

City of Willoughby Hills

Regular Council Meeting

Minutes of January 26, 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 7:02 p.m. by President David A. Reichelt

Pledge of Allegiance

Roll Call of Council

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

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

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

President Reichelt stated that there is still some work to be done on the Minutes so they will be addressed at the next Regular Council Meeting of February 9, 2012.

Organizational Meeting of January 9, 2012

MOTION WAS MADE BY COUNCILMAN FIEBIG, seconded by Councilwoman Fellows to approve the Organizational Meeting Minutes of January 9, 2012 as submitted.

Roll Call: 6 AYES – Councilman Biro abstained

MOTION PASSES

President Reichelt declared that the Organizational Meeting Minutes of January 9, 2012 have been approved as submitted.

Regular Council Meeting of January 12, 2012

MOTION WAS MADE BY COUNCILMAN FIEBIG, seconded by Councilman Biro to approve the Minutes of the Regular Council Meeting of January 12, 2012 as submitted.

Roll Call: 7 AYES – unanimous

MOTION PASSES

President Reichelt declared that the Regular Council Meeting Minutes of January 12, 2012 have been approved as submitted.

Correspondence

- Finance Committee Meeting of January 26, 2012 (Emailed: January 19, 2012)
- Lake County Farm Bureau Annual Policy Development Luncheon to be held on Friday, February 10, 2012 (Emailed: January 24, 2012)
- Planning and Zoning Commission and Architectural Board of Review: Cancellation of January 19, 2012 Meeting for there were no pending projects (Emailed: January 17, 2012)

- Rules & Legislation Committee Meeting of January 23, 2012 (Emailed: January 17, 2012)
- Service Committee Meeting of January 23, 2012 (Emailed: January 17, 2012)

On File

- 2011 Annual Building & Zoning Report (Emailed: January 24, 2012)

MAYOR'S REPORT – Robert M. Weger

- 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
- Palmer Energy Summary of Findings – Palmer Energy is firm that was hired in conjunction with the Ohio County Commissioner Association and through FirstEnergy. They performed an audit on the City's utility usage; viewed bills and toured City Hall, Fire Station, Service Department and Community Center – Will be scheduling a Meeting with Council to review Summary of Finding in order to compile an Action Plan as far as implementation of some of the findings.
- State of Cities Address to be held on Thursday, February 23rd at Noon
- **Acknowledgements**
 - Thank you to Bill Pappas for the grange photo (Council Chambers wall)
 - Welcome to Intern in Mayor's Court, Brittany Rodriguez; Brittany is currently attending Lakeland Community College
 - Congratulations to residents Sue & Tom Roseum on being named Willoughby Rotary Club's Distinguished Citizens
 - Congratulations to resident Jessie Baden of Apollo Products on being named Willoughby Chamber of Commerce's Distinguished Business Leader
- **Upcoming Events**
 - Basketball Sign Ups continuing thru January
 - Baseball and Softball Applications being taken now
 - City Newsletter coming out soon – if you have any articles, please get them to Mayor's Office by February 3rd
 - Pancake Breakfasts (including Harvest for Hunger Campaign) beginning in March

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

- Commended the work of the WH Police Department.

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

- No formal report was given.

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

- Suggests a delay in holding a Utilities Committee Meeting; two issues before this Committee are the Sewer Rates and the Summer Sprinkling Program, work is still be done with respect to these two issues
- Service Committee should meet sometime next month for there are issues to be addressed
- Announced that there was a minor repair performed by the City's Sewer Contractor (on a maintenance bond, even through sewer work has been completed); there was a Storm Sewer that collapsed at the very, very west end of White Road which affected the Swagelok Property

COMMITTEE REPORTS

FINANCE – Kevin D. Malecek, Chair

Committee Members:

Christopher L. Biro, Nancy E. Fellows

COMMITTEE MEETING JANUARY 26, 2012

Members Present: Councilman Kevin D. Malecek, Chair, Councilman Christopher L. Biro

Also Present: Councilman David M. Fiebig, Councilman Frank A. Germano, President David A. Reichelt, Mayor Robert M. Weger, Finance Director Frank Brichacek

Purpose of the Meeting was to discuss City Finances and any other business.

Meeting convened at 6:20pm

Order of Business

Mr. Brichacek: Last year's Budget Results – General Fund ended with over \$650,000 in surplus – results are encouraging since we had this in addition to purchasing two pieces of property. Just under income projection – took in 6.37 million dollars on a budget estimate of 6.38 million – very healthy. Obligated 6.2 million – all in all it was a good year – largest excess – state provided funding. Very conservative on that. Mayor's Court revenue was 200k below overall. Police activity pulled officers off the road, which accounts for the decline. January 2012 collections are ahead of January 2011 collections thus far.

Overall Summary – overall fund balance has increased by 300k. General Fund – budgeted 491k, ended the year with the 654k as outlined before. No questions from Council or Committee members.

