

CHRISTOPHER HALLUM  
President of Council

MICHAEL KLINE  
Vice President of Council

GLORIA MAJESKI  
Clerk of Council, Pro Tem  
3/11/21 meeting

**COUNCIL:**

NANCY E. FELLOWS

JOE JARMUSZKIEWICZ

DANIEL KNECHT

TANYA TAYLOR DRAPER

DANIEL ZEGARAC

# City of Willoughby Hills

## Regular Council Meeting

### Minutes of March 11, 2021

*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 whenever possible.*

The Regular Council Meeting was called to order on Thursday, March 11, 2021 at 7:02 p.m. remotely, using Zoom and Facebook Live. Council President Hallum presided.

**Pledge of Allegiance (Audio: 0:21-0:33)**

#### **ROLL CALL (by Council President Chris Hallum) (Audio: 0:55-1:24)**

**Members Present:** Councilwoman Nancy Fellows, Council President Chris Hallum, Councilman Joe Jarmuszkiewicz, Council Vice President Mike Kline, Councilman Dan Knecht, Councilwoman Tanya Taylor Draper and Councilman Dan Zegarac.

**Also Present:** Mayor Andy Gardner, Law Director Michael C. Lucas and City Engineer Pete DiFranco.

**Absent:** Finance Director Frank Brichacek.

#### **APPOINTMENT OF CLERK PRO-TEM (Audio: 1:27-2:11)**

**Motion made by Councilwoman Fellows** seconded by **Councilman Knecht** to appoint **Gloria Majeski** as Council Clerk Pro Tem for tonight's meeting.

**Roll Call:** **AYES:** Fellows, Hallum, Jarmuszkiewicz, Kline, Knecht, Taylor Draper and Zegarac.

**NAYS:** None

Vote: 7/0

**Motion Carries** to appoint Gloria Majeski as Council Clerk Pro Tem for tonight's meeting.

#### **DISPOSITION OF THE JOURNAL (Audio: 2:18-3:10)**

**Motion made by Councilwoman Fellows** seconded by **Council Vice President Kline** adopt the minutes of the February 25, 2021 Regular Council Meeting.

**Roll Call:** **AYES:** Fellows, Hallum, Jarmuszkiewicz, Kline, Knecht, Taylor Draper and Zegarac.

**NAYS:** None

Vote: 7/0

**Motion Carries** to adopt the minutes of the Regular Council meeting of February 25, 2021.

## **COUNCIL CORRESPONDENCE AND MISCELLANEOUS REPORTS (Audio: 3:15-5:40)**

Mayor's Court report for period ending February 28, 2021 (signed)  
Letter to President & Members of Council dated March 1, 2021 from Finance Director Frank Brichacek re. 2021 Proposed Operating Budget  
Email dated March 3, 2021 from Ohio Municipal League re. March 2021 Newsletter  
Email dated March 4, 2021 from Gloria Majeski re. Draft Regular Meeting of Council Minutes of 2/25/21  
Email dated March 4, 2021 from PC-ABR re. PC-ABR meeting agenda of March 4, 2021 and draft minutes of February 4, 2021  
Email dated March 4, 2021 from PC-ABR re. corrections to draft meeting minutes of February 4, 2021  
Email dated March 5, 2021 from Gloria Majeski re. City Newsletter of March 5, 2021  
Email dated March 5, 2021 from Gloria Majeski re. Agenda & Legislation for Monday, March 8, 2021 meeting  
Email dated March 6, 2021 from Councilman Jarmuszkiewicz re. yard waste pickup – question on date  
Email dated March 6, 2021 from Gloria Majeski re. Ordinance 2021-016 Video Monitoring System  
Email dated March 8, 2021 from Gloria Majeski re. Rowen Somner Resume  
Email dated March 8, 2021 from Gloria Majeski re. Amended Agenda for March 8, 2021 Working Committee of Council meeting  
Email dated March 8, 2021 from Gloria Majeski re. Exhibits to Ordinances 2021-14 and 2021-16  
Email dated March 8, 2021 from Ohio Municipal League re. House Committee Hearing on Bill Repealing State-imposed Municipal Income Tax Pandemic Withholding Policy  
Email dated March 8, 2021 from Newsletter.com re. vaccine scheduling update  
Email dated March 9, 2021 from PC-ABR re. Master Plan Agenda for March 10, 2021  
Email dated March 9, 2021 from Gloria Majeski re. Finance Committee Agenda for March 9, 2021  
Email dated March 10, 2021 from City Engineer DiFranco re. Trash at Aldi's Adjacent Lot

