

**BUILDING CODE OF APPEALS BOARD
CITY OF WILLOUGHBY
REGULAR MEETING
JANUARY 5, 2026
MINUTES**

Present: Jay Byram; Mike Gallagher; Kevin McCrone; Tom Ruple, Chairman

Absent: Richard Parker

Others: Vicki Grinstead, Secretary

Chairman Ruple called the meeting to order at 6:04 p.m.

OLD BUSINESS

None

NEW BUSINESS

Board of Bldg. Code of Appeals

Election – 2026

Chairman

Vice Chairman

Secretary

Mr. McCrone moved to nominate Mr. Ruple for Chairman of the Building Code of Appeals Board for year 2026 and Mr. Bryam seconded. There were no other nominations.

ROLL CALL: Yeas: Mike Gallagher; Jay Byram; Kevin McCrone; Tom Ruple, Chairman
 Nays: None
 Absent: Richard Parker

Motion Carried: APPROVED

Mr. McCrone moved to elect Mr. Ruple for Chairman of the Building Code of Appeals Board for year 2026 and Mr. Gallagher seconded.

ROLL CALL: Yeas: Jay Byram; Kevin McCrone; Mike Gallagher; Tom Ruple, Chairman
 Nays: None
 Absent: Richard Parker

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Motion Carried: APPROVED

Mr. Bryam moved to nominate Mr. Gallagher for Vice Chairman of the Building Code of Appeals Board for year 2026 and Mr. McCrone seconded. There were no other nominations.

ROLL CALL: Yeas: Kevin McCrone; Mike Gallagher; Jay Byram; Tom Ruple, Chairman
 Nays: None
 Absent: Richard Parker

Motion Carried: APPROVED

Mr. McCrone moved to elect Mr. Gallagher for Vice Chairman of the Building Code of Appeals Board for year 2026 and Mr. Bryam seconded.

ROLL CALL: Yeas: Mike Gallagher; Jay Byram; Kevin McCrone; Tom Ruple, Chairman
 Nays: None
 Absent: Richard Parker

Motion Carried: APPROVED

Mr. Gallagher moved to nominate Mrs. Grinstead for Secretary of the Building Code of the Appeals Board for year 2026 and Mr. Bryam seconded. There were no other nominations.

ROLL CALL: Yeas: Jay Byram; Kevin McCrone; Mike Gallagher; Tom Ruple, Chairman
 Nays: None
 Absent: Richard Parker

Motion Carried: APPROVED

Mr. McCrone moved to elect Mrs. Grinstead for Secretary of the Building Code of Appeals Board for year 2026 and Mr. Bryam seconded.

ROLL CALL: Yeas: Kevin McCrone; Mike Gallagher; Jay Byram; Tom Ruple, Chairman
 Nays: None
 Absent: Richard Parker

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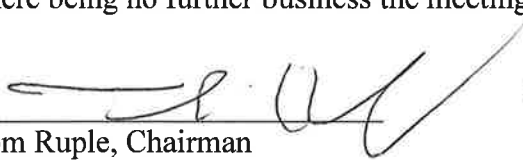
Absent: None

Motion Carried: APPROVED

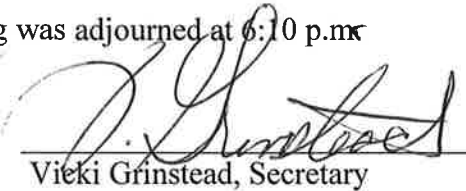
MINUTES

None

There being no further business the meeting was adjourned at 6:10 p.m.



Tom Ruple, Chairman



Vicki Grinstead, Secretary