

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

7:03 p.m.

April 20, 2021

Pursuant to Codified Ordinance Chapter 107 and ORC Section 121.22, notice of the following meeting was given on April 16, 2021.

ROLL CALL

Council Members Present: Anderson, Carr, Garry, Kary, McNeill and Tomaselli

Absent: Councilman Woodin

Motion made and seconded to excuse Councilman Woodin from tonight's meeting.

Roll Call 6 yes
 0 no

Motion carried 6 to 0

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

The meeting was led in prayer by Councilman Carr.

Approval of Minutes

Motion made and seconded to approve the Regular Meeting Minutes of April 6, 2021.

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 – No report.

Environmental Planning Committee, Mr. Kary – No report.

Finance and Audit Committee, Mr. Tomaselli – Reported one item on the agenda.

Parks & Recreation Committee, Mr. Woodin – Absent.

Personnel Committee, Mr. Anderson – No report.

Safety Committee, Mr. Tomaselli – No report.

Service Committee, Mr. Woodin – Absent.

WPCC Committee, Mr. Anderson – No report.

Clean City Commission, Mr. Garry – No report.

Planning Commission, Mr. Kary – Reported one item on the agenda this evening.

Shade Tree Commission, Ms. McNeill – No report.

CORRESPONDENCE: No correspondence.

PUBLIC PORTION: No one spoke.

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:

ORDINANCE NO. 2021-27

An ordinance providing for the issuance and sale of bonds in the maximum principal amount of \$5,800,000, to pay the property owners' portion, in anticipation of the levy and collection of special assessments, of costs of improving the Riverside Commons Property identified and described in Resolution No. 2002-134, adopted July 9, 2002, by grading, draining, curbing, and paving, constructing sidewalks and driveway approaches, and constructing sanitary/storm sewers and water lines, and otherwise improving the same in the manner provided in the aforesaid Resolution No. 2002-134, and declaring an emergency.

Motion made and seconded that the rules of Council requiring three separate readings be suspended and that Ordinance No. 2021-27 be declared an emergency measure.

Roll Call 6 yes
 0 no

Motion carried 6 to 0

Motion made and seconded to adopt Ordinance No. 2021-27.

Roll Call 6 yes
 0 no

Motion carried 6 to 0

ORDINANCE NO. 2021-28

An ordinance accepting the Final Plat for Brookwood Crossing Phase 2, and declaring an emergency.

Motion made and seconded that the rules of Council requiring three separate readings be suspended and that Ordinance No. 2021-28 be declared an emergency measure.

Roll Call 6 yes
0 no

Motion carried 6 to 0

Motion made and seconded to adopt Ordinance No. 2021-28 based on the condition of the execution of the tax exemption forms on the Residential Incentive District (RID).

Roll Call 6 yes
0 no

Motion carried 6 to 0

Law Director Lucas joined the meeting at this time. He said the condition involves a DTE 24 tax exemption form. He has contacted the developer and will follow up with him tomorrow.

RESOLUTION NO. 2021-29

A resolution authorizing the Director of Public Service to request informal proposals for the furnishing of natural gas and related services for the City of Willoughby’s public buildings for a period of one (1) to three (3) years.

Motion made and seconded to adopt Resolution No. 2021-29.

Roll Call 6 yes
0 no

Motion carried 6 to 0

RESOLUTION NO. 2021-30

A resolution amending the meeting schedule of Council for the months of June, July and August, 2021.

Motion made and seconded to adopt Resolution No. 2021-30.

Roll Call 6 yes
0 no

Motion carried 6 to 0

ORDINANCE NO. 2021-31

An ordinance replacing Chapter 1322 of the Codified Ordinances of the City of Willoughby, Ohio, titled, “Flood Damage Prevention”, in its entirety, and declaring an emergency.

Motion made and seconded that the rules of Council requiring three separate readings be suspended and that Ordinance No. 2021-31 be declared an emergency measure.

Roll Call 6 yes
0 no

Motion carried 6 to 0

Motion made and seconded to adopt Ordinance No. 2021-31.

