

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

8:00 p.m.

April 21, 2020

Pursuant to Codified Ordinance Chapter 107 and ORC Section 121.22, notice of the following meeting was given on April 17, 2020.

Clerk Novak welcomed the members of public to the first virtual Willoughby Council Meeting using Zoom. She informed any member of the public who wished to speak to use the "raise your hand" icon and Council President Carr will unmute you and allow you to speak. Please give your name and address prior to speaking.

ROLL CALL

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

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

The meeting was led in prayer by Councilman Carr. He called attention to our local safety forces and health care workers working on the front line and also to our local small businesses who may be struggling and need to be supported during this time. Mr. Carr acknowledged the recent passing of longtime resident Don Lewis who was active in the Willoughby Welcome Center, Willoughby Historical Society, Shade Tree Commission and Arbor Day festivities.

Approval of Minutes

Motion made and seconded to approve the Regular Meeting Minutes of March 17, 2020.

Roll Call 6 yes
 1 abstain (Woodin)
 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 two items on the agenda this evening.

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

Personnel Committee, Mr. Anderson – No report.

Safety Committee, Mr. Tomaselli – Reported two items on the agenda this evening.

Service Committee, Mr. Woodin – Reported three items on the agenda this evening.

WPCC Committee, Mr. Anderson – No report.

Clean City Commission, Mr. Garry – No report.

Planning Commission, Mr. Kary – No report. Mr. Carr asked when Planning Commission would be meeting next. The Mayor said he hoped to restart other meetings in the beginning of May but wanted to see how well Zoom worked for the Council meeting this evening.

Shade Tree Commission, Ms. McNeill – No report.

CORRESPONDENCE: Clerk Novak said she received an e-mail from Greg Hocevar who lives on N. Beachview and wanted an update on the erosion. His e-mail read: “Last September you held a town hall meeting regarding the erosion of lakefront properties. This meeting preceded a tour you had of the Willoughby lakefront properties with Congressman David Joyce. Are there any further discussions or developments regarding erosion control actions needed on City of Willoughby lakefront properties, specifically on North Beachview?” Clerk Novak said she forwarded meeting minutes from the March 3rd Parks & Recreation Committee meeting where erosion was discussed. Mayor Fiala said he received an e-gov from Mr. Hocevar in which he responded to. He said he had a conference call with the City’s attorneys on Monday; he will be scheduling a call with Dave Joyce to discuss the release of some Great Lakes Initiative money.

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 7 yes
 0 no

Motion carried 7 to 0

NEW BUSINESS:

RESOLUTION NO. 2020-34

A resolution authorizing the Mayor to accept a 2020 Firefighter Exposure to Environmental Elements Grant awarded through the Ohio Bureau of Workers’ Compensation, and declaring an emergency.

Motion made and seconded that the rules of Council requiring three separate readings be suspended and that Resolution No. 2020-34 be declared an emergency measure.

Roll Call 7 yes
 0 no

Motion carried 7 to 0

Motion made and seconded to adopt Resolution No. 2020-34.

Roll Call 7 yes
 0 no

Motion carried 7 to 0

RESOLUTION NO. 2020-35

A resolution authorizing First Energy to convert approximately three hundred fifty (350) street lights to LED utilizing 2020 NOPEC Energized Community Grant Funds, and declaring an emergency.

Motion made and seconded that the rules of Council requiring three separate readings be suspended and that Resolution No. 2020-35 be declared an emergency measure.

Roll Call 7 yes
 0 no

Motion carried 7 to 0

Motion made and seconded to adopt Resolution No. 2020-35.

Roll Call 7 yes
 0 no

Motion carried 7 to 0

RESOLUTION NO. 2020-36

A resolution approving Change Order No. 1-Final in the 2018 Asphalt Road Program – Contract A with Karvo Companies, Inc., repealing Resolution No. 2020-30, and declaring an emergency.

Motion made and seconded that the rules of Council requiring three separate readings be suspended and that Resolution No. 2020-36 be declared an emergency measure.

Roll Call 7 yes
 0 no

Motion carried 7 to 0

Motion made and seconded to adopt Resolution No. 2020-36.

Roll Call 7 yes
 0 no

Motion carried 7 to 0

RESOLUTION NO. 2020-37

A resolution authorizing the Mayor on behalf of the City of Willoughby to participate in the ODOT Road Salt Contract awarded in 2020, and declaring an emergency.

