



City of Ashtabula
Ashtabula City Council Regular Meeting
Monday, October 20, 2025 at 7:00 PM
Council Chambers
4230 Lake Avenue, Ashtabula, OH 44004

Minutes

Opening of Regular Meeting

Call to Order

The meeting of the Ashtabula City Council was called to order at 7:00 p.m. by Council President John Roskovics. Ward 4 Councilor Jodi Mills offered the opening prayer and the Pledge of Allegiance was recited.

Roll Call

Members Present: President John Roskovics, Vice President Russell Simeone, Ward 2 Councilor Terence Guerriero, Ward 3 Councilor RoLesia Holman, Ward 4 Councilor Jodi Mills, Ward 5 Councilor Jane DiGiacomo
Absent: Ward 1 Councilor Kym Foglio

Officers Present: City Manager James Timonere, City Solicitor Cecilia Cooper, Finance Director Vladimir Kan, Clerk of Council Stacy Millberg

Motion: Ward 2 Councilor Terence Guerriero moved to excuse Ward 1 Councilor Kym Foglio; Ward 4 Councilor Jodi Mills seconded.

Discussion: None.

VOICE VOTE

Yeas: President John Roskovics, Vice President Russell Simeone, Ward 2 Councilor Terence Guerriero, Ward 3 Councilor RoLesia Holman, Ward 4 Councilor Jodi Mills, Ward 5 Councilor Jane DiGiacomo

Nays: None

The motion to excuse the absence was adopted.

Sunshine Law Certification

A quorum was established as defined by the Ashtabula City Council Rules of Order. The meeting met the requirements of the Ohio Sunshine Laws Open Meetings Act.

Presentations/Announcements

RESOLUTION NO. 2025 - 184

A RESOLUTION TO HONOR AND COMMEND THE ASHTABULA CITY FIRE DEPARTMENT FOR THEIR RESCUE ON LAKE ERIE

President John Roskovics and City Manager James Timonere presented the Resolution.

President John Roskovics asked for a motion to accept Resolution No. 2025-184.

Motion: President John Roskovics moved to accept Resolution No. 2025-184; Ward 5 Councilor Jane DiGiacomo seconded.

Discussion: None.

VOICE VOTE

Yeas: President John Roskovics, Vice President Russel Simeone, Ward 2 Councilor Terence Guerriero, Ward 3 Councilor RoLesia Holman, Ward 4 Councilor Jodi Mills, Ward 5 Councilor Jane DiGiacomo

Nays: None.

Motion passed.

Approval of Minutes

Regular Council Meeting Minutes, October 6, 2025

Motion: Ward 4 Councilor Jodi Mills moved to waive the reading of the minutes in their entirety; Ward 3 Councilor RoLesia Holman seconded.

Discussion: None.

VOICE VOTE

Yeas: President John Roskovics, Vice President Russell Simeone, Ward 2 Councilor Terence Guerriero, Ward 3 Councilor RoLesia Holman, Ward 4 Councilor Jodi Mills, Ward 5 Councilor Jane DiGiacomo

Nays: None

Hearing no corrections to the minutes, they were approved as presented.

Administrative Reports

President John Roskovics discussed the meeting schedule through the end of the year. The schedule is as follows:

- November 3, 2025 - Pre Council at 6:30 p.m. Regular Council Meeting at 7 p.m.
- November 17, 2025 - Work Session at 5:30 p.m. Pre Council at 6:30 p.m. Regular Council Meeting at 7 p.m.
- November 28, 2025 - Swearing-In Ceremony for new Councilors
- December 1, 2025 - Organizational Meeting at 6:30 p.m. Regular Council Meeting at 7 p.m. Pre Council TBA
- December 15, 2025 - Pre Council at 6:30 p.m. Regular Council Meeting at 7 p.m.

City Manager

The following legislation was formally requested:

An ordinance to enter into a contract with Rocky Road Paving, for various street cut restorations. Expenses will be paid from Fund 503 and shall not exceed \$32,700.00.

Motion: Ward 2 Councilor Terence Guerriero moved to approve the City Manager's request; Vice President Russell Simeone seconded.

Discussion: City Manager James Timonere stated that the locations of the repairs include Walnut Boulevard, West 8th Street, and Perry Avenue.

