

President of Council
MICHAEL KLINE
Vice President of Council
TANYA TAYLOR DRAPER
Council Clerk
NICHOLAS AIELLO

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

City of Willoughby Hills

Regular Council Meeting Minutes of May 8, 2025

The Regular Council Meeting was called to order on May 8, 2025, at 7:00 p.m. in Council Chambers. **Council President Kline** presided.

Call to Order 7:00 p.m. (0:01)

Cell Phone Reminder to Turn off Devices

Pledge of Allegiance (Audio: 0:11)

ROLL CALL (Audio: 0:40)

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

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

Absent: Law Director Michael Lucas

DISPOSITION OF THE JOURNAL (Audio: 1:08)

- **Motion** made by **Council Vice President Taylor Draper**, seconded by **Councilwoman Miller** to approve the April 21, 2025, Working Committee of Council and Rules & Legislation Minutes.

Discussion on the Motion:

Council Vice President Taylor Draper: I have a correction on page 4. The adjournment section, it says “motion made by Councilwoman Miller, seconded by Councilman Jarmuszkiewicz,” but Joe and Vicki were not present at this meeting.

Roll Call: **AYES:** Kline, Taylor Draper

NAYS: None

ABSTAIN: Belich, Jarmuszkiewicz, Knecht, Miller, Sivo

Vote: 2/0/4

- **Motion** did not pass to approve the **April 21, 2025**, Working Committee of Council and Rules & Legislation Minutes.

- **Council President Kline:** I do not think that qualifies as approving these minutes. I think it is best that we do not approve these until Law Director Lucas is present and can give his opinion. It is permitted to base approval on the audio from the meeting. We will get Mr. Lucas' comment.

- **Council Vice President Taylor Draper:** I withdraw my motion.

- **Motion** made by **Councilman Knecht**, seconded by **Councilman Jarmuszkiewicz**, to approve the April 24, 2025, Regular Meeting of Council Minutes.

Discussion on the Motion:

- **Council Vice President Taylor Draper:** I have one correction. On page 7, under the PCABR report, the last line where it says, "Rear addition after it was going to variance," it should say "rear addition following variance by BZA."

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

NAYS: None

ABSTAIN: Belich, Miller

Vote: 5/0/2

- **Motion** passed to approve the **April 24, 2025**, Regular Meeting of Council Minutes.

COUNCIL CORRESPONDENCE (Audio 5:15)

Email dated 5/07/2025 from Rentz, Stacey RE: PRINTERS / COPIERS

Email dated 5/06/2025 from Miller, Vicki Re: Sample Ordinance for Senior Room

Email dated 5/06/2025 from Thomas Lobe Fw: PTV 1398 LLC v. Planning and Zoning Commission and Architectural Board of Review Claim #C566545308-0001-01

Email dated 5/06/2025 from Michael C. Lucas Redlined Addition to Ordinance No. 2025-033

Email dated 5/06/2025 from Building Management Fire Drill Schedules

Email dated 5/06/2025 from Hallum, Chris Re: May Meetings

Email dated 5/05/2025 from Gloria Majeski Re: Sample Ordinance for Senior Room

Email dated 5/05/2025 from Mehollin, Karen Agenda for tonight & legislation for the week

Email dated 5/05/2025 from Mehollin, Karen RE: Minutes for next week

Email dated 5/03/2025 from Michael C. Lucas RE: Second and Final Revised Resolution

Email dated 5/03/2025 from Michael C. Lucas Revised Ordinance No. 2025-032

Email dated 5/03/2025 from Michael C. Lucas Revised Ordinance 2025-033

Email dated 5/02/2025 from Pietro DiFranco RE: Minutes for next week

Email dated 5/01/2025 from Michael C. Lucas Revised Resolution

Email dated 5/01/2025 from Mehollin, Karen Senior Ordinance

Email dated 5/01/2025 from Sabol, Mike RE: Files Restored

Email dated 4/30/2025 from Gandee, Robert MEMO - 2025 April 30 - Request for Legislation for Part-Time Classification - Revised

