

President of Council  
MICHAEL KLINE

Vice President of Council  
TANYA TAYLOR DRAPER

Clerk of Council  
NICHOLAS AIELLO

# City of Willoughby Hills

## Agenda-Amended

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

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### Regular Meeting of Council January 22, 2026, | 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

*Pledge of Allegiance*

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**SWEARING IN OF JEFF PLANISEK – FULL TIME LIEUTENANT AND  
NATE BIRTLEY - FULL TIME FIREFIGHTER/PARAMEDIC**

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

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

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

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

Approval of the December 8, 2025 Working Committee of Council and Rules & Legislation Minutes  
Approval of the December 11, 2025 Regular Council Meeting Minutes  
Approval of the December 29, 2025 Special Council Meeting Minutes  
Approval of the January 5, 2026 Organizational Meeting of Council Minutes

#### **COUNCIL CORRESPONDENCE**

Email dated 1/13/2026 from Lloyd, Katherine RE: Dollar General  
Email dated 1/13/2026 from Michney, Sharen RE: FIRE EXTINGUISHER MAINTENANCE  
Email dated 1/13/2026 from Pietro DiFranco Zoning Verification - 28101-28131-28151 Chardon - WillHills  
Email dated 1/13/2026 from Naegele, Matthew PD Awards  
Email dated 1/13/2026 from Computer Owner Swearing in for caretaking at the Maplegrove Grange  
Email dated 1/13/2026 from Regan Packowski Grocery Outlet - 28241 Chardon Rd.  
Email dated 1/13/2026 from Rice, Clark RE: [EXTERNAL] Re: Dollar General Summons  
Email dated 1/13/2026 from Tanner Stewart RE: Fire Code Violation Help  
Email dated 1/12/2026 from G Pratt Re: NAC swearing-in  
Email dated 1/12/2026 from Mehollin, Karen Swear-Ins for 1/22/26 meeting  
Email dated 1/13/2026 from Mehollin, Karen Dollar General lawsuit – refile  
Email dated 1/12/2026 from Pietro DiFranco RE: Records Request Additional Parcels  
Email dated 1/12/2026 from Mehollin, Karen Re: AFSCME  
Email dated 1/12/2026 from Michney, Sharen FED EX RECEIVED

Email dated 1/12/2026 from Michael C. Lucas FW: PTV 1398 LLC v Planning and Zoning Commission Willoughby Hills, Lake County Common Pleas Court

Email dated 1/11/2026 from Jarmuszkiewicz, Joe Recreation sanctions

Email dated 1/09/2026 from whdranel@aol.com Re: Willoughby Hills Charter Typo

Email dated 1/09/2026 from Thomas Lobe Re: Charter Certification

Email dated 1/09/2026 from Gomillion, Stephanie RE: Fire Contract

Email dated 1/09/2026 from Shelby England RE: Request for Ordinance 1997-166 Pertaining to Consent Agendas

Email dated 1/09/2026 from Pietro DiFranco RE: 7-Eleven Liquor License - 2865 Bishop

Email dated 1/08/2026 from Tom Majeski Re: Contact Information for Grange Caretakers

Email dated 1/08/2026 from Lloyd, Katherine FW: WH BZA Meeting 1-13-2026 - NOT CALLED

Email dated 1/08/2026 from Pietro DiFranco Willoughby Hills City Engineer Report 260108

Email dated 1/07/2026 from Nardo, Celia S. Ordinances ...

Email dated 1/07/2026 from Pietro DiFranco RE: Engineer @ Council Meetings

Email dated 1/07/2026 from Scott, Bruce Acceptance of Gift - \$10,000 from Anonymous Donor (SECOND DONATION)

Email dated 1/07/2026 from Hallum, Chris Engineer @ Council Meetings

Email dated 1/07/2026 from Mehollin, Karen For the Jan. 22nd agenda...

