

CHRISTOPHER HALLUM
President of Council

MICHAEL KLINE
Vice President of Council

KAREN MEHOLLIN
Clerk of Council

City of Willoughby Hills

Special Council Meeting Minutes of December 1, 2021

COUNCIL:

JULIE BELICH

NANCY E. FELLOWS

JOE JARMUSZKIEWICZ

DANIEL KNECHT

TANYA TAYLOR DRAPER

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.

6:00 p.m. Call to Order

Cell Phone Reminder to Turn off Devices

Pledge of Allegiance (Audio: 0:05-0:21)

ROLL CALL (Audio: 0:25-1:45)

Members Present: Council President Christopher Hallum, Councilman Joe Jarmuszkiwicz, Council Vice President Michael Kline, Councilman Dan Knecht, Councilwoman Tanya Taylor Draper, and Councilwoman Julie Belich.

Also Present: Law Director Michael C. Lucas, and Finance Director Frank J. Brichacek, Jr.

Absent: Councilwoman Nancy Fellows, Mayor Andy Gardner, and City Engineer Pietro DiFranco.

Motion was made by **Councilman Jarmuszkiwicz** and seconded by **Councilwoman Knecht** to excuse **Councilwoman Fellows** from tonight's meeting.

Discussion of Motion:

Council President Hallum stated that **Councilwoman Fellows** followed protocol and notified the Council Clerk in advance that she would not be available for this meeting.

Roll Call: **AYES:** Hallum, Jarmuszkiwicz, Kline, Knecht, Taylor Draper, and Belich.

NAYS: None.

Vote: 6/0

Motion Carries to excuse **Councilwoman Fellows** from tonight's meeting.

PUBLIC PORTION #1 – An opportunity for the public to address Council concerning anything pertaining to tonight's agenda (Audio: 2:00-3:05)

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.**

Public Portion #1 opened at 7:02 p.m.

Jenna Bing, 36951 Beech Hills Drive, Willoughby Hills, OH 44094 asked if there would be a hard copy of the Budget Book outside of Council Chambers for residents to look through.

Public Portion #1 closed at 6:03 p.m.

Questions/comments following Public Portion #1:

Council President Hallum told Ms. Bing stated that the Budget Book is available online but a printed copy can be made available once it has been revised and completed.

LEGISLATION (Audio: 3:10-18:40)

ORDINANCE 2021-063

AN ORDINANCE AMENDING SECTION 1 OF ORDINANCE NO. 2021-012 TO COMPLY WITH STATE BUDGETARY LAWS REQUIRING MUNICIPALITIES TO MAINTAIN POSITIVE ACCOUNT BALANCES THROUGHOUT THE YEAR BY PROVIDING FOR 2021 OPERATING BUDGET REVISIONS SPECIFICALLY TO PROVIDE FOR POLICE DEPARTMENT VEHICLES AND REPEALING CONFLICTING LEGISLATION.

Motion made by **Councilman Jarmuszkiewicz**, seconded by **Councilwoman Belich** to waive Three Readings on Ordinance 2021-063.

Discussion on the Motion:

Councilman Jarmuszkiewicz asked if the purchase amount was \$161,100 or \$182,503 as both numbers were listed, if there was an update on delivery from the vehicles purchased in early 2021, and if the vehicles were replacing existing vehicles. **Council President Hallum** stated that the difference in cost is the outfitting of the vehicles after they arrive. **Finance Director Brichacek** added that the police vehicles would be purchased off the 2021 contract as they are anticipating the 2022 contract to be more expensive and they'd be of delivery but the difference of approximately \$21,000 will be budgeted for outfitting of the vehicles from the 2022 funds.

Police Chief Naegele stated that, in an effort to keep fleet health and continuity, replacements are based on age, mileage (+100,000 miles), and wear and tear of the vehicles. In 2021, three Dodge Chargers were ordered and are currently being outfitted. **Police Chief Naegele** said that he hopes this year's cars will arrive in the next couple of weeks. He added that the Statewide representative suggested that if a City has the ability to order ahead of time to do it or you can risk not even being able to get an order in for the year. The 2022 vehicles will be Fords. **Police Chief Naegele** said that, historically, the City has gone with the Dodge Charger. According to the Statewide representative, Chevy will not be in the police market this year. Dodge will be on the State contract for the Charger. However, with issues as they are, Dodge may have issues fulfilling orders and, additionally, the Charger is going up in price \$6,000. Statewide had the opportunity to lock in a bulk order of Ford Utility Explorers (standard police vehicle). After reviewing the specifications given by Statewide, **Police Chief Naegele** feels that this would be the best opportunity. **Council President Hallum** asked the **Police Chief Naegele** to review briefly what the six cars they are getting would be replacing. **Police Chief Naegele** stated

that one vehicle is completely replacing a wrecked vehicle. The other two would be additions to the fleet replacing older vehicles (one Charger, one Explorer). The three proposed vehicles to order would replace older vehicles in the fleet that, by year's end, would be at or above the 100,000 mile mark and suffering wear and tear.

