

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

Regular Council Meeting Minutes of March 12, 2026

The Regular Council Meeting was called to order on Thursday, March 12, 2026 at 7:02 p.m. in Council Chambers. **Council President Kline** presided.

Call to Order 7:02 p.m. (0:10)

Cell Phone Reminder to Turn off Devices

Pledge of Allegiance (Audio: 0:15)

**PRESENTATION OF MAYORAL PROCLAMATION AND RESOLUTION HONORING
MICHAEL LUCAS FOR HIS TIME AS LAW DIRECTOR IN THE CITY OF WILLOUGHBY HILLS.
(Audio 0:35-14:20)**

ROLL CALL (Audio: 14:20)

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

Also Present: Mayor Christopher Hallum, City Engineer Pete DiFranco, Finance Director Bruce Scott and Law Director Michael A. Kenny Jr.

- **Council President Kline:** There is a new format that we are following now. We passed the consent agenda legislation. Certain items can be handled through the consent agenda. These are selected by the Council President, Council Vice President, and Council Clerk. We can also include approval of minutes and motions, if applicable. This is a time-saver. When these items go on the consent agenda, it is one vote on everything under consent. It is either approved or not approved; they are not voted on individually. There is no further discussion other than what has preceded it in Working Committees. Anyone on Council can request to have items removed from consent; they can be taken off at anyone's request. That is the format we will be operating under, starting this evening. The extent that we will be using it remains to be seen depending upon the volume and type of items.

COUNCIL CORRESPONDENCE (Audio 16:30)

Email dated 3/03/2026 from Nick Manfroni Re: UPDATE: Housing Council will NOT Meet on Monday, March 2

Email dated 3/03/2026 from McFarren, Darlene FW: Sanctioning application

Email dated 3/03/2026 from McFarren, Darlene RE: PCABR Meeting 3/5/26 Thursday 7:00 P.M.

Email dated 3/03/2026 from Cleveland IronLeague Re: Housing Council Meeting

Email dated 3/03/2026 from Scott, Bruce RE: Public Records Request Part 2

Email dated 3/03/2026 from Scott, Bruce RE: Public Records Request Documents

Email dated 3/02/2026 from Michney, Sharen NEW COPIERS

Email dated 3/02/2026 from Michney, Sharen FW: NEW COPIER

Email dated 3/02/2026 from Mehollin, Karen Re: March Events

Email dated 3/02/2026 from Jennifer Varro Re: Engineer/ Building Authority

Email dated 3/02/2026 from Scott, Bruce FW: Public Records Request Pursuant to Ohio Revised Code §149.43 – Internal Communications Regarding Speed Camera Enforcement Program Impacts (2024-2025)

Email dated 3/02/2026 from Scott, Bruce FW: Public Records Request Pursuant to Ohio Revised Code §149.43 – Financial Reports for Automated Speed Enforcement Program (2025)

Email dated 3/02/2026 from Pietro DiFranco RE: Engineer/ Building Authority

Email dated 2/27/2026 from Joseph Calderwood Re: PCABR Meeting 3/5/26 Thursday

Email dated 2/26/2026 from Katherine D. Lloyd Re: Housing Council Representative for PCABR

Email dated 2/25/2026 from Lloyd, Katherine Agenda & Roll Call

Email dated 2/25/2026 from Miller, Vicki Re: South Creek Development LLC and Common Purpose Development Group LLC

Email dated 2/25/2026 from Lloyd, Katherine 3/5/26 Draft Agenda for 3/5/26 PCABR Meeting

Email dated 2/25/2026 from Gerald Wolanin Re: Income Tax Board of Review Swearing-in and Oaths

Email dated 2/24/2026 from Lloyd, Katherine FW: WH BZA Meeting 3/10/26 Tuesday - not called

Email dated 2/24/2026 from Lloyd, Katherine RE: Agenda for PCABR Meeting 3/5/26

Email dated 2/24/2026 from Mehollin, Karen Re: County IT phone Number

Email dated 2/20/2026 from CLE Grilling Snow plow damage

Email dated 2/20/2026 from McFarren, Darlene SANCTIONING LETTER AND APPLICATION FOR 2026

Email dated 2/20/2026 from Bushman, Lindsey Re: March Events

Email dated 2/20/2026 from Taylor Draper, Tanya Re: Sanctioning Ordinance for Council's Review

