

# City of Willoughby Hills

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## Regular Council Meeting Minutes of May 11, 2023

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The Regular Council Meeting was called to order on Thursday, May 11, 2023 at 7:00 p.m. in Council Chambers. **Council Vice President Kline** presided.

**Call to Order 7:00 p.m. (Audio: 0:21)**

**Cell Phone Reminder to Turn off Devices**

**Pledge of Allegiance (Audio: 0:31)**

### ROLL CALL (Audio: 0:55 )

**Members Present:** Council Vice President Michael Kline, Councilman Knecht, Councilwoman Vicki Miller, Councilwoman Tanya Taylor Draper, Councilwoman Julie Belich, Council President Chris Hallum, and Councilman Joe Jarmuszkiewicz

**Also Present:** Law Director Michael C. Lucas, City Engineer Pietro A. DiFranco, Finance Director Bruce Scott

**Absent:** Council President Hallum

**Motion made by Councilwoman Belich**, seconded by **Councilwoman Miller** to excuse **Council President Hallum** from tonight's meeting.

### Discussion on the Motion:

**Council Vice President Kline** stated **Council President Hallum** followed correct protocol.

**Roll Call:** **AYES:** Kline, Knecht, Miller, Taylor Draper, Hallum, and Jarmuszkiewicz  
**NAYS:** None  
**Vote:** 6/0

**Motion carries** to excuse **Council President Hallum** from tonight's meeting.

**Motion made by Councilman Jarmuszkiewicz**, seconded by **Councilwoman Belich** to appoint Councilwoman Taylor Draper as Council Vice President Pro Tem from tonight's meeting.

### Discussion on the Motion:

None.

**Roll Call:** **AYES:** Kline, Knecht, Miller, Hallum, and Jarmuszkiewicz  
**NAYS:** None  
**ABSTAIN:** Taylor Draper  
**Vote:** 5/0/1

**Motion carries** to appoint **Councilwoman Taylor Draper** as Council Vice President Pro Tem for tonight's meeting.

**DISPOSITION OF THE JOURNAL (Audio: 1:04)**

**Motion made by Councilwoman Miller** seconded by **Councilman Knecht** to adopt the minutes of the April 27, 2023 Regular Council Meeting.

**Discussion on the Motion:**

None.

**Roll Call:**     **AYES: Kline, Knecht, Miller, Taylor Draper, Hallum, and Jarmuszkiewicz**  
                  **NAYS: None**  
                  **Vote: 6/0**

