



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

Tuesday, December 07, 2021 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 November 16, 2021.
- [2.](#) Motion to approve the minutes of the Special Meeting of Council on December 1, 2021.

**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** – Brian Turner

**Fire Chief** – Joe Tennyson

**Chief Housing/Zoning Inspector** – Sean Brennan

**Economic Development Manager** – Monica Drake

**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** – Vanni, Bisbee, Koudela

**Safety** – Phares, Malta, Bisbee

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

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

**Tax Compliance** – Koudela, Antosh, Patton

**Moral Claims** – Antosh, Phares, Patton

**Budget** – Vanni, Koudela, Patton

## **LIAISON REPORTS**

**Planning** – Phares/Alternate Koudela

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

**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. Ordinance No. 2021-49 (Law Director)

An Ordinance amending Chapter 921 of the Codified Ordinances of the City of Willowick, Ohio, titled "Streets, Utilities and Public Services Code;" specifically, Section 921.08, titled "Sanitary Sewer Rental Rates," to provide a use charge rate based upon \$4.935 per 100 cubic feet of water, establish a minimum quarterly billing for such use charge rate of \$39.48 per 800 cubic feet of water, or part thereof.

***1st reading 11-2-21 2nd reading 11-16-21***

### 4. Resolution No. 2021-39 (Finance Director)

A Resolution to approve authorizations (Then and Now Certificate) to Comfort Control Systems in the amount of \$4,020.50, for the City of Willowick, and declaring an emergency.

### 5. Resolution No. 2021-40 (Finance Director)

A Resolution to approve authorizations (Then and Now Certificate) to Ohio Fire Chiefs' Association in the amount of \$7,100.00, for the City of Willowick, and declaring an emergency.

6. Resolution No. 2021-41 (Finance Director)

A Resolution authorizing the return of remaining advanced funds from the Lakefront Connectivity and Downtown Revitalization Fund (225) to the General Fund (101), and declaring an emergency.

7. Resolution No. 2021-42 (Finance Director)

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

## MISCELLANEOUS

8. Motion authorizing Change Order #1-Final to United Survey, Inc. in the deduct amount of \$3,386.00 for the E. 328th Street Sewer Repair.

9. Motion authorizing the release of retainage in the amount of \$6,789.40 to United Survey, Inc. for the E. 328th Street Sewer Repair.

10. A motion authorizing the mayor to sign a Memorandum of Understanding with the City of Eastlake for the use of the Senior Center Bus on 12/12/2021.

11. Motion authorizing CT Consultants to advertise and accept bids for the Willowick Community Center HVAC Project.

12. Motion to approve a change of time to the December 21, 2021 Regular City Council meeting from 7:30 p.m. to 6:30 p.m.

13. Motion to authorize the Mayor to sign a Memorandum of Understanding between City of Willowick and AFSCME Local 688 and AFSCME Ohio Council 8, AFL-CIO Secretarial Unit and Fraternal Order of Police Willowick Lodge No. 116 Police Clerk/Dispatcher Unit.

## 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, November 16, 2021 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.

**MINUTES**

**CALL MEETING TO ORDER**

(Total meetings to date - 18)

The nineteenth meeting of Council was called to order at 7:30 p.m. by Council President Patton.

**PLEDGE ALLEGIANCE**

**INVOCATION**

**ROLL CALL OF COUNCIL**

**PRESENT**

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

**ALSO PRESENT**

Mayor Regovich, Law Director Landgraf, Police Chief Turner, Chief Zoning and Building Inspector Brennan, Recreation Director Kless, City Engineer McLaughlin, Economic Manager Drake and Council Clerk Trend.

**ABSENT**

Finance Director Benedict and Fire Chief Tennyson.

**APPROVAL OF MINUTES**

1. Motion made by Mr. Malta, seconded by Ms. Antosh to approve the minutes of the Regular City Council Meeting of November 2nd, 2021.

