



# City of Mentor-on-the-Lake

5860 Andrews Road, Mentor-on-the-Lake, OH 44060-2827

Phone: (440) 257-7216 Fax: (440) 257-2766

www.CityMOL.org

---

## AGENDA REGULAR MEETING OF COUNCIL CITY OF MENTOR-ON-THE-LAKE APRIL 23<sup>rd</sup>, 2024 7:00 p.m.

**CALL TO ORDER:** PLEDGE OF ALLEGIANCE

**ROLL CALL:**

Ward 4: DESIREA THOMPSON, Vice President  
At Large: MICHELLE MOORE  
Ward 2: SKIP GRAY  
At Large: KEVIN BITTNER  
Ward 1: JEANNIE WONG  
At Large: JIM LUNDER  
Ward 3: ROB JOHNSON, President

**APPROVAL OF MINUTES:** Regular Meeting- April 9<sup>th</sup>, 2024

**CORRESPONDENCE:**

**ADMINISTRATIVE AND DEPARTMENT HEAD REPORTS:**

Mayor & Safety Director - Mr. Eva  
Administrative Director – Ms. Martin  
Law Director - Mr. Lyons

**QUESTIONS TO ADMINISTRATION AND DEPARTMENT HEADS:**

**BOARD/COMMITTEE/COMMISSION REPORTS:**

Charter Review Committee	Wednesday, April 10, 2024 at 6:30 P.M.
Community Development Committee	Monday, April 15, 2024 at 6:30 P.M.
Zoning Committee	Tuesday, April 16, 2024 at 6:30 P.M.

**OPEN TO THE PUBLIC TO SPEAK:**

**LEGISLATION BEFORE COUNCIL:**

**RESOLUTION NO. 2024-R-16**

A RESOLUTION AUTHORIZING THE ADMINISTRATIVE DIRECTOR TO PARTICIPATE IN AN AGREEMENT WITH THE OHIO DEPARTMENT OF TRANSPORTATION FOR THE PURCHASE OF SODIUM CHLORIDE (ROCK SALT) FOR THE 2024-2025 WINTER SEASON AND DECLARING AN EMERGENCY

**RESOLUTION NO. 2024-R-17**

A RESOLUTION CONFIRMING THE APPOINTMENT OF TESS TURI TO THE PARKS AND RECREATION BOARD

**ORDINANCE NO. 2024-O-04**

AN ORDINANCE AMENDING ORDINANCE 1242.05 - CERTIFICATES OF OCCUPANCY AND DECLARING AN EMERGENCY

**OLD BUSINESS:**

**NEW BUSINESS:**

**Expenditure Approval:**

**Vendor:** Travelers Insurance Company  
**Cost:** \$89,958.00  
**Item:** Renewal of various insurance policies

<u>Coverage</u>	<u>Premium</u>	<u>Deductible</u>
Property	\$15,016	1,000
Inland Marine	\$ 1,514	1,000
General Liability	\$ 7,746	25,000
Employee Benefits Liability	\$ 192	25,000
Employers Overhead Liability	\$ 599	25,000
Law Enforcement Liability	\$12,881	25,000
Public Entity Mgmt. Liability	\$ 2,692	10,000
Public Entity Empl. Practices Liability	\$10,043	25,000
Auto	\$30,863	1,000-10,000
Umbrella - \$2m	<u>\$ 8,412</u>	25,000
<b>TOTAL:</b>	<b>\$89,958</b>	

**OPEN TO THE PUBLIC TO SPEAK:**

**ANNOUNCEMENTS AND SETTING OF MEETINGS:**

Ordinance Committee	Tuesday, April 30 <sup>th</sup> , 2024 at 6:30 P.M.
Charter Review Committee	Monday, May 13 <sup>th</sup> , 2024 at 6:00 P.M.
Service Committee	Wednesday, May 29 <sup>th</sup> , 2024 at 6:30 P.M.
Community Development Committee	Tuesday, June 4 <sup>th</sup> , 2024 at 6:30 P.M.

**ADJOURNMENT:**

The next **REGULAR AGENDA MEETING** will be held on  
Thursday, May 9<sup>th</sup>, 2024, at 6:00 P.M.

The next **REGULAR MEETING OF COUNCIL** will be held on  
Tuesday, May 14<sup>th</sup>, 2024, at 7:00 P.M.

