

CHRISTOPHER HALLUM
President of Council

MICHAEL KLINE
Vice President of Council

City of Willoughby Hills

COUNCIL:

NANCY E. FELLOWS

DAVID M. FIEBIG

CHRISTOPHER HALLUM

JOE JARMUSZKIEWICZ

MICHAEL KLINE

JANET R. MAJKA

TANYA TAYLOR DRAPER

Organizational Meeting of Council

Minutes of January 6, 2020

Policy No. 2: All Council meetings shall be recorded by audio recording device and will be held in perpetuity and shall be part by Council.

The Organizational Meeting of Council called to order on Thursday, January 6, 2020, at 7:00 p.m. in Council Chambers. In the absence of a Law Director, Mayor Andy Gardner opened the meeting.

Pledge of Allegiance

Members Present: Councilwoman Tanya Taylor Draper, Councilwoman Nancy E. Fellows, Councilman David M. Fiebig, Council President Christopher Hallum, Councilman Joe Jarmuszkiewicz, Council Vice President Michael Kline and Councilwoman Janet R. Majka.

Others Present: Mayor Andy Gardner

Mayor Gardner: For the record and I have copies here that I will leave with the recording. All of the new members have been sworn in and copies of their oath of office will be recorded with the clerk so that they have a record of that. Tonight we are just recording because our clerk for the last many years, Vicki Savage submitted her resignation last night. I have asked Councilwoman Fellows to say a couple of words on Vicki's behalf for her hard work for the city.

Council President Fellows: Thank you, Mayor. This is what I sent out this morning. "Colleagues: It is with sadness that I share the resignation of Victoria Ann Savage as Willoughby Hills Council Clerk. Vicki has been the Council Clerk for seventeen years. She was appointed under Mayor Ken Lorenz. Shortly after her appointment, she began the process to become a CMC, Certified Municipal Clerk, and has continued to meet requirements to maintain that certification. Vicki has worked tirelessly and impartially for Willoughby Hills, always researching and providing information for Council and the Administration. She has been lauded by law directors for her knowledge and exemplary work. Council and the City are losing a most valuable employee." Her resignation was presented to me as Council President last evening, January 5, 2020 and states: "To Council President: I hereby resign my position of Council Clerk effective on midnight, January 5, 2020. Thank you for the opportunity to serve the City of Willoughby Hills. Victoria Ann Savage" She will be sorrowfully missed.

Mayor Gardner: Thank you, Nancy.

APPOINTMENT OF COUNCIL PRESIDENT & COUNCIL VICE PRESIDENT:

Mayor Gardner: My first and only order of business is to now accept nominations for the office of President of Council.

Councilwoman Taylor Draper: Mayor Gardner, I would like to nominate Councilman Chris Hallum for President of Council.

Mayor Gardner: Okay. First nomination. Are there any other nominations?

Councilwoman Majka: Mayor Gardner, based on the second most seniority in this room, I would like to nominate David Fiebig for Council President.

Mayor Gardner: Okay. I guess I should first ask, Councilman Hallum, do you accept your nomination?

Councilman Hallum: I do. Thank you.

Mayor Gardner: Councilman Fiebig, do you accept the nomination?

Councilman Fiebig: Yes.

Mayor Gardner: Any other nominations? In accordance with past practice, I am going to ask three times, so that was the first time. A second time - any other nominations? After the next time, I am going to close nominations, for a third time – any other nominations? Having now asked three times after the last nomination, I am going to close nominations. We will now vote. This works fairly simply. Yes or no for each candidate in the order they were nominated. If one candidate gets a majority, we will stop. So the first candidate was Councilman Hallum and we will do it by roll call.

For Councilman Hallum:

During the Roll Call:

Councilman Fiebig: Mayor Gardner, I am confused if I should abstain because I was nominated or not, based on that...

Mayor Gardner: I think you are allowed to vote for each one. You do not have to abstain. You are allowed to vote because it is an office that you all...

Councilman Fiebig: Yes, I see. It was a moment, I was not expecting that so I had to think about it for a moment to be honest with you, but I would vote yes.

Roll Call: AYES: Taylor Draper, Fiebig, Jarmuszkiewicz and Kline

NAYS: Fellows and Majka

Abstention: Hallum

4 VOTES AFFIRMATIVE FOR CHRISTOPHER HALLUM

Mayor Gardner: With that, we have 4 AYES, 2 NAYS, and one abstention, am I correct? Councilman Hallum has been elected President of Council and I will turn the meeting over to him.

(Audience applauds)

Council President Hallum: Good evening. Thank you to my fellow Council people, Council representatives, that supported me. I appreciate it. I look forward to a productive and positive four years with all of you. Alright. Next order of business is nomination of Vice President of Council.

Councilman Jarmuszkiewicz: Mr. President, I would like to nominate Michael Kline for the Vice President position.

Council President Hallum: One moment. Are there any nominations? Yes, Mr. Jarmuszkiewicz?

Councilman Jarmuszkiewicz: I would like to nominate Michael Kline for Vice President.

Council President Hallum: Okay. Mr. Kline, do you accept?

Councilman Kline: Yes.

