



**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 Gwirtz

**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



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

Tuesday, September 02, 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.

**MINUTES**

**CALL MEETING TO ORDER**

The meeting was called to order at 6:30 p.m. by Council Clerk Alyssa Moran.

**PLEDGE ALLEGIANCE**

**INVOCATION**

**ROLL CALL OF COUNCIL**

1. Nominations for President Pro Tempore for Tonight's Meeting.

**MOTION: Mr. Malta motions to nominate Patrick Mohorcic for President Pro Tempore. Ms. Antosh second.**

**ROLL CALL: Mr. Malta, yea. Mr. McFarland, yea. Ms. Antosh, yea. Mr. Mohorcic, yea. Ms. Bisbee, yea.**

The following members of Council were absent: Ms. Koudela and Mr. Phares.

**APPROVAL OF MINUTES**

2. Motion to approve the Minutes from the Special Council Meeting of August 13, 2025.

**MOTION: Ms. Antosh motions to approve the Minutes. Mr. Malta second.**

**ROLL CALL: Mr. Malta, yea. Mr. McFarland, yea. Ms. Antosh, yea. Mr. Mohorcic, yea. Ms. Bisbee, yea.**

**Motion carried. Minutes approved.**

3. Motion to approve the Minutes from the Regular Council Meeting of August 19, 2025.

**MOTION: Ms. Antosh motions to approve the Minutes. Ms. Bisbee second.**

**ROLL CALL: Mr. Malta, yea. Mr. McFarland, yea. Ms. Antosh, yea. Mr. Mohorcic, yea. Ms. Bisbee, yea.**

**Motion carried. Minutes approved.**

**APPOINTMENTS, SPECIAL RESOLUTIONS & PROCLAMATIONS**

4. Fire Department Swearing In for the Following:

Mike Pollack to Captain  
 Luke Ockenden to Captain  
 Nahim Kaim to Captain  
 Bryan Rudersdorf to Captain  
 Sean Coubrough to Lieutenant  
 Benjamin Bindokas to Lieutenant

## **ADMINISTRATIVE APPEALS**

### **REPORTS & COMMUNICATIONS FROM THE MAYOR/SAFETY DIRECTOR**

Mayor Vanni reports that the Town Hall for the levies is being finalized. He should have a date by the next Council Meeting. Likely the first week of October. He also put information in his article and on the website. Great news, the delinquent sewer was certified for over 1.1 million. Will get that in 2 payments. Will go into more detail at the finance meeting. Fill the Cruiser is coming up on September 13. He thanks the Police Chief and Petties Restaurant for their efforts with this. The event runs 8-4. The proceeds go to Willowick residents and a small portion to Eastlake.

No discussion.

### **COUNCIL DISCUSSION OF THE MAYOR'S REPORT**

#### **GENERAL COMMUNICATIONS & REPORTS – Directors & Officials**

**Service Director** – Todd Shannon

**Recreation Director** – Julie Kless

**City Engineer** – Tim McLaughlin

City Engineer McLaughlin says a flyer went out regarding testing to identify sewer defects on private property. Two bid openings last week for 2025 Lateral Program and Forestgrove Sewer Project. Unfortunately, Lateral Program did not receive bids. There are multiple items on the agenda related to funding and multiple misc. items related to construction. He is open for questions.

No questions.

**Finance Director** – Goran Vrhovac

**Law Director** – Mandy Gwartz

Law Director Gwartz has no formal report, but open for questions.

No questions.

**Police Chief** – Rob Daubenmire

Chief Daubenmire submitted his report, open for questions.

**Fire Chief** – Bill Malovrh

Chief Housing/Zoning Inspector Brennan has no formal report, but open for questions.

No questions.

**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)*

Ed Kowalik, a Wickliffe Resident, says he doesn't know, but in the last 14 months since the event took place in Wickliffe. The Police Chief should be commended highly. There was a hostage situation last year. There were at least 3 squad cars from Willowick joining. He wanted to make sure a resident commended the Chief. He feels they did a great job communicating between the Cities. He feels the crosswalks at Shoregate should be painted from the stores to the parking lot. Another issue with Shoregate, there are 5 park benches in an empty alleyway. The people coming out of Giant Eagle and Petties could use one.

No one else wishes to speak.

Mr. Mohorcic says thank you, they appreciate the kind words regarding the Police Department. The Mayor will hopefully be in contact with the management company at Shoregate.

Ed says one other item, could there be a 25 mph speed limit sign near Barjode and Fairway.

Mr. Mohorcic says they will pass that along to the Service Director.

Mr. Malta thanks Ed for taking the time to come to the meeting, especially regarding safety issues that he sees.

## **REPORTS OF STANDING COMMITTEES**

**Finance** – Bisbee, Mohorcic, Antosh

Ms. Bisbee says there will be a Finance Meeting at 5:30 p.m. prior to the first Council Meeting in October. Combined with Streets, Sidewalks, Sewers.

**Safety** – Phares, Malta, McFarland

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

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

**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**

## **INTRODUCTION & CONSIDERATION OF LEGISLATION**

5. RESOLUTION NO. 2025- 52:

A RESOLUTION AUTHORIZING THE MAYOR OF THE CITY OF WILLOWICK TO ENTER INTO A MEMORANDUM OF UNDERSTANDING WITH THE BOARD OF LAKE COUNTY COMMISSIONERS THROUGH THE LAKE COUNTY DEPARTMENT OF UTILITIES, STORMWATER MANAGEMENT DIVISION, FOR FUNDING TO REHABILITATE A PORTION OF THE CITY'S STORMWATER SYSTEM, AND DECLARING AN EMERGENCY.

**MOTION:** Ms. Antosh motions to suspend the rule requiring three readings. Mr. Malta second.

**ROLL CALL:** Mr. Malta, yea. Mr. McFarland, yea. Ms. Antosh, yea. Mr. Mohorcic, yea. Ms. Bisbee.

**MOTION:** Ms. Antosh motions to approve. Mr. McFarland second.

**ROLL CALL:** Mr. Malta, yea. Mr. McFarland, yea. Ms. Antosh, yea. Mr. Mohorcic, yea. Ms. Bisbee.

**Motion passed. Legislation approved.**

6. RESOLUTION NO. 2025 - 53:

A RESOLUTION AUTHORIZING THE MAYOR OF THE CITY OF WILLOWICK TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE OHIO PUBLIC WORKS COMMISSION STATE CAPITAL IMPROVEMENT AND/OR LOCAL TRANSPORTATION IMPROVEMENT PROGRAMS, TO EXECUTE CONTRACTS AS REQUIRED, AND DECLARING AN EMERGENCY.

