

DRAFT
MINUTES OF THE REGULAR MEETING OF COUNCIL
MAYFIELD VILLAGE, OHIO
Monday, January 19, 2021 – 7:00 p.m.

Videoconferenced in Main Conference Room-Mayfield Village Civic Center

Present in Main Conference Room: Council President Schutt and Mrs. Betsa. All other members of Council, Mayor Bodnar, Mr. Coyne and Mr. Wynne in attendance via ZOOM.

The videoconferenced meeting can be accessed by going to:
www.youtube.com/watch?v=BXjBAk7sCA0

Council President Schutt stated, welcome to the Regular Meeting of Council. Today is Monday, January 19, 2021 at 7:00 p.m. This meeting has been duly noticed and is being held in accordance with Ohio Revised Code Section 121.22 specific to recent amendments made in light of the current COVID-19 declared emergency (House Bill 197-amended by House Bill 404). Under the orders of Governor DeWine and the Director of Health of Ohio, and pursuant to Ordinance 2020-08, adopted March 16, 2020, Council is meeting remotely, via electronic means. Notice of this meeting was sent to the news media on January 16, 2021. The public was invited to view the meeting live by accessing the meeting through a link posted on the website. The public was also encouraged to view the meeting agenda and offer any comments or questions prior to 6:00 p.m. this evening to be read into the record and addressed at the meeting. Comments received in writing or electronically that were not received on time will be read into the record and addressed at the next meeting of Council.

Mayfield Village is conducting these proceedings in compliance with all applicable State Laws and regulations.

Mrs. Betsa, may I have a Roll Call?

ROLL CALL: Present: Mrs. Jurcisek, Mr. Marquardt, Mr. Meyers, Mrs. Mills,
Mr. Murphy, Mr. Schutt and Mr. Williams

Also Present: Mayor Bodnar, Mr. Wynne and Mr. Coyne

Mrs. Betsa stated, all other Department Heads are viewing this meeting virtually.

Council President Schutt stated, please remain seated as I recite the Pledge of Allegiance.

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CONSIDERATION OF MINUTES:

Regular Council Meeting – December 21, 2020

Mrs. Mills, seconded by Mr. Marquardt, made a motion to approve the minutes of the Regular Council Meeting of December 21, 2020 as written.

ROLL CALL: AYES:	All	Motion Carried
NAYS:	None	Minutes of December 21, 2020
		Meeting Approved as Written

Regular Council Meeting – January 4, 2021

Mrs. Mills, seconded by Mr. Marquardt, made a motion to approve the minutes of the Regular Council Meeting of January 4, 2021 as written.

ROLL CALL: AYES:	All	Motion Carried
NAYS:	None	Minutes of January 4, 2021
		Meeting Approved as Written

Comments from Mayor Bodnar

Thank you, Council President. I've got a couple of things this evening.

First, I want to say that I hope everyone got a chance to enjoy the Martin Luther King holiday yesterday and maybe took a little time to reflect on all the good he did for our country. Not only did he do a lot of good, but he had a very positive message. One of the things that he said that I like to remember is - Though we may have all arrived on different ships, we're all in the same boat now.

There's a lot of truth and wisdom in that statement especially as we face off against COVID-19 as a community, as a nation, and also as a global citizen. We know that many many residents of Mayfield Village have a lot of questions about the vaccine. People are calling to ask when am I eligible? When can I register? How can I register? Where can I go and get the vaccine? The dust has settled a little bit and there is some consistent information. We have taken all the up-to-date information that's available right now and we've put it in a letter that will be going out to residents tomorrow. It will probably be hitting mailboxes around Friday I'm guessing. It's going to include a list of all of the places in most of the east side of Cuyahoga County from Cleveland on east where you can register for the vaccine. It will also include website addresses in case you want to get the most current updates on a day-to-day basis. It will also include a phone number to call here at the Civic Center in case you need some assistance with that.

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As you know, or citizens may or may not know, Mayfield Village has to have a Special Election on March 16th. We had to set that election within the narrow window of time that's provided by State law. We could not move it to November. That election is all about the voters' rights to choose the elected officials they want to hold office and to represent them. We hope that everybody in Mayfield Village takes advantage of the opportunity to vote on March 16th. There will be very basic information about that election in the letter also. It will also include information on how you can register for an absentee ballot if you choose not to vote in person on the 16th. So, again, look for that letter to be hitting mailboxes by the end of this week.

