
Working Committee of Council and Rules & Legislation Meeting

Minutes of July 22, 2024

Working Committee of Council and Rules & Legislation Meeting was called to order on July 22, 2024 at 6:00 p.m. in Council Chambers. **Council President Kline** presided.

Call to Order 6:00 p.m. (0:03)

ROLL CALL (Audio: 0:17)

Members Present: Councilwoman Vicki Miller, Councilwoman Sivo, Council Vice President Taylor Draper, Councilwoman Belich, Councilman Joe Jarmuszkiewicz, Council President Michael Kline, and Councilman Knecht

Also Present: Mayor Hallum, Finance Director Bruce Scott, and Law Director Michael C. Lucas

Absent: City Engineer Pete DiFranco

BEGINNING DISPOSITION: (Audio 0:43)

Council President Kline commented that it is the intention of Council to have agendas sent out the Friday prior to the meetings; however, due to vacation schedules this deadline was unattainable this week.

LEGISLATION: (Audio 1:50)

ORDINANCE 2024-032–SECOND READING

AN ORDINANCE AUTHORIZING AND DIRECTING THE FINANCE DIRECTOR TO ELIMINATE INACTIVE FUND ACCOUNTS WITH A ZERO BALANCE THEREBY REMOVING THEM FROM THE MONTHLY REPORTING STATEMENTS AND REPEALING CONFLICTING LEGISLATION.

- **Council President Kline** opened for questions, and asked **Finance Director Scott** if he had any additional comments to add.
- No comments were made.

ORDINANCE 2024-033–SECOND READING

AN ORDINANCE AUTHORIZING THE ACCEPTANCE AND DEDICATION OF GIOVANNI AVENUE, LOCATED IN THE WEST PINES SUBDIVISION, AS A STREET FOR PUBLIC ROAD PURPOSES, AND DECLARING AN EMERGENCY.

- **Council President Kline** commented at the last meeting, **City Engineer DiFranco** recommended that this stay on Three Readings.

- **Council Vice President Taylor Draper** asked for clarity regarding the acceptance and approval of this Ordinance. She asked if this meant that Council would be accepting the declaration of this subdivision.
- **Law Director Lucas** commented that this Ordinance is completely independent of the HOA Declaration of bylaws. They have nothing to do with each other, and it's not streets within the HOA (whether public or private) that are mentioned at all.

ORDINANCE 2024-035–FIRST READING

AN ORDINANCE AUTHORIZING THE DISPOSAL OF FIREARMS AS SURPLUS PROPERTY PURSUANT TO ARTICLE VI – LEGISLATION, SECTION 6.1 GENERAL ORDINANCES, SUBSECTION (e) OF THE CHARTER OF THE CITY OF WILLOUGHBY HILLS AND DECLARING AN EMERGENCY.

- **Council President Kline** opened for questions.
- **Law Director Lucas** commented this is a fairly standard surplus property legislation. There are a series of firearms enumerated therein. These are being taken to a place where we provide a credit line for future purchases. This Ordinance seeks Council's authorization to give over these firearms to the firearms facility set forth in this Ordinance.
- **Council President Kline** stated that this should be passed this week through the waving of the Three Reading Rule.
- **Mayor Hallum** commented that this would be the preference of the Police Department, because the value of these firearms could change in the future.

ORDINANCE 2024-036–FIRST READING

AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AND SIGN ANY AND ALL DOCUMENTS TO ACCEPT THE FEDERAL EMERGENCY MANAGEMENT AGENCY'S (FEMA) ASSISTANCE TO FIREFIGHTERS GRANT (AFG) AND DECLARING AN EMERGENCY.

- **Council President Kline** asked the Mayor to comment on this Ordinance.
- **Mayor Hallum** thanked Zach, a firefighter for the City, for working on this and getting this grant money to help ensure that the Fire Station is better protected and reduce any costs from the City's perspective.
- **Council Vice President Taylor Draper** asked if this grant has to be accepted in a certain amount of time for it to be valid, or if this can go to Three Readings.
- **Mayor Hallum** commented that this should be accepted as soon as possible to move forward with this.
- **Council President Kline** commented one way to look at this Ordinance is comparing it to a shoemaker with no shoes, or an attorney with no will.