**MOTION:** Ms. Antosh motions to suspend the rule requiring three readings. Ms. Bisbee second.

**ROLL CALL:** Mr. Malta, yea. Mr. McFarland, yea. Ms. Antosh, yea. Mr. Mohorcic, yea. Ms. Bisbee.

**MOTION:** Ms. Antosh motions to approve. Mr. Malta second.

**ROLL CALL:** Mr. Malta, yea. Mr. McFarland, yea. Ms. Antosh, yea. Mr. Mohorcic, yea. Ms. Bisbee.

**Motion passed. Legislation approved.**

7. ORDINANCE 2025- 38:

AN ORDINANCE AUTHORIZING THE PURCHASE OF FOUR (4) FLEET VEHICLES FROM ENTERPRISE FLEET MANAGEMENT, INC., THROUGH SOURCEWELL, A COOPERATIVE PURCHASING COMPANY, IN THE AMOUNT OF \$67,452.64, AUTHORIZING THE MAYOR TO EXECUTE ANY AND ALL NECESSARY DOCUMENTS, AND DECLARING AN EMERGENCY.

**Ms. Bisbee asks what they are assigned to? Mayor Vanni says 3 are Service, 1 is Fire.**

**MOTION:** Ms. Antosh motions to suspend the rule requiring three readings. Ms. Bisbee second.

**ROLL CALL: Mr. Malta, yea. Mr. McFarland, yea. Ms. Antosh, yea. Mr. Mohorcic, yea. Ms. Bisbee.**

**MOTION: Ms. Antosh motions to approve. Mr. Malta second.**

**ROLL CALL: Mr. Malta, yea. Mr. McFarland, yea. Ms. Antosh, yea. Mr. Mohorcic, yea. Ms. Bisbee.**

**Motion passed. Legislation approved.**

**8. RESOLUTION NO. 2025- 54:**

A RESOLUTION TO OPT-IN TO PARTICIPATE IN PROPOSED OPIOID SETTLEMENT AGREEMENTS WITH PURDUE PHARMA L. P. AND THE SACKLER FAMILY AND AUTHORIZING THE MAYOR OF THE CITY OF WILLOWICK TO EXECUTE ANY AND ALL DOCUMENTS RELATED TO THESE SETTLEMENT AGREEMENTS, AND DECLARING AN EMERGENCY.

**MOTION: Ms. Antosh motions to suspend the rule requiring three readings. Ms. Bisbee second.**

**ROLL CALL: Mr. Malta, yea. Mr. McFarland, yea. Ms. Antosh, yea. Mr. Mohorcic, yea. Ms. Bisbee.**

**MOTION: Ms. Antosh motions to approve. Ms. Bisbee second.**

**ROLL CALL: Mr. Malta, yea. Mr. McFarland, yea. Ms. Antosh, yea. Mr. Mohorcic, yea. Ms. Bisbee.**

**Motion passed. Legislation approved.**

**9. RESOLUTION NO. 2025- 55:**

A RESOLUTION TO OPT-IN TO PARTICIPATE IN OPIOID SETTLEMENT AGREEMENTS WITH ALVOGEN, AMNEAL, APOTEX, HIKMA, INDIVIOR, MYLAN, SUN, AND ZYDUS AND AUTHORIZING THE MAYOR OF THE CITY OF WILLOWICK TO EXECUTE ANY AND ALL DOCUMENTS RELATED TO THESE SETTLEMENT AGREEMENTS, AND DECLARING AN EMERGENCY.

**MOTION: Mr. Malta motions to suspend the rule requiring three readings. Ms. Antosh second.**

**ROLL CALL: Mr. Malta, yea. Mr. McFarland, yea. Ms. Antosh, yea. Mr. Mohorcic, yea. Ms. Bisbee.**

**MOTION: Ms. Antosh motions to approve. Ms. Bisbee second.**

**ROLL CALL: Mr. Malta, yea. Mr. McFarland, yea. Ms. Antosh, yea. Mr. Mohorcic, yea. Ms. Bisbee.**

**Motion passed. Legislation approved.**

**10. RESOLUTION NO. 2025-56:**

A RESOLUTION AUTHORIZING THE MAYOR OF THE CITY OF WILLOWICK TO PREPARE AND A PLANNING AND/OR IMPLEMENTATION GRANT APPLICATION TO PARTICIPATE IN THE SFY 2026 NORTHEAST OHIO AREAWIDE COORDINATING



AGENCY'S (NOACA) TRANSPORTATION FOR LIVABLE COMMUNITIES INITIATIVE (TLCI) PROGRAM, AND TO EXECUTE CONTRACTS AS REQUIRED, AND DECLARING AN EMERGENCY.

**MOTION:** Ms. Antosh motions to suspend the rule requiring three readings. Ms. Bisbee second.

**ROLL CALL:** Mr. Malta, yea. Mr. McFarland, yea. Ms. Antosh, yea. Mr. Mohorcic, yea. Ms. Bisbee.

**MOTION:** Ms. Antosh motions to approve. Mr. McFarland second.

**ROLL CALL:** Mr. Malta, yea. Mr. McFarland, yea. Ms. Antosh, yea. Mr. Mohorcic, yea. Ms. Bisbee.

**Motion passed. Legislation approved.**

#### **MISCELLANEOUS**

11. Motion authorizing an expenditure, in the amount of \$18,500.00, to Great Lakes Telecom and Electric LLC to install a new server room for the Fire Department.

**Ms. Bisbee asks how many devices should attach to that cable?**

**Mayor Vanni says he does not know. This is part of the renovation that is being done. He thinks it is just moving the room to a new location.**

**Tim McLaughlin says yes to confirm, that is what it is.**

**MOTION:** Mr. Antosh motions to approve. Mr. McFarland second.

**ROLL CALL:** Mr. Malta, yea. Mr. McFarland, yea. Ms. Antosh, yea. Mr. Mohorcic, yea. Ms. Bisbee.

**Motion passed.**

12. MOTION AUTHORIZING VERDANTAS TO PERFORM CONSTRUCTION ADMINISTRATION AND INSPECTION SERVICES FOR THE FORESTGROVE SEWER IMPROVEMENTS PHASE I PROJECT FOR \$40,100 IN ACCORDANCE WITH THE AGREEMENT FOR ENGINEERING SERVICES.