Council President Hallum: Okay. Are there any other nominations?

Councilwoman Fellows: Mr. President, I would like to nominate Councilman David Fiebig. As Councilwoman Majka suggested or has said, he is the second most senior person on this. I do think that there is some merit to succession planning. I have been engaged in that in my professional career and I believe it is time for someone who has experience to be the Vice President instead of someone with no experience.

Council President Hallum: Thank you. Any other nominations? Oh, I am sorry. Mr. Fiebig, do you accept the nomination?

Councilman Fiebig: Yes, with all due respect to my colleague, I would agree I think that in the spirit of moving forward, I could offer some experience to help this Council move forward and to help train people who are new on the Council. So I would be glad to assist you in managing this Council and moving the City forward in a real positive way. So I would accept that. Yes, thank you.

Council President Hallum: Thank you. Are there any other nominations? Any other nominations? Any other nominations? With that, nominations are closed. We will proceed with the first nominee, Mr. Michael Kline.

For Councilman Kline:

Roll Call: AYES: Taylor Draper, Hallum, Jarmuszkiewicz and Kline
NAYS: Fellows, Fiebig and Majka

4 VOTES AFFIRMATIVE FOR MICHAEL KLINE

Council President Hallum: There are 4 votes affirmative for Councilman Kline. Congratulations, Mr. Kline, you are Vice President of Council.

(Audience applauds)

Council Vice President Kline: Thank you. I am looking forward to working with everyone going forward as Vice President. Thank you.

APPOINTMENT OF CLERK OF COUNCIL

Council President Hallum: The next order of business is the motion to appoint the Clerk of Council. I am going to delay that so we can make a proper posting to the community to find proper applicants for the Council Clerk. Per the Charter, we have thirty days from this Organizational Meeting to appoint a Clerk, so we need to be very expeditious in getting that out. So if you, or someone you know, would be a good candidate, please encourage them to complete a resume and send in a cover letter to, I guess at this point, send it to myself and you can find my email address on the City website. You can send it to all of Council. But if you can do that as soon as possible then we will instruct the Mayor's Office, if they could please put together a posting to go out to the public. Secondly, I would like to ask that we have a Public Portion before we get to Committees of Council and I am open to discussion on that. Any one?

Councilman Fiebig: Mr. President, why would you ask for a Public Portion?

Council President Hallum: Just to give everyone an opportunity to speak about anything they might want to talk about before we get started.

Councilwoman Taylor Draper: Councilman Hallum, I support a Public Portion right now.

Councilwoman Fellows: Mr. President, it is Council President Hallum.

Council President Hallum: It's fine.

Councilwoman Taylor Draper: Thank you.

Council President Hallum: It's fine. Thank you. Anyone else? Okay, then we will vote on having a Public Portion before Committees of Council.

Councilman Fiebig: Mr. President, just a point of order. What would need to happen is that you would need to amend the agenda in order to move Public Portion at this point in the meeting and then we would have a second to that motion and we would move forward.

Council President Hallum: Actually, I don't need that. When you are dealing with a small board like this, the Council President has the ability to ask for that without a motion.

Councilman Fiebig: With no objection.

Council President Hallum: But thank you. I appreciate that because there are some a lot of different rules.

Councilman Fiebig: No objection.

Council President Hallum: Thank you.

Roll Call: AYES: Fellows, Fiebig, Taylor Draper, Hallum, Jarmuszkiewicz, Kline and Majka
NAYS: None

Motion passes to put a Public Portion before the Committee Reports.

PUBLIC PORTION

Council President Hallum: We are going to move on to Public Portion. Public Portion is opened at 7:11 p.m. I ask you to state your name and address for the record, and keep your comments to three minutes. If you would like to come up, please do so.

No one presented for Public Portion.

Council President Hallum: That was easy!

Public Portion was closed at 7:12 p.m.

APPOINTMENT OF COUNCIL COMMITTEES

Council President Hallum: I would like to propose something to my fellow Council members and get your input on something. In the past, we have had these seven Committees of Council and eight when you include the Working Committee of Council. What I was thinking about and would like your input about is whether we maybe could, as we all talked during the election season about working together and doing more things together as one, I am wondering if maybe we could decrease these numbers for now to just the Finance Committee, the Committee of Council of the Whole and those were the only two I was thinking about at this point. I would like to hear your input as far as that goes. That would just require that if it is anything outside of Finance, that we would hold a Committee of the Whole meeting, inviting all of Council to discuss matters before us.

Councilman Jarmuszkiewicz: Mr. President, once we set this up, can it be changed in the future if we had to add committees to it?

Council President Hallum: Good question. Yes, it absolutely can be, in fact, what it says in the Ordinance in regard to committees is that Council may at any time create a special committee, if we should so desire. So that could be done at any time and, in fact, we could at any time reinstate one of these committees if we feel that it would be helpful to segment that off; however, my experience has been in the past that most Council people attend as many of the meetings as possible anyway. The only thing we would not have is each person would not have a committee necessarily, but we would all be working together.

Councilman Jarmuszkiewicz: Okay.