Finally, I just wanted to give Council a quick update on our purchase of the White Road property. Originally that was set to close yesterday I believe, but yesterday was a holiday so it was moved to today. Today we got word that they are still waiting on some title work to come in, so it is now scheduled to close on January 28th.

That's all I have. Thank you, Council President.

Council President Schutt stated, thank you Mayor Bodnar.

Comments From Council President Schutt

Thank you Mayor Bodnar. I would also like to echo the Mayor's comments regarding the holiday yesterday and what Dr. Martin Luther King did for our country. It's also very encouraging to see more and more companies acknowledging the holiday as well. So hopefully everybody had some time to reflect back and hopefully move forward more as a country together.

I have a couple of other comments as well. Our next regularly scheduled meeting of Council will be on Monday, February 15th. Caucus is scheduled for February 1st. Both meetings will be virtual.

Open Portion – For Public Comment (5-minute limit imposed by Chair)

Mrs. Betsa stated, yes, Council President, I have received a few requests to read statements into the record.

Petitioner Committee requiring term limits for Mayor and Council

Chairman Ron DiNardo

6728 Seneca Rd.

Marybeth,

Please forward this email on to the appropriate administrative staff, council members, and Mayor. In addition, our committee would like this email read into the next council meeting minutes under the public portion.

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According to Article XI of the Mayfield Charter it states:

"A complete text of all proposed amendments submitted to the electors shall be delivered to the residents of the Village. However, random failure of such delivery will not cause invalidation of any amendment by the voters"

I have attached an example of what the village mailed out to the electors at the last special election in March 2020 approximately 30 days prior to the election date. Our committee would appreciate an opportunity to review a draft and comment prior to the Village sending it to the electors. We prefer to have a open and transparent approach to the Charter Amendment request we are asking the electors to vote on.

Respectfully,

Janelle Finnie
6796 Eastgate Drive

Mayfield Village Clerk of Council:

I have heard from various Mayfield Village residents there appears to be an on going investigation of the Mayor and Council by the State of Ohio Ethics Commission. As a longtime resident I ask the question why the Mayor and Council members have not addressed this to the residents. Our Governmental body should be transparent to the residents regardless of any transgressions. Residents have the right to know and should be made aware of these situations as they surface so they can address there concerns. Any Council person or Mayor receiving a direct monetary benefit for services provided to the Village with a no bid contract seems to me unethical and wonder how long it has been going on and who has benefited.

2021 will be an election year for local Council representation and residents need to understand the ramifications that surface from the findings of the investigation. This investigation should be concerning to all residents along with the fact it has been hidden behind the scenes from the residents to know. Please read this email into the next council meeting minutes during the public portion as well as have the Mayor and Council provide an explanation to these questions.

Respectfully,

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Mr. Coyne asked, Council President, can I address these two items at this time?

Council President Schutt replied, go ahead Mr. Coyne.

Mr. Coyne stated, I just want to note in response to Mr. DiNardo's comments. Article XI of the Charter applies to amendments by the Charter Review Commission and I might add I attended all of the Charter Review Commission meetings and they never recommended term limits as part of their recommendations. The current Petitions that he actually meant to reference are governed by Article X which does not require the Village to deliver a complete text of the amendments to the residents. Nevertheless, the upcoming issue of the *Voice of the Village* which will be mailed out to all residents will include an article from me about the Special Election which is scheduled for March 16th. It will also include a complete text of the ballot issues that will appear on the ballot on March 16th.

As it relates to Ms. Finnie's comments, first, I am not aware of a pending Ohio Ethics Commission investigation regarding the Mayor or the Council as a Whole. Further and secondarily, we should be mindful that the Ohio Ethics Commission investigations regarding any elected official in any community are strictly confidential until the investigation is complete and therefore it should not be commented upon. Finally, there's a comment about no-bid contracts and I can advise Council that there are not any no-bid contracts between the Village or any elected official of the Village.

Council President Schutt stated, thank you Mr. Coyne.

Mrs. Betsa stated, Council President, I have two additional statements to be read into the record.

