



City of Mentor-on-the-Lake

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www.CityMOL.org

**MINUTES
REGULAR MEETING OF COUNCIL
CITY OF MENTOR-ON-THE-LAKE
APRIL 23rd, 2024
7:00 p.m.**

The Regular Meeting of Council for the City of Mentor-on-the-Lake for April 23rd, 2024, was called to order at 7:00 pm by Council President Rob Johnson.

CALL TO ORDER:

PLEDGE OF ALLEGIANCE

ROLL CALL:

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

READING OF MINUTES:

Regular Meeting of Council – April 9th, 2024

MOTION MADE BY MR. LUNDER, Seconded by Mr. Bittner, for Approval of the Minutes. **ROLL CALL:**
Ayes: Council Member Thompson, Moore, Gray, Bittner, Wong, Lunder, Johnson.

MOTION CARRIED: 7/0

CORRESPONDENCE: (None)

ADMINISTRATIVE AND DEPARTMENT HEAD REPORTS:

Mayor & Safety Director - Mr. Eva

Mayor Eva announced that the annual AMVETS Memorial Day Parade will take place on Sunday, May 26th, 2024. The parade will start at City Hall at 1 P.M. and end at the AMVETS Post on Lakeshore Blvd.

Administrative Director- Ms. Martin

Ms. Martin submitted the Coronavirus State and Local Fiscal Recovery Funds expenditure report. The Lake County Auditor is requesting data to compare the budget local government fund by May 3rd. The Service Department asked Ms. Martin to inform everyone that the water service on Fern to Andrew's and Beech Drive will be temporarily interrupted on Monday April 29th from 9A.M-4 P.M. Dominion Gas Company called to notify the City that their inspectors will be checking the outdoor meters in the next several weeks.

Law Director - Mr. Lyons (No Report)

Fire Chief- Mr. Pechatsko

Chief Pechatski announced that the Fire Department is going to be transitioning to a new department patch. A new patch was designed incorporating the City logo. During the April 8th Eclipse; the Fire Department added additional personnel for that day in preparation of any unusual events that they could have seen and they are currently in the process of applying for reimbursement for the additional man power through the Ohio Emergency Management Agency.

QUESTIONS TO ADMINISTRATION AND DEPARTMENT HEADS:

President Johnson requested that Ms. Martin send a copy of the Coronavirus Funds Report to Council.

BOARD/COMMITTEE/COMMISSION REPORTS:

Community Development Committee / April 15th, 2024 / Mr. Gray

Mr. Gray read an overview of the Community Development Committee report; the meeting notes are attached to the minutes.

Zoning Committee / April 16th 2024 / Mr. Lunder

Mr. Lunder read the Planning and Zoning Committee report; the meeting notes are attached to the minutes.

Parks and Recreation Committee / April 14th, 2024 / Ms. Wong

Ms. Wong read the Parks and Recreation Meeting report; the meeting notes are attached to the minutes.

Service Committee / April 16th, 2024 / Mrs. Moore

Mrs. Moore read the Service Committee report; the meeting notes are attached to the minutes.

OPEN TO THE PUBLIC TO SPEAK: (None)

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

DISCUSSION:

Mr. Bittner asked how many tons were used last year (2023). Ms. Martin said the supply last year was cut in half would and would be again this year making it 125 tons. Mrs. Thompson asked what date this need to be submitted and Ms. Martin replied May 3rd, 2024. Mrs. Moore asked what would be done if we needed more in the Winter and Ms. Martin said that this would be in contract for if we needed more

salt in the Winter. Mr. Gray asked if there was a current storage fee for the salt and Mayor Eva said that he does not think we are receiving a bill but will check.

MOTION MADE BY MS. WONG, Seconded by Mr. Bittner, for Suspension of the Rules ROLL CALL: Ayes: Council Member Thompson, Moore, Gray, Bittner, Wong, Lunder, Johnson
MOTION CARRIED: 7/0

MOTION MADE BY MR. LUNDER, Seconded by Mrs. Moore, for Passage of Resolution N O. 2024-R-16
ROLL CALL: Ayes: Council Member Thompson, Moore, Gray, Bittner, Wong, Lunder, Johnson Nays: None
MOTION CARRIED: 7/0

RESOLUTION NO. 2024-R-17

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

MOTION MADE BY MRS. MOORE, Seconded by Mr. Bittner, for Suspension of the Rules ROLL CALL:
Ayes: Council Member Thompson, Moore, Gray, Bittner, Wong, Lunder, Johnson
MOTION CARRIED: 7/0

