

# City of Willoughby Hills

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## Regular Council Meeting Minutes of May 9, 2024

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The Regular Council Meeting was called to order on Thursday, May 9, 2024 at 7:00 p.m. in Council Chambers. **Council President Kline** presided.

**Call to Order 7:00 p.m. (0:01)**

**Cell Phone Reminder to Turn off Devices**

***Pledge of Allegiance (Audio: 0:17)***

### **ROLL CALL (Audio: 0:39)**

**Members Present:** Council Vice President Tanya Taylor, Councilman Joe Jarmuszkiewicz, Council President Michael Kline, Councilwoman Vicki Miller, and Councilwoman Sivo

**Also Present:** Mayor Christopher Hallum, Law Director Michael C. Lucas, City Engineer Pete DiFranco, and Finance Director Bruce Scott

**Absent:** Councilman Dan Knecht

Motion made by Councilwoman Miller, seconded by Councilwoman Belich to excuse Councilman Knecht from tonight's meeting.

**Roll Call:** **AYES:** Taylor Draper, Belich, Jarmuszkiewicz, Kline, Miller, Sivo  
**NAYS:** None  
**Vote:** 6/0

**Motion passes** to excuse Councilman Knecht from tonight's meeting.

### **Appointment of Council Clerk Pro Tem:**

Motion made by Councilman Jarmuszkiewicz, seconded by Councilwoman Sivo to appoint Laura O'Donnell as Council Clerk Pro Tem for tonight's meeting.

**Roll Call:** **AYES:** Taylor Draper, Belich, Jarmuszkiewicz, Kline, Miller, Sivo  
**NAYS:** None  
**Vote:** 6/0

**Motion passes** to appoint Laura O'Donnell as Council Clerk Pro Tem for tonight's meeting.

### **DISPOSITION OF THE JOURNAL (Audio: 3:11)**

Motion made by Council Vice President Taylor Draper seconded by Councilwoman Miller to approve the minutes of the April 25, 2024 Regular Meeting of Council.

**Discussion on the Motion:**

Councilwoman Miller had two corrections to the minutes. (Audio: 3:27)

**Roll Call: AYES: Taylor Draper, Belich, Jarmuszkiewicz, Kline, Miller, Sivo**

**NAYS: None**

**ABSTAIN: Belich**

**Vote: 5/0/1**

**Motion passes** to approve the minutes of the April 25, 2024 Regular Meeting of Council as amended.

**COUNCIL CORRESPONDENCE AND MISCELLANEOUS REPORTS (Audio: 4:27)**

- 05/20/2024 Email from J GarrettRe: CRWP seeking input on CWRP projects/issues
- 05/20/2024 Email from Bonner, KalaRE: Transaction Approval - Updated Draft - Cell Tower Lease Extension // BU 876037 // 35405 1/2 Chardon Rd Willoughby, OH – City Hall
- 05/20/2024 Email from pc-abrWH PCABR Meeting 6/6/2024 - THURSDAY - 7:00 pm
- 05/20/2024 Email from Michael C. LucasRE: Devin Howard Litigation
- 05/20/2024 Email from Joe JarmusTonight’s meeting
- 05/19/2024 Email from Willoughby Hills Fire RescueRe: American Flags to Half-Staff
- 05/17/2024 Email from Karen Mehollin Working Committee Agenda & Legislation for week of 5-20-24
- 05/17/2024 Email from Dan Knecht May 20th Working Committee
- 05/17/2024 Email from Michael C. Lucas RE: See revised attachment
- 05/17/2024 Email from Naegele, Matthew RE: PERMIT NO 4010674
- 05/16/2024 Email from Willoughby Hills Fire Chief RE: PERMIT NO 4010674
- 05/16/2024 Email from Karen Mehollin Public Notice for Tax Hearing (Will. Hills)
- 05/16/2024 Email from Pietro DiFranco RE: PERMIT NO 4010674
- 05/15/2024 Email from Cleveland Clinic Philanthropy Institute Partnering to fund women researchers, how a Catalyst Grant is honoring military veterans, plus May is Bike Safety Month
- 05/15/2024 Email from Mayor Hallum RE: Recap of Senior Services Meeting from today (5/14/24)
- 05/15/2024 Email from Karen Mehollin ORD 2024-028 2024 Budget Revision
- 05/15/2024 Email from Finance Director BUDGET REVISION #1
- 05/15/2024 Email from Willoughby Hills Finance Dept. FW: American Flags to Half-Staff
- 05/14/2024 Email from Michael C. Lucas Case Name: Devin D. Howard- Ohio Supreme Court Mandamus
- 05/14/2024 Email from Mayor Hallum RE: Community Center Hours
- 05/14/2024 Email from Finance Director2025 Tax Budget
- 05/14/2024 Email from Finance Director RE: Resolution 2023-008
- 05/14/2024 Email from Bonner, Kala RE: Transaction Approval - Updated Draft - Cell Tower Lease Extension // BU 876037 // 35405 1/2 Chardon Rd Willoughby, OH – City Hall
- 05/13/2024 Email from NOACA Register for the 2024 OARC Conference on Freight, Hosted by NOACA
- 05/13/2024 Email from Naegele, Matthew Liquor Permit Info
- 05/10/2024 Email from Thomas Lobe Re: Transaction Approval - Updated Draft - Cell Tower Lease Extension // BU 876037 // 35405 1/2 Chardon Rd Willoughby, OH – City Hall
- 05/09/2024 Email from Tanya Taylor Draper Re: Willoughby Hills City Event
- 05/09/2024 Email from pc-abrWH PCABR Meeting 5/16/24 at 7:00 PM - CANCELLED
- 05/08/2024 Email from Fiala, Robert Next Gen 9-1-1
- 05/07/2024 Email from Karen Mehollin Thursday night agenda (5/9/24) & exhibit
- 05/07/2024 Email from Karen Mehollin Adopted Legislation for WH for April
- 05/07/2024 Email from Karen Mehollin RE: Public Notification for May Meetings
- 05/07/2024 Email from Mike Kline Executive Meeting

