

City of Willoughby Hills

Council
CHRISTOPHER L. BIRO
DAVID M. FIEBIG
FRANK A. GERMANO
KEVIN D. MALECEK
RAYMOND C. SOMICH

Regular Council Meeting Minutes of February 9, 2012

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 whenever possible.

Meeting Called to Order at 7:00 p.m. by President David A. Reichelt

Pledge of Allegiance

Roll Call of Council

Members Present: Councilman Frank A. Germano, President David A. Reichelt, Councilman Raymond C. Somich, Councilman Christopher L. Biro, Vice President Nancy E. Fellows, Councilman David M. Fiebig

Absent: Councilman Kevin D. Malecek

Also Present: Mayor Robert M. Weger, Law Director Thomas G. Lobe, Finance Director Frank J. Brichacek, City Engineer Richard J. Iafelice, Clerk of Council Victoria Ann Savage

MOTION WAS MADE BY COUNCILWOMAN FELLOWS, seconded by Councilman Somich to excuse Councilman Kevin D. Malecek from the Regular Council Meeting of February 9, 2012.

Roll Call: 6 AYES – unanimous

MOTION PASSES

President Reichelt stated that Councilman Kevin D. Malecek has been excused from attending the Regular Council Meeting of February 9, 2012.

MOTION WAS MADE BY COUNCILMAN SOMICH, seconded by Councilwoman Fellows to Amend the Agenda for the Regular Council Meeting of February 9, 2012 to include for Council's consideration Ordinance No. 2012-2.

Roll Call: 6 AYES – unanimous

MOTION PASSES

President Reichelt stated that the Agenda for the Regular Council Meeting of February 9, 2012 has been amended to include Ordinance No. 2012-2.

Swearing-In of Part-Time Dispatcher Amanda L. Elkins

The Mayor administered the Oath of Office for Part-Time Dispatcher Amanda L. Elkins.

Police Chief Collins introduced the following Police Officers and Dispatchers in attendance: Rick Cooper (PT, with City 15 years), Sandra Wilson (Senior Dispatcher, with City 12 years), Sergeant Michael Planisek (Senior Sergeant, with City 30+ years), Shannon Vachet (FT, with City 11/12 years), Benjamin Pardue (Auxiliary – Newer PT Officer with the City for 3 months), Travis Vobornik, (Senior Shift Sergeant, with the City for 14 years), John Kuivila (PT Officer, with the City for 4 years)

Disposition of the Journal Regular Council Meeting of December 22, 2011

MOTION WAS MADE BY COUNCILMAN FIEBIG, seconded by Councilman Somich to approve the Regular Council Meeting Minutes of December 22, 2011 as submitted.

Roll Call: 5 AYES – (1) Abstention from Councilman Biro **MOTION PASSES**
President Reichelt declared that the Regular Council Meeting Minutes of December 22, 2011 have been approved as submitted.

Regular Council Meeting of January 26, 2012

MOTION WAS MADE BY COUNCILMAN BIRO, seconded by Councilwoman Fellows to approve the Minutes of the Regular Council Meeting of January 26, 2012 as submitted.

Roll Call: 6 AYES – unanimous **MOTION PASSES**
President Reichelt declared that the Regular Council Meeting Minutes of January 26, 2012 have been approved as submitted.

Correspondence

- Mayor's Court Monthly Statement to City Council for the Month of January 2012 (Emailed: February 7, 2012)
- Sheriffs Sales in the City of Willoughby Hills, dated February 1, 2012 (Emailed: February 7, 2012)
- Dominion East Ohio, dated January 27, 2012 re: Notice of Filing New PIR Adjustment Case (Emailed: February 7, 2012)
- Email: Mayor's Assistant to Members of Council, dated January 31, 2012 re: Palmer Energy Conservation Meeting Notes and Presentation (Emailed: January 31, 2012)
- WH Community Center Rentals for the Month of January 2012 (Emailed: February 1, 2012)
- City Engineer's Status Report for February 2012 along with Service Committee Agenda & Issues and Utilities Agenda & Issues – Updated February 3, 2012 (Emailed: February 6, 2012)
- Email: Mayor's Assistant to Members of Council, dated January 19, 2012 re: *Service Department Report to Mayor* (Emailed: January 19, 2012)
- **FINANCIAL REPORTS FOR THE MONTH ENDING DECEMBER 2011 CONSISTING OF: GENERAL FUND INCOME STATEMENT, CASH RECONCILIATION, PURCHASE ORDER REPORTS, FUND ANALYSIS REPORTS, AND EXPENSE REPORTS** (Emailed: February 7, 2012)