**Discussion:** None.

**Vote:** All ayes. Motion carried.

**APPOINTMENTS, SPECIAL RESOLUTIONS & PROCLAMATIONS**

2. Oath of Office administered to Kyle Baker by Mayor Regovich as a Police Officer in the Willowick Police Department.

3. Oath of Office administered to Madison Orton by Mayor Regovich as a Police Officer in the Willowick Police Department.
4. Oath of Office administered to Keith Lawrence by Mayor Regovich as a Sergeant in the Willowick Police Department

### **ADMINISTRATIVE APPEALS**

None.

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

Mayor Regovich stated he will be on the National Heart Walk Committee next year. He will also be attending a meeting to attempt to get on the State Capital Budget for additional money to be used for the Lakefront Development and Vine Street corridor. City workers continue to pick leaves up and any leaves left after the crews have gone by will need to be bagged for Kimble to pick up through the last week of December.

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

None.

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

#### **Service Director – Todd Shannon**

Report submitted electronically. The Road Program will be finishing up and a few options are being researched for a water break that occurred on Green Dr.

#### **Recreation Director – Julie Kless**

No report.

#### **City Engineer – Tim McLaughlin**

No report. The HVAC Improvement Project for the Community Center will be advertised and opening for bids. Options for the water break on Green Dr. will be discussed with the County as Lake County Water services the water lines in the City. The repair will need to be done prior to final paving.

#### **Finance Director – Cheryl Benedict**

No report. Absent.

#### **Law Director – Stephanie Landgraf**

No report.

#### **Police Chief – Brian Turner**

Report submitted electronically.

#### **Fire Chief – Joe Tennyson**

No report. Absent.

#### **Chief Housing/Zoning Inspector – Sean Brennan**

No report.

#### **Economic Development Manager – Monica Drake**

Starbucks has signed and executed their lease for the new building at Shoregate. Mr. Malta inquired about the property where Uncle Bob's used to be on Vine St. Mayor Regovich stated that it is now a state licensed daycare.

## **WARD MATTERS**

Mr. Malta informed Mr. Shannon that there is a light out at Uxbridge Dr. and Gilchrist Dr. Also in front of 28913 Edgewood there is a lip in the road. Mr. Shannon stated that a final walk through of the area still needs to be done and this will be addressed.

## **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** – Vanni, Bisbee, Koudela

Report was sent out from the October meeting.

**Safety** – Phares, Malta, Bisbee

A meeting will be scheduled for the next week to discuss the party center restrictions.

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

The committee met this evening to discuss the Nike Site. Discussion centered on creating a memorial at Manry Park to be able to display some of the history. A special thank you to Willowick resident Mike Bowen for bringing this idea forward.

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

Report was sent out from the November 2 meeting.

**Tax Compliance** – Koudela, Antosh, Patton

No report.

**Moral Claims** – Antosh, Phares, Patton

No report.

**Budget** – Vanni, Koudela, Patton

## **LIAISON REPORTS**

**Planning** – Phares/Alternate Koudela

No report.

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

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**

Volunteers will be raking leaves for the next two weeks. Hearts & Hammers is looking for basket donations for the Chinese Auction to be used at the fundraiser in January of 2022.

**FUND TRANSFERS & BID AUTHORIZATIONS**

None.

**CONTRACT APPROVALS**

None.

**INTRODUCTION & CONSIDERATION OF LEGISLATION****5. Ordinance No. 2021-49** (Law Director)

An Ordinance amending Chapter 921 of the Codified Ordinances of the City of Willowick, Ohio, titled “Streets, Utilities and Public Services Code;” specifically, Section 921.08, titled “Sanitary Sewer Rental Rates,” to provide a use charge rate based upon \$4.935 per 100 cubic feet of water, establish a minimum quarterly billing for such use charge rate of \$39.48 per 800 cubic feet of water, or part thereof.

***1st reading 11-2-21 2nd reading 11-16-21***

**6. Resolution No. 2021-37** (Finance Director)

A Resolution to approve authorizations (Then and Now Certificate) to Lampion Companies in the amount of \$5,343.00, for the City of Willowick, and declaring an emergency.

Motion made by Ms. Antosh, seconded by Mr. Malta to waive the three readings on Resolution No. 2021-37.