**Motion carries** to adopt the meeting minutes of the April 27, 2023 Regular Council Meeting.

**COUNCIL CORRESPONDENCE AND MISCELLANEOUS REPORTS (Audio: 4:07)**

- 05/09/2023 Email from Jen.Boger@ethics.ohio.gov Re: Ohio Ethics Commission 2022 Financial Disclosure Statement General Filing Deadline is Monday
- 05/09/2023 Email from Finance Director Re: SOM RENTAL HOUSE
- 05/08/2023 Email from Katherine D. Lloyd Re: Master Plan, etc
- 05/08/2023 Email from Karen Mehollin RE: ComDoc Copier Proposal
- 05/08/2023 Email from Karen Mehollin Re: INSA Walk-Through
- 05/08/2023 Email from Chris Hallum Fwd: Parking Code Comparison - Willoughby Hills
- 05/06/2023 Email from Joe Jarmus Re: Working Committee of Council Meeting; Monday, May 8
- 05/05/2023 Email from Keister, Myranda N. Re: LDA Report to the Community
- 05/05/2023 Email from Mayor Gardner Re: White Road Resurfacing - Coop w/Mayfield Village
- 05/05/2023 Email from Tanya Taylor Draper Re: D2 Meetings
- 05/05/2023 Email from Pietro DiFranco RE: White Road Resurfacing - Coop w/Mayfield Village
- 05/05/2023 Email from Robert J. Gandee RE Willoughby Hills/Red Cross Smoke Detector Install Day
- 05/05/2023 Email from Michael C. Lucas RE: New Legislation | ORD 2023-029
- 05/04/2023 Email from Gloria Majeski Re: Willoughby Hills Records Request
- 05/04/2023 Email from pc-abr RE Approved PCABR Minutes for 4/20/23
- 05/03/2023 Email from Gloria Majeski Re: Sign in sheets at District meetings
- 05/03/2023 Email from Gloria Majeski Re: Abitibi Paper Recycle bins
- 05/03/2023 Email from Mark Grubiss RE: Website - Take 2
- 05/03/2023 Email from Stephanie Kellner Re: Adopted Legislation - Willoughby Hills | April
- 05/03/2023 Email from Katherine D. Lloyd Fw: Architectural Design Guidelines / Masonry Aboveground
- 05/03/2023 Email from Mayor Gardner Re: Award Recommendation, Proposal, Evaluation - Rogers Rd Slope Repair - Schirmer
- 05/03/2023 Email from Stephanie Kellner Re: Adopted Legislation - Willoughby Hills | April
- 05/03/2023 Email from Karen Mehollin Re: Updated City Roster
- 05/03/2023 Email from Robert J. Gandee RE: District Meetings | District 1; May 3
- 05/03/2023 Email from Mike Kline Re: District Meeting 1
- 05/03/2023 Email from Michael C. Lucas Fwd: Revised Marijuana Ordinance
- 05/02/2023 Email from Building Dept. RE: New Service Vehicle
- 05/02/2023 Email from Carol Johnson business taxes
- 05/02/2023 Email from Mark Grubiss RE: Signs for District Meetings
- 05/02/2023 Email from Stephanie Kellner Re: Adopted Legislation - Willoughby Hills | April
- 05/02/2023 Email from Joe Jarmus Re: District Meetings | District 1; May 3

05/02/2023 Email from Dean Hankins 2023 Christmas Holiday Lighting  
05/01/2023 Email from Mike Kline Re: District Meetings | District 1; May 3  
05/01/2023 Email from pc-abr Packets for 5/4/23 PCABR Meeting  
05/01/2023 Email from pc-abr Approved PCABR Minutes for 4/6/23  
05/01/2023 Email from Laura O'Donnell District Meeting PPT Draft  
05/01/2023 Email from Stephanie Kellner Re: Adopted Legislation - Willoughby Hills | April  
05/01/2023 Email from Karen Mehollin Evolve - Server Reboot  
05/01/2023 Email from Karen Mehollin Website  
04/29/2023 Email from Angel Tormis Re: PUBLIC RECORDS REQUEST  
04/28/2023 Email from NOACA Sign up for the Go CAR(bon) Free Challenge!  
04/27/2023 Email from Karen Mehollin Deer Management Call  
04/27/2023 Email from Vicki Miller Re: District Meetings | District 1; May 3  
04/27/2023 Email from Willoughby Hills Finance Dept. RE: District Meetings | Purchase Order  
04/27/2023 Email from chris.allen@construction.com 2023 Street Resurfacing  
04/27/2023 Email from Willoughby Hills Recreation Dept. RE: Set up for Council District meetings  
04/26/2023 Email from Mike Kline District 1 Meeting  
04/26/2023 Email from Michael C. Lucas Fwd: Request for Executive Session  
04/26/2023 Email from Michael Sivo Re: Cleveland Veterinary Rehabilitation  
04/26/2023 Email from Tanya Taylor Draper Re: District Meetings | District 1; May 3  
04/26/2023 Email from David Dao RE: Expedition landed, PO CT002805

#### **PUBLIC PORTION #1 (Audio 4:40)**

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

Public Portion #1 opened at 7:04 p.m.

Public Portion #1 closed at 7:05 p.m.

#### **Questions/comments following Public Portion #1:**

None.

#### **MAYOR'S REPORT (Audio: 4:54)**

**Mayor Gardner** was not in attendance.

#### **LAW DIRECTOR'S REPORT (Audio: 5:00)**

**Law Director Lucas** stated he mentioned at the Working Committee Meeting on Monday that there were changes to Ordinance 2023-023's agreement, and he would like Council to have an opportunity to further review. Mr. Crow was on medical leave and would like to set up a meeting in the near future to discuss.

- Resolution 2023-006 regarding the city-owned property was added to the agenda. Mr. Lucas wanted to remind the Council they would need to waive the 48 hr reading requirement first and then address the resolution.

