



City of Willowick
CITY COUNCIL REGULAR MEETING

Tuesday, January 03, 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

PLEDGE ALLEGIANCE

INVOCATION

ROLL CALL OF COUNCIL

APPROVAL OF MINUTES

1. Motion to approve the minutes of the Regular City Council Meeting of December 20, 2022.
2. Motion to approve the minutes of the Special City Council Meeting of December 22, 2022.

APPOINTMENTS, SPECIAL RESOLUTIONS & PROCLAMATIONS

3. Motion to appoint Rich Hill to the Board of Zoning Appeals for a three year term ending December 31, 2025.

Motion to appoint Nick Koudela to the Board of Zoning Appeals for a three year term ending December 31, 2025.

4. Motion to appoint Bob Houry to the Planning Commission for a three year term ending December 31, 2025.

Motion to appoint Adam Fortney to the Planning Commission for a three year term ending December 31, 2025.

Motion to appoint Jef Hren to the Planning Commission for a three year term ending December 31, 2025.

Motion to appoint Joan Raymond to the Planning Commission for a three year term ending December 31, 2025.

Motion to appoint John Urwin to the Planning Commission for a three year term ending December 31, 2025.

5. Motion to appoint Nikki Jablonski to the Recreation Board for a three year term ending December 31, 2025.

Motion to appoint Carol Paulic to the Recreation Board for a three year term ending December 31, 2025.

Motion to appoint Rena Perchinske to the Recreation Board for a three year term ending December 31, 2025.

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 – Brian Turner

Fire Chief – Bill Malovrh

Chief Housing/Zoning Inspector – Sean Brennan

Economic Development Manager

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, Koudela

Safety – Phares, Malta, Bisbee

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

Streets, Sidewalks & Sewers – Malta, Antosh

Tax Compliance – Koudela, Antosh, Patton

Moral Claims – Antosh, Phares, Patton

Budget – Koudela, Patton

LIAISON REPORTS

Planning – Phares/Alternate Koudela

Board of Zoning Appeals – 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

MISCELLANEOUS

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



City of Willowick
CITY COUNCIL REGULAR MEETING

Tuesday, December 20, 2022 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.

MINUTES

CALL MEETING TO ORDER

(Total meetings to date - 21)

The twenty second meeting of Council was called to order at 6:30 p.m. by Council President Patton.

PLEDGE ALLEGIANCE

INVOCATION

ROLL CALL OF COUNCIL

PRESENT

Council President Robert Patton
 Ward 1 Councilwoman Monica Koudela
 Ward 2 Councilwoman Natalie Antosh
 Ward 2 Councilwoman Theresa Bisbee
 Ward 3 Councilman Charles Malta
 Ward 3 Councilman David Phares

ALSO PRESENT

Mayor Vanni, Finance Director Benedict, Law Director Landgraf, Fire Chief Malovrh, Police Lieutenant Mastroianni, Service Director Shannon, Chief Housing & Zoning Inspector Brennan, City Engineer McLaughlin and Council Clerk Trend.

ABSENT

Recreation Director Kless & Economic Manager Drake.

APPROVAL OF MINUTES

1. Motion made by Ms. Antosh, seconded by Ms. Bisbee to approve the minutes of the Regular City Council Meeting of December 6, 2022.

Discussion: None.

Vote: Ayes: Bisbee, Koudela, Phares, Antosh.

Abstain: Phares.

APPOINTMENTS, SPECIAL RESOLUTIONS & PROCLAMATIONS

None.

ADMINISTRATIVE APPEALS**2. Administrative Appeal Order No. 2022-36 (Recommended by BZA)**

An Order granting a variance and exception of 1' side yard for a garage already constructed in the application of Section 1163.07 of the Codified Ordinances in Board of Zoning Appeals.

Present was the contractor, Joseph Westgate and homeowner Jeremy Milam. Mr. Westgate stated that the new garage was built three feet off of the property line however the new garage has a one foot overhang where the old one did not.

Motion made by Mr. Phares, seconded by Ms. Antosh granting a variance and exception of 1' side yard for a garage already constructed in the application of Section 1163.07 of the Codified Ordinances in Board of Zoning Appeals.

Discussion: None.

Vote: All ayes. Motion carried.

REPORTS & COMMUNICATIONS FROM THE MAYOR/SAFETY DIRECTOR

There will be a delay in getting the new city vehicles due to supply and demand issues. The City received a second check from the opioid settlement which goes into a special fund for education. NOPEC is waiting to get recertified and are hoping to have this done by mid-year. The Winter Wonderland and Christmas with Blue events were both very successful this year.

