hill is credited to the Fire Department Property, Plant and Equipment Fund as along with the revenue from the ambulance fees from non-residents and those two things combined for the 2017 budget, the estimate was a \$167,000 a year, so there is a dedicated, there is a stream that Council has dedicated to Fire Department Capital. A question came up about Fire Department budget. The budget included a full year salary for the Fire Chief and to date, that position has not been used, that money is available for allocation. The

budget included three additional positions which have not been hired, so that budget is available for Fire Department staffing.

Also, the question came up about the administrative. The budget included a two percent (2%) estimate for pay increases for the administrative employees that the other union raises are already reflected in the actual figures. In the scheme of things, the administrative are, it's a small amount. I think that there was there something else, wasn't there?

**President Fellows:** Mr. du Laney had asked about revenues and expenses at fifty percent; proposed raises and the overtime in the Police Department. Those are just the notes I took, so...

**Finance Director:** Fire Department? You had said Police Department.

**President Fellows:** He wanted to know if you could generally speak to the overtime for the Fire Department, I'm sorry.

**Finance Director:** Yeah, I think that he was talking about, you know the financing and I think that was addressed earlier, there are a number of factors, you know, again, I don't schedule the firemen but, there are a number of factors including a retirement and a lot of changes in, you know, the minimum staffing.

And I'd like to address the issue of transparency. Don't, do not think that I underestimate transparency. Our records are as transparent as possible and we try to provide information as promptly as possible. As I had said, we run a very lean staff. I think that we put out a very informative budget document. We do value transparency.

**President Fellows:** And I believe Council passed legislation for OHIOOPENCHECKBOOK. We've embraced the project and the meaningfulness of it for those that are using the internet and can look up things about Willoughby Hills on the internet financially. I know that the financial reports are on the Willoughby Hills website, but it's in a different format. It's colorful. It's pie shaped. Sometimes, visualization is a little different in that aspect than just reading charts. So, why we ask is because we've adopted it as a Council, we passed the legislation and we would like to see more added to it at your opportunity, Frank.

**Finance Director:** I do, but there are only so many hours in a day and there have been a lot of demands. You know in this year, we had a staffing change. We also had to renegotiate union contracts...

**President Fellows:** There's always things that push other things down, but it is still important to us, and we ask that you attend to it as best as you can.

**Finance Director:** Yes...

**President Fellows:** One other thing that I want to make mention is and I was not at the last meeting and Councilwoman Greer is not at this meeting. I've listened to the audio and she had indicated at the last meeting that she has been working with the Law Director and the Council President concerning her residency. And if Jennifer was here, I would be saying the same thing. I am not working with Councilwoman Greer on her residency. She and I had one conversation, that conversation was me calling her and she calling me back congratulating her and her husband on purchasing the home on Waite Hill and asking that she keep this body apprised of her plans so that Council could act appropriately. I have begun to get calls from residents asking where her residency is based on her communication two weeks ago. I cannot answer that question, so I just want to correct that. I cannot help any residents if they are calling me, asking me where Councilwoman Greer lives. Those need to be directed either to her or to the Law Director as she had indicated that she is working with him. So, I just want that on the record.



**Councilman Fiebig:** Madame President. Mayor Weger, were you aware of Councilwoman Greer purchased a home outside of the City?

**Mayor:** Yes.

**Councilman Fiebig:** Did you have a conversation with her regarding that and her plans to move?

**Mayor:** No.

**Councilman Fiebig:** Are you aware of the Law Director having a conversation with her?

**Mayor:** You'd have to ask him.

**Councilman Fiebig:** Are you aware of a conversation that she had with the Law Director?

**Mayor:** No.

**Councilman Fiebig:** Does the Law Director report to you?

**Mayor:** Yes.

**Councilman Fiebig:** Has he reported to you that he had a conversation with her and that she had purchased a home outside of the City?

**Mayor:** Yes, but then again, you own six houses outside of the City.

**Councilman Fiebig:** My residency is not in question here, Sir. Hers is.

**Mayor:** She lives on Loreto Drive.

**Councilman Fiebig:** How do you know that?

**Mayor:** She says she does.

**Councilman Fiebig:** You just said that you didn't have a conversation with her. So, you were aware that she purchased a home on outside of the City and you have directed her to stay on Council as long as she wants to?