- Regarding the Resident Notification signage: Mr. Lucas stated he would work on the ordinance for the next meeting. He then described the approval process.

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

**Councilwoman Taylor Draper** asked if the lessee was made aware of the city's intentions?

**Law Director Lucas** stated no, because the property has not been approved for sale yet.

**Councilwoman Taylor Draper** stated for the record that she would like to give the lessee ample warning and time to relocate.

**Law Director Lucas** agreed.

#### **FINANCE DIRECTOR'S REPORT (Audio: 15:13)**

**Finance Director Scott** reported that the April financial statements have not been posted yet, but should post early next week.

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

None.

#### **CITY ENGINEER'S REPORT (Audio: 15:44)**

**City Engineer DiFranco** stated Ronyak Paving installed asphalt on Pleasant Valley Road today. The project is mostly complete. He also stated he supports Ordinance 2023-029. It is for the Rogers Road Slope repair bid award to Schirmer Construction. They were the only bid at \$254,600, which was slightly over the engineer's estimate but within the 10% rule. They have done a good job in the past for the city.

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

**Councilman Jarmuszkiewicz** asked if the Rogers Road Slope Repair will be 100% reimbursed from the County?

**City Engineer DiFranco** stated that is correct.

#### **BOARDS & COMMISSIONS REPORTS / COMMITTEE REPORTS (Audio 17:00)**

#### **PC-ABR reported by Councilwoman Taylor Draper**

**Councilwoman Taylor Draper** reported:

- Planning & Zoning Commission Architectural Board of Review met on May 4. There was no new business for the Architectural Board of Review portion. The Planning part of the meeting heard from the May Pine Farms project on White Road. The Board voted in favor of moving forward with Phase 2 with some contingencies.

**City Engineer DiFranco** expanded on the issue by saying they can provide a surety, or go ahead with construction with an inspection by the city. Mr. DiFranco stated he has spoken with the group and they have chosen to begin construction.

#### **Questions/comments:**

None.

**Recreation Commission reported by Councilman Jarmuszkiewicz**

**Councilman Jarmuszkiewicz reported:**

- Softball/Baseball has begun.
- The Rec Commission will be scheduling a Pickleball subcommittee meeting in early June. They would like to work with the Mayor and Mark Grubiss to come up with a plan for court repairs.

**Questions/comments following the Recreation Commission Report:**

None.

**Finance Committee Report by Council Vice President Kline**

No report.

**Questions/comments following the Finance Committee Report:**

None.

**Beautification Committee reported by Councilwoman Taylor Draper**

No report.

**WHISPER reported by Councilwoman Miller**

No report.

**Questions/comments following WHISPER report:**

None.

**Deer Management Committee reported by Councilwoman Belich**

No report.

**Questions/comments following the Deer Management Committee Report:**

None.

**Business Subcommittee – reported by Council Vice President Kline**

No report.

**UNFINISHED BUSINESS (Audio: 20:07)**

No Unfinished Business to report.

**LEGISLATION (20:17)**

**ORDINANCE 2023-023 – THIRD READING**

**AN ORDINANCE AUTHORIZING AND DIRECTING THE MAYOR TO EXECUTE AN AGREEMENT BETWEEN THE CITY OF WILLOUGHBY HILLS AND THE TEAMSTERS LOCAL 436, AND DECLARING AN EMERGENCY.**

Remains on Third Reading.

**ORDINANCE 2023-029 – FIRST READING**

**AN ORDINANCE ACCEPTING THE BID OF SCHIRMER CONSTRUCTION LLC, 31350 INDUSTRIAL PARKWAY, NORTH OLMSTED, OH, FOR THE ROGERS ROAD SLOPE REPAIR PROJECT AND DECLARING AN EMERGENCY.**

Motion made by **Councilman Jarmuszkiewicz**, seconded by **Councilwoman Belich** to waive the Three Readings on Ordinance 2023-029.

**Discussion on the Motion:**

**Councilwoman Belich**, stated it will be fully reimbursed and Schirmer Construction has been reliable in the past.

**Roll Call:**     **AYES: Kline, Knecht, Miller, Taylor Draper, Hallum, and Jarmuszkiewicz**  
                  **NAYS: None**  
                  **Vote: 6/0**

**Motion carries** to waive the Three Readings on Ordinance 2023-029.

Motion made by **Councilman Jarmuszkiewicz**, seconded by **Councilman Knecht** to adopt Ordinance 2023-029.

