

**MINUTES  
REGULAR COUNCIL MEETING  
VIRTUAL MEETING VIA ZOOM**

**8:09 p.m.**

**October 20, 2020**

Pursuant to Codified Ordinance Chapter 107 and ORC Section 121.22, notice of the following meeting was given on October 16, 2020.

**ROLL CALL**

**Council Members Present:** Carr, Garry, Kary, Tomaselli, Woodin, Anderson

**Absent:** Councilwoman McNeill

Motion made and seconded to excuse Councilwoman McNeill from tonight's meeting.

Roll Call      6 yes  
                    0 no

Motion carried 6 to 0

**Others Present:** Mayor Fiala, Law Director Lucas, Service Director Palmisano, City Engineer Lannon, Fire Chief Ungar, Police Chief Schultz, Chief Building & Zoning Inspector Keller, Parks & Recreation Director Banker, Finance Director Bosley, Economic Development Director Thielman, Clerk Novak

The meeting was led in prayer by Councilman Carr.

**ORGANIZATIONAL BUSINESS**

Mayor Fiala said resumes were received for Service Director and there were several solid applicants. However, looking back at the past six to eight months and what Mr. Palmisano has given the City during this difficult time and prior to the pandemic, he asked Council for the confirmation of Rich Palmisano as the new Service Director.

Motion made and seconded to confirm the Mayor's appointment.

Roll Call      6 yes  
                    0 no

Motion carried 6 to 0

**Approval of Minutes**

Motion made and seconded to approve the Regular Meeting Minutes of October 6, 2020.

Roll Call      6 yes  
                    0 no

Motion carried 6 to 0

**STANDING AND REGULAR COMMITTEE REPORTS**

**Committee of Full, Mr. Carr** – No report.

**Economic Development Committee, Ms. McNeill** – Absent.

**Environmental Planning Committee, Mr. Kary** – No report.

**Finance and Audit Committee, Mr. Tomaselli** – Reported that on October 13<sup>th</sup> the City met with the independent auditors used to perform the 2019 fiscal audit. At that meeting, the auditors were happy to report there were no deficiencies, no compliance issues and no recommendations for improvement. He said he and the Mayor both asked if there was anything that could be improved upon and the auditors couldn't identify one. Even with the new financial compliance standards issued by the state of Ohio, Finance Director Bosley and her team earned a five star rating. The department was presented with an award with distinction by State Auditor Keith Fabor. The department has qualified for this award since 2010. He congratulated Ms. Bosley and her team for this award.

**Parks & Recreation Committee, Mr. Woodin** – No report.

**Personnel Committee, Mr. Anderson** – No report.

**Safety Committee, Mr. Tomaselli** – No report.

**Service Committee, Mr. Woodin** – No report.

**WPCC Committee, Mr. Anderson** – No report.

**Clean City Commission, Mr. Garry** – No report.

**Planning Commission, Mr. Kary** – Mr. Kary reminded everyone that the City is holding a community information meeting to take place Monday, October 26<sup>th</sup> at 7:00 p.m. at the senior center. The purpose of the meeting is to share information regarding proposed developments in the City. Council, members of the administration and development project representatives will be in attendance. The proposed projects include Riverwalk Phase III apartments, the proposed living units on Lakeshore Blvd. and the Second Street development apartments.

**Shade Tree Commission, Ms. McNeill** – Absent.

**CORRESPONDENCE:** Clerk Novak read a request from the Ohio Division of Liquor Control for a Trex from BFR Ltd, dba Corks Wine Bar & Patio, 4084 Erie St. 1<sup>st</sup> Floor and Basement, Willoughby, Ohio to Blackwater Willoughby LLC, dba Westels Alibi, 4084 Erie Street, 1<sup>st</sup> Floor and Basement, Willoughby, Ohio.

Mayor Fiala said Westels was still using Cork's license to operate. The City believes that Cork's license was a Trex license and this is the continuation of that license. There were no objections.

**PUBLIC PORTION:**

**Greg Patt, 38005 Brown Avenue** – Mr. Patt complimented the administration and the Planning Commission for hosting the meeting next week. He said it's a great idea to give residents the opportunity to let the developers know their concerns.

Motion made and seconded that all ordinances and resolutions be read by caption only and that as to legislation not containing an emergency clause, the rules requiring that ordinances and resolutions be read on three separate days be waived.

Roll Call      6 yes  
                  0 no

Motion carried 6 to 0

**NEW BUSINESS:**

**RESOLUTION NO. 2020-102**

**A resolution authorizing the Mayor to enter into an Ohio Enterprise Zone Agreement with The Lake County Board of Commissioners, Ohio and Prestan Products LLC pursuant to O.R.C. Chapter 5709, Taxable Property - Exemptions, and declaring an emergency.**

Motion made and seconded that the rules of Council requiring three separate readings be suspended and that Resolution No. 2020-102 be declared an emergency measure.

Roll Call      6 yes  
                  0 no

Motion carried 6 to 0

Motion made and seconded to adopt Resolution No. 2020-102.

Roll Call      6 yes  
                  0 no

Motion carried 6 to 0

**RESOLUTION NO. 2020-103**

**A resolution authorizing the Mayor to enter into a Statement of Work with BPI Information Systems in an amount not to exceed \$49,122 for purchase of a Virtual Environment Hardware Upgrade for Willoughby City Hall, and declaring an emergency.**

Motion made and seconded that the rules of Council requiring three separate readings be suspended and that Resolution No. 2020-103 be declared an emergency measure.

Roll Call      6 yes  
                  0 no

Motion carried 6 to 0

Motion made and seconded to adopt Resolution No. 2020-103.