**Council Vice President Kline** asked about the March 8, 2021 email from Ohio Municipal League and the email was read for all members to understand the text of the email regarding a House Committee Hearing on a bill to repeal the State-imposed Municipal Income Tax Pandemic Withholding Policy.

### **PUBLIC PORTION #1 (Audio: 5:41-8:59)**

**An opportunity for the public to address Council concerning anything pertaining to tonight's agenda**

Public Portion opened at 7:08 p.m.

**Jenna Bing, 36951 Beech Hills Drive, Willoughby Hills, OH 44094**

Mrs. Bing spoke of the 2021 budget, which is on 2<sup>nd</sup> Reading. She stated that she enjoyed the Finance Committee meeting discussion and has reviewed the online budget summary, which shows a 25-30% increase in Administrative expenses; however, online she can only see budgeted, not actuals. She stated that she knew the complete binder was provided to others and mentioned that she would like a copy posted at City Hall. Mrs. Bing stated that while the surplus may cover overages now, she is concerned with ongoing expenses and the surplus may be depleted. "This year should be more ordinary, post COVID," she stated.

Public Portion closed at 7:11 p.m.

## MAYOR'S REPORT (Audio: 9:05-16:46)

### Mayor Gardner reported:

- 1) Mayor Gardner stated that he will speak to Finance Director Brichacek regarding making a budget book available to the public, as Mrs. Bing requested.
- 2) Covid Update – red level, but cases dropped this week. We are at about 30 per day. More vaccines are coming. Willoughby Hills Community Center was a Point of Dispensary (POD) last Wednesday, with the second vaccine being administered on March 24<sup>th</sup>. 512 vaccines were given. It was very well run. Willoughby Hills has 8 more PODs over the next few months. Thanks to LC EMA, LC General Health District, Kirtland Fire Department, Gloria Majeski, Mark Grubiss and the Service Department, Chief Naegele and the Police Department and Chief Gandee and the Fire Department, many who administered the vaccine. Thanks to the Willoughby-Eastlake Library for accommodating their schedules to help us make this happen for our traffic flow. Mayor urged all to continue to sign up through Armovax and advised all that a mass vaccination site is being set up (you can just type in the 44115 zip code) at the Wolstein Center beginning March 17<sup>th</sup>. The website to sign up for this mass vaccination site is [www.gettheshot.coronavirus.ohio.gov](http://www.gettheshot.coronavirus.ohio.gov). Mayor urged everyone to continue to follow the Lake County General Health District (LCGHD) and Center for Disease Control (CDC) guidelines to protect yourself and those you come in contact with.
- 3) Police Report for February: 1063 calls; 530 motor vehicle related, 25 suspicious conditions and 55 public assists. Continue to be aware of the Ohio Bureau of Job & Family Services unemployment scam. More information is available on the website and through the Police Department.
- 4) Fire Department reminds us to “spring ahead” this weekend by moving your clocks forward one hour and changing the batteries in your smoke detectors.
- 5) Codification of the City ordinances has been returned from Walter Drane Company and legislation will be requested at the next Council meeting to accept the codification changes.
- 6) Master Plan Subcommittee of the PC-ABR continues to meet and is planning Public Hearings for April 12 and April 14 via Zoom for anyone who wants to give input on plans for our city.
- 7) Chagrin River Watershed Partners (CRWP) held a Zoom meeting today. They reviewed goals and provided a lot of good information. Thanks to our CRWP representatives Bob Bartolotta and Pat Grebenc, as well as Chief Gandee, LT DiMattia and City Engineer Di Franco who attended the event. The Fire Department is working with CRWP on developing a plan for flood monitoring. CRWP water level monitoring project allow us to watch the water levels of the Chagrin River. We will be able to establish baselines and we will be working with other communities. WHFD Facebook page will encourage residents to sign up for WENS (Wireless Emergency Notification System) which is an emergency notification system that will be able to advise the residents of increasing or unsafe water levels.
- 8) Recreation Commission is still seeking volunteers. Check out the website for an application.
- 9) Some Spring projects include: Yard waste beginning on April 1, Shred Day on June 12 from 9 a.m. to noon, and a Spring Garage Sale on April 24, with the signup deadline of April 16, including COVID guidelines for safety.
- 10) The E-newsletter now has 400 subscribers! This was very helpful in vaccine notification and you are urged to sign up.