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

Motion Carries to waive Three Readings on Ordinance 2021-063.

Motion was made by **Councilwoman Taylor Draper**, seconded by **Councilwoman Belich** to adopt Ordinance 2021-063.

Discussion on the Motion:

Councilman Jarmuszkiewicz stated that he feels this would be a good move for Council and the City to be pro-active in securing our place with the purchasing of the three vehicles.

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

Motion Carries to adopt Ordinance 2021-063.

ORDINANCE 2021-064

AN ORDINANCE DIRECTING THE MAYOR TO SIGN ANY AND ALL NECESSARY DOCUMENTS TO SECURE THE PURCHASE OF THREE (3) NEW POLICE VEHICLES AND DECLARING AN EMERGENCY.

Motion made by **Councilman Jarmuszkiewicz**, seconded by **Councilman Knecht** to waive Three Readings on Ordinance 2021-064.

Discussion on the Motion:

No discussion.

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

Motion Carries to waive Three Readings on Ordinance 2021-064.

Motion was made by **Councilman Jarmuszkiewicz**, seconded by **Councilman Knecht** to adopt Ordinance 2021-064.

Discussion on the Motion:

Councilwoman Taylor Draper stated that she appreciates the Police Chief and Mayor's Office for being pro-active and thinking ahead with today's climate so that our residents don't suffer.

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

Motion Carries to adopt Ordinance 2021-064.

ORDINANCE 2021-065

AN ORDINANCE ADOPTING PERMANENT APPROPRIATIONS NECESSARY TO MAINTAIN CITY SERVICES FOR THE FISCAL PERIOD BEGINNING JANUARY 1ST THROUGH DECEMBER 31ST OF 2022; REPEALING ALL LEGISLATION INCONSISTENT HEREWITH.

Council President Hallum stated that Ordinance 2021-065 would remain on First Reading.

ORDINANCE 2021-066

AN ORDINANCE PROVIDING FOR TEMPORARY APPROPRIATIONS TO MEET THE ORDINARY EXPENSES OF THE CITY OF WILLOUGHBY HILLS, STATE OF OHIO FOR THE PERIOD BEGINNING JANUARY 1, 2022 THROUGH MARCH 31, 2022; REPEALING ALL LEGISLATION INCONSISTENT HEREWITH.

Council President Hallum stated that Ordinance 2021-066 would remain on First Reading.

FOR THE GOOD OF THE ORDER/FOR THE GOOD OF THE COMMUNITY (Audio: 18:45-23:45)

Council President Hallum wished everyone happiness in their celebrations and hoped for a happy and healthy rest of the year.

Councilman Jarmuszkiewicz asked if there would be a working session where the Budget Book could be discussed. **Council President Hallum** stated that it was his understanding that **Council Vice President Kline** would be holding some finance meetings specifically for review and discussion of the budget. Finance Director Brichacek added that there would be changes to this draft of the budget. He plans to incorporate the changes and distribute a new book to Council before the next meeting. This budget is reflecting an excess of expenditures over anticipated revenues of about \$262,000. Some changes being made will probably lower that number. One major factor affecting this budget is the impact of the reappraisal of the County Auditor completed this summer. They still haven't provided us with updated tax valuations. **Finance Director Brichacek** is hoping to receive that number in the next couple of weeks. **Council Vice President Kline** added that we're getting and have the budget early so we don't have the benefit of what's been available in prior years. To sit down and compare actual with next year's budget, you're not comparing apples to apples because you're looking at less than 12 months. **Finance Director Brichacek** added that actuals listed in the Budget Book are numbers as of October 31st. He is hoping to update with numbers from November when he does budget revisions and redistributes Budget Books. He will also be projecting final balances to the best of his ability. There will also be a few minor revisions in the 2021 Appropriations Budget that need to be tweaked. **Councilman Jarmuszkiewicz** asked if they will be given revised pages to insert into the current binders. **Finance Director Brichacek** stated that there will be a lot of pages so he'd appreciate if Council could bring back their binders so the pages can be replaced.

ADJOURNMENT (Audio: 23:22-23:45)

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

Discussion on the Motion:

None

Roll Call: AYES: Hallum, Jarmuszkiewicz, Kline, Knecht, Taylor Draper, and Belich.

NAYS: None

Vote: 6/0

Motion Carries to adjourn the Special Council Meeting of December 1, 2021.

The meeting was adjourned at 6:24 p.m.

APPROVED: December 9, 2021
Date



Christopher Hallum
President of Council

ATTEST: 

Karen Mehollin
Clerk of Council