

## MINUTES REGULAR COUNCIL MEETING

7:02 p.m.

November 18, 2025

Pursuant to Codified Ordinance Chapter 107 and ORC Section 121.22, notice of the following meeting was given on November 14, 2025.

### ROLL CALL

**Council Members Present:** Kary, Sievers, Tomaselli, Anderson, Carr and Garry

**Absent:** Councilman Merhar

**Others Present:** Law Director Lucas, Service Director Palmisano, City Engineer Lannon, Fire Chief Ungar, Police Chief Schultz, Chief Building & Zoning Inspector Keller, Parks & Recreation Director Keller, Finance Director Hoffman, Economic Development Director Thielman, Clerk Novak

Motion made by Mr. Anderson and seconded by Mr. Garry to excuse Councilman Merhar from tonight's meeting.

Roll Call      6 yes  
                    0 no

Motion carried 6 to 0

The meeting was led in Prayer and Pledge of Allegiance by Councilman Tomaselli.

### PUBLIC HEARING – IN RECESS

#### Approval of Minutes

Motion made by Mr. Tomaselli and seconded by Mr. Anderson to approve the Regular Council Meeting Minutes of October 21, 2025.

Roll Call      6 yes  
                    0 no

Motion carried 6 to 0

### STANDING AND REGULAR COMMITTEE REPORTS

Committee of Full, Mr. Carr – No report.

Economic Development Committee, Mr. Anderson – No report.

Environmental Planning Committee, Mr. Kary – No report.

Finance and Audit Committee, Mr. Tomaselli – No report.

Parks & Recreation Committee, Ms. Sievers – No report.

Personnel Committee, Mr. Merhar – Absent.

**Safety Committee, Mr. Tomaselli** – No report.

**Service Committee, Mr. Anderson** – No report.

**WPCC Committee, Mr. Garry** – No report.

**Planning Commission, Mr. Kary** – No report.

**CORRESPONDENCE:** No correspondence.

**PUBLIC PORTION:**

**Paul Morris, 7592 Pinehurst Drive, Mentor-on-the-Lake, Ohio** – Mr. Morris stated that his son, Jason, was with him this evening. He stated that they organize one of Lake County's largest car shows (Roar by the Shore). He stated the event moved to Osborne Park a few years ago, where Parks and Rec kindly accommodated them. Last year's show was the biggest; all proceeds go to the Greater Cleveland Fisher Home. He thanked Willoughby for their support. He is planning next year's event, which grows annually and attracts participants from Ohio, Pennsylvania, New York, Michigan, and Canada. He thanked Mayor Fiala, the administration, and Council for their help.

**Motion made by Mr. Anderson and seconded by Mr. Garry that all ordinances and resolutions be read by caption only and that as to legislation not containing an emergency clause, the rules requiring that ordinances and resolutions be read on three separate days be waived.**

Roll Call      6 yes  
                    0 no

Motion carried 6 to 0

**UNFINISHED BUSINESS:**

**ORDINANCE NO. 2025-129- Tabled**

**An ordinance amending Chapters 1103, 1131, 1141, and 1155 of the Codified Ordinances of the City of Willoughby, Ohio titled, "Definitions", "One Family Residential Districts", "Business Districts", and "Use Specific Regulations", respectively, and declaring an emergency.**

No action taken.

**NEW BUSINESS:**

**ORDINANCE NO. 2025-130**

**An ordinance replacing Chapter 195 of the Codified Ordinances of the City of Willoughby, Ohio, titled, "Transient Guest Tax", in its entirety.**

Motion made by Mr. Anderson and seconded by Mr. Tomaselli to table Ordinance No. 2025-130.

Roll Call      6 yes  
                    0 no

Motion carried 6 to 0

**ORDINANCE NO. 2025-131**

**An ordinance amending Chapter 779 of the Codified Ordinances of the City of Willoughby, Ohio, titled, “Transient Guest Registration”; specifically, Section 779.01 titled, “Register Required; Exceptions” and Section 779.03 titled, “False Registration”.**

Motion made by Ms. Sievers and seconded by Mr. Anderson to table Ordinance No. 2025-131.

Roll Call      6 yes  
                    0 no

Motion carried 6 to 0

**ORDINANCE NO. 2025-132**

**An ordinance to provide proper clerical referencing by amending Chapters 1131, 1135, 1141, and 1145 of the Codified Ordinances of the City of Willoughby, Ohio, titled, “One-Family Residential Districts”, “Multi-Family Residential Districts”, “Business Districts”, and “Industrial Districts”, respectively.**

Motion made by Mr. Kary and seconded by Mr. Tomaselli to adopt Ordinance No. 2025-132.

