



City of Willowick
CITY COUNCIL REGULAR MEETING

Tuesday, May 20, 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 April 15, 2025.

APPOINTMENTS, SPECIAL RESOLUTIONS & PROCLAMATIONS

2. A Proclamation recognizing Service Department employees Joe Carroscia, Ryan Carter, Mitch Czaplicki, Tyler Dodd, Rick Ice and Russell Tenerove for their brave actions at the house fire on May 14, 2025.

ADMINISTRATIVE APPEALS

3. ADMINISTRATIVE APPEAL ORDER NO. 2025-8 (RODGERS):

AN ORDER GRANTING A VARIANCE AND EXCEPTION TO ENCLOSE THE FRONT YARD WITH AN ORNAMENTAL FENCE THAT IS 4" IN HEIGHT IN THE APPLICATION OF SECTION 1165.07(a) OF THE CODIFIED ORDINANCES IN BOARD OF ZONING APPEALS

4. ADMINISTRATIVE APPEAL ORDER NO. 2025-9 (RODGERS):

AN ORDER GRANTING A VARIANCE AND EXCEPTION TO ALLOW AN ORNAMENTAL FENCE TO EXTEND 27' FROM THE FRONT LINE OF THE BUILDING IN THE APPLICATION OF SECTION 1165.07(a) OF THE CODIFIED ORDINANCES IN BOARD OF ZONING APPEALS

5. ADMINISTRATIVE APPEAL ORDER NO. 2025-10 (RODGERS):

AN ORDER GRANTING A VARIANCE AND EXCEPTION TO ALLOW AN ORNAMENTAL FENCE TO BE PLACED 39' IN LENGTH AND WIDTH IN THE FRONT

LAWN AREA IN THE APPLICATION OF SECTION 1165.07(a) OF THE CODIFIED ORDINANCES IN BOARD OF ZONING APPEALS

6. ADMINISTRATIVE APPEAL ORDER NO. 2025-11 (RODGERS):

AN ORDER GRANTING A VARIANCE AND EXCEPTION TO ALLOW AN ORNAMENTAL FENCE TO BE 2' FROM THE PUBLIC SIDEWALK IN THE APPLICATION OF SECTION 1165.07(d) OF THE CODIFIED ORDINANCES IN BOARD OF ZONING APPEALS

7. ADMINISTRATIVE APPEAL ORDER NO. 2025-12 (SKRJANC):

AN ORDER GRANTING A VARIANCE AND EXCEPTION OF 102 SQ. FT. FOR AN OVERSIZED PAVILION IN THE APPLICATION OF SECTION 1171.02(c) OF THE CODIFIED ORDINANCES IN BOARD OF ZONING APPEALS

8. ADMINISTRATIVE APPEAL ORDER NO. 2025-13 (SKRJANC):

AN ORDER GRANTING A VARIANCE AND EXCEPTION OF 4' HEIGHT FOR A PAVILION IN THE APPLICATION OF SECTION 1171.02(c) OF THE CODIFIED ORDINANCES IN BOARD OF ZONING APPEALS

9. ADMINISTRATIVE APPEAL ORDER NO. 2025-14 (SKRJANC):

AN ORDER GRANTING A VARIANCE AND EXCEPTION TO ALLOW A PAVILION TO BE CONSTRUCTED 3' FROM THE HOUSE IN THE APPLICATION OF SECTION 1171.02(e) OF THE CODIFIED ORDINANCES IN BOARD OF ZONING APPEALS

10. ADMINISTRATIVE APPEAL ORDER NO. 2025-15 (LIFETIME VALUE):

AN ORDER GRANTING A VARIANCE AND EXCEPTION TO ALLOW THE TOP METAL SECTION OF THE BUILDING TO BE PAINTED USING THE COLOR NATIONAL ANTHEM BLUE IN THE APPLICATION OF SECTION 1145.11(b)(1)(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 – Cheryl Benedict

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** – Koudela, Antosh, McFarland
- 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****INTRODUCTION & CONSIDERATION OF LEGISLATION**

11. ORDINANCE NO. 2025- 19

AN ORDINANCE ENACTING CHAPTER 786 OF THE CODIFIED ORDINANCES TITLED "MARIJUANA DISPENSARIES."

Item was on First Reading 4/1/25, Second Reading 4/15, Item is on Third Reading.

12. ORDINANCE NO. 2025- 20

AN ORDINANCE AMENDING CHAPTER 1145 OF THE CODIFIED ORDINANCES OF THE CITY OF WILLOWICK, OHIO, TITLED "RETAIL DISTRICT;" SPECIFICALLY, AMENDING SECTION 1145.03, TITLED "USES."

Item was on First Reading 4/1/25, Second Reading 4/15, Item is on Third Reading.

13. ORDINANCE NO. 2025- 22:

AN ORDINANCE AUTHORIZING THE MAYOR OF WILLOWICK, OHIO TO ENTER INTO AN AGREEMENT WITH MEDICAL MUTUAL INSURANCE TO PROVIDE A

COMPREHENSIVE HEALTHCARE INSURANCE PLAN FOR CERTAIN EMPLOYEES OF THE CITY; AND DECLARING AN EMERGENCY.

14. ORDINANCE NO. 2025- 23:

AN ORDINANCE AMENDING SECTION 141.09 OF THE CODIFIED ORDINANCES OF THE CITY OF WILLOWICK, "FULL-TIME CAPTAIN" AND DECLARING AN EMERGENCY.