**Discussion:** None.

**Vote:** All ayes. Motion carried.

Motion made by Ms. Antosh, seconded by Mr. Vanni to approve Resolution No. 2021-37.

**Discussion:** None.

**Vote:** All ayes. Motion carried.

**7. Resolution No. 2021-38** (Finance Director)

A Resolution to approve authorizations (Then and Now Certificate) to Comfort Control Systems in the amount of \$8,087.00, for the City of Willowick, and declaring an emergency.

Motion made by Ms. Antosh, seconded by Mr. Vanni to waive the three readings on Resolution No. 2021-38.

**Discussion:** None.

**Vote:** All ayes. Motion carried.

Motion made by Mr. Vanni, seconded by Ms. Antosh to approve Resolution No. 2021-38.

**Discussion:** None.

**Vote:** All ayes. Motion carried.

**MISCELLANEOUS**

8. Motion made by Ms. Antosh, seconded by Mr. Malta authorizing a liquor permit to Tobacco & Beverage LLC DBA Tobacco Express, 30740 Lakeshore Blvd., Willowick, Ohio 44095.

**Discussion:** None.

**Vote:** All ayes. Motion carried.

9. Motion made by Mr. Phares, seconded by Ms. Antosh authorizing a liquor permit to La Turka Mediterranean Cuisine LLC DBA Pasha Turkish Kitchen, 31640 Vine St., Willowick, Ohio 44095.

**Discussion:** None.

**Vote:** All ayes. Motion carried.

10. Council President Patton opened the floor up for nominations to the Volunteer Fire Fighters' Dependents Fund Board. Councilwoman Antosh and Councilman Phares raised their hands. With no other nominations the nominations were closed.

Motion made by Mr. Vanni, seconded by Mr. Malta to appoint Councilwoman Antosh and Councilman Phares as the two members of Council to be elected to the Board of the Volunteer Fire Fighters' Dependent's Fund Board.

**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 Mr. Malta, seconded by Ms. Antosh to adjourn.

**Discussion:** None.

**Vote:** All ayes. Motion carried.

Meeting adjourned at 8:06 p.m.

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PRESIDENT OF COUNCIL

ATTEST: \_\_\_\_\_

CLERK OF COUNCIL





**City of Willowick**  
**City Council Special Meeting**  
 Wednesday, December 01, 2021 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 245-6033 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 7:32 p.m.

**PLEDGE OF ALLEGIANCE**

**INVOCATION**

**ROLL CALL**

**PRESENT**

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

**ABSENT**

Ward 1 Councilwoman Monica Koudela

**ALSO PRESENT**

Mayor Regovich and City Engineer Tim McLaughlin

**ADJOURN TO EXECUTIVE SESSION**

Motion made by Mr. Malta, seconded by Ms. Antosh to adjourn to Executive Session to discuss the authorization and acceptance of bids.

**Discussion:** None.

**Vote:** All ayes. Motion carried.

**RETURN TO TABLE FROM EXECUTIVE SESSION**

Motion made by Mr. Malta, seconded by Ms. Antosh to return to the table.

**Discussion:** None.

**Vote:** All ayes. Motion carried.

**OTHER BUSINESS**

Motion made by Mr. Malta, seconded by Ms. Antosh authorizing CT Consultants to advertise and accept bids for the Willowick Community Center HVAC project.

**Discussion:** None.

**Vote:** All ayes. Motion carried.

**ADJOURNMENT**

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

Meeting adjourned at 7:43 p.m.

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PRESIDENT OF COUNCIL

ATTEST: \_\_\_\_\_  
CLERK OF COUNCIL

## ORDINANCE NO. 2021-49

**AN ORDINANCE AMENDING CHAPTER 921 OF THE CODIFIED ORDINANCES OF THE CITY OF WILLOWICK, OHIO, TITLED “STREETS, UTILITIES AND PUBLIC SERVICES CODE;” SPECIFICALLY, SECTION 921.08, TITLED “SANITARY SEWER RENTAL RATES,” TO PROVIDE A USE CHARGE RATE BASED UPON \$4.935 PER 100 CUBIC FEET OF WATER, ESTABLISH A MINIMUM QUARTERLY BILLING FOR SUCH USE CHARGE RATE OF \$39.48 PER 800 CUBIC FEET OF WATER, OR PART THEREOF.**