COUNCIL DISCUSSION OF THE MAYOR'S REPORT

None.

GENERAL COMMUNICATIONS & REPORTS – Directors & Officials**Service Director – Todd Shannon**

Written report submitted electronically. Service workers are preparing for the approaching winter storm.

Recreation Director – Julie Kless

No report - absent.

City Engineer – Tim McLaughlin

Written report submitted electronically. Three motions on the agenda tonight are for ADA Compliance, 2023 Road Program and Fairway Storm Sewer Project.

Finance Director – Cheryl Benedict

No written report. Ordinance No. 2022-48 page 4 has been corrected due to a clerical error for the Sewer Fund. The amount should be \$69,900. All other line items and account numbers are correct. The City received quotes for a full Cyber Breach Policy which is on the agenda tonight.

Law Director – Stephanie Landgraf

No written report.

Police Chief – Brian Turner

No written report.

Fire Chief – Bill Malovrh

No written report.

Chief Housing/Zoning Inspector – Sean Brennan

Written report submitted electronically.

Economic Development Manager – Monica Drake

No written report - absent.

WARD MATTERS

Council President Patton stated there will be a special meeting later in the week for interviewing candidates for the Ward 1 seat. At the first council meeting of the year discussion will be held on assignments for the Reports of Standing Committees and Liaison Reports.

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)

None.

REPORTS OF STANDING COMMITTEES**Finance** – Bisbee, Koudela

No report.

Safety – Phares, Malta, Bisbee

No report.

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

No report.

Streets, Sidewalks & Sewers – Malta, Antosh

No report.

Tax Compliance – Koudela, Antosh, Patton

No report.

Moral Claims – Antosh, Phares, Patton

No report.

Budget – Koudela, Patton

No report.

LIAISON REPORTS**Planning** – Phares/Alternate Koudela

The Law Director will be adding the building and structure design standards to the Ordinances. The Planning Commission will review them and they then will be sent to Council for their review.

Board of Zoning Appeals – Koudela

No report.

Volunteer Fire Fighters’ Dependents Fund Board – Antosh, Phares

No report.

Recreation Board – Bisbee/Alternate Phares

No report.

Plan Review Board – Antosh

No report.

Hearts & Hammers – Malta

Tickets are still on sale for the Hearts & Hammers Fundraiser and donations are also being accepted.

FUND TRANSFERS & BID AUTHORIZATIONS

None.

CONTRACT APPROVALS

None.

INTRODUCTION & CONSIDERATION OF LEGISLATION

3. Ordinance No. 2022-48 (Finance Director)

An Ordinance amending Ordinance 2022- 8 to provide for additional appropriations from the General Fund (101); Street Construction, Maintenance and Repair Fund (202); Sewer Revenue Fund (205); Emergency Rescue Fund (208); Sanitary & Storm Lateral Levy Fund (211); Street Improvement Levy Fund (213); Permissive License Fee Fund (215); NOPEC Grant Fund (227); Law Enforcement Continuing Training Fund (232); Municipal Tax Increment Equivalent Fund (302); Stormwater Management Capital Improvement Fund (420); Sanitary Sewer Capital Improvement Fund (422); E. 328th Sewer Improvement Phase 2 Fund (430); and the Police Pension Fund (801); for current expenses other expenditures of the City of Willowick, State of Ohio, during the calendar year ending December 31, 2022, and declaring an emergency.

Ordinance No. 2022-48 is presented as corrected per the Finance Director.

Motion made by Ms. Antosh, seconded by Ms. Phares to waive the three readings on Ordinance No. 2022-48 as corrected.

Discussion: None.

Vote: All ayes. Motion carried.

Motion made by Ms. Antosh, seconded by Mr. Phares to adopt Ordinance No. 2022-48 as corrected.

Discussion: None.

Vote: All ayes. Motion carried.

Councilman Malta arrived at 6:45 p.m.

Council President Patton took the agenda out of order to allow Mr. Malta to comment on Hearts & Hammers.

4. Ordinance No. 2022-49 (Finance Director)

An Ordinance to make appropriations for current expenses and other expenditures of the City of Willowick, State of Ohio, during the first quarter ending March 31, 2023 and declaring an emergency.

