

President of Council
CHRISTOPHER HALLUM

Vice President of Council
MICHAEL KLINE

Council Clerk
KAREN MEHOLLIN

City of Willoughby Hills

Council
JULIE A. BELICH
JOE JARMUSZKIEWICZ
DANIEL KNECHT
VICKI MILLER
TANYA TAYLOR DRAPER

Agenda-Amended

Regular Meeting of Council

December 8, 2022

7:00 p.m.

Regular Meeting of Council Called to Order

Cell Phone Reminder to Turn off Devices

Pledge of Allegiance

Roll Call of Council

Members Present: Councilwoman Julie A. Belich, Council President Christopher Hallum, Councilman Joe Jarmuszkiwicz, Council Vice President Michael Kline, Councilman Dan Knecht, Councilwoman Vicki Miller, and Councilwoman Tanya Taylor Draper.

Also Present: Mayor Andy Gardner, Law Director Michael C. Lucas, Finance Director Frank J. Brichacek, Jr., and City Engineer Pietro A. DiFranco.

DISPOSITION OF THE JOURNAL

Approval of the November 10, 2022 Regular Council Meeting minutes.

Approval of the November 30, 2022 Special Council Meeting minutes.

COUNCIL CORRESPONDENCE AND MISCELLANEOUS REPORTS

11/8/22 email from Bowen, re: Bowen has a new website.

11/8/22 email from Mark Grubiss, re: Motion request.

11/9/22 email from Laura O'Donnell, re: WH Photo Contest Follow-up.

11/9/22 email from Dan Knecht, re: Thursday meeting.

11/10/22 email from Rec Commission, re: Recreation Commission Minutes.

11/11/22 email from John Bertosa, re: Willoughby Hills – Deer Mgmt Committee Mtg Notification.

11/14/22 email from klineisfine, re: Deer management.

11/14/22 email from Julie Belich, re: Deer management Subcommittee Agenda.
11/14/22 email from Mark Grubiss, re: Public Portion regarding Community Center.
11/16/22 email from Tanya Taylor Draper, re: New Address.
11/16/22 email from Debbie Semik, re: New Address.
11/16/22 email from PC-ABR, re: Updating the Civil Service Commission Website.
11/17/22 email from Katherine Lloyd, re: Updating the Civil Service Commission Website.
11/17/22 email from Willoughby Hills Finance Dept., re: Website calendar.
11/17/22 email from Julie Belich, re: Draft of Minutes for 11.10.22 meeting.
11/18/22 email from Tanya Taylor Draper, re: Sheetz on 91 in Willoughby.
11/18/22 email from Susan Schilling, re: Public Records Request – Sheetz.
11/19/22 email from Jim Kinnaird, re: ODNR Link.
11/20/22 email from Katherine Lloyd, re: Civil Service Minutes 10/12/22 – draft.
11/21/22 email from Stephanie Kellner, re: Will. Hills Adopted Legislation for November.
11/22/22 email from Joe Massucci, re: List of fire damaged residential properties.
11/22/22 email from Joe Massucci, re: List of fire damaged residential properties.
11/22/22 email from Jen Boger, re: Willoughby Hills – Updated city elected Officials List.
11/22/22 email from Stephanie Nero, re: List of the fire damaged residential properties.
11/22/22 email from Mayor Gardner, re: Resolution for Hazard Mitigation Plan.
11/22/22 email from Joseph Busher, re: Willoughby Hills Resolution for lake County Hazard Mitigation Plan.
11/22/22 email from Mayor Gardner, re: Building/Service Software Recommendation – iWorQ.
11/23/22 email from Katherine Lloyd, re: Rough draft of notes.
11/28/22 email from BZA, re: BZA Meeting 12/31/22 Tuesday – NOT CALLED.
11/29/22 email from Laura O'Donnell, re: Winterfest Update.
11/30/22 email from Mark Grubiss, re: Leaf pickup call.
12/1/22 email from Laura O'Donnell, re: Winterfest Update.
12/1/22 email from Patty Fulop, re: August – September Dashboard and September – October unemployment data.
12/1/22 email from Michael Lucas, re: Revised Ordinance.
12/2/22 email from Stephanie Kellner, re: Will. Hills Adopted legislation for November.
12/2/22 email from Frank Brichacek, re: 2023 Temporary Appropriation Ordinance Request.
12/2/22 email from Mayor Gardner, re: FW-2023 Temporary Appropriation Ordinance Request.
12/2/22 email from PC-ABR, re: Approved PCABR Minutes for 10/6/22 & 11/17/22.
12/4/22 email from Michael Lucas, re: Revised Agenda for Monday and additional legislation.
12/5/22 email from Willoughby Hills Finance Dept., re: Karen start date.
12/5/22 email from Mayor Gardner, re: Dinner Invitation.
12/5/22 email from Frank Brichacek, re: RE: Temporary Appropriation Ordinance Attachment.
12/6/22 email from Katherine Lloyd, re: Recreation Commission Minutes of 10/5/22 draft.
12/6/22 email from Willoughby Hills Finance Dept., re: Christmas Tree in lobby of City Hall.
12/6/22 email from Asst. Finance Director, re: Council Clerk.
12/6/22 email from Willoughby Hills Finance Dept., re: Evolve Migration.
12/6/22 email from Sandi Racic, re: Holiday Light Parade.
12/6/22 email from Frank Brichacek, re: FW: 35% License Fee Distribution Report – 11/28/22 Payment.
12/6/22 email from Rec Commission, re: Recreation Commission Meeting.
12/7/22 email from Willoughby Hills Finance Dept., re: Holiday Light Parade.

