

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

Regular Meeting of Council

July 24, 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 Kathleen Sivo, Council Vice President Tanya Taylor Draper, Councilwoman Julie A. Belich, Councilman Joe Jarmuszkiewicz, Council President Michael Kline, Councilman Dan Knecht, and Councilwoman Vicki Miller

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 July 8, 2025, Working Committee of Council and Rules & Legislation Minutes

COUNCIL CORRESPONDENCE

Email dated 7/22/25 from Michney, Sharen FW: Walter Drane Co - 2025 update

Email dated 7/21/25 from Michael C. Lucas Re: Requirements for WH Planning Commission formal recommendation to Council

Email dated 7/21/25 from Mehollin, Karen Re: Mandatory Disclosure – Immediate Public Records Demand For Official Bond And Liability Policy Information

Email dated 7/21/25 from Knecht, Dan Re: Agenda for 7-21-25 Working Committee

Email dated 7/21/25 from Lloyd, Katherine RE: Requirements for WH Planning

Email dated 7/21/25 from Commission formal recommendation to Council

Email dated 7/21/25 from Hallum, Chris Re: Letter to Those Charged with Governance

Email dated 7/20/25 from Katherine D. Lloyd Re: Requirements for WH Planning Commission formal recommendation to Council

Email dated 7/19/25 from Michael C. Lucas Second Amended Ordinance No. 2025-042

Email dated 7/18/25 from Marybeth Betsa CIVIL SERVICE EXAMS

Email dated 7/18/25 from Taylor Draper, Tanya Re: One Week Vacation

Email dated 7/17/25 from Joan Kemper Information

Email dated 7/17/25 from Mehollin, Karen Re: Eyeglass Collection

Email dated 7/16/25 from Naegele, Matthew Request for Ordinance Surplus Vehicles

Email dated 7/14/25 from Rice, Clark RE: WH flash drive
Email dated 7/14/25 from Willoughby Hills Service Dept. RE: River Road Paving
Email dated 7/12/25 from Taylor Draper, Tanya Mic
Email dated 7/12/25 from Lloyd, Katherine RE: FOLLOW UP from 7/9/25 Special PCABR Meeting
Email dated 7/11/25 from Stephanie Kellner Re: Public Hearing Notice
Email dated 7/11/25 from Michael C. Lucas RE: News Herald Notice
Email dated 7/11/25 from Stephanie Kellner Re: Times for Notice
Email dated 7/10/25 from Stephanie Kellner Re: Public Hearing Notices for Referendum Zoning and Clerk of Council Charter Changes for August 11, 2025
Email dated 7/10/25 from Taylor Draper, Tanya Re: NAC report
Email dated 7/10/25 from Michney, Sharen RE: Proofs
Email dated 7/10/25 from Mehollin, Karen Fw: NAC report 7/9/25
Email dated 7/09/25 from Miller, Vicki Re: Public Hearing Dates
Email dated 7/09/25 from Jarmuszkiewicz, Joe Re: Opposition to proposed development at 33901 Chardon Road
Email dated 7/08/25 from Pietro DiFranco Resident Feedback - 33901 Chardon - Dollar General - Smyntek/Root
Email dated 7/08/25 from Lloyd, Katherine RE: Special Meeting of the PLANNING & ZONING COMMISSION 7/9/25 WEDNESDAY
Email dated 7/08/25 from Jarmuszkiewicz, Joe My knowne4 completion certificate
Email dated 7/08/25 from Michney, Sharen RE: Walter Drane Co - 2025 update

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 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 2025-037-AMENDED-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-AMENDED-THIRD 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-THIRD 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-SECOND AMENDED-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.

ORDINANCE 2025-043-FIRST READING

AN ORDINANCE TO DECLARE TWO (2) CITY VEHICLES AS SURPLUS PROPERTY AND GRANTING AUTHORIZATION TO SELL SAID SURPLUS VEHICLES ON THE OPEN MARKET UPON SUCH TERMS AND AT SUCH PRICES AS ARE DEEMED MOST ADVANTAGEOUS TO THE CITY OF WILLOUGHBY HILLS, AND DECLARING AN EMERGENCY.

NEW BUSINESS:

- Motion to call August Recess

- 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 Jardee and Moes LLC, dba 29007 Chardon Road and Patio's Liquor Permit Application under transaction number OCT TRFO 10004463-1.

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