Debt Service – two Notes that come due in 2012 – Communications Dispatch Center and 600k of Street Improvements. Second Note – 250k – refinancing of TIF Projects. Proposing memo to replace these Notes this year – combine them into single issue – most efficient and permissible. Most efficient way to do it – cost of issuing one Note. Successful and efficient – great interest rate – very efficient way to have the Note. We are regaining the confidence of the investment community. Retire 300k of the notes when going out for a new combined Note. Retiring 200k of that Note this year – funded by Road-Levy Fund. Communications – 50k of that Note. Safety Income Tax Levy Funds – 2012 we will have a full year worth of collections. 150k more than what we collected last year. On the TIF Note, reduce that by 50k this year. Temporarily advance funds from the TIF Fund – Note coming due in April – second half in. Return 50k, will carry over 14k, at that point, 50k in TIF Revenue – additional project.

Rates are still low – similar – under 1% the premium brings it down to 0.75%. If OK with this plan, reviewed with SSD Bond Counsel. Next month, legislation – reissuance of the Note.

Finance Committee encourages the legislation to be prepared for review at the second meeting in February. Is there a possibility we could go out for a longer Note? Notes typically done for a year, but can explore that with Counsel.

Budget Timeline – end of February – for Department Head Meeting; Consideration at the March 22nd meeting.

Public Portion

Frank Cihula – retiring some of the money on the communications center – using Safety Forces income tax – specific to the safety forces. Communications center for service department – overseeing of city property. Robert Kowalsky – glad you brought up that TIF – we will be sitting here in March – this is not the only city – taking the taxes from the school – and the other organizations and departments that receive taxes from us – million bucks in ten years. Changed the purposes – we can just think of something else to spend it on. You will take it for another five years or more.

Meeting adjourned at 6:43pm

PLANNING & ZONING – David M. Fiebig, Chair

Committee Members: Frank A. Germano, Nancy E. Fellows

- The Planning & Zoning Committee has not met; therefore no formal report was given.

RECREATION – Christopher L. Biro, Chair

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

- The Recreation Committee has not met; therefore no formal report was given.
- Announced that Vice President Fellows will not be serving on the Recreation Committee; Councilman Raymond C. Somich will be serving on the Committee
- Announced that the Recreation Committee will be meeting to discuss issues with the Boys League, one being a Memorandum of Understanding as well as legislation that recognizes the Boys League as a component within the City

RULES & LEGISLATION – David A. Reichelt, Chair

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

COMMITTEE MEETING JANUARY 23, 2012

Members Present: President David A. Reichelt, Chair, Councilwoman Nancy E. Fellows, Councilman Kevin D. Malecek

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

Purpose of the Meeting was to discuss: (1) **Presentation: State of the W-E-School District,** (2) **Pending Legislation and any other business.**

Meeting convened at 6:34pm

Order of Business**Presentation:**

Mr. Steve Thompson, Superintendent of the Willoughby-Eastlake Schools, made a presentation to inform attendees of the financial status of the schools and the implications of a failure of the upcoming school levy. Mr. Thompson was advised by Chairman Reichelt, in advance of the meeting that no campaigning would be permitted in his presentation and no endorsement of the levy would be requested or offered at this meeting. Council members asked various questions regarding the financial situation of the school system after the 35 minute PowerPoint presentation.

It was also announced that a session intended for the general public regarding this topic would be held at Eastlake North High School at 6:30pm on January 25th.

Public Portion

Opened: 7:17pm Closed: 7:18pm

Nobody came forward to address the Committee Members

Meeting adjourned at 7:18pm

SAFETY – Raymond C. Somich, Chair**Committee Members:****Christopher L. Biro, Councilman David A. Reichelt**

- The Safety Committee has not met; therefore no formal report was given.
- Announced that Vice President Fellows will not be serving on the Safety Committee; there has been a great interest by the Members of Council to serve on the Safety Committee and Chair Somich will be narrowing it down (**Note:** **President David A. Reichelt volunteered to serve on the Safety Committee**)

SERVICE – Nancy E. Fellows, Chair**Committee Members:****Frank A. Germano, Kevin D. Malecek****COMMITTEE MEETING JANUARY 23, 2012**

Members Present: Vice President Nancy E. Fellows, Chair, Councilman Frank A. Germano, Councilman Kevin D. Malecek

Also Present: Councilman Christopher L. Biro, President David A. Reichelt, Councilman Raymond C. Somich, Mayor Robert M. Weger

Purpose of the Meeting was to discuss: **Review of Lamplight Study and any other business.**

Meeting convened at 5:50pm

Order of Business

Thank you to Councilman Germano for leaving work to attend the meeting. Apology given to Councilman Malecek for the early start of the meeting to make way for the W-E School Presentation.