Council Vice President Kline: Mr. President, being new to the Council, I had done some research on my own and I was just curious as to what the various committees were responsible for, what they were doing, frequency of meetings and I actually went back and looked through the Council minutes, going back almost six years and I saw that Finance and Rules & Legislation met the most. They were the most active. And the others had some, maybe an organizational meeting of their own and there just wasn't any further meetings for the year. So I think Finance, Rules & Legislation and Committee of the Whole, in my opinion, I think that would cover just about everything.

Council President Hallum: Thank you Councilman Kline and thank you for reminding me...that was the other one I was trying to remember, Rules & Legislation. I agree with you. That one makes sense as well. Anyone else?

Councilwoman Majka: Mr. President, so my suggestion would be rather than say you are deleting some of these things, rather consolidate them and give them a title so it is clear in everybody's mind. For example, we had talked, I think, in the past, that Safety, Service and Utilities may overlap so that may be a logical one to consolidate and just call that a committee. The others could be grouped as people agree upon. Just a suggestion rather than have it be that we are picking and choosing one over the other. Maybe historically for the sake of rather than going back and reading minutes on these committees, also, just to keep them alive still and consolidate them instead.

Council President Hallum: Thank you.

Councilwoman Fellows: Mr. President, Planning and Zoning – Council representation has a vote on that Commission.

Council President Hallum: Well this is the Committees of Council. We would still be appointing someone to the Commission. That is a separate job according to the Charter.

Councilwoman Fellows: And are not these all part of the Charter?

Council President Hallum: No the Committees of Council are an Ordinance. Any other comments?

Councilman Fiebig: Mr. President, it is an interesting idea that you brought up here. In just analyzing it for a minute, one of the reasons that we have standing committees of Council is to have more in depth discussions about specific issues and these seven were designated many years ago to be like the, sort of the major areas of why we operate a City government. It allows for a chairman and one of the Council members has typically been the chair of that committee and then appoint two other members to go in depth and hold their own meeting and analyze an issue, have a good, free-flowing discussion about it outside of a Council meeting and then report back to the body their findings. It allows for more discussion outside of a Council meeting where your Council meetings are just there basically to vote then on what we found. So making a change from that would probably, in my opinion, take away some of the individual duties of each Council member to have the responsibility to take their particular area of interest and really work on just that as the chairman of that committee and pay specific attention to that committee and then report that back to the body of the whole. Now whether or not people have had numerous meetings or not, there might have been issues or there may have been no issues and that might be the reason for the number of meetings but it does not take away any of the importance of that specific duty, let's say, of like the Recreation Chairman. That chair could then take it upon themselves to say, "Well let's do a new Recreation Master Plan. Let's engage the Council into the Recreation Board and say, here is what we would like to do and let's report back to Council then." And so on down the line. For Safety, for example, our Police Chief, when I saw him at the Inauguration, said that he hoped I would continue to be the Chair of Safety to like carry a continuum over things that we have done in the past and looking forward, I already know the things that we need, where certainly if there is a Committee of the Whole, yeah the Council President would run that meeting and, sure, everybody would participate, but this would allow to have a more free-flowing discussion with a smaller group which tends to get less awkward and, you know, I think they are more productive to be that way. I know that there is an Ordinance that "there shall be standing committees." I would have to read it again to say at an Organizational Meeting to we have to nominate a chair for those meetings, I don't think it says that but...Okay. Those are my thoughts and then of course there is a meeting coming up Thursday for Planning and Zoning so I know that we do have to nominate a chair and make sure that someone is there. I am open to, Personnel Relations, I think, Mayor Gardner and I talked today and he said that Union negotiations were coming up so I am sure you want to have a Council representative specifically as a lead person on that. So those are my thoughts on that. I am open to talk about changes and that going forward but thank you for the opportunity to share those thoughts.

Council President Hallum: Thank you Councilman Fiebig.

Councilwoman Taylor Draper: Could you just reiterate the goal of this please? Clarify it for me.

Council President Hallum: Sure. The plan in my mind would be especially because we have several new Council people that I believe are going to want to be involved in pretty much any meeting that would be held in any of the committees of Council and the fact that we have all talked about wanting to work together, to be together, to understand together so that when it comes time to vote, we have all had a really good opportunity to explain and understand and ask questions. My thought was "why have all of these different

committees of Council when we are all wanting to work together anyway?” “Why not just handle anything outside of Finance or Rules, let’s just do it as Committee of the Whole together?” Okay. So I am going to close discussion on that topic at this point. What I am going to do tonight is, because we have until the second Council meeting of January, regular Council meeting I believe it says, but I will check, to appoint chairs to all of the committees. So for tonight, I am just going to do Finance and Rules and then I want to give it some more thought and I think all of you should too and we will discuss it again perhaps again at the next Thursday Council meeting.

Councilman Fiebig: Mr. President, and don’t forget Planning and Zoning for this Thursday’s meeting.

Council President Hallum: I have it in my mind. I was going to make a note here. I thought when I looked at the agenda tonight that that was missing.

Councilman Fiebig: The reason I brought that up is that there was an email saying they were looking for a quorum and they need to know exactly how many people, I know Pete might be there and I have been there for...

