



City of Willowick
CITY COUNCIL REGULAR MEETING

Tuesday, September 16, 2025 at 6:30 PM
City Council Chambers

ADA NOTICE

In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting should notify the City of Willowick at 440-585-3700 at least three working days before the meeting.

AGENDA

CALL MEETING TO ORDER

PLEDGE ALLEGIANCE

INVOCATION

ROLL CALL OF COUNCIL

APPROVAL OF MINUTES

1. Motion to approve the Minutes from the Regular Council Meeting of September 2, 2025.

APPOINTMENTS, SPECIAL RESOLUTIONS & PROCLAMATIONS

ADMINISTRATIVE APPEALS

2. ADMINISTRATIVE APPEAL ORDER NO. 2025-29 (ALLEN):

AN ORDER GRANTING A VARIANCE AND EXCEPTION OF 1,150 SQ. FT. TO ALLOW A DWELLING TO BE BUILT ON A LOT THAT IS 6,350 SQ. FT. IN THE APPLICATION OF SECTION 1163.03(a) OF THE CODIFIED ORDINANCES IN BOARD OF ZONING APPEALS.

3. ADMINISTRATIVE APPEAL ORDER NO. 2025-30 (ROOSZ):

AN ORDER GRANTING A VARIANCE AND EXCEPTION TO ALLOW AN NEW DRIVEWAY TO BE INSTALLED IN THE FRONT YARD FOR PARKING A MOTOR VEHICLE IN THE APPLICATION OF SECTION 1163.105(a) OF THE CODIFIED ORDINANCES IN BOARD OF ZONING APPEALS

4. ADMINISTRATIVE APPEAL ORDER NO. 2025-31 (LN4B HOLDINGS LLC):

AN ORDER GRANTING A VARIANCE AND EXCEPTION TO ALLOW A 4' HIGH FENCE ON THE LEFT PROPERTY LINE TO EXTEND 39' 6" FROM THE REAR HOUSE LINE IN THE APPLICATION OF SECTION 1165.07(b) OF THE CODIFIED ORDINANCES IN BOARD OF ZONING APPEALS

REPORTS & COMMUNICATIONS FROM THE MAYOR/SAFETY DIRECTOR

COUNCIL DISCUSSION OF THE MAYOR'S REPORT

GENERAL COMMUNICATIONS & REPORTS – Directors & Officials

Service Director – Todd Shannon

Recreation Director – Julie Kless

City Engineer – Tim McLaughlin

Finance Director – Goran Vrhovac

Law Director – Mandy Gwartz

Police Chief – Rob Daubenmire

Fire Chief – Bill Malovrh

Chief Housing/Zoning Inspector – Sean Brennan

WARD MATTERS**PUBLIC PARTICIPATION**

a) Public statement (1 minute maximum)

b) Council response to the public

c) Public clarification (30 seconds to 1 minute for the purpose of restating or rearticulating an original question, concern, suggestion or idea)

REPORTS OF STANDING COMMITTEES

Finance – Bisbee, Mohorcic, Antosh

Safety – Phares, Malta, McFarland

Service, Utilities & Public Lands – Malta, Phares, McFarland

Streets, Sidewalks & Sewers – Mohorcic, Bisbee, Malta

Tax Compliance – McFarland, Antosh, Phares

Moral Claims – Antosh, Phares, Koudela

Budget – Mohorcic, Koudela, Bisbee

LIAISON REPORTS

Planning – Phares/Alternate Antosh

Board of Zoning Appeals – McFarland/Alternate Koudela

Volunteer Fire Fighters' Dependents Fund Board – Antosh, Phares

Recreation Board – Bisbee/Alternate Phares

Plan Review Board – Antosh

FUND TRANSFERS & BID AUTHORIZATIONS**CONTRACT APPROVALS**

5. Motion authorizing the Mayor to enter into a contact with United Survey, Inc for the base bid and alternate for the Forestgrove Sewer Improvements Phase I in the amount of \$1,038,315.00.

INTRODUCTION & CONSIDERATION OF LEGISLATION

6. ORDINANCE NO. 2025-39:

AN ORDINANCE DIRECTING THE DIRECTOR OF FINANCE TO CERTIFY DELINQUENT ACCOUNTS TO THE LAKE COUNTY AUDITOR AND LAKE COUNTY TREASURER FOR COLLECTION AS PROPERTY TAX AND DECLARING AN EMERGENCY.

7. ORDINANCE NO. 2025- 40:

AN ORDINANCE AMENDING ORDINANCE 2025- TO PROVIDE FOR ADDITIONAL APPROPRIATIONS FROM THE GENERAL FUND (101); POLICE & FIRE CAP. LEVY FUND (207); FOR CURRENT EXPENSES AND OTHER EXPENDITURES OF THE CITY OF WILLOWICK, STATE OF OHIO, DURING THE CALENDAR YEAR ENDING DECEMBER 31, 2025, AND DECLARING AN EMERGENCY.

8. ORDINANCE NO. 2025-41:

AN ORDINANCE AMENDING ORDINANCE NO. 2025-8 THE COMPENSATION OF THE DIRECTOR OF LAW OF THE CITY, REPEALING CERTAIN ORDINANCES, AND DECLARING AN EMERGENCY.

9. RESOLUTION NO. 2025-57:

A RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUTY AUDITOR, AND DECLARING AN EMERGENCY.

MISCELLANEOUS

10. A motion authorizing Verdantas to readvertise, rebid, and open bids for the 2025 Lateral Program.
11. Motion authorizing Verdantas to prepare specifications, details, plans and bid documents, advertise and obtain bids, and perform construction administration and inspection services for the 2026 Road Improvement for a fee of \$85,000 in accordance with the Agreement for engineering services.
12. Motion authorizing an expenditure in the amount of \$23,608.00 for the renewal of First Due for software for the Fire Department.
13. Motion authorizing an expenditure in the amount of \$13,150.00 to Fire Force for the purchase of Self Contained Breathing Apparatus Equipment for the Fire Department.
14. Motion authorizing a liquor permit to EL HADDAD DBA 305 QUICK STOP, 1205 E. 305TH ST., Willowick, Ohio 44095.

PUBLIC PARTICIPATION

- a) Public statement (1 minute maximum)*
- b) Council response to the public*
- c) Public clarification (30 seconds to 1 minute for the purpose of restating or rearticulating an original question, concern, suggestion or idea)*

ADJOURNMENT