- 11) Sympathy to the families of Mata Peric and Michael Stanley Gee who passed away this week. We will keep their families in our thoughts and prayers.

**Questions/comments following the Mayor's Report:**

None

**LAW DIRECTOR'S REPORT (Audio: 16:49-20:35)**

**Law Director Lucas reported:**

- 1) Ordinance 2021-16 Amendment to Video Monitoring System – modifications have been made to consolidate with 2021-13, which will be repealed with this new ordinance, as **Councilwoman Fellows** requested.
- 2) Ordinance 2021-15 re. Chapter 157 to provide benefits for part-time employees is still being modified. Law Director Lucas will be working with Finance Director Brichacek to finalize and then report back to Council and asked that this be kept on First Reading and we will keep it going forward.

**Questions/comments following the Law Director's Report:**

**Councilman Zegarac** asked, with regard to Ordinance 2021-15, if we would have this as a general law but it would not cover those individuals who are covered with a previous ordinance. **Law Director Lucas** stated that he would like it to be all inclusive and he is speaking with Finance Director Brichacek regarding any concerns he may have or potential conflicts, such as employees with previously adopted ordinances to cover their employment. **Council President Hallum** stated that he would hope to cover all part-time employees not covered by Union contracts.

**FINANCE DIRECTOR'S REPORT (Audio: 20:39-20:48)**

**Finance Director Brichacek** was not in attendance at tonight's meeting.

**CITY ENGINEER'S REPORT (Audio: 20:50-31:41)**

**City Engineer DiFranco** reported:

- 1) Street Rehab, Sewer Rehab and Pavement Markings Program have gone out to bid. Bids are due back in 2 weeks from contractors.
- 2) Dodd Road Bank Stabilization update: Geotechnical reports came back yesterday. City Engineer Di Franco is now preparing a package for the repair and will seek bids after the plan is in place.
- 3) Eddy Road project continues with Eddy Road closed at the bridge between Route 91 and Bishop Road. Signs have been posted.
- 4) Road construction is underway on Bishop Road by the Cuyahoga County Airport and UPS Building in the City of Highland Heights. Bishop Road will be one-way only in the northbound direction and the construction will probably last into the first week of October.
- 5) ODOT is currently investigating the Chardon Road bridge project over the Chagrin River. You may see individuals there doing inspections or drilling bore pits as part of the project research.

