



**City of Willowick**  
**CITY COUNCIL REGULAR MEETING**

Tuesday, September 19, 2023 at 7:30 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**

1. The Sixteenth Meeting of Council

**PLEDGE ALLEGIANCE**

**INVOCATION**

**ROLL CALL OF COUNCIL**

**APPROVAL OF MINUTES**

2. Motion to Approve the Minutes of the September 5, 2023, Regular Council Meeting

**APPOINTMENTS, SPECIAL RESOLUTIONS & PROCLAMATIONS**

**ADMINISTRATIVE 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** – Stephanie Landgraf

**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, Loncala

**Safety** – Phares, Malta, Bisbee

**Service, Utilities & Public Lands** – Malta, Phares, Loncala

**Streets, Sidewalks & Sewers** – Malta, Antosh, Mohorcic

**Tax Compliance** – Koudela, Antosh, Loncala

**Moral Claims** – Antosh, Phares, Koudela

**Budget** – Mohorcic, Bisbee, Koudela

## **LIAISON REPORTS**

**Planning** – Phares/Alternate Antosh

**Board of Zoning Appeals** – Loncala/Alternate Koudela

**Volunteer Fire Fighters' Dependents Fund Board** – Antosh, Phares

**Recreation Board** – Bisbee/Alternate Phares

**Plan Review Board** – Antosh

**Hearts & Hammers** – Malta

## **FUND TRANSFERS & BID AUTHORIZATIONS**

## **CONTRACT APPROVALS**

## **INTRODUCTION & CONSIDERATION OF LEGISLATION**

### 3. Resolution No. 2023-40

A Resolution to Approve Authorizations (Then and Now Certificate) to Streetwise in the amount of \$3,252.00 for the City of Willowick, and Declaring an Emergency

### 4. Resolution No. 2023-41

A Resolution Accepting the Rates as Determined by the Budget Commission and Authorizing the Necessary Tax Levies and Certifying Them to the County Auditor and Declaring an Emergency

### 5. Resolution No. 2023-42

A Resolution Authorizing the Mayor of the City of Willowick to Enter into a Contract with Huntington National Bank, or a Related Subsidiary, for Five (5) Years in the Principal Amount of One Hundred Four Thousand, Four Hundred Forty-One Dollars (\$104,441.00) at an Interest Rate Not to Exceed 5.18% for the Purpose of Financing the Purchase of Two Chevrolet Tahoe 4x4 Automobiles, and Necessary Accessories, and Declaring an Emergency

6. Ordinance No. 2023-42

An Ordinance Amending Ordinance 2023-5 to Provide for Additional Appropriations from the General Fund (101); Sewer Revenue Fund (205); Police & Fire Capital Improvement Levy Fund (207); Street Improvement Levy Fund (213); Senior Citizen Fund (220); E. 327th Street Sewer Improvement Phase 2 Fund (431); for Current Expenses and Other Expenditures of the City of Willowick, State of Ohio, During the Calendar Year Ending December 31, 2023, and Declaring an Emergency

7. Ordinance No. 2023-43

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

**MISCELLANEOUS**

8. Motion to Declare a 2006 Jeep Commander-VIN 1J8HG48K06C231783 as Surplus, Obsolete, Unneeded and Unfit for Public Use and Authorizing its Disposal.

**PUBLIC PARTICIPATION****ADJOURNMENT**

## RESOLUTION NO. 2023 – 40

## A RESOLUTION TO APPROVE AUTHORIZATIONS (THEN AND NOW CERTIFICATE) TO STREETWISE IN THE AMOUNT OF \$3,252.00 FOR THE CITY OF WILLOWICK, AND DECLARING AN EMERGENCY

**WHEREAS**, Ohio Revised Code 5705.41(D)(1) provides that if prior certification of funds by the Fiscal Officer was not obtained before the contract or order involving the expenditure of money was made, then the Fiscal Officer may instead certify; and

**WHEREAS**, that there was at the time of the making of such contract or order and at the time of the execution of such certificate, a sufficient sum appropriated for the purpose of such contract and in the treasury or in process of collection to the credit of an appropriate fund, free from any previous encumbrances; and

**WHEREAS**, the Fiscal Officer is accordingly certifying that there were appropriations available and funds in the treasury or in the process of collection at the time the contract or order was made (then), and there are still sufficient appropriations and funds in the treasury or in the process of collection at the time the certificate is being issued (now); and

**WHEREAS**, the amount of the certificate exceeds \$3,000.00.

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the City of Willowick, County of Lake, and State of Ohio that:

**Section 1.** It is hereby certified that both at the time of the making of the attached contract(s) or order(s) and at the date of execution of this certificate, the amount of funds required to pay this contract(s) or order(s) has been appropriated for the purpose of this contract or order, attached hereto, and is in the treasurer or in the process of collection to the credit of the fund free from any previous encumbrances.

