



City of Mentor-on-the-Lake

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MINUTES REGULAR MEETING OF COUNCIL CITY OF MENTOR-ON-THE-LAKE April 25, 2023

The Regular Meeting of Council for the City of Mentor-on-the-Lake for April 25, 2023, was called to order at 7:00 pm by Council President Rob Johnson.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

Roll Call:

Aye: At Large:
Aye: Ward 4:
Aye: Ward 2:
Aye: At Large:
Aye: Ward 1:
Aye: At Large:
Aye: Ward 3:

Michelle Moore, Vice-President
Desirea Thompson
Paul Morris
Kevin Bittner
David Chabut
Jim Lunder
Rob Johnson, President

READING OF MINUTES: Regular Meeting of Council –April 11, 2023

MOTION MADE BY MR. MORRIS, Seconded by Mr. Chabut, for Approval of the Minutes of the April 11, 2023, Regular Meeting of Council. **ROLL CALL:** Ayes: Council Member Moore, Morris, Bittner, Chabut, Lunder, Johnson. Nays: None. Abstain: Council Member Thompson.

MOTION CARRIED: 6/0/1

CORRESPONDENCE: (None)

ADMINISTRATIVE AND DEPARTMENT HEAD REPORTS:

Mayor and Safety Director - Mr. Eva

Mayor Eva announced that Al Buescher has resigned from the Planning and Zoning Commission, and thanked him for his many years of service on the Planning and Zoning Commission and the Board of Zoning Appeals. Brandon Towns has relocated outside of Mentor-on-the-Lake. He served on the Civil Service Commission as well as the Board of Zoning Appeals, and Mayor Eva thanked him for his volunteer services to the City. If anyone knows of anyone interested in a volunteer position on the Planning and Zoning Commission, the Board of Zoning Appeals, or the Civil Service Commission, please send a letter of interest to Mayor Eva.

Mayor Eva announced that tomorrow (April 26, 2023) from 1:30 P.M. to 2:30 P.M. Genny Costanza from NOPEC will be here to answer any questions the residents may have. This has been posted on Facebook and the City's Website.

Administrative Director - Mr. Ness

Mr. Ness said he has one piece to finish for the audit and it will be completed until the Auditors come in. They started working this week on the concrete road between Goldenrod and Larkspur, as well as the asphalt on Thunderbird

Law Director - Mr. Lyons (No Report)

City Engineer - Mr. Lannon

Mr. Lannon advised Ohio Public Works Commission applications are due the end of May. The plan is to reapply for the Southland storm sewer with a renewed effort to correct the funding. They reached their goal to try to get the maximum outside funding to match the local funds. They did not do too bad, but are trying to get more of a grant. Mr. Lannon then discussed the Overlook Beach revetment. Last year's estimate was based on prices at the time, and prices have gone out. A copy of the more detailed fee estimate which he has prepared has been given to all Members of Council and a copy is attached. He thinks it would be appropriate at this time to go forward to get the SID funding to at least prepare the design. Mr. Lannon said he would be happy to answer any questions.

Mr. Johnson asked if anyone had any questions regarding the engineering fee estimate at this point. Mr. Johnson asked Mr. Lannon to go through the engineering fee estimate a little bit. Mr. Lannon went over the design portion of the estimate, which he thinks is the most appropriate thing to do, then finish that and see what the project comes in at, see what the construction project comes in at, see where we are at that point, then look at the construction part of it. Mayor Eva asked if CT would handle the bidding process. Mr. Lannon said that was correct, at this point we need to process this through SID, which could cause complications in its own right.. The strategy would be to try to go for an emergency permit, and then follow up from there. This can be a lengthy and complicated process. Mr. Lunder asked if there was a deadline on the SID application. Mr. Lannon said there is, but they have different bonds due at different times and we can get in line. Every six months or so there is a new opportunity to get in, so they try to get in the earliest they can. Mr. Lunder said it looks like we have lost another five feet there. Mr. Lannon explained the base of the cliff is about 10 feet above lake level, and it is shocking to see that level of damage and loss of property. He pointed out in the process we are not allowed to reclaim land per current ODNR Rules, so basically we have to start at the top of the bluff and then build the typical slope you see in revetment. Mayor Eva said Mrs. Bartone handles the SID financing for the County, and they are in Phase Two, so if we get this we will be in on Phase Two. Mr. Ness asked if they should start applying for State funds. Mr. Lannon said yes. Mr. Morris asked Mr. Lannon to explain the Unit abbreviations on the back page, which Mr. Lannon did.