**RESOLUTION NO. 2024-R-16**

**A RESOLUTION AUTHORIZING THE ADMINISTRATIVE DIRECTOR  
TO PARTICIPATE IN AN AGREEMENT WITH THE OHIO DEPARTMENT OF  
TRANSPORTATION FOR THE PURCHASE OF SODIUM CHLORIDE (ROCK SALT)  
FOR THE 2024-2025 WINTER SEASON AND DECLARING AN EMERGENCY**

**WHEREAS**, a number of local political subdivisions who participate in the Cooperative Purchasing Program of the Ohio Department of Transportation have requested that sodium chloride (rock salt) bids for the State's use be extended to local municipalities; and

**WHEREAS**, the City of Mentor-on-the-Lake currently participates in the Cooperative Purchasing Program of the Ohio Department of Transportation as per Section 222.08 of the Codified Ordinances; and

**WHEREAS**, the Ohio Department of Transportation is inviting those political subdivisions who expressed an interest in the Ohio Department of Transportation salt contract to participate in sodium chloride (rock salt) bid for the 2024-2025 winter season.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF MENTOR-ON-THE-LAKE, COUNTY OF LAKE, AND STATE OF OHIO:**

**SECTION 1.** That the Administrative Director is hereby authorized to enter into the agreement marked "Exhibit A" with the Ohio Department of Transportation for the purchase of sodium chloride (rock salt) for the 2024-2025 winter season.

**SECTION 2.** That 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 121.22, of the Ohio Revised Code.

**SECTION 3.** That this Resolution is hereby declared to be and is passed as an emergency measure, the emergency being the necessity to meet the May 3, 2024 deadline to participate in the ODOT winter salt contract. Said Resolution is necessary for the immediate preservation of the public peace, health, safety and welfare of the inhabitants of the City of Mentor-on-the-Lake.

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

**ADOPTED:** \_\_\_\_\_

\_\_\_\_\_  
**ROBERT JOHNSON**  
**PRESIDENT OF COUNCIL**

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

**CLERK OF COUNCIL**

\_\_\_\_\_  
**DAVID R. EVA**  
**MAYOR**

**DATE**

**RESOLUTION NO. 2024-R-17**

**A RESOLUTION CONFIRMING THE APPOINTMENT OF  
TESS TURI TO THE PARKS AND RECREATION BOARD**

**WHEREAS**, pursuant to Article VII, Section 7.04 of the Charter, Mayor Eva will appoint **TESS TURI**, of 7373 Salida rd. to the Parks and Recreation Board for the term ending December 31, 2026; and

**WHEREAS**, **TESS TURI** possesses the requisite qualifications for appointment to the said Parks and Recreation Board; and

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the City of Mentor-on-the-Lake, County of Lake, and State of Ohio, as follows:

**Section 1.** That the appointment of **TESS TURI** to the Parks and Recreation Board Commission for the term beginning April 25, 2024 and ending December 31, 2026 is hereby confirmed.

**Section 2.** That all formal actions of this Council concerning the passage of this Resolution were adopted in an open meeting, and 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 121.22 of the Ohio Revised Code.

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

**ADOPTED:** \_\_\_\_\_

\_\_\_\_\_  
**ROBERT JOHNSON**  
**PRESIDENT OF COUNCIL**

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

\_\_\_\_\_  
**DAVID R. EVA**                      **DATE**  
**MAYOR**

ORDINANCE NO. 2024-O-04

**AN ORDINANCE AMENDING ORDINANCE 1242.05 - CERTIFICATES OF OCCUPANCY AND DECLARING AN EMERGENCY**

**WHEREAS**, Council wishes to amend Ordinance 1242.05 - Certificates of Occupancy in order to clarify and improve the process for the issuance of Certificates of Occupancy, including temporary Certificates of Occupancy;

**NOW THEREFORE, BE IT ORDAINED** by the Council of the City of Mentor on the Lake, County of Lake and State of Ohio, as follows:

Section 1. That Ordinance 1242.05 - Certificates of Occupancy is amended and as amended now reads as follows:

**1242.05 CERTIFICATES OF OCCUPANCY.**

(a) Certificate Required. In addition to the requirement of obtaining a Zoning Permit pursuant to Ordinance 1242.02, no person shall occupy or use a building that has been erected or altered without first having obtained a Certificate of Occupancy therefor from the Zoning Inspector.