Jim Kless

6660 Thornapple Drive

The term limit proposal on the March special election ballot in Mayfield Village calls for an emphatic and resounding negative response. Over the long term our Mayor and Council Members have admirably enhanced the entire village structure and our enviable home and family environment. Why would we choose a restraint on our right to select our Mayor or council members? Just as in any successful enterprise we must hold on to and exploit the experience, training and dedication of the Mayor and Council members. We need to ensure that future voters are not denied their ability to choose because of arbitrary term limits.

We (I?) respectfully request the Village send a postcard to the residents advising them, not only of the special election, but also of the full unbiased information surrounding this special ballot issue.

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John Michalko
6852 Wilson Mills Road

On March 16,2021 there is going to be a Special Election in Mayfield Village for Term Limitation for Elected Officials. I am wondering why this election is needed. **We already have the most powerful form of term limitation in the world and that is our Vote at the ballot box.** We get to choose who we want to represent us in leading the present and future of the village. Why would we be willing to give up our vote and have an Ordinance tell us who we can vote for. There is not a good reason to have this pass on March 16th. The Village is small in population and we have dedicated individuals who are doing excellent work in running the Village. If there are individuals who want to make a change let them run for office and see who the residents want to be their Mayor and Council with their VOTE. It has worked in the past, let's not make it easier for individuals to get into office if excellent individuals can't run again because of this ordinance.

In the years that I have lived in the Village we have had many great and dedicated individuals with long tenure as Mayor and Council with great results. To name a few Mayor Rinker, Patsy Mills, Bill Marquardt, Joanne Cinco and Tom Marrie. During their tenure this is a small list of accomplishments, Progressive, The Greenway, The Grove, and The Community Room.

We have the greatest Services around: Police. Fire and Service department and the reason for them is that the Mayor and Council know the importance of these to the Villagers.

Again, I would like to stress that on March 16 do not give up your powerful tool of voting for who want to represent you. If you cannot make it to the poles on the 16th because of Covid 19 or other reasons please apply for and vote absentee.

DON'T GIVE UP YOUR VOTE

Department Head Reports:

Ronald Wynne (Finance) – I will save my comments for the discussion portion of the items as they come up.

OLD BUSINESS

- **Second Reading of Ordinance No. 2020-33**, entitled, “An Ordinance amending Mayfield Village Codified Ordinance Chapter 1519-Fireworks.” Introduced by Mayor Bodnar. (First Reading – December 21, 2020) (Fire Department)

Council President Schutt asked, discussion?

There was none.

Ordinance No. 2020-33 will move to Third Read.

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- **Second Reading of Ordinance No. 2020-34**, entitled, “An Ordinance amending Mayfield Village Codified Ordinance Chapter 1383–Automatic Fire Suppression Equipment.” Introduced by Mayor Bodnar. (First Reading – December 21, 2020) (Fire Department)

Council President Schutt asked, discussion?

There was none.

Ordinance No. 2020-34 will move to Third Read.

- **Second Reading of Ordinance No. 2020-35**, entitled, “An Ordinance amending Mayfield Village Codified Ordinance Chapter 1329-Ohio Building Code.” Introduced by Mayor Bodnar. (First Reading – December 21, 2020) (Fire Department)

Council President Schutt asked, discussion?

There was none.

Ordinance No. 2020-35 will move to Third Read.

- **Second Reading of Ordinance No. 2020-36**, entitled, “An Ordinance amending Mayfield Village Codified Ordinance Chapter 141-Fire Department.” Introduced by Mayor Bodnar. (First Reading – December 21, 2020) (Fire Department)

Council President Schutt asked, discussion?

There was none.

Ordinance No. 2020-36 will move to Third Read.

- **Second Reading of Ordinance No. 2020-37**, entitled, “An Ordinance amending Mayfield Village Codified Ordinance Chapter 749-Recovery Costs for Emergency Actions.” (First Reading – December 21, 2020) Introduced by Mayor Bodnar. (Fire Department)

Council President Schutt asked, discussion?

There was none.

Ordinance No. 2020-37 will move to Third Read.

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- **Second Reading of Ordinance No. 2020-38**, entitled, “An Ordinance amending Mayfield Village Codified Ordinance Chapter 971 pertaining to alarms.” Introduced by Mayor Bodnar. (First Reading – December 21, 2020) (Fire Department)

Council President Schutt asked, discussion?

There was none.

Ordinance No. 2020-38 will move to Third Read.

