



**City of Ashtabula**  
Ashtabula City Council Pre-Council Agenda  
Monday, May 18, 2026 at 6:00 PM  
Council Chambers  
4230 Lake Avenue, Ashtabula, OH 44004

**Minutes**

**Opening of a Pre-Council Meeting**

**Call to Order**

The Pre-Council meeting of the Ashtabula City Council was called to order at 6:00 p.m. by President John Roskovics.

**Roll Call**

Members Present: President John Roskovics, Vice President Russell Simeone, Ward 1 Councilor Kym Foglio, Ward 2 Councilor Terence Guerriero, Ward 3 Councilor RoLesia Holman

Absent: Ward 4 Councilor Jodi Mills, Ward 5 Councilor Jane DiGiacomo

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

**Welcome and Acknowledgement of Visitors**

**President's Report and Regular Meeting Review**

President John Roskovics addressed the conduct of public comment periods during the Regular Meeting. He noted that the five-minute speaking limit, combined with questions posed by Council members or the City Manager, can cause sessions to run longer than intended and create confusion. He acknowledged that some dialogue from the previous meeting would have been more appropriately handled directly between City staff and the relevant departments. Going forward, President John Roskovics committed to being more deliberate about enforcing the five-minute limit while allowing brief additional time when speakers are responding to Council-initiated questions. He also emphasized that the rule permitting each speaker to address Council only once would be consistently announced and enforced at the start of each meeting.

**Administrative Reports**

**City Manager**

City Manager James Timonere presented the following ordinances for consideration:

- An ordinance to purchase a Dodge Ram 2500 Tradesman from Montrose Chrysler Jeep Dodge Ram in Kingsville, available through the State Purchasing Program, at a cost of \$44,930, to be funded from Fund 412.
- An ordinance to purchase a Dodge Ram Regular Cab 5500 on-ton dump truck from Columbiana Chrysler Jeep and Dodge, at an amount not to exceed \$67,344, funded from Fund 412.
- An ordinance to dispose of a number of obsolete and unneeded vehicles.

City Manager James Timonere provided updates on some ongoing projects. A second public hearing on the current year's Community Development Block Grant (CDGB) allocation has been scheduled for May 26, 2026, at 3 p.m. The City has identified the Hulbert Hill parking lot as the proposed project for this grant application. City Manager James Timonere noted that an ordinance authorizing the filing of the application will be brought to the first

Council meeting in June, as the application deadline is June 10, 2026. He cautioned that the application cannot be submitted until after the public hearing, and that no attendees appeared at the first public hearing.

Ward 3 Councilor RoLesia Holman asked for an update on the Main Avenue sidewalk project. City Manager James Timonere reported that sidewalk and curbing work on Main Avenue is progressing well, with curbing pours having begun. Some minor complications arose from previously unidentified basement extensions beneath sidewalks, but the project remains on track. Work on the west side is expected to be completed around June 22, with the east side to follow. The overall contract requires the contractor to complete all work by September 30. City Manager James Timonere also noted that several building facade projects are out to bid, with pricing coming in slightly high in both Ashtabula and Geneva. Staff is working with Eastgate and state partners to manage costs. The longest lead-time item remains the decorative streetlight poles, which carry approximately a 12-week lead time.

Ward 2 Councilor Terence Guerriero questioned whether a golf cart licensed and registered elsewhere must still pass an Ashtabula City inspection before operating in the City. City Manager James Timonere confirmed that the local inspection requirement applies. Ward 2 Councilor Terence Guerriero also asked who is responsible for roadway cleanup following an accident. City Manager James Timonere clarified that while towing companies have historically performed cleanup as a courtesy, the legal responsibility rests with the party involved in the accident. Ward 2 Councilor Terence Guerriero also inquired about the removal of the crosswalk on Bridge Street near the public parking lot. City Manager James Timonere explained that ODOT, during its paving work, declined to restore the crosswalk because it did not correspond to an intersection. The City deferred to the state's determination. As a compensating pedestrian safety measure, radar speed signs have been ordered and are expected to arrive in mid-June, with both a permanent solar-powered unit for Bridge Street and a portable battery-operated unit to be rotated throughout the City.

### **Finance Director**

Finance Director Vladimir Kan presented the following ordinances for consideration:

- An ordinance authorizing the Finance Director to enter into an employment agreement with Ms. Rachelle Babcock for a two-year period commencing on June 8, 2026. Ms. Babcock will serve as the replacement for Assistant Finance Director Carolyn Sheldon, who is scheduled to retire on July 17, 2026.
- An ordinance making supplemental changes to appropriations in the General Fund and other listed funds in the amount of \$273,036.45.
- An ordinance enacting the adoption of the City of Ashtabula Capital Improvement Policy.

### **City Solicitor**

No report.

### **Clerk of Council**

Clerk of Council Stacy Millberg announced a ribbon cutting ceremony for 521 Wellness and Training, a new business located at 635 Lake Avenue, scheduled for Thursday, May 21, 2026 at 2 p.m.

