



City of Mentor-on-the-Lake

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**MINUTES
REGULAR MEETING OF COUNCIL
CITY OF MENTOR-ON-THE-LAKE
SEPTEMBER 24th, 2024
7:00 p.m.**

The Regular Meeting of Council for the city of Mentor-on-the-Lake was called to order on September 24th, 2024, 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 (absent)
Aye	Ward 1:	JEANNIE WONG (absent)
Aye	At Large:	JIM LUNDER
Aye	Ward 3:	ROB JOHNSON, President

READING OF MINUTES:

Regular Meeting of Council- September 10th, 2024

MOTION MADE BY MRS. MOORE, Seconded by Mr. Gray, for approval of minutes. **ROLL CALL:**
Ayes: Council Members Thompson, Moore, Gray, Lunder, Johnson. Abstain: None
MOTION CARRIED: 5/0

CORRESPONDENCE: (none)

ADMINISTRATIVE AND DEPARTMENT HEAD REPORTS:

Mayor and Safety Director – Mr. Eva

Mayor Eva announced that John Plecnik got City Council a new gavel for the 100th year anniversary. Mayor Eva reminded everyone of the 100th year celebration for Mentor on the Lake at the Yacht Club, on October 19th, 2024 at 6:00 P.M. The Envision Comprehensive Plan Public Meeting is scheduled for Thursday November 21st at 6:30 P.M. and the Envision Steering Committee meeting will be Thursday November 7th at 7:00 P.M. Lastly, Mayor Eva asked to have a discussion about the short-term rentals and income tax during the meeting.

Administrative Director – Ms. Martin

Ms. Martin read her report; it will be included in the meeting minutes.

Law Director – Mr. Lyons

Mr. Lyons addressed the 2024-R-32 legislation for the city website in that he wanted to make sure that the was written clearly and that it would be added to the agenda for today's council meeting.

QUESTIONS TO ADMINISTRATION AND DEPARTMENT HEADS: (none)

BOARD/COMMITTEE/COMMISSION REPORTS:

Envision Steering Committee / September 12th, 2024 / Mrs. Thompson

The committee met on Thursday September 12th. The envision group sent out an agenda and there was great discussion. PowerPoints were included to help list when the meetings would take place and how there would be engagement with the public during the meetings. Development tasks were planned to see what the outlook would be. There were ten priorities provided and there were three or four that the committee drove on. Those included; road improvements (patterns and traffic), utility infrastructure (included sewers and water lines and flooding), economic development and park and rec, were the top four to give a path to follow during the meetings.

OPEN TO THE PUBLIC TO SPEAK: (none)

LEGISLATION BEFORE COUNCIL:

RESOLUTION NO. 2024-R-32

A RESOLUTION AUTHORIZING AND DIRECTING THE ADMINISTRATIVE DIRECTOR TO SEND OUT A REQUEST FOR PROPOSALS FOR AN UPDATED CITY WEBSITE AND DECLARING AN EMERGENCY

MOTION MADE BY MRS. MOORE, Seconded by Mr. Lunder, to amend the agenda to add Resolution NO. 2024-R-32 ROLL CALL: Ayes: Council Member Thompson, Moore, Gray, Lunder, Johnson Nays: None
MOTION CARRIED: 5/0

Discussion:

A discussion between Council and the Administration about the Resolution and if there should be an RFP. Ms. Martin mentioned that it takes a minimum of twelve weeks for this to move forward and the RFP would not have a lot of reach where it would be advertised and go far. Mayor Eva said that he would be okay with all of them deciding together however, Jaclyn did a lot of deep research on the two companies that she wanted to look at. Ms. Martin also said that both companies will give a demonstration to Council and Mrs. Moore agreed that she would like to see this demonstration and move forward with getting the website together for the residents and the rest of the Council agreed to a demonstration.

This Resolution will go on to second reading.

ORDINANCE NO. 2024-O-18 (SECOND READING) (REFERRED TO ORDINANCE COMMITTEE)

AN ORDINANCE AMENDING ORDINANCE 2024-O-06 IN ORDER TO UPDATE THE RETIRE-REHIRE REGULATIONS FOR CITY EMPLOYEES AND DECLARING AN EMERGENCY

ORDINANCE NO. 2024-O-19 (SECOND READING)

AN ORDINANCE CREATING NEW CHAPTER 895 – LODGING TAX OF THE CODIFIED ORDINANCES

Discussion:

Mayor Eva wanted to ask how they would go about enforcing this Ordinance, how the percentage came about, and how this would be enforced on a monthly basis as well as who would be enforcing it. Mr. Lyons discussed with Council about how the taxes were collected with short term rentals with other counties and Ms. Martin mentioned that other counties are planning on using a software tracker to help keep up the short-term rentals tax, and how the City would enforce the Ordinance. Discussion continued between Council and Administration and was decided to go on to third reading.

This Ordinance will go to third reading.