Rogers Road Update - Survey and geotechnical completed. Rock is shallower than speculated. This may lead to a design change with decreased cost for the project. Construction wise - A wall will be built with concrete and steel piles drilled and encased with concrete and finished with pre-cast plain paneled walls: similar to noise barrier walls. Pavement up the hill could use repair at the same time if funds are in order. Rich will review the project with the Mayor.

Lamplight Lane (Euclid Creek East Branch) Update – this is a project examining the existing conditions along the Euclid Creek East Branch from Lamplight Lane to I-271 on to the north side of Rosewood Trail. The primary goal is to mitigate flooding on Lamplight Lane and to maintain a pristine environment of trees and enhance water quality. There are three houses primary affected by the flooding on Lamplight due to their construction near the original stream channel of the property before it was developed.

Recommendations for the project will include building a cut-off narrow trench, below the footer of these three homes, which will create an underground impervious wall. Also a 600' long by 4' high earthen levy dike will be created along the CEI property line to improve the channel flow of the water.

Public Portion

Linda Fulton – no questions specifically concerning the agenda, but would like to see the Service Committee discuss road maintenance as preventative rather than emergent. Bob Kowalski asked about the cost of the project and funding, in addition to seeing if Highland and/or Mayfield Heights would assist us.

Meeting adjourned at 6:30pm

UTILITIES – Frank A. Germano, Chair

Committee Members: Nancy E. Fellows, David M. Fiebig

- The Utilities Committee has not met; therefore no formal report was given.

PERSONNEL RELATIONS – Kevin D. Malecek, Chair

Committee Members: Raymond C. Somich, Mayor Robert M. Weger

- The Personnel Relations Committee has not met; therefore no Formal Report was given.

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

- The Working Committee of Council has not met; therefore no formal report was given.

OTHER COUNCIL REPRESENTATIVE REPORTS

- There were no other Council Representative Reports presented.

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 7:19pm

1. Robert Kowalsky
2585 Timberline Drive
Re: Charity Event Center; Economic Development Task Force

Public Portion closed at 7:24pm

UNFINISHED BUSINESS

- Both Councilman Somich and Law Director Lobe addressed the validity of comments made during Public Portion.

LEGISLATION

- There was no Legislation to be addressed by Council.

NEW BUSINESS

MOTION MADE BY COUNCILMAN GERMANO, seconded by Councilman Somich to declare three (3) Kustom Speed Lasers as Surplus; they are broken and unable to be repaired at a cost effective price. The combined estimated worth is less than \$1,000.

Roll Call: 7 AYES – unanimous

MOTION PASSES

President Reichelt declared that three (3) Kustom Speed Lasers (Serial #PL11647 – Purchased August 2008; Serial #PL25949 – Purchased March 2008, Serial #PL25953 – Purchased March 2008) have been declared as surplus equipment.

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: 7 AYES – unanimous

MOTION PASSES

President Reichelt stated that Council will adjourn into Executive Session immediately following "For The Good of the Order".

Councilman Malecek stated that St. Noel Church is looking to apply for a Lake County Visitor's Bureau (LCVB) Grant in the amount of \$4,000.00 to continue to fund the City Music Concert Series; the City would not be a fiduciary agent. St. Noel's is merely requesting an endorsement of this Council.

MOTION MADE BY COUNCILMAN MALECEK, seconded by Councilwoman Fellows to endorse the grant request and application of St. Noel Church to obtain a Lake County Visitor's Bureau Grant whereby St. Noel's would be the fiduciary agent.

President Reichelt declared that the Council's endorsement will be provided to St. Noel Church in their application process to secure a LCVB Grant to continue to fund the City Music Concert Series.

FOR THE GOOD OF THE ORDER

- Councilman Somich announced the following events:
The Willoughby Rotary Club will honor WH residents Tom and Sue Roseum as Distinguished Citizens – Luncheon to be held at Pine Ridge Country Club on January 30th – Luncheon Tickets are \$20 each
Largest Blood Drive being held on February 14th at Landerhaven – Contact the American Red Cross to set up a reservation
- Councilman Fiebig wanted to thank Council for their kind outpouring of sympathy in the passing of Joyce's brother.
- Councilman Fiebig wanted to give a heads up to the last Saturday in February – the 34th Annual WEAGT Auction will be held at the Patrician Party Center. The Auction benefits the children in the W-E Schools and many of our Willoughby Hills children attend and participate.

The Finance Director and City Engineer were excused.

Council, along with the Mayor and the Law Director adjourned into Executive Session at 7:35pm.

The Council Meeting reconvened at 8:18pm with all of the Members of Council, the Mayor and Law Director present.

ADJOURNMENT

MOTION WAS MADE BY COUNCILMAN FIEBIG, seconded by Councilman Malecek to adjourn the Meeting.

Roll Call: 7 AYES - unanimous

MOTION PASSES

President Reichelt declared the Regular Council Meeting of January 23, 2012 to be adjourned at 8:19pm

APPROVED:


Date



David A. Reichelt
President of Council

ATTEST:


Victoria Ann Savage, CMC
Clerk of Council