Email dated 2/19/2026 from Lloyd, Katherine 2 Signed Review Sheets fm 2/19/26 PCABR Mtg

Email dated 2/19/2026 from Jarmuszkiewicz, Joe Re: Sanctioning Ordinance for Council's Review

Email dated 2/19/2026 from Scott, Bruce Sewer Rate Ordinance - New Request

Email dated 2/19/2026 from Lloyd, Katherine FINDINGS OF FACT - PTV v Planning.pdf

Email dated 2/19/2026 from Cleveland IronLeague Re: [EXTERNAL] Re: FINDINGS OF FAC

Email dated 2/19/2026 from Naegele, Matthew Surplus Weapons Ordinances

Email dated 2/19/2026 from Scott, Bruce 2026-001 Amended - Exhibit A

Email dated 2/19/2026 from Novak, Alisa Willoughby Ordinance No. 2026-10

- **Councilman Jarmuszkiewicz:** I just want to make note that most of the stuff we put on the consent agenda is discussed in the Working Committee and explained on record during that meeting.
- **Council President Kline:** Yes. Nothing is going under the consent agenda that has not gone through the Working Committee first.

PUBLIC PORTION #1 (Audio: 17:10)

An opportunity for the public to address Council concerning anything pertaining to tonight's agenda.

Public Portion #1 opened at 7:19 p.m.

Nobody spoke for Public Portion.

Public Portion #1 closed at 7:19 p.m.

MAYOR'S REPORT (Audio: 17:35)

- **Mayor Hallum:** Good evening. This week, I had the opportunity to present at the Western Willoughby Lake County Chamber's State of the Cities event at LaVera Party Center. All five west-end mayors shared a 2025 year-in-review along with our plans for 2026. If you've never attended, it's truly an event worth experiencing. It offers a clear picture of what's happening across our neighboring Lake County communities and highlights how well the west-end mayors collaborate and support one another. I'm proud of the strong working relationships we maintain with Willoughby, Wickliffe, Willowick, Eastlake, and Kirtland. You can watch my full presentation on the City's Facebook page.
- Last Sunday's pancake breakfast was a great success. It was wonderful to see so many community members sharing a meal, connecting, and enjoying time together. We are currently exploring the possibility of hosting another pancake breakfast this month—more information to come.
- Our Spring Craft Show is next weekend, Saturday, March 21, from 9 a.m. to 3 p.m. We have more than 70 vendors scheduled, offering a wide range of unique items for purchase. Mark your calendars—you won't want to miss this opportunity to pick up gifts or treat yourself.
- As a reminder, although the bridge is closed, the businesses on both sides of the bridge remain open and accessible. Many of these are small or locally owned, and they rely heavily on community support. Please consider taking the short two- to three-minute detour and continuing to patronize them during this time.
- The annual Citywide Garage Sale is scheduled for April 25. If you'd like your address included on the official list of sale locations, please visit the City's website, go to the Events section at the bottom of the page, and click on the Garage Sale event link to register.

- Tonight, I support passage of Ordinance 2026-014 to secure the purchase of a new prisoner transport vehicle for the Police Department. This purchase was included in the 2026 budget and will be funded through the Capital Fund, as outlined in the Chief’s memo. I also support passage of Ordinances 2026-016 and 2026-017 for the acceptance of bids for asphalt and limestone. With plants opening in early April, it’s important that we are prepared—there is a significant amount of patchwork to complete.
- That ends my report and I stand open to questions.

LAW DIRECTOR’S REPORT (Audio 20:00)

- No report.

FINANCE DIRECTOR’S REPORT (Audio: 20:10)

- **Finance Director Scott:** The February financials have been completed and uploaded to the website. If you have any questions on those, please do not hesitate to reach out. Otherwise, I have nothing else to report and I am open for questions.

CITY ENGINEER’S REPORT (Audio: 20:30)

- No report.

BOARDS & COMMISSIONS REPORTS / COMMITTEE REPORTS (Audio 29:45)

PC-ABR reported by Council Vice President Taylor Draper

- **Council Vice President Taylor Draper:** I would like to report on Planning and Zoning Commission Architectural Board of Review. The group met last Thursday, March 5. During the Architectural Board portion of the meeting, we approved a rear addition at 2566 Alan Dr.

There was no business for the Planning Portion of the meeting.