**PUBLIC PORTION #1 (Audio: 4:33)**

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

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

No one spoke.

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

**MAYOR'S REPORT (Audio: 4:57)**

**Mayor Hallum** reported:

The new fire engine finally arrived. Decals still need to be added. The Fire Department will begin training on the new engine and expect to place it into service in June. Be on the lookout for an announcement for the "Push-in Ceremony" to officially recognize the new engine in service. Hose and fire hydrant testing continue, so be on the lookout for our personnel on the roads and slow down.

The Police Chief informed me that since activating our photo enforcement in the school zone on SOM Center Rd in front of Cornerstone Christian Academy three weeks ago, over 600 tickets have been issued for motorists traveling 11mph or more over the posted 20 mph speed limit during the school zone hours. Please slow down and be aware of the speed limit change when the lights are flashing. Our newest police vehicles have been up-fitted and will be decal and marked then placed into service.

The Recreation Commission approved \$2,000 to be spent to convert one of our tennis courts to be used as an alternate Pickleball court when needed. The tennis court lines will also be repainted to freshen up that court as well. Campbell Park pavilion is now ready for event rental. If you are interested, contact the Recreation Coordinator to schedule.

The Service Department expects the driveway behind the Police station to be completed this week. The Road Superintendent informed me that the concrete pad was poured for the new A/C unit for the Police station and the unit should be installed next week. As I mentioned in a recent newsletter, we have our new excavator. The old one will be placed on GovDeals soon along with a used police vehicle to be sold. If you know anyone that is looking for a used excavator or Dodge Charger, they can bid for it online. The Sewer Rehab project will begin next week. Crews will be cleaning and televising sewers to look for areas that require repairs.

We are still in search for a full-time Council Clerk, if you know someone that may be interested, please have them go to the City website for more information. We are also posting a new position for a part-time Rental Coordinator/Event Supervisor for our Community Center. Information on this position should be posted on the City website soon.

The Mayor supports the passage of Ordinances 2024-021, 2024-023, and 2024-027.

**Council Vice President Taylor Draper** asked if the Mayor had an update on the LED sign?

**Mayor Hallum** stated the Service Department has been busy with other tasks, but they would be pivoting to the new LED sign shortly after the Road Superintendent returns from vacation.

### **LAW DIRECTOR'S REPORT (Audio: 8:33)**

**Law Director Lucas** commented on two pieces of legislation:

- As a procedural formality, he stated Ordinance 2024-021 was amended due to an internal inconsistency as indicated at the Working Committee of Council. The correct Tentative Agreement is at hand. He explained further (Audio: 9:17).

**Mayor Hallum** asked is Council should also reference the change to the CBA?

**Law Director Lucas** agreed.

### **FINANCE DIRECTOR'S REPORT (Audio: 10:13)**

**Finance Director Scott** reported the April financials were uploaded today. The website should be updated with all of the monthly reports tomorrow. Revenue and expenses are tracking much better than we expected. That will also be reflected in May.

### **CITY ENGINEER'S REPORT (Audio: 11:03)**

**City Engineer DiFranco** reported:

- The street rehab program is expected to start on Monday. That will include the resurfacing of Mapleview and Morning Star.