**Mayor:** No. I have not directed her to do anything.

**Councilman Fiebig:** On another matter, you had, approximately seven years ago, when I had put together the funding for our Community Center, our ballparks and some things like that, I had set up a schedule as Chair of Recreation. You had asked me not to include the Grange at that time and in subsequent times you've asked that it not be included to be lend out or rented out for the public. Are you changing your mind on that at this point?

**Mayor:** Hey, it's up to the Rec Commission and City Council Committee of Recreation to basically do all the things necessary to do it. But, make a plan and pass it.

**Councilman Fiebig:** So, you have changed your mind on this then? So, it is okay with you that Council setup a schedule for rental of the Grange, is that correct?

**Mayor:** Sure.

**Councilman Fiebig:** Great. We have a resident here that started a neighborhood group, Neighbors for the Historic Grange and they would like to use that Community Center..

**President Fellows:** Grange.

**Councilman Fiebig:** They have been certified, the Grange, I'm sorry. They've been certified to use the Community Center at no charge as a neighborhood group and Tom Marsh is here and he has gone through hoops to try to get access to hold a meeting there of a neighborhood association. Will you let him do that?

**Mayor:** It's up to you to put it in the law.

**Councilman Fiebig:** You have that ability right now because you do rent out or lend out that facility to various groups at your discretion. So, will you let him do that?

**Mayor:** No.

**President Fellows:** So, we're gone on for months about the Grange, it's been all about the Mayor and the individuals that use it and I just want to make it on the record that now it's no longer the Mayor's problem, the problem he's putting on Council. Okay, just so you know, we've had nothing to do with this for months, for months and now it's Council's problem and Council's fault that nothing is happening in the Grange. Thank you, Mr. Mayor.

**President Fellows:** Next order of business...

**Councilman Hallum:** I have a comment...

**President Fellows:** Next order of business...

**Councilman Hallum:** No, I was addressed during Public Portion and I would like to address it.

**President Fellows:** Okay, Mr. Hallum.

**Councilman Hallum:** Thank you, because apparently, admonishing your husband doesn't count when you said not to be that, not to be going against other people and saying negative things; however, apparently there is some confusion about what is being transparent. My report is available to the public, it is very transparent, they can read it. It's very basic what we talked about so there's no point of me going through what was a very basic conversation and can be read by anyone and they are more than welcome outside of here to call me and I'll be able to answer any questions they may have. Thank you. I don't think that it's Public Portion anymore, thank you.

**President Fellows:** Councilman Hallum, it is only available when they are in the minutes.

**Councilman Hallum:** The minutes have been submitted to the Council Clerk weeks ago...

**President Fellows:** It has been customary that all chairmen of committees provide a report to their constituents at a Council meeting in a reasonable amount of time after the committee has had their meeting. All other Council members on this committee provide reports verbally. Councilman Biro does it for Service...

**Councilman Hallum:** Fine.

**President Fellows:** Vice President Plecnik does his, Councilman Fiebig, Councilwoman Majka, I mean, myself for Rules...

**Councilman Hallum:** Normally, I do too. I don't have them with me, it's not a big deal, it's available if they want to talk about it, call me, it's fine.

**President Fellows:** It may not be a big deal and you weren't prepared for tonight, that's fine but then you could have just said "Madame President, I will report verbally at the next Council meeting."

**Councilman Hallum:** It's available. If somebody has a question, I'm available.

**President Fellows:** Thank you. Anything else for Unfinished Business?

**Councilman Fiebig:** Madame President. There was a question from a new resident regarding the vision and the strategic plan for Loehmann's Plaza and I have not heard from Councilman Hallum regarding the Planning & Zoning Commission and have they met regarding our Master Plan or have there been discussions to review the Master Plan?

**Councilman Hallum:** The Master Plan is in process. You would have to talk with the Chairman of the Commission to get exactly where that stands because he is handling that directly, but there have been some conversations about that, yes. Thank you.