- **Council Vice President Taylor Draper:** I would like to report that we are losing two members. We lost Dan Biondollilo. He is a construction worker and a bricklayer. He brought so much energy and knowledge to the Board and to projects. He is moving to a different home in a different city. He is no longer with us.
- Ron Lewis purchased a home and he will also be moving in a couple months. He has been an architect for over 25 years. The knowledge and information that they brought to the City was immeasurable.
- I am going to miss both of them. That is the end of my report and I am open for questions.

Recreation Commission reported by Councilman Jarmuszkiewicz

- **Councilman Jarmuszkiewicz:** The pancake breakfast was successful last weekend so I would like to thank everyone who attended. A special thank you to all people who volunteered and did the work to help make this a special event.
- The craft show is March 21.
- The garage sale is April 25. Applications are online or available at the Community Center for participation.

Beautification Committee reported by Council Vice President Taylor Draper

No report.

Finance Committee Report by Council President Kline

No report.

WHISPER reported by Councilwoman Miller

No report.

Deer Management Committee reported by Councilwoman Belich

No report.

Business Subcommittee – reported by Councilwoman Sivo

No report.

UNFINISHED BUSINESS: (Audio: 22:50)

- No unfinished business.

LEGISLATION (Audio 23:00)

- **Council President Kline:** I began by explaining the change you will see with the consent agenda. The way you will see this presented is in this format. The first items in this section are the items that come under consent. This will be one vote. After that, and we don't have any this evening, other ordinances and resolutions would be handled individually. The captions are read and then a vote is requested.

CONSENT:

DISPOSITION OF THE JOURNAL

Approval of the February 16, 2026 Special Council Meeting Minutes

Approval of the February 26, 2026 Working Committee of Council and Rules & Legislation Minutes

Approval of the February 26, 2026 Regular Council Meeting Minutes

ORDINANCE 2026-012 – SECOND READING

AN ORDINANCE ESTABLISHING THE NEW SANITARY SEWERAGE RATE FOR THE CITY OF WILLOUGHBY HILLS COMMENCING JANUARY 1, 2026, AND DECLARING AN EMERGENCY.

ORDINANCE 2026-013 – FIRST READING

AN ORDINANCE TO DECLARE FIREARMS AND WEAPONS AS SURPLUS PROPERTY PURSUANT TO ARTICLE VI – LEGISLATION, SECTION 6.01 – GENERAL ORDINANCES, SUBSECTION (e) OF THE CHARTER OF THE CITY OF WILLOUGHBY HILLS, AND DECLARING AN EMERGENCY.

ORDINANCE 2026-014 – FIRST READING

AN ORDINANCE AUTHORIZING THE MAYOR TO SIGN ANY AND ALL NECESSARY DOCUMENTS TO SECURE THE PURCHASE OF ONE (1) 2026 FORD TRANSIT – 350 PASSENGER XL PRISONER TRANSPORT VAN THROUGH STATEWIDE FORD, 1108 W. MAIN STREET, VAN WERT, OHIO 45891, WITH AFTERMARKET EQUIPMENT INSTALLED FROM STATEWIDE EMERGENCY PRODUCTS FOR THE ESTIMATED PURCHASE PRICE OF \$70,885.68, AND DECLARING AN EMERGENCY.

ORDINANCE 2026-015 – FIRST READING

AN ORDINANCE EXTENDING THE MORATORIUM ON THE ACCEPTANCE AND PROCESSING OF APPLICATIONS FOR ZONING AND/OR OCCUPANCY PERMIT APPROVALS FOR SMALL BOX DISCOUNT STORES AND THE ISSUANCE OF SUCH APPROVALS IN THE CITY OF WILLOUGHBY HILLS FOR AN ADDITIONAL PERIOD OF TIME NOT TO EXCEED 180 DAYS FROM THE EFFECTIVE DATE OF THIS ORDINANCE, AND DECLARING AN EMERGENCY.

ORDINANCE 2026-016 – FIRST READING

AN ORDINANCE ACCEPTING THE BID OF STONECO INC, DBA ALLIED CORPORATION FOR THE PURCHASE OF ASPHALT FOR THE YEAR 2026 AND DECLARING AN EMERGENCY.

ORDINANCE 2026-017 – FIRST READING

AN ORDINANCE ACCEPTING THE BID OF OSBORNE CONCRETE AND STONE FOR THE PURCHASE OF LIMESTONE FOR THE YEAR 2026 AND DECLARING AN EMERGENCY.