Mr. Lyons stated if Mentor-on-the-Lake applies for the SID and get included for the bonding, it is that bond that pays for the construction and design work. Mr. Lannon said that was correct. Mr. Lyons continued, that bond would be over a twenty-year period or whatever the bond period would be, so the City would then be paying for the total project cost over a twenty-year period, if that is the bond period, so by that estimate today, that is not money that has to be appropriated this year to pay CT, instead it would be part of the SID process in terms of borrowing that money, is that all correct. Mr. Lannon said he would have to talk to the County about the timing, and payment to CT. Mr. Lyons said it could be paid just out of the General Fund now and not included in the bond, but it would be an option to include it in the bond, depending on the SID process itself. Mr. Lannon said that was his understanding and is probably the first question he would ask Mrs. Bartone. Mayor Eva said he knows SID financing is for fifteen years, and the way it has been explained we would get a bill from the County, similar to an assessment on the property, and we would pay that. Mr. Lyons said it would actually be an assessment on Overlook Beach Park and included in our taxes as a special assessment. Mr. Ness asked about a timeline

as to when work would start. Mr. Lannon said if we can get this through as an emergency or fast pace, then we would definitely get started this year. There is a lot of work to do.

Mrs. Moore said she knows this is to shore up the shoreline, but does this include any access for residents if they would want to get down to lake level, or is this strictly to shore it up and stop the erosion. Mr. Lannon said the base idea is to just shore up the shoreline. Ideally there would be some kind of access as we have had it in the past, whether that is included in the revetment to allow access, that is not something we would want to advertise because it would never be a safe walk in the park, but people would find a way. He would like to see some kind of feature beyond just a walk about.

Mr. Bittner said, as he understands it, the revetment would start where the cliff ends now, we could not go any further out, so it will be back all the way to where the cliff is. Mr. Lannon said that was correct; we would start at the top and work out way down from there.

QUESTIONS TO ADMINISTRATION AND DEPARTMENT HEADS: (None)

BOARD / COMMITTEE / COMMISSION REPORTS:

Parks and Recreation Board / March 30, 2023 / Mrs. Thompson

Mrs. Thompson advised the Parks and Recreation Board met on Thursday, March 30, 2023. Brie Moon was nominated as Chair and Carol Stafinski was nominated as Vice-Chair. They have changed the timing of the Fall Festival this year. They also asked all Members on the Committee to submit different ideas and to have examples of different things we can do in the Community, for the residents, children, to be presented at the next Meeting, after which the Meeting was adjourned.

Community Development Committee / April 13, 2023 / Mr. Morris

Mr. Morris advised the Community Development Committee met on April 13, 2023, at 7:00 P.M. to discuss the proposal of a City Master Plan. Present were Council Members Morris (Chair), Bittner, Council President Johnson, and many residents. The Committee reviewed progress on a proposed mission statement and vision statement. After a couple of modifications, it was decided by the group that these statements are good going forward. A review was made of zoning changes over the past several years put together by one of the residents. A lengthy discussion followed to identify some of our trouble areas, including but not limited to: City website information; business districts, and recreational areas. A discussion was held on if this group could or should continue to work on the plan, and it was decided Council and the Administration should be encouraged to hire a company to complete this project based on the amount of time needed to complete the process. Mr. Morris will set up a meeting to discuss some of these things with the City Administrator and/or the Mayor. Mr. Shick and Mr. Cleveland wish to attend this meeting as well. The Meeting adjourned at 8:30 P.M.

Zoning Committee / April 17, 2023 / Mr. Chabut

Mr. Chabut advised the Zoning Committee met on April 17, 2023, at 7:00 P.M. to discuss Code 1264, Yacht Club District. Present were Council Members Chabut (Chair), Lunder, Thompson, Moore, Morris, Council President Johnson, Brent Moore, and resident Chris Timmons. After a discussion the Committee agreed to keep Code 1264, Yacht Club District, the same with no changes. Any complaints pertaining to noise, specifically muffler noise on any boats, as per 670.30, the Committee recommends that the Police Department forward them to the Lake County Sheriff's Office and/or the Coast Guard. The Meeting adjourned at 7:08 P.M.

OPEN TO THE PUBLIC TO SPEAK: 7:19 P.M.

Earle Kurass, 7523 Salida Road. Mr. Kurass is concerned with the Park and handing CT Consultants \$100,000.00. He would like to see some concepts before that money gets spent so that we, as a community, can truly get what they want in that Park, design the Park the way they want, and actually have an impact in our City. He is afraid we are just going to throw more money away and get stuck with whatever is handed to them.

Bill Cleveland, 7607 Salida Road. Mr. Cleveland is pleased on the action being taken on the beach and actually making the City have access to the lake. He is shocked by the cost of the so-called design work and administration expense; it is very high. There are two contractors, Hines and Hoffman, in the area that do this work and Hines and Hoffman and included design work and permits in the cost, which last fall was in the area of \$1200 to \$1400 per lineal foot. The City should be careful before committing that kind of money.

CLOSED OPEN TO THE PUBLIC TO SPEAK: 7:22 P.M.