Email dated 4/30/2025 from Kevin Trepal RE: Chardon Road CDBG sidewalks ordinance
Email dated 4/30/2025 from Kevin Trepal Bid Tab, Evaluation, & Award Recommendation - CDBG
Email dated 4/30/2025 from Chardon Rd West Sidewalks - RMH Concrete & Foundations
Email dated 4/29/2025 from Scott, Bruce RE: Open Records Request
Email dated 4/29/2025 from Jarmuszkiewicz, Joe Re: District 3 PowerPoint
Email dated 4/28/2025 from Pietro DiFranco RESCHEDULED - Police/Service Study Presentation to Council - May 5
Email dated 4/28/2025 Gloria Majeski Sample Ordinance for Senior Room 04/26/2025
Mehollin, Karen Re: ~C566545308-0001-01 - PTV 1398 LLC - 02/06/2025~ACK NOTICE
RETAIN FOR REFERENCE
Email dated 4/25/2025 from Gandee, Robert Request for legislation for Changes to Part-Time Firefighter Ordinance
Email dated 4/25/2025 from Pietro DiFranco Council Motion Authorizing Bidding - Fire Station Sprinklers
Email dated 4/25/2025 from Rob Beglin RE: Dollar General Appeal
Email dated 4/25/2025 from Pietro DiFranco Police/Service Study Presentation to Council - May 5/25/2025
Email dated 4/24/2025 from Gloria Majeski Re: Council meeting audio on FB
Email dated 4/24/2025 from Thomas Lobe Fw: Appeal
Email dated 4/24/2025 from Mehollin, Karen Ordinance 2025-031 & Exhibit
Email dated 4/24/2025 from Sivo, Kathleen Dist 3 Meeting
Email dated 4/24/2025 from Michael C. Lucas Fwd: Ordinance 2025-031 mcl rev 4.24.25
Email dated 4/23/2025 from Grubiss, Mark Re: Salt Contract
Email dated 4/23/2025 from JAB Supply Re: Working Committee Minutes for 4/7/2025
Email dated 4/23/2025 from Gregory McCarthy Re: Drainage Issue (CORRECTION)
Email dated 4/23/2025 from Rentz, Stacey RE: District 3 Signs

PUBLIC PORTION #1 (Audio: 5:30)

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

Public Portion #1 opened at 7:05 p.m.

- **No one spoke.**

Public Portion #1 closed at 7:06 p.m.

MAYOR'S REPORT

- Good evening! The Service department has been hard at work sealing cracks on our roads and getting the tennis courts cleaned. One of the tennis courts will have pickle ball lines painted on it. That tennis court will be used as 2 additional pickleball courts with temporary nets when needed. The remaining pickleball courts are scheduled to be cleaned next week. If you have time to volunteer your time to help with repairs, please contact Joe Jarmuszkiewicz.

- As I mentioned in last week's report, we will soon be taking delivery of our new Safety Town buildings courtesy of the School of Innovation. With that in mind, be sure to read further down the newsletter as registration for Safety Town is now open. Please share this information with friends and family that have a child that will be entering kindergarten next school year. This informative program will help prepare them and help to reduce fears they may have. They will learn about traffic, fire, animal, water safety and more.
- It's road construction season. Here's your update on current projects: the Chardon road bridge project is well underway. This week they were pouring the new pylons. The project is on schedule with a planned completion date of October 15. The paving projects on Dodds Hill and Glen Kyle were delayed due to the asphalt plant closure and the rain that we've been having. Assuming the weather cooperates, they plan to get underway next week.
- This week our engineers from Bowen presented the results of the feasibility study regarding the renovation and expansion of our police department as well as plans for a new Service garage. If we move forward with the police department renovation, the vast majority of the project will be done within the existing space. There is a lot of underutilized space due to the way in which expansions have been handled in the past. It has resulted in a very disjointed flow. The new layout enables patrol, detectives, and command staff to all be on the same floor together. It will also provide better space for training, storage, and other tactical areas. The tornadoes that came through in August tore about 2/3 of our service garage roof off and the remaining structure is in bad condition due to years of salt storage. The recommendation is to demolish the existing Service Garage and replace it with a new structure that would improve functionality, safety, and security. We will be scheduling a future meeting with Council to review the plans and discuss financing options.
- Tonight, I support passage of Ordinance 2025-32 accepting the bid from RMH Concrete & Foundation for the sidewalk project at the Shoppes of Willoughby Hills. I also support passage of Resolution 2025-009 as the first step in getting the renewal of the City's road levy on the November ballot. This renewal is not an increase to our residents taxes and any increase in property value from the triennial appraisal will have little to no impact since this levy has a maximum amount that it may collect regardless of property value. It's important that we renew this levy because it is grandfathered with a rollback. A new levy for the same amount would cost the residents about 35% more since rollbacks are no longer permitted.
- That ends my report, and I stand open for questions.
- **Councilman Jarmuszkiewicz:** The water main and the River Road closing, how is that going to affect traffic with Chardon Road closed? It was one of the main routes, correct?
- **Mayor Hallum:** Yes.

