

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 September 11, 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 Julie A. Belich, Councilman Joe Jarmuszkiewicz, Council President Michael Kline, Councilman Dan Knecht, Councilwoman Vicki Miller, Councilwoman Kathleen Sivo, and Council Vice President Tanya Taylor Draper

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 10, 2025 Regular Council Meeting Minutes
Approval of the July 21, 2025 Working Committee of Council and Rules & Legislation Minutes
Approval of the July 24, 2025 Regular Council Meeting Minutes
Approval of the August 14, 2025 Special Meeting of Council and Public Hearing Minutes

COUNCIL CORRESPONDENCE

Email dated 9/07/25 from Tony Bondra Proposed Dollar General store/market
Email dated 9/05/25 from Lloyd, Katherine FW: WH Civil Service Commission Mtg 9/16/25 Tuesday - notification
Email dated 9/05/25 from Bushman, Lindsey Retention Schedule
Email dated 9/05/25 from Pietro DiFranco RE: Revised Ordinance No. 2025-051
Email dated 9/05/25 from Pietro DiFranco RE: Monday legislation
Email dated 9/05/25 from Lewis, Dante J. RE: Approved Ballot Language
Email dated 9/04/25 from Michael C. Lucas Revised Resolution Nos. 2025-013, 2025-014
Email dated 9/04/25 from Michael C. Lucas Revised Ordinance Nos. 2025-045, 2025-046, 2025-047, 2025-048 and 2025-049
Email dated 9/04/25 from Thomas Lobe Re: Final Ballot Language
Email dated 9/04/25 from Michael C. Lucas Revised Ordinance No. 2025-044
Email dated 9/04/25 from Michael C. Lucas Revised Ordinance No. 2025-050
Email dated 9/04/25 from Michney, Sharen FW: Election Info
Email dated 9/03/25 from Yolanda Andolsek

Email dated 9/03/25 from Scott, Bruce RE: Police Vehicle Purchase
Email dated 8/29/25 from Taylor Draper, Tanya Re: Legislation for next meeting
Email dated 8/28/25 from Scott, Bruce Appropriation Ordinance Backup
Email dated 8/28/25 from Pietro DiFranco RE: Retaining Wall - Andolsek
Email dated 8/28/25 from Rentz, Stacey RE:
Email dated 8/28/25 from Mehollin, Karen Records Commission Meeting
Email dated 8/28/25 from Mehollin, Karen Re: Council Clerk
Email dated 8/27/25 from Scott, Bruce Appropriation Ordinance
Email dated 8/27/25 from Scott, Bruce Ordinance Request
Email dated 8/27/25 from Scott, Bruce Property Tax Advance Request Resolution
Email dated 8/26/25 from Lewis, Dante J. RE: Approved Ballot Language
Email dated 8/26/25 from Lloyd, Katherine Training of Darlene & Nick for PCABR & BZA
Email dated 8/26/25 from Lewis, Dante J. Approved Ballot Language
Email dated 8/26/25 from Mehollin, Karen Fw: Willoughby Hills Charter Amendment
Email dated 8/25/25 from Scott, Bruce Property Tax Certification Resolution
Email dated 8/21/25 from Gandee, Robert FW: Lake Central Communications Contract 2026-2030
Email dated 8/20/25 from Lewis, Dante J. RE: Referendum Zoning Charter Change (Ordinance 2025-037 Amended)
Email dated 8/18/25 from Naegele, Matthew Vehicle Acquisition Request
Email dated 8/18/25 from Pietro DiFranco Willoughby Hills City Engineer Report
Email dated 8/15/25 from Pietro DiFranco The Last Wright - Architectural Digest Article
Email dated 8/13/25 from Grubiss, Mark FW: Truck 5 for surplus
Email dated 8/13/25 from Sivo, Kathleen Re: District Meetings
Email dated 8/11/25 from Taylor Draper, Tanya Re: Follow-Up – Partnering to Bring B-Elite Leadership Academy to Willoughby Hills
Email dated 8/11/25 from Gene Tetrick Re: Question
Email dated 8/09/25 from Miller, Vicki Re: INSURANCE RENEWAL
Email dated 8/08/25 from Jarmuszkiewicz, Joe Referendum zoning
Email dated 8/07/25 from Michael C. Lucas Fwd: Willoughby Hills Resolution mcl rev 8.07.25
Email dated 8/07/25 from Pietro DiFranco RE: Wood Room Violations
Email dated 8/07/25 from Stephanie Kellner Re: News Herald Notification
Email dated 8/06/25 from Michael C. Lucas RE: Liquor Objection Resolution
Email dated 8/06/25 from Pietro DiFranco Objection - Liquor Permit - 34080 Chardon - Wood Room
Email dated 8/06/25 from Pietro DiFranco RE: Liquor License Renewal Objections
Email dated 8/02/25 from Kline, Mike Re: Agenda for Special Meeting and Public Hearing
Email dated 8/01/25 from Miller, Vicki Re: Waterline Leak / River Rd at Hayes Dr (Squires Castle)
Email dated 8/01/25 from Naegele, Matthew RE: Police and Fire Dispatch Ordinances
Email dated 7/31/25 from Grubiss, Mark Re: Generator
Email dated 7/31/25 from Hallum, Chris RE: Lake Central Communications Contract 2026-2030
Email dated 7/29/25 from Hallum, Chris RE: Central Contract
Email dated 7/28/25 from Bushman, Lindsey Re: Chipotle Liquor License
Email dated 7/28/25 from Hallum, Chris Mayor's Report to Council 7-24-25
Email dated 7/28/25 from Lewis, Dante J. RE: Charter Changes for the City of Willoughby Hills
Email dated 7/25/25 from Gandee, Robert RE: Liquor License for Jardee & Moes LLC

