

*President of Council*  
MICHAEL KLINE

*Vice President of Council*  
TANYA TAYLOR DRAPER

*Council Clerk*  
NICHOLAS AIELLO

# City of Willoughby Hills

*Council*  
JULIE A. BELICH  
JOEJARMUSZKIEWICZ  
DANIEL KNECHT  
VICKI MILLER  
KATHLEEN SIVO

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## Regular Council Meeting Minutes of September 25, 2025

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The Regular Council Meeting was called to order on September 25, 2025, at 7:00 p.m. in Council Chambers.

**Council President Kline** presided.

**Call to Order 7:00 p.m. (0:06)**

**Cell Phone Reminder to Turn off Devices**

***Pledge of Allegiance (Audio: 0:21)***

### **ROLL CALL (Audio: 0:37)**

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

**In Attendance:** Mayor Christopher Hallum, Finance Director Bruce, and Scott City Engineer Pete DiFranco

**Absent:** Law Director Michael Lucas

### **DISPOSITION OF THE JOURNAL (Audio: 1:10)**

**Motion** made by **Council Vice President Taylor Draper**, seconded by **Councilwoman Miller**, to approve the **September 8, 2025**, Working Committee of Council and Rules & Legislation Minutes.

#### **Discussion on the Motion:**

- No discussion.

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

- **Motion** passed to approve the **September 8, 2025** Working Committee of Council and Rules & Legislation Minutes.

**Motion made by Councilwoman Miller, seconded by Councilman Knecht, to approve the September 11, 2025, Regular Council Meeting Minutes.**

**Discussion on the Motion:**

- No discussion.

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

**Motion passed to approve the September 11, 2025 Regular Council Meeting Minutes.**

**COUNCIL CORRESPONDENCE Audio (2:50)**

Email dated 9/23/2025 from Nico Viola Re: Case 2025-06 Jardee & Moe's - Final for Signature  
Email dated 9/23/2025 from Rentz, Stacey RE: District Signs  
Email dated 9/23/2025 from Keith Marceau Prepare for HB 96 Cybersecurity Compliance – Effective September 30, 2025  
Email dated 9/23/2025 from Scott, Bruce ACCOUNTING SYSTEM UPGRADE  
Email dated 9/23/2025 from Michney, Sharen RE: Quote Willoughby Hills POLITICAL MAILINGS  
Email dated 9/23/2025 from Miller, Vicki Pictures  
Email dated 9/22/2025 from Mehollin, Karen WHISPER - volunteer & service apps  
Email dated 9/22/2025 from Scott, Bruce Software Upgrade  
Email dated 9/22/2025 from karen mehollin City hall pics  
Email dated 9/22/2025 from karen mehollin Sr room pics  
Email dated 9/22/2025 from Hallum, Chris RE: Residence Room Rentals  
Email dated 9/19/2025 from Lloyd, Katherine PCABR Minutes for July 17, 2025  
Email dated 9/18/2025 from John Platko Re: Issues 9 & 10 Mailer  
Email dated 9/18/2025 from Kerri Kautzman Issue 8 Mailer Proof  
Email dated 9/18/2025 from Michael Patchett Re: Willoughby Hills - Agenda and Meeting Management  
Email dated 9/18/2025 from Grubiss, Mark Road patching slides  
Email dated 9/18/2025 from Grubiss, Mark Street rehab  
Email dated 9/18/2025 from John Platko Re: Willoughby Hills 2025 Election Mailers  
Email dated 9/18/2025 from Grubiss, Mark Pictures for meetings  
Email dated 9/17/2025 from Taylor Draper, Tanya Re: District 1 Meeting Slides Rough Draft  
Email dated 9/17/2025 from Mehollin, Karen Fw: Police Public Records Requests  
Email dated 9/17/2025 from Michney, Sharen RE: District Meeting PO  
Email dated 9/15/2025 from Lloyd, Katherine FW: WH BZA Meeting 10/14/25 - TUESDAY - 7:00 pm  
Email dated 9/15/2025 from Lloyd, Katherine FW: BZA Application - Lot Split - 29471 Eddy & 2748 Rockefeller  
Email dated 9/15/2025 from Lloyd, Katherine FW: WH PCABR Meeting 10/2/25 - THURSDAY  
Email dated 9/15/2025 from Bell, Jennifer FW: Willoughby Hills Tax Incentive Review Council  
Email dated 9/15/2025 from Mehollin, Karen Fw: Mayor's Report - September 12, 2025  
Email dated 9/15/2025 from Lloyd, Katherine RE: Civil Service Meeting - 9/16/25 - TUESDAY 4:30  
Email dated 9/12/2025 from Lloyd, Katherine WH PCABR Meeting on Thursday, September 4, 2025 - Not Called  
Email dated 9/12/2025 from Mehollin, Karen Re: Ballot Issues  
Email dated 9/12/2025 from Hallum, Chris Charter Amendments 2025  
Email dated 9/12/2025 from Lloyd, Katherine RE: PCABR Meeting 9/18/25 Thursday  
Email dated 9/12/2025 from Lloyd, Katherine FW: BZA Application #2 - 29007 Chardon - Jardee & Moe's  
Email dated 9/12/2025 from Mehollin, Karen Upcoming Events

