



# City of Mentor-on-the-Lake

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**MINUTES  
REGULAR MEETING OF COUNCIL  
CITY OF MENTOR-ON-THE-LAKE  
DECEMBER 10<sup>TH</sup>, 2024  
7:00 p.m.**

The Regular Meeting of Council for the city of Mentor-on-the-Lake was called to order on December 10<sup>th</sup>, 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
Aye	Ward 1:	JEANNIE WONG
Aye	At Large:	JIM LUNDER
Aye	Ward 3:	ROB JOHNSON, President

**READING OF MINUTES:**

Regular Meeting of Council- November 26<sup>th</sup>, 2024

**MOTION MADE BY MS. WONG**, Seconded by Mrs. Moore, for a motion to amend the vote tally from the previous minutes. ROLL CALL: Ayes: Council Members Moore, Gray, Bittner, Wong, Lunder, Johnson.

Abstain: Thompson

**MOTION CARRIED: 6/0/1**

**MOTION MADE BY MR. LUNDER**, Seconded by Mr. Gray, for approval of the minutes as amended. ROLL CALL: Ayes: Council Members Moore, Gray, Bittner, Wong, Lunder, Johnson. Abstain: Thompson

**MOTION CARRIED: 6/0/1**

**CORRESPONDENCE:**

Ms. Wong said that she received a message from Michael and Randy Indre- Ward 4 residents on December 1<sup>st</sup>; that they love the new city signs and that it is a great nautical design and a well-deserved compliment to the city.

**7:02 P.M EXECUTIVE SESSION OF COUNCIL:**

**MOTION MADE BY MRS. THOMPSON**, Seconded by Mr. Lunder, for Council to move into Executive Session to discuss a personnel matter. ROLL CALL: Ayes: Council Members Thompson, Moore, Gray, Bittner, Wong, Lunder, Johnson.

**MOTION CARRIED: 7/0**

**7:06 P.M. COUNCIL RECONVENED. ROLL CALL:** Council Members Thompson, Moore, Gray, Bittner, Wong, Lunder, Johnson.  
**All present.**

**ADMINISTRATIVE AND DEPARTMENT HEAD REPORTS:**

**Mayor and Safety Director – Mr. Eva**

Mayor Eva read a proclamation of recognition to Mr. Lyons for his 36 years of service as the Law Director for the City of Mentor on the Lake. Mr. Lyons thanked everyone and said that he had been lucky to be involved and work with great people in the city. Mr. Lyons took the time to thank many individuals that he has worked with in the many years he was employed with the city and feels lucky to have worked with so many great individuals.

Mayor Eva wanted to correct what he said at a previous meeting. He and Mr. Lyons met with the lake county auditor's office and they do not offer an opinion on our CRA projects and what we give them is what they post. They do ask if we change the levitation that they get a copy of that but they take what we give them and they process it through the auditor's office. A recap of the snow storm that we had; there were 3 salt trucks in service and salt used was 198.4 tons of salt. One of the salt trucks broke down and Jim had to fix it. The sidewalk plow was not operational and Jim was able to fix that.

Mayor Eva read the Fire Departments report for November; it will be attached to the meeting minutes.

Santa's Blue Helpers program had 21 children and each received a \$200 gift card to purchase gifts at Target. The kids were able to ride in a limo to Target and had a pizza party and magic show. Lieutenant Messinger did a great job even on maternity leave putting this all together.

**Administrative Director – Ms. Martin**

Ms. Martin read her report; it will be attached to the meeting minutes.

**Law Director – Mr. Lyons**

Mr. Lyons wanted to recognize Kip Molnar and he was a significant part of his career and he thought that he had done a great job. As did all of the council members as they try hard and try to do the right thing.

**QUESTIONS TO ADMINISTRATION AND DEPARTMENT HEADS:**

Mrs. Moore asked if we still had salt on reserve to tap into if we need to with another storm like the recent one. Ms. Martin said that the salt in the back shed has not been used and that we should be okay and if they need to increase it next season they can.

**BOARD/COMMITTEE/COMMISSION REPORTS:**

**Zoning Committee / December 9<sup>th</sup>, 2024 / Mr. Lunder**

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

**OPEN TO THE PUBLIC TO SPEAK: 7:25 P.M. - 7:32 P.M.**

Jason Morris 5845 Lake Road. Mr. Morris said that he still holds concerns about the CRA and he requested with Jaclyn Martin to have a hearing for an appeal with the CRA council.

Stan Powaski 7589 Salida Road. Mr. Powaski wanted to comment on the noise ordinance. He said that he spoke with the neighbor about the parties that he holds and they are loud and go late into the night. He thought that the 648.13 was short and talked about equipment and everything else but not the noises that people make. Mr. Powaski thought that the new ordinance for 648.15 was adequate for this city and he recommends that the council votes on the noise ordinance.

**LEGISLATION BEFORE COUNCIL:**

**ORDINANCE NO. 2024-O-20 (SECOND READING) (REFERRED TO ORDINANCE 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

This ordinance is still in the Ordinance Committee.