**MOTION:** Mr. Antosh motions to approve. Mr. Malta second.

**ROLL CALL:** Mr. Malta, yea. Mr. McFarland, yea. Ms. Antosh, yea. Mr. Mohorcic, yea. Ms. Bisbee.

**Motion passed.**

13. MOTION AUTHORIZING VERDANTAS TO PERFORM CONSTRUCTION ADMINISTRATION AND INSPECTION SERVICES FOR THE LAKESHORE TRUNK SEWER WEST REHAB PROJECT FOR \$26,800 IN ACCORDANCE WITH THE AGREEMENT FOR ENGINEERING SERVICES.

**MOTION:** Mr. Antosh motions to approve. Mr. Malta second.

**ROLL CALL:** Mr. Malta, yea. Mr. McFarland, yea. Ms. Antosh, yea. Mr. Mohorcic, yea. Ms. Bisbee.

**Motion passed.**

14. MOTION AUTHORIZING VERDANTAS TO PREPARE BID DOCUMENTS, ADVERTISE AND OPEN BIDS, AND PERFORM CONSTRUCTION ADMINISTRATION FOR THE 2025 PAVEMENT STRIPING PROGRAM FOR \$12,500 IN ACCORDANCE WITH THE AGREEMENT FOR ENGINEERING SERVICES.

**Ms. Bisbee asks if this is for the entire City?**

**Mayor Vanni says yes, this is the engineering part. The total cost is half as much because the road work on Vine.**

**Bisbee asks if that includes some changes for E 305 and Rt. 2?**

**Mayor asks Mr. McLaughlin if that's included?**

**Mr. McLaughlin says we can. It's mostly a procurement bid for materials and labor.**

**Mr. Mohorcic asks when we redo Lakeshore, are we expanding the bike lanes at all?**

**Mr. McLaughlin says for this specific, no. It is just restriping, not redesigning. That is something that can be looked at though.**

**Mr. Malta says thank you for bringing that up. He had a woman from his Ward approach him for that same topic. Maybe we can start discussing that?**

**MOTION: Mr. Antosh motions to approve. Mr. McFarland second.**

**ROLL CALL: Mr. Malta, yea. Mr. McFarland, yea. Ms. Antosh, yea. Mr. Mohorcic, yea. Ms. Bisbee.**

**Motion passed.**

15. Motion authorizing the Mayor to enter into an agreement with Thomas Fence Co. Inc. for a total of \$15,000 for work on the fence behind the Building Department.

**MOTION: Mr. Antosh motions to approve. Mr. McFarland second.**

**ROLL CALL: Mr. Malta, yea. Mr. McFarland, yea. Ms. Antosh, yea. Mr. Mohorcic, yea. Ms. Bisbee.**

**Motion passed.**

16. Motion to authorize Russ Tenerove to sign purchase orders in the absence of Service Director Todd Shannon from 12 September 2025 thru 20 September 2025.

**MOTION: Mr. Antosh motions to approve. Mr. McFarland second.**

**ROLL CALL: Mr. Malta, yea. Mr. McFarland, yea. Ms. Antosh, yea. Mr. Mohorcic, yea. Ms. Bisbee.**

**Motion passed.**

## **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)*

No one wishes to speak.

**ADJOURNMENT**

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Clerk of Council

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Council President

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Date

## ADMINISTRATIVE APPEAL ORDER NO. 2025-29

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

CASE 25-14  
KEN ALLEN  
151 E. 293 ST. (VACANT LOT).

WHEREAS, at its meeting of September 10, 2025, the Board of Zoning Appeals, in Case No. 25-14, heard the appeal of Ken Allen for the requested variance and has recommended to Council that the variance to Section 1163.03(a) of the Codified Ordinances of the City of Willowick be granted; and

WHEREAS, upon review of the record presented to the BZA and consideration of the Applicant's request, the Council finds and determines that said variance and exception be \_\_\_\_\_.

NOW, THEREFORE BE IT ORDERED, BY THE COUNCIL OF THE CITY OF WILLOWICK, STATE OF OHIO:

SECTION 1. That the Applicant's variance to Section 1163.03(a) of the Codified Ordinances is hereby \_\_\_\_\_.

SECTION 2. This order shall take effect and be in force from and after its passage.

PASSED: \_\_\_\_\_ 2025 \_\_\_\_\_  
President of Council

ATTEST: \_\_\_\_\_  
Clerk of Council

## ADMINISTRATIVE APPEAL ORDER NO. 2025-30

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

CASE 25-15  
PAUL ROOSZ  
32618 LAKESHORE BLVD.

WHEREAS, at its meeting of September 10, 2025, the Board of Zoning Appeals, in Case No. 25-15, heard the appeal of Paul Roosz for the requested variance and has recommended to Council that the variance to Section 1163.105(a) of the Codified Ordinances of the City of Willowick be granted; and

WHEREAS, upon review of the record presented to the BZA and consideration of the Applicant's request, the Council finds and determines that said variance and exception be \_\_\_\_\_.

NOW, THEREFORE BE IT ORDERED, BY THE COUNCIL OF THE CITY OF WILLOWICK, STATE OF OHIO:

SECTION 1. That the Applicant's variance to Section 1163.105(a) of the Codified Ordinances is hereby \_\_\_\_\_.

SECTION 2. This order shall take effect and be in force from and after its passage.

PASSED: \_\_\_\_\_ 2025 \_\_\_\_\_  
President of Council

ATTEST: \_\_\_\_\_  
Clerk of Council

## ADMINISTRATIVE APPEAL ORDER NO. 2025-31

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

CASE 25-16  
LN4B HOLDINGS, LLC  
164 E. 317 St.

WHEREAS, at its meeting of September 10, 2025, the Board of Zoning Appeals, in Case No. 25-16, heard the appeal of LN4B Holdings, LLC for the requested variance and has recommended to Council that the variance to Section 1165.07(b) of the Codified Ordinances of the City of Willowick be granted; and

WHEREAS, upon review of the record presented to the BZA and consideration of the Applicant's request, the Council finds and determines that said variance and exception be \_\_\_\_\_.

NOW, THEREFORE BE IT ORDERED, BY THE COUNCIL OF THE CITY OF WILLOWICK, STATE OF OHIO:

SECTION 1. That the Applicant's variance to Section 1165.07(b) of the Codified Ordinances is hereby \_\_\_\_\_.

SECTION 2. This order shall take effect and be in force from and after its passage.

