

President of Council  
MICHAEL KLINE

Vice President of Council  
TANYA TAYLOR DRAPER

Council Clerk  
NICHOLAS AIELLO

Council  
JULIE A. BELICH  
JOE JARMUSZKIEWICZ  
DANIEL KNECHT  
VICKI MILLER  
KATHLEEN SIVO

# City of Willoughby Hills

## Agenda-Amended

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### Regular Meeting of Council

**September 26, 2024 | 7:00 p.m.**

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#### **Regular Meeting of Council Called to Order**

**Cell Phone Reminder to Turn off Devices**

*Pledge of Allegiance*

#### **Roll Call of Council**

**Members:** Councilwoman Julie A. Belich, Councilman Joe Jarmuszkiewicz, Council President Michael Kline, Councilman Dan Knecht, Councilwoman Vicki Miller, and Councilwoman Kathleen Sivo, Council Vice President Tanya Taylor Draper

**Others Invited:** Mayor Christopher Hallum, Law Director Michael Lucas, City Engineer Pete DiFranco, and Finance Director Bruce Scott

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#### **PRESENTATION OF PROCLAMATION AND RESOLUTION HONORING**

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**ANDY GARDNER**

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#### **DISPOSITION OF THE JOURNAL**

Approval of the September 9 Working Committee of Council and Rules & Legislation Minutes  
Approval of the September 12 Regular Meetings of Council Minutes

#### **COUNCIL CORRESPONDENCE**

09/24/2024 email from Finance Director FW: 2024 Fall District Meetings  
09/24/2024 email from Naegele, Matthew RE: Liquor Permit  
09/23/2024 email from Willoughby Hills Finance Dept.  
09/23/2024 email from MAIL HAS BEEN DISTRIBUTED  
09/23/2024 email from Michael C. Lucas RE: ORD 2024-047  
09/23/2024 email from Stephanie E. Landgraf RE: Legislation - 2024-043 & 2024-044  
09/20/2024 email from Assistant Finance Director FW: FormFire Employee Communications  
09/20/2024 email from Tanya Taylor Draper Working Committee 9/23  
09/20/2024 email from Tanya Taylor Draper Re: CDBG Letter  
09/19/2024 email from Kathleen Sivo Re: Fall District Meetings Inquiry  
09/19/2024 email from Tanya Taylor Draper Re: Cameron Williamson  
09/18/2024 email from Michael C. Lucas RE: Legislation and Exhibits for Next Week  
09/18/2024 email from Mike Kline Re: Fall District Meetings Inquiry  
09/18/2024 email from Sandi Dublo Racic Re: District meeting signs

09/18/2024 email from Pietro DiFranco RE: Legislation and Exhibits for Next Week  
09/18/2024 email from Joe Jarmus Re: DISTRICT MEETINGS  
09/18/2024 email from Finance Director CIVICA ORDINANCE  
09/18/2024 email from Mayor Hallum FW: Bowen Fee Proposal - River Rd (SR-176) Resurfacing  
09/18/2024 email from Karen Mehollin RE: Deed restriction  
09/18/2024 email from Julie Mead TRUNK OR TREAT!  
09/18/2024 email from Tom Elliott Re: WH PCABR Meeting 9/19/24 - THURSDAY 7:00 PM  
09/17/2024 email from Fink, Sandra RE: Salary For Council  
09/17/2024 email from Pietro DiFranco RE: Legislation  
09/17/2024 email from Tanya Taylor Draper Re: WH PCABR Meeting 9/19/24 - THURSDAY  
09/16/2024 email from pc-abr WH PCABR Meeting 9/19/24 - THURSDAY 7:00 PM  
09/16/2024 email from Willoughby Hills Finance Dept. BJS WEBSITE  
09/16/2024 email from Karen Mehollin Magistrate Pay increase  
09/13/2024 email from Pietro DiFranco Council Ordinance for River Rd (SR-176) Resurfacing  
Engineer of Record  
09/13/2024 email from Karen Mehollin FW: Request for allowance of extra credit for fire  
explorer and cadet programs  
09/12/2024 email from Katherine D. Lloyd Civil Service Meeting on September 13, 2024 - 3:00  
09/12/2024 email from Finance Director FINANCE REPORT  
09/12/2024 email from Finance Director 2024 - 2024 PEP Insurance Renewal  
09/12/2024 email from Finance Director RE: Ordinance 2023-054  
09/12/2024 email from Finance Director 2024 Property Tax Certification  
09/12/2024 email from Finance Director 09/09/2024 Working Council Meeting  
09/12/2024 email from Karen Mehollin Civil Service Commission Agenda for 9/13  
09/12/2024 email from Karen Mehollin CSC Agenda & Roll Call  
09/12/2024 email from Joe Jarmus Re: Touch-a-Truck  
09/11/2024 email from Mike Kline 2024 Fall District Meetings  
09/11/2024 email from Julie Belich Re: Touch-a-Truck  
09/11/2024 email from Finance Director PEP Insurance Renewal / Mayor's Court Software  
09/10/2024 email from Kathleen Sivo Re: Touch-a-Truck  
09/10/2024 email from Karen Mehollin Ordinance 2024-041  
09/10/2024 email from Michael C. Lucas RE: Revised Ordinance  
09/10/2024 email from Willoughby Hills Finance Dept. FW: American Flags to Half-Staff  
09/10/2024 email from Katherine D. Lloyd Re: BZA Meeting September 10, 2024 Tuesday  
09/09/2024 email from Karen Mehollin Swearing in for Thursday

**PUBLIC PORTION #1 – An opportunity for the public to address Council concerning anything pertaining to tonight’s agenda**

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.

