



City of Mentor-on-the-Lake

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**MINUTES
REGULAR MEETING OF COUNCIL
CITY OF MENTOR-ON-THE-LAKE
MAY 14th, 2024
7:00 p.m.**

The Regular Meeting of Council for the City of Mentor-on-the-Lake for May 14th, 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 (ABSENT)
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 23rd, 2024

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

MOTION CARRIED: 6/0

CORRESPONDENCE: Council member Wong read an email she received from a Ward 1 resident. It will be attached to the minutes.

ADMINISTRATIVE AND DEPARTMENT HEAD REPORTS:

Mayor & Safety Director - Mr. Eva

Mayor Eva read the Fire Department Report for the Month of April; it is attached with the minutes. Cecilia Duer will be replacing Chris Shick on the Citizen's Advisory Committee. In the past week the playground at Overlook Beach park was looked at and decided that it will be repositioned sometime this Fall as we continue to lose more hill due to the erosion. The fence right now is about eight feet from the border of the playground. Willoughby Studios are starting to work on the new city welcome signs.

Administrative Director- Ms. Martin

Ms. Martin had an update from Aqua. The water will be shut off tonight from 9:00 P.M. to 6 A.M. at 7784 Salida, then from Andrews Road from Salida to Sharon Drive, and Linden street from Andrews to 7882 Linden Street. Linden Street from Andrews to 7882 Linden Street the road has been closed and will open back up on Wednesday morning. There is an update from the Housing and Zoning Department on rentals. They identified 181 houses altogether and sent out 61 letters. 14 rentals have signed up, 13 are owner occupied, 15 have an inheritance owner and 19 are unanswered. The follow up letters will be sent out next week and the next batch of 61 letters will go out next month.

Law Director - Mr. Lyons (No Report)

Police Chief- Mr. Forsythe

Chief Forsythe gave out the following awards to the following Police Officers:

Patrolman Clay Braidic was selected for the 2023 Department Excellence Award.
Sergeant Conner Matson was selected for the 2023 Exceptional Service Award.
Patrolman Kevin Brodzinski was selected for the 2023 Officer of the Year Award.

QUESTIONS TO ADMINISTRATION AND DEPARTMENT HEADS:

Mr. Johnson asked Mayor Eva what his thoughts were for the plan of the Forum Lake Overlook Beach Park that is scheduled for June 13th, 2024. Mayor Eva said that he was looking for CT Consultants to give a presentation and to get ideas from the residents and Council and their input from what CT presents. Mayor Eva said that he thinks this will be more than one session with residents. Mr. Johnson recommended that it also goes to the Parks and Recreation Board since they are by charter designed for the planning of our parks. Ms. Wong said that she was asked by residents how they should prepare comments and Mayor Eva said that he would ask they show up to the forum and will present their comments one at a time and if they are unable to make the forum they should send them in writing. Mr. Gray asked if City is being charged for the Fire Department training from University Hospitals and Mayor Eva said that he is not aware of any charge.

BOARD/COMMITTEE/COMMISSION REPORTS:

Citizens Advisory Committee / April 24th, 2024 / Mrs. Thompson

During the meeting they went over the scoring of the six companies that have filed RFP's. The next topic is going to be Past Experience and then Public Participation Approach. The meeting notes and scores of overall presentations are attached to the minutes.

Ordinance Committee / April 30th, 2024 / Ms. Wong

Ms. Wong read the Ordinance Committee report; the meeting notes are attached to the minutes.

Planning and Zoning Committee / May 6th 2024 / Mr. Lunder

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

OPEN TO THE PUBLIC TO SPEAK: (None)

LEGISLATION BEFORE COUNCIL:

RESOLUTION NO. 2024-R-18

A RESOLUTION CONFIRMING THE REAPPOINTMENT OF BRENT MOORE TO THE CIVIL SERVICE COMMISSION

President Johnson asked if there was a motion to amend the agenda to withdraw 2024-R-18.

MOTION MADE BY MRS. THOMPSON, Seconded by Mr. Lunder, to amend the agenda and withdraw 2024-R-18. ROLL CALL: Ayes: Council Member Thompson, Gray, Bittner, Wong, Lunder, Johnson.

MOTION CARRIED: 6/0

ORDINANCE NO. 2024-O-04 (SECOND READING)

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

DISCUSSION:

Mr. Bittner said that he just received the response from Mr. Lyons that he asking for from the last meeting and did not get to review it yet. Mr. Johnson stated that this will go on to third reading.

OLD BUSINESS: (None)

NEW BUSINESS:

Ms. Wong read an announcement from the manager of the Mentor on the Lake Library; The Lake County Soil & Water Conservation District will be presenting a program at the MOL Public Library "Living with Lake Erie as Your Neighbor" on Wednesday, May 22 starting at 6:30 pm. Primarily geared toward those who own land on the Lake, they will discuss landscaping, building and maintenance choices that can help build a resilient shoreline. Financial assistance programs will also be reviewed. This could be valuable information for many in our community and for our City's common interests. Seating is limited and Registration is encouraged – visit mentorpl.libcal.com for more information.