VOICE VOTE

Yeas: President John Roskovics, Vice President Russell Simeone, Ward 2 Councilor Terence Guerriero, Ward 3 Councilor RoLesia Holman, Ward 4 Councilor Jodi Mills, Ward 5 Councilor Jane DiGiacomo

Nays: None

Motion passed.

City Manager James Timonere provided updates on several projects:

The City had a call with Geneva officials and Eastgate to discuss the downtown grant project. Officials are still waiting for answers from Eastgate. The project must be completed by October 2026.

City Manager James Timonere discussed plans to expand the revitalization district in the Harbor to include additional areas along Lake Avenue. The proposed expansion would extend from W. 3rd Street to W. 9th Street and would include parcels on both sides of Lake Avenue to accommodate potential development projects.

Trick-or-Treat will be held on November 1 from 5 to 7 p.m.

Union negotiations are ongoing with all City unions, with one group meeting and one bargaining unit meeting completed. More meetings are scheduled for the coming week.

The first of at least three public meetings for the City's Master Plan is scheduled for November 13 at 5:30 p.m. The location is still to be determined.

Ward 3 Councilor RoLesia Holman asked about the possibility of extending the deadline for the downtown project because of the ongoing challenges. City Manager James Timonere explained that since these were ARPA funds from the federal government, the deadlines could not be extended.

Ward 4 Councilor Jodi Mills asked about the status of the old municipal building and preserving its stone sign. City

Manager James Timonere stated that despite putting the building out for bid, they received only two responses, neither of which was viable. He noted that if the building were to be demolished, they would save artifacts, including the stone sign.

Ward 4 Councilor Jodi Mills asked about the fire truck delivery date. City Manager James Timonere stated that the delivery had been pushed back from March to August of next year.

Ward 3 Councilor RoLesia Holman asked about funding options for the old municipal building. City Manager James Timonere stated that while funding is available for developers, not much is available for municipalities directly. He mentioned they were trying to add census tracts to the next round of opportunity zone designations, which might help.

Ward 5 Councilor Jane DiGiacomo asked who checks the work when street cut repairs are done by utility companies. City Manager James Timonere stated that the City checks the repair work. He stated that utility companies like Aqua often bundle repairs together. For example, Aqua has a contract with Koski Construction. Once they get a bunch of repairs completed, they release Koski to finish them. In some situations, especially when there have been leaks, they will wait for the ground to settle before completing the permanent repairs.

Ward 5 Councilor Jane DiGiacomo also raised concerns from residents about snow removal on side streets. City Manager James Timonere stated that the City has 10 plow trucks but stated there is not enough staff per shift to operate all vehicles simultaneously.

City Solicitor Cecilia Cooper asked if the Sanitation Department had returned to a 7 a.m. start time. City Manager James Timonere stated that it had. She also asked when the Carpenter Road (W. 19th Street) project would be completed. City Manager James Timonere stated that as soon as the original contractor is finished, Koski will move in and repave it. Both sides will be paved.

City Solicitor

City Solicitor Cecilia Cooper stated that there are 12 vacant properties that will need to be secured.

A property discussed at a previous meeting regarding an owner from Alabama has been sold to a re-developer who has already started cleaning it up.

City Solicitor Cecilia Cooper discussed a situation involving approximately 60 properties owned by a deceased individual and someone who may be incapacitated. People are living in these homes without paying rent or maintaining them. She outlined potential options to remedy the situation, including filing an injunction or having the City make repairs and place liens on the properties.

Ward 2 Councilor Terence Guerriero read an email from a resident requesting accommodation under the ADA, claiming they could not attend public meetings due to a disability but wanted to report code violations on a property on Pennsylvania Avenue. City Solicitor Cecilia Cooper explained that the property has been investigated multiple times, finding only minor violations that were addressed. She noted that without a complainant willing to provide their name and contact information, they cannot proceed with court actions. She stated that there is no reasonable accommodation that can be made under the American Disabilities Act to avoid someone having to come and testify in court if a complaint is filed.

Finance Director

The following legislation was formally requested:

An ordinance to make supplemental increases to appropriations in the General Fund, SCMR Public Works, WPC Wastewater Treatment, Street Lighting Funds and all other funds listed on Exhibit A for current expenses and other expenditures of the City of Ashtabula, State of Ohio, for the period January 1 through December 31, 2025.

Motion: President John Roskovics moved to approve the Finance Director's request; Ward 5 Councilor Jane DiGiacomo seconded.