ORDINANCE 2024-037—FIRST READING

AN ORDINANCE AUTHORIZING THE MAYOR TO DISTRIBUTE REQUESTS FOR QUALIFICATIONS TO ANY PERSON OR FIRM EXPRESSING AN INTEREST IN PROVIDING CONSULTING AND ENGINEERING FOR WORK RELATED TO THE INSTALLATION OF SIDEWALKS IN THE AREA OF US RT. 6 AND STATE RT. 91, AND DECLARING AN EMERGENCY.

- **Mayor Hallum** commented that there have been talks in the past about the need for better ways to traverse the commercial districts. He mentioned that he is waiting to hopefully hear back that the grant has been approved for the west end and this would be our opportunity to get sidewalks on the east and in the main district. There was a drawing that went out from the City Engineer. He said he was unsure if they would want sidewalks all along the west side of State Rt. 91 due to the beautiful landscaping. He proposed stopping the sidewalks at a certain point, adding a crosswalk, and then continuing the sidewalk on the other side. In addition, there were more telephone poles that would be an additional expense, as well as more issues with property owners that may fight Council on this. This should be discussed and Council should move forward getting some requests from engineering firms about doing this work for them. He would like this to happen at this week's meeting due to the August recess. He concluded saying this would simply be requesting the engineering firm to get Council quotes on this and working towards applying for this grant. This would not be locking Council into doing this project, rather figuring out the costs for this and determining whether a grant from ODOT to do this work would be possible.
- **Councilwoman Belich** asked if he has talked with **City Engineer DiFranco** to get thoughts and concerns on this project.
- **Mayor Hallum** responded saying that he did speak with him, and he advised to hire out an engineering firm, specifically one that specializes in this work. This would be the best choice.
- **Law Director Lucas** followed up and said that he had talked with **City Engineer DiFranco** about this today to clarify terms of the legislation. He stated that **City Engineer DiFranco** views this entire project as extremely complicated in terms of engineering and planning services. He stated that this is a big project. He also stated that this is just a request for qualifications. There could be the possibility that project could be so big, that this would not move forward at this point. However, because of the deadlines in terms of funding that ODOT would provide, **City Engineer DiFranco** would like to see this passed this week as an emergency measure to ensure we can harvest more requests for qualifications that are provided. The deadline for the application of this funding is January 31, and Council will be in recess in August. This administration will continue to work diligently during that month.
- **Mayor Hallum** clarified this is just for the City to get requests for what the engineering firms would charge to do this. There would be no spending money, at this point. Once they get the lowest bidder they would come back to Council and ask for approval to hire that firm. This is in very early stages.
- **Councilman Jarmuszkiewicz** asked what the anticipated timeframe of this project would be should it go through.
- **Mayor Hallum** responded saying we was unsure at this time, because the grant would be submitted by January 1, and he said he was unsure of how long ODOT's process would be. He guessed, if this was approved, this would begin at earliest the end of next year or more likely, the end of 2026.
- **Councilman Jarmuszkiewicz** asked if this tied in to the Loemann's or if this was two separate issues.
- **Mayor Hallum** saying this was two separate issues.

- **Councilwoman Belich** asked if the idea to put in the sidewalks was derived from the master plan, and if this was something that was looked at and analyzed by this group.
- **Mayor Hallum** responded saying that this was something that he wanted to see for a longtime, and the master plan agreed with this. Multiple people were interviewed and the consensus was that this was a need.
- **Council Vice President Taylor Draper** clarified this was a need in our business areas specifically.
- **Councilwoman Belich** followed up asking if this was just in business section and asked if this conversation was in the minutes to go back and listen to.
- **Council Vice President Taylor Draper** confirmed that they were all recorded.
- **Councilwoman Miller** asked if they were looking for sidewalks to come up to City Hall.
- **Mayor Hallum** stated it would be on the south side all the way to the Community Center.
- **Councilwoman Miller** commented she didn't know what it behooved her to go all the way up and connect to the park entrance.
- **Mayor Hallum** stated this was early conversation and that they would engage everyone to decide. He emphasized that the sidewalks should at least extend to the Community Center, so that the seniors could have a safe way to travel, if they choose to walk, without having to walk in the road.
- **Council Vice President Taylor Draper** commented that this was ultimately the goal of the Planning Commission at this time and part of the master plan to make all parks and attractions connected by way of sidewalks. She asked what are the issues making this a big project, and whether this had to do with the landscaping or electrical issues.
- **Mayor Hallum** confirmed saying that the telephone poles and all the utilities make this hard and have to be moved back in order to put the sidewalks in. This would be difficult to put new telephone poles in and move the wires.
- **Council Vice President Taylor Draper** asked if this was an issue on the west end.
- **Mayor Hallum** responded saying it was not as much of an issue on the west end.
- **Councilman Jarmuszkiewicz** asked if the upkeep of the sidewalks would be City property or if the businesses and the owners would have to keep up with this.
- **Mayor Hallum** responded once they are installed, it would be up to the businesses to upkeep the sidewalk in front of their property.
- **Councilwoman Belich** asked, according to master plan, whether the City would be installing sidewalks or bicycle paths coming up to Rt. 6.
- **Mayor Hallum** stated there may have been discussion of bicycle paths, however this project strictly pertains to sidewalks.
- **Council Vice President Taylor Draper** confirmed this.