Roll Call      6 yes  
                  0 no

Motion carried 6 to 0

**RESOLUTION NO. 2020-104**

**A resolution authorizing the Mayor to enter into a Statement of Work with BPI Information Systems in an amount not to exceed \$10,311 for purchase of a Server Upgrade at Willoughby Fire Department Station 1, and declaring an emergency.**

Motion made and seconded that the rules of Council requiring three separate readings be suspended and that Resolution No. 2020-104 be declared an emergency measure.

Roll Call      6 yes  
                  0 no

Motion carried 6 to 0

Motion made and seconded to adopt Resolution No. 2020-104.

Roll Call      6 yes  
                  0 no

Motion carried 6 to 0

#### **RESOLUTION NO. 2020-105**

**A resolution authorizing the Mayor to enter into an agreement with 8 x 8, Inc. to provide VOIP Telephone Equipment and 36 months of Cloud Services for various City Departments, and declaring an emergency.**

Motion made and seconded that the rules of Council requiring three separate readings be suspended and that Resolution No. 2020-105 be declared an emergency measure.

Roll Call      6 yes  
                  0 no

Motion carried 6 to 0

Motion made and seconded to adopt Resolution No. 2020-105.

Roll Call      6 yes  
                  0 no

Motion carried 6 to 0

**MAYOR'S REPORT** – Regarding the upcoming meeting on Monday night, he said they have invited all the developers to attend so they can explain their projects and answer questions. The Mayor requested an Economic Development meeting in November to review with Council the marketing analysis that was done. The Shoreline Special Improvement District (SSID) needs one signature from the city of Mentor. Economic Development Director Thielman did confirm that the lending is moving forward but everything is contingent on Mentor passing legislation. Councilman Carr asked for an update on the art code. Mayor Fiala said the second draft of the art code was delivered today and will be sent out via e-mail to Council and the Planning Commission; it will be discussed at the next Planning Commission meeting. Councilman Woodin asked if the bank will fund the SSID if Mentor is not on board. Mr. Thielman asked that question but hasn't heard back from Amanda Gordon with an answer. Mr. Carr asked how close the City is to meeting in Council chambers with technology that would allow people to attend the meeting remotely. Mayor Fiala said the equipment is in, but Zoom needs to be tested for a live Council meeting.

#### **DIRECTOR'S REPORTS**

**Law Director Lucas** – No report.

**Service Director Palmisano** – Mr. Palmisano thanked Council for the confirmation and support. He reported leaf pick up will begin on Thursday.

**City Engineer Lannon** – No report.

**Fire Chief Ungar** – Chief Ungar thanked Council and the Finance Department for the passage of legislation for the updated server and updated phone equipment. He congratulated Ms. Bosley and her department on her award as well as Rich Palmisano on his official appointment as Service Director.

**Police Chief Schultz** – Regarding Operation Safe Stay, as of today, there were 318 incidents that include traffic stops or calls for service. Since mid-August there were a lot of individuals identified at the hotels and arrested including multiple arrests for narcotics, paraphernalia and firearms. He said the detective bureau has been doing undercover work and patrol officers have been doing traffic stops and patrol activity. There was overtime detail targeting the hotels several nights a week. A grant from the Lake County Sheriff's Department will help pay for the overtime detail going forward while the operation continues. He said incidents at the four hotels include narcotic possessions, drug trafficking, overdoses, thefts, vice crimes, stolen vehicles and other suspicious incidents. He said he is proud of the work being done by the detectives, patrol officers and dispatchers on that operation.

Chief Schultz reported that in the last two years, a new type of grant funding has been identified through the state of Ohio called Ohio Law Enforcement Body Armor Grant. This grant helps pay for 75% of the ballistic vests purchased. In the past, the department utilized a federal grant that paid for 50% of the vests. The department was awarded \$11,000 to help pay for the vests. He thanked Kim Pintar for securing this grant as well as the federal grant.

Chief Schultz said two of the new cruisers have been stripped and the third is being wrapped and stripped soon; all three will be outfitted shortly. Regarding the Kirtland Dispatch transition, he said the dispatchers have done a tremendous job and the transition has been very smooth. Call volume has gone up 25%. He said the department participated this past weekend in a fundraiser for Ashton Stanton whose family has strong ties to Willoughby.

Councilman Tomaselli asked if there was a decrease in call volume or activity stemming from the efforts of Operation Safe Stay. Chief Schultz said unfortunately it has remained the same with multiple calls a day. He said he is meeting with Mr. Keller in an effort to go after the hotels in another direction. He said other communities have nuisance ordinances in place and he believes that will be the next step.

**Building Inspector Keller** – No report.

**Parks & Recreation Director Banker** – No report.

**Finance Director Bosley** – No report. Mr. Carr congratulated Ms. Bosley on her award. He asked about the study coming from RITA regarding the work at home impact. She said she hadn't received anything on that yet.

#### **COUNCILMEN:**

All Council members in attendance congratulated Ms. Bosley on her award and Mr. Palmisano on his appointment.

Mr. Woodin – No report.

Mr. Kary – No report.

Mr. Tomaselli – No report.

Mr. Anderson – No report.

Mr. Garry – No report.

Ms. McNeill – Absent.

Mr. Carr – No report.

Motion made and seconded to go into Executive Session to consider the purchase or sale of property per ORC 121.22G (2) at 8:48 p.m.

Roll Call      6 yes  
                    0 no

Motion carried 6 to 0

The Council meeting reconvened at 9:27 p.m. from the Executive Session.

*The Regular Council Meeting adjourned at 9:29 p.m.*

Date approved 11/17/2020



Robert E. Carr, President



Clerk of Council



Robert A. Fiala, Mayor