Roll Call      6 yes  
                    0 no

Motion carried 6 to 0

**RESOLUTION NO. 2025-133**

**A resolution authorizing the Mayor to enter into a contract with Chivers Construction Co., Inc. in the amount of \$9,868,686.00 for implementation of the Lakeshore Boulevard East Equalization Basin Project Phase 2, and declaring an emergency.**

Motion made by Mr. Garry and seconded by Mr. Anderson that the rules of Council requiring three separate readings be suspended and that Resolution No. 2025-133 be declared an emergency measure.

Roll Call      6 yes  
                    0 no

Motion carried 6 to 0

Motion made by Mr. Garry and seconded by Mr. Anderson to adopt Resolution No. 2025-133.

Roll Call      6 yes  
                    0 no

Motion carried 6 to 0

**RESOLUTION NO. 2025-134**

**A resolution declaring it necessary to construct certain sidewalks in the City of Willoughby, Ohio, within the locations designated herein, and declaring an emergency.**

Motion made by Mr. Tomaselli and seconded by Mr. Anderson that the rules of Council requiring three separate readings be suspended and that Resolution No. 2025-134 be declared an emergency measure.

Roll Call      6 yes  
                    0 no

Motion carried 6 to 0

Motion made by Mr. Tomaselli and seconded by Mr. Anderson to adopt Resolution No. 2025-134.

Roll Call      6 yes  
                    0 no

Motion carried 6 to 0

**MAYOR'S REPORT** – Absent.

## **DIRECTOR'S REPORTS**

**Law Director Lucas** – Mr. Lucas wished all a Happy Thanksgiving. Regarding the executive session scheduled this evening, Mr. Lucas requested that when the motion is made to go into executive session that he, Service Director Palmisano and City Engineer Lannon are invited to attend.

**Service Director Palmisano** – Mr. Palmisano assured Council that the Service Department is ready for the upcoming season, however, one truck is currently down that's used for leaf pick up.

Mr. Lucas stated that Finance Director Hoffman, Economic Development Director Thielman and Parks & Recreation Director Keller should also be invited to the executive session this evening.

Mr. Tomaselli stated he spoke with one of the leaf collection crews regarding resident concerns on Hurricane. Residents were advised not to place leaves in the culvert or street. However, when crews arrived, leaves were positioned on the house side of the culvert. The crew indicated they prefer leaves placed either on the street side of the culvert or directly in the culvert. Mr. Tomaselli stated that this is the guidance he shared with residents, and he hoped Mr. Palmisano supported this approach. Mr. Palmisano stated yes, that's the message the City is giving residents. The issue is that some leaves are still placed too far back from the ditches, but most of the problem on Hurricane has been resolved.

**City Engineer Lannon** – No report. Mr. Anderson stated he frequently drives through the intersection at Routes 91 and 84. The small traffic island there creates a safety issue; drivers turning right focus on traffic from the left and often overlook pedestrians approaching from the right. He stated he has witnessed numerous near accidents at that location. He asked with the new sidewalk being installed, will additional signage or lighting be added to improve visibility? Mr. Lannon stated he'll review the intersection, especially since the sidewalk will increase pedestrian traffic. There are ramps in place, but he will reassess signal settings and visibility once construction on Route 84 is complete.

**Fire Chief Ungar** – No report.

**Police Chief Schultz** – No report. Mr. Carr thanked Chief Schultz for the updates on the new Police Station; he asked if Council could get a tour in the near future.

**Chief Building and Zoning Inspector Keller** – No report.

**Parks & Recreation Director Keller** – Regarding Osborne Park, Ms. Keller stated she has received the Ohio Department of Natural Resources (ODNR) permitting which is needed for the Army Corps.

**Finance Director Hoffman** – No report. She congratulated Council on the recent election.

### COUNCILMEN REPORTS

**Ms. Sievers** – No report. Ms. Sievers thanked her constituents for their continued faith in her.

**Mr. Kary** – No report. He wished all a Happy Thanksgiving.

**Mr. Tomaselli** – No report. He wished all a Happy Thanksgiving.

**Mr. Merhar** – Absent.

**Mr. Garry** – No report.

**Mr. Anderson** – No report.

**Mr. Carr** – No report.

Motion made by Mr. Anderson and seconded by Mr. Garry to go into Executive Session in accordance with ORC 121.22(G)2 to consider the purchase of property for public purposes and ORC 121.22(G)3 to discuss pending litigation; inviting Law Director Lucas, Service Director Palmisano, City Engineer Lannon, Finance Director Hoffman, Economic Development Director Thielman and Parks & Recreation Director Keller to the executive session.

Roll Call      6 yes  
                    0 no


Motion carried 6 to 0

The Council meeting reconvened at 8:44 p.m. from the Executive Session.

*The Regular Council Meeting adjourned at 8:44 p.m.*

Date approved 12/2/25

  
Robert E. Carr, President

  
Clerk of Council

  
Robert A. Fiala, Mayor