Motion made by Ms. Antosh, seconded by Mr. Phares to waive the three readings on Ordinance No. 2022-49.

Discussion: None.

Vote: All ayes. Motion carried.

Motion made by Mr. Malta, seconded by Ms. Antosh to adopt Ordinance No. 2022-49.

Discussion: None.

Vote: All ayes. Motion carried.

5. Resolution No. 2022-29

A Resolution requesting the county auditor to make advance payments of taxes pursuant to Ohio Revised Code Section 321.34, and declaring an emergency.

Tabled 12-6-22

Motion made by Ms. Antosh, seconded by Mr. Phares to waive the three readings on Resolution No. 2022-29.

Discussion: None.

Vote: All ayes. Motion carried.

Motion made by Mr. Malta, seconded by Ms. Antosh to approve Resolution No. 2022-29.

Discussion: None.

Vote: All ayes. Motion carried.

6. Resolution No. 2022-30

A Resolution authorizing the Mayor of the City of Willowick to enter into a contract with Maximum Elevator & Safety Test Company for an elevator maintenance and service contract for a term of one (1) year, and declaring an emergency.

Tabled 12-6-22

Motion made by Ms. Antosh, seconded by Mr. Phares to waive the three readings on Resolution No. 2022-30.

Discussion: None.

Vote: All ayes. Motion carried.

Motion made by Ms. Antosh, seconded by Mr. Phares to approve Resolution No. 2022-30.

Discussion: None.

Vote: All ayes. Motion carried.

7. Resolution No. 2022-31

A Resolution authorizing the Mayor of the City of Willowick to enter into a Memorandum of Understanding with THE AFSCME Ohio Council 8, AFL-CIO and Local 688, and declaring an

emergency.

Tabled 12-6-22

Motion made by Mr. Malta, seconded by Ms. Antosh to waive the three readings on Resolution No. 2022-31.

Discussion: None.

Vote: All ayes. Motion carried.

Motion made by Ms. Antosh, seconded by Mr. Phares to approve Resolution No. 2022-31.

Discussion: None.

Vote: All ayes. Motion carried.

8. Resolution No. 2022-32

A Resolution to approve authorizations (Then and Now Certificate) to J and L Door Service in the amount of \$3,621.00, for the City of Willowick, and declaring an emergency.

Motion made by Ms. Antosh, seconded by Mr. Phares to waive the three readings on Resolution No. 2022-32.

Discussion: None.

Vote: All ayes. Motion carried.

Motion made by Ms. Antosh, seconded by Mr. Malta to approve Resolution No. 2022-32.

Discussion: None.

Vote: All ayes. Motion carried.

9. Resolution No. 2022-33

A Resolution to approve authorizations (Then and Now Certificate) to ESO Solutions in the amount of \$4,350.75, for the City of Willowick, and declaring an emergency.

Motion made by Ms. Antosh, seconded by Mr. Phares to waive the three readings on Resolution No. 2022-33.

Discussion: None.

Vote: All ayes. Motion carried.

Motion made by Mr. Phares, seconded by Ms. Antosh to approve Resolution No. 2022-33.

Discussion: None.

Vote: All ayes. Motion carried.

10. Resolution No. 2022-34

A Resolution authorizing the mayor of the City of Willowick to enter into a Memorandum of Understanding with the Board of Lake County Department of Planning and Community Development, and declaring an emergency.

Council President Patton stated the MOU attached to Resolution 2022-34 has been ammended.

Motion made by Ms. Antosh, seconded by Mr. Malta to waive the three day rule on Resolution No. 2022-34 as amended.

Discussion: Mayor Vanni stated the Board of Lake County Department of Planning and Community Development will be implementing the City's Sidewalk Program to transition all city owned facilities to be ADA compliant. The original agreement was for the City to receive 24 hours of Community Planning Services in 2022 and 24 hours in 2023 and any hours over

LCPCD would find the funds to cover. The change is that LCPCD will assist the City with finding funds to cover any overage in hours and they will notify the City prior to going over the allotted hours.

Vote: All ayes. Motion carried.

Motion made by Ms. Antosh, seconded by Mr. Phares to waive the three readings on Resolution No. 2022-34 as amended.

Discussion: None.

Vote: All ayes. Motion carried.

Motion made by Ms. Antosh, seconded by Mr. Phares to approve Resolution No. 2022-34 as ammended.

Discussion: None.

Vote: All ayes. Motion carried.

