



**WILLOUGHBY**  
Council Office

Daniel J. Anderson, At-Large  
Kristie Sievers, Ward 1  
Ken J. Kary, Ward 2  
John Tomaselli, Ward 3, Vice President

Robert E. Carr, Ward 4, President  
Mike L. Merhar, Ward 5  
Daniel J. Garry, Ward 6  
Alisa J. Novak, Clerk

**WEEKLY MEETING SCHEDULE**

**TO:** All Councilmen, Administration, News Media, and other parties requesting notice pursuant to Codified Ordinance Chapter 107.  
**FROM:** Alisa Novak  
Clerk of Council  
**DATE:** December 29, 2023  
**RE:** Meeting Schedule

.....  
The following meetings have been scheduled by Council for the week of January 1, 2024:

<u>TIME</u>	<u>DATE</u>	<u>DAY</u>	<u>MEETING</u>
6:30 p.m.	01/02/2024	Tuesday	Legislative Caucus*
7:00 p.m.	01/02/2024	Tuesday	Regular Council Meeting**

**OTHER MEETINGS SCHEDULED:**

8:00 a.m.	01/03/2024	Wednesday	Civil Service Commission
7:00 p.m.	01/03/2024	Wednesday	Design Review Board

\*The general purpose of the Legislative Caucus meeting is to review legislation on the Regular Council agenda including any addenda and other related matters.

\*\*The general purpose of the Regular Council meeting is to consider items on the agenda. In addition, legislation resulting from unanticipated circumstances will appear on an addendum to the Regular Council agenda for discussion and possible action.



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**AGENDA**  
**REGULAR COUNCIL MEETING**  
**(REMOTE ACCESS – ZOOM MEETING ID #813 3919 0316)**  
**JANUARY 2, 2024**

**ROLL CALL**  
**PRAYER AND PLEDGE OF ALLEGIANCE**  
**COUNCIL SWEARING IN**

**ORGANIZATIONAL BUSINESS:**

**COUNCIL**

Elect Council President  
Elect Council Vice-President  
Elect Planning Commission Member  
Appoint Clerk of Council  
Appoint Deputy Clerk of Council

**COUNCIL APPOINTMENTS (Board and Commission Members)**

Volunteer Firefighters' Dependents Fund Board ..... Bob Carr, Dan Anderson  
Volunteer Peace Officers Dependents Fund Board ..... John Tomaselli, Ken Kary  
Income Tax Board of Review ..... Paul Korst, Birkett Gibson

**MAYOR'S APPOINTMENTS (Confirmed by Council)**

**Board and Commission Members**

Planning Commission ..... Steve Norris (Reappointment)  
Zoning Board of Appeals ..... Mike Maniche (Reappointment)  
Design Review Board ..... Paul Garcia (Reappointment)  
..... Adam Brown (Reappointment)  
Board of Building Code Appeals ..... Jay Byram (Reappointment)  
Sign Review Board ..... Tara Ward (Reappointment)

**STANDING AND REGULAR COMMITTEE REPORTS**  
**CORRESPONDENCE**  
**PUBLIC PORTION**

**OLD BUSINESS:**

**ORDINANCE NO. 2023-146 - Tabled**

An ordinance agreeing to change portions of the boundary of the City of Willoughby with the Village of Waite Hill, and superseding Ordinance No. 2023-6.

**NEW BUSINESS:**

**ORDINANCE NO. 2024-1**

An ordinance authorizing the Mayor to enter into an Environmental Covenant with the Ohio Department of Natural Resources on a portion of Permanent Parcel No. 27A0190000010, and declaring an emergency.

**ORDINANCE NO. 2024-2**

An ordinance authorizing the Mayor to enter into an Environmental Covenant with the Ohio Department of Natural Resources on a portion of Permanent Parcel No. 27A020C000160, and declaring an emergency.

**RESOLUTION NO. 2024-3**

A resolution approving Change Order No. 2-Final in the 2023 Concrete Pavement Slab Replacement Project with T.C. Construction Co., Inc. and declaring an emergency.

**RESOLUTION NO. 2024-4**

A resolution approving Change Order No. 1-Final in the 2023 Pavement Marking Project Contract with J.D. Striping & Services, Inc., and declaring an emergency.

**RESOLUTION NO. 2024-5**

A resolution approving Change Order No. 1 in the Water Pollution Control Loan Fund (WPCLF) Contract for the Meadowlands Basin Outlet Improvements Project, and declaring an emergency.

**RESOLUTION NO. 2024-6**

A resolution requesting the Lake County Auditor to make advance payments of taxes to the City of Willoughby, Ohio, and declaring an emergency.

Mayor's Report

Directors' Reports

Councilmen Reports

Adjournment