**Questions/comments following City Engineer's Report:**

**Councilman Jarmuszkiewicz** asked **City Engineer DiFranco** about the complaints of trash near the Aldi's location. **City Engineer DiFranco** stated that it is a vacant lot. Zoom Carwash does not yet own the property and, since they did not litter, they are not responsible and we are unsure of where the litter is coming from. We need to find the owner. "Could they be prosecuted? It is complicated," he added. He stated that he wanted the opinion of Administration as to whether to pursue or not. **Councilwoman Taylor Draper** thanked **City Engineer DiFranco** for his efforts. "it is atrocious. There are about ten bins of garbage scattered and blown around. Liability is on the current property owner." She stated that she would like to get a "better hold" on that area and wants to control the trash issue there. **Councilman Jarmuszkiewicz** asked if there are inspections of the businesses, or even an ordinance for trash containers. **City Engineer DiFranco** stated that Chapter 5 (? Section 5.21) probably covers it. This would be similar to "tall grass complaints" where there is a process for two violation letters, then the third step would be referred to Mayor's Court for the prosecution process. It could take several months for action. "Is there another way to get more immediate action," he asked. He stated he could hold back permits for the property, but then that would be on the new car wash owner, which we may not want to do as it would hold up development. **Mayor Gardner** agreed that perhaps we could send out with a "friendlier letter" as was somewhat discussed last year to say that the whole area will benefit from positive actions of the property owner. He would like to continue with a friendly approach and knows that the businesses want to hear from the City, not just by way of a violation letter. He would like to do more "outreach." **Councilwoman Taylor Draper** agrees that she does not want to "pick on any one," but just wants it to be better and agrees with the outreach idea. **Councilwoman Fellows** added that "some time property owners don't live here and are unaware." **Council President Hallum** stated that he had proposed an ordinance in 2014 which was not approved then by Council where the vacant property/non-local owned businesses would be required to provide a "local contact." It would be easier to contact someone, encourage cooperation and he would hope to revisit that ordinance in the future.

**COMMITTEE REPORTS/BOARD & COMMISSION REPORTS (Audio: 31:45-34:00)**

**Finance Committee by Vice President Kline:**

**Council Vice President Kline** reported on the March 9, 2021, Finance Committee meeting: Finance Director Brichacek and Mayor Gardner reviewed the Administration's budget. Fire Chief Gandee and LT DiMattia represented the Fire Department and had some good comments as well. On Tuesday, March 23, Part II of the budget meetings will be held and the Mayor and Finance Director will be joined by Road Superintendent Grubiss and Police Chief Naegele to review the budgets for Service Department and Police Department. He asked Council to provide any questions they may have, as well as requesting information from any Department Head prior to the meeting and copying all Council members on those requests. **Council President Hallum** added that the meeting was broadcasted on Facebook Live for residents.

**Recreation Commission Report by Councilman Jarmuszkiewicz: (Audio: 34:02-35:21)**

**Councilman Jarmuszkiewicz** reported that the Recreation Commission has planned for a Spring Garage Sale on April 24, with registrations closing on April 16. This will serve as an alternative function for

Recreation activities during COVID. The City will provide maps to include the locations to anyone who signs up to hold a Garage Sale on that date. Recreation Commission is looking for some new Commission members. Baseball and softball registrations are ongoing. Once the registration closes, they will be forming teams and setting up the league.

**PC-ABR – reported by Councilwoman Taylor Draper: (Audio: 35:23-38:57)**

**Councilwoman Taylor Draper** reported on the March 4, 2021, PC-ABR Meeting: A storage barn was approved at 28926 Eddy Road and a detached garage at 2884 SOM Center Road. There was a preliminary review of the Zoom Express Car Wash on Bishop Road. Project blueprints were reviewed, as well as recommendations from the City Engineer that will be required to satisfy the City's codes. The owners will make changes and come back for final approval.

A Master Plan meeting was held on March 10, 2021 with Public Hearings being planned via Zoom on Monday, April 12, 2021 and Wednesday, April 14, 2021, both at 6:00 p.m. Residents are reminded to send suggestions to [pc-abr@willoughbyhills-oh.gov](mailto:pc-abr@willoughbyhills-oh.gov), or drop by the City Hall mailboxes if you don't want to present at the Zoom meeting. The Master Plan is a subcommittee group that has met for eight months, has done a lot of research since August 2020, has heard from a variety of developers, planners, the MetroParks, Lake County Planning and Development, City Economic Development Director Kevin Malecek, Lake County Port Authority Director, and now wants to hear from our residents for suggestions.