- **Second Reading of Ordinance No. 2020-39**, entitled, “An Ordinance amending Mayfield Village Codified Ordinance Chapter 1501-Ohio Fire Code.” Introduced by Mayor Bodnar. (First Reading – December 21, 2020) (Fire Department)

Council President Schutt asked, discussion?

There was none.

Ordinance No. 2020-39 will move to Third Read.

- **Second Reading of Ordinance No. 2020-40**, entitled, “An Ordinance amending Mayfield Village Codified Ordinance Chapter 1522 Building Marking Systems.” Introduced by Mayor Bodnar. (First Reading – December 21, 2020) (Fire Department)

Council President Schutt asked, discussion?

There was none.

Ordinance No. 2020-40 will move to Third Read.

NEW BUSINESS

- **Motion to authorize expenditure in an amount not to exceed \$15,000 to Konica Minolta Business Solutions (All Covered) for 2021 Monthly Data Recovery Backups and miscellaneous IT services. (Administration)**

Mrs. Mills, seconded by Mr. Marquardt, made a motion to authorize expenditure in an amount not to exceed \$15,000 to Konica Minolta Business Solutions (All Covered) for 2021 Monthly Data Recovery Backups and miscellaneous IT services. (Administration)

Council President Schutt asked, discussion?

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There was none.

ROLL CALL:	AYES:	All	Motion Carried
	NAYS:	None	Expenditure Authorized

- . **Motion to authorize expenditure in an amount not to exceed \$24,000 to TEC Communications, Inc. for phone equipment replacement (Administration)**

Mrs. Mills, seconded by Mr. Marquardt, made a motion to authorize expenditure in an amount not to exceed \$24,000 to TEC Communications, Inc. for phone equipment replacement (Administration)

Council President Schutt asked, discussion?

There was none.

ROLL CALL:	AYES:	All	Motion Carried
	NAYS:	None	Expenditure Authorized

- . **Motion to authorize expenditure in an amount not to exceed \$36,000 to Anthony Carbone for Building Inspector Services for 2021 (Ordinance No. 2015-27). (Building Department)**

Mrs. Mills, seconded by Mr. Marquardt, made a motion to authorize expenditure in an amount not to exceed \$36,000 to Anthony Carbone for Building Inspector Services for 2021 (Ordinance No. 2015-27). (Building Department)

Council President Schutt asked, discussion?

There was none.

ROLL CALL:	AYES:	All	Motion Carried
	NAYS:	None	Expenditure Authorized

- . **Motion to acknowledge receipt of financial reports for December, 2020 and to approve of same as submitted. (Finance Department)**

Mrs. Mills, seconded by Mr. Marquardt, made a motion to acknowledge receipt of financial reports for December, 2020 and to approve of same as submitted. (Finance Department)

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Council President Schutt asked, discussion?

Mr. Wynne stated, yes, I would like to take an opportunity just for a few minutes to key in on some of the main items from last year, especially the ones that I discussed in a memo to the Mayor and Council back in May when the whole pandemic and the Stay at Home Orders went into effect just to let you know how we ended up and what we are looking at for 2021.

Regarding property taxes, our budget for last year was \$707,000. When the pandemic started, the County had told us that we should project a potential decrease of about 10% in those revenues for this year. Our actual numbers for the year came in at \$737,000, so we actually came in above budget.

For our municipal income taxes, our actual for 2019 was \$20.3 million. Our budgeting for 2020 was conservative to begin with prior to the COVID situation at \$17 million. Our actual numbers for 2020 came in at \$21 million.

We continue to watch two things, one is what will continue to work from home look like once this is all over and the other is the status of potential refunds that might be filed by taxpayers. With regard to the refund situation, I attended a webinar last week with the Regional Income Tax Agency. That's a situation that's pretty much going to be decided in the Courts. There's a case going on right now, *Buckeye Institute v. City of Columbus and the State of Ohio*. The suit was filed. The Defendants filed a Motion to Dismiss. That Motion right now is being considered. Everything I read and everybody I talked to about this feels that this would be a matter that will be decided by the Supreme Court and it will be quite some time yet before it gets to that point and we get a final decision on it. While that is going on, the Regional Income Tax Agency revised their tax form where there's actually a section on there now that if somebody is applying for a refund due to a COVID situation working from home, they would check that box and that tax return will be put on hold until the Court decision comes down. So, the Regional Income Tax Agency will not be processing refunds COVID-19 working from home-related until a decision is made by the Courts.