**Councilman Fiebig:** Mayor Weger, do you have any comments regarding the vision of the Loehmann's area? I'll report that the property was purchased recently and there were also some, there were some improvements that were made to the parking lot area, so I think that the owners there are a local group are attempting to put some into that and are attempting to keep it as a retail establishment, so I can let you know that. I don't think that's a secret and so, I think the plan is for at the least commercial use of that area is to continue it. Although, they will put some money into it and make some improvements hopefully with a local, let's say, a more engaged owner that we'll see some good progress out of that. Maybe some vacancies that will be filled by some people here, you know, over the next year or so. So, I know that's they're intent so, I can say that from that point of view.

**Councilwoman Majka:** Madame President. I'd just like to follow up on that thought. I may be one of the only ones sitting here that remembers Loehmann's Plaza when it first when in, probably about twenty years ago or so, a little longer and for anybody that sees it as it is today you would not believe how nice it use to be. I use to take my children up there to shop at Children's Place. We had Sam's Club. We had the movie theater which we went to often in the summer time because it had air conditioning in it and they had summer programing for children. The grocery store is still there, Marc's was there. We had various places starting with Gold Circle Department Store. We had Hill's in that same spot. Most recently Vanity Fair Outlet. It was thriving, it was nice. People came, people shopped. It breaks my heart to see what has happened up there. If you don't have any concept of what it use to be like, it's probably easy to just blow it off and say, oh well, oh well, maybe another year, maybe another two years. I'm really upset by this and I know a lot of residents in District 2 are also upset about this. But I've also talked with residents that have given up, they don't believe anything is going to happen anymore. And I'm tempted to think that way too. I just really think it's a shame. We all had a little bit of high hopes a year ago that some young man came into town and bought most of the properties over there and yeah, it was real hopeful to see some pressure washing going on and to see some parking lot re-pavement going, but I think that when a property area has fallen this far down. I don't think that we can be sitting back comfortable and just waiting for somebody to take some action. We need an aggressive recruitment plan. I'm no expert but I'm going on record right now saying that if you want to send me to Columbus, you want to educate me, you want to send me to some seminars, I'm available, I'm your girl. I'll go look, I'll go work, I'll go try to find out things. I'll go meet with people, I'll go meet with businesses. I'm sure several other Council

people here and may be residents would be willing to do the same thing. But you know, it's a blight, it's a blight on our community. I don't like living near there and seeing what has happened to it over the years. And I really, really hope that we're going to put some pressure on this developer instead of just kind of sitting back. I mean, I hear we can't even get in touch with him directly. We have to go through his attorney. We can't contact this guy? None of us Council people have his contact number to offer our services and to encourage him and to ask questions. We had one meeting with him, when was that, back in the fall? Back in the winter time?

**President Fellows:** And the Council Office was told that any communication about that property should go through Ray Somich.

**Councilwoman Majka:** Ray Somich, former Councilmember, actually I sit in his seat, but he's no longer with us on a regular basis making executive decisions. So, I'm not sure on that one either. But just wanted to say that this has been sitting heavy on my heart for a long time and I'm glad that I had the opportunity for a little group of people to at least hear this and whoever else might be listening and read the record later, thank you.

**Councilman Biro:** Madame President. And you know, I understand Councilman Majka's discussion here. I'm, I think that we're fortunate that we have an individual who bought it. It was owned by that New York teacher's union. They were unwilling to put any money into it. The new owner has discussed with us the idea of committing five million dollars (\$5,000,000) to the renovation and he's already done some things. I think that this is an areawide phenomena we're seeing in Richmond Heights, South Euclid, and it's, unfortunately, it's not just us, it's all around, so hopefully, I'm hopeful that he has the right marketing people and will put the time and money into this project and he already has put some money into it which is more than we can say about the New York teacher's union. So, I'm hopeful that we, yes, we can get in touch with him and find out what his process is and what more can we do to help him, but I mean, unfortunately it's a business. So, we're willing to help if we can. Thank you.

**President Fellows:** Thank you. One small thing, I would ask if someone could make a motion for me to change my vote on adopting the minutes for the June 22<sup>nd</sup> meeting as I voted in error.

**Councilman Fiebig:** I'll make a motion, you wanted us to just amend that?

**Vice President Plecnik:** I'll second the motion.

**President Fellows:** So, I have a motion from Councilman Fiebig and second from Vice President Plecnik to allow the Council President to amend her vote to a yes on adopting the June 22, 2017 minutes. Any discussion on the motion?