11. Resolution No. 2022-35

A Resolution authorizing the mayor of the City of Willowick to enter into a Voluntary Compliance Agreement with the Federal Highway Administration, and declaring an emergency.

Motion made by Mr. Malta, seconded by Ms. Antosh to waive the three readings on Resolution No. 2022-35.

Discussion: None.

Vote: All ayes. Motion carried.

Motion made by Ms. Antosh, seconded by Mr. Phares to approve Resolution No. 2022-35.

Discussion: None.

Vote: All ayes. Motion carried.

12. Resolution No. 2022-36

A Resolution authorizing the advance of funds from the General Fund (101) to the Sewer Fund (205), and declaring an emergency.

Motion made by Ms. Antosh, seconded by Mr. Phares to waive the three readings on Resolution No. 2022-36.

Discussion: None.

Vote: All ayes. Motion carried.

Motion made by Mr. Malta, seconded by Ms. Antosh to approve Resolution No. 2022-36.

Discussion: None.

Vote: All ayes. Motion carried.

MISCELLANEOUS

13. Motion made by Ms. Antosh, seconded by Mr. Malta authorizing the Mayor to enter into a Maintenance and Support Service Contract with Active Networking Inc. for IT services for the City for a block of 175 hours in the amount of \$20,125.00.

Discussion: Mr. Phares inquired how long the contract runs for. Finance Director Benedict stated it would go for as long as the block of 175 hours lasts and traditionally has been a year or a little longer.

Vote: All ayes. Motion carried.

14. Motion made by Ms. Antosh, seconded by Mr. Phares authorizing CT Consultants to perform preliminary engineering, prepare plans and bid documents, obtain bids, and perform all construction administration and inspection services for the 2023 Pavement Improvement Project and for a fee not to exceed \$75,000 in accordance with the Agreement for engineering services.
Discussion: None.
Vote: All ayes. Motion carried.
15. Motion made by Mr. Malta, seconded by Mr. Phares authorizing the Mayor to enter into a contract with Mr. Level Concrete Leveling for a fee not to exceed \$15,000.00 for a joint repairs for the Fairway trunk storm sewer between Forestgrove Rd and E. 293rd Street.
Discussion: None.
Vote: All ayes. Motion carried.
16. Motion made by Mr. Phares, seconded by Ms. Antosh authorizing the expenditure to Wichert Insurance in the amount of \$127,838 for the 2023 Property and Liability Insurance Program.
Discussion: None.
Vote: All ayes. Motion carried.
17. Motion made by Mr. Malta, seconded by Ms. Antosh authorizing the expenditure to Wichert Insurance in the amount of \$10,250 for additional insurance coverage in 2023 for Cyber Liability and Data Breach.
Discussion: None.
Vote: All ayes. Motion carried.
18. Motion made by Mr. Phares, seconded by Ms. Antosh authorizing the Mayor to enter into a contract for a Service Preventative Maintenance Program with Comfort Control Systems in the annual amount of \$3,898.00.
Discussion: None.
Vote: All ayes. Motion carried.

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)

None.

ADJOURNMENT

Motion made by Ms. Antosh, seconded by Mr. Phares to adjourn.

Discussion: None.

Vote: All ayes. Motion carried.

Meeting adjourned at 7:01 p.m.

PRESIDENT OF COUNCIL

ATTEST: _____

CLERK OF COUNCIL



City of Willowick
City Council Special Meeting
 Thursday, December 22, 2022 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.

Minutes

CALL MEETING TO ORDER

The Special Meeting of Council was called to order by Council President Patton at 6:30 p.m.

PLEDGE OF ALLEGIANCE

INVOCATION

ROLL CALL

PRESENT

Council President Robert Patton
 Ward 1 Councilwoman Monica Koudela
 Ward 2 Councilwoman Natalie Antosh
 Ward 2 Councilwoman Theresa Bisbee
 Ward 3 Councilman David Phares

ALSO PRESENT

Mayor Vanni and Council Clerk Trend.

MISCELLANEOUS

Council President Patton explained that time allotted for each Ward 1 candidate interview would be ten minutes. The interviews are open to the public therefore the door will remain open to the Council Conference Room where the interviews will take place at the round table. The order of the interviews was determined by alphabetical order of the candidates last name. Once the interviews are complete Council will adjourn to Executive Session. Upon returning to the table from Executive Session, Council will vote on who the Ward 1 councilperson will be.