Motion made by Councilwoman Miller, seconded by Councilwoman Sivo, to approve the items on the consent agenda.

Discussion on the Motion:

No discussion

Roll Call: **AYES:** Miller, Sivo, Taylor Draper, Belich, Jarmuszkiewicz, Kline, Knecht
NAYS: None
Vote: 7/0

The aforementioned motion has passed.

NEW BUSINESS (Audio 27:12)

- **Council President Kline:** This evening, we will need a motion to nominate two councilmembers to the Housing Council. The Housing Council is responsible for doing exterior inspections on business locations that have been able to take advantage of the Community Redevelopment Act. We have five businesses. We are moving forward. We should have another four if everything goes as scheduled this year. Under the Ohio Revised Code that created this, the City Council is responsible for appointing two members to the Housing Council. The Mayor appoints two members, the Planning Commission appoints one member, and the Housing Council appoints two members themselves. This is a three year term.

Motion made by Councilwoman Miller, seconded by Council Vice President Taylor Draper, to appoint Council President Kline and Councilman Jarmuszkiewicz to the Housing Council.

Council President Kline and Councilman Jarmuszkiewicz accepted their appointments to the Housing Council.

Discussion on the Motion:

No discussion

Roll Call: **AYES:** Miller, Sivo, Taylor Draper, Belich, Kline, Knecht
 NAYS: None
 ABSTAIN: Jarmuszkiewicz
 Vote: 6/0/1

The aforementioned motion has passed.

- **Mayor Hallum:** You all approved a new leaf truck as part of the budget. I wanted to share some information that the Service Director gave me. The new leaf truck that we are purchasing can be operated by a single person as opposed to having three or four people raking. This will save us more manpower and enable us to get more stuff done.
- However, that is all that particular leaf truck does. The rest of the year, it just sits. It is about a \$280,000.00 vehicle that just sits for the rest of the year, with the exception of the two-three months where we suck up leaves. What he proposed, and I support, is the purchase of a hook truck for an additional \$67,000.00.
- The nice thing about this truck is that it could be used for different units. Let's say we are not using the leaf vacuuming right now. It can be offloaded. They can also hook a dumpster on it and use it as a dump truck.
- There are a lot of benefits to this, and multiple components that could be added to this vehicle. It is my opinion, as well as the opinion of Service Director Grubiss, that this would be a better use of the City's money, rather than buying a vehicle that is going to sit for eight months of the year. I wanted to make you aware of this so that you can ask questions of Service Director Grubiss before the next Council meeting.

PUBLIC PORTION #2 (Audio 32:30)

An opportunity for the public to address Council with any comments, issues or concerns.

Public Portion #2 opened at 7:34 p.m.

- **Jenna Bing 36951 Beech Hills Dr:** We pay a lot for our law director, and he never gives a report. I still would like to know what our law director is working on. I understand from years of listening to Mr. Lucas that you cannot talk about specifics from any cases that you are dealing with. It would be nice to know some sense of what the law director is spending his time on and what he is being asked to do. So, I ask you, as our new law director, please help us understand what you do for us. Thank you.
- **Jen Varro 2890 SOM Center Rd:** I am here to express my concerns regarding the procedural inconsistencies related to the property at 34210 Giovanni Avenue, which is what I previously addressed at the last Council meeting. This property was administratively approved and never presented to the Architectural Board of Review due to no quorum last October 2. This approval was pushed through without proper review or transparency. This was hidden from the public and the Architectural Board of Review. It was never disclosed on the record because there was not a meeting to record it. You can't make exceptions for one and not all. The Architectural Board provides records for all projects and allows the public to be heard.
- I previously spoke about administrative authority, even for smaller structures like a pool or shed. I emphasize that the purpose of the Architectural Board is to have multiple sets of eyes review all proposals, not a single person making unilateral decisions. This disregard for process is irresponsible, and undermines the very foundation of oversight. I would like clarity on the current process for building homes, pools, sheds, and any other structure. I, as well as all the residents, need to know that we all go through an approval process and come here to be heard. If not, the Architectural Commission serves no purpose.
- I requested proof where our Charter allows the building administrator sole architectural approval authority. I was provided those codes where it clearly states, "All structures are to be reviewed and approved by the architectural board." (Codified Ordinance 1113.03 (d) and 1111.04). The Zoning Administrator does not have the authority to individually and independently approve these requests. He is the Zoning Administrator who issues the zoning certificate; he is not authorized to independently approve architectural builds. We as taxpayers rely on purpose, process, and transparency. Violating this process erodes trust and raises serious questions. What else is being hidden and not disclosed? These procedural lapses are a violation of the Charter and they need to be addressed. When an individual submits something to the engineer, reasonable expectations and timelines should be set. This Board meets twice a month and that is a reasonable expectation to set with residents upon the submission of an application. Thank you.