Email dated 7/24/25 from Pietro DiFranco RE: Agenda Amended - Liquor License
Email dated 7/22/25 from John Bertosa Re: August Recess and Special Meeting

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 2025-039-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 2025-044-FIRST READING

AN ORDINANCE AUTHORIZING AND DIRECTING THE MAYOR TO ENTER INTO AN AGREEMENT WITH THE BOARD OF LAKE COUNTY COMMISSONERS IN ORDER TO PROVIDE EMERGENCY DISPATCH AND COMMUNICATION SERVICES FOR THE POLICE DEPARTMENT OF THE CITY OF WILLOUGHBY HILLS AND DECLARING AN EMERGENCY.

ORDINANCE 2025-045-FIRST READING

AN ORDINANCE AUTHORIZING AND DIRECTING THE MAYOR TO ENTER INTO AN AGREEMENT WITH THE BOARD OF LAKE COUNTY COMMISONERS IN ORDER TO PROVIDE EMERGENCY DISPATCH AND COMMUNICATION SERVICES FOR THE FIRE DEPARTMENT OF THE CITY OF WILLOUGHBY HILLS AND DECLARING AN EMERGENCY.

ORDINANCE 2025-046-FIRST READING

AN ORDINANCE TO DECLARE A CITY VEHICLE AS SURPLUS PROPERTY AND GRANTING AUTHORIZATION TO SELL SAID SURPLUS VEHICLE 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.

ORDINANCE 2025-047-FIRST READING

AN ORDINANCE AUTHORIZING THE MAYOR TO SECURE THE PURCHASE OF THREE (3) NEW POLICE VEHICLES, AND DECLARING AN EMERGENCY.

ORDINANCE 2025-048-FIRST READING

AN ORDINANCE TO DECLARE A GENERATOR AS SURPLUS PROPERTY AND GRANTING AUTHORIZATION TO SELL SAID SURPLUS GENERATOR 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.

ORDINANCE 2025-049-FIRST READING

AN ORDINANCE AMENDING SECTION 1 OF ORDINANCE NO. 2024-070 TO COMPLY WITH STATE BUDGETARY LAWS REQUIRING MUNICIPALITIES TO MAINTAIN POSITIVE ACCOUNT BALANCES THROUGHOUT THE YEAR; REPEALING CONFLICTING LEGISLATION AND DECLARING AN EMERGENCY.

ORDINANCE 2025-050-FIRST READING

AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A THREE-YEAR CONTRACT WITH REA & ASSOCIATES INC. FOR THE PREPARATION OF THE ANNUAL FINANCIAL STATEMENTS IN ACCORDANCE WITH GENERALLY ACCEPTED ACCOUNTING PRINCIPLES (GAAP) FOR THE CITY OF WILLOUGHBY HILLS FOR THE FISCAL YEARS 2025, 2026, AND 2027 AND DECLARING AN EMERGENCY.

ORDINANCE 2025-051-FIRST READING

AN ORDINANCE AUTHORIZING THE MAYOR TO DISTRIBUTE REQUESTS FOR QUALIFICATIONS (RFQ) TO ANY PERSON OR FIRM EXPRESSING AN INTEREST IN PROVIDING ARCHITECTURAL AND ENGINEERING CONSULTING SERVICES FOR WORK RELATED TO THE WILLOUGHBY HILLS POLICE DEPARTMENT RENOVATION AND EXPANSION PROJECT AND THE WILLOUGHBY HILLS SERVICE GARAGE REPLACEMENT, AND DECLARING AN EMERGENCY.

RESOLUTION 2025-013-FIRST READING

A RESOLUTION AUTHORIZING THE CITY OF WILLOUGHBY HILLS TO ACCEPT THE AMOUNTS AND RATES FOR THE YEAR 2026 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.

RESOLUTION 2025-014-FIRST READING

A RESOLUTION REQUESTING THE LAKE COUNTY AUDITOR TO MAKE ADVANCE PAYMENTS OF TAXES IN 2026 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