PASSED: \_\_\_\_\_ 2025 \_\_\_\_\_  
President of Council

ATTEST: \_\_\_\_\_  
Clerk of Council

August 29, 2025

The Honorable Michael J. Vanni  
Mayor  
City of Willowick  
30435 Lake Shore Boulevard  
Willowick, Ohio 44095

**Re:    *Forestgrove Sewer Improvements: Phase 1  
      Bid Results***

Dear Mayor Vanni:

Bids were received for the above-referenced project on August 28, 2025 and attached you will find a copy of the Bid Summary & Tabulation outlining each bid for your review. The Base Bid and Alternate ranged from a low bid of \$1,038,315.00 to a high bid of \$1,233,575.00 for the Base Bid as compared to the Opinion of Probable Construction Cost of \$954,000.00.

The low bidder for the Base Bid and Alternate is United Survey, Inc. of Oakwood Village, Ohio whose bid has been reviewed and found to be in conformance with all contract requirements. It is our opinion that they are experienced and qualified to perform the work within the contract.

Should you have any questions or require additional information, please feel free to contact our office.

Respectfully,

**VERDANTAS LLC**



Tim McLaughlin  
*City Engineer*

TM:alc

Enclosures

Z:\Project Files\WA-XZ\Willowick\31882 - Forestgrove Sewer Improvements Phase I\Working\Bid Documents\Bid Results Letter.doc

**PROJECT: Forestgrove Sewer Improvements: Phase 1**  
**OWNER: City of Willowick**  
**PROJECT NO.: 0000031882**  
**BID OPENING: August 28, 2025**

**BID SUMMARY**

<b>BIDDER</b>		<b>BASE BID</b>	<b>ALTERNATE BID</b>	<b>BASE BID AND ALTERNATE</b>
1	United Survey, Inc.	\$988,415.00	\$49,900.00	\$1,038,315.00
2	S.E.T. Inc.	\$1,079,855.17	\$66,000.00	\$1,145,855.17
3	Insight Pipe Contracting, LLC	\$1,178,675.00	\$54,900.00	\$1,233,575.00
Opinion of Probable Construction Cost:		\$903,000.00	\$51,000.00	\$954,000.00



Forestgrove Sewer Improvements: Phase 1  
City of Willowick  
Bid Opening Date: August 28, 2025  
Bid Tabulation Summary

Item #5.

Project No. 0000031882

LIST OF BIDDERS

BIDDER

- 1 United Survey, Inc.  
25145 Broadway Ave.  
Oakwood Village, OH 44146  
Phone number: (440) 439-7250
- 2 S.E.T. Inc.  
235 East Water Street, Suite C  
Lowellville, OH 444361273  
Phone number: (330) 536-6724
- 3 Insight Pipe Contracting, LLC  
232 E. Lancaster Road  
Harmony, PA 16037  
Phone number: (724) 452-6060

Forestgrove Sewer Improvements: Phase 1  
City of Willowick  
Bid Opening Date: August 28, 2025  
Bid Tabulation Summary

Item #5.

Project No. 0000031882

LIST OF TOTALS

**NOTE: Bidders Informal Totals appear if different than bid tab calculated total.**

	<u>Name</u>	<u>Calculated Total</u>	<u>Bidder's Informal Totals</u>
1.	United Survey, Inc.	\$988,415.00	
2.	S.E.T. Inc.	\$1,079,855.17	
3.	Insight Pipe Contracting, LLC	\$1,178,675.00	

Forestgrove Sewer Improvements: Phase 1  
City of Willowick  
Bid Opening Date: August 28, 2025  
Bid Tabulation Summary

Project No. 0000031882

LIST OF ALL ITEMS  
**NOTE: Bidders Informal unit price or item total appear if different than bid tab calculated price.**

Bidders			Calculated		Bidder's Informal	
	Labor	Material	Unit Price	Unit Price	Line Item	Line Item
					Total	Total
1. 1.00 LS OF (SPC) PRECONSTRUCTION VIDEO DOCUMENTATION	United Survey, Inc.	\$500.00	\$1,500.00		\$1,500.00	
	S.E.T. Inc.	\$200.00	\$1,300.00		\$1,300.00	
	Insight Pipe Contracting, LLC	\$0.00	\$1,600.00		\$1,600.00	
2. 1.00 LS OF (SPC) BONDS AND INSURANCES, AS PER PLAN	United Survey, Inc.	\$0.00	\$5,000.00		\$5,000.00	
	S.E.T. Inc.	\$12,188.00	\$12,188.00		\$12,188.00	
	Insight Pipe Contracting, LLC	\$0.00	\$5,400.00		\$5,400.00	
3. 12.00 SY OF (SPC) TYPE "A" PAVEMENT REPLACEMENT (CONCRETE), ROADWAY, AS PER PLAN	United Survey, Inc.	\$920.00	\$1,920.00		\$23,040.00	
	S.E.T. Inc.	\$71.75	\$264.25		\$3,171.00	
	Insight Pipe Contracting, LLC	\$184.00	\$440.00		\$5,280.00	
4. 150.00 SY OF (SPC) TYPE "C" PAVEMENT REPLACEMENT (ASPHALT), ROADWAY, AS PER PLAN	United Survey, Inc.	\$80.00	\$160.00		\$24,000.00	
	S.E.T. Inc.	\$111.47	\$168.17		\$25,225.50	
	Insight Pipe Contracting, LLC	\$135.00	\$210.00		\$31,500.00	
5. 109.00 EACH OF (603) LATERAL INTERNAL TELEVISION INSPECTION, FROM MAINLINE, AS PER PLAN	United Survey, Inc.	\$400.00	\$400.00		\$43,600.00	
	S.E.T. Inc.	\$1,000.00	\$1,110.00		\$120,990.00	
	Insight Pipe Contracting, LLC	\$630.00	\$630.00		\$68,670.00	
6. 35.00 FT OF (SPC) 8 INCH - 15 INCH SANITARY SEWER HEAVY CLEANING, AS PER PLAN	United Survey, Inc.	\$30.00	\$30.00		\$1,050.00	
	S.E.T. Inc.	\$60.00	\$60.00		\$2,100.00	
	Insight Pipe Contracting, LLC	\$185.00	\$185.00		\$6,475.00	
7. 104.00 EACH OF (SPC) 6 INCH CURED-IN-PLACE PIPE LINING - LATERAL, AS PER PLAN	United Survey, Inc.	\$2,000.00	\$3,600.00		\$374,400.00	
	T. Inc.	\$1,500.00	\$2,745.00		\$285,480.00	
	Insight Pipe Contracting, LLC	\$2,550.00	\$4,250.00		\$442,000.00	

Forestgrove Sewer Improvements: Phase 1  
City of Willowick  
Bid Opening Date: August 28, 2025  
Bid Tabulation Summary

Project No. 0000031882

LIST OF ALL ITEMS

NOTE: Bidders Informal unit price or item total appear if different than bid tab calculated price.