**Section 2.** It is found and determined that all formal actions of this Council concerning and relating to the passage of this Resolution were conducted in an open meeting of this Council and that all deliberations of this Council and any of its committees that resulted in such actions were conducted in meetings open to the public in compliance with all legal requirements including Chapter 123 of the Codified Ordinances of the City of Willowick.

**Section 3.** This Resolution constitutes an emergency measure in that the same provides for the immediate preservation of the public peace, health, safety and welfare of the inhabitants of the City of Willowick; and so that the certificate meets the timeliness requirement of the Ohio State Auditor; wherefore, this Resolution shall be in full force and take effect immediately upon its passage by Council and approval by the Mayor.

PASSED: \_\_\_\_\_, 2023

\_\_\_\_\_  
Monica Koudela, Council President

**SUBMITTED** to the Mayor for his approval  
on \_\_\_\_\_, 2023

**APPROVED** by the Mayor on  
\_\_\_\_\_, 2023

**ATTEST:**

\_\_\_\_\_  
Christine Morgan, Clerk of Council

\_\_\_\_\_  
Michael J. Vanni, Mayor

Hangar 14 Solutions, LLC  
PO Box 280  
Terrell, NC 28682



# INVOICE

**BILL TO**

Willowick Fire Department  
30435 Lakeshore Blvd  
Willowick, OH 44095

**INVOICE #** 5024  
**DATE** 08/31/2023  
**DUE DATE** 09/30/2023  
**TERMS** Net 30

**P.O. NUMBER**  
RG049468

DATE	DESCRIPTION	QTY	RATE	AMOUNT
<b>CadLinkMDT-A</b>	Annual subscription fee for StreetWise CADlink MDT/tablet software. This is a recurring charge.	9	180.00	1,620.00
<b>Resp-A</b>	Annual subscription fee for StreetWise Responder smartphone software. This is a recurring charge.	53	24.00	1,272.00
<b>SmtBd-A</b>	Annual station subscription fee for StreetWise SmartBoard station monitor software. This is a recurring charge for each station using the service.	1	360.00	360.00

BALANCE DUE

**\$3,252.00**

**RESOLUTION NO. 2023 - 41**

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

**WHEREAS**, this Council in accordance with the provisions of law, has previously adopted a Tax Budget for the next succeeding fiscal year commencing January 1, 2024; and

**WHEREAS**, the Budget Commission of Lake County, Ohio, has certified its action thereon to this Council together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Council, and what part thereof is without, and what part within the ten mill tax limitations.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF WILLOWICK, LAKE COUNTY, OHIO:**

**SECTION 1.** That the rates as determined by the Budget Commission in its certification be and the same are hereby accepted.

**SECTION 2.** That there be and is hereby levied on the tax duplicate of said City the rate of each tax necessary to be levied within and without the ten mill limitations as follows for the City of Willowick.

	<b>County Auditor's Estimate of Tax Rate to be Levied</b>	
	<b><u>Inside 10 Mill Limit</u></b>	<b><u>Outside 10 Mill Limit</u></b>
General Fund	2.55	7.50
Bond Retirement Fund	.15	
Street Lighting Fund		.75
Fire Emergency Rescue Fund		2.50
Safety Improvement Levy		1.50
Recreation Fund		.50
Street Improvement Levy		3.00
Police Pension	.30	
Sanitary & Storm Sewer	—	<u>1.00</u>
	3.00	16.75

**SECTION 3.** That the clerk of this Council be and she hereby is instructed to Certify a copy of this Resolution to the County Auditor of said County.

**PASSED:** \_\_\_\_\_, 2023

**Submitted to the Mayor for his approval on \_\_\_\_\_, 2023**

**ATTEST:**

\_\_\_\_\_  
**Clerk of Council**

\_\_\_\_\_  
**President of Council**

**Approved by the Mayor on \_\_\_\_\_, 2023**

\_\_\_\_\_  
**Mayor**



**RESOLUTION NO. 2023-42**

**A RESOLUTION AUTHORIZING THE MAYOR OF THE CITY OF WILLOWICK TO ENTER INTO A CONTRACT WITH HUNTINGTON NATIONAL BANK, OR A RELATED SUBSIDIARY, FOR FIVE (5) YEARS IN THE PRINCIPAL AMOUNT OF ONE HUNDRED FOUR THOUSAND, FOUR HUNDRED FORTY-ONE DOLLARS (\$104,441.00) AT AN INTEREST RATE NOT TO EXCEED 5.18% FOR THE PURPOSE OF FINANCING THE PURCHASE OF TWO CHEVROLET TAHOE 4X4 AUTMOTOBILES, AND NECESSARY ACCESSORIES, AND DECLARING AN EMERGENCY.**