**WHEREAS**, Section 921.08 (b)(1) of the Codified Ordinances of the City of Willowick sets a use charge rate from which every person, firm or corporation whose lots, lands or premises served by a connection with the sanitary sewerage system of the City shall pay for discharging sewage; and

**WHEREAS**, the Administration and Council of the City of Willowick have been advised of the need to amend Section 921.08(b)(1) to provide for a revised use charge rate and a minimum quarterly billing based on that revised use charge rate for sanitary service in the City.

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

**SECTION 1.** That Chapter 921 of the Codified Ordinances of the City of Willowick, Ohio, titled “STREETS, UTILITIES AND PUBLIC SERVICES CODE”; specifically Section 921.08, titled “SANITARY SEWER RENTAL RATES”, is hereby amended to read and provide as follows:

### 921.08 SANITARY SEWER RENTAL RATES.

(a) There is hereby established a charge for the use of the sanitary sewerage system upon all lots, lands and premises served by a connection with the sanitary sewerage system of the City which charge shall be in addition to any revenues received by a levy of taxes or assessments on the tax duplicated for sewer purposes.

(b)(1) Every person, firm or corporation whose lots, lands or premises are served by a connection with the sanitary sewerage system of the City shall pay for discharging sewage, industrial wastes, waste or other liquids either directly or indirectly into the sanitary sewerage system, a sewer rental charge based upon the quantity of metered water used in or upon such lots, lands, or premises and such charge shall be determined as follows: Each 100 cubic feet of water, or part thereof, measured through any one water meter, at the use charge rate of **Four Dollars and .935 cents** (~~\$4.486~~ **4.935**) and the minimum quarterly billing for such use charge rate shall be **Thirty-Nine Dollars and 48/100 cents** (~~\$35.89~~) (**\$39.48**) per 800 cubic feet of water, or part thereof per quarter.

(b)(2) The Finance Director...

\* \* \*

**Section 2.** The existing Section 921.08 of the City's Codified Ordinances is hereby repealed in that said Section to the extent inconsistent herewith is superseded by this legislation.

**Section 3.** 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 Chapter 107 of the Codified Ordinances and Section 121.22 of the Ohio Revised Code.

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

Adopted by Council: \_\_\_\_\_, 2021

\_\_\_\_\_  
Robert Patton, Council President

Submitted to the Mayor: \_\_\_\_\_, 2021

\_\_\_\_\_  
Richard J. Regovich, Mayor

Approved by the Mayor: \_\_\_\_\_, 2021

ATTEST: \_\_\_\_\_  
Angela Trend, Clerk of Council

**RESOLUTION NO. 2021 - 39****A RESOLUTION TO APPROVE AUTHORIZATIONS (THEN AND NOW CERTIFICATE)  
TO COMFORT CONTROL SYSTEMS IN THE AMOUNT OF \$4,020.50, 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:** \_\_\_\_\_, 2021

\_\_\_\_\_  
**Robert Patton, President of Council**

**SUBMITTED** to the Mayor for his approval  
on \_\_\_\_\_, 2021

**APPROVED** by the Mayor on  
\_\_\_\_\_, 2021

**ATTEST:**

\_\_\_\_\_  
**Angela Trend, Clerk of Council**

\_\_\_\_\_  
**Richard J. Regovich, Mayor**

# COMFORT CONTROL SYSTEMS



10147-H Royalton Road  
North Royalton, Ohio 44133  
Phone: 440/877-2000 Fax: 440/877-2001