Motion made and seconded that the rules of Council requiring three separate readings be suspended and that Resolution No. 2020-37 be declared an emergency measure.

Roll Call 7 yes
 0 no

Motion carried 7 to 0

Motion made and seconded to adopt Resolution No. 2020-37.

Roll Call 7 yes
 0 no

Motion carried 7 to 0

ORDINANCE NO. 2020-38

An ordinance providing for the issuance and sale of not to exceed \$5,610,000 notes, in anticipation of the issuance of bonds, 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. 2020-38 be declared an emergency measure.

Roll Call 7 yes
 0 no

Motion carried 7 to 0

Motion made and seconded to adopt Ordinance No. 2020-38.

Roll Call 7 yes
 0 no

Motion carried 7 to 0

ORDINANCE NO. 2020-39

An ordinance providing for the issuance and sale of bonds in the maximum principal amount of \$6,669,000 for the purpose of paying the City's portion of the costs of constructing, furnishing and equipping recreational and educational facilities for senior citizens, with related site improvements and necessary appurtenances thereto, and declaring an emergency.

Motion made and seconded that the rules of Council requiring three separate readings be suspended and that Ordinance No. 2020-39 be declared an emergency measure.

Roll Call 7 yes
 0 no

Motion carried 7 to 0

Motion made and seconded to adopt Ordinance No. 2020-39.

Roll Call 7 yes
 0 no

Motion carried 7 to 0

RESOLUTION NO. 2020-40

A resolution authorizing the Mayor to enter into a contract with Clean Air Concepts in the amount of \$155,461 for the Willoughby Fire Department Vertical Exhaust Removal Systems, and declaring an emergency.

Motion made and seconded that the rules of Council requiring three separate readings be suspended and that Resolution No. 2020-40 be declared an emergency measure.

Roll Call 7 yes
 0 no

Motion carried 7 to 0

Motion made and seconded to adopt Resolution No. 2020-40.

Roll Call 7 yes
 0 no

Motion carried 7 to 0

RESOLUTION NO. 2020-41

A resolution amending the meeting schedule of Council for the months of May, June, July, and August, 2020, and declaring an emergency.

Motion made and seconded that the rules of Council requiring three separate readings be suspended and that Resolution No. 2020-41 be declared an emergency measure.

Roll Call 7 yes
 0 no

Motion carried 7 to 0

Motion made and seconded to adopt Resolution No. 2020-41.

Roll Call 7 yes
 0 no

Motion carried 7 to 0

PUBLIC PORTION: No one spoke.

MAYOR'S REPORT – Reported that Boards and Commission meetings will resume shortly after some training with Zoom takes place. Ms. McNeill asked when inspections were done throughout the City previously for decking and when inspections will go back to a regular schedule. Building and Zoning Inspector Keller said inspections are being done on Tuesdays and Thursdays and can go back to a full week anytime, but there haven't been many requests for inspections. Prior to the COVID-19, inspections were conducted daily if there was a request.

DIRECTOR'S REPORTS

Law Director Lucas – No report.

Service Director Bock – Regarding Republic Waste resuming yard waste pickup, Mr. Bock asked Council not to publish information until he has confirmation. He said the website would be updated as soon as he receives confirmation. Mr. Tomaselli asked if the yard waste should be in bags or totes. Mr. Bock said he wasn't sure but thought it was totes. Councilman Anderson asked if the yard waste drop off could open on Saturdays for a half day. Mr. Bock said he thought about doing that, but said the City is struggling to get Republic Waste to service the containers that have been filling up very quickly.

City Engineer Sayles – Reported the Capacity Enhancement Project at the WPCC hasn't broke ground yet, but equipment approvals are taking place. The downtown waterline project is on schedule. The East 364th/E. 365th project is under budget and ahead of schedule; there were a few complaints about standing water on sidewalks so they are looking to add some inlet basins to take care of that issue.

Regarding his upcoming departure as City Engineer, Mr. Sayles requested a meeting with candidate Tim Lannon. Mr. Lannon's resume will be sent out to Council for their review. Mayor Fiala suggested a Committee of Full meeting.

Mr. Tomaselli said he noticed the curbs on E. 364th were 8 to 10 inches higher than what they were previously. Mr. Sayles said the curbs are going in very close to the old asphalt curb elevation; noting the street had a previous problem. He said the street should be fully reconstructed and lowered about 2 feet. He said because it's a storm sewer project, multiple insets and drains are being added to get the water to drain off the sidewalks. Some curbs on E. 365th and Harvard are being saved and some replaced as needed.