Regarding our admissions and hotel taxes, our budget for this year was \$240,000. When COVID hit, we projected a maximum budget reduction of that number of \$160,000. Our actual results for the year came in at \$139,000, so we're \$101,000 below budget. We are starting to see a very slow return back to normal with those, but it's going to be a slow crawl to get us back up to the levels we used to be.

Regarding our investment earnings, for 2019 our earnings were \$729,000. We budgeted \$360,000 in 2020 knowing that the Fed was already starting to reduce the Fed funds rate prior to COVID. Our actual numbers came in at \$301,000, so we had a shortfall of about \$59,000 and our projections are this year for the budget that we are currently working on is going to be about \$77,000. Our investment strategy for our CD's is to ladder those out, trying to lock them in at the higher interest rate. We did that, unfortunately a lot of those were callable and the institutions have been calling

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them. We're looking at CD's around a 10 or 15 base points. We will expect to see a short decline in investment earnings that will be continuing for quite some time.

When the situation hit, from a Capital Budget standpoint, our Capital Budget for this year was \$11.5 million. When the COVID situation hit and revenue flow was going to be uncertain, we reduced that budget to \$5.1 million and actually came in at \$3.4 million at the end of the year.

General Fund balance, again because of strong tax collections and reduction in expenses, increased by \$8.8 million dollars this year. It was sitting at \$33.6 million at the end of the year.

The last item, regarding our debt, we have \$3.4 million outstanding at the end of last year. That is fully funded. We have \$3.7 million in the debt service fund to take care of those principal and interest payments when they come due. My intention would be next year the bonds that we have are callable, in September of 2022, the intention would be to talk to the Mayor and Council and come and ask for approval to call those at that point in time so we can save around \$100,000-\$150,000 in interest over the next several years.

We are currently working on the 2021 budget. I gave a draft to the Department Heads last week. We will have discussions on that over the next couple of weeks and hopefully you will get a copy of that in your hands by the February Caucus.

End of my report.

Council President Schutt stated, thank you Mr. Wynne. Any other comments?

There was none.

ROLL CALL: AYES:	All	Motion Carried
NAYS:	None	Financial Reports for December 2020 Acknowledged And Approved as Submitted

- Motion to authorize the continuation through March 31, 2021 of the Emergency Sick Leave policy adopted in compliance with the terms of the Families First Coronavirus Response Act. (Administration)**

Mrs. Mills, seconded by Mr. Marquardt, made a motion to authorize the continuation through March 31, 2021 of the Emergency Sick Leave policy adopted in compliance with the terms of the Families First Coronavirus Response Act. (Administration)

Council President Schutt asked, discussion?

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There was none.

ROLL CALL:	AYES:	All	Motion Carried
	NAYS:	None	Continuation of Policy Approved

- **Motion to authorize expenditure in the amount of \$12,260.52 to TAC Management Co. for CAD System Maintenance in 2021. (Police Department)**

Mrs. Mills, seconded by Mr. Marquardt, made a motion to authorize expenditure in the amount of \$12,260.52 to TAC Management Co. for CAD System Maintenance in 2021. (Police Department)

Council President Schutt asked, discussion?

There was none.

ROLL CALL:	AYES:	All	Motion Carried
	NAYS:	None	Expenditure Authorized

- **Motion to authorize expenditure in the amount of \$14,880 to Agile Network Builders, LLC for back-up connectivity for 2021 in the dispatch center. (Police Department)**

Mrs. Mills, seconded by Mr. Marquardt, made a motion to authorize expenditure in the amount of \$14,880 to Agile Network Builders, LLC for back-up connectivity for 2021 in the dispatch center. (Police Department)

Council President Schutt asked, discussion?

There was none.

ROLL CALL:	AYES:	All	Motion Carried
	NAYS:	None	Expenditure Authorized

- **First Reading of Ordinance No. 2021-01, entitled, “An Ordinance repealing and replacing Mayfield Village Codified Ordinance Section 521.20 relating to smoking in Mayfield Village.” Introduced by Mayor Bodnar. (Administration)**

Council President Schutt asked, discussion?

There was none.

Ordinance No. 2021-01 moved to Second Read.