**Bill To:**

City of Willowick  
31230 Vine St  
Willowick, OH 44095  
ATTN: Terry McCarthy

## Invoice

P.O. No.	Terms	Work Location	Date	Invoice #
	Net 30	Fire Dept	10/29/2021	91058
Item	Description	Qty	Rate	Amount
Service Call	9.30.21 PM on HVAC units. Checked heat on all HVAC units. Checked thermostats cycle on each unit and blow out. Burners area check controls and filters. Check heating bay area and cycle.	8	85.00	680.00
Please contact Traci directly with any billing questions. (440)241-7203 EMAIL: Traci@ccshvac.com SEND REMITTANCE TO: COMFORT CONTROL SYSTEMS 10147 ROYALTON RD STE H N. ROYALTON, OH 44133		Total	\$680.00	
		Payment/Credit	\$0.00	
		Balance Due	\$680.00	

# COMFORT CONTROL SYSTEMS



10147 H Royalton Road  
North Royalton, Ohio 44133  
Phone: 440/877-2000 Fax: 440/877-2001

**Bill To:**

City of Willowick  
31230 Vine St  
Willowick, OH 44095  
ATTN: Terry McCarthy

## Invoice

P.O. No.	Terms	Work Location		Date	Invoice #
	Net 30	Willowick Municipal		9/3/2021	89584
Item	Description		Qty	Rate	Amount
Service Call	7.23.21 Add freon to unit. Leak checked unit and found leaks at liquid service valves. Repaired leaks and added charge to both circuits.		2	85.00	170.00
Materials	#25lb R410A		1	1,180.00	1,180.00



# COMFORT CONTROL SYSTEMS



10147-H Royalton Road  
North Royalton, Ohio 44133  
Phone: 440/877-2000 Fax: 440/877-2001

**Bill To:**

City of Willowick  
31230 Vine St  
Willowick, OH 44095  
ATTN: Terry McCarthy

## Invoice

P.O. No.	Terms	Work Location		Date	Invoice #
	Net 30	Service Dept		10/28/2021	89607
Item	Description		Qty	Rate	Amount
Service Call	10.10.21 & 10.11.21 Check all HVAC equipment, checked control and heat exchangers. Checked belts and filters. Cycled units and checked operation. Check damper in ceiling by secretary., to cold. Rest actuator in ceiling and recheck flame sensors and spark rods.		14	85.00	1,190.00
Materials	Ignitor and belt		1	248.00	248.00
Please contact Traci directly with any billing questions. (440)241-7203 EMAIL: Traci@ccshvac.com SEND REMITTANCE TO: COMFORT CONTROL SYSTEMS 10147 ROYALTON RD STE H N. ROYALTON, OH 44133			Total		\$1,438.00
			Payment/Credit		\$0.00
			Balance Due		\$1,438.00

# COMFORT CONTROL SYSTEMS



10147-H Royalton Road  
North Royalton, Ohio 44133  
Phone: 440/877-2000 Fax: 440/877-2001

**Bill To:**

City of Willowick  
31230 Vine St  
Willowick, OH 44095  
ATTN: Terry McCarthy

## Invoice

P.O. No.	Terms	Work Location		Date	Invoice #
	Net 30	Community Center		9/1/2021	89503
Item	Description		Qty	Rate	Amount
Service Call	8.3.21 Clean condenser coils on HVAC units and cycle each unit. Checked operation		6.5	85.00	552.50
<p>Please contact Traci directly with any billing questions. (440)241-7203 EMAIL: Traci@ccshvac.com SEND REMITTANCE TO: COMFORT CONTROL SYSTEMS 10147 ROYALTON RD STE H N. ROYALTON, OH 44133</p>			Total \$552.50		
			Payment/Credit \$0.00		
			Balance Due \$552.50		

**RESOLUTION NO. 2021 - 40****A RESOLUTION TO APPROVE AUTHORIZATIONS (THEN AND NOW CERTIFICATE)  
TO OHIO FIRE CHIEFS' ASSOCIATION IN THE AMOUNT OF \$7,100.00, 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:** \_\_\_\_\_, 2021

\_\_\_\_\_  
**Robert Patton, President of Council**

**SUBMITTED** to the Mayor for his approval  
on \_\_\_\_\_, 2021

**APPROVED** by the Mayor on  
\_\_\_\_\_, 2021

**ATTEST:**

\_\_\_\_\_  
**Angela Trend, Clerk of Council**

\_\_\_\_\_  
**Richard J. Regovich, Mayor**

Ohio Fire Chiefs' Association  
450 W. Wilson Bridge Road  
Suite 150  
Worthington, OH 43085