Public Portion #2 closed at 7:38 p.m.

- **Council Vice President Taylor Draper:** I would like to speak on this incident that has come before Council and PCABR. During the public portion at our last meeting on February 27, a resident claimed that the house at 34210 Giovanni Avenue was "shockingly never presented to PCABR." This person went on to draw the conclusion that these processes are "being hidden from the public" and "erodes trust and raises serious questions." This individual even went on to call us liars.

- In response, I would like to applaud the PCABR. They are not liars; we are not liars. I have worked with this group of gentleman for six years. I know that other members have worked with these gentleman. They are not liars; they are class-acts. They are honorable residents. By day, these people are construction teachers, architects, bricklayers, builders, fathers, husbands, and neighbors. By night, twice a month, they come here as volunteers. They offer their skills, knowledge, training, and education to help our residents improve their homes and property. They try to make Willoughby Hills a better place to live and raise families. Do not malign these men. Don't accuse them of wrongdoing. They didn't appreciate it and neither do I.
- For the record, this is what happened to the best of my memory. Weeks before an official meeting is set, we, as PCABR members, receive documents from the City Engineer or Assistant City Engineer that contains the applications of the project, plans, and photos. Days before the official meeting, we get a hard copy of this. We get both emailed copies and hard copies of this information. The Board gets an opportunity to review this information. It's not a situation where nobody is looking at it.
- On the day in question, members had responded to the clerk that day. She thought there was a quorum. The applicant was sitting right in front of us. Earlier that day, one of the members had communicated to the clerk that he was unable to make it. That message did not get to the person in time. The remaining members decided to allow our Zoning Inspector to levy an outcome on the project because we appreciated the fact that the applicant was sitting right here. We did not want to further delay the homeowners. Yes, the event should have been documented and recorded; but it's not conspiracy. We are not trying to put anything over on the residents. Most of all, we are not liars. It was a mistake and misunderstanding; that's all that happened.
- These are decent people that are volunteering and trying to do their best for the City. They are not liars, and neither is anyone up here. We are elected officials; this comes with a territory. You have the right to come here and say what you want. But they are not liars and should not be maligned. They are volunteers. One of the comments I received was, "when are we going to be sued next?" That is the mentality that we have when we come up here and people accuse us of things without knowing the facts. Thank you.
- **Councilwoman Miller:** I want to reiterate the fact that the plans are out there way in advance. Every member of the Board, whether they were here or not, had the opportunity to see these plans via email. Also, a hard copy was delivered directly to them. I see the plans as well, as an alternate on the Board. I was here. There was a discussion, and those that were in attendance were asked if they were comfortable with this. The responses were that they had reviewed the plans and everything was in place. They sought to allow this to happen. I don't think it is wise to say that we are trying to do something wrong. I just want the public to know that everything was followed. We had an unfortunate incident where a resident was sitting before a Board that was unable to formally vote due to lack of quorum. Everything else was in place.
- My understanding is that there was also a certain number of days allowed for the Board to meet again. They would have had to go back to square one again and start through the whole process. That would not have been fair to that resident. Thank you.

FOR THE GOOD OF THE ORDER/FOR THE GOOD OF THE COMMUNITY (Audio 42:30)

- **Councilwoman Miller:** I would like to formally invite everybody to come to our craft show. We have many vendors who will be there and new things that are coming. I am excited to see what is going to be there this year. There is also going to be a concession stand with some lunch. Come out and enjoy some fellowship.

ADJOURNMENT (Audio 43:30)

Motion made by Councilwoman Belich, seconded by Councilwoman Miller to adjourn the meeting.

Roll Call: **AYES:** Miller, Sivo, Taylor Draper, Belich, Jarmuszkiewicz, Kline, Knecht
NAYS: None
Vote: 7/0

The meeting was adjourned at 7:44 p.m.

APPROVED: Mar 26, 2026
Date


Michael Kline
President of Council

ATTEST: Nicholas Aiello
Nicholas Aiello
Clerk of Council