Council President Hallum: Understood. Thank you. We are definitely going to make sure that we are not going to leave them short. With that, I will start with the Finance Committee.

APPOINTMENT OF COMMITTEE CHAIRMEN

Finance Committee Chairman:

Council Vice President Michael Kline was nominated by Councilwoman Taylor Draper. Council Vice President Kline accepted the nomination. There were no other nominations.

Council Vice President Michael Kline was appointed Finance Committee Chairman.

Council Vice President Kline: I was just going to say thank you. I look forward to using the skills that I honed over forty years to help the City.

Council President Hallum: Thank you.

Mayor Gardner: Point of Order. Should we take a vote or are no votes necessary? I just want to be sure.

Council President Hallum: We could do it. I just don’t think we need one since there was only one candidate, but we can do it out of procedure, if you like. That is fine. We can take a vote to be sure.

Councilman Fiebig: There is no objection since there is just one, I have no objection.

Council President Hallum: Yes, I was going to say, there is only one candidate.

Councilman Fiebig: No objection.

Council President Hallum: I agree. I think if we need to take a vote, we have the next meeting that we can do that so I think at this point I am going to move on. The next committee is the Rules & Legislation Committee. Any nominations?

Council Vice President Kline: Mr. President, I would like to nominate yourself, Chris Hallum, for that.

Council President Hallum: Thank you. I would like that. I would accept that nomination. Are there any other nominations for the Rules and Legislation Chair? Any other nominations? Any other nominations? Nominations are closed. Thank you very much. I appreciate that. The Committee of the Whole we do not have a Chairman for. That is automatically the President of Council that is in that position. I neglected to...I guess we could get a Clerk Pro Tem for this evening if you all think that would be helpful. We have got the recording, but honestly I will defer to our past President on whether that makes sense or whether we actually need a Clerk Pro tem for the meeting. Is there any reason we need to do that?

Councilwoman Fellows: Minutes of meeting, the official minutes of the meeting are the audio of the tape, the audio anyway, so...

Council President Hallum: So you think we can do without. Okay. I appreciate that. The next section that I have is for Council representatives for the Planning and Zoning, so we will do that one next. Are there any nominations for Planning and Zoning?

Council Vice President Kline: I would like to nominate Tanya Taylor Draper for Planning and Zoning.

Council President Hallum: Okay. Are there any other nominations? Oh, I'm sorry...Councilwoman Taylor Draper, do you accept?

Councilwoman Taylor Draper: I do accept, yes.

Council President Hallum: Okay. Any other nominations? Any other nominations? Mr. Fiebig, you were going to speak. You have the floor.

Councilman Fiebig: I withhold.

Council President Hallum: Any other nominations? Nominations are closed. Congratulations, you are the representative on Planning and Zoning.

Councilwoman Taylor Draper: Thank you very much. I look very forward to working with the City. Thank you.

Council President Hallum: The next order of business will be a Council representative to the Recreation Commission. Are there any nominations for the Council representative for the Recreation Commission?

Council Vice President Kline: Mr. President, I would like to nominate Joe Jarmuszkiewicz for that.

Council President Hallum: Councilman Jarmuszkiewicz, do you accept the nomination?

Councilman Jarmuszkiewicz: Yes.

Council President Hallum: Are there any other nominations for the Recreation Commission representative? Any other nominations? Any other nominations? Nominations are closed. Congratulations, Councilman Jarmuszkiewicz, you are the representative for the Recreation Commission. I appreciate that. You have been on that Commission as a resident for quite some time, so I am sure you will do them well. I want to mention that in the past the Council has appointed people to the Chagrin River Watershed Partners Trustee and Alternate Trustee positions; however, I did find out that that is a Mayoral-appointed position, so I am going to leave that to our Mayor to appoint those positions and certainly anyone on this dias or in the public may throw their hat in the ring for that and let the Mayor and his Administration know if you are interested in that position, please do so. We do need an alternate member for the Planning and Zoning position. I will take nominations for that.

Councilman Fiebig: I would like to nominate Michael Kline who served on that board for three years now.

Council President Hallum: Mr. Kline, do you accept the nomination?

Council Vice President Kline: Yes.

Council President Hallum: Are there any other nominations? I would like to nominate Mr. Fiebig for that alternate.

Councilman Fiebig indicates he is not interested in that.

Council President Hallum: You are not interested in that? Very well. Any other nominations? Any other nominations? Any other nominations? Nominations are closed. Mr. Kline, you will be the alternate for the Planning and Zoning Commission. The next order of business is Policies of Council. Everyone should have a copy of the policies. There are seven policies.

Councilwoman Fellows: Mr. President, so this week I received a telephone call from the Cuyahoga County Airport reminding Council that there is a Council appointment to the Noise Abatement Commission at the airport and I would like to nominate Tanya Taylor Draper since it's in her district.

Council President Hallum: I appreciate that, however, that is actually a Mayoral appointee as well and I am going to leave that up to the Mayor to make that appointment. Certainly anyone on this dias or in the

public may ask for consideration to that committee. I encourage the more community involvement we get with the City, the better.