MOTION MADE BY MR. LUNDER, Seconded by Ms. Wong, for Passage of Resolution NO. 2024-R-17
ROLL CALL: Ayes: Council Member Thompson, Moore, Gray, Bittner, Wong, Lunder, Johnson Nays: None
MOTION CARRIED: 7/0

ORDINANCE NO. 2024-O-04

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

DISCUSSION:

Mr. Bittner asked to clarify that they were adding number three and if so he feels that number two and three contradict each other. Mr. Lyons said that number three applies to multifamily and deals with the final development plan. Ms. Wong stated that it would separate temporary occupancy for residences from temporary occupancy for businesses so that businesses could not open for business unless they have met all conditions set forth in their final development plan and agreement and if they have exceptions where they cannot meet them right away they would need to go through a process to get waivers for those exceptions. Mayor Eva asked if this was in regard to Dollar General and wanted it clarified if they would have needed to go through planning and zoning in order to open and Mr. Lyons said that no – they would only need to go through planning and zoning if they have not met all of their development plan. Landscaping would include a waiver that the company would need to apply for to open before that landscaping can be done. Mr. Johnson stated that this would go on to second reading.

OLD BUSINESS: (None)

NEW BUSINESS:

Mr. Lunder wanted to address that the trash bill will reflect the price changes. The old price was \$52.17 and the new price is \$63.54 making that a price change of \$11.34. Mr. Lunder introduced the idea of changing council meetings to 6:00 P.M. instead of the usual 7:00 P.M time. Members of Council said that the time change would not work for their schedules so the meeting time will stay to 7:00 P.M.

Mayor Eva asked about a request he received about the service committee. Mrs. Moore said that they emailed for clarification of the job descriptions for service supervisor and service foreman and if they are they same thing and if we have both a service supervisor and a service foreman.

Mayor Eva said that we passed the levy for Lake Overlook Beach Park and he would like to ask for a forum to have residents come in and say what they would like to see done with the park.

The Expenditure Approval for Travelers Insurance Company. Ms. Wong asked if this was a single budget appropriation and Ms. Martin said that yes it is single. Mrs. Thompson asked what date this need to be set and Ms. Martin replied to 30 days.

Motion to pass the Expenditure Approval for Travelers Insurance Company

MOTION MADE BY MR. LUNDER, Seconded by Mrs. Moore, for the Expenditure Approval for Travelers Insurance Company ROLL CALL: Ayes: Council Member Thompson, Moore, Gray, Bittner, Wong, Lunder, Johnson Nays: None

MOTION CARRIED: 7/0

OPEN TO THE PUBLIC TO SPEAK: (None)

ANNOUNCEMENTS AND SETTING OF MEETINGS:

Citizen Advisory Committee	Wednesday, April 24 th , 2024 at 6:30 P.M.
Ordinance Committee	Tuesday, April 30 th , 2024 at 6:30 P.M.
Charter Review Committee	Monday, May 13 th , 2024 at 6:00 P.M.
Service Committee	Wednesday, May 29 th , 2024 at 6:30 P.M.
Community Development Committee	Tuesday, June 4 th , 2024 at 6:30 P.M.
Lake Overlook Committee Whole	Thursday, June 13 th , 2024 at 7:00 P.M.
Regular Agenda Meeting	Thursday, May 9 th , 2024, at 6:00 P.M.
Regular Meeting of Council	Tuesday, May 14 th , 2024, at 7:00 P.M.

ADJOURNMENT:

MOTION MADE BY MR. LUNDER, Seconded by Ms. Wong, for Adjournment. ROLL CALL: Ayes: Council Member Thompson, Moore, Gray, Bittner, Wong, Lunder, Johnson. Nays: None

MOTION CARRIED: 7/0

The Regular Meeting of Council adjourned at 7:32 P.M.

APPROVED:

5-14-24

Date



ROBERT JOHNSON
President of Council

Attest:



Clerk of Council

Mentor on the Lake City Council Committee Report

Committee Name: Community Development

Date: April 15th, 2024

Start Time: 630pm **Stop time:** 737

Purpose: RFP Webpage Design

Attendance

Committee Chairperson: Skip Gray

Committee Members:	1. Co-Chair Ward 1 Dr. Wong	2. At-Large Bittner
Council Members:	1. Vice President Thompson	2. Click here to enter text.
	3. Click here to enter text.	4. Click here to enter text.
City Officials:	1. Click here to enter text.	2. Click here to enter text.
	3. Click here to enter text.	4. Click here to enter text.
	5. Click here to enter text.	6. Click here to enter text.
Others:	1. Andrew Mihaly	2. Click here to enter text.
	3. Click here to enter text.	4. Click here to enter text.
	5. Click here to enter text.	6. Click here to enter text.