**UNFINISHED BUSINESS (Audio: 38:59-42:01)**

**Councilman Jarmuszkiewicz** asked about yard waste pickup, stating that we had promised our residents a review before the renewal. **Council President Hallum** stated that Republic's General Manager Dave Kidder provided a usage report and on any given week, at least 50% of full-service residents use it. The actual users change weekly to different residents, but it equates to over 50% of residents using it. He has also heard from residents who called him to ask him to continue the service. **Councilman Zegarac** stated that he had received phone calls, too, asking when the benefit was starting up again and he told them it was April 1<sup>st</sup>. **Council Vice President Kline** stated that with the warmer weather, he is now out walking and he sees many broken limbs on trees and lawns and supposes that people will begin yard clean up soon and want yard waste benefits.

**LEGISLATION (Audio: 42:05-49:36)**

**ORDINANCE 2021-012 – SECOND READING (Audio: 42:06-42:29)**

**AN ORDINANCE ADOPTING PERMANENT APPROPRIATIONS NECESSARY TO MAINTAIN CITY SERVICES FOR THE FISCAL PERIOD BEGINNING JANUARY 1<sup>ST</sup> THROUGH DECEMBER 31<sup>ST</sup> OF 2021; REPEALING ALL LEGISLATION INCONSISTENT HEREWITH.**

**Council President Hallum** stated that this will remain on Second Reading.

**ORDINANCE 2021-014 – FIRST READING (Audio: 42:31-45:57)**

**AN ORDINANCE AMENDING PART ONE – ADMINISTRATIVE CODE, TITLE FIVE – ADMINISTRATIVE, CHAPTER 141 – FIRE DEPARTMENT, SECTION 141.05 – EMERGENCY CALL FEES, SUB-SECTION (d) FEES OF THE CODIFIED ORDINANCES OF THE CITY OF WILLOUGHBY HILLS, AND FURTHER AUTHORIZING THE MAYOR TO SIGN ANY AND ALL DOCUMENTS NECESSARY TO TRANSFER THE EMS BILLING SERVICES FROM LIFE FORCE MANAGEMENT, INC. TO MEDICOUNT EMS BILLING COMPANY, REPEALING CONFLICTING LEGISLATION AND DECLARING AN EMERGENCY.**

Motion was made by **Councilman Jarmuszkiewicz** seconded by **Councilwoman Taylor Draper** to waive Three Readings on Ordinance 2021-014.

**Discussion on the Motion:**

**Councilman Jarmuszkiewicz** spoke about Ordinance 2021-014 and that he did not believe it required Three Readings since the City must give 30 days’ notice to Life Force and this new contract could potentially generate more revenue. **Councilwoman Taylor Draper** stated she had read the Medicount proposal, believes the company to be an “up to date operation” to better serve the City and with our current vendor perhaps “lacking in some tasks; we should move forward.”

**Roll Call:     AYES: Fellows, Hallum, Jarmuszkiewicz, Kline, Knecht, Taylor Draper and Zegarac.**

**NAYS: None**

**Vote: 7/0**

**Motion Carries** to waive Three Readings on Ordinance 2021-014.

Motion was made by **Councilman Jarmuszkiewicz** seconded by **Councilman Zegarac** to adopt Ordinance 2021-014.

**Discussion on the Motion:**

**None**

**Roll Call:     AYES: Fellows, Hallum, Jarmuszkiewicz, Kline, Knecht, Taylor Draper and Zegarac.**

**NAYS: None**

**Vote: 7/0**

**Motion Carries** to adopt Ordinance 2021-014 to amend Chapter 141.05 Emergency Call fees and sign any documents necessary to transfer the EMS billing services to Medicount EMS Billing Company.