Mayor Andy Gardner: Mr. President. I received a call, like Councilwoman Fellows did, asking me to nominate someone to the Noise Abatement Council. It was from the Director of Operations at the airport, Rob. I asked him if he could get me the document that shows who should make the nomination and when. I also took a look at Councilman Plecnik's resignation. He resigned as Councilman, but to this point, I don't think we have a resignation from him from the Noise Abatement Council. I asked Rob the same thing in a follow up call I had with him. He was going to check and see if he received something because you don't have to be on Council to serve on the Noise Abatement Council. Former Councilman Plecnik apparently did say to Rob in a conversation that he felt like he was done but I don't think we have a piece of paper officially saying so.

Councilwoman Nancy Fellows: I think obviously we need some clarification because the inference that I received from him was that there would be a Council representative and then there would be a Mayor appointment as well because in the past we have had other Council members on that as well as residents from the community, too. So maybe there is an opportunity for two people to serve.

Mayor Gardner: I think the concern is that multiple people can serve and be able to speak and report back, apparently if there is a vote of the Council, the City of Willoughby Hills is only entitled to one vote. Gloria is also trying to help me go into the files and help me find whatever the governing document is. For the record, while everyone is here, while I was going through things, now that we work with Central Communications, they have an Advisory Board and we are supposed to have a representative. Chief Collins was nice enough to check with Captain Warner out there who advised that it is either the Police Chief or the Fire Chief. Chief Collins and Chief Gandee discussed it. Chief Gandee elected to do that so we journalized the appointment of him for that today. Gloria and I are also putting together a long list of things, recurring items, and there will be a memo out to everyone. The Department Heads are getting it. The idea being, this week at this week's Council meeting, we are asking for authority for me to seek asphalt bids. On this long list of things will be things that are recurring, for example, the Police Substation lease expires in another four years, but we have to renew a year early. So to make sure that we bring that up to Council the spring before that happens so we can do that. So as we are gathering information, it's a long way of saying that we will figure out what we need to do about the Noise Abatement Council and make sure we get somebody.

Council President Hallum: Thank you, Mayor Gardner. So if you could let us know when you find that governing document...

Mayor Gardner: I will share it.

Council President Hallum: I appreciate that. So we are going to move on to the Policies of Council. Everyone should have a copy of those policies and, as we have in the past, we will go through one at a time and review them. If you have any questions or concerns or if you think we need to change it in any way, we can do that before we approve them. Policy #1 is that Roll Call of Council will be rotating alphabetically

each Council meeting and the reason for that is so that none of us are always voting first or last. It always rotates so that at every meeting the next person in the alphabet goes to the beginning and so on and so forth so that you don't end up always first or last. Any concerns or questions about Policy #1?

Mayor Gardner: Can I ask if Councilwoman Taylor Draper will be going by "T", "D" or both?

Council President Hallum: Thank you. I was going to ask that question myself what she would prefer.

Councilwoman Taylor Draper: My name is Tanya **Taylor** Draper, so Taylor Draper is my last name without a hyphen.

Council President Hallum: We will fix that post haste.

Councilwoman Taylor Draper: Thank you. Thank you very much.

Council President Hallum: I had a feeling that's what it was, but I wasn't sure how that worked. Thank you. Moving on to Policy #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. Council minutes shall be written and approved by Council." Any questions or statements on that?

Councilwoman Taylor Draper: I just have a question, President Hallum.

Council President Hallum: Councilwoman Taylor Draper.

Councilwoman Taylor Draper: If the audio is the official minutes, then why are the minutes written verbatim? Could we summarize the Council minutes perhaps?

Council President Hallum: I am glad that you asked that. It used to be in the policy that minutes would be shortened where possible and I believe it was in 2018 that the Council decided to remove that portion because there were some people who like to read the minutes so that they could get a good understanding and did not have to listen, they could just look for the part that they were interested in and did not have to listen to the entire audio. I would propose potentially a change that I think would meet both requirements and that would be that we shorten the minutes to summarize what occurred in the meeting, but as each section of the minutes changes, that we put a time indication on there so that if somebody really wants to hear more, they don't have to search through the audio, they can just fast forward through the audio on line to that segment to listen to that particular segment. So I am curious what people think about that.

Councilwoman Fellows: President Hallum, not all people have access to that type of communication.

Council President Hallum: Absolutely. And I believe, if I am not mistaken, that we can provide them with a CD of the complete audio as well as give them a printed copy of the minutes if they are unable to obtain

that. But good point. We want to make sure that people who do not have a computer would still be able to get that information and that is one way you could obtain it.

Councilwoman Fellows: So to Councilwoman Taylor Draper, it provides a more concise, two forms of communication to the residents of our community so that they have the most clarity about what is going on at Council meetings and Committee meetings.

Council President Hallum: Any other comments with regard to that?

Councilman Fiebig: Mr. President.

Council President Hallum: Mr. Fiebig.

