

City of Willoughby Hills

Agenda - Amended

Regular Meeting of Council October 12, 2023 | 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 Jarmuszkiewicz, Council Vice President Michael Kline, Councilman Dan Knecht, Councilwoman Vicki Miller, and Councilwoman Tanya Taylor Draper

Also Present: Mayor Andy Gardner, Law Director Michael Lucas, City Engineer Pete DiFranco, and Finance Director Bruce Scott

DISPOSITION OF THE JOURNAL

Approval of the September 28, 2023 Regular Meeting of Council minutes.

COUNCIL CORRESPONDENCE

10/11/2023 Email from Karen Mehollin RE: Deer Permit Packets - update
10/10/2023 Email from Karen Mehollin Re: PC-ABR Mtg 10.19.23
10/10/2023 Email from Karen Mehollin Re: Willoughby Hills Seniors Inc. Ordinance
10/10/2023 Email from Stephanie E. Landgraf RE: CRA Documents
10/09/2023 Email from Dan Knecht RE: Monday Committee Meeting
10/09/2023 Email from Gloria Majeski Re: Charter Provision for Public Notice
10/09/2023 Email from Finance Director RE: OPBA Contract
10/09/2023 Email from Naegele, Matthew RE: Amended Memo
10/09/2023 Email from Thomas Lobe Re: CRA documents
10/09/2023 Email from Domain address [Postmaster] Messages for council@willoughbyhills-oh.gov
10/09/2023 Email from Willoughby Hills Finance Dept. RE: Codification for the City of Willoughby Hills
10/09/2023 Email from Karen Mehollin RE: Electronic Recycle Day
10/09/2023 Email from whdrane1@aol.com Re: Codification for the City of Willoughby Hills
10/09/2023 Email from Karen Mehollin RE: Deer Management Update
10/08/2023 Email from Gloria Majeski RE: Charter Provision for Public Notice
10/08/2023 Email from Michael C. Lucas RE: Dispatcher Ordinance Exhibit A
10/07/2023 Email from Ben Reutter RE: Campaign sign
10/06/2023 Email from whdrane1@aol.com Re: Codification for the City of Willoughby Hills
10/06/2023 Email from Robert J. Gandee FW: [EXTERNAL] 222034 - Willoughby Hills FD Update
10/06/2023 Email from Robert J. Gandee RE: Sheetz, 28601 Chardon Road, Willoughby Hills
10/06/2023 Email from Finance Director RE: INSURANCE RENEWAL

10/06/2023 Email from Willoughby Hills Finance Dept. RE: NEW HUNTINGTON CREDIT CARD
10/05/2023 Email from bza RE: WH BZA Meeting 10/10/23 TUESDAY - 8:00 PM -- CANCELLED 10/5/23
10/05/2023 Email from Michael C. Lucas RE: Revised Ordinance No. 2023-055
10/05/2023 Email from Tanya Taylor Draper Re: Resubmittal - West Pines Subdivision - SOM Center
10/04/2023 Email from Mayor Gardner Re: Sheetz, 28601 Chardon Road, Willoughby Hills
10/03/2023 Email from whdrane1@aol.com Re: Codification for the City of Willoughby Hills
10/03/2023 Email from Michael C. Lucas RE: Sheetz, 28601 Chardon Road, Willoughby Hills
10/03/2023 Email from Michael C. Lucas RE: Ordinances and Exhibits for Patrolmens and Dispatchers CBAs
10/03/2023 Email from Michael C. Lucas RE: Ordinance and Exhibit A, MOU
10/03/2023 Email from Pietro DiFranco FW: PID 113000 LAK-006-04.61 Super; Prelim Consent Legislation
10/03/2023 Email from Gloria Majeski RE: Copy of Kirtland's Sr. Levy App to Assist in WH Submission
10/03/2023 Email from Gloria Majeski Re: Ohio Municipal Clerks Association Forum Thread
10/02/2023 Email from whdrane1@aol.com Re: Codification for the City of Willoughby Hills
10/02/2023 Email from Willoughby Hills Finance Dept. RE: SENIOR CENTER
09/30/2023 Email from John T Plecnik RE: Commissioner Plecnik's SALUTE to Wine Country
09/29/2023 Email from Mark Grubiss RE: District Signs
09/29/2023 Email from Stephanie Kellner Re: Adopted Legislation - Willoughby Hills | September
09/29/2023 Email from Semik, Debbie RE: District Signs
09/29/2023 Email from Building Dept. RE: Fall District Signs
09/29/2023 Email from Semik, Debbie FW: Public Records Request
09/28/2023 Email from pc-abr FW: WH NOTIFICATION for 8/21/23 Civil Service Meeting
09/28/2023 Email from Katherine D. Lloyd Fw: Case 2023-03 Legal Notice (signed)- 2829 Orchard.pdf
09/28/2023 Email from Michael Tobin RE: civil service commission
09/28/2023 Email from Julie Belich RE: Deer Management Ordinance
09/28/2023 Email from NOACA RE: Attend NOACA's 2023 Annual Meeting
09/27/2023 Email from Gloria Majeski Re: Request for Senior Tax Levy Info

