



City of Willowick
CITY COUNCIL REGULAR MEETING

Tuesday, December 20, 2022 at 6:30 PM
City Council Chambers

ADA NOTICE

In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting should notify the City of Willowick at 440-585-3700 at least three working days before the meeting.

MINUTES

CALL MEETING TO ORDER

(Total meetings to date - 21)

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

PLEDGE ALLEGIANCE

INVOCATION

ROLL CALL OF COUNCIL

PRESENT

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

ALSO PRESENT

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

ABSENT

Recreation Director Kless & Economic Manager Drake.

APPROVAL OF MINUTES

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

Discussion: None.

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

Abstain: Phares.

APPOINTMENTS, SPECIAL RESOLUTIONS & PROCLAMATIONS

None.

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

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

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

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

Discussion: None.

Vote: All ayes. Motion carried.

REPORTS & COMMUNICATIONS FROM THE MAYOR/SAFETY DIRECTOR

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

COUNCIL DISCUSSION OF THE MAYOR'S REPORT

None.

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

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

Recreation Director – Julie Kless

No report - absent.

City Engineer – Tim McLaughlin

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

Finance Director – Cheryl Benedict

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

Law Director – Stephanie Landgraf

No written report.

Police Chief – Brian Turner

No written report.

Fire Chief – Bill Malovrh

No written report.

Chief Housing/Zoning Inspector – Sean Brennan

Written report submitted electronically.

Economic Development Manager – Monica Drake

No written report - absent.

WARD MATTERS

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

PUBLIC PARTICIPATION

a) Public statement (1 minute maximum)

b) Council response to the public

c) Public clarification (30 seconds to 1 minute for the purpose of restating or rearticulating an original question, concern, suggestion or idea)

None.

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

No report.

Safety – Phares, Malta, Bisbee

No report.

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

No report.

Streets, Sidewalks & Sewers – Malta, Antosh

No report.

Tax Compliance – Koudela, Antosh, Patton

No report.

Moral Claims – Antosh, Phares, Patton

No report.

Budget – Koudela, Patton

No report.

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

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

Board of Zoning Appeals – Koudela

No report.

Volunteer Fire Fighters' Dependents Fund Board – Antosh, Phares

No report.

Recreation Board – Bisbee/Alternate Phares

No report.

Plan Review Board – Antosh

No report.

Hearts & Hammers – Malta

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

FUND TRANSFERS & BID AUTHORIZATIONS

None.

CONTRACT APPROVALS

None.

INTRODUCTION & CONSIDERATION OF LEGISLATION

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

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

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

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

Discussion: None.

Vote: All ayes. Motion carried.

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

Discussion: None.

Vote: All ayes. Motion carried.

Councilman Malta arrived at 6:45 p.m.

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

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

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

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

Discussion: None.

Vote: All ayes. Motion carried.

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

Discussion: None.

Vote: All ayes. Motion carried.

5. Resolution No. 2022-29

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

Tabled 12-6-22

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

Discussion: None.

Vote: All ayes. Motion carried.

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

Discussion: None.

Vote: All ayes. Motion carried.

6. Resolution No. 2022-30

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

Tabled 12-6-22

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

Discussion: None.

Vote: All ayes. Motion carried.

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

Discussion: None.

Vote: All ayes. Motion carried.

7. Resolution No. 2022-31

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

emergency.

Tabled 12-6-22

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

Discussion: None.

Vote: All ayes. Motion carried.

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

Discussion: None.

Vote: All ayes. Motion carried.

8. Resolution No. 2022-32

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

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

Discussion: None.

Vote: All ayes. Motion carried.

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

Discussion: None.

Vote: All ayes. Motion carried.

9. Resolution No. 2022-33

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

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

Discussion: None.

Vote: All ayes. Motion carried.

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

Discussion: None.

Vote: All ayes. Motion carried.

10. Resolution No. 2022-34

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

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

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

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

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

Vote: All ayes. Motion carried.

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

Discussion: None.

Vote: All ayes. Motion carried.

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

Discussion: None.

Vote: All ayes. Motion carried.

11. Resolution No. 2022-35

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

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

Discussion: None.

Vote: All ayes. Motion carried.

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

Discussion: None.

Vote: All ayes. Motion carried.

12. Resolution No. 2022-36

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

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

Discussion: None.

Vote: All ayes. Motion carried.

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

Discussion: None.

Vote: All ayes. Motion carried.

MISCELLANEOUS

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

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

Vote: All ayes. Motion carried.

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

PUBLIC PARTICIPATION

- a) Public statement (1 minute maximum)*
- b) Council response to the public*
- c) Public clarification (30 seconds to 1 minute for the purpose of restating or rearticulating an original question, concern, suggestion or idea)*

None.

ADJOURNMENT

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

Discussion: None.

Vote: All ayes. Motion carried.

Meeting adjourned at 7:01 p.m.

PRESIDENT OF COUNCIL

ATTEST: _____

CLERK OF COUNCIL