Discussion: None.

VOICE VOTE

Yeas: President John Roskovics, Vice President Russell Simeone, Ward 2 Councilor Terence Guerriero, Ward 3 Councilor RoLesia Holman, Ward 4 Councilor Jodi Mills, Ward 5 Councilor Jane DiGiacomo

Nays: None

Motion passed.

Ward 3 Councilor RoLesia Holman asked what was included in the \$18,500 for Professional Services. Finance Director Vladimir Kan stated that it was for tree cutting services.

Ward 3 Councilor RoLesia Holman asked about including funding for recycling bins in the upcoming budget for wards that don't currently have them, in case the grant application is unsuccessful. Finance Director Vladimir Kan explained that the sanitation fund could potentially fund recycling bins but noted it has not been performing well and would be contingent on possible fee increases. City Manager James Timonere added that the sanitation fund is projected to have a negative \$300,000 balance by the end of 2026, and even with the grant they're applying for, they would still need to find \$100,000 in matching funds.

Clerk of Council

The September 15th Regular meeting minutes were approved as presented at the October 6th Regular Council meeting. After the minutes were approved, Ward 3 Councilor RoLesia Holman asked that the minutes be amended to include the City Solicitor's response to why the Ad Hoc Committee could not continue as it had been. For the Clerk to amend the September 15th Regular Meeting minutes to satisfy Ward 3 Councilor RoLesia Holman's request, Council must move and second the request.

Motion: Ward 5 Councilor Jane DiGiacomo moved to approve the Clerk of Council's request; Ward 3 Councilor RoLesia Holman seconded.

Discussion: None.

VOICE VOTE: President John Roskovics, Vice President Russell Simeone; Ward 2 Councilor Terence Guerriero, Ward 3 Councilor RoLesia Holman, Ward 4 Councilor Jodi Mills, Ward 5 Councilor Jane DiGiacomo

Nays: None.

Motion passed.

There will be a ribbon cutting ceremony at Guyreino's Deli Express & Market on Lake Avenue on Wednesday, October 22, 2025, at noon.

City Council Committee Reports

Ward 2 Councilor Terence Guerriero stated that the Memorial Committee met on October 15, 2025, and voted to proceed with a sign honoring Mr. Morrison from Molded Fiberglass. He stated that representatives would attend the November 3, 2025, Regular Council meeting to discuss the project.

Community Development/Economic Development/Parks & Recreation

(1st Wednesday @ 5:30 p.m.)

Members: Chair DiGiacomo/Council Liaison to Parks and Recreation Board; Vice Chair Mills; Holman

November 5

December 3

Finance & Personnel

(3rd Friday @ 8:30 a.m.)

Members: Chair Foglio, Vice Chair DiGiacomo, Roskovics

November 21

December 19

Public Works/Public Utilities/Cable/Schools

(4th Tuesday @ 8:30 a.m.)

Members: Chair Mills, Vice Chair Guerriero, Roskovics

October 28

November 25

December 23

Safety Forces

(2nd Thursday @ 8:30 a.m.)

Members: Chair Guerriero, Vice Chair Foglio, Roskovics

November 13

December 11

Committee Chair Terence Guerriero provided the report.

Planning Commission and Ashtabula Historic Preservation Commission

President John Roskovics stated that the Planning Commission did not meet. The Historic Preservation Committee addressed two items; one was sent back for further clarification, and a new hanging sign was approved for a tattoo studio on Bridge Street.

Presentation of Legislation

President John Roskovics previewed the legislation.

Additional Formal Requests

Public Communications on Legislation

City Manager James Timonere noted that in the agreement with Xylem, there is language concerning tariffs. He explained that the Solicitor's Office and Wastewater Treatment Plant Superintendent Mark Verzella were working with Xylem to modify this language, so the contract would not be tariff-dependent, though the expenditure should remain the same.

Overview / Discussion

Reading of Legislation

Clerk of Council Stacy Millberg presented the following legislation for the council's consideration.