**Roll Call:**     **AYES: Kline, Knecht, Miller, Taylor Draper, Hallum, and Jarmuszkiewicz**  
                  **NAYS: None**  
                  **Vote: 6/0**

**Motion carries** to adopt Ordinance 2023-029.

**RESOLUTION 2023-006 – FIRST READING**

**A RESOLUTION AUTHORIZING THE SALE OF MUNICIPAL REAL ESTATE NO LONGER NEEDED FOR ANY MUNICIPAL PURPOSE AND DIRECTING THE MAYOR TO PROCEED FORWARD AND UNDERTAKE ALL NECESSARY STEPS REQUIRED PURSUANT TO OHIO LAW TO SELL THE SUBJECT REAL ESTATE NO LONGER SERVING ANY MUNICIPAL PURPOSE.**

Motion made by **Councilman Jarmuszkiewicz**, seconded by **Councilwoman Taylor Draper** to waive the 48 Hour Notice Requirement on Resolution 2023-006.

**Discussion on the Motion:**

None.

**Roll Call:**     **AYES: Kline, Knecht, Miller, Taylor Draper, Hallum, and Jarmuszkiewicz**  
                  **NAYS: None**  
                  **Vote: 6/0**

**Motion carries** to waive the 48 Hour Notice Requirement on Resolution 2023-006.

Motion made by **Councilwoman Taylor Draper**, seconded by **Councilwoman Miller** to waive the Three Readings on Resolution 2023-006.

**Discussion on the Motion:**

**Councilwoman Miller**, stated it would be in the best interest of the city to move forward at this time.

**Roll Call:**     **AYES: Kline, Knecht, Miller, Taylor Draper, Hallum, and Jarmuszkiewicz**  
                  **NAYS: None**  
                  **Vote: 6/0**

**Motion carries** to waive the Three Readings on Resolution 2023-006.

Motion made by **Councilwoman Miller**, seconded by **Councilwoman Belich** to adopt Resolution 2023-006.

**Discussion on the Motion:**

None.

**Roll Call:**     **AYES: Kline, Knecht, Miller, Taylor Draper, Hallum, and Jarmuszkiewicz**  
                  **NAYS: None**  
                  **Vote: 6/0**

**Motion carries** to adopt Resolution 2023-006.

**NEW BUSINESS:** (Audio: 26:13)

None.

**PUBLIC PORTION #2 (Audio: 26:33)**

**An opportunity for the public to address Council with any comments, issues or concerns.**

Public Portion #2 opened at 7:26 p.m.

Public Portion #2 closed at 7:27 p.m.

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

**(Audio: 26:47)**

**Councilwoman Taylor Draper** announced this week is Nurses Week, and sent a special thanks to all current and retired nurses for their hard work and continued efforts.

**Councilwoman Belich** announced that May is Mental Health Awareness Month and reminded all to be opened minded and sympathetic to those who may be struggling.

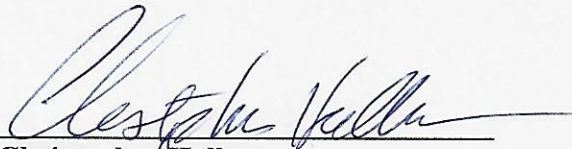
**Council Vice President Kline** announced that May is Stroke Awareness Month. He stated University Hospitals is offering free screening for area residents. He read a list of warning signs and encouraged others not to hesitate to seek help.

**Motion** made by **Councilwoman Belich**, seconded by **Councilwoman Miller** to adjourn the meeting.

**Roll Call:**     **AYES: Kline, Knecht, Miller, Taylor Draper, Hallum, and Jarmuszkiewicz**  
                  **NAYS: None**  
                  **Vote: 6/0**

The meeting was adjourned at 7:30 p.m.

APPROVED: May 25, 2023  
Date

  
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Christopher Hallum  
President of Council

ATTEST: Laura O'Donnell  
Laura O'Donnell  
Clerk of Council