Email dated 1/07/2026 from Michney, Sharen OLD COPIERS

Email dated 1/07/2026 from Michney, Sharen RE: Copier ready to go at community center

Email dated 1/06/2026 from Thomas Lobe Dispatch CBA

Email dated 1/06/2026 from Mehollin, Karen Re: AFSCME Contract

Email dated 1/06/2026 from Lloyd, Katherine Civil Service Meeting 1/7/26 Wednesday - 4:00 PM

Email dated 1/06/2026 from Lloyd, Katherine FW: Complaint - 36400 Chardon - Dead trees, Pests, Unlicensed Vehicles, Building Decay

Email dated 1/06/2026 from Lloyd, Katherine FW: Dollar General Lawsuit 2026 Tue 01/06

Email dated 1/06/2026 from Lloyd, Katherine RE: Conditional Approval - Temporary Signage - Burlington - 28301/28221 Chardon Rd

Email dated 1/06/2026 from Lloyd, Katherine FW: Zoning questions

Email dated 1/06/2026 from Bushman, Lindsey Liquor Permit

Email dated 1/06/2026 from Jordan Berns Lake County Court - PTV 1398 LLC v. Planning and Zoning Commission and Architectural Board of Review, City of Willoughby Hills, Ohio

Email dated 1/05/2026 from J Garrett Oath CRWP

Email dated 1/05/2026 from J Garrett Re: Chagrin River Watershed Partners Annual Swearin-in Oath Ceremony

Email dated 1/05/2026 from Lloyd, Katherine PCABR Notice

Email dated 1/05/2026 from Bushman, Lindsey Re: Public Records Request

Email dated 1/05/2026 from Gloria Majeski Re: Waive residency requirement for Council Clerk

Email dated 1/02/2026 from Lloyd, Katherine RE: Civil Service Minutes

Email dated 1/02/2026 from Lloyd, Katherine 1/7/26 draft Agenda

Email dated 1/02/2026 from Mehollin, Karen Re: Gary Pratt Cuyahoga County Noise Abatement Term

Email dated 1/02/2026 from Lloyd, Katherine RE: Commission members whose terms have expired

Email dated 1/02/2026 from Hallum, Chris FW: Update Law Director Ordinance as of 12/14/25

Email dated 1/02/2026 from Kate Bayer Re: Software update

Email dated 12/31/2025 from Kline, Mike Re: Organizational Meeting of Council Agenda

Email dated 12/31/2025 from Laurie.Scarmuzzi@dot.ohio.gov RE: PID 105894 LAK SR 174 0.00;

Email dated 12/31/2025 from Willoughby Hills; Final Legislation - Receipt/Fully Executed

Email dated 12/30/2025 from Lloyd, Katherine FW: WH PCABR Meeting 1/15/2026 - THURSDAY - 7:00 pm

Email dated 12/30/2025 from Stergar, Jeff Changes to Medical Benefits

Email dated 12/30/2025 from Scott, Bruce Ordinance 2026-001 - 2026 Budget

Email dated 12/30/2025 from Lloyd, Katherine CSC Meeting 1/7/26

Email dated 12/30/2025 from Lloyd, Katherine RE: 2026 Civil Service Website

Email dated 12/30/2025 from Jarmuszkiewicz, Joe Last night's resolutions

Email dated 12/30/2025 from Scott, Bruce Swagelok Foundation Donations - \$1,000 to Fire and Police

Email dated 12/30/2025 from Nardo, Celia S. program

Email dated 12/30/2025 from JAB Supply Re: FW: Swearing in Ceremony Agenda Thursday, January 1st

Email dated 12/30/2025 from Aiello, Nicholas RE: Organizational Meeting Draft Agenda

Email dated 12/29/2025 from Lloyd, Katherine FW: WH Civil Service Meeting 1/7/2026 - Wednesday- 4:00 pm

Email dated 12/29/2025 from Mehollin, Karen Time Off Request form

Email dated 12/29/2025 from Forgas, Joleen Re: Swearing in Room Layout

Email dated 12/29/2025 from Kate Bayer Re: Upcoming site changes

Email dated 12/29/2025 from Michney, Sharen RE: NEW COPIER TRAINING

Email dated 12/29/2025 from Lloyd, Katherine FW: PCABR Work Session - Pool House - 32101 Miller - Land Use Change Request 12/29/2025

Email dated 12/29/2025 from Naegele, Matthew Civil Service Meeting -Certification

Email dated 12/26/2025 from Michael C. Lucas Proposed redlined revisions to attached documents.