- **Councilman Jarmuszkiewicz:** How long will it be closed?
- **Mayor Hallum:** They are telling us the 20th and the 21st.
- **Councilman Jarmuszkiewicz:** Is there an alternate Route?
- **Mayor Hallum:** They will have detours up. It means you won't be able to go all the way to Chardon Road. We will have to continue and either go another way to get to the other side or continue on up further. This is South of Chardon so it will be by Rodger's Road and that area. They are already taking additional traffic. But there will be a detour posted. Thankfully, hopefully, it will be no more than those couple days.
- **Councilwoman Miller:** I also have a question on that about allowing residents access to that area. Would they have to come from the North or South on that?
- **Mayor Hallum:** I just got this information about a half hour ago. I don't have that information but I would be happy to share that with you.
- **Councilwoman Miller:** That would be very important for the residents of Hayes Drive.

LAW DIRECTOR'S REPORT

- **No report.**

FINANCE DIRECTOR'S REPORT (Audio: 10:46)

- **Finance Director Scott:** Financial statements are loaded on to the website. I closed down April yesterday, so I encourage you to look through those and see if you have any questions.
- The auditors have been here for the last 9 days. I am trying to get our 2023-2024 compilation complete and as much of the field work done as possible. Based on the conversation with the auditor, everything seems to be going well. We are waiting on the 2024 statement and the request from LGS and once that is done, (that has to be done by the end of this month) they are looking at the audit portrait to be done. Hopefully, this will be done by mid-July at the latest.
- I am open for questions, thank you.

CITY ENGINEER'S REPORT (Audio: 11:45)

- **City Engineer DiFranco:** I recommend waving the Three Reading Rule on passing Ordinance 2025-032 tonight. That is for the sidewalk project by the shops. We have had a lot of interest in bidding. We received 8 bids, and the lowest price was from RMH Concrete & Foundations, Inc. of Collins, Ohio. They would be ready to start in mid-June and would need about a month and a half to complete the project. We also have to complete the project by September per

the grant guidelines. Their bid was for approximately \$149,000 which was well below our estimate of \$212,000. I also request a motion authorizing bidding for the Fire Station Sprinkler project. There currently are no sprinklers in the Fire Station. The Fire Department was awarded the \$100,000 grant from FEMA for this project and had budgeted another hundred thousand for a total of \$200,000. Due to the bidding climate being volatile right now, we are hoping that will cover everything. That concludes my report, and I am open to questions.

- **BOARDS & COMMISSIONS REPORTS / COMMITTEE REPORTS (Audio: 13:25)**

PC-ABR reported by Council Vice President Taylor Draper

- **Council Vice President Taylor Draper:** The group met last Thursday, May 1. During the Architectural Board portion of the meeting, we approved new signage at 27940 Chardon Road, that is the former Tony's Pizza. It is now called the Pizza-Booyah. They have a location on Mayfield Road and they will be having another location in Willoughby Hills.
- Second, we approved signage for the Onyx Gym. That is at 27845 Chardon Road. As everyone knows, that is the former Milestone Athletic Club that is now under new ownership. We are very excited about that.
- Last was an in-ground pool and patio addition at 2385 River's Edge Drive.
- There was no business for the planning portion of the meeting and I stand open for questions.

Beautification Committee reported by Council Vice President Taylor Draper

No report.

Recreation Commission reported by Councilman Jarmuskiewicz

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: 14:50)

- **No unfinished business.**

LEGISLATION: (Audio: 14:50)

ORDINANCE 2025-032-FIRST READING

AN ORDINANCE ACCEPTING THE BID OF RMH CONCRETE & FOUNDATIONS, INC. OF 4433 WEST COLLINS ROAD, COLLINS, OHIO 44826-9731, FOR THE CDBG CHARDON ROAD WEST SIDEWALKS PROJECT, AND DECLARING AN EMERGENCY

- **Motion** made by **Council Vice President Taylor Draper** seconded by **Councilwoman Miller** to wave the Three Reading Rule on Ordinance 2025-032.

Discussion on the Motion:

- **Council Vice President Taylor Draper:** RMH Concrete and Foundations has satisfied all of the Engineer's requirements. They came in under bid and they are agreeing to do the work in a month and a half. We are looking forward to that project getting started and getting completed.

Roll Call: **AYES:** Jarmuszkiewicz, Kline, Knecht, Miller, Sivo, Taylor Draper
 NAYS:
 ABSTAIN: Belich
 Vote: 6/0/1

The Three Reading Rule has been waved on Ordinance 2025-032.

- **Motion** made by **Council Vice President Taylor Draper** seconded by **Councilwoman Miller** to adopt Ordinance 2025-032.

Discussion on the Motion:

- **No discussion.**

Roll Call: **AYES:** Jarmuszkiewicz, Kline, Knecht, Miller, Sivo, Taylor Draper
 NAYS:
 ABSTAIN: Belich
 Vote: 6/0/1

- Ordinance 2025-032 has been adopted.