Councilman Fiebig: I have no problem with going back to “shall be shortened where possible” because there were times when you would read things and it would have every little sentence and or little statement and it was probably unnecessary and it was time consuming for the Clerk to transcribe all of that information; however, with that being said, I think we could also look into, with there being a new Clerk, would there be some transcribing software that would make it a little more automated and then it wouldn’t have to be spend so much time on transcribing but I do think it is important to have it written as well so I would agree that I think we still need to do that but also, by the way, just food for thought for the future that Council does something with the process that I looked into some years ago about upgrading the video equipment and having it on line and allowing people to watch at any time over the internet if we are talking about greater communication with the public, that would be the ultimate, I think would solve all of the issues. But the policy as written is probably good enough, so I would move that we just accept this policy as written. Those are fine tuning things that we could do with a new Clerk.

Council President Hallum: Okay. So what are the wishes of Council then?

Councilman Jarmuszkiewicz: Mr. President, I wonder if we should just wait until we have a Clerk to see what the capabilities are. I have noticed that a lot of the minutes are two to three months behind, the written parts, the audios are always up there. Some of the newer, like Dave mentioned, newer technology may make it a lot more efficient and easier. I think we should just wait on that. Leave it as is for right now and maybe address it later if we have to.

Councilwoman Taylor Draper: I agree with that.

Council President Hallum: Okay. Any other comments about it?

Councilman Fiebig: One other follow up on that...these are Council rules. They can be amended and changed at any time.

Council President Hallum: Right.

Councilman Fiebig: They don't have to be adopted now and it is set for two years. You can go back and change and you can add something if you need to.

Council President Hallum: Right. Thank you, Councilman Fiebig. I appreciate that. Okay, so we will leave that as it is for now and will wait until we get a Council Clerk and see how that works, as well as discussions on new equipment. Okay. Now Policy #3: "Council shall not expend City funds for any charitable or philanthropic purpose." Any concerns or questions on that one? {No response} Generally, we don't. Okay, Policy # 4: "A reasonable opportunity to hear the public portion set forth in Chapter 1 of Section 7.08(a) shall be a one-time period of three minutes per person per meeting." Any concerns or questions on that policy? {No response} Okay, the only comment I will make to that is I am wondering if instead of having it "per meeting" if we could just leave it at "per Public Portion" because there are meetings where we might have two Public Portions and after something is said that might prompt a new question from the community and I really want to be open to the community and afford them the opportunity. Or maybe they did not think anything at the first Public Portion but at the second, they said something at the first but then they realized something at the second and I really think this Council wants to hear from the publics. So I know Mayor Gardner thought that worked really well with the Charter Review Commission, giving people the opportunity and I thought that was a really good idea. So how do you guys feel about changing it from "per meeting" to "per Public Portion"?

Councilwoman Taylor Draper: I support that.

Councilwoman Fellows: Mr. President?

Council President Hallum: Councilwoman Fellows?

Councilwoman Fellows: I don't ever recall having two Public Portions at a Council meeting. Architectural Board of Review has, but the agenda has never supported two separate Public Portions at a Council agenda.

Council President Hallum: I understand but I am thinking about doing that going forward.

Councilwoman Fellows: Then why don't we, before you change the policies, if you are going to implement that change.

Council President Hallum: Well because I don't think it will affect it if I don't make the changes still one per Public Portion. It doesn't change the fact. It really doesn't change what would happen if we don't add one.

Councilman Jarmuszkiewicz: Mr. President?

Council President Hallum: Mr. Jarmuszkiewicz.

Councilman Jarmuszkiewicz: I think that by adding that “per Public Portion” it just adds us the opportunity to add the extra Portion at the end if a meeting need be addressed. Otherwise, it could be held normally like we always do.

Council President Hallum: That’s right. That’s my thought, too. So if we take a vote then as to changing it to “per Public Portion” amending Policy 4 to strike “per meeting” and instead have “per Public Portion.”

Councilwoman Fellows: Mr. President. I mean there is a reason, I am just looking at when it was last changed. There is always time for improvement and change but it’s been since 2002 and it has been successful since then, um.

Council President Hallum: I appreciate that. I want to give the public more opportunity to speak if they want it. So with that I am going to close discussions on this and take a roll call to amend Policy #4 to remove “meeting” at the end and instead add “Public Portion.”

Roll Call: AYES: Taylor Draper, Fiebig, Hallum, Jarmuszkiewicz, Kline and Majka
NAYS: Fellows
6 AYES/1 NAY

AMENDMENT TO POLICY CARRIES.

Policy #4 will be amended to remove “meeting” at the end and instead add “Public Portion.”

Council President Hallum: Policy # 5 is “If any member of Council in attendance at a Council meeting or Committee meeting fails to obey and/or abide by the Chair’s ruling when one is ruled out of order more than twice at any given meeting, that disruptive behavior shall be grounds for expulsion from the meeting for the remainder of the meeting. The Chair shall advise the member of the violation of this rule and the potential consequences after the second violation. A vote of Council without debate for the expulsion shall be in order after the third violation is declared by the Chair.” Any questions or changes requested on that?

Councilman Fiebig: Mr. President, this is one of those rules that I wish didn’t have to be there and you see that it was deleted in 2000 and it was reinstated, but it is one of those rules that I wish we didn’t have to have. I would ask for consideration to, why don’t we just delete it?

Council President Hallum: Any other comments on that?