Bidders	Labor	Material	Calculated Unit Price	Bidder's Informal Unit Price	Calculated Line Item Total	Bidder's Informal Line Item Total
8. 2,935.00 FT OF (SPC) 10 INCH CURED-IN-PLACE PIPE LINING						
United Survey, Inc.	\$25.00	\$20.00	\$45.00		\$132,075.00	
S.E.T. Inc.	\$50.00	\$15.72	\$65.72		\$192,888.20	
Insight Pipe Contracting, LLC	\$34.00	\$14.00	\$48.00		\$140,880.00	
9. 109.00 EACH OF (SPC) CONNECTION REINSTATEMENT, AS PER PLAN						
United Survey, Inc.	\$50.00	\$0.00	\$50.00		\$5,450.00	
S.E.T. Inc.	\$55.00	\$0.00	\$55.00		\$5,995.00	
Insight Pipe Contracting, LLC	\$150.00	\$0.00	\$150.00		\$16,350.00	
10. 2.00 EACH OF (SPC) 10 INCH CONDUIT POINT REPAIR, AS PER PLAN						
United Survey, Inc.	\$4,250.00	\$4,250.00	\$8,500.00		\$17,000.00	
S.E.T. Inc.	\$11,939.00	\$2,567.02	\$14,506.02		\$29,012.04	
Insight Pipe Contracting, LLC	\$6,600.00	\$4,000.00	\$10,600.00		\$21,200.00	
11. 16.00 FT OF (SPC) 10 INCH CONDUIT POINT REPAIR, ADDITIONAL FOOTAGE, CONTINGENCY, AS PER PLAN, AS DIRECTED						
United Survey, Inc.	\$175.00	\$175.00	\$350.00		\$5,600.00	
S.E.T. Inc.	\$61.09	\$107.86	\$168.95		\$2,703.20	
Insight Pipe Contracting, LLC	\$930.00	\$400.00	\$1,330.00		\$21,280.00	
12. 210.00 VERT FT OF (604) MANHOLE REHABILITATION CLEANING AND LINING, 48 INCH DIAM., AS PER PLAN						
United Survey, Inc.	\$200.00	\$80.00	\$280.00		\$58,800.00	
S.E.T. Inc.	\$200.00	\$87.70	\$287.70		\$60,417.00	
Insight Pipe Contracting, LLC	\$300.00	\$100.00	\$400.00		\$84,000.00	
13. 200.00 SF OF (608) 4 INCH CONCRETE WALK, INCLUDING REMOVAL, AS PER PLAN						
United Survey, Inc.	\$7.00	\$7.00	\$14.00		\$2,800.00	
S.E.T. Inc.	\$20.00	\$11.27	\$31.27		\$6,254.00	
Insight Pipe Contracting, LLC	\$15.00	\$8.00	\$23.00		\$4,600.00	
14. 80.00 FT OF (609) CURB, TYPE 4-C, INCLUDING REMOVAL, AS PER PLAN						
United Survey, Inc.	\$25.00	\$25.00	\$50.00		\$4,000.00	
T. Inc.	\$85.25	\$20.51	\$105.76		\$8,460.80	
Insight Pipe Contracting, LLC	\$78.00	\$40.00	\$118.00		\$9,440.00	

Forestgrove Sewer Improvements: Phase 1  
City of Willowick  
Bid Opening Date: August 28, 2025  
Bid Tabulation Summary

Project No. 0000031882

LIST OF ALL ITEMS

NOTE: Bidders Informal unit price or item total appear if different than bid tab calculated price.

Bidders	Labor			Material	Calculated		Bidder's		Calculated	
	Unit Price				Unit Price		Informal		Line Item	
	Total				Total		Unit Price		Total	
15. 5.00 PAIR OF (611) 6 INCH SANITARY AND STORM SEWER LATERAL TEST TEE/CLEAN OUT ASSEMBLY REPLACEMENT, AS PE										
United Survey, Inc.		\$4,250.00		\$4,250.00		\$8,500.00				\$42,500.00
S.E.T. Inc.		\$9,816.00		\$6,157.20		\$15,973.20				\$79,866.00
Insight Pipe Contracting, LLC		\$2,720.00		\$500.00		\$3,220.00				\$16,100.00
16. 5.00 PAIR OF (611) 6 INCH SANITARY AND STORM SEWER LATERAL REPLACEMENT, AS PER PLAN										
United Survey, Inc.		\$4,250.00		\$4,250.00		\$8,500.00				\$42,500.00
S.E.T. Inc.		\$9,866.00		\$5,632.20		\$15,498.20				\$77,491.00
Insight Pipe Contracting, LLC		\$6,600.00		\$3,000.00		\$9,600.00				\$48,000.00
17. 8.00 EACH OF (611) CATCH BASIN, INCLUDING REMOVAL, AS PER PLAN										
United Survey, Inc.		\$5,250.00		\$5,250.00		\$10,500.00				\$84,000.00
S.E.T. Inc.		\$3,219.38		\$3,135.37		\$6,354.75				\$50,838.00
Insight Pipe Contracting, LLC		\$7,500.00		\$8,400.00		\$15,900.00				\$127,200.00
18. 2.00 EACH OF (611) TYPE "A" SANITARY MANHOLE, AS PER PLAN										
United Survey, Inc.		\$6,025.00		\$6,025.00		\$12,050.00				\$24,100.00
S.E.T. Inc.		\$7,353.00		\$5,329.80		\$12,682.80				\$25,365.60
Insight Pipe Contracting, LLC		\$12,800.00		\$8,600.00		\$21,400.00				\$42,800.00
19. 1.00 EACH OF (611) TYPE "A" STORM MANHOLE, AS PER PLAN										
United Survey, Inc.		\$6,000.00		\$6,000.00		\$12,000.00				\$12,000.00
S.E.T. Inc.		\$6,530.00		\$4,742.33		\$11,272.33				\$11,272.33
Insight Pipe Contracting, LLC		\$12,800.00		\$8,600.00		\$21,400.00				\$21,400.00
20. 1.00 LS OF (614) MAINTAINING TRAFFIC, AS PER PLAN										
United Survey, Inc.		\$14,000.00		\$1,000.00		\$15,000.00				\$15,000.00
S.E.T. Inc.		\$21,500.00		\$0.00		\$21,500.00				\$21,500.00
Insight Pipe Contracting, LLC		\$10,750.00		\$0.00		\$10,750.00				\$10,750.00
21. 1.00 LS OF (680) SPECIAL - SITE RESTORATION										
United Survey, Inc.		\$19,000.00		\$1,000.00		\$20,000.00				\$20,000.00
T. Inc.		\$2,875.00		\$4,462.50		\$7,337.50				\$7,337.50
ght Pipe Contracting, LLC		\$2,750.00		\$1,000.00		\$3,750.00				\$3,750.00

Forestgrove Sewer Improvements: Phase 1  
City of Willowick  
Bid Opening Date: August 28, 2025  
Bid Tabulation Summary

Project No. 0000031882

LIST OF ALL ITEMS

NOTE: Bidders Informal unit price or item total appear if different than bid tab calculated price.