Notifications

- The Board of Building & Zoning Appeals will not meet on February 14, 2012 for no appeals were received to be heard. (Emailed: January 26, 2012)
- Planning and Zoning Commission and Architectural Board of Review: Cancellation of February 2, 2012 Meeting for there were no pending projects (Emailed: January 31, 2012)
- Recreation Commission Meeting of February 1, 2012 (Emailed: January 26, 2012)
- Rules & Legislation Committee Meeting of February 9, 2012 (Emailed: February 3, 2012)
- Working Committee of Council Meeting of January 28, 2012 (Faxed: January 26, 2012)

Minutes

- Recreation Commission Meeting of January 4, 2012 (Emailed: February 7, 2012)

MAYOR'S REPORT – Robert M. Weger

- Residents First Program – Mission Statement

"Our mission is to constantly strive to make our residents' concerns a top priority. We will serve our residents with the upmost respect and service to get their problems or concerns solved to the best of our ability.

We will use the two acronyms of "SERVICE" and "PRIDE" to guide us through this process. These acronyms are as follows:

Service oriented

Empathetic to the individual's needs

Respectful

Vigilant in following up their concerns

Attentive to details to get the job done

Nice

Timely in getting back with people

Satisfied that we have treated others as we would want to be treated
Polite
Respectful
Intuitive in determining a solution
Dignified
Earnest in having the PRIDE of a job “well done”

- Lake County Mayors and Managers – Toni Marie Ciliberto Program Manager for the Western Reserve Community Development Corporation Manger obtained a Grant for resident on Stark Drive for plumbing issue
- Status of CDBG Grant Funding – Obtained \$50,000 for Assessment Area “C” to tie-into City Sewer System; Funding being administered through the Mayor’s Office with (5) applicants being assisted
- AARP Assistance to residents for Income Tax form completion – every Tuesday beginning February 5th to April at Community Center – call Mayor’s Office for Appointment
- RITA Assistance – Monday, March 12th from 3:00pm to 7:00pm – Council Chambers – No Appointment Necessary
- State of Cities Address to be held on Thursday, February 23rd at Noon

• **Acknowledgements**

Welcome to new Dispatcher, Amanda Elkins

Congratulations to Ray & Mary Jo Somich on the birth of their grandson, Joseph Edward

Congratulations to PT Firefighter Bob Vencel on being awarded the Jorge Medina Award for his act of heroism with Painesville Department

Upcoming Events

Baseball and Softball Applications being taken now

Pancake Breakfasts (including Harvest for Hunger Campaign) beginning in March

City Music – Mark your calendars for Friday, March 16th at St. Noel

- Mayor presented “Long-Range Plans for the Garfield School Site; Bocci Courts; Grange Building

Vice President Fellows questioned if there was a Recreation Coordinator Position Open. The Mayor confirmed that there was and President Reichelt stated that the “Job Opening” has been posted on the City’s Website.

LAW DIRECTOR’S REPORT – Thomas G. Lobe, L.P.A.

- No litigation; therefore, no formal report was given.

FINANCE DIRECTOR’S REPORT – Frank J. Brichacek, Jr.

- No formal report was given.

CITY ENGINEER’S REPORT – Richard J. Iafelice, P.E., P.S.

- Referenced Status Report for Month of February 2012
- Final Change Order – City Engineer confirmed that the final contract amount is the exact number that has been discussed since last fall; and, was covered in the Final Assessment package levied to the property owners in Assessment Care C; the additional work required was beyond the scope of work in the contract (due to poor pavement, especially White Road)
- Utilities Committee Meeting to discuss Sewer Rates, Summer Sprinkling Program
- Service Committee Meeting to discuss Rogers Road, Lamplight Lane

Councilman Somich questioned if there were a couple of issues relative to East Ohio Gas/Dominion or if it was phone lines; there were some utility questions for some lines that were missed marked and the City was going to pursue that legally for reimbursement, is that in process at this time? City Engineer responded that it was not in process and he has not consulted the Law Director nor the Mayor with respect to the issue. The City Engineer stated that he was waiting for closure on the contract which we now have and he needs to revisit the issue.

COMMITTEE REPORTS

President Reichelt stated that our new “Agenda Format” is going to be a little different; at this point, Committee Chairs who would like to provide a report were asked to address the floor.