- **Councilwoman Belich** asked if the people who owned property on Rt. 6 would be responsible for the upkeep of their new sidewalks.
- **Mayor Hallum** stated that this might be the case; however, there are no houses on the south side of the street from Rt. 91 to the Community Center. He stated, looking at the drawing of this map, **City Engineer DiFranco** proposed making the path along Rt. 91 an all-purpose trail. This would be accessible to those who would want to ride, run, walk, etc. along this path all the way to the village. He stated that he would like to get this path going to the Community Center and through the park connected to Hach-Otis and the metro parks down the road.

RESOLUTION 2024-018– SECOND READING

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

- **Council President Kline** commented that **City Engineer DiFranco** said this would remain on Three Readings.
- **Councilman Jarmuszkiewicz** asked what would happen if Council did not accept this.
- **Law Director Lucas** responded saying there would be a lawsuit. They are in compliance with the approval of **City Engineer DiFranco**. They complied with everything they are required to on the final plat.
- **Councilman Jarmuszkiewicz** commented that Council should look toward the future in terms of eliminating or adjusting conservation easements. He asked if this was possible.
- **Law Director Lucas** said this would go to the voters under the current requirements. This would be a zoning modification of a particular use. He stated that this particular conservation development plan has been criticized.
- **Councilman Jarmuszkiewicz** replied saying he could not find any information regarding why this got put in, and who voted on this.
- **Law Director Lucas** clarified that this was totally exclusive on what Council would be voting on regarding this Resolution.
- **Mayor Hallum** suggested waiting before Council considered changing anything. He stated that the residents may love how this looks, or they may not like it, but emphasized to wait for that reaction once the project is completed.
- **Councilman Jarmuszkiewicz** expressed concern over the developer's finding loopholes to start using this property in different ways. He expressed concerns for this being ambiguous and proposed adding more restrictions for the property's use.
- **Council Vice President Taylor Draper** assured Council that she and Councilwoman Miller were in contact with the residents and the landscaper to ensure that the promises regarding this are kept. She emphasized that there were guarantees made and that they will make sure this happens.
- **Council President Kline** reminded Council that they would need a motion on Thursday's Regular Council meeting to have an August recess. He stated last year, Council met during two Special Council meetings and this may happen this year.

PUBLIC PORTION 2: (Audio 24:38)

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

- Public Portion opened at 6:24 p.m.
- Public Portion closed at 6:24 p.m.

LEGISLATION: (Audio 24:55)

- **Councilwoman Belich** corrected a grammatical error on Ordinance 2024-032.

Motion made by **Councilwoman Miller**, seconded by **Councilwoman Belich** to adjourn the July 24, 2024 Working Committee of Council and Rules & Legislation Meeting


Roll Call: AYES: Miller, Sivo, Taylor Draper, Belich, Jarmuskiewicz, Kline, Knecht
NAYS: None
Vote: 7/0

ADJOURNMENT: (Audio 27:05)

The meeting was adjourned the meeting at 6:27 p.m.

APROVED:

Date

August 20 2024



Michael Kline
President of Council

ATTEST:

Nicholas Aiello
Clerk of Council