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- **First Reading of Ordinance No. 2021-02**, entitled, “An Ordinance appropriating funds for current expenses and expenditures of Mayfield Village, Ohio for the period from January 1, 2021 to December 31, 2021 and declaring an emergency.” Introduced by Mayor Bodnar. (Read in title only) (Finance Department)

Council President Schutt asked, discussion?

There was none.

Ordinance No. 2021-02 moved to Second Read.

- **Resolution No. 2021-01**, entitled, “An emergency resolution expressing the intent of the Village of Mayfield in 2021 to sell by internet auction personal property, including motor vehicles and other property referenced in Revised Code §721.15 which are no longer needed for public use or are obsolete or unfit for the use for which they were acquired.” Introduced by Mayor Bodnar (Finance Department)

Mrs. Mills, seconded by Mr. Marquardt, made a motion to adopt Resolution No. 2021-01.

Council President Schutt asked, discussion?

There was none.

ROLL CALL: AYES: All

NAYS: None

Motion Carried

Resolution Adopted

- **Resolution No. 2021-02**, entitled, “An emergency resolution authorizing Mayfield Village to enter into a Memorandum of Understanding with the Cuyahoga Soil and Water Conservation District for providing technical assistance in implementing soil and water conservation measures and authorizing Mayfield Village to expend funds in an amount not to exceed \$13,000 to the Cuyahoga Soil and Water Conservation District.” Introduced by Mayor Bodnar (Service Department)

Mrs. Mills, seconded by Mr. Marquardt, made a motion to adopt Resolution No. 2021-02.

Council President Schutt asked, discussion?

There was none.

ROLL CALL: AYES: All

NAYS: None

Motion Carried

Resolution Adopted

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- **Resolution No. 2021-03**, entitled, “An emergency resolution authorizing Mayfield Village to expend an amount not to exceed \$33,810 to American Benefits Group to fund the 2021 Flexible Spending Accounts for eligible Mayfield Village employees.” Introduced by Mayor Bodnar (Finance Department)

Mrs. Mills, seconded by Mr. Marquardt, made a motion to adopt Resolution No. 2021-03.

Council President Schutt asked, discussion?

Mr. Wynne stated, as part of our medical plan with our employees, they have the option of joining this Flexible Spending Account that they fund themselves. \$33,810 was the total amount of everybody who voluntarily agreed to participate this year. That analogy withheld from their paychecks throughout the year to reimburse the Village for the amount that we have to pay to American Benefits Group.

Council President Schutt stated, thank you Mr. Wynne. Any other comments?

There were none.

ROLL CALL: AYES: All

NAYS: None

Motion Carried

Resolution Adopted

- **Resolution No. 2021-04**, entitled, “An emergency resolution authorizing Mayfield Village to enter into the First Amendment to Development Agreement with Georgian Medical Arts, II, LLC.” Introduced by Mayor Bodnar (Administration)

Mrs. Mills, seconded by Mr. Marquardt, made a motion to adopt Resolution No. 2021-04.

Council President Schutt asked, discussion?

There was none.

ROLL CALL: AYES: All

NAYS: None

Motion Carried

Resolution Adopted

- **Resolution No. 2021-05**, entitled, “A resolution requesting the Cuyahoga County Fiscal Officer to adjust the amended official certificate of estimated resources for 2021.” Introduced by Mayor Bodnar. (Read in title only) (Finance Department).

Mrs. Mills, seconded by Mr. Marquardt, made a motion to adopt Resolution No. 2021-05.

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Mr. Wynne stated, we are not passing this this evening. We are going to keep this with the Ordinance with the appropriations budget if we could until it's all finalized.

Mrs. Mills rescinded her motion to pass.

Council President Schutt asked, discussion?

There was none.

Council President Schutt stated, as Mr. Wynne mentioned, Resolution 2021-05 will move to the February meeting of Council.

ANY OTHER MATTERS

Council President Schutt asked, are there any other matters to come before Council at this time?

There were no further matters.

ADJOURNMENT

Mrs. Mills, seconded by Mr. Marquardt, made a motion to adjourn.

ROLL CALL: AYES: All

NAYS: None

Motion Carried

Meeting Adjourned

The meeting adjourned at 7:34 p.m. The next Regular meeting of Council will be virtually on Monday, February 15, 2020 at 7:00 p.m.