Committees Reports have been listed alphabetically.

RULES & LEGISLATION – David A. Reichelt, Chair

Committee Members: Nancy E. Fellows, Kevin D. Malecek

COMMITTEE MEETING FEBRUARY 9, 2012

Members Present: President David A. Reichelt, Chair, Councilwoman Nancy E. Fellows

Also Present: Councilman Christopher L. Biro, Councilman David M. Fiebig, Councilman Frank A. Germano, Councilman Raymond C. Somich, Mayor Robert M. Weger

Purpose of the Meeting was to discuss **Pending Legislation** and any other business.

Meeting convened at 6:34pm

Order of Business

Legislation:

Ordinances 2012-1 and 2, along with Resolution 2012-3 & 4 were discussed. **The Consensus of the Committee was to advance all of the mentioned Ordinances to Council for consideration.**

Public Portion

Opened: 6:47pm **Closed:** 6:54pm

The Committee fielded questions regarding the issues discussed.

Meeting adjourned at 7:18pm

SERVICE – Nancy E. Fellows, Chair

Committee Members: Frank A. Germano, Kevin D. Malecek

- Chair Fellows stated that a meeting will be called for Monday, February 20th to review the request for the two new service trucks and required equipment.
- A Service Committee will be scheduled in the future to discuss Rogers Road and Lamplight Lane.

UTILITIES – Frank A. Germano, Chair

Committee Members: David M. Fiebig, Raymond C. Somich

- Chair Germano wanted to report that Councilman Fiebig and Councilman Somich would be serving on the Utilities Committee.

WORKING COMMITTEE OF COUNCIL – David A. Reichelt, President of Council Chair

- A Working Committee of Council Meeting was held on Saturday, January 28, 2012, at 9:00am. The meeting was held at National College. Minutes will be forthcoming.

OTHER COUNCIL REPRESENTATIVE REPORTS

- Councilman Somich presented an update on the Economic Development Task Force. There are three open positions and we have received five members of the community who have applied to fill those positions; we are in the process of evaluating and talking with those community member so that a final determination can be made for the formation of the Task Force.

PUBLIC PORTION

Section 107.08 – Public Meetings of Municipal Bodies of the Codified Ordinances of the City of Willoughby Hills:

(a) All meetings of any municipal body are declared to be public meetings open to the public at all times. All meetings shall provide a reasonable opportunity to hear public opinion.

Public Portion was opened at 7:34pm

1. Robert Kowalsky

2585 Timberline Drive

Re: Charity Event Center - Risk of Proposal; Economic Development Task Force

Public Portion closed at 7:37pm

UNFINISHED BUSINESS

- There was no unfinished business brought forth by Council.

LEGISLATION

ORDINANCE NO. 2012-1

AN ORDINANCE APPROVING CHANGE ORDER NO. 3 - FINAL FOR THE EUCLID CREEK TRIBUTARY WATERSHED (ECTW) – AREA “C” SANITARY SEWER IMPROVEMENT CONTRACT 5 WITH FABRIZI TRUCKING AND PAVING COMPANY, INC. OF VALLEY CITY, OHIO; AND DECLARING AN EMERGENCY.

MOTION WAS MADE BY COUNCILMAN GERMANO, seconded by Councilwoman Fellows to suspend the Three Reading Rule for Ordinance No. 2012-1

Roll Call: 6 AYES - unanimous

MOTION PASSES

President Reichelt stated that the Three Reading Rule for Ordinance No. 2012-1 has been suspended.

MOTION WAS MADE BY COUNCILMAN GERMANO, seconded by Councilman Biro to adopt Ordinance No. 2012-1.

Roll Call: 6 AYES - unanimous

MOTION PASSES

President Reichelt stated that Ordinance No. 2012-1 has been adopted.

ORDINANCE NO. 2012-2

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

MOTION WAS MADE BY COUNCILMAN SOMICH, seconded by Councilman Biro to suspend the Two Day Notification Rule for Ordinance No. 2012-2.

Roll Call: 6 AYES - unanimous

MOTION PASSES

President Reichelt stated that the Three Reading Rule for Ordinance No. 2012-2 has been suspended.

MOTION WAS MADE BY COUNCILMAN BIRO, seconded by Councilman Germano to suspend the Three Reading Rule for Ordinance No. 2012-2.