Minutes: The committee meet with the cities current IT. Andrew Mihaly of Newbury Technologies. Andrew elaborated on the scope of work provided to the City. He explain how current limitations and licenses hinder current integration of present platform, WordPress, to coexist in harmony. To meet the utilization of daily operation of the cities web page for resident and city employees, he recommends Office 365. Which would also require a web design to assist in the transitioning off the status quo.

This notion of a switch in Platform created a lot of question from Committee Members Wong and Bittner along with Vice President Thompson.

The cost of Office 365, Word Press updating, and of course webpage design were hypothetical expressed versus the initial appropriated RFP.

Which brought up more questions about a quick reliable fix by just simply switching Platforms and web design. Versus status quo Google and WordPress and Web Design.

Andrew gave his number one pick of company he works along side with. And provided three other companies to which he has work with in the IT world.

Committee suggested picking 5 cities each to look their webpages and create a list of likes and dislikes.

Committee will also contact the three provided companies and Andrew's pick for guidance and generalized hypothetical pricing for web design.



Taylor Conner <councilclerk@citymol.org>

Zoning Minutes

1 message

Jim Lunder <jlunder@citymol.org>
To: Taylor <Councilclerk@citymol.org>

Fri, Apr 19, 2024 at 11:12 AM

City of Mentor on the Lake Committee

Zoning Committee

Start Time: 6:30 pm

End Time: 6:35 pm

Purpose: To go over the final changes to 1242.05

Committee: Jim Lunder

Michelle Moore

Jeannie Wong

Other Attendee's: Desirea Thompson

Skip Gray

Chuck Snyder

Minutes: We went over the 1242.05 Certificate of Occupancy and all the changes to the new draft, and we all approved the changes. I contacted Mr. Lyons to have it put on the agenda.

4/23/2024
Council Meeting Report on
Parks & Rec Board Meeting 4/14/2024

The Parks and Rec Board met on Sunday, April 14, 2024 at 10:00 am. This meeting was agreed upon in advance as a substitute for the April 25 meeting, for which there was a major conflict. All Board Members were present except for one Citizen Member, due to illness. In addition, Mayor Eva and Council Member Moore were present.

Outdoor Movie Night

- Initial research reveals cost is quite variable and will depend on how many attendees are expected. More information from local companies is being gathered. A possible target date of Saturday, August 31 is being considered.

Centennial T-shirt Project

- The group voted to approve using Custom Ink as the vendor via an advanced order sales model; at a price of \$10 each, aiming to cover costs, and not as a fundraiser. Other details such as shirt/print colors, delivery options, and communication to advertise the project were discussed.
- A "pilot" order over the next 2 weeks targeting May delivery will be used to test run the order/distribution process, and provide advertising for a wider campaign available to all City residents in June or July.

Calendar of Events

- The Chair distributed an example of a yearlong Calendar of Events. Naturally, regular updating will be needed. The Community Development Committee will be asked to discover how such a tool could be incorporated for real-time updates on our City website.

Next Meeting: The Board will meet next month as scheduled, on Thursday, May 30th at 6:30 pm. The meeting was adjourned at 11:25 am.

Update from 4/23/2024 – The shirt vendor identified a potential problem with our order parameters and may need to suggest alternatives. The Board may require an additional meeting earlier than scheduled in order to review and vote on these changes.

Respectfully submitted,



Jeannie Wong, Council Representative to Parks & Recreation Board

City of Mentor on the Lake

Service Committee

The Service Committee met on April 16, 2024. Meeting was called to order at 7:00 PM. Present was committee members Michelle Moore, James Lunder and Virigina Wong. Also present was council member Desirea Thompson, Skip Gray and Zoning/Housing representative Chuck Snyder.

The committee discussed Chapter 236, Department of Service. Discussion included should the positions of service director and service supervisor be kept, updated or removed. The current ordinance and table of organization do not align. The committee is reaching out to the administration to gather more information for further discussion including job descriptions, title verbiage, and the city's needs. We discussed removing 236.03 Division of billing for residential, rubbish and garbage collection services because the trash billing is no longer handled in house. We discussed other ordinances needing updated when this process is completed to align the proper title with responsibilities in various other ordinances.

The meeting adjourned at 7:27 pm.

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
	TOTAL:	
	\$89,958	

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