Candidate interviews for the seat vacancy in Ward:

Danial Bennett

6:34 p.m. - 6:51 p.m.

Mr. Bennett was given the opportunity to explain why he should be selected for the Ward 1 seat.

Mr. Bennett stated that he is a critical thinker and a problem solver and wants to be a part of resolving issues within the city. He would also like to see the Council meetings streamed as a way for the residents to get correct information about the city.

Adam Fortney

6:52 p.m. - 6:59 p.m.

Mr. Fortney was given the opportunity to explain why he should be selected for the Ward 1 seat.

Mr. Fortney stated he is interested with what is going on in the city and would like to be involved in city government. He is a leader and enjoys working with people and the community.

Nikolas Janek

7:00 p.m. - 7:14 p.m.

Mr. Janek was given the opportunity to explain why he should be selected for the Ward 1 seat.

Mr. Janek stated he would like to work with the community and bring people together. He feels he would be good for communication between Council and the people. He would like to find out what the peoples needs are and help them.

Tom Loncala

7:15 p.m. - 7:24 p.m.

Mr. Loncala was given the opportunity to explain why he should be selected for the Ward 1 seat.

Mr. Loncala stated that he has always been interested in the form of government within the city and thought this would be an opportunity for him to learn. He would like to see more life brought into the city as well.

Devon McFarland

7:24 p.m. - 7:30 p.m.

Mr. McFarland was given the opportunity to explain why he should be selected for the Ward 1 seat.

Mr. McFarland stated his grandfather instilled in him the values of community services and helping others. He has developed leadership skills during his journey to become and Eagle Scout. He has found the best way to help people is through government and government services and feels this opportunity will be the best way for him to help the most amount of people.

Patrick Mohorcic

7:30 p.m. - 7:49 p.m.

Mr. Mohorcic was given the opportunity to explain why he should be selected for the Ward 1 seat.

Mr. Mohorcic stated that he has a passion for public service and for Lake County. He understands the accounting process and how tight municipal budgets can be. He has also done a lot of work with developing the lakefront and shoreline in Lake County and working on the errosion issues.

Jacob Rositano

7:51 p.m. - 8:01 p.m.

Mr. Rositano was given the opportunity to explain why he should be selected for the Ward 1 seat.

Mr. Rositano states he would like to be more involved in the community and to be able to help and make it even better than it already is. He is passionate about serving people and believes that change can happen at the local level.

Duane Yarletts

8:02 p.m. - 8:10 p.m.

Mr. Yarletts was given the opportunity to explain why he should be selected for the Ward 1 seat.

Mr. Yarletts stated that he has served on the Board of Zoning Appeals for many years in the city and has wanted to be a part of City Council. He understands the direction that the city wants to go and would like to see the city move more toward the 21st Century without changing the heart of it.

ADJOURN TO EXECUTIVE SESSION

Motion made by Mr. Malta, seconded by Ms. Antosh to adjourn to Executive Session to discuss the appointment/employment of a public employee or official at 8:11 p.m.

Discussion: None.

Vote: All ayes. Motion carried.

RETURN TO TABLE FROM EXECUTIVE SESSION

Motion made by Mr. Phares, seconded by Ms. Antosh to return to the table from Executive Session at 8:44 p.m.

Discussion: None.

Vote: All ayes. Motion carried.

Council President Patton explained the two voting options:

Option 1: each separate nomination will be voted on by all council members.

Option 2: the members stated nominee constitutes their vote.

Councilmembers agreed to option 2.

Council President Patton opened the floor for nominations/vote for the Ward 1 vacancy.

1. Ms. Antosh nominated/voted for Nikolas Janek.
2. Ms. Bisbee nominated/voted for Tom Loncala.
3. Ms. Koudela nominated/voted for Patrick Mohorcic.
4. Mr. Malta nominated/voted for Patrick Mohorcic.
5. Mr. Phares nominated/voted for Patrick Mohorcic.
6. Mr. Patton nominated/voted for Patrick Mohorcic.

Thereupon Patrick Mohorcic was appointed to the Ward 1 council seat.

Mayor Vanni administered the oath of office.

OTHER BUSINESS

None.

ADJOURNMENT

Motion made by Ms. Antosh, seconded by Mr. Phares to adjourn.

Discussion: None.

Vote: All ayes. Motion carried.

Meeting adjourned at 8:54 p.m.

PRESIDENT OF COUNCIL

ATTEST: _____
CLERK OF COUNCIL