PUBLIC PORTION #1 – An opportunity for the public to address Council concerning anything pertaining to tonight’s agenda

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.

MAYOR’S REPORT – Mayor Andy Gardner

LAW DIRECTOR’S REPORT - Attorney Michael C. Lucas

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

CITY ENGINEER’S REPORT - Pietro A. DiFranco, P.E.

BOARDS & COMMISSIONS REPORTS / COMMITTEE REPORTS

Planning & Zoning and Architectural Board of Review: Councilwoman Taylor Draper

Recreation Commission Report: Councilman Jarmuszkiewicz

Finance Committee: Council Vice President Kline

Business Subcommittee: Council Vice President Kline

Beautification Committee: Councilwoman Taylor Draper

UNFINISHED BUSINESS:

LEGISLATION:

ORDINANCE 2022-034 AMENDED – THIRD READING

AN ORDINANCE AMENDING PART SEVEN - BUSINESS REGULATION CODE OF THE CODIFIED ORDINANCES OF THE CITY OF WILLOUGHBY HILLS, OHIO WITH THE ESTABLISHMENT OF CHAPTER 759 CAPTIONED “MEDICAL MARIJUANA LICENSURE”.

ORDINANCE 2022-066 – SECOND READING

AN ORDINANCE AUTHORIZING AND DIRECTING THE MAYOR TO ACCEPT THE PROPOSAL AS SUBMITTED BY RICHARD L. BOWEN & ASSOCIATES, INC. PROVIDING ZONING ADMINISTRATION SERVICES FOR THE CITY OF WILLOUGHBY HILLS, FOR THE PERIOD OF JANUARY 1, 2023 THROUGH JUNE 30, 2023 AND DECLARING AN EMERGENCY.

ORDINANCE 2022-067 – FIRST READING

AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH iWorQ SYSTEMS IN ORDER TO PROVIDE COMMUNITY DEVELOPMENT AND PUBLIC WORKS SOFTWARE SERVICES FOR THE CITY OF WILLOUGHBY HILLS AND DECLARING AN EMERGENCY.

ORDINANCE 2022-068 – FIRST READING

AN ORDINANCE PROVIDING FOR TEMPORARY APPROPRIATIONS TO MEET THE ORDINARY EXPENSES OF THE CITY OF WILLOUGHBY HILLS, STATE OF OHIO FOR THE PERIOD BEGINNING JANUARY 1, 2023 THROUGH MARCH 31, 2023; REPEALING ALL LEGISLATION INCONSISTENT HEREWITH.

ORDINANCE 2022-069 – FIRST READING

ORDINANCE AMENDING SECTION 1 OF ORDINANCE NO. 2021-065 AMENDED TO COMPLY WITH STATE BUDGETARY LAWS REQUIRING MUNICIPALITIES TO MAINTAIN POSITIVE ACCOUNT BALANCES THROUGHOUT THE YEAR; REPEALING CONFLICTING LEGISLATION AND DECLARING AN EMERGENCY.

NEW BUSINESS:

Motion to forego December 22, 2022 Regular Council Meeting.

PUBLIC PORTION #2 – – An opportunity for the public to address Council with any comments, issue or concern

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.

FOR THE GOOD OF THE ORDER/FOR THE GOOD OF THE COMMUNITY

ADJOURNMENT