Bidders	Labor	Material	Calculated Unit Price	Bidder's Informal Unit Price	Calculated Line Item Total	Bidder's Informal Line Item Total
22. 1.00 LS OF (SPC) CONTINGENCY/DISCRETIONARY ALLOWANCE						
United Survey, Inc.	\$50,000.00	\$0.00	\$50,000.00		\$50,000.00	
S.E.T. Inc.	\$50,000.00	\$0.00	\$50,000.00		\$50,000.00	
Insight Pipe Contracting, LLC	\$50,000.00	\$0.00	\$50,000.00		\$50,000.00	

Forestgrove Sewer Improvements: Phase 1  
City of Willowick  
Bid Opening Date: August 28, 2025  
Bid Tabulation Summary  
Alternate - Daniel Drive  
Project No. 0000031882

Item #5.

LIST OF BIDDERS

BIDDER

- 1 United Survey, Inc.  
25145 Broadway Ave.  
Oakwood Village, OH 44146  
Phone number: (440) 439-7250
- 2 Insight Pipe Contracting, LLC  
232 E. Lancaster Road  
Harmony, PA 16037  
Phone number: (724) 452-6060
- 3 S.E.T. Inc.  
235 East Water Street, Suite C  
Lowellville, OH 444361273  
Phone number: (330) 536-6724

Forestgrove Sewer Improvements: Phase 1  
City of Willowick  
Bid Opening Date: August 28, 2025  
Bid Tabulation Summary  
Alternate - Daniel Drive  
Project No. 0000031882

Item #5.

LIST OF TOTALS

**NOTE: Bidders Informal Totals appear if different than bid tab calculated total.**

	<u>Name</u>	<u>Calculated Total</u>	<u>Bidder's Informal Totals</u>
1.	United Survey, Inc.	\$49,900.00	
2.	Insight Pipe Contracting, LLC	\$54,900.00	
3.	S.E.T. Inc.	\$66,000.00	



LIST OF ALL ITEMS

NOTE: Bidders Informal unit price or item total appear if different than bid tab calculated price.

<u>Bidders</u>	<u>Labor</u>	<u>Material</u>	<u>Calculated</u>	<u>Bidder's</u>	<u>Calculated</u>	<u>Bidder's</u>
			<u>Unit Price</u>	<u>Informal</u>	<u>Line Item</u>	<u>Informal</u>
1. 1,200.00 FT OF (SPC) 8 INCH CURED-IN-PLACE PIPE LINING						
United Survey, Inc.	\$20.00	\$20.00	\$40.00		\$48,000.00	
Insight Pipe Contracting, LLC	\$30.00	\$11.00	\$41.00		\$49,200.00	
S.E.T. Inc.	\$40.00	\$13.10	\$53.10		\$63,720.00	
2. 38.00 EACH OF (SPC) CONNECTION REINSTATEMENT, AS PER PLAN						
United Survey, Inc.	\$50.00	\$0.00	\$50.00		\$1,900.00	
Insight Pipe Contracting, LLC	\$150.00	\$0.00	\$150.00		\$5,700.00	
S.E.T. Inc.	\$60.00	\$0.00	\$60.00		\$2,280.00	

**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.**

**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:

<i>30116 Forestgrove Road</i>	<i>\$200.00</i>
<i>30721 Royalview Drive</i>	<i>\$200.00</i>
<i>525 East 305<sup>th</sup> Street</i>	<i>\$249.26</i>
<i>30163 Royalview Drive</i>	<i>\$200.00</i>
<i>31508 Daniel Drive</i>	<i>\$200.00</i>
<i>28926 Edgewood Drive</i>	<i>\$224.26</i>
<i>28810 Lakeshore Blvd</i>	<i>\$324.26</i>
<i>675 East 305<sup>th</sup> Street</i>	<i>\$374.26</i>

**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:**\_\_\_\_\_, 2024

**SUBMITTED** to the Mayor for his approval

on \_\_\_\_\_, 2024

**ATTEST:**

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

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

**APPROVED** by the Mayor on  
\_\_\_\_\_, 2024

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

**EXHIBIT "A"**

<b>Name</b>	<b>Address</b>	<b>Parcel Number</b>	<b>Amount</b>
David Lamphier, Jr.	30116 Forestgrove Road	28-A-040-G-03-076-0	\$200.00
Tyler Pompeii	30721 Royalview Drive	28-A-039-D-00-021-0	\$200.00
Jerry Deramus	525 East 305 <sup>th</sup> Street	28-A-039-D-00-004-0	\$249.26
James& John Fiorello	30163 Royalview Drive	28-A-039-A-00-031-0	\$200.00
Carol Nelson	31508 Daniel Drive	28-A-039-M-00-054-0	\$200.00
Norman Christiansen	28926 Edgewood Drive	28-A-042-P-00-005-0	\$224.26
Patti Anne, LLC	28810 Lakeshore Blvd	28-A-042-H-00-013-0	\$324.26
Jacqueline Zerbe	675 East 305 <sup>th</sup> Street	28-A-040-F-00-020-0	\$374.26

**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.**

**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, 2025, 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****Finance Department****Other**

Medicare	101.702.5260	1,000.00
<b>Total Other Expense</b>		1,000.00
<b>Total Other Expense</b>		<b>1,000.00</b>
<b>TOTAL GENERAL FUND:</b>		<b>1,000.00</b>

**Fire Department****Fund Other**

Transfer to Fund 101.102.5430	101.102.5564	550.00
Transfer to Fund 208.102.5430	208.102.5564	450.00
<b>Total Other Expense</b>		1,000.00
<b>TOTAL FIRE FUND</b>		<b>1,000.00</b>