**MAYOR’S REPORT** – Mayor Chris Hallum

**LAW DIRECTOR’S REPORT** – Attorney Michael C. Lucas

**FINANCE DIRECTOR’S REPORT** – Finance Director Bruce Scott

**CITY ENGINEER’S REPORT** – Pietro A. DiFranco, P.E.

**BOARDS, COMMISSIONS & COMMITTEE REPORTS**

**Planning & Zoning and Architectural Board of Review:** Council Vice President Taylor Draper

**Recreation Commission Report:** Councilman Jarmuszkiewicz

**Finance Committee:** Council President Kline

**Beautification Committee:** Council Vice President Taylor Draper

**Business Subcommittee:** Councilwoman Sivo

**Deer Management Subcommittee:** Councilwoman Belich

**UNFINISHED BUSINESS:**

**LEGISLATION:**

**ORDINANCE 2024-039-SECOND READING**

**AN ORDINANCE AUTHORIZING THE ACCEPTANCE AND DEDICATION OF ANDREWS LANE, LOCATED IN MAYPINES PARK SUBDIVISION NO. 2, AS A STREET FOR PUBLIC ROAD PURPOSES, AND DECLARING AN EMERGENCY.**

**ORDINANCE 2024-041-FIRST READING**

**AN ORDINANCE ESTABLISHING AN ANNUAL SALARY FOR THE MAGISTRATE OF THE CITY OF WILLOUGHBY HILLS MAYOR’S COURT; REPEALING CONFLICTING LEGISLATION AND DECLARING AN EMERGENCY.**

**ORDINANCE 2024-042-FIRST READING**

**AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT FOR GENERAL LIABILITY INSURANCE COVERAGE FOR THE CITY OF WILLOUGHBY HILLS AND DECLARING AN EMERGENCY.**

**ORDINANCE 2024-043-FIRST READING**

**AN ORDINANCE AUTHORIZING THE MAYOR TO DISTRIBUTE REQUESTS FOR QUALIFICATIONS TO ANY PERSON OR FIRM TO PROVIDE ENGINEERING OF RECORD DESIGN SERVICES FOR THE LAK-174-00.00 RIVER RD (SR-174) RESURFACING PROJECT (PID 105894) AND DECLARING AN EMERGENCY.**

**ORDINANCE 2024-044-FIRST READING**

**AN ORDINANCE AUTHORIZING AND DIRECTING THE MAYOR TO ACCEPT THE PROPOSAL AS SUBMITTED BY RICHARD L. BOWEN & ASSOCIATES, INC. TO PROVIDE ENGINEERING SERVICES FOR THE PURPOSE OF RESURFACING RIVER RD (SR-174), IN THE CITY OF WILLOUGHBY HILLS, IN THE YEAR 2026, AND DECLARING AN EMERGENCY.**

**ORDINANCE 2024-045-FIRST READING**

**AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH CIVICA NORTH AMERICA, INC. AND THEREBY UPGRADE THE CITY'S MAYOR'S COURT SOFTWARE PROGRAM AND DECLARING AN EMERGENCY.**

**ORDINANCE 2024-046-FIRST READING**

**AN ORDINANCE AUTHORIZING THE MODIFICATION AND TERMINATION OF THE CITY'S RESTRICTIVE COVENANTS THAT THE USE OF THE PROPERTY LOCATED AT 2608 SOM CENTER ROAD, WILLOUGHBY HILLS, OHIO BE LIMITED EXCLUSIVELY FOR EITHER RESIDENTIAL PURPOSES OR MUNICIPAL PURPOSES, AND DECLARING AN EMERGENCY.**

**ORDINANCE 2024-047-FIRST READING**

**AN ORDINANCE CONSENTING TO THE ASSIGNMENT OF THE COMMUNITY REINVESTMENT ACT CONTRACT AGREEMENT FROM 27853 CHARDON ROAD, LLC, AS PROPERTY OWNER, TO MAG CAPITAL PARTNERS ACQUISITION, LLC, AND DECLARING AN EMERGENCY.**

**RESOLUTION 2024-020-SECOND READING**

**RESOLUTION ACCEPTING THE FINAL PLAT FOR MAYPINE PARK SUBDIVISION NO. 2, A SINGLE FAMILY RESIDENTIAL SUBDIVISION LOCATED ON WHITE ROAD, WILLOUGHBY HILLS, OHIO, AND DECLARING AN EMERGENCY.**

**RESOLUTION 2024-022-SECOND READING**

**A RESOLUTION AUTHORIZING THE MAYOR TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE OHIO PUBLIC WORKS COMMISSION STATE CAPITAL IMPROVEMENT AND/OR LOCAL TRANSPORTATION IMPROVEMENT PROGRAM(S) AND TO EXECUTE CONTRACTS AS REQUIRED; AND DECLARING AN EMERGENCY.**

**RESOLUTION 2024-023-FIRST READING**

**A RESOLUTION AUTHORIZING THE CITY OF WILLOUGHBY HILLS TO ACCEPT THE AMOUNTS AND RATES FOR THE YEAR 2024 FOR COLLECTION IN 2025 AS DETERMINED BY THE BUDGET COMMISSION OF LAKE COUNTY, OHIO AND AUTHORIZING THE NECESSARY TAX LEVIES AND THE CERTIFICATION THEREOF TO THE COUNTY AUDITOR AND DECLARING AN EMERGENCY.**

**NEW BUSINESS:**

**PUBLIC PORTION #2** – An opportunity for the public to address Council with any comments, issue or concern 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.

**FOR THE GOOD OF THE ORDER/FOR THE GOOD OF THE COMMUNITY**

**ADJOURNMENT**