Mr. Woodin asked if the Lakeshore Blvd. paving was still on track. Mr. Sayles said plans were submitted and accepted by the state; it should be in the cycle for bidding but doesn't know what will happen due to COVID-19. With respect to the handicapped ramps that need to be completed prior to paving, the project has been advertised for bids. The process of opening bids during the pandemic is not known but it will take place in May with work taking place this summer before resurfacing. Mr. Woodin asked if the right of way issues with high drains will be addressed. Mr. Sayles said the Ohio Department of Transportation (ODOT) will not pay for that work, but the City will add drains; that work would be 100% local items with possibly a separate contractor. Mr. Woodin asked if he was working with Economic Development Director Thielman on a beautification project in conjunction with some of the business owners. Mr. Sayles said that work would have to be a separate project and could take place after the road work. Mr. Kary confirmed with Mr. Sayles that a meeting will take place with the North Bay residents to finalize plans that will include erosion protection on the south side of the stream and bid the job this summer with work taking place in the fall or winter to minimize disruption to the golf course. Mr. Sayles said the only potential snag with the plan is the additional erosion protection depending on how extensive they want; it could push for another permit from the Army Corp of Engineers. (Several minutes of the recording at this point in the meeting was not audible.)

Fire Chief Ungar – Chief Ungar thanked Council for the passage of the two resolutions relating to his department this evening and thanked Ms. Bosley for supporting the grant initiatives. Chief Ungar thanked the Service Department and Paul Turosky Jr. specifically in his efforts to make sure the buildings are clean and sanitized.

Police Chief Beckwith – Mr. Carr noted that this is Chief Beckwith's last report as he is retiring. He mirrored Chief Ungar's comments on Paul Turosky Jr. obtaining the needed supplies for his department. He thanked everyone who worked with him over the years and said it has been a pleasure and honor to work with everyone.

Building Inspector Keller – No report.

Parks & Recreation Director Banker – No report. Mr. Carr thanked Ms. Banker for her communication on updates regarding the activities within the Parks & Recreation Department. Mr. Tomaselli asked if thermometers are available. She said thermometers have been ordered by the Service Department.

Finance Director Bosley – Ms. Bosley said the audit is ongoing and progressing.

COUNCILMEN:

Mr. Woodin – Mr. Woodin congratulated Chief Beckwith on his retirement. Mr. Woodin said he received three phone calls regarding lakefront erosion. He said he reached out to Senator Portman, Sherrod Brown and John Rodgers and was able to receive some information. He said he has witnessed 60 feet of erosion at a resident's house coming very close to their back desk. Erosion is getting bad and it is unfortunate that it is happening at this time with COVID-19 and loss of income tax to the City. He said temporary shore permits are available as well as free on-site technical assistance. Grants and loans are available for residents. He asked that discussions continue with regards to planning phases and available resources for the residents. He asked information be made available on the website. Mayor Fiala said residents can get started anytime using the temporary structure permits. The port authority is trying to find a bank to help fund the Special Improvement District (SID). Tom Thielman is in the process of writing letters to all lakefront property owners to outline the next step. He said there is no federal or state money available.

Mr. Kary – Mr. Kary thanked the Mayor for his weekly updates. He congratulated Chief Beckwith on his retirement.

Mr. Tomaselli – Mr. Tomaselli thanked Chief Beckwith for his many years of service and recognized the passing of Ward 3 resident Don Lewis who was also a family friend.

Mr. Anderson – Mr. Anderson congratulated Chief Beckwith on his retirement.

Mr. Garry – Mr. Garry congratulated Chief Beckwith on his retirement and for keeping Willoughby safe all these years.

Ms. McNeill – Ms. McNeill thanked Chief Beckwith for his service.

Clerk Novak – Ms. Novak thanked Shana Boyd, Judean Banker and Paul Turosky Jr. for their help with Zoom and congratulated Chief Beckwith on his retirement.

Mr. Carr – Mr. Carr recognized the team in getting Zoom up and running for tonight's Council meeting. He congratulated Chief Beckwith on his retirement and hoped to get together for a retirement celebration this summer.

The Regular Council Meeting adjourned at 9:09 p.m.

Date approved 5/12/20

Robert E. Carr
Robert E. Carr, President

Blina Novak
Clerk of Council
Robert A. Fiala
Robert A. Fiala, Mayor