**ORDINANCE NO. 2024-O-22 (SECOND READING) (REFERRED TO ORDINANCE COMMITTEE)**

AN ORDINANCE AMENDING CODIFIED ORDINANCES 452.01, 452.17 AND 452.99 AND REPEALING ORDINANCES 452.02 AND 452.03 RELATING TO PARKING ON THE STREETS

This ordinance is still in the Ordinance Committee.

**ORDINANCE NO. 2024-O-23 (THIRD READING)**

AND ORDINANCE CREATING CODIFIED ORDINANCE 648.15 – NOISE

**Discussion:**

Ms. Wong said that in the Zoning Committee Meeting Mr. Snyder brought up the search of noise through our ordinances and if they would conflict with the proposed 648.15. The exception would be 648.13 which is the unloading and unloading of tools and machinery that could cause a potential conflict and that she thinks they should incorporate the loading and unloading into the new 648.15 and get rid of 648.13 loading and unloading. The new 648.15 would create a more robust residential noise ordinance. Mrs. Thompson said that maybe they could keep 13 and add it for business 1 and business 2 instead of residential as it was created for that district.

Mrs. Moore said that she still does not see how this will be easily enforced.

Mr. Lyons suggested that they remove section 9.

**MOTION MADE BY MR. LUNDER**, Seconded by Mrs. Thompson to remove section 9 from 2024-O-23.

ROLL CALL: Ayes: Council Members Thompson, Moore, Gray, Lunder, Johnson Nays: Bittner, Wong

**MOTION CARRIED: 5/2**

**MOTION MADE BY MRS. THOMPSON**, Seconded by Mr. Lunder, for Passage of Ordinance NO. 2024-O-24 as amended. ROLL CALL: Ayes: Council Members Thompson, Gray, Bittner, Wong, Lunder, Johnson Nays: Moore

**MOTION CARRIED: 6/1**

**ORDINANCE NO. 2024-O-28**

AN ORDINANCE AMENDING SECTION 250.05, VACATIONS, OF THE CODIFIED ORDINANCES, OF THE CITY OF MENTOR-ON-THE-LAKE AND DECLARING AN EMERGENCY

**Discussion:**

Ms. Wong asked how section B affect the accrual of employees under one year of employment. Mr. Johnson says the table in A contradicts the table in B.

This Ordinance was referred to the Ordinance Committee.

**ORDINANCE NO. 2024-O-29**

AN ORDINANCE TO AMEND THE 2024 APPROPRIATION ORDINANCES AND DECLARING AN EMERGENCY

**MOTION MADE BY MRS. MOORE**, Seconded by Mrs. Thomspen, for Suspension of the Rules. ROLL CALL: Ayes: Council Members Thompson, Moore, Gray, Bittner, Wong, Lunder, Johnson Nays: None  
**MOTION CARRIED: 7/0**

**MOTION MADE BY MRS. THOMSPON**, Seconded by Mrs. Moore, for Passage of Ordinance NO. 2024-O-29 ROLL CALL: Ayes: Council Members Thompson, Moore, Gray, Bittner, Wong, Lunder, Johnson Nays: None  
**MOTION CARRIED: 7/0**

**RESOLUTION NO. 2024-R-35**

A RESOLUTION CONFIRMING THE APPOINTMENT OF NATE DUER TO THE PARKS AND RECREATION BOARD

**MOTION MADE BY MRS. MOORE**, Seconded by Mr. Bittner, for Suspension of the Rules. ROLL CALL: Ayes: Council Members Thompson, Moore, Gray, Bittner, Wong, Lunder, Johnson Nays: None  
**MOTION CARRIED: 7/0**

**MOTION MADE BY MR. LUNDER**, Seconded by Mrs. Thompson, for Passage of Ordinance NO. 2024-R-35 ROLL CALL: Ayes: Council Members Thompson, Moore, Gray, Bittner, Wong, Lunder, Johnson Nays: None  
**MOTION CARRIED: 7/0**

**MOTION MADE BY MS. WONG**, Seconded by Mrs. Thompson, to amend the agenda to add 2024-R-36 and 2024-R-37. ROLL CALL: Ayes: Council Members Thompson, Moore, Gray, Bittner, Wong, Lunder, Johnson Nays: None  
**MOTION CARRIED: 7/0**

**RESOLUTION NO. 2024-R-36**

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH J. SEVERINO CONSTRUCTION, INC. FOR THE SOUTHLAND ROAD DRAINAGE SYSTEM IMPROVEMENTS PROJECT AND DECLARING AN EMERGENCY

**MOTION MADE BY MRS. MOORE**, Seconded by Mr. Lunder, for Suspension of the Rules. ROLL CALL:  
Ayes: Council Members Thompson, Moore, Gray, Bittner, Wong, Lunder, Johnson Nays: None  
**MOTION CARRIED: 7/0**

**MOTION MADE BY MR. LUNDER**, Seconded by Mrs. Thompson, for Passage of Ordinance NO. 2024-R-36  
ROLL CALL: Ayes: Council Members Thompson, Moore, Gray, Bittner, Wong, Lunder, Johnson Nays:  
None  
**MOTION CARRIED: 7/0**

**RESOLUTION NO. 2024-R-37**

A RESOLUTION COMMENDING JAMES M. LYONS FOR OUTSTANDING SERVICE TO THE  
CITY OF MENTOR-ON-THE-LAKE

Mr. Johnson presented Mr. Lyons with a gift from Council for this service as Law Director.