## Invoice

Invoice #: **22498**  
Date: 11/09/2021  
Charges: \$ 7,100.00  
Payments: \$ 0.00

Balance: **\$ 7,100.00**

Angie Trend  
City of Willowick

## Charges

Willowick Lieutenant Traditional Assessment (7 Candidates) October 5, 2021

\$7100.00  
**Total: \$ 7,100.00**



City of Willowick  
30435 Lakeshore Blvd  
Willowick, OH 44095

# PURCHASE ORDER

Item #5.

PO Number RG053958  
Req Number 001522  
PO Date 11/03/2021  
Terms NET 0

## DELIVER

TO: CITY OF WILLOWICK  
30435 LAKESHORE BOULEVARD  
  
WILLOWICK, OH 44095

ACCOUNT NUMBER	AMOUNT
101.707.5317	\$5,320.00

TO: Ohio Fire Chiefs Association  
450 West Wilson Bridge Rd.  
Suite 150  
Worthington, Ohio 43085

Material on this order is exempted from the Ohio Sales Tax and Federal Excise Taxes

QUANTITY	UNIT	DESCRIPTION	PRICE / UNIT	AMOUNT
		RANK OF LIEUTENANT		
		WRITTEN PROMOTIONAL EXAM - OCT. 9, 2021		2,220.00
		ORAL PROMOTIONAL EXAM - NOV. 5 2021		3,100.00
		<b>TOTAL</b>		<b>\$5,320.00</b>

## CERTIFICATE

It is hereby certified that, both at the time of the making of this contract or order and at the date of the execution of this certificate, the amount required to meet the contract, agreement, obligation, payment or expenditure for the above has been lawfully appropriated or authorized or directed for such purpose and is in the treasury or in process of collection to the credit of the fund free from any obligation or certification now outstanding.

☐ CONFIRMING ORDER (DATE APPROVAL RECEIVED) 11/03/2021

☐ DIRECT PAY

☐ EMERGENCY (DESCRIBE IN BODY)

*Cheryl Benedict*

DIRECTOR OF FINANCE

ATTENTION VENDOR, THIS PURCHASE ORDER IS NOT  
VALID UNLESS SIGNED BY THE DIRECTOR OF FINANCE

## RESOLUTION NO. 2021-41

### A RESOLUTION AUTHORIZING THE RETURN OF REMAINING ADVANCED FUNDS FROM THE LAKEFRONT CONNECTIVITY AND DOWNTOWN REVITALIZATION FUND (225) TO THE GENERAL FUND (101), AND DECLARING AN EMERGENCY.

**WHEREAS**, the City of Willowick adopted Ordinance No. 2019-36, an Ordinance Authorizing the Advancement of Funds from the General Fund (101) to the Lakefront Connectivity and Downtown Revitalization Fund (225), pending reimbursement of grant funds from Northeast Ohio Areawide Coordinating Agency's Transportation for Livable Communities Initiative ("TLCI") Grant program; and

**WHEREAS**, Resolution 2019-36 authorized the temporary advancement of funds from the General Fund (101) to the Lakefront Connectivity and Downtown Revitalization Fund (225), on the condition that the advanced funds would be returned to the General Fund at the earliest time practical; and

**WHEREAS**, Ordinance 2020-45 provided for the partial return of advanced funds from the receipt of grant funds from the Northeast Ohio Areawide Coordinating Agency's Transportation for Livable Communities Initiative ("TLCI") Grant program in the amount of \$58,430.00; and

**WHEREAS**, the City of Willowick is now in receipt of the remaining distribution of the awarded grant funds from the Northeast Ohio Areawide Coordinating Agency's Transportation for Livable Communities Initiative ("TLCI") Grant program.

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

**SECTION 1.** The Council of the City of Willowick hereby authorizes and directs the Finance Director to take steps necessary to return the remaining advanced funds from the Lakefront Connectivity and Downtown Revitalization Fund (225) to the General Fund (101) in the amount of \$20,570.00.