Email dated 12/26/2025 from Mehollin, Karen Agenda and Legislation for 12/29 Special Meeting

Email dated 12/26/2025 from Michael C. Lucas Second Resolution and Exhibit to be immediately passed after Resolution rescinding Resolution No. 2025-017

Email dated 12/26/2025 from Michael C. Lucas Please see first of two Resolutions regarding this matter.

Email dated 12/23/2025 from Scott, Bruce RE: Resolutions re Tax Levy

Email dated 12/22/2025 from Jarmuszkiewicz, Joe Re: URGENT: Special Meeting Needed Before December 30th

Email dated 12/22/2025 from Scott, Bruce FW: resolution accepting amounts and rates

Email dated 12/19/2025 from Pietro DiFranco RE: Ordinance 2025-059

Email dated 12/19/2025 from Pietro DiFranco RE: 2025-059 Amended Bowen Zoning Services

Email dated 12/19/2025 from Falcone, Nicholas Re: NEW COPIER DELIVERY AND INSTALL

Email dated 12/19/2025 from Pietro DiFranco Res 2025-018 Exhibit B

Email dated 12/18/2025 from Lloyd, Katherine RE: PCABR Minutes 11/20/25 Draft for Review - plus update

Email dated 12/17/2025 from Zachary Miller Concerns Regarding Handheld Traffic Citations and Appeal Procedures

Email dated 12/17/2025 from Stergar, Jeff Medical Benefits

Email dated 12/16/2025 from Michney, Sharen RE: Charter Updates

Email dated 12/15/2025 from Craft, Heather RE: [EXTERNAL] Willoughby Hills City Charter and Amendments

Email dated 12/15/2025 from Michney, Sharen RESOLUTION NO. 2025-018 - EXHIBIT B

Email dated 12/15/2025 from Stergar, Jeff Medical Benefits for 2026

Email dated 12/15/2025 from Mehollin, Karen Fw: Mayor's Report - December 12, 2025

Email dated 12/15/2025 from Laurie.Scarmuzzi@dot.ohio.gov FW: Signed River Road (SR-174) Documents

Email dated 12/12/2025 from DiFranco, Pete RE: Final Resolution SIGNED

Email dated 12/12/2025 from Applications for Sheetz and Wine & Spirits LLC for Willoughby Hills

Email dated 12/11/2025 from Naegele, Matthew RE: Liquor License Confirmation

Email dated 12/10/2025 from Mehollin, Karen Fw: 2 WH Public Hearings 7/1/25

Email dated 12/10/2025 from Scott, Bruce RE: FINAL APPROPRIATION CHANGE

Email dated 12/10/2025 from Lloyd, Katherine FW: WH PCABR Meeting on Thursday, December 18. 2025 - Called

Email dated 12/10/2025 from Mehollin, Karen sanction list

Email dated 12/10/2025 from Stergar, Jeff Deferred Comp Visit

Email dated 12/09/2025 from Lloyd, Katherine Case 2025-09 Approved & Signed Application for 37520 Eagle Rd

Email dated 12/09/2025 from Thomas Lobe Re: Willoughby Hills CBA

Email dated 12/09/2025 from Scott, Bruce FINAL APPROPRIATION CHANGE

Email dated 12/09/2025 from Scott, Bruce Ordinance 2025-066 - Final Appropriations

Email dated 12/09/2025 from Lenette Beasley RE: Invoice 47189 from American Legal Publishing

Email dated 12/09/2025 from Mehollin, Karen Re: WHISPER

Email dated 12/09/2025 from Michney, Sharen RE: Agenda

Email dated 12/05/2025 from Michael C. Lucas Re: Council Clerk Designation

Email dated 12/05/2025 from Michael C. Lucas RE: IMPORTANT: Collective Bargaining Agreement Ordinances

Email dated 12/05/2025 from Michael C. Lucas Revised ODOT River Road Resurfacing

Email dated 12/05/2025 from Michael C. Lucas RE: Ordinance 2025-059 Needs Review and Amendment to Printer Proposal

Email dated 12/05/2025 from Mehollin, Karen Re: Revised Ordinance No. 2025-XXX

**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**

**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

**Deer Management Subcommittee:** Councilwoman Belich

**UNFINISHED BUSINESS:**

**LEGISLATION:**

1. **ORDINANCE 2026-001 - FIRST READING**  
AN ORDINANCE ADOPTING PERMANENT APPROPRIATIONS NECESSARY TO MAINTAIN CITY SERVICES FOR THE FISCAL PERIOD BEGINNING JANUARY 1ST THROUGH DECEMBER 31ST OF 2026; REPEALING ALL LEGISLATION INCONSISTENT HEREWITH.
  