Email dated 9/12/2025 from Mehollin, Karen Re: ADA Title II update  
Email dated 9/11/2025 from Lloyd, Katherine RE: CSC Minutes  
Email dated 9/10/2025 from Mehollin, Karen Re: Touch-a-Truck  
Email dated 9/10/2025 from Miller, Vicki Re: Touch-a-Truck  
Email dated 9/09/2025 from Ryan Caudill FY 25-26 Ag/Turf Contract up for revision December 31, 2026  
Email dated 9/09/2025 from Mehollin, Karen Fw: Computer updates  
Email dated 9/09/2025 from DiFranco, Pete RE: Your Packet  
Email dated 9/09/2025 from Michney, Sharen RE: Invoice available FOR the date 09/08/2025 : Invoice notice

### **PUBLIC PORTION #1 (Audio: 3:09)**

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

Public Portion #1 opened at 7:03 p.m.

- **No comments were made.**

Public Portion #1 closed at 7:03 p.m.

### **MAYOR'S REPORT**

- Good afternoon! This week, Council hosted the first of three district meetings, offering valuable updates on recent developments, upcoming plans, and—most importantly—details about the ballot issues for this November. If you missed Tuesday's meeting, you can catch the replay on the city's Facebook page or attend one of the two sessions scheduled for next week.
- Whether you attend in person, watch live or on replay, or join us at the upcoming Town Hall on **October 8 at 6:00 PM** at the Community Center, we encourage you to learn about the ballot issues and reach out to Council or me with any questions. While our council members up for re-election are running unopposed, the **road levy renewal** and proposed **city charter amendments** are significant. We're committed to making sure every resident has the opportunity to understand and engage.
- Separately, one of the library's A/C units went out of service this week and may require costly repairs or replacement. Fortunately, cooler weather is on the way, allowing us to defer the expense to next year, as it's not included in the 2025 budget. So far, the library has closed early on a few warm days due to uncomfortable indoor temperatures. If the heat returns, additional early closures may be necessary.
- The issue is compounded by the fact that the Community Center—now over 20 years old—was built without operable windows. The city plans to address this in future window replacement projects. While we've done well maintaining the building's systems, updates and replacements will be inevitable in the coming years.
- And don't forget—the **Craft Show** is coming up on **October 4 from 9:00 AM to 3:00 PM** at the Community Center! With over 70 vendors, it's a great chance to find unique holiday gifts for

friends, family, or even yourself. Plus, we'll be giving away door prizes every hour—be sure to enter for your chance to win!

Have a great weekend!

### **LAW DIRECTOR'S REPORT**

- No report.

### **FINANCE DIRECTOR'S REPORT (Audio: 5:25)**

- **Finance Director Scott:** I am not sure why the insurance renewal timing is different. I just got it yesterday afternoon. I will be sending it out here shortly. We are receiving a fifteen percent (15%) increase this year, which I was not expecting. Two of the things causing the income to go up so much is:
  1. The cost of new fire trucks is going up exponentially. There was a twenty percent (20%) value increase in the cost of the vehicles.
  2. We had an overall loss ratio of one hundred twenty-eight percent (128%). That means for every dollar that we contributed to the pool, we received in benefits \$1.28. We are not helping the pool.
- The property portion alone was around a two hundred twenty percent (220%) loss rate and they typically look for around sixty percent (60%). On average they receive between five and nine percent (5-9%) so the fact that we came in at fifteen is something I am not super happy about. I don't know what else we could do.
- I am asking for Council to approve Resolution 2025-013 which is the approval of the County Property Tax Rates we have submitted. In addition to this, I am asking that Council approve the sister ordinance to this which is Resolution 2025-014 which will allow us to get property tax advances next year as collections come in. I am open for questions.