**ORDINANCE 2021-015 – FIRST READING (Audio: 46:00-46:21)**

**AN ORDINANCE AMENDING CHAPTER 157 OF THE CODIFIED ORDINANCES OF THE CITY OF WILLOUGHBY HILLS, TO PROVIDE FOR PROVISIONS RELATING TO PART-TIME EMPLOYMENT, REPEALING CONFLICTING LEGISLATION AND DECLARING AN EMERGENCY.**

**Council President Hallum** stated that this will remain on First Reading.

**ORDINANCE 2021-016 – FIRST READING (Audio: 46:25-49:36)**

**AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH COMMUNICATION SERVICE, 250 FAIRGROUNDS ROAD, PAINESVILLE, OH 44077 IN AN AMOUNT NOT TO EXCEED \$43,119.85 FOR THE PURCHASE AND INSTALLATION OF A VIDEO MONITORING SYSTEM FOR THE POLICE DEPARTMENT, CITY HALL, SERVICE DEPARTMENT, FIRE STATION, AND OTHER CITY FACILITIES AS DETERMINED BY THE POLICE CHIEF AND SAFETY DIRECTOR, REPEALING ORDINANCE 2021-13 IN ITS ENTIRETY AND DECLARING AN EMERGENCY.**

Motion was made by **Councilman Zegarac** seconded by **Councilwoman Fellows** to waive Three Readings on Ordinance 2021-016.

**Discussion on the Motion:**

**Councilman Jarmuszkiewicz** stated that this is the same as Ordinance 2021-013 with some minor changes. With the “not to exceed amount” clause, the City could potentially save money with the adoption of this ordinance.

**Roll Call:     AYES: Fellows, Hallum, Jarmuszkiewicz, Kline, Knecht, Taylor Draper and Zegarac.**

**NAYS: None**

**Vote: 7/0**

**Motion Carries** to waive Three Readings on Ordinance 2021-016.

Motion was made by **Councilwoman Fellows** seconded by **Councilman Knecht** to adopt Ordinance 2021-016.

**Discussion on the Motion:**

**None**

**Roll Call:     AYES: Fellows, Hallum, Jarmuszkiewicz, Kline, Knecht, Taylor Draper and Zegarac.**

**NAYS: None**

**Vote: 7/0**

**Motion Carries** to adopt Ordinance 2021-016 to repeal Ordinance 2021-13 and authorize a contract not to exceed \$43,119.85 for the purchase and installation of a video monitoring system provided by Communication Service.

**NEW BUSINESS (Audio: 49:41-54:18)**

**Councilwoman Fellows** inquired about the status of the Council Clerk applicant. **Council President Hallum** stated that she was actually at City Hall now, shadowing Gloria Majeski as she is clerking tonight’s meeting to see exactly what is entailed in the position.

Motion was made by **Council President Hallum** seconded by **Councilman Zegarac** to confirm the Mayor’s appointment of resident Gerald Wolanin to the Income Tax Board of Review.

**Discussion on the Motion:**

None

**Roll Call:** **AYES: Hallum, Jarmuszkiewicz, Kline, Knecht, Taylor Drape and Zegarac.**

**NAYS: None**

**ABSTENTION: Fellows**

**Vote: 6/0/1**

**Motion Carries** to confirm the Mayor's appointment of resident Gerald Wolanin to the Income Tax Board of Review.

Motion was made by **Councilman Zegarac** seconded by **Councilwoman Taylor Draper** to confirm Council's appointment of residents Bettye Hines and Paul Pahoresky to the Income Tax Board of Review.

**Discussion on the Motion:**

**Council Vice President Kline** stated that Mr. Pahoresky is a CPA, lives on Berkshire Hills, has a Mentor Tax Practice and publishes a bi-weekly column in the News-Herald on tax advice. While he does not know Paul personally, Council Vice President Kline knows that his clients speak highly of him, which is the "best form of a recommendation."