Roll Call: 6 AYES - unanimous

MOTION PASSES

President Reichelt stated that the Three Reading Rule for Ordinance No. 2012-2 has been suspended.

MOTION WAS MADE BY COUNCILMAN SOMICH, seconded by Councilwoman Fellows to adopt Ordinance No. 2012-2.

Roll Call: 6 AYES - unanimous

MOTION PASSES

President Reichelt stated that Ordinance No. 2012-2 has been adopted.

RESOLUTION NO. 2012-3

A RESOLUTION COMMENDING WILLOUGHBY HILLS RESIDENTS TOM AND SUE ROSEUM FOR THEIR OUTSTANDING COMMUNITY SERVICE.

MOTION WAS MADE BY COUNCILMAN FIEBIG, seconded by Councilman Biro to suspend the Three Reading Rule for Resolution No. 2012-3.

Roll Call: 6 AYES - unanimous

MOTION PASSES

President Reichelt stated that the Three Reading Rule for Resolution No. 2012-3 has been suspended.

MOTION WAS MADE BY COUNCILMAN SOMICH, seconded by Councilwoman Fellows to adopt Resolution No. 2012-3.

Roll Call: 6 AYES - unanimous

MOTION PASSES

President Reichelt stated that the Three Reading Rule for Resolution No. 2012-3 has been suspended.

RESOLUTION NO. 2012-4

A RESOLUTION RECOGNIZING WILLOUGHBY HILLS RESIDENT CHRISTINA SHREFLER FOR HER OUTSTANDING ACCOMPLISHMENT OF WINNING THE AMERICAN LEGION AMERICANISM AND GOVERNMENT TESTING AT THE STATE LEVEL.

MOTION WAS MADE BY COUNCILMAN FIEBIG, seconded by Councilman Somich to suspend the Three Reading Rule for Resolution No. 2012-4.

Roll Call: 6 AYES - unanimous

MOTION PASSES

President Reichelt stated that the Three Reading Rule for Resolution No. 2012-4 has been suspended.

MOTION WAS MADE BY COUNCILWOMAN FELLOWS, seconded by Councilman Fiebig to adopt Resolution No. 2012-4.

Roll Call: 6 AYES - unanimous

MOTION PASSES

President Reichelt stated that the Three Reading Rule for Resolution No. 2012-4 has been adopted.

NEW BUSINESS

MOTION MADE BY COUNCILMAN GERMANO, seconded by Councilman Fiebig to adjourn into Executive Session inviting the Members of Council, the Mayor and the Law Director for the purpose of Personnel Issues following "For The Good Of The Order".

Roll Call: 6 AYES – unanimous

MOTION PASSES

President Reichelt stated that Council will adjourn into Executive Session immediately following "For The Good of the Order" with the Finance Director and City Engineer to be excused from the remainder of the Regular Council Meeting.

FOR THE GOOD OF THE ORDER

- Councilman Somich: The Largest Blood Drive scheduled to be held on February 14th at Landerhaven – may not be held; check local news media for status of the Blood Drive.
The Lake Historical Society Mounds Club – Fund Raiser to be held at the La Vera Party Center on February 18th – for more information go to lakehistory.org
President's Day Events: James A. Garfield National Historic Site – Free Tours and Activities
Lake Metroparks Penitentiary Glen
- Councilman Fiebig : The 34th Annual WEAGT Auction to be held on the last Saturday of February (February 25th) at the Patrician Party Center.
The Willoughby Hills Boys' League Annual Fund Raiser to be held on March 3rd at La Vera

The Finance Director and City Engineer were excused.

Council, along with the Mayor and the Law Director adjourned into Executive Session at 7:48pm.

The Council Meeting reconvened at 8:47pm with all of the Members of Council, the Mayor and Law Director present.

ADJOURNMENT

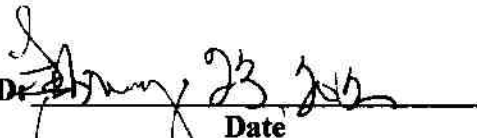
MOTION WAS MADE BY COUNCILMAN FIEBIG, seconded by Councilwoman Fellows to adjourn the Meeting.

Roll Call: 6 AYES - unanimous

MOTION PASSES

President Reichelt declared the Regular Council Meeting of February 9, 2012 to be adjourned at 8:47pm


APPROVED:


Date



David A. Reichelt
President of Council

ATTEST:


Victoria Ann Savage, CMC
Clerk of Council