(b) Occupancies Requiring a Certificate. A Certificate of Occupancy shall be required for any of the following:

(1) Occupancy and use of a building erected, altered, repaired, rebuilt or moved after September 14, 1955;

(2) A change in use of an existing building to a use of a different classification; or

(3) Any change in use of a nonconforming use.

(c) Time of Application and Issuance; Temporary Certificates.

(1) A Certificate of Occupancy for a new building or the enlargement or alteration of an existing building shall be applied for at the same time as the application for a Zoning Permit, and such Certificate of Occupancy shall be issued by the Zoning Inspector after the request for the same has been made in writing to the Inspector and after the erection or alteration of

such building or part thereof has been completed in conformity with the provisions of this Zoning Code.

(2) Pending the issuance of a regular Certificate of Occupancy, a Temporary Certificate of Occupancy may be issued by the Zoning Inspector for a period not exceeding 180 days, during the completion of alterations or during partial occupancy of a building pending its completion. Such Temporary Certificate of Occupancy shall not be construed as in any way altering the respective rights, duties or obligations of the owners or of the City relating to the use or occupancy of the premises, or any other matter covered by this Zoning Code, and such Temporary Certificate of Occupancy shall not be issued except under such restrictions and provisions as will adequately insure the safety of the occupants.

(3) A Temporary Certificate of Occupancy shall not be issued to a multifamily or condominium or business or industrial or institutional or recreational or conditional use that would allow it to open for business or to begin transactions with the public until the Zoning Inspector has confirmed and determined in writing that all of conditions that are set forth in any Final Development Plan and/or Final Development Agreement for the project have been performed by the Developer / Applicant. In the event that any conditions in the Final Development Plan or Final Development Agreement have not been met, the Developer / Applicant may submit an application to the MOL Planning & Zoning Commission for a waiver/exemption of the requirement(s) before business may be transacted with the public.

(d) Contents of Applications and Certificates.

(1) All applications for a Certificate of Occupancy and/or a Temporary Certificate of Occupancy shall be made on a printed form to be furnished by the Zoning Inspector and shall contain accurate information and dimensions as to the size and location of the lot, the size and location of the buildings or structures on the lot, the dimensions of all yards and open spaces, and such other information as may be necessary to provide for the enforcement of this Zoning Code.

(2) The Certificate of Occupancy shall state that the building or proposed use of a building or land conforms to the provisions of this Zoning Code.

(e) Additional Requirements for Issuance. The Certificate of Occupancy shall not be issued by the Zoning Inspector until the Zoning Inspector has inspected the building and found it to be in compliance with the provisions of this Zoning Code and until the Zoning Inspector has received the final approval of the Lake County, Ohio Building Department for compliance with the State of Ohio and local Building Codes.

Section 2. That 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 Section 121.22 of the Ohio Revised Code.

Section 3. This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the health, safety and welfare of the residents of Mentor on the Lake for the reason that it is necessary to improve and refine the process and terms for the issuance of Occupancy Permits in the City in order to provide for the orderly development of the City. Said Ordinance is necessary for the immediate preservation of the public health, safety and welfare of the inhabitants of the City of Mentor-on-the-Lake, Ohio

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

\_\_\_\_\_  
ROBERT JOHNSON  
PRESIDENT OF COUNCIL

\_\_\_\_\_  
DAVID R. EVA  
MAYOR  
Dated: \_\_\_\_\_

ADOPTED: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
Clerk of Council

**To: Members of Council**

**From:** Jaclyn Martin  
Director of Administration and Finance

**Date:** April 18, 2024

**Subj:** Expenditure Approval

**Vendor:** Travelers Insurance Company  
**Cost:** \$89,958.00  
**Item:** Renewal of various insurance policies

<u>Coverage</u>	<u>Premium</u>	<u>Deductible</u>
Property	\$15,016	1,000
Inland Marine	\$ 1,514	1,000
General Liability	\$ 7,746	25,000
Employee Benefits Liability	\$ 192	25,000
Employers Overhead Liability	\$ 599	25,000
Law Enforcement Liability	\$12,881	25,000
Public Entity Mgmt. Liability	\$ 2,692	10,000
Public Entity Empl. Practices Liability	\$10,043	25,000
Auto	\$30,863	1,000-10,000
Umbrella - \$2m	<u>\$ 8,412</u>	25,000
	<b>TOTAL:</b>	
	\$89,958	

**Cc:** David R. Eva, Mayor  
James Lyons, Law Director  
Council Clerk