Legislation - Enactment, Passage or Adoption

ORDINANCE NO. 2025 - 181

AN ORDINANCE AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH XYLEM FOR THE PURPOSE OF PROVIDING REPLACEMENT PARTS FOR THE UV DISINFECTION SYSTEM FOR THE WASTE WATER TREATMENT PLANT

ORDINANCE NO. 2025 - 182

AN ORDINANCE AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH ROCKY ROAD PAVING FOR ROUND 8 VARIOUS STREET CUT ROAD RESTORATIONS

ORDINANCE NO. 2025 - 183

AN ORDINANCE TO MAKE SUPPLEMENTAL INCREASES TO APPROPRIATIONS IN THE GENERAL FUND, S.C.M.R. PUBLIC WORKS, WPC WASTEWATER TREATMENT, STREET LIGHTING FUNDS AND ALL OTHER FUNDS LISTED ON EXHIBIT A FOR CURRENT EXPENSES AND OTHER EXPENDITURES OF THE CITY OF ASHTABULA, STATE OF OHIO, FOR THE PERIOD JANUARY 1 THROUGH DECEMBER 31, 2025

Council President Roskovics asked for a motion to dispose of the Regular Business Legislation by consent agenda for the remaining ordinances.

Motion: Ward 3 Councilor RoLesia Holman moved to dispose of the Regular Business Legislation by consent agenda; Ward 4 Councilor Jodi Mills seconded.

Discussion: None

VOICE VOTE

Yeas: President John Roskovics, Vice President Russell Simeone, Ward 2 Councilor Terence Guerriero, Ward 3 Councilor RoLesia Holman, Ward 4 Councilor Jodi Mills, Ward 5 Councilor Jane DiGiacomo

Nays: None

Motion passed.

Motion: Ward 3 Councilor RoLesia Holman moved to waive the reading of the legislation; Ward 5 Councilor Jane DiGiacomo seconded.

Discussion: None

VOICE VOTE

Yeas: President John Roskovics, Vice President Russell Simeone, Ward 2 Councilor Terence Guerriero, Ward 3 Councilor RoLesia Holman, Ward 4 Councilor Jodi Mills, Ward 5 Councilor Jane DiGiacomo

Nays: None

Motion passed.

Motion: Ward 3 Councilor RoLesia Holman moved to waive the Charter Requirements of two readings of the legislation; Ward 5 Councilor Jane DiGiacomo seconded.

Discussion: None

ROLL CALL VOTE

Yeas: President John Roskovics, Vice President Russell Simeone, Ward 2 Councilor Terence Guerriero, Ward 3 Councilor RoLesia Holman, Ward 4 Councilor Jodi Mills, Ward 5 Councilor Jane DiGiacomo

Nays: None

Motion passed.

Adoption of legislation

ROLL CALL VOTE

Yeas: President John Roskovics, Vice President Russell Simeone, Ward 2 Councilor Terence Guerriero, Ward 3 Councilor RoLesia Holman, Ward 4 Councilor Jodi Mills, Ward 5 Councilor Jane DiGiacomo

Nays: None

Legislation passed.

Unfinished Business

Ward 5 Councilor Jane DiGiacomo asked for an update on the generator at the Waste Water Treatment Plant. City Manager James Timonere stated that as of Friday, the parts for the fuel pump had been installed, the generator was up and running, and the rental unit had been disconnected and removed.

City Manager James Timonere stated that the street sweeper is also back in service.

New Business

Vice President Russell Simeone shared positive feedback he received from residents about the City's efforts to strengthen the Ashtabula Police Department and address the issues of food trucks and sheds on Lake Avenue.

City Manager James Timonere stated that the City had received approximately \$104,000 in emergency funds from the snow event, which would partially reimburse expenses incurred by the Fire Department and Public Works.

Tell Us Something We Don't Know

Ward 4 Councilor Jodi Mills stated that the Signature Health Trunk or Treat event will be on Friday, October 24, from 5:30 to 7:30 p.m. The Ashtabula Area City Schools will hold a town hall meeting on Tuesday, October 21, at 7 p.m. at the high school building (former Huron Elementary building) to discuss Issue 34. The Ashtabula Downtown Development Association Christmas Parade will be on Friday, November 21, with the "All American Christmas" theme.

Ward 3 Councilor RoLesia Holman stated that Hiawatha Church of God in Christ, 3417 Hiawatha Avenue, will host a veterans' recognition program on Sunday, November 16 at 10 a.m., with a free luncheon and care packages for the first 75 veterans. Ashtabula Regional Medical Center is hosting the 2025 Healthcare Quality Week this week. Every day from noon to 1 p.m., a "lunch and learn" program will be offered. All programs will take place in the Dr. Thomas and Louise Raffa Community Education Room A.