**Councilman Hallum:** Just curious, what happened between early, did you realize that you were here or something?

**President Fellows:** Yes, I did. Thank you.

**Councilman Biro:** That's fine.

Roll call:      **YEAS:**      **Hallum, Majka, Plecnik, Biro, Fellows, Fiebig**

**President Fellows:** Thank you, my vote has been amended. The next is legislation.

## **LEGISLATION**

### **Ordinance No. 2017-41 – 2<sup>nd</sup> Reading**

**1<sup>st</sup> 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.**

Councilman Biro moved to suspend. Councilman Hallum seconded.

**Councilman Fiebig:** Madame President, I would just ask for a quick summary as to why you are waiving the three.

**Councilman Biro:** It was the...

**President Fellows:** The Engineer.

**Councilman Biro:** The Engineer requested that we pass this tonight.

Roll call: **YEAS: Hallum, Majka, Plecnik, Biro, Fellows, Fiebig**  
**Motion passed.**

Councilman Biro moved for passage. Councilman Hallum seconded.

Roll call: **YEAS: Hallum, Majka, Plecnik, Biro, Fellows, Fiebig**  
**Motion passed.**

**Ordinance No. 2017-42 – 2<sup>nd</sup> Reading**

**1<sup>st</sup> Reading: July 13, 2017**

**An ordinance authorizing the expenditure of the engineering fees associated with the Meadowbrook Pump Station Project and declaring an emergency.**

Councilman Biro moved to suspend. Councilman Hallum seconded.

**Councilman Hallum:** Pete, is there anything that is riding on us doing this prior to our break? I mean, is there an importance for us passing this now or is it not...

**City Engineer:** Yeah, it's just to get us started earlier. Something definitely needs to be done so there's no reason to wait.

**Councilman Hallum:** So, the concern is that we wait longer than we're going to hit winter and it may not get done or is it just the failure of...

**City Engineer:** We would just lose an extra month while Council is on recess.

**President Fellows:** And Councilman Hallum, this ordinance runs congruent with a motion for the Mayor to now begin to go out for bids. So, that waylays the Mayor from doing that as well.

**Councilman Hallum:** Thank you.

**Councilman Fiebig:** Madame President, the importance of this is that it's a pump station and if we're in need of repair of that, that's a critical need for our community, so we're not going to hold that up for a month because of the number of readings. So, that's a good and valid reason to go ahead and adopt this tonight.

Roll call: YEAS: Hallum, Majka, Plecnik, Biro, Fellows, Fiebig

**Motion passed.**

Councilman Fiebig moved for passage. Councilman Hallum seconded.

Roll call: YEAS: Hallum, Majka, Plecnik, Biro, Fellows, Fiebig

**Motion passed.**

**Ordinance No. 2017-43 – 2<sup>nd</sup> Reading**

1<sup>st</sup> 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.**

**President Fellows:** This ordinance will stay on second reading and as you've heard from Vice President Plecnik's report from Personnel Relations, there has been some questions and concerns that have been relayed to the Mayor. And the Mayor is to come back with some information with the union representative and probably the Law Director, Law Director Lobe to see if there could be any amendment to this contract.

**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 laptop computers and repealing conflicting legislation.**

**President Fellows:** So, this ordinance was directed from the Finance Director in terms of amending the appropriations for this. What's the wishes of Council?

**Councilman Fiebig:** This is not an urgency and it's not critical. I would just leave it on the readings, in my opinion.

Councilman Biro moved to suspend. Councilman Hallum seconded.

**Councilman Hallum:** I did because I want to hear from Mr. Brichacek as to the, is this, is there any reason we can't wait or does this need to be done sooner than later?

**Finance Director:** Chief Collins would have to answer that, but I would just say that this twenty-five hundred dollars (\$2500) was a donation from the Rotary...

**President Fellows:** So, just to clarify and remind everybody these are laptops for the Police Department.

**Finance Director:** Specifically for the purpose of two laptops.

**Councilman Hallum:** I guess my question is do you know, or Mr. Mayor do you know are there people who aren't able to do their jobs because they're waiting for these computers?

**Mayor:** No.

**Councilman Hallum:** Okay. Just want to make sure.

**Mayor:** We got the money already.

**Councilman Hallum:** I understand, I just want to make sure that not getting them wasn't going to affect somebody from being able to do their job effectively.

