

President of Council
MICHAEL KLINE

Vice President of Council
TANYA TAYLOR DRAPER

Clerk of Council
NICHOLAS AIELLO

City of Willoughby Hills

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

Agenda

Regular Meeting of Council July 10, 2025, | 7:00 p.m.

Regular Meeting of Council Called to Order

Cell Phone Reminder to Turn off Devices Pledge of Allegiance

Pledge of Allegiance

Roll Call of Council:

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

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

DISPOSITION OF THE JOURNAL

Approval of the June 23, 2025, Working Committee of Council and Rules & Legislation Minutes
Approval of the June 26, 2025, Regular Meetings of Council Minutes

COUNCIL CORRESPONDENCE

Email dated 7/7/25 from Lloyd, Katherine Special Meeting of the PLANNING & ZONING COMMISSION 7/9/25 WEDNESDAY

Email dated 7/7/25 from Lloyd, Katherine RE: Referendum Zoning Ordinance

Email dated 7/7/25 from Mehollin, Karen Codified Ordinance - 30 day notice

Email dated 7/5/25 from Lloyd, Katherine BZA Meeting 7/8/25 at 7:00 pm TUESDAY

Email dated 7/3/25 from Lloyd, Katherine FW: WH PCABR Public Hearing & PCABR Meeting 7/9/25 WEDNESDAY

Email dated 7/3/25 from Michney, Sharen 7/3/25 MAIL HAS BEEN DISTRIBUTED!!!

Email dated 7/3/25 from JAB Supply Re: Agenda and Legislation for Monday

Email dated 7/3/25 from Kline, Mike Re: Cell Site PowerPoint

Email dated 7/2/25 from Mehollin, Karen Re: Policies and Procedures Manual for Willoughby Hills

Email dated 7/2/25 from Lloyd, Katherine RE: PTV

Email dated 7/2/25 from Mehollin, Karen Re: Security Awareness Training

Email dated 7/2/25 from Russo, Kathleen RE: Resolution 2025-011 Signed Lake County Final Plan

Email dated 7/1/25 from Mehollin, Karen Re: Knowbe4 Phish Training

Email dated 7/1/25 from Mehollin, Karen Fw: Halstead headstone claim

Email dated 7/1/25 from Hallum, Chris RE: Cemetery Grant Program Applications Now Open

Email dated 7/1/25 from Rentz, Stacey RE: Sewer and violation letter
Email dated 6/30/25 from Lloyd, Katherine RE: WH PZA
Email dated 6/30/25 from Scott, Bruce FW: Willoughby Hills' Road Levy Renewal
Email dated 6/30/25 from Michael C. Lucas RE: Resolution 2025-009-Second Amended
Email dated 6/30/25 from Russo, Kathleen Automatic reply: Resolution 2025-011 Signed Lake County Final Plan
Email dated 6/30/25 from Taylor Tomu Reminder: America 250-Ohio Community Liaison Lunch & Learn
Email dated 6/30/25 from Michney, Sharen RE: Walter Drane Co - 2025 update
Email dated 6/30/25 from Scott, Bruce RE: MANAGEMENT LETTER - AUDIT
Email dated 6/29/25 from Jarmuszkiewicz, Joe Upcoming meetings
Email dated 6/29/25 from Jarmuszkiewicz, Joe Re: Zoning Feedback - Ord 2025-039 - WHCO 1161-Cell Towers
Email dated 6/27/25 from Jeremy Steiger RE: Sewer and violation letter
Email dated 6/27/25 from Michney, Sharen Ordinance No. 2025-036
Email dated 6/27/25 from Lloyd, Katherine FW: WH BZA Mtg 7/8/25 TUESDAY 7:00 pm LEGAL NOTICE
Email dated 6/27/25 from Russo, Kathleen RE: 9-1-1 Final Plan
Email dated 6/26/25 from Mehollin, Karen Front Door Security
Email dated 6/26/25 from Pietro DiFranco RE: Council Email Addresses on City Web Site
Email dated 6/26/25 from JAB Supply Re: Sunshine Training Reminder
Email dated 6/26/25 from Lloyd, Katherine RE: Case 2025-04 Legal Notice for 29007 Chardon Rd - Draft
Email dated 6/26/25 from Lloyd, Katherine RE: WH
Email dated 6/26/25 from Hallum, Chris Re: OH Public Records, NIBRS Reporting, Sealing and Validations Compliance Training
Email dated 6/25/25 from Lloyd, Katherine hearing notice
Email dated 6/25/25 from Lloyd, Katherine FW: 2 WH Public Hearings on Wednesday, 7/9/25
Email dated 6/25/25 from Lloyd, Katherine WH PCABR Public Hearing on 7/1/25 Tuesday - CANCELLED
Email dated 6/25/25 from Katherine D. Lloyd Re: Wednesday, JULY 9, 2025 Meetings scheduled
Email dated 6/24/25 from Lloyd, Katherine FW: 2 WH Public Hearings on Wednesday, 7/9/25
Email dated 6/24/25 from Lloyd, Katherine RE: PROBLEM - NEED NEW DATE FOR PUBLIC HEARING
Email dated 6/24/25 from Michael C. Lucas RE: Public Hearing Question