Councilwoman Taylor Draper: No.

Council President Hallum: No?

Councilwoman Taylor Draper: No, I don’t agree.

Council President Hallum: I feel the same way, Councilman Fiebig. Quite frankly, I actually wonder if this isn’t already in Robert’s Rules of Order anyway which we fall back on if there are no rules, but I will

leave it open to all of you and we will just take a vote. If you want it deleted, we will delete it. If you don't, then we will leave it. So, {addressing Councilman Fiebig} if you want to make a motion.

Councilman Fiebig: In the spirit of cooperation and in the spirit of a professional meeting, that we don't have a policy that has to be so base so as to say that if, you know, that if you are going to be out of order that you will get removed from the Council. I think we take it upon ourselves to act professional up here and that we don't have to have that type of policy. So my motion is to remove Policy #5.

Councilman Jarmuszkiewicz: Mr. President? It is not to remove from Council, is it? Or just to remove from that meeting?

Council President Hallum: It is just that meeting.

Councilman Jarmuszkiewicz: Oh. Okay.

{from the crowd}: "Does that have to do with a member of the audience?"

Council President Hallum: No, it just says for "any member of Council." This is just Council. That does not mean that a disruptive person in the audience couldn't be removed, Frank. {crowd laughs} Okay. We will wait till appeals to hear from you! Does anyone want to second that motion. {no response} I will second it because I would like to hear a vote. Okay. So we have a motion to delete Policy #5 from Councilman Fiebig, a second from Councilman Hallum on deleting Policy #5.

Roll Call: AYES: Fiebig, Hallum, Kline
NAYS: Taylor Draper, Fellows, Jarmuszkiewicz, and Majka
3 AYES/4 NAYS

MOTION FAILS.

Policy #5 will not be deleted.

Council President Hallum: That motion fails so we will leave Policy # 5 in for the time being. Perhaps we can revisit that at a later date because I do think that I would like to see us be able to get along without that. Policy #6 is "to adopt the Seating Arrangement identified as City of Willoughby Hills Council Seating Arrangement revised January 4, 2010, to serve as the seating arrangement for regular and special meetings of Council and Working Committee of Council." The current seating chart I think was attached to the email, maybe it is not. It was but I think we need to amend it now because it has me sitting there...

Councilwoman Fellows: It is by position. So whoever is the President would sit in that chair.

Council President Hallum: I get that but what I am saying is that seat that you are sitting in on the chart says "District 3" sits there so we have to amend the seating chart, you see what I am saying, because it says that District 3 is there and District 3 does not sit there any more.

Councilwoman Fellows: But also you have, usually, you have the Law Director would sit next to the President.

Council President Hallum: I understand. I am just saying that I think we need to amend it because there would be inconsistencies. In other words, right now, the seating chart, if you look at it, that seat is District 3 where we are not going to leave that empty. We need to say the At-Large I is going to sit there for instance. We just have to amend it, that's all.

Councilwoman Fellows: Well I make a motion to just, leave it like, I mean, in terms of the way that the Council is sitting, to leave it like it is.

Council President Hallum: Okay. Well we just have to redo the seating chart.

Councilwoman Fellows: We would have the Clerk sit right next to you and then the Law Director next to you.

Council President Hallum: Right now it says it is the seating chart that was revised on January 4, 2010, is what I am reading on this.

Councilwoman Fellows: So we can just revise it and bring it to the next Council meeting.

Council President Hallum: Yes. I think so. So then do we just want to amend it to say, or do we want to wait? What are your wishes?

Councilman Fiebig: Mr. President? The way that this is worded, you would have to revise this every two years if you are going to have a shuffling of seats. So again I would say that Policy #6 is one of those, there really shouldn't have to be a policy as to where do you sit when you come up here?

Councilwoman Fellows: Mr. President? Well, as far as Council, maybe not, but in terms of the President, it is advantageous from my experience, to have the Law Director on one side and the Clerk on the other because those are the two people that the President may converse with during the meeting. Other than that, Administration could probably sit in any order that they wanted. It is just that in the past, we have had some Council members on one side and the other because then it is just all squeezed to one side. So really it is your position as President, Chris, and then your other two and then other than that, it's...

Council President Hallum: A free for all? Like Frontier? Who is it that just lets them loose on the airplane? A mad dash? (laughs)

Councilwoman Fellows: No, but your Vice President you may want closer, too.

Council President Hallum: Okay. I am going to say that we postpone passing Policy #6, I am just trying to think, revised January 4th. Was it just revised, like the wording up here, do you remember?

Councilwoman Fellows: The schematic.

Council President Hallum: Because the schematic was changed in 2018, wasn't it?

Councilwoman Fellows: Every two years.

Council President Hallum: Yes, so this is then incorrect then if that is the case.

Councilwoman Fellows: Yes, probably should have said that.

Council President Hallum: So maybe we should say revised January.

Councilwoman Fellows: It does say '18 here.

Council President Hallum: Yes, but I am saying here, this is in here.

Councilwoman Fellows: That was two years ago, that was the Organizational Meeting date so that would become now this date.

Council President Hallum: Okay. So it just didn't get amended to say the date of the Organizational Meeting.