**President Fellows:** Just a reminder, we're not going to meet in August so we're not going to vote on this again until September.

**Councilman Hallum:** Which is fine, in my opinion, if they don't need them right now; if they're not waiting for a computer to do their jobs, so I withdraw my second.

**Councilman Fiebig:** And Madame President, I'm just passing down a quick little typo there in the header, so...

**President Fellows:** So, Councilman Biro does have a motion on the floor, but there's no second right now to waive.

**Councilwoman Majka:** I have a question. Frank, this whole ordinance, I'm I correct in assuming it's just a bookkeeping change pretty much saying that you want to record on the budget sheets that this donation has gone through and it's going to be recorded and changed?

**Finance Director:** No, the donation has already been credited to the Law Enforcement Operating Fund, I'm sorry, the Safety Forces Operating Fund. The Chief has, actually the Police Department has sufficient available appropriation right now if they want to go out and buy these, this laptop tomorrow. But without this change, it's effectively a reduction of their operating budget of twenty-five hundred dollars (\$2500).

**Councilwoman Majka:** So, they can receive, it's not the receipt of the money, it's them going out and using that money to purchase.

**Finance Director:** The money has been received already, so you know, unless you post the acquisition of these two laptops, its....

**Councilwoman Majka:** Right.

**Vice President Plecnik:** Madame President. If I understand correctly though, you're saying that not only has the donation has already been received for the two laptops, but there's sufficient monies in the budget already for the police to purchase this. Of course, they're hopeful that in good faith, we will ultimately approve this legislation so that they don't end up with a defector of twenty-five hundred dollars (\$2500) in their budget, but in reality, they're going to go out and purchase these laptops and there's not a great possibility that Council is going to cut the Police Department budget because they received a donation. So, it sounds to me as though this is not time sensitive given that this won't even hold up the purchase of the laptops.

**Finance Director:** As a practical matter, I would just suggest passing this ordinance unless there's strong feeling that they shouldn't acquire these laptops and we should return the donation because they don't believe your intent is to reduce their budget and basically just to get this off your plate.

**Councilwoman Majka:** Right, right, that makes sense.

**Finance Director:** It doesn't seem like an ordinance that, you know, requires a review by committees, it doesn't seem like an ordinance that is going to be passed and that is going to be repealed by the public in terms of initiative...



**President Fellows:** Mr. Brichacek, it sounds like you're the Law Director tonight.

**Finance Director:** You know, I'm just trying to help...

**Councilman Fiebig:** So, Madame President, just to reiterate, I don't feel that this is time sensitive, there's a typo in the header and I just prefer to leave this on second reading.

**President Fellows:** So, Councilman Biro motion has no second, so this will remain on first reading.

**Councilman Fiebig:** Thank you.

**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.**

**President Fellows:** So, this is a necessity. It's not time sensitive; however, this is for sewerage regulations. There's increases. Willoughby's fees have gone up. So, we have to comply with this. Leave it on first reading.

**NEW BUSINESS**

The next is New Business. We have two motions.

**Councilman Biro:** Motion of Council to seek bids for Meadowbrook Pump Project.

**Councilman Hallum:** Second.

President Fellows: I have a motion from Councilman Biro and a second from Councilman Hallum in accordance with the passage of Ordinance No. 2017-42, which we did, we would require, authorize the Mayor to seek bids for the Meadowbrook Pump Station Project. Any discussions on the motion?

Roll call: **YEAS: Hallum, Majka, Plecnik, Biro, Fellows, Fiebig**  
**Motion passed.**

**President Fellows:** The Mayor did ask if we would present a motion for him to be able to go out for bid for painting of the undercoat of the Pleasant Valley Road Bridge and fix the plates?

**Mayor:** No, just the bridge.

**President Fellows:** Bridge. Do I hear a motion for this?

**Vice President Plecnik:** So moved.

**Councilman Fiebig:** Second.

**President Fellows:** I have a motion from Vice President Plecnik and a second from Councilman Fiebig for the Mayor to go out to bid so that the Pleasant Valley Road Bridge could be undercoated. Any discussion on the motion?