<b>TOTAL ALL FUNDS</b>		<b>2,000.00</b>
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**SECTION 3.** 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 4.** 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 5.** 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 6.** 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:** \_\_\_\_\_, 2025

\_\_\_\_\_

**Submitted to the Mayor for his approval**

**Council President on** \_\_\_\_\_, 2025

**Approved by the Mayor on**

**ATTEST:** \_\_\_\_\_, 2025

\_\_\_\_\_

**Clerk of Council**

**Mayor**

## 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.

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

**Section 1.** Ordinance No. 2025-8 is hereby amended to read and provide as follows:

WHEREAS, Council has confirmed the appointment of the Director of Law.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Willowick, County of Lake, State of Ohio:

That effective January 21, 2025, the Director of Law shall receive compensation as follows:

The City shall pay the Law Director Three Thousand Seventy-Six Dollars and Ninety Two Cents (\$3,076.92) bi-weekly for up to . Said payments shall be pensionable to the Ohio Public Employees Retirement System and reported as W-2 (or equivalent) wages. The Law Director shall be enrolled in the Ohio Public Employee's Retirement System and the City shall pay the full employer contribution. ~~and the portion, if any, of the Law Director's contribution required by the PERS.~~

- a) This compensation is for the following: attendance at all regular meetings of Council, and such special and adjoining meetings of Council as the Mayor or Council may request; the preparation of legislation, contracts and legal documents; the furnishing of legal advice as may be required for the various officials, departments, boards or commission of the City; the preparation and supervision of the proceedings for the construction and financing of all improvements of the City; drafting zoning ordinances; services in connection with zoning; services in connection with revisions of the Codified Ordinances of the City; and attendance at meetings and hearings of various commissions and boards of the City at which the attendance of the Director of Law is requested; representing the City in certain matters of litigations, including the prosecution of proceedings before administrative boards or tribunals.
- b) The City shall reimburse the Director of Law for reasonable out-of-pocket expenses incurred by her in the performance of the duties imposed herein.

**Section 2.** In addition to the payment provided in the foregoing paragraphs, the City shall pay the City Prosecutor, appointed by the Law Director, compensation in the amount of One Thousand Three Hundred Forty-Six Dollars and Sixteen Cents (\$1,346.16) bi-weekly.

**Section 3.** Pursuant to Section 5.5 of the Charter, the Director of Law is hereby authorized to retain the services of assistants or designees to assist her in the performance of the duties imposed upon her by virtue of this Ordinance upon the approval of the Mayor and Council.

**Section 4.** That said Director shall respond to the inquiries of Council regarding the services of her Department and such matters that would come within her Department's responsibilities.

**Section 5.** That said Director shall have the authority to retain outside legal counsel for various legal matters subject to the approval of the Mayor and Council.

**Section 6.** That all Ordinances or parts thereof in conflict herewith be and the same are hereby repealed.

**Section 7.** 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 the municipal law department.

WHEREFORE, this Ordinance shall be in full force and effect immediately upon its passage by Council and approval by the Mayor.

Adopted by Council \_\_\_\_\_

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

Submitted to the Mayor: \_\_\_\_\_

Approved by the Mayor: \_\_\_\_\_, 2025

\_\_\_\_\_  
Michael Vanni, Mayor

ATTEST: \_\_\_\_\_  
Alyssa Moran, Clerk of Council



## 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 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<sup>st</sup>, 2026; 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 limitation; therefore, be it

**RESOLVED**, By the Council of the City of Willowick, Lake County, Ohio, that the amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted; and be it further

**RESOLVED**, 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 limitation as follows:

Attached Schedule A and Schedule B

And be it further **RESOLVED**, That the Clerk of this Council be and she is hereby directed to certify a copy of this Resolution to the County Auditor of said County.

**NOW, THEREFORE BE IT RESOLVED BY THE COUNCIL OF THE CITY OF WILLOWICK, LAKE COUNTY, OHIO**, two-thirds of all the members elected thereto concurring, that:

The Clerk of Council is directed to certify a copy of this Resolution, and the County Auditor's certificate referred to in the preambles hereto, to the Board of Elections of Lake County, Ohio on or before September 30, 2025.

That the amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted; and

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 limitation as follows:

Attached Schedule A and Schedule B

It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with the law.

This Resolution is hereby declared to be an emergency measure necessary for the immediate preservations of the public peace, health and safety of the City and for the further reason that the continued receipt of the proceeds of said levies are necessary to enable the City to continue to provide for the health, safety and general welfare of its residents; wherefore, this Resolution shall be in full force and effect from and immediately after its adoption and approval by the Mayor.

PASSED: \_\_\_\_\_, 2025

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

SUBMITTED to the Mayor for his  
approval on \_\_\_\_\_, 2025

APPROVED by the Mayor on  
\_\_\_\_\_, 2025

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

\_\_\_\_\_  
Alyssa Moran, Clerk of Council

## Attachment 1 First Renewal Term Quote



Locality Media, Inc. dba First Due  
107 Seventh St,  
Garden City, NY, 11530, United States  
Phone: +1 (516) 874-2258  
Website: <https://www.firstdue.com/>

### Exhibit A – Renewal Quote

Prepared By: Jason Capatske

Valid Until: June 1, 2025

Renewal Quote Number: 1545132000422416101

#### BILL TO:

Tom Henry  
Willowick Fire Department  
30435 Lake Shore Blvd  
Willowick, OH 44095

**Account:** Willowick Fire Department  
**First Renewal Term Subscription Start:** April 30, 2025  
**First Renewal Term:** 12 months  
**First Renewal Term Annual Subscription:** \$ 23,608.00