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 Bruce Scott

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

BOARDS, COMMISSIONS & COMMITTEE REPORTS

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

Recreation Commission Report: Councilman Jarmuszkiewicz

Finance Committee: Council Vice President Kline

Beautification Committee: Councilwoman Taylor Draper

Business Subcommittee: Council Vice President Kline

Deer Management Subcommittee: Councilwoman Belich

UNFINISHED BUSINESS:

LEGISLATION:

ORDINANCE 2023-039 – THIRD READING

AN ORDINANCE AMENDING THE CODIFIED ORDINANCES OF THE CITY OF WILLOUGHBY HILLS, PART 11-PLANNING AND ZONING CODE, TITLE THREE-CODE ADMINISTRATION, CHAPTER 1111 DEVELOPMENT PLAN REVIEW PROCEDURES, SECTION 1111.02 DEVELOPMENT PLAN REVIEW, BY THE ADDITION OF PARAGRAPH (D) REQUIRING TEMPORARY SIGN NOTIFICATION OF DEVELOPMENT UPON THE COMMENCEMENT OF ANY DEVELOPMENT PLAN REVIEW PROCESS UNDER CHAPTER 1111.

ORDINANCE 2023-050 – FIRST READING

AN ORDINANCE AUTHORIZING AND DIRECTING THE MAYOR TO EXECUTE AN AGREEMENT BETWEEN THE CITY OF WILLOUGHBY HILLS AND THE OHIO PATROLMEN'S BENEVOLENT ASSOCIATION-DISPATCHERS, AND DECLARING AN EMERGENCY.

ORDINANCE 2023-051 – FIRST READING

AN ORDINANCE AUTHORIZING AND DIRECTING THE MAYOR TO EXECUTE AN AGREEMENT BETWEEN THE CITY OF WILLOUGHBY HILLS AND THE OHIO PATROLMEN'S BENEVOLENT ASSOCIATION, AND DECLARING AN EMERGENCY.

ORDINANCE 2023-052 – FIRST READING

AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A MEMORANDUM OF UNDERSTANDING WITH THE TEAMSTERS LOCAL UNION NO. 436 TO CLARIFY THE PLACEMENT OF BARGAINING UNIT EMPLOYEES IN THE "ROAD CREW" CLASSIFICATIONS IDENTIFIED AT APPENDIX A OF THE PARTIES' COLLECTIVE BARGAINING AGREEMENT, AND DECLARING AN EMERGENCY.

ORDINANCE 2023-053 – FIRST READING

AN ORDINANCE AUTHORIZING AND DIRECTING THE MAYOR TO SIGN ANY AND ALL NECESSARY DOCUMENTS RELATING TO THE OHIO DEPARTMENT OF TRANSPORTATION (ODOT) PROJECT NO. 113000 PROVIDING FOR REPLACEMENT OF THE SUPERSTRUCTURE OF THE CHARDON ROAD (US-6) BRIDGE OVER THE CHAGRIN RIVER IN WILLOUGHBY HILLS, AND DECLARING AN EMERGENCY.

ORDINANCE 2023-054 – FIRST READING

AN ORDINANCE AUTHORIZING AND DIRECTING THE MAYOR TO ENTER INTO A CONTRACT FOR GENERAL LIABILITY INSURANCE COVERAGE FOR THE CITY OF WILLOUGHBY HILLS AND DECLARING AN EMERGENCY.

RESOLUTION 2023-017 – THIRD READING

A RESOLUTION APPROVING THE PRELIMINARY PLAT FOR WEST PINES SUBDIVISION, A SINGLE FAMILY RESIDENTIAL SUBDIVISION LOCATED ON S.O.M CENTER ROAD, WILLOUGHBY HILLS, OHIO.

RESOLUTION 2023-018 – THIRD READING

A RESOLUTION AUTHORIZING AN EXPENDITURE OF ONE HUNDRED THOUSAND DOLLARS (\$100,000.00) FOR THE PURCHASE AND SUBSCRIPTION OF FLOCK SAFETY EQUIPMENT FROM FLOCK GROUP, INC. FOR A FIVE (5) YEAR TERM FOR USE BY THE WILLOUGHBY HILLS POLICE DEPARTMENT AND DECLARING AN EMERGENCY.

NEW BUSINESS:

Motion to approve TREX license transfer to Sheetz location in Willoughby Hills.

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