President John Roskovics stated that Fat Sally's hosted its annual Trunk or Treat event over the weekend. It was a huge success with a lot of kids and families participating.

City Manager James Timonere stated that the Ashtabula Distance Runners half-marathon and 5K would be held this weekend, with the 5K on Saturday and the half-marathon on Sunday, covering areas throughout the City and Ashtabula Township. He advised residents to be cognizant of the event when driving around.

Public Communications on General Matters

Blake Hinkle, of Union Avenue and W. 16th Street, invited everyone to a showing of "The Curse of Frankenstein" at Nappi Field on October 25 at 7 p.m. The event is sponsored by Ultimate Appearance, which would also distribute candy to children in attendance. Mr. Hinkle also asked about renter protections in the City. City Solicitor Cecilia Cooper explained that tenants can report code violations to the Planning and Community Development Department, which sends building inspectors to investigate. If violations are found, landlords are cited. City Manager James Timonere stated that the City distributes literature on tenant rights at community events and has partnered with Legal Aid to host seminars. Information is also available at City Hall. City Manager James Timonere stated that when property is inspected, if there are violations, the landlords are given a certain amount of time to make the repairs. If the repairs are not made, their rental permit can be revoked and/or it is referred to the

Solicitor's Office for charges. Mr. Hinkle asked if the Solicitor's Office helps renters set up an escrow account when needed. City Solicitor Cecilia Cooper stated that escrow funds are handled by Ashtabula Municipal Court; however, City Manager James Timonere advised renters to contact the Planning and Community Development Department first. Mr. Hinkle asked if the City had any laws against rent increases. City Solicitor Cecilia Cooper stated that it was a civil matter that her office could not give legal advice on. Rentals are typically contracts, so any rent increases would depend on the contract. City Manager James Timonere advised prospective renters to always visit properties prior to sending deposits.

Several residents on Walnut Boulevard discussed a sinkhole that is causing problems on their properties. They expressed frustrations with delays in addressing the problem. City Manager James Timonere stated that access agreements were only finalized in late September, and there are concerns about starting the project as winter approaches. He noted that opening the ground in winter conditions could cause more damage to the properties. He stated that he would speak to the City's engineer about the issue this week.

Alex Clark, of Columbus Avenue, discussed expansion plans for a behavioral health facility she works for, including establishing a sober living house. City Manager James Timonere explained that the City currently has a moratorium on all boarding houses, including sober living facilities, until the Master Plan is completed, and the zoning updates are finalized.

Haroldine Scruggs, of Cleveland Avenue, expressed concerns about tenants leaving furniture on the tree lawns after they move out of rental properties. City Manager James Timonere encouraged residents to call the City immediately when they observe this, rather than wait. He stated that the Sanitation Department can arrange special pickups for bulk items, for an additional fee. Mrs. Scruggs also asked how the wards that would receive recycling were decided during the initial recycling program. City Manager James Timonere stated that when the program was initially implemented, they divided the City using the W. 19th Street/Lake Avenue corridor, with areas north of that line receiving recycling first. He noted that they need approximately 2,800 recycling bins and 2,800 garbage bins to complete the program. The City has applied for an EPA grant for funding to cover part of the estimated \$300,000 cost.

Executive Session (if needed)

Adjournment

The meeting was adjourned at 8:49 p.m. by Council President Roskovics.

Ashtabula City Council will meet again on Monday, November 3, 2025 in Council Chambers. The Pre-Council meeting will begin at 6:30 p.m. followed by the Regular Council Meeting at 7:00 p.m.

DATE APPROVED:

November 3, 2025

ATTESTED BY:

John S. Roskovics
John S. Roskovics, President of Council

ATTESTED BY:

Stacy L. Millberg
Stacy L. Millberg, Clerk of Council

CITY OF ASHTABULA
OFFICE OF CITY MANAGER
MUNICIPAL BUILDING
4250 Lake Avenue
Ashtabula, OH 44004



JAMES M. TIMONERE
CITY MANAGER

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City Council Meeting
October 20, 2025
City Manager's Report

Round 8 of Road Cut Restorations with Rocky Road Paving

I am requesting an ordinance to enter into a contract with Rocky Road Paving, with a mailing address of 3142 Padanarum Road, Geneva, OH 44041, for various street cut restorations. Expenses will be paid from Fund 503 and shall not exceed \$32,700.00.