Registration is available through this link: <https://mentorpl.libcal.com/event/11260661>

Ms. Wong asked about remote attendance options and there is not one available however, they will look into recording this session so that it can be viewed at a later date.

Council talked about planning Summer Recess and Mr. Lunder proposed to take Summer Recess for Council on July 9th, 2024 and August 13th, 2024.

MOTION MADE BY MR. LUNDER, Seconded by Mrs. Thompson, for Council Recess for the first meeting of July and August. ROLL CALL: Ayes: Council Member Thompson, Gray, Bittner, Wong, Lunder.

Nays: Johnson

MOTION CARRIED: 5/1

OPEN TO THE PUBLIC TO SPEAK: (None)

ANNOUNCEMENTS AND SETTING OF MEETINGS:

Citizen Advisory Committee
Service Committee
Parks and Recreation Committee
Planning and Zoning Committee
Community Development Committee
Charter Review Committee
Ordinance Committee
Lake Overlook Forum

Monday, May 20th, 2024 at 6:30 P.M.
Wednesday, May 29th, 2024 at 6:30 P.M.
Thursday, May 30th, 2024 at 6:30 P.M.
Monday, June 3rd, 2024 at 6:00 P.M.
Tuesday, June 4th, 2024 at 6:30 P.M.
Wednesday, June 5th, 2024 at 6:00 P.M.
Monday, June 10th, 2024 at 6:30 P.M.
Thursday, June 13th, 2024 at 7:00 P.M.

Regular Agenda Meeting
Regular Meeting of Council

Thursday, May 23rd, 2024, at 6:00 P.M.
Tuesday, May 28th, 2024, at 7:00 P.M.

ADJOURNMENT:


MOTION MADE BY MRS. THOMPSON, Seconded by Ms. Wong, for Adjournment. ROLL CALL: Ayes: Council Member Thompson, Gray, Bittner, Wong, Lunder, Johnson. Nays: None
MOTION CARRIED: 6/0

The Regular Meeting of Council adjourned at 7:28 P.M.

APPROVED:

5/28/2024

Date



ROBERT JOHNSON
President of Council

Attest: 

Clerk of Council

Dear Council Members,

I am requesting this communication be read during the correspondence part of the meeting.

Nina Murzyn, 7708 Twilight Drive.

Regarding LOBO park: I would like to see tax levy dollars spend on preserving the beach and ensuring direct access to the beach and water for swimming, kayak & paddle boarding access and general enjoyment of a beach area. I would also like to see bids & proposals for a pier as an option as well.

Short Term Rentals Parking: no street parking day or night. The number of vehicles allowed to equal what can fit in their driveway to eliminate front yard and street parking.

Boats on properties: I am not opposed to boat parking at residential properties as we are a water front community as long, as they are in a driveway, OH numbers current, & not obstructing any neighbor's views.

Thank you,

Nina Murzyn

Casper Enterprise Group Inc. &

Century21 Homestar

Direct: 216-496-0428

nsmurzyn@ameritech.net

Thoughts that turn into actions equals results.



Fire Dept.'s Monthly Report April, 2024

For the month of April, 2024, there were a total of 98 calls for service.

The call breakdown was as follows:

25 Fire / Service calls.

73 Rescue / EMS calls. Of those 73 calls, there were:

8 calls for Invalid assist.

2 calls for an overdose requiring Narcan.

Dept. Training April, 2024

EMS drills presented by U.H. Lake Health.

Topic was: Pediatrics

Department shift drills for the month of April

E.M.S. – Sepsis

Fire – Ventilation-Positive Pressure Attack

Hands On Job Performance Requirements - Ladders

Dept. Activity April, 2024

On April 17th, the Fire Dept. completed its state audit as a continuing education site. This allows our instructors to teach EMS continuing education to our members.

4/25/2024	Breakwall Tavern	Suppression Testing
4/26/2024	Aqua Ohio	Safety Inspection

Congratulations goes out to Fire Dept. members celebrating a service anniversary in April.

B.C. Paduano – 32 years

F.F. Ananea – 19 years

Lt. Langford – 16 years

F.F. Klems – 7 years

F.F. Padley – 7 years

F.F. Bendlock – 4 years

F.F. Kovach – 4 years

F.F. Sundbom – 4 years

5.14.2024

Council meeting

There is an update from Aqua. The water will be shut off tonight from 9pm to 6am at 7784 Salida, Andrews rd. from Salida to Sharon dr., and Linden street from Andrews to 7882 Linden st. Linden street from Andrews to 7882 Linden st. road has been closed and it will open up on Wednesday morning.