LEGISLATION BEFORE COUNCIL

ORDINANCE NO. 2022-O-25 (THIRD READING) (ASSIGNED TO PLANNING AND ZONING COMMISSION)

AN ORDINANCE AMENDING APPENDIX A TO THE CODIFIED ORDINANCES - ARTARP AREA AND DECLARING AN EMERGENCY.

Mr. Johnson stated this Ordinance is still assigned to the Planning and Zoning Commission and will stay there.

ORDINANCE NO. 2023-O-06 (THIRD READING) (ASSIGNED TO ORDINANCE COMMITTEE)

AN ORDINANCE AMENDING CHAPTER 1462 – RENTAL INSPECTIONS OF THE CODIFIED ORDINANCES

Mr. Johnson said this is still assigned to the Ordinance Committee and will stay there.

ORDINANCE NO. 2023-O-07 (THIRD READING) (ASSIGNED TO ORDINANCE COMMITTEE)

AN ORDINANCE CREATING NEW ORDINANCE 1022.12 LOCAL TREE LAWN REGULATION NOT INVOLVING UTILITIES AND/OR TELECOMMUNICATION DEVICES

Mr. Johnson said this is still assigned to the Ordinance Committee and will stay there.

ORDINANCE NO. 2023-O-08

AN ORDINANCE EXTENDING THE EXISTING 6 MONTH MORATORIUM ON THE ACCEPTANCE AND PROCESSING OF APPLICATIONS FOR ZONING AND/OR OCCUPANCY PERMIT APPROVALS FOR ELDERLY APARTMENTS IN THE AREA DESIGNATED AS THE ARTARP AREA IN THE MENTOR ON THE LAKE ZONING ORDINANCES AND THE ISSUANCE OF SUCH APPROVALS IN THE CITY OF MENTOR ON THE LAKE FOR A PERIOD OF TWO MONTHS, AND DECLARJNG AN EMERGENCY

LEGISLATION BEFORE COUNCIL (Continued):

ORDINANCE NO. 2023-O-08 (Continued):

Mr. Johnson said since the ARTARP modifications are still in the Planning and Zoning Commission, we need to pass a moratorium to wait out that period until they have a chance to look at it.

MOTION MADE BY MR. MORRIS, Seconded by Mrs. Thompson, for Suspension of the Rules.

ROLL CALL: Ayes: Council Member Moore, Thompson, Morris, Chabut, Lunder, Johnson. Nays: Council Member Bittner.

MOTION CARRIED: 6/1

MOTION MADE BY MR. MORRIS, Seconded by Mrs. Thompson, for Passage of Ordinance No.

2023-O-08. ROLL CALL: Ayes: Council Member Moore, Thompson, Morris, Chabut, Lunder, Johnson. Nays: Council Member Bittner.

MOTION CARRIED: 6/1

OLD BUSINESS:

Mr. Morris asked Mr. Lannon if there is any way of getting a drawing of Overlook Beach Park after it is done. Mr. Lannon said yes, he thinks there is one from a preliminary report done a few years ago. It hasn't changed much except the shoreline has moved back. He can get a copy emailed to Council.

NEW BUSINESS:

Discussion: Summer Recess

Mr. Morris suggested we do the same thing we did last year, which he believes Council took the last Meeting of July and the last Meeting of August. Mr. Johnson said it would have been the first Meeting of July and the first Meeting of August off.

MOTION MADE BY MORRIS, Seconded by Mr. Chabut, for Council to take the first Meeting of July and the first Meeting of August off. ROLL CALL: Council Member Moore, Thompson, Morris, Bittner, Chabut, Lunder. Nays: Council Member Johnson.

MOTION CARRIED: 6/1

Mr. Ness asked the Ordinance Committee to look at a couple of Ordinances. Ordinance 452.1781 has to do with the traffic code. The City does not actually have one, it has to do with driveway right-of-way and driveway width. Also, Ordinance 1252.15 which has to do with rear yard area, accessory buildings. The City does not have an ordinance limiting the occupied area of a rear yard.

OPEN TO THE PUBLIC TO SPEAK: 7:28 P.M.

Jeff Shick, Salida Road. He is pleased the lakefront property is being looked at. He asked if the material being sent to Council can also be sent to citizens.

CLOSED OPEN TO THE PUBLIC SECTION: 7:29 P.M.

ANNOUNCEMENTS AND SETTINGS OF MEETINGS:

The Planning and Zoning Commission Meeting scheduled for Monday, May 1, 2023, has been cancelled.

Parks and Recreation Board
Ordinance Committee

Thursday, April 27, 2023, at 7:00 P.M.
Tuesday, May 2, 2023, at 7:00 P.M.

Regular Agenda Meeting
Regular Meeting of Council

Thursday, May 4, 2023 at 6:00 P.M.
Tuesday, May 9, 2023 at 7:00 P.M.