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF WILLOWICK, COUNTY OF LAKE, AND STATE OF OHIO:**

**Section 1.** That the Mayor of the City of Willowick is hereby authorized to enter into the written Contract with Huntington National Bank, or a related subsidiary, in the principal amount of One Hundred Four Thousand, Four Hundred Forty-One Dollars (\$104,441.00) for a term of five (5) years at an interest rate not to exceed 5.18% for the purpose of financing the purchase of a two (2) Chevrolet Tahoe 4x4 automobiles and Necessary Accessories, and to execute any and all documentation necessary to formalize the validity and implementation of that Contract, with an anticipated closing date of on or before September 30, 2023.

**Section 2.** It is found and determined that all formal actions of this Council concerning and relating to the passage of this Resolution were conducted in an open meeting of this Council and that all deliberations of this Council and any of its committees that resulted in such actions were conducted in meetings open to the public in compliance with all legal requirements including Chapter 123 of the Codified Ordinances of the City of Willowick.

**Section 3.** This Resolution constitutes an emergency measure in that the same provides for the immediate preservation of the public peace, health, safety and welfare of the inhabitants of the City of Willowick and further providers for the immediate securing of suitable financing terms for the purchase of a safety vehicle in the Police Department; wherefore, this Resolution shall be in full force and take effect immediately upon its passage by Council and approval by the Mayor.

Adopted by Council: \_\_\_\_\_, 2023

\_\_\_\_\_  
Monica Koudela, Council President

Submitted to the Mayor: \_\_\_\_\_, 2023

\_\_\_\_\_  
Michael J. Vanni, Mayor

Approved by the Mayor: \_\_\_\_\_, 2023

ATTEST: \_\_\_\_\_  
Christine Morgan, Clerk of Council

ORDINANCE NO. 2023 - 42

AN ORDINANCE AMENDING ORDINANCE 2023 - 5 TO PROVIDE FOR ADDITIONAL APPROPRIATIONS FROM THE GENERAL FUND (101); SEWER REVENUE FUND (205); POLICE & FIRE CAPITAL IMPROVEMENT LEVY FUND (207); STREET IMPROVEMENT LEVY FUND (213); SENIOR CITIZENS FUND (220); E. 327TH ST. SEWER IMPROVEMENT PHASE 2 FUND (431); FOR CURRENT EXPENSES AND OTHER EXPENDITURES OF THE CITY OF WILLOWICK, STATE OF OHIO, DURING THE CALENDAR YEAR ENDING DECEMBER 31, 2023, AND DECLARING AN EMERGENCY.

**SECTION 1.** Be it ordained by the Council of the City of Willowick, State of Ohio, that to provide for the current expenses and other expenditures of said City of Willowick during the calendar year ending December 31, 2023, that the following sums be and they are hereby set aside and appropriated as follows:

**SECTION 2.** That there be appropriated from the General Fund:

**GENERAL FUND**

**Security of Persons & Property**

**Safety Communications Dept.**

**Personal Services**

Wages - Clerk Dispatchers	101.100.5136	(3,000.00)
Wages - Overtime	101.100.5199	6,000.00
<b>Total Salaries &amp; Wages</b>		<b>3,000.00</b>
<b>Total Safety Communications Dept.</b>		<b>3,000.00</b>

**Recreation Programs (including Camp)**

**Other**

Insurance	101.303.5330	500.00
<b>Total Other Expense</b>		<b>500.00</b>
<b>Total Recreation</b>		<b>500.00</b>

**Garbage & Refuse Collection**

**Other**

Yardwaste Disposal	101.501.5362	2,200.00
<b>Total Other Expense</b>		<b>2,200.00</b>
<b>Total Refuse Collection</b>		<b>2,200.00</b>

**Legal Administration**

**Other**

Legal Advertising	101.703.5310	3,000.00
<b>Total Other Expense</b>		<b>3,000.00</b>
<b>Total Legal Department</b>		<b>3,000.00</b>

**Civil Service Commission**

**Other**

Civil Service Operations	101.707.5317	3,500.00
<b>Total Other Expense</b>		<b>3,500.00</b>
<b>Total Civil Service Commission Operations</b>		<b>3,500.00</b>