**Councilman Fiebig:** Mayor, why did you say that it will take three years?

**Mayor:** If we do a portion every year. So the first portion would be the west side of the bridge and they can fix the plates because it's becoming so late in the season they won't be able to finish it in time for the paint to dry properly. So, two years maybe. And we have enough money in the bridge fund right now to complete it. The estimate is about a hundred and five thousand (105,000), plus ten thousand (10,000) to fix the plates and we have that money. So, if they can do it all in one year, we'll take the bid like that.

**Councilman Fiebig:** Because it would seem to me that it would cost more to do it over multiple years because you're already mobilized and out there. So, what am I missing?

**Mayor:** You set up a certain portion, so, we'll see with the bids.

**Councilman Fiebig:** Alright.

**President Fellows:** So, the motion on the table is to go out for bid to undercoat the bridge. Any other discussion?

Roll call: **YEAS: Hallum, Majka, Plecnik, Biro, Fellows, Fiebig**  
**Motion passed.**

**President Fellows:** I just want to mention under New Business that yesterday from the Mayor's Office we received a memo with a recommendation for the new Building Inspector's position. We will put this, probably in either PR or Working Committee of Council after our break. And I did have a question, after listening to the audio, Mayor, you had indicated that this individual was fully certified, electrical and plumbing and I see, if I read the paperwork right, he is not. That his electrical has expired, so he'll need that.

**Councilman Hallum:** He's getting it, that's what I heard.

**President Fellows:** Then I don't know about plumbing...

**Councilman Hallum:** Getting it renewed.

**Mayor:** He has it. It was reinstituted on the 15<sup>th</sup> of July.

**President Fellows:** Okay, electrical? So, we'll need to check that. Any other New Business?

**Mayor:** Can you confirm Assistant Chief Talcott as the Acting Fire Chief?

**President Fellows:** We cannot do that tonight, that has to be done by ordinance and his salary needs to be set.

Any other New Business?

**Vice President Plecnik:** Madame President. I just find it interesting that the Mayor asked us to confirm Acting Fire Chief Tom Talcott when his memo to Council says that he has the sole authority to appoint him. I disagree with the Mayor. I think that department heads whether you label them as "acting" or otherwise, in the spirit of the Charter need to be confirmed by Council because there has to be a coming together of all the elected representatives to choose a position that important to ensure that the best person is there. But, I find it surprising that the Mayor would ask us to confirm him in the wake of his memo announcing that he does not need our help. So, I wonder if the Mayor has changed his position and he now agrees that the Charter does require Council confirmation.

**Mayor:** In an overabundance of things, I'm just asking for it.

**President Fellows:** Well, this body would still need to have an ordinance created and his salary set and that's something that I don't believe we can do this evening.

**Councilman Fiebig:** I agree because we did ask for particulars on what the offer was. So, the Mayor had indicated that he was going to provide us with that so that we can review that as well as, I mean, I personally know Tom, but I'd like to review his credentials and so forth as well, but, that's in due course.

**President Fellows:** Any other new business?

**Councilman Fiebig:** Madame President, in light of the Grange and the Mayor's comments tonight, I'd say that we should put the review of Section 9.41 and the use of Maple Gove Grange into a committee. Perhaps, the Working Committee of Council to review as early as possible.

**President Fellows:** I'd entertain that.

**Councilman Fiebig:** Do we need a motion?

**President Fellows:** No, No, we'll put it...we'll start on it in September.

### **FOR THE GOOD OF THE ORDER**

**President Fellows:** "For the Good of the Order"?

### **FOR THE GOOD OF THE COMMUNITY**

**President Fellows:** "For the Good of the Community"? Seeing none, I'd entertain a motion to adjourn. There's no discussion on the motion.

### **ADJOURNMENT**

Motion was made by Vice President Plecnik to adjourn. Councilman Fiebig seconded.

Roll call: YEAS: Hallum, Majka, Plecnik, Biro, Fellows, Fiebig

Motion passed.

The Regular Council Meeting of July 27, 2017 was adjourned at 9:06pm.

APPROVED: September 14, 2017  
Date

ATTEST: Victoria Ann Savage  
Victoria Ann Savage, CMC  
Clerk of Council

Nancy E. Fellows  
Nancy E. Fellows  
President of Council