**SECTION 2.** All formal actions of this Council concerning the passage of this Resolution 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 3.** This Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, welfare and dignity of the residents of the City of Willowick.

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

**Approved by Council:** \_\_\_\_\_

**Approved by:**

\_\_\_\_\_  
**Robert Patton, President of Council**

**Attest:** \_\_\_\_\_  
**Angela Trend, Clerk of Council**

**Approved by Mayor:** \_\_\_\_\_

\_\_\_\_\_  
**Richard J. Regovich, Mayor**



**RESOLUTION NO. 2021 - 42****A RESOLUTION REQUESTING THE COUNTY AUDITOR TO MAKE ADVANCE PAYMENTS OF TAXES PURSUANT TO OHIO REVISED CODE SECTION 321.34, AND DECLARING AN EMERGENCY.**

**WHEREAS**, the Ohio Revised Code allows a taxing authority to request payment from the County Auditor fund derived from taxes or other sources to the County Treasurer, which may be held on account of a local subdivision;

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

**Section 1:** That the Auditor and Treasurer of Lake County, in accordance with Ohio Revised Code Section 321.34, be requested to draw and pay to the City of Willowick, upon the written request of Cheryl Benedict, Finance Director, to the County Auditor, funds in any settlement of 2022 derived from taxes or other sources, payable to the County Treasurer to the account of the City of Willowick, and lawfully applicable for purposes of the current fiscal year 2022.

**Section 2:** That the Clerk of Council of the City of Willowick shall forward to the County Auditor a certified copy of this Resolution.

**Section 3:** It is found and determined that all formal actions of this Council concerning and relating to the passage of this Resolution were passed 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 all legal requirements including Section 121.22 of the Ohio Revised Code.

**Section 4:** This Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the City, and for the further reason that it is necessary to provide for the usual and customary operations of the City of Willowick

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

PASSED:

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Robert J. Patton, President of Council

Submitted to the Mayor for his  
Approval on this \_\_\_\_\_ day of  
\_\_\_\_\_, 2021.

ATTEST:

Approved by the Mayor, this \_\_\_\_\_ day  
of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Angela Trend, Clerk of Council

\_\_\_\_\_  
Richard J. Regovich, Mayor

### **FISCAL OFFICER'S CERTIFICATE**

I, the undersigned, do hereby certify that the foregoing Resolution No. 2020-42 is a true and accurate copy of the Resolution adopted by the Council of the City of Willowick at its meeting held on the 7th day of December, 2021, and that I am duly authorized to execute this certification.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Cheryl Benedict, Finance Director

## **MEMORANDUM OF UNDERSTANDING**

**BETWEEN**

**CITY OF WILLOWICK, OHIO  
23500 Lake Shore Blvd.  
Willowick, Ohio 44095**

**AND**

**CITY OF EASTLAKE, OHIO  
35150 Lakeshore Blvd.  
Eastlake, OH 44095**

**WHEREAS**, the City of Eastlake (“Eastlake”) has requested that the City of Willowick (“Willowick”) provide its Senior Bus to aid the transportation to and from its Outdoor Christmas Market on December 12, 2021 between the hours of 4:00 p.m. and 6:00 p.m. (the “Event”); and

**WHEREAS**, Willowick has agreed to provide a bus identified as the Willowick Senior Center Bus (“bus”) and its driver, Ray Summers, to Eastlake for the purpose of transporting patrons to and from the Event.

Now, therefore, In consideration of the mutual promises contained herein, Eastlake and Willowick agree as follows:

1. Willowick will provide the bus, and driver of the bus, and be responsible for the wages and any other compensation required by the driver during the Event.
2. Eastlake shall reimburse the Willowick the sum of Fifty Dollars (\$50.00) for the use and operation of the bus during the above-referenced Event.
3. Absent negligence of the driver of the bus, Eastlake shall be responsible and pay for any and all physical damage sustained to the Willowick Senior Bus during the Event.
4. Willowick will provide insurance on the bus for purposes of this Event.

This Memorandum of Understanding shall be effective when executed by the authorized representatives of Eastlake and the Mayor of the City.