2. **ORDINANCE 2026-002 - FIRST READING**  
AN ORDINANCE CONFIRMING THE APPOINTMENT BY THE MAYOR OF MICHAEL A. KENNY, JR., AS DIRECTOR OF LAW, THOMAS G. LOBE, AS ASSISTANT DIRECTOR OF LAW, AND MICHAEL C. LUCAS, AS ASSISTANT DIRECTOR OF LAW, FOR THE CITY OF WILLOUGHBY HILLS, AND ESTABLISHING COMPENSATION THEREFORE AND DECLARING AN EMERGENCY.

3. **ORDINANCE 2026-003 – AMENDED-FIRST READING**  
**AN ORDINANCE AUTHORIZING AND DIRECTING THE MAYOR TO ENTER INTO AN AGREEMENT BETWEEN THE CITY OF WILLOUGHBY HILLS, OHIO AND RICHARD L. BOWEN + ASSOCIATES, INC. TO ACCEPT THE ARCHITECTURAL FEES PROPOSAL FOR THE POLICE DEPARTMENT RENOVATION AND EXPANSION PROJECT AND THE SERVICE GARAGE REPLACEMENT PROJECT AND DECLARING AN EMERGENCY.**
  
4. **ORDINANCE 2026-004 - FIRST READING**  
**AN ORDINANCE AUTHORIZING AND DIRECTING THE MAYOR TO EXECUTE AN AGREEMENT BETWEEN THE CITY OF WILLOUGHBY HILLS AND THE AMERICAN FEDERATION OF STATE, COUNTY, AND MUNICIPAL EMPLOYEES LOCAL 3058-2 AND OHIO COUNCIL 8, AFL-CIO AND DECLARING AN EMERGENCY.**
  
5. **ORDINANCE 2026-005 - FIRST READING**  
**AN ORDINANCE AUTHORIZING AND DIRECTING THE MAYOR TO EXECUTE AN AGREEMENT BETWEEN THE CITY OF WILLOUGHBY HILLS AND THE TEAMSTERS LOCAL 436, AND DECLARING AN EMERGENCY.**
  
6. **ORDINANCE 2026-006 - FIRST READING**  
**AN ORDINANCE AUTHORIZING AND DIRECTING THE MAYOR TO EXECUTE AN AGREEMENT BETWEEN THE CITY OF WILLOUGHBY HILLS AND THE OHIO PATROLMEN'S BENEVOLENT ASSOCIATION-DISPATCHERS, AND DECLARING AN EMERGENCY.**

**NEW BUSINESS:**

1. Motion to accept a \$10,000 donation from an anonymous donor to be used by the Police Department for the support of the K-9 program.
  
2. Motion authorizing the Clerk of Council to confirm with the Ohio Department of Commerce, Division of Liquor Control, that no objection and need for hearing is requested by the City regarding the Liquor Agency license transfer from Mannat Inc. 2865 Bishop Road Willoughby Hills OH 44094 to 7-Eleven Store #36233J 2865 Bishop Road Willoughby Hills OH 44092 under transaction number OCT TRFO 08003607-26.
  
3. Motion authorizing the Clerk of Council to confirm with the Ohio Department of Commerce, Division of Liquor Control, that the City agrees & accepts the transfer of the liquor permit from Sheffield Road LLC 128 E Front ST STE B Perrysburg OH, 43551 to Fischer Family Markets LLC Willoughby Hills Grocery Outlet 28241 Chardon Road Willoughby Hills, OH 44094 under the permit number OCT TFOL 10011041-1 as an economic development project; and the application is hereby approved in accordance with factors outlined in ORC 4303.29(B)(2)(b).
  
4. Motion to formally designate the Council Clerk as the City Council's official representative and custodian of records for the purpose of administering all requests made under the Ohio Public Records Act and ensuring compliance with all applicable Sunshine Laws.

**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**