**MOTION MADE BY MRS. THOMPSON**, Seconded by Mr. Bittner, for Suspension of the Rules. ROLL  
CALL: Ayes: Council Members Thompson, Moore, Gray, Bittner, Wong, Lunder, Johnson Nays: None  
**MOTION CARRIED: 7/0**

**MOTION MADE BY MRS. THOMPSON**, Seconded by Ms. Wong, for Passage of Ordinance NO. 2024-R-37  
ROLL CALL: Ayes: Council Members Thompson Moore, Gray, Bittner, Wong, Lunder, Johnson Nays: None  
**MOTION CARRIED: 7/0**

**OLD BUSINESS:** (none)

**NEW BUSINESS:** (none)

**OPEN TO THE PUBLIC TO SPEAK:** (none)

**ANNOUNCEMENTS AND SETTINGS OF MEETINGS:**

Committee of the Whole  
Ordinance Committee  
Organizational Meeting of Council  
Envision Steering Meeting  
Parks and Recreation Board

Monday, December 16<sup>th</sup>, 2024 at 6:30 P.M.  
Tuesday, December 17<sup>th</sup>, 2024 at 6:30 P.M.  
Tuesday, January 7<sup>th</sup>, 2025 at 7:00 P.M.  
Thursday, January 9<sup>th</sup>, 2025 at 7:00 P.M.  
Thursday, January 16<sup>th</sup>, 2025 at 6:30 P.M.

**ADJOURNMENT: 7:58 P.M.**

**MOTION MADE BY MRS. THOMPSON**, Seconded by Mrs. Moore, for Adjournment. ROLL CALL: Ayes:  
Council Members Thompson, Moore, Gray, Bittner, Wong, Lunder, Johnson. Nays: None  
**MOTION CARRIED: 7/0**

The next **REGULAR AGENDA MEETING** will be held on  
Thursday, January 9<sup>th</sup>, 2025 at 6:00 P.M.

The next **REGULAR MEETING OF COUNCIL** will be held on  
Tuesday, January 14<sup>th</sup>, 2025 at 7:00 P.M.

APPROVED:

Date

1/14/2025

Attest:

Clerk of Council

ROBERT JOHNSON  
President of Council



## Fire Dept.'s Monthly Report

### November, 2024

For the month of November, 2024, there were a total of 110 calls for service.

The call breakdown was as follows:

38 Fire / Service calls.

72 Rescue / EMS calls. Of those 72 calls, there were:

6 calls for Invalid assist.

0 calls for an overdose requiring Narcan.

## Dept. Training November, 2024

EMS drills presented by U.H. Lake Health.

Topic was: EMS Run Reviews

Department shift drills for the month of November

E.M.S. – Pediatric respiratory emergencies

Fire – Fire detection, protection, and suppression systems

## Dept. Activity November, 2024

In November, three of our career firefighters completed the Blue Card Command training program which consisted of 40 hours of class work and 24 hours of a hands-on simulation lab.

We have submitted our application for the Federal Assistance to Firefighters Grant (AFG), requesting \$136,824 to replace our aging heart monitor / defibrillators on our squads.



December 10, 2024

Administrative Announcement

- The employee holiday lunch is on December 20<sup>th</sup> at 11:30am if anyone would like to stop by or donate some treats.
- The Vacation Ordinance on today's agenda has two major changes. One is to allow new employees to begin taking their earned vacation after 90 days instead of waiting for a year. The other is how vacations are requested and recorded. The auditor suggested we adopted a better system for approving vacations.
- For the appropriations amendment, Mayor and Council increased because of setting up the new hires. The rest of the ordinance was mostly to cover Overtime for Police and Fire.

**\*\*Start Time:\*\* 6:30 PM**

**\*\*End Time:\*\* 8:00 PM**

**\*\*Attendees:\*\***

- Jim Lunder
- Michelle Moore
- Jeanie Wong
- Chuck Snyder
- Rob Johnson

During our meeting, we reviewed Section 1280.05, which outlines the conditions for parking areas and the materials used for driveways and aprons. We then drafted a final version of this section to be sent to the law director.

Additionally, we discussed Section 1242.03 concerning Conditional Use Permits. During our discussion, we prepared a draft that we will revisit in future meetings, along with some questions that need to be addressed.

Mr. Snyder raised a concern about the challenges of searching for noise-related ordinances, noting that it yields numerous results due to the inclusion of the word "noise" in many regulations. We explained that this could not be eliminated because of state rules. He also mentioned Section 660.05 regarding snow removal on sidewalks, and we agreed to gather more information on this issue.

**\*\*Jim Lunder\*\***