**IN WITNESS WHEREOF**, the parties hereto have executed this Memorandum of Understanding and it shall be effective the date set beside the signature of the Mayor of the City of Willoughby.

**CITY OF WILLOWICK, OHIO:**

\_\_\_\_\_  
(Date)                      by: \_\_\_\_\_  
Richard J. Regovich, Mayor

**CITY OF EASTLAKE:**

\_\_\_\_\_  
(Date)                      by: \_\_\_\_\_  
Dennis Morley, Mayor

**MEMORANDUM OF UNDERSTANDING BETWEEN**  
**CITY OF WILLOWICK**  
**AND**  
**AFSCME LOCAL 688 AND AFSCME OHIO COUNCIL 8, AFL-CIO**  
**Secretarial Unit**  
**AND**  
**FRATERNAL ORDER OF POLICE WILLOWICK LODGE NO. 116**  
**Police Clerk/Dispatcher Unit**

WHEREAS, the City of Willowick (“City”) and Local 688 and Ohio Council 8 of the American Federation of State, County, and Municipal Employees, AFL-CIO, Secretarial Unit (“Secretarial Unit”) are parties to a collective bargaining agreement in effect between January 1, 2019 and December 31, 2021 (“Secretarial CBA”).

WHEREAS, the City and the Fraternal Order of Police Willowick Lodge No. 116, Dispatcher Unit (“Dispatcher Unit”) are parties to a collective bargaining agreement in effect from January 1, 2019 to December 31, 2021 (“Dispatcher CBA”).

WHEREAS, Lisa M. Hudson is employed by the City and will be transferring from the Dispatching Unit to the Secretarial Unit effective December 6, 2021.

WHEREAS, due to emergency staffing needs of the Dispatching Unit, specifically in the Police Department on December 24, 2021 and December 25, 2021, it is in the best interests of the City, the Dispatching Unit, and the Secretarial Unit that Lisa M. Hudson serve in the capacity as Police Clerk/Dispatcher on December 24, 2021 at 6:00 p.m. to December 25, 2021 at 6:00 a.m., and on December 25, 2021 at 6:00 p.m. to December 26, 2021 at 6:00 a.m.

WHEREAS, the parties to this Memorandum of Understanding acknowledge and agree that the compensation and of Lisa M. Hudson as a member to a collective bargaining agreement is a matter to be collectively bargained.

WHEREAS, in an effort to come to a mutual agreement regarding the emergency need to fill the aforesaid shifts in the Dispatching Unit on December 24, 2021 and December 25, 2021, the parties agree to the following terms and conditions:

1. Lisa M. Hudson shall be permitted to work as a Police Clerk/Dispatcher in the Police Department on December 24, 2021 from 6:00 p.m. to December 25, 2021 at 6:00 a.m. and December 25, 2021 at 6:00 p.m. to December 26, 2021 at 6:00 a.m., and shall be

compensated at the Dispatcher rate of pay under the current Dispatcher CBA, during these specifically designated shifts, and these shifts, only.

The parties agree that this Memorandum of Understanding relates solely to the application of the aforementioned collective bargaining agreements to the specifically referenced circumstances set forth herein, together with public safety needs of the City of Willowick, the safety forces, and the residents of the City, and shall not be considered a precedent setting resolution or agreement between the parties, nor shall it impact or concern any other matter or term set forth within the collective bargaining agreement between the City, AFSCME Local 688 and AFSCME Ohio Council 8, AFL-CIO, Secretarial Unit, or the Fraternal Order of Police Willowick Lodge No. 116, Dispatching Unit.

The above changes shall be effective only upon authorization and full execution of this Memorandum.

For the Unions

For the City of Willowick:

\_\_\_\_\_  
AFSCME Local 688 and AFSCME Ohio  
Council 8, AFL-CIO, Secretarial Unit  
By: \_\_\_\_\_

\_\_\_\_\_  
RICHARD J. REGOVICH, Mayor  
Date: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
Fraternal Order of Police Willowick  
Lodge No. 116, Dispatching Unit.  
By: \_\_\_\_\_

Date: \_\_\_\_\_