**Councilman Zegarac** thanked the three residents for volunteering for the Income Tax Board of Review.

**Councilwoman Taylor Draper** stated that she has known Bettye Hines for over fifteen years and Mrs. Hines is a former VP of Key Bank, worked for over fifty years and loves working with numbers. She added that she "is the right person for this Board."

**Roll Call:** **AYES: Fellows, Hallum, Jarmuszkiewicz, Kline, Knecht, Taylor Draper and Zegarac.**

**NAYS: None**

**Vote: 7/0**

**Motion Carries** to confirm Council's appointment of residents Bettye Hines and Paul Pahoresky to the Income Tax Board of Review.

**PUBLIC PORTION #2 (Audio: 54:19-1:03:43)**

**An opportunity for the public to address Council with any comments, issue or concern.**

Public Portion opened at 7:57 p.m.

**Linda Fulton, 2990 Marcum Blvd., Willoughby Hills, OH 44092**

- Ms. Fulton discussed the trash at the Bishop Road area. She said that in the past, others had volunteered to go and pick up the trash. Other times, the owners were advised and it was cleaned up. She mentioned calling the CVS (who owns the lot by the laundromat) and "if you call them, it will be picked up. McDonald's needs to be advised, too." She mentioned reaching out to groups such as the Boy Scouts or plan a prisoner clean up detail.

- Ms. Fulton questioned the legality of the Council President making a motion, as **Council President Hallum** did earlier this evening.

Public Portion closed at 7:59 p.m.

**Comments following Public Portion:**

**Councilwoman Taylor Draper** stated that she believes that people should “take pride” in their property and they should not have to be told to keep it clean. **Council President Hallum** agreed, adding that he often sees the employees at the Shell gas station and the Loreto property cleaning up. We may need to remind them of the importance to do so. **Council President Hallum** spoke of the legality of his being able to make a motion, stating that this Council body serves as a “small committee” and falls under those rules under Robert’s Rules of Order. This would also include passing the gavel. **Law Director Lucas** agreed with **Council President Hallum’s** statement, indicating that a “small committee” was defined as a body of less than 12, which is verified in Robert’s Rules 12<sup>th</sup> Edition. With regard to “passing the gavel,” it is generally for larger bodies and is not mandatory with “small committees” according to Robert’s Rules.

**Councilwoman Fellows** stated that it had been customary in the past that the President of Council did not make motions and any time that individual would state “in my opinion” they would pass the gavel.

**Councilman Zegarac** pointed out that other councils have a policy where the Chairman or President of Council would always vote last. **Councilwoman Fellows** stated that Willoughby Hills has always done it alphabetically. **Council President Hallum** ended the discussion, stating that while he usually does not make a motion, he will do it to move the meeting along, given the newer members on Council.

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

**(Audio: 1:03:45-1:04:29)**

**Councilwoman Taylor Draper** stated that the emergency magnets that were recently mailed were a great idea and thanked the Mayor’s Office for making these available to the residents. **Councilwoman Fellows** announced that former Council member Janet Majka has been appointed as a Trustee for Lakeland Community College.

**ADJOURNMENT (Audio: 1:04:32-1:05:28)**

**Motion** was made by **Councilwoman Taylor Draper** seconded by **Councilman Jarmuszkiewicz** to adjourn.

**Discussion on the Motion:**

None

**Roll Call:** **AYES:** Fellows, Hallum, Jarmuszkiewicz, Kline, Knecht, Taylor Draper and Zegarac.

**NAYS:** None

Vote: 7/0

**Motion Carries** to adjourn the Regular Council meeting of March 11, 2021.

**The Regular Council Meeting of March 11, 2021 was adjourned at 8:07 p.m.**

APPROVED: March 25, 2021  
Date

  
Christopher Hallum  
President of Council

ATTEST: Deane Maguire  
Council Clerk Pro-Tem