From the housing and zoning department we have an update on the rentals. We identified 181 houses altogether and sent out 61 letters. 14 rentals have signed up, 13 are owner occupied, 15 have an inheritance owner and 19 are unanswered. The follow up letters will be sent next week and the next batch of 61 letters will go out next month.

Next topic will be past experience.
Then public participation approach.

Next Citizens committee meeting 5/20 6:30 pm

Below is our score for personnel

Practical Plan

Key personnel- 15/20

Kleinfelder

Key personnel - 17/22

Reveille

Key personnel - 14/18

Smith Group

Key personnel - 14/19

Envision

Key personnel - 19/24

MS Consultants

Key personnel - 14/18

Mentor on the Lake City Council Committee Report

Committee Name: Ordinance Committee

Date: 4/30/2024

Start Time: 6:30 pm **Stop time:** 8:26 pm

Purpose: 1) Ongoing consideration of legislation to regulate short-term rentals (STR) in the City; 2) Review of Parking Ordinance (452) and Peace Disturbances (648); 3) Review of Special Event Permit application fee (864.04)

Attendance

Committee Chairperson: Jeannie Wong

Committee Members: 1. Kevin Bittner, V-Chair 2. Skip Gray

Council Members: 1. Robert Johnson, Pres

Members of the Public: Paul Morris; Stan Powaski

(Full Minutes of the Meeting Signed & Submitted Separately)

Legislation to regulate short-term rentals (STR):

Summary – The Committee reviewed a red-lined version of the Madison Village Article 13, as it has been modified for our purposes. Further consultation of our Ordinances and with our Law Director on a few points will be needed and reviewed at our next meeting.

Review of Parking Ordinance (452.01, 452.16, and 452.17):

Summary – The Committee reviewed our current Parking Ordinances and discussed concerns such as unsafe and “nuisance” street parking, overnight parking, and boat/RV or construction equipment parking in residential yards/property. Challenges to adding additional regulations arise due to the variability in street width, driveway spacing, and residential lot size found throughout our City. It may be tough to agree upon a uniform policy that remains fair in all situations. This matter will be discussed further at the next meeting.

Review of “Noise” Restrictions:

Summary – The Committee discussed additions to the existing Disorderly Conduct section (684.04) to include established “Quiet Hours” and specific mention of certain residential or domestic noise disturbances such as loud voices or music, that are not currently specified as noise violations anywhere in our Code. Examples of such language are being reviewed from other cities’ ordinances and a draft amendment will be reviewed at our next meeting.

Given the lateness of the hour, the remaining business on this agenda was tabled. Review of Special Event Permit application fees under (CO 864.04) will be undertaken at the next Ordinance Committee

meeting, tentatively set for Monday, June 10 at 6:30 pm, with the date to be confirmed & announced, or rescheduled if necessary, at the next Regular Meeting of Council.

The meeting was adjourned at 8:26 pm.

Respectfully submitted,

Jeannie Wong
Chair, Ordinance Committee

Mentor on the Lake City Council Committee Minutes & Report

Committee Name: Ordinance Committee

Date: 4/30/2024

Start Time: 6:30 pm **Stop time:** 8:26 pm

Purpose: 1) Ongoing consideration of legislation to regulate short-term rentals (STR) in the City; 2) Review of Parking Ordinance (452) and Peace Disturbances (648); 3) Review of Special Event Permit application fee (864.04)

Attendance

Committee Chairperson: Jeannie Wong

Committee Members: 1. Kevin Bittner, V-Chair 2. Skip Gray

Council Members: 1. Robert Johnson, Pres

Members of the Public: Paul Morris; Stan Powaski

Minutes: (Bolded sections comprise the Report to Council and will be delivered orally)

Legislation to regulate short-term rentals (STR): The Committee began this evening by reviewing a red-lined version of the Madison Village Short-Term Rental legislation (MV Article 13) as it was modified to become our own, tentatively as part of the Zoning Code (Title Four – Zoning Code: Chapter 1270 Short-Term Rentals). Discussion to gather this group's input on several points revealed the need to further consult our Ordinances for reference on some, and with our Law Director on others. Plan will be review at the next meeting a "clean" copy of the revisions accepted at this meeting, with new information incorporated into the next-version red-lined version.

Summary – The Committee reviewed a red-lined version of the Madison Village Article 13, as it has been modified for our purposes. Further consultation of our Ordinances and with our Law Director on a few points will be needed and reviewed at our next meeting.