ORDINANCE NO. 2024-O-20 (SECOND READING) (REFERRED TO PLANNING AND ZONING COMMITTEE)
AN ORDINANCE AMENDING THE ZONING CODE BY CREATING NEW CHAPTER 1270 OF THE CODIFIED ORDINANCES FOR THE REGULATION OF SHORT-TERM RENTALS IN THE CITY AND DECLARING AN EMERGENCY

ORDINANCE NO. 2024-O-21
AN ORDINANCE TO AMEND THE 2024 APPROPRIATION ORDINANCES AND DECLARING AN EMERGENCY

MOTION MADE BY MRS. MOORE, Seconded by Mr. Lunder, to amend Ordinance NO. 2024-O-21 as presented. ROLL CALL: Ayes: Council Member Thompson, Moore, Gray, Lunder, Johnson Nays: None
MOTION CARRIED: 5/0

MOTION MADE BY MRS. MOORE, Seconded by Mr. Lunder, for Suspension of the Rules. ROLL CALL: Ayes: Council Member Thompson, Moore, Gray, Lunder, Johnson Nays: None
MOTION CARRIED: 5/0

MOTION MADE BY MR. LUNDER, Seconded by Mrs. Moore, for Passage of Resolution NO. 2024-O-21 ROLL CALL: Ayes: Council Member Thompson, Moore, Gray, Lunder, Johnson Nays: None
MOTION CARRIED: 5/0

OLD BUSINESS: (none)

NEW BUSINESS: Council discussed if there would be a meeting on Christmas Eve.

MOTION MADE BY MRS. MOORE, Seconded by Mrs. Thompson, to not have a meeting on Christmas Eve. ROLL CALL: Ayes: Council Member Thompson, Moore, Gray, Lunder, Johnson Nays: None
MOTION CARRIED: 4/1

OPEN TO THE PUBLIC TO SPEAK:

Paul Morris 7592 Pinehurst Dr. Mr. Morris expressed his disappointment with how the Centennial Celebration was conducted and stated that he thought that the Yacht Club celebration ticket price is too expensive for our community.

ANNOUNCEMENTS AND SETTINGS OF MEETINGS:

Parks and Recreation Committee	Thursday, September 26 th , 2024 at 6:30 P.M.
Ordinance Committee	Tuesday, October 1 st , 2024 at 6:30 P.M.
Committee of the Whole	Wednesday, October 2 nd , 2024 at 6:00 P.M.
Service Committee	Thursday, October 3 rd , 2024 at 6:00 P.M.
Zoning Committee	Thursday, October 3 rd , 2024 at 6:15 P.M.
Planning and Zoning Committee	Monday, October 7 th , 2024 at 6:00 P.M.
Envision Steering Committee	Thursday, November 7 th , 2024 at 7:00 P.M.
Envision Steering Public Meeting	Thursday, November 21 st , 2024 at 6:30 P.M.

ADJOURNMENT: 7:43 P.M.

MOTION MADE BY MR. GRAY, Seconded by Mrs. Thompson, for Adjournment. ROLL CALL: Ayes: Council Member Thompson, Moore, Gray, Lunder, Johnson. Nays: None
MOTION CARRIED: 5/0

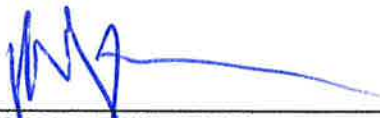
The next **REGULAR AGENDA MEETING** will be held on
Thursday, October 3rd, 2024 at 6:00 P.M.

The next **REGULAR MEETING OF COUNCIL** will be held on
Tuesday, October 8th, 2024, at 7:00 P.M.

APPROVED:

10/7/2024

Date



ROBERT JOHNSON
President of Council

Attest: 

Clerk of Council

- Administration 9/24/24
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- The Codified Ordinance books and online resource has been updated to reflect the current Council and Administration contacts. Our secretary, Kenny Ice, has been working diligently to properly update all 23 books located in and around the city as it hasn't been done since 2022. If anyone on Council would like additional copies, please send city hall an email.
- I would like to ask Council to address December 24th's Council meeting. We have been receiving phone calls asking whether or not there will be a meeting that day.
- Ordinance 2024-21 was added this week. Funds 216 and 225 are Grants that have been issued to the fire department. 228 -There have been some additional Opioid settlements this year that police would like to use for drug disposal. And the 700 Fund is what we use for holding onto money that will need to be issued at a later date, such as escrow and insurance money.
- Last week during the reading of the Service Committee Meeting Minutes, an approval for increasing the petty cash from \$100 to \$300 was brought up. As the Director of Finance, this caught me by surprise because I did not make any requests to increase petty cash and the Service Department has not made any requests to increase petty cash. Petty cash is supposed to be a nominal amount of money for minor or incidental expenses. It is a quick way to reimburse an employee, but it is also a fund that is vulnerable to misuse. Unlike our other processes, petty cash purchases are made without prior approval. Abuse or misuse can only be corrected after the cash has been exchanged. Therefore, I recommend keeping Petty Cash as is, without any increases for any department.
- Lastly, I would to report that the approximate 130 left-over hotdogs that were purchased for the Family Centennial event can no longer be served to the public. The left-over hotdogs needed to be frozen within two weeks of purchase and they were not. This should be a lesson that anything that has been purchased with city money belongs to the city and should be returned to the city to ensure proper handling.