Product Details	Total
<b>Occupancy Management &amp; Pre-Incident Planning</b> Manage Occupancies, Pre-Incident Mapping, ArcGIS Maps, Fire Systems, Hazardous Material, and Contacts.	
<b>Responder</b> Web Responder dashboard and Responder iOS/Android App with notifications, statusing and routing.	
<b>Hydrant Management – Advanced</b> Manage Hydrants including hydrants visible on pre-plan & response map, hydrant list, hydrant types, hydrant uploads, ArcGIS hydrant layers, hydrant setup, hydrant service checklist, data management, mapping, service inspections, hydrant flow test and reporting.	
<b>Inspections</b> Field Inspections, Configurable Checklists, Violation Management, Virtual Inspections, Inspections Scheduler, and Integrated Pre-Incident Planning.	
<b>Permitting</b> Permit Management, Customizable Permit Types, Plan Review and Permit Fees.	
<b>Incident Reporting – NFIRS</b> NFIRS Incident Documentation, State and Federal Compliance with automated submission.	
<b>Scheduling</b> Manage staff schedules with an interactive shift board, configurable call shifts module, messaging, time-off and shift trades.	
<b>Personnel Management</b> Store, Manage and Access Employee Records including demographic data, certifications and employment information.	
<b>Basic Training Records</b> Assign Training, Record Completions, View Training Logs, and Manage Certifications.	
<b>Events &amp; Activities</b> Create Events, View Global Activity Log, and Access Global Calendar.	
<b>Exposure Tracking</b> Allows for the capture of all necessary personnel exposure information linked to Incidents, Training, Events and other activities.	
<b>Assets &amp; Inventory</b> Assets, vehicles, equipment and inventory management, assets and equipment checks, and work order management.	
<b>CAD Integration</b> Automated importing of CAD calls via XML, Database Connector or API.	
	One-Time Fees Subtotal \$ 0.00
	First Renewal Grand Total (4/30/2025 – 4/29/2026) \$ 23,608.00
	<b>Grand Total \$ 23,608.00</b>
	*Excluding Tax





NOTICE TO LEGISLATIVE AUTHORITY

TO

10007603-1 PERMIT NUMBER	NEW TYPE	EL HADDAD LLC DBA 305 QUICK STOP 1205 E 305TH STREET WILLOWICK, OHIO 44092/305 QUICK STOP 1205 E 305TH STREET WILLOWICK OH 44092
ISSUE DATE 8/27/2025		Muni/Village/Twp: Willowick
FILING DATE		
C-2 C-1 PERMIT CLASSES		
43187 TAX DISTRICT	OCT RECEIPT NO	

FROM 8/28/2025

PERMIT NUMBER	TYPE	
ISSUE DATE		
FILING DATE		
PERMIT CLASSES		
TAX DISTRICT	RECEIPT NO	

MAILED 8/28/2025

RESPONSES MUST BE POSTMARKED NO LATER THAN 09/28/2025

IMPORTANT NOTICE

PLEASE COMPLETE AND RETURN THIS FORM TO THE DIVISION OF LIQUOR CONTROL WHETHER OR NOT  
THERE IS A REQUEST FOR A HEARING.

REFER TO THIS NUMBER IN ALL INQUIRIES: OCT NEW 10007603-1  
(TRANSACTION & NUMBER)

(MUST MARK ONE OF THE FOLLOWING)

WE REQUEST A HEARING ON THE ADVISABILITY OF ISSUING THE PERMIT AND REQUEST THAT THE HEARING  
BE HELD ☐ IN OUR COUNTY SEAT ☐ IN COLUMBUS

WE DO NOT REQUEST A HEARING ☐

DID YOU MARK A BOX? IF NOT, THIS WILL BE CONSIDERED A LATE RESPONSE.

PLEASE SIGN BELOW AND MARK THE APPROPRIATE BOX INDICATING YOUR TITLE:

(Signature)

(Title) - ☐ Clerk of County Commissioner

(Date)

☐ Clerk of City Council

☐ Township Fiscal Officer

CLERK OF WILLOWICK CITY COUNCIL  
30435 LAKESHORE BLVD  
WILLOWICK OH 44095



# Department of Commerce

Division of Liquor Control

[com.ohio.gov](http://com.ohio.gov)

Mike DeWine, Governor Jim Tressel, Lt. Governor Sherry Maxfield, Director

Dear Local Legislative Authority Official:

Please find enclosed the legislative notice that is being sent to you regarding the applied for liquor permit as captioned on the notice. You **must**, within 30 days from the "mailed" date listed on the notice under the bar code:

- Notify the Division whether you object and want a hearing; or
- Ask for your one-time only, 30-day extension. o Any requests for a one-time, 30-day extension will be reviewed by the Division upon timely receipt. If granted, your additional 30-days runs from the expiration of the original 30-day period.

To be considered **timely**, your above response **MUST** be faxed, emailed, or mailed to the Division no later than the postmark deadline date stated on the form. To speed up processing times and reduce paper, the Division respectfully asks that you either fax or email your response. Please send your response to:

**FAX:** (614) 644 – 3166  
**EMAIL:** [Liquordocs@com.ohio.gov](mailto:Liquordocs@com.ohio.gov)  
**MAIL:** Ohio Division of Liquor Control  
 Attn: Licensing Unit  
 6606 Tussing Road  
 PO Box 4005  
 Reynoldsburg, Ohio 43068-9005

To find out who has disclosed an ownership interest in the permit application to us you can:

- Visit [com.ohio.gov/liquorinfo](http://com.ohio.gov/liquorinfo). Select the "Search who has disclosed an ownership interest" tab. Where asked, enter the permit number listed on the legislative notice; or
- Contact your police department or county sheriff (if you are a township fiscal officer or county clerk). We also sent them detailed ownership information to review for any criminal background issues involving the disclosed persons.

We have resources for you at [com.ohio.gov/govhelp](http://com.ohio.gov/govhelp). Never miss out on when renewal objections are due! Sign-up for our emails at [com.ohio.gov/stayinformed](http://com.ohio.gov/stayinformed).

Thank you in advance for your cooperation,

Division Licensing Section

(rev. 2.12.25)

[< Back to report](#)

Permit Number	Permit Holder Name	Legacy Permit Number	Permit Class	Status	Issue Date	End Da
10007603	EL HADDAD LLC DBA 305 QUICK STOP		C-1	Pending	08/27/2025	
10007603	EL HADDAD LLC DBA 305 QUICK STOP		C-2	Pending	08/27/2025	
10007603	EL HADDAD LLC DBA 305 QUICK STOP		D-6	Pending	08/27/2025	

Permit Number, Permit Holder Name, Legacy Permit Number, Permit Class, Status, Address, City, County, Quota Exempt, Agen  
Officer Title

10007603, EL HADDAD LLC DBA 305 QUICK STOP, , C-1, Pending, 1205 E 305TH STREET, WILLOWICK, LAKE, No, , No, James, V  
10007603, EL HADDAD LLC DBA 305 QUICK STOP, , C-2, Pending, 1205 E 305TH STREET, WILLOWICK, LAKE, No, , No, James, V  
10007603, EL HADDAD LLC DBA 305 QUICK STOP, , D-6, Pending, 1205 E 305TH STREET, WILLOWICK, LAKE, Yes, , No, James, \

**Total**