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:

- Discussion of Cell Tower

LEGISLATION:

ORDINANCE 2025-035-THIRD READING

AN ORDINANCE PROVIDING FOR THE SUBMISSION OF A PROPOSED AMENDMENT TO ARTICLE III OF THE CHARTER OF WILLOUGHBY HILLS, OHIO TITLED, THE COUNCIL, (SECTION 3.25 TITLED, THE CLERK AND OTHER EMPLOYEES) TO THE ELECTORS OF THE CITY TO EXTEND THE PERIOD BY WHICH A VACANCY IN THE POSITION OF CLERK OF COUNCIL SHALL BE FILLED BY APPOINTMENT OF COUNCIL FROM THIRTY (30) DAYS TO SIXTY (60) DAYS AT THE MAYOR’S DISCRETION, AND DECLARING AN EMERGENCY.

ORDINANCE 2025-036-THIRD READING

AN ORDINANCE AMENDING PART 13, BUILDING CODE, TITLE III-LOCAL BUILDING PROVISIONS, CHAPTER 1361 DIVISION OF BUILDING ENGINEERING AND INSPECTION, OF THE CODIFIED ORDINANCES OF THE CITY OF WILLOUGHBY HILLS, AND DECLARING AN EMERGENCY.

ORDINANCE 2025-037-THIRD READING

AN ORDINANCE PROVIDING FOR THE SUBMISSION TO THE ELECTORS OF THE CITY OF WILLOUGHBY HILLS PROPOSED AMENDMENTS TO ARTICLE V OF THE CHARTER TITLED BOARDS AND COMMISSIONS, (SECTION 5.15, TITLED MANDATORY PUBLIC VOTE ON LAND USE CHANGES), AND ARTICLE VI OF THE CHARTER TITLED LEGISLATION, (SECTION 6.2, TITLED EFFECTIVE DATES OF ORDINANCES), AND DECLARING AN EMERGENCY.

ORDINANCE 2025-039-SECOND READING

AN ORDINANCE AMENDING PART ELEVEN - PLANNING AND ZONING CODE OF THE CODIFIED ORDINANCES OF THE CITY OF WILLOUGHBY HILLS, TITLE 11 CAPTIONED “SUPPLEMENTAL DEVELOPMENT STANDARDS” CHAPTER 1161 CAPTIONED “REGULATIONS FOR WIRELESS TELECOMMUNICATION FACILITIES.” SPECIFICALLY, SECTION 1161.06 TITLED “STANDARDS APPLICABLE TO ALL WIRELESS TELECOMMUNICATIONS FACILITIES,” AND DECLARING AN EMERGENCY.

ORDINANCE 2025-041-SECOND READING

AN ORDINANCE PROVIDING FOR THE SUBMISSION TO THE ELECTORS OF THE CITY OF WILLOUGHBY HILLS A PROPOSED AMENDMENT TO PART 11 TITLED “PLANNING AND ZONING CODE”, TITLE 11 CAPTIONED “SUPPLEMENTAL DEVELOPMENT STANDARDS” AND THEREBY ESTABLISH UNDER CHAPTER 11 “SUPPLEMENTAL DEVELOPMENT STANDARDS”, CHAPTER 1157 “GENERAL USE REGULATIONS”, CODIFIED ORDINANCE SECTION 1157.011 CAPTIONED “PROHIBITED USES-SHORT TERM RENTALS”, AND DECLARING AN EMERGENCY.

ORDINANCE 2025-042-FIRST READING

AN ORDINANCE PROVIDING FOR THE SUBMISSION TO THE ELECTORS OF THE CITY OF WILLOUGHBY HILLS A RENEWAL OF AN EXISTING 2.5 MILL LEVY IN EXCESS OF THE TEN (10) MILL LIMITATION AT THE GENERAL ELECTION TO BE HELD ON NOVEMBER 4, 2025 FOR THE CONSTRUCTION, RECONSTRUCTION, RESURFACING AND REPAIR OF STREETS, ROADS, BRIDGES AND THE REPLACEMENT AND REPAIR OF NECESSARY ROAD EQUIPMENT & MACHINERY INCLUDING BUT NOT LIMITED TO MATERIALS, LABOR & FACILITIES IN THE CITY OF WILLOUGHBY HILLS 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