Roll Call 6 yes
0 no

Motion carried 6 to 0

MAYOR'S REPORT – Mayor Fiala said there have been two recent resignations on the Shade Tree Commission. He said he and Councilwoman McNeill have been discussing how to reshape the Commission with the possibility of merging the Commission with the Clean City Association. He said in order to be a Tree City USA, the City may need to have a Shade Tree Commission that is active. Councilwoman McNeill would like to start a Garden Club to address areas in the City previously attended to by volunteers.

DIRECTOR'S REPORTS

Law Director Lucas – Regarding an independent issue with the City's contract with Republic Waste, Mr. Lucas said he will be sending Council an e-mail tomorrow regarding this issue

Service Director Palmisano – Reported the paving project on Rt. 84 is moving along well; the weather has delayed the project a little but is still on schedule.

City Engineer Lannon – Regarding the Chagrin Mill Farm project, the site contractor will be starting preliminary work prior to utilities, etc. They will be working there until mid-July with paving and rear yard drains.

Fire Chief Ungar – No report.

Police Chief Schultz – Reported that last week was National Public Safety Telecommunicators Week. He said he is very proud of the outstanding job our dispatchers do every day; providing great service to both Willoughby and Kirtland. He said last year they worked shorthanded and also learned to service a new city while maintaining consistent great service. They adapted though a pandemic, trained on a new Public Safety Answering Point (PSAP) system, a new phone system and continued to seek new training opportunities. The dispatchers remain the lifeline of the City's safety forces and are the true first responders. He said two new dispatchers were recently hired and will be starting in the next few weeks. He thanked his dispatchers for their commitment, enthusiasm and loyalty to the communities and is proud of their service.

Building Inspector Keller – No report.

Parks & Recreation Director Banker – Ms. Banker reported she received 23 lifeguard applications and 3 seasonal employment applications; 8 to 10 are normally hired for the summer. The Service Department also has 3 applications; they normally hire 14 for the summer. She spoke with several coaches from Willoughby South High School to let them know the City is looking to hire if they know any seniors looking for work. Mr. Carr offered to send a flyer out to residents. She said pool parties have been eliminated for the summer due to short staffing.

Mr. Carr asked about the parade. Ms. Banker said no guidelines have come out; she has been in contact with the health department and they are leery about answering questions because they don't have any guidelines. Mr. Carr asked about the senior center. She said the original opening date was June 1st, but that has changed to June 15th. She said only 10 people can participate in an indoor activity. Cleaning has to take place after every activity.

Mr. Carr asked when City Hall would be reopening. Mayor Fiala said City Hall will reopen at the end of the month; a meeting took place last week regarding Council chambers. Mr. Carr said he is hoping to get back into Council chambers by May.

Mr. Anderson asked about raising the rate of pay for summer help. Ms. Banker said they pay minimum wage for most starting positions. She said if someone has a certification, they make more than minimum wage. The rate of pay for most pool positions are the same as other municipalities. She said Eastlake does pay more for their Service and Parks workers. She said it is one of their biggest issues and should be discussed for next year's budget. Ms. Banker said she had a conversation with Service Director Palmisano about hiring crossing guards to potentially water flowers this summer.

Finance Director Bosley – No report.

COUNCILMEN:

Mr. Woodin – Absent.

Mr. Kary – Mr. Kary said he will be running for Ward 2 this coming fall. He recognized the outstanding work of our dispatchers. He said he is hoping to have a ward meeting in late fall.

Mr. Tomaselli – No report. Regarding ward meetings, he is hoping to have a hybrid ward meeting to give residents an opportunity to speak.

Mr. Anderson – Reported this past Saturday he participated in "Pick It Up Willoughby" organized by Bar Athletics, Heart of Willoughby and the Willoughby Arts Collaborative with help from the City. He said 60 people collected over 30 bags of litter in and around the downtown area.

Mr. Garry – No report.

Ms. McNeill – Ms. McNeill said there has been a big change in the communication from Police and Fire since she began as a Councilwoman and thanked the Chiefs for taking the time to put together e-mails to Council.

Mr. Carr – No report.

The Regular Council Meeting adjourned at 7:48 p.m.

Date approved 5/4/21

Robert E. Carr, President

Clerk of Council

Robert A. Fiala, Mayor