ORDINANCE 2025-033-AMENDED-FIRST READING

AN ORDINANCE AMENDING PART ONE – ADMINISTRATIVE CODE – TITLE FIVE – ADMINISTRATIVE CODE OF THE CODIFIED ORDINANCES OF THE CITY OF WILLOUGHBY HILLS WITH AMENDMENTS TO CHAPTER 165 RELATED TO THE WILLOUGHBY HILLS SENIOR CENTER AND THE ROLE OF WILLOUGHBY HILLS SENIORS, INC. AS WILLOUGHBY HILLS SENIOR CENTER FACILITATOR, AND DECLARING AN EMERGENCY.

- Ordinance 2025-033-Amended remains on First Reading.

RESOLUTION 2025-009-AMENDED-FIRST READING

A RESOLUTION DECLARING IT NECESSARY TO RENEW THE CITY'S EXISTING 2.5-MILL TAX LEVY IN EXCESS OF THE TEN- (10) MILL LIMITATION FOR THE PURPOSE OF

GENERAL CONSTRUCTION, RECONSTRUCTION, RESURFACING, REPAIR OF STREETS, ROADS, BRIDGES, THE REPLACEMENT AND REPAIR OF NECESSARY ROAD EQUIPMENT AND MACHINERY INCLUDING BUT NOT LIMITED TO MATERIALS, LABOR AND FACILITIES IN THE CITY; AND REQUESTING THE LAKE COUNTY AUDITOR TO CERTIFY THE TOTAL CURRENT TAX VALUATION OF THE CITY AND THE DOLLAR AMOUNT OF REVENUE THAT WOULD BE GENERATED BY THE RENEWAL LEVY, AND DECLARING AN EMERGENCY.

- **Motion** made by **Councilwoman Miller**, seconded by **Councilman Knecht** to wave the Three Reading Rule on Resolution 2025-009-Amended.

Discussion on the Motion:

- **No discussion.**

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

- The Three Reading Rule for Resolution 2025-009 has been waived.

Motion made by **Councilwoman Miller**, seconded by **Councilman Knecht** to adopt Resolution 2025-009-Amended.

Discussion on the Motion:

- **No discussion.**

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

- Resolution 2025-009-Amended has been adopted.

NEW BUSINESS (Audio 19:55)

- **Motion** made by **Councilman Jarmuszkiewicz**, seconded by **Councilwoman Belich**, to authorize bidding for the Fire Station Sprinkler project.

Discussion on the Motion:

- **No discussion.**

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

- **Motion** authorizing bidding for the Fire Station Sprinkler project has passed.

Mayor Hallum: Some of you may or may not be aware. I think I have spoken about the virtual

cycling program that was cancelled through the Health Department due to the budget this year. I did reach out to the Health Department Director Graham as well as Commissioners Regovich and Beverage. The equipment is now sitting over there in the Community Center. We have obtained that, so we are trying to figure out how we want to roll that out. My hopes are that we can perhaps make this one of many great bridging programs that will bridge between our families that have kids and our seniors and do some different levels of force such as beginner, intermediate, and advanced. I understand there is even included in the program, on Sundays, the ability to race in groups around the world. We could do some kind of event like that, as well, with the bikes. We are working through that and trying to figure out how we can roll this out. I think we want to get this moving fairly soon. We need to figure out how we are going to handle paying instructors and what we might charge for the program.

PUBLIC PORTION #2 (Audio: 22:15)

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

Public Portion #2 opened at 7:22 p.m.

No one spoke.

Public Portion #2 closed at 7:22 p.m.

FOR THE GOOD OF THE ORDER/FOR THE GOOD OF THE COMMUNITY (Audio: 22:40)

- **Council Vice President Taylor Draper:** I would like to wish all the mothers on this dais Happy Mother's Day. All the mothers and grandmothers in the audience and listening and watching this meeting tonight, Happy Mother's Day. You guys are the heart of every family, and we love our moms and love our grandmothers.
- I would like to wish all of the current and retired nurses in our City Happy Nurse's week. For all of those who work at UH and the Clinic, you guys are the first to enter the room and last to leave the room. I honor those nurses and am very proud to work with them as well. Thank you.
- **Councilwoman Miller:** I was able to spend some time in the newly finished Senior Room, and I had a lot of positive conversations about the whole look of it and how it looks more inviting. I can't wait to see more activities down there.
- **Council President Kline:** I want to wish Finance Director Bruce Scott a happy belated birthday.

ADJOURNMENT (Audio: 24:50)

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

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

The meeting was adjourned at 7:25 p.m.

APPROVED: May 22, 2025
Date


Michael Kline
President of Council

ATTEST: Ni Ai
Nicholas Aiello
Clerk of Council