Councilwoman Fellows: Yes.

Council President Hallum: Okay. Then I think we are fine. I think we just need to amend, after "revised" and put today's date which is January 6, 2020, and then we can create a new seating chart. Are there any other changes that anyone is recommending to that one, that Policy? Okay, then we are amending Policy #6 just to correct the date of the meeting.

Roll Call: AYES: Taylor Draper, Fellows, Fiebig, Hallum, Jarmuszkiewicz, Kline and Majka
NAYS: None
AYES 7/NAYS 0

Amendment to Policy # 6 Seating Arrangement Carries.

Council President Hallum: The final policy is Policy #7: "The Law Director shall serve as Council's advisor as to the procedural rules for conducting Council meetings and any other necessary procedures." Are there any questions or changes being recommended to that Policy? I think we want to make sure that we are not breaking the law so I think that is an important one. Are there any other policies that anyone wants to recommend before we close the discussion on policies? Okay. Then we have already voted on only two of them as far as changes, so we will be voting to accept Policies #1, #2, #3, #5 and #7 because we have already accepted the other two as amended. So I will make a motion for accept the policies...

Councilman Fiebig: Motion to adopt Policies of Council #1, 2, 3, 5 and 7.

Councilwoman Taylor Draper: Second.

Motion made by Councilman Fiebig, seconded by Councilwoman Taylor Draper to accept Policies of Council #1, 2, 3, 5, and 7.

Roll Call: AYES: Taylor Draper, Fellows, Fiebig, Hallum, Jarmuszkiewicz, Kline and Majka
NAYS: None
AYES 7/NAYS 0

Motion to Accept Policies of Council #1, #2, #3, #5 and #7 Carries.

PUBLIC PORTION

Public Portion opened at 7:54 p.m.

Tony Miller – 2857 Hayes Drive, Willoughby Hills, OH. Just regarding upgrading the systems for keeping the public informed: upgrading the video system is great but upgrading the sound system as well, as a package, and then Dragon Speak is a package that that will dictate and my concern with that is that sometimes, when I was reading the minutes, the Clerk had problems distinguishing who was speaking. So somehow it is going to have to be put out there whether they are going to have to let the President recognize the person that is speaking as a way to say “this is who is speaking.” Like for instance a couple of times tonight Chris is going “hang on, Mr. Fiebig, go ahead,” or “Ms. Majka, go ahead,” or whomever. But somehow to distinguish that because it got lost in the past. So video sound, a great idea.

Public Portion closed at 7:56 p.m.

FOR THE GOOD OF THE ORDER

Mayor Andy Gardner: First, we have a few vacancies on our Boards. The BZA has one vacancy. The Planning Commission and Architectural Board of Review has two and the Recreation Commission has at least one. Mayor Weger was nice enough in his last newsletter to advertise that there are openings. We have received some applications and I would just encourage because I would like to make the appointments and have folks here to be sworn in at the Council meeting on Thursday. So if anyone is interested, let us know ASAP for those. And then secondly, if everyone didn't notice, we are in a refreshed Council Chambers here tonight. I would like to thank Mark Grubiss and the Service Department for pushing through and pulling together. I think it looks great. One of the things I am going to suggest to the Recreation Commission on Wednesday, at their meeting, is that we try and reinstate the photo contest that we used to have. I think that there used to be four big prizes and one of the things that we would add to those prizes is that we would put the four winning photos here in City Hall, maybe Council Chambers, maybe somewhere else, but I think that would do wonders to keep the room fresh if we turn that over with new ones every year. Just putting those

couple of items out there, but special thanks to Mark and his team for working hard to get this ready for us. Thank you. {Audience applauds}

Council President Hallum: Thank you, Mayor Gardner. And I will say that he is not complete yet. They got it done as best as they could for tonight but it is not done. If you're noticing some paint mistakes here and there, know that they are not done. He qualified that with me earlier saying "we will get as far as we can." So at least you have a nice...

Mayor Gardner: It is way better than I could have done.

Councilwoman Fellows: Mr. President, how about the carpet?

Mayor Gardner: It is on the list. This room, with Bob clearing out for the first time in over a dozen years, they took the opportunity before they let me in, to freshen up my office, they are going to get Gloria's, the Council Chambers and the Conference Room back here and the PO for all of the paint was \$1000 and with the absence of snow, our guys have had time, especially on the night shift to put into the painting, and the carpet, and again, as long as everyone promises that I don't have to pick the color, I would be very happy to find a way to get new carpeting here.

Council President Hallum: Thank you.

ADJOURNMENT

Motion was made by Councilwoman Fellows, seconded by Councilwoman Majka to adjourn.

Roll Call: AYES. Taylor Draper, Fellows, Fiebig, Hallum, Jarmuszkiewicz, Kline and Majka
NAYS: None
AYES 7/0 NAYS

Motion carries to adjourn the meeting.

The Organizational Meeting of January 6, 2020, was adjourned at 7:59 p.m.

APPROVED: January 23, 2020
Date



Christopher Hallum
President of Council

ATTEST: Debrae Meyer
Clerk of Council Pro-Tem