**Councilman Jarmuszkiewicz** asked when the Chardon Road resurfacing would begin?

**City Engineer DiFranco** stated he was not sure of the start date. ODOT has not announced it yet.

### **BOARDS & COMMISSIONS REPORTS / COMMITTEE REPORTS (Audio 11:37)**

#### **PC-ABR reported by Council Vice President Taylor Draper**

**Council Vice President Taylor Draper** reported:

- Planning Commission Architectural Board of Review met on May 2. During the Architectural Board portion of the meeting, a roof addition over a rear patio was approved at 2528 Maple Hill.
- There was no business during the Planning portion.

#### **Beautification Committee reported by Council Vice President Taylor Draper**

No report.

#### **Recreation Commission reported by Councilman Jarmuszkiewicz**

**Councilman Jarmuszkiewicz** reported:

- Pickle Ball courts were approved for funding
- This Saturday is the walk at Hach Otis Sanctuary. There was an article in the News Herald about the Sanctuary.
- Planning continues for the Music Fest on August 17.

**Mayor Hallum** thanked John Lillich for being an exceptional steward to the Sanctuary and spoke further on the News Herald article. (Audio: 13:30)

**Finance Committee Report by Council President Kline**

No report.

**WHISPER reported by Councilwoman Miller**

No report.

**Deer Management Committee reported by Councilwoman Belich**

No report.

**Business Subcommittee – reported by Councilwoman Sivo**

No report.

**UNFINISHED BUSINESS: (Audio: 14:04)**

There was no Unfinished Business.

**LEGISLATION: (Audio 14:07)**

**ORDINANCE 2024-021 AMENDED – THIRD READING**

**AN ORDINANCE AUTHORIZING AND DIRECTING THE MAYOR TO EXECUTE AN AGREEMENT BETWEEN THE CITY OF WILLOUGHBY HILLS AND THE AMERICAN FEDERATION OF STATE, COUNTY, AND MUNICIPAL EMPLOYEES LOCAL 3058-2 AND DECLARING AN EMERGENCY.**

**Law Director Lucas** clarified with Council the legal procedure (Audio: 15:33).

Motion made by **Councilwoman Miller**, seconded by **Council Vice President Taylor Draper** to amend Ordinance 2024-021 to reflect the changes made.

**Roll Call:** AYES: Taylor Draper, Belich, Jarmuszkiewicz, Kline, Miller, Sivo  
NAYS: None  
Vote: 6/0

**Motion carries** to amend Ordinance 2024-021.

Motion made by **Council Vice President Taylor Draper**, seconded by **Councilwoman Miller** to waive the Three Readings on Ordinance 2024-021 Amended.

**Discussion on the Motion:**

None.

**Roll Call:** AYES: Taylor Draper, Belich, Jarmuszkiewicz, Kline, Miller, Sivo  
NAYS: None  
Vote: 6/0

**Motion carries** to waive the Three Readings on Ordinance 2024-021 Amended.

Motion made by **Councilwoman Miller**, seconded by **Councilwoman Belich** to adopt Ordinance 2024-021 Amended.

**Roll Call:** AYES: Taylor Draper, Belich, Jarmuszkiewicz, Kline, Miller, Sivo  
NAYS: None  
**Vote:** 6/0

**Motion carries** to adopt Ordinance 2024-021 Amended.

**ORDINANCE 2024-023 – SECOND READING**

**AN ORDINANCE ESTABLISHING THE SALARY AND COMPENSATION PACKAGE FOR THE POSITION OF PART-TIME RENTAL COORDINATOR/EVENT SUPERVISOR, AND DECLARING AN EMERGENCY.**

Motion made by **Council Vice President Taylor Draper**, seconded by **Councilwoman Sivo** to waive the Three Readings on Ordinance 2024-023.

**Discussion on the Motion:**

**Council Vice President Taylor Draper**, thanked **Councilman Jarmuszkiewicz** for his explanation of staffing needs at the Community Center, and stated she is in total support moving forward. She wished Laura O'Donnell well in her efforts.

**Roll Call:** AYES: Taylor Draper, Belich, Jarmuszkiewicz, Kline, Miller, Sivo  
NAYS: None  
**Vote:** 6/0

**Motion carries** to waive the Three Readings on Ordinance 2024-023.

Motion made by **Council Vice President Taylor Draper**, seconded by **Councilwoman Belich** to adopt Ordinance 2024-023.

**Discussion on the Motion:**

**Councilwoman Miller**, stated she has thought long and hard and can see the need for this position at the Community Center and hopes it will bring life back into the building and its programs.