ADJOURNMENT:

MOTION MADE BY MR. MORRIS, Seconded by Mrs. Thompson, for Adjournment. ROLL CALL:
Ayes: Council Member Moore, Thompson, Morris, Bittner, Chabut, Lunder, Johnson. Nays: None.
MOTION CARRIED: 7/0

The Regular Meeting of Council adjourned at 7:31 P.M.

APPROVED:

May 9, 2023
Date



ROBERT JOHNSON
President of Council

Attest: Janice M. Saxe
Clerk of Council

**CITY OF MENTOR-ON-THE-LAKE
ENGINEERING FEE ESTIMATE FOR CITY PROJECTS**

PROJECT NAME: Overlook Beach Park Revetment DATE: 4/13/2023
 PROJECT DESCRIPTION: Armor Stone Revetment; beach access
 PRELIMINARY ESTIMATED PROBABLE CONSTRUCTION COST: \$1,079,400.00

ESTIMATED BASE DESIGN FEE:

	<u>7.5</u>	% X	<u>\$1,000,000.00</u>	= \$	<u>\$75,000.00</u>
+					
	<u>6.1</u>	% X	<u>\$79,400.00</u>	= \$	<u>\$4,843.40</u>
Subtotal Estimated Base Design Fee				= \$	<u>\$79,843.40</u>

A. PRELIMINARY ENGINEERING AND DESIGN:

Base Design Services - 85% X	<u>\$79,843.40</u>	=	<u>\$67,866.89</u>
	(Base Design Fee)		

DESIGN SUPPLEMENTAL SERVICES

- Study/ Record Research	\$4,500.00	
- Location and Elevation Surveys	\$4,600.00	
- Office Plotting of Notes	\$5,400.00	
- Property Surveys, (inc. Submerged Land Lease)	\$6,000.00	
- Borings and Soundings	\$5,000.00	
- Preparation of Tentative and Final Assessments		
- Final Record Plats and/or Easements		
- Traffic Counts and/or Surveys		
- Other (Environmental Documentation, Permitting, etc.)	\$8,500.00	
Subtotal Design Supplemental Services	\$34,000.00	
SUBTOTAL PRELIMINARY ENGINEERING AND DESIGN		\$101,866.89

B. CONSTRUCTION SERVICES:

Base Design Services - 15% X	<u>\$79,843.40</u>	=	<u>\$11,976.51</u>
	(Base Design Fee)		

CONSTRUCTION SUPPLEMENTAL SERVICES

- Daily Field Inspection and Resident Engineering	\$40,000.00	
- Material Testing	\$2,000.00	
- Permit and Environmental Reporting	\$5,000.00	
- Preparation of As-Built Drawings		
- Other		
Subtotal Construction Supplemental Services	\$47,000.00	
SUBTOTAL CONSTRUCTION SERVICES		\$58,976.51
GRAND TOTAL ESTIMATED ENGINEERING FEE		\$160,843.40
LESS PREVIOUS PURCHASE ORDER NOS.		
PURCHASE ORDER AMOUNT REQUESTED		\$160,800.00
		(Rounded)

The above estimated engineering fee for this project has been prepared from available information as of the date of this estimate and as described above. This fee estimate is intended as a guide to the City in budgeting project funds and it is understood that adjustments to the final engineering fee amount will be made in accordance with CT Consultants, Inc.'s "Engineering Agreement" with the City of Mentor-on-the-Lake.



Tim Lannon, P.E.



Computed by: Vonya Shiffman Date: 5/17/2022
 Checked by: Tim Lannon

City: Mentor on the Lake, Ohio
 Subject: Overlook Beach Park Revetment

*350-foot section from outfall to east side of parcel

Description	Quant.	Unit	Unit Price	Tot. Cost
Clearing and grubbing	1	LS	\$5,000	\$5,000
Excavation	2,700	CY	\$20	\$54,000
Geotextile Fabric	2,000	SY	\$1	\$2,000
Armor Stone, 1.5 tons per CY	4,600	CY	\$150	\$690,000
ODOT 601 Dumped Rock Fill, Type B	460	CY	\$105	\$48,300
ODOT 601 Dumped Rock Fill, Type C	460	CY	\$105	\$48,300
6" Conduit, Type C	750	LF	\$20	\$15,000
Seeding and Mulching, as per plan	3,000	SY	\$3	\$9,000
Erosion Control Matting, Type C	3,000	SY	\$4	\$12,000
Erosion control, general	1	LS	\$5,000	\$5,000
Mobilization	1	LS	\$20,000	\$20,000
Bonds and insurance, as per plan	1	LS	\$10,000	\$10,000

Sub-Total Construction	\$918,600
Contingency - 17.5%	\$160,800
Engineering and Permitting - 17.5%	\$160,800
Permit Fees	\$2,000
Total	\$1,242,200