### **City Council Committee Reports**

#### **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**

**June 3**

**July 1**

**August 5**

**September 2**

Ward 3 Councilor RoLesia Holman provided the report.

#### **Finance & Personnel**

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

**Members: Chair Foglio, Vice Chair DiGiacomo, Roskovic**

**June ?**

**July 17**

**August 21**

**September 18**

Committee Chair Kym Foglio provided the report.

**Public Works/Public Utilities/Cable/Schools**

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

**Members: Chair Mills, Vice Chair Guerriero, Roskovics**

**May 26 - CANCELED**

**June 23**

**July 28**

**August 25**

**Safety Forces**

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

**Members: Chair Guerriero, Vice Chair Foglio, Roskovics**

**June 11**

**July 9**

**August 13**

**September 10**

Committee Chair Terence Guerriero provided the report.

**Planning Commission and Ashtabula Historic Preservation Commission**

President John Roskovics reported that the Planning Commission will meet on Thursday, May 21, 2026, at 5:30 p.m., with agenda items addressing changes related to allowable meeting places. The Historic Preservation Commission met the prior week and approved new signage for the new restaurant in the former Lakeway Restaurant building, signage for Remedy Salon on Bridge Street, and signage for Patina on the Lake, an antique store on Bridge Street. The Commission is also working with a business in the Harbor district on paint color approvals, noting that the age of the historic brick buildings requires careful handling and presents challenges with standard surface preparation methods. The next Historic Preservation Commission meeting is scheduled for June.

**Discussion of New Business/Proposed Legislation**

**Discussion of Old Business/Legislation on for 2nd Reading**

Ward 2 Councilor Terence Guerriero raised a concern regarding the existing moratorium on accessory structure construction, prompted by a resident who spoke at the previous Council meeting seeking to build a garage addition. Ward 2 Councilor Terence Guerriero noted that he had voted against the moratorium when it was originally enacted and expressed concern that without a defined expiration date for the moratorium, property owners who have adequate lot area are being unreasonably restricted.

City Manager James Timonere clarified that the moratoriums were enacted in July of the prior year specifically to allow time for updating the City's master plan and zoning code. He stated that the master plan update is on pace to be completed by June, with the zoning update to follow over the subsequent eight months, placing full completion around the beginning of 2027, a timeline communicated consistently since inception. He urged that if the moratorium were to be repealed, Council should at minimum establish a square footage threshold, as the City had been experiencing significant issues with oversized sheds being erected without building permits and causing drainage problems on neighboring properties, as well as issues with shipping containers and setback violations.

President John Roskovics asked City Solicitor Cecilia Cooper if there was any legal way to modify the moratorium to allow the resident to build the proposed addition to his garage. City Solicitor Cecilia Cooper discussed the possibility of amending the moratorium to allow property owners to apply for a variance, which would be reviewed by the Planning Commission with appeal rights to City Council. City Solicitor Cecilia Cooper noted that the moratorium as currently structured is constitutionally sound because it is explicitly tied to a zoning study conducted within a reasonable timeframe, rather than being an open-ended prohibition. She committed to researching the legality and practicality of a variance mechanism and reporting back at the next Council meeting.

**Discussion for the Good of the Order**


Ward 3 Councilor RoLesia Holman raised a question, from a constituent, regarding why committee reports are presented during the Pre-Council meeting rather than during the Regular Council meeting at 7 p.m. City Solicitor Cecilia Cooper explained that the decision to present committee reports during Pre-Council stems from the

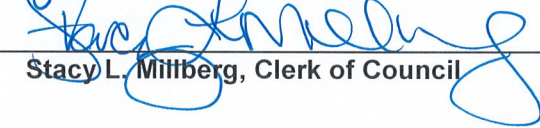
decision to live-stream the Pre-Council meeting, making the proceedings equally accessible to the public at 6 p.m. Presenting reports in Pre-Council allows for more discussion, while avoiding redundancy during the Council meeting. City Solicitor Cecilia Cooper noted that if Council wished to move committee reports to the 7 p.m. meeting, the agenda could be adjusted accordingly. Ward 3 Councilor RoLesia Holman noted that the change means members of the public who wish to comment on committee reports have less real-time opportunity to process information and provide feedback as public comment occurs only once. Ward 3 Councilor RoLesia Holman also raised a question regarding whether certain meeting recordings were missing or unavailable. City Manager James Timonere indicated he was not aware of any gap in recordings and requested specific dates be identified for follow-up.

**Adjournment**

The meeting was adjourned at 6:53 p.m. by President John Roskovics. Ashtabula City Council will meet again on Monday, June 1, 2026 in Council Chambers. The Pre-Council meeting will begin at 6:00 p.m. followed by the Regular Council Meeting at 7:00 p.m.

DATE APPROVED: June 1, 2026

ATTESTED BY:   
**John S. Roskovics, President of Council**

ATTESTED BY:   
**Stacy L. Millberg, Clerk of Council**