**Roll Call:** AYES: Taylor Draper, Belich, Jarmuszkiewicz, Kline, Miller, Sivo  
NAYS: None  
**Vote:** 6/0

**Motion carries** to adopt Ordinance 2024-023.

**ORDINANCE 2024-025 – FIRST READING**

**AN ORDINANCE TO DECLARE ONE (1) CITY VEHICLE AS SURPLUS PROPERTY AND GRANTING AUTHORIZATION TO SELL SAID SURPLUS VEHICLE ON THE OPEN MARKET UPON SUCH TERMS AND AT SUCH PRICES AS ARE DEEMED MOST ADVANTAGEOUS TO THE CITY OF WILLOUGHBY HILLS, AND DECLARING AN EMERGENCY.**

Motion made by **Councilman Jarmuszkiewicz**, seconded by **Councilwoman Miller** to waive the Three Readings on Ordinance 2024-025.

**Discussion on the Motion:**

**Councilman Jarmuszkiewicz** stated the vehicle has over 90,000 miles and has been deemed unserviceable.

**Roll Call:** AYES: Taylor Draper, Belich, Jarmuszkiewicz, Kline, Miller, Sivo  
NAYS: None  
**Vote:** 6/0

**Motion carries** to waive the Three Readings on Ordinance 2024-025.

Motion made by **Councilman Jarmuszkiewicz**, seconded by **Councilwoman Belich** to adopt Ordinance 2024-025.

**Roll Call:** **AYES:** Taylor Draper, Belich, Jarmuszkiewicz, Kline, Miller, Sivo  
**NAYS:** None  
**Vote:** 6/0

**Motion carries** to adopt Ordinance 2024-025.

**ORDINANCE 2024-026 – FIRST READING**

**AN ORDINANCE TO DECLARE SERVICE EQUIPMENT AS SURPLUS PROPERTY AND GRANTING AUTHORIZATION TO SELL SAID SURPLUS ON THE OPEN MARKET UPON SUCH TERMS AND AT SUCH PRICES AS ARE DEEMED MOST ADVANTAGEOUS TO THE CITY OF WILLOUGHBY HILLS AND DECLARING AN EMERGENCY.**

Motion made by **Councilman Jarmuszkiewicz**, seconded by **Councilwoman Sivo** to waive the Three Readings on Ordinance 2024-026.

**Discussion on the Motion:**

**Councilman Jarmuszkiewicz** stated the vehicle in question is a 2009 Case CX50 Excavator with an estimated value of \$25,000.

**Roll Call:** **AYES:** Taylor Draper, Belich, Jarmuszkiewicz, Kline, Miller, Sivo  
**NAYS:** None  
**Vote:** 6/0

**Motion carries** to waive the Three Readings on Ordinance 2024-026.

Motion made by **Councilman Jarmuszkiewicz**, seconded by **Councilwoman Miller** to adopt Ordinance 2024-026.

**Roll Call:** **AYES:** Taylor Draper, Belich, Jarmuszkiewicz, Kline, Miller, Sivo  
**NAYS:** None  
**Vote:** 6/0

**Motion carries** to adopt Ordinance 2024-026.

**ORDINANCE 2024-027 – FIRST READING**

**AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO THE THIRD AMENDMENT TO THE OPTION AND GROUND LEASE AND AMENDED MEMORANDUM OF LEASE; REPEALING ANY PRIOR ORDINANCES IN CONFLICT HEREWITH AND DECLARING AN EMERGENCY.**

Motion made by **Councilwoman Miller**, seconded by **Council Vice President Taylor Draper** to waive the Three Readings on Ordinance 2024-027.

**Discussion on the Motion:**

**Councilwoman Miller** stated based on the Mayor's comments, it would be wise to move quickly and before the expiration date.

**Mayor Hallum** echoed the councilmembers' wishes to all mothers for a Happy Mother's Day, and also reminded residents if they have any interest in any of the vehicles mentioned on the agenda, they will be on GovDeals.com for a 10-day period.

**Council President Kline** commented on Resolution 2024-012 (**Audio: 40:27**) and passed on some witticisms regarding senior citizens.

**Motion** made by **Councilwoman Miller** to go into Executive Session with all of Council and the Mayor to discuss a personnel matter.

**Roll Call:** **AYES:** Taylor Draper, Belich, Jarmuszkiewicz, Kline, Miller, Sivo  
**NAYS:** None  
**Vote:** 6/0

**Motion passes** to go into Executive Session.

*All of Council and the Mayor entered into Executive Session.*

*Meeting reconvened at 8:39 p.m.*

**ADJOURNMENT (Part 2 Audio: 0:011)**

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

**Roll Call:** **AYES:** Taylor Draper, Belich, Jarmuszkiewicz, Kline, Miller, Sivo  
**NAYS:** None  
**Vote:** 6/0

The meeting was adjourned at 8:39 p.m.

**APPROVED:** 5-9-24  
Date

  
Michael Kline  
President of Council

**ATTEST:** Laura O'Donnell  
Laura O'Donnell  
Clerk of Council Pro Tem