### **CITY ENGINEER'S REPORT**

No report.

### **BOARDS & COMMISSIONS REPORTS / COMMITTEE REPORTS**

#### **PC-ABR reported by Council Vice President Taylor Draper**

No report.

#### **Beautification Committee reported by Council Vice President Taylor Draper**

No report.

#### **Recreation Commission reported by Councilman Jarmuszkiewicz**

No report.

**Finance Committee Report by Council President Kline**

No report.

**Deer Management Committee reported by Councilwoman Belich**

No report.

**Business Subcommittee – reported by Councilwoman Sivo**

No report.

**UNFINISHED BUSINESS: (Audio: 7:50)**

- No unfinished business.

**LEGISLATION:(Audio: 7:55)**

**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.**

**Motion** made by **Councilman Jarmuszkiewicz**, seconded by **Councilwoman Belich** to adopt Ordinance 2025-039 Amended.

**Discussion on the Motion:**

**Councilman Jarmuszkiewicz:** The changes we are proposing in this ordinance will help make the site location easier to find in the future and possibly get our cell tower put up to alleviate some of the communication problems on the eastern end of the City.

**Roll Call:** **AYES:** Belich, Jarmuszkiewicz, Kline, Knecht, Miller Sivo, Taylor Draper

**NAYS:** None

**Vote:** 7/0

Three Reading Rule on Ordinance 2025-039 has been adopted.

**ORDINANCE 2025-050-SECOND 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.**

- This Ordinance remains on Second Reading.

**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.**

**Motion** made by **Councilwoman Miller**, seconded by **Councilman Knecht** to waive the Three Reading Rule on Resolution 2025-013.

**Discussion on the Motion:**

No discussion.

**Roll Call:** **AYES:** Belich, Jarmuszkiewicz, Kline, Knecht, Miller Sivo, Taylor Draper

**NAYS:** None

**Vote:** 7/0

Three Reading Rule on Resolution 2025-013 has been waived.

**Motion** made by **Councilwoman Miller**, seconded by **Councilman Knecht** to adopt Resolution 2025-013.

**Discussion on the Motion:**

No discussion.

**Roll Call:** **AYES:** Belich, Jarmuszkiewicz, Kline, Knecht, Miller Sivo, Taylor Draper

**NAYS:** None

**Vote:** 7/0

Resolution 2025-013 has been adopted.

**RESOLUTION 2025-014-FIRST READING**

**A RESOLUTION REQUESTING THE LAKE COUNTY AUDITOR TO MAKE ADVANCE PAYMENTS OF TAXES IN 2026 AND DECLARING AN EMERGENCY.**

**Motion** made by **Councilwoman Miller**, seconded by **Councilman Jarmuszkiewicz** to waive the Three Reading Rule on Resolution 2025-014.

**Discussion on the Motion:**

No discussion.

**Roll Call:** **AYES:** Belich, Jarmuszkiewicz, Kline, Knecht, Miller Sivo, Taylor Draper

**NAYS:** None

**Vote:** 7/0

Three Reading Rule on Resolution 2025-014 has been waived.

Motion made by Councilwoman Miller, seconded by Councilman Knecht to adopt Resolution 2025-014.

**Discussion on the Motion:**

No discussion.

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

Resolution 2025-014 has been adopted.

**NEW BUSINESS (Audio 13:30)**

- No new business.

**PUBLIC PORTION #2 (Audio: 13:40)**

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

Public Portion #2 opened at 7:13 p.m.

- No one spoke.

Public Portion #2 closed at 7:13 p.m.

**FOR THE GOOD OF THE ORDER/FOR THE GOOD OF THE COMMUNITY (Audio: 14:11)**

- **Councilman Mayor Hallum:** Tomorrow, I will be participating in the Jail and Bail Fundraiser for the United Way. This helps them to fund some of our programs that helps our residents in Lake County. They fund a lot of programs such as food banks and homeless shelters. I am doing my part to raise \$500 to help that cause. If anyone is interested, you can go to my Facebook page, find the link, and make a donation.

**ADJOURNMENT (Audio: 17:09)**

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

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

**The meeting was adjourned at 7:17 p.m.**

**APPROVED:** Oct 9 2025  
Date

  
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Michael Kline  
President of Council

**ATTEST:** N. Aiello  
Nicholas Aiello  
Clerk of Council