**TOTAL GENERAL FUND: 12,200.00**

**SECTION 3.** That there be appropriated from the Sewer Disposal Water Pollution Control Fund (Sewer Revenue):

**SEWER REVENUE FUND**

Wickliffe Sewer Charges	205.503.5323	7,500.00
<b>Total Other Expense</b>		<b>7,500.00</b>
<b>TOTAL SEWER REVENUE FUND</b>		<b>7,500.00</b>

**SECTION 4.** That there be appropriated from the Police & Fire Capital Improvement Levy Fund:

**POLICE & FIRE CAPITAL IMPROVEMENT FUND**

**Other**

Capital Improvements - Police	207.101.5610	17,900.00
<b>Total Other Expense</b>		<b>17,900.00</b>
<b>TOTAL POLICE &amp; FIRE CAPITAL FUND</b>		<b>17,900.00</b>

**SECTION 5.** That there be appropriated from the Street Improvement Levy Fund:

**STREET IMPROVEMENT LEVY FUND**

**Other**

Engineering Fees	213.601.5360	11,000.00
Miscellaneous Expenses	213.601.5568	2,500.00
<b>Total Other Expense</b>		<b>13,500.00</b>
<b>TOTAL STREET IMPROVEMENT LEVY FUND</b>		<b>13,500.00</b>

**SECTION 6.** That there be appropriated from the Senior Citizens Center Fund:

**SENIOR CITIZENS CENTER FUND**

**Other**

Office Supplies	220.304.5521	3,000.00
<b>Total Other Expense</b>		<b>3,000.00</b>
<b>TOTAL SENIOR CITIZENS CENTER FUND</b>		<b>3,000.00</b>

**SECTION 7.** That there be appropriated from the E. 327th Sewer Improvement Phase 2 Fund:

**E. 327TH SEWER IMPROVEMENT PHASE 2 FUND**

**Other**

Engineering Fees	431.916.5360	11,000.00
Capital Improvement	431.916.5600	(11,000.00)
<b>Total Other Expense</b>		<b>-</b>
<b>TOTAL E. 327TH SEWER IMPROVEMENT PHASE 2 FUND</b>		<b>-</b>

**TOTAL ALL FUNDS**

**54,100.00**

**SECTION 8.** That the Finance Director is hereby authorized to make expenditures or payments from any of the foregoing appropriations upon receiving proper certification and vouchers therefore, approved by the Board of Officers authorized by law to approve the same, or an Ordinance or Resolution of Council to make the expenditures; provided that no warrants shall be drawn or paid for salaries or wages except to persons employed by authority of and in accordance with law or ordinance.

**SECTION 9.** All formal actions of this Council concerning the passage of this Ordinance were adopted in an open meeting, and that all deliberations of this Council, or any of its Committees, which resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements, including Section 3.12 of the Charter of the City of Willowick and Section 121.22 of the Ohio Revised Code.

**SECTION 10.** That the Clerk of Council be and she is hereby requested to deliver a certified copy of this Ordinance to the Lake County Auditor.

**SECTION 11.** That this Ordinance is hereby declared and determined to be an emergency measure necessary for the preservation of the public peace, health and safety of said City for the reason that immediate provision must be made for the appropriation herein provided for and it shall, therefore, be in effect immediately upon its approval by the Mayor of the City.

**PASSED:** \_\_\_\_\_, 2023

**Submitted to the Mayor for his approval**  
**on \_\_\_\_\_, 2023**

**ATTEST:**

\_\_\_\_\_  
**Clerk of Council**

\_\_\_\_\_  
**Council President**

**Approved by the Mayor on**  
\_\_\_\_\_, 2023

\_\_\_\_\_  
**Mayor**

ORDINANCE NO. 2023-43

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.

WHEREAS, Council has been advised that monies are due the City for services provided in the performance of grass cutting and debris removal upon properties commonly known as:

29715 Green Dr.	\$200.00
30409 Oakdale Rd.	\$200.00
31508 Daniel Dr.	\$200.00
28736 Forest Rd.	\$200.00
419 E. 326 <sup>th</sup> St.	\$200.00
488 E. 328 <sup>th</sup> St.	\$200.00
301 E. 307 <sup>th</sup> St.	\$200.00
30200 Harrison St.	\$200.00
29117 W. Willowick Dr.	\$200.00
293 E. 315 <sup>th</sup> St.	\$200.00
661 Dickerson Rd.	\$200.00
28534 Parkwood Dr.	\$200.00
29309 Oakdale Rd.	\$200.00
346 E. 329 <sup>th</sup> St.	\$200.00
317 E. 293 <sup>rd</sup> St.	\$200.00
28736 Forest Rd.	\$200.00

WHEREAS, statements for said services in the amounts listed above have been forwarded to the individual owners of said properties and, to date, no payments have been received; and

WHEREAS, it has been recommended that said delinquency be placed upon the tax duplicate to be assessed against the subject real property.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF WILLOWICK, LAKE COUNTY, STATE OF OHIO:

**SECTION 1.** That the Director of Finance is hereby authorized and directed to certify to the Lake County Auditor and the Lake County Treasurer for collection as property tax, those monies due the City of Willowick from the individual set forth in Exhibit "A" that is attached hereto and made a part hereof, same to be collected at the next immediate collection period.