Review of Parking Ordinance (452.01, 452.16, and 452.17): Based on separate requests from our Police Chief as well as a resident, and for the purposes of supporting our proposed Short-Term Rental Ordinances, the City's Parking Ordinances were reviewed. Discussion centered around how to prevent unsafe and "nuisance" street parking, without enacting a total ban on street parking. The Committee were unanimously in favor of retaining our current ordinance against overnight street parking (between 2 – 6 am) and were unanimously against banning daytime street parking, due to residents' need to clear their driveways and garages from time to time for work and other home activities. Challenges to legislating parking restrictions include that some City streets are quite narrow, while others have closely spaced driveways; adding additional regulations like specifying how far from driveways one must park may end up eliminating the possibility of parking altogether on some streets. Further inquiry into how to address specific parking complaints, including the parking of boats/RV's and construction equipment in yards, while remaining fair to all City residents and guests (no matter which street they may park on) will be sought.

Summary – The Committee reviewed our current Parking Ordinances and discussed concerns such as unsafe and “nuisance” street parking, overnight parking, and boat/RV or construction equipment parking in residential yards/property. Challenges to adding additional regulations arise due to the variability in street width, driveway spacing, and residential lot size found throughout our City. It may be tough to agree upon a uniform policy that remains fair in all situations. This matter will be discussed further at the next meeting.

Review of “Noise” Restrictions: The Committee began this discussion based on the discovery that our current ordinances do not specifically address domestic or residential noise, nor do they specify “Quiet Hours” for residential noise complaints. This makes it harder to enforce noise restrictions for City guests in Short-Term Rentals, as well as for City residents. Consultation with the Police Chief revealed that residential noise complaints are currently being enforced under Disorderly Conduct (684.04), though the type of noise complaints being enforced under this law are not specifically listed within it. Research of other cities’ ordinances shows that many use Disorderly Conduct sections to address residential noise, including Mayfield Village 509.03 and Mentor 531.02. Therefore, this group decided it may be best to add to our existing Disorderly Conduct Ordinance, which will allow our Police force to continue enforcing under the same section they have been using for similar complaints. The addition would include a list of specific residential noise disturbances that are common complaints such as human voices, audible non-verbal activity, recreational play or entertainment/amusement, TV or other audio device noise (MOL 432.42 relates to sound coming from a motor vehicle only), incessant domesticated animal sounds, etc. Further, all in this group agreed that these disturbances should be considered unlawful only during established “Quiet Hours”, beginning in the late evening and ending in the early morning (e.g. 10 pm to 7 am, Sun-Thu and 11 pm to 8:30 am, Fri-Sat; and on the eve of major holidays such as Memorial Day, Independence Day, Labor Day, Thanksgiving, Christmas, and New Year’s Day). A draft of the amended 684.04 may be completed in time for review at our next meeting.

Summary – The Committee discussed additions to the existing Disorderly Conduct section (684.04) to include established “Quiet Hours” and specific mention of certain residential or domestic noise disturbances such as loud voices or music, that are not currently specified as noise violations anywhere in our Code. Examples of such language are being reviewed from other cities’ ordinances and a draft amendment will be reviewed at our next meeting.

Given the lateness of the hour, the decision was made to table the remaining business on this agenda. Review of Special Event Permit application fees under (CO 864.04) will be undertaken at the next Ordinance Committee meeting, tentatively set for Monday, June 10 at 6:30 pm, with the date to be confirmed & announced, or rescheduled if necessary, at the next Regular Meeting of Council.

The meeting was adjourned at 8:26 pm.

Respectfully submitted,



Jeannie Wong
Chair, Ordinance Committee

City of Mentor on the Lake
Planning and Zoning Meeting Minutes

May 6, 2024

Start Time 6 pm

End time 6:37 pm

Committee Members

S. Cason
B. Moore
G. Leonard
M. Sweeney
J. Lunder Council Representative

Attends

R. Johnson
D. Thompson
M. Moore
S. Gray
J. Wong
J. Martin
R. Sommers
G. Sommers

Kevin Johns 7654 Primrose asked for a variance for his driveway and after discussion, it was granted.

Old Business: Mario's Bar which is in the hands of the police department, and we will be getting a report.

Joy's Roller Rink: They will be getting quotes on the fence for their property.

Dollar General: The sign is still 6 to 8 weeks out and they will be working on the landscaping and asphalt.

Sommers Group: The final development plan was presented and discussed with some changes that were discussed and the final Development Plan was passed. They are hoping to start in the next 30 days

The Lake County Soil & Water Conservation District will be presenting a program at the MOL Public Library "Living with Lake Erie as Your Neighbor" on Wednesday, May 22 starting at 6:30 pm. Primarily geared toward those who own land on the Lake, they will discuss landscaping, building and maintenance choices that can help build a resilient shoreline. Financial assistance programs will also be reviewed. This could be valuable information for many in our community and for our City's common interests. Seating is limited and Registration is encouraged – visit mentorpl.libcal.com for more information.

Registration is available through this link: <https://mentorpl.libcal.com/event/11260661>