15. RESOLUTION NO. 2025 - 24:

A RESOLUTION DECLARING IT NECESSARY TO RENEW AN EXISTING ONE MILL TAX LEVY FOR THE PURPOSE OF CONSTRUCTING, RECONSTRUCTING AND OTHERWISE IMPROVING SANITARY AND STORM SEWER LATERALS AND REQUESTING THE COUNTY AUDITOR TO CERTIFY THE TOTAL CURRENT TAX VALUATION OF THE CITY AND THE DOLLAR AMOUNT OF REVENUE THAT WOULD BE GENERATED BY THAT RENEWAL LEVY, AND DECLARING AN EMERGENCY.

16. RESOLUTION NO. 2025 - 25:

A RESOLUTION DECLARING IT NECESSARY TO RENEW AN EXISTING ONE AND FIVE TENTHS MILL TAX LEVY FOR THE PURPOSE OF PROVIDING FUNDS TO PURCHASE EQUIPMENT AND CAPITAL IMPROVEMENTS FOR THE SAFETY FORCES OF THE CITY AND REQUESTING THE COUNTY AUDITOR TO CERTIFY THE TOTAL CURRENT TAX VALUATION OF THE CITY AND THE DOLLAR AMOUNT OF REVENUE THAT WOULD BE GENERATED BY THAT RENEWAL LEVY AND DECLARING AN EMERGENCY.

17. RESOLUTION NO. 2025 – 26:

A RESOLUTION TO APPROVE AUTHORIZATIONS (THEN AND NOW CERTIFICATE) TO LAKE COUNTY ENGINEER'S OFFICE IN THE AMOUNT OF \$11,862.52 FOR THE CITY OF WILLOWICK, AND DECLARING AN EMERGENCY

18. RESOLUTION NO. 2025 – 27:

A RESOLUTION TO APPROVE AUTHORIZATIONS (THEN AND NOW CERTIFICATE) TO THE OHIO PUBLIC WORKS COMMISSION IN THE AMOUNT OF \$36,223.48 FOR THE CITY OF WILLOWICK, AND DECLARING AN EMERGENCY

19. RESOLUTION NO. 2025 - 28:

A RESOLUTION AUTHORIZING THE FINANCE DIRECTOR OF THE CITY TO TEMPORARILY ADVANCE FUNDS FROM THE GENERAL FUND (101) TO THE NORTHEAST OHIO PUBLIC ENERGY COUNCIL ("NOPEC") ENERGIZED COMMUNITY GRANT FUND (227), AND DECLARING AN EMERGENCY.

20. ORDINANCE NO. 2025-24:

AN ORDINANCE AMENDING ORDINANCE 2025-13 TO PROVIDE FOR ADDITIONAL APPROPRIATIONS FROM THE GENERAL FUND (101); STREET CONSTRUCTION

MAINTENANCE & REPAIR FUND (202); POLICE & FIRE CAPITAL IMPROVEMENT LEVY FUND (207); SEWER LATERAL REPAIR FUND (211); 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.

21. ORDINANCE NO. 2025- 25 (Amended):

AN ORDINANCE AMENDING ORDINANCE 2025-3 AND PROVIDING FOR THE COMPENSATION OF SEASONAL AND PART-TIME EMPLOYEES OF THE CITY OF WILLOWICK RECREATION DEPARTMENT FOR YEAR 2025, AND DECLARING AN EMERGENCY.

MISCELLANEOUS

22. Motion authorizing an expenditure to Arbia Bitner in the amount of \$30,800.00 for the release of escrowed insurance proceeds related to the fire at 262 East 324th Street.
23. Motion to Declare a Kubota Skid Steer Loader with City Tag No. 2187, Serial No. KBCZ131CKL3C52957 as Surplus, Unneeded, Unfit for Public Use and Authorizing its Trade-in.
24. Motion authorizing Verdantas to prepare specifications, details, plans and bid documents, advertise and obtain bids, and perform construction administration and observation services for the 2025 Lateral Program a fee of \$ 32,100 in accordance with the Agreement for engineering services.
25. Motion authorizing Change Order #1 to United Survey for the extension of contract completion date for the E. 305th Sewer Improvements Project.
26. Motion authorizing the Mayor to enter into an agreement with Active Networking in the amount of \$20,125.00 for a block of 175 hours of IT maintenance and support.
27. Motion approving the new business of Telecom Acquisition Corp / Classic Store - Located at 32702 Vine Street.
28. Motion declaring the items listed in "Exhibit A" as Surplus, Obsolete, Unneeded and Unfit for Public Use and Authorizing their Disposal.
29. Motion authorizing the city's re-enrollment in the Ohio Bureau of Workers' Compensation Group-Retrospective-Rating Program through the Ohio Association of Public Treasurer's for the policy year beginning January 1, 2026.
30. Motion authorizing the temporary retroactive appointment of Gretchen Kless as the City Senior Center Coordinator for a term from April 23, 2025 and to May 1, 2025. The temporary appointment is not to exceed forty (40) hours per week. The City shall pay Gretchen Kless while she is temporary Senior Center Coordinator at a rate of \$22.00 an hour.
31. Motion Authorizing the Mayor and Keith Lawrence to complete and authorize pre-award applications and conditions for a grant from the Ohio Office of Criminal Justice Services regarding video products and professional services of Flock Security.

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