**SECTION 2.** That all formal actions of this Council concerning the passage of this Ordinance were adopted in an open meeting and all deliberations of this Council, or any of its committees that resulted in such formal actions, were in meetings open to the public in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

**SECTION 3.** That all Ordinances or parts thereof in conflict with the provisions of this Ordinance is hereby repealed.

**SECTION 4.** That this Ordinance constitutes an emergency measure in that the same provides for the immediate preservation of the public peace, health, safety and welfare of the inhabitants of the City of Willowick and further, provides for the usual daily operation of a municipal department; wherefore, this Ordinance shall be in full force and effect from and after its passage and approval by the Mayor.

**PASSED:** \_\_\_\_\_, 2023

\_\_\_\_\_  
**Monica Koudela, President of Council**

**SUBMITTED** to the Mayor for his approval

on \_\_\_\_\_, 2023

**APPROVED** by the Mayor on  
\_\_\_\_\_, 2023

**ATTEST:**

\_\_\_\_\_  
**Christine Morgan, Clerk of Council**

\_\_\_\_\_  
**Michael J. Vanni, Mayor**

## EXHIBIT "A"

<b>Name</b>	<b>Address</b>	<b>Parcel Number</b>	<b>Amount</b>
Bruce Norton	29715 Green Dr.	28-A-041-I-00-080-0	\$200.00
Magdalene Girman	30409 Oakdale Rd.	28-A-040-G-00-034-0	\$200.00
Carol Nelson	31508 Daniel Dr.	28-A-039-M-00-054-0	\$200.00
Joann Wilson	28736 Forest Rd.	28-A-042-M-00-032-0	\$200.00
Sandra Kadunc	419 E. 326 <sup>th</sup> St.	28-A-045-H-00-090-0	\$200.00
John Minchak	488 E. 328 <sup>th</sup> St.	28-A-045-H-00-015-0	\$200.00
EL Investment Group	301 E. 307 <sup>th</sup> St.	28-A-043-H-00-035-0	\$200.00
James Stfanic	30200 Harrison St.	28-A-039-B-00-038-0	\$200.00
Kenneth Scanlon	29117 W. Willowick Dr.	28-A-041-F-00-008-0	\$200.00
Syed Sherazi	293 E. 315 <sup>th</sup> St.	28-A-044-C-00-007-0	\$200.00
William Kustis.	661 Dickerson Rd.	28-A-039-L-00-081-0	\$200.00
Joseph Ribic	28534 Parkwood Dr.	28-A-042-A-00-046-0	\$200.00
Jeffrey Ewing	29309 Oakdale Rd.	28-A-041-A-00-098-0	\$200.00
Amerihome Mortgage Co.	346 E. 329 <sup>th</sup> St.	28-A-045-G-00-092-0	\$200.00
Nicholas Kingston	317 E. 293 <sup>rd</sup> St.	28-A-041-L-00-003-0	\$200.00
Joann Wilson	28736 Forest Rd.	28-A-042-M-00-032-0	\$200.00



# Willowick Police Department

**Rob T. Daubenmire, Chief of Police**

30435 Lake Shore Boulevard  
Willowick, OH 44095- 4600  
(Lake County)  
(440) 585-1234  
[www.cityofwillowick.com](http://www.cityofwillowick.com)

**Detective Bureau**  
(440) 585-1234

**Facsimile**  
(440) 585-3770



9/13/2023

Members of Willowick City Council,

For the Willowick City Council meeting to be held September 19, 2023, please place the following item on the agenda to be declared as surplus for the purpose of declaring the following an abandoned vehicle.

The following vehicle was forfeited to our agency in court case 21CR001471:

2006 Jeep Commander (VIN: 1J8HG48K06C231783)

This vehicle will be surrendered to Vitalones Towing for purposes of declaring it an abandoned vehicle due to damage, repairs needed, storage fees from the towing company, and towing fees.

Please do not hesitate to contact me with questions. Thank You.

Respectfully,

Keith Lawrence, Lt.