

**A G E N D A**

**KIRTLAND CITY COUNCIL MEETING**

**Monday, December 15, 2025 - 7:00 p.m.**

**Council Chambers – Kirtland Municipal Center**

**Work Session – 6:30 p.m.**

**To view the live Council meeting in progress:  
<https://www.youtube.com/@cityofkirtland/live>**

Pledge of Allegiance and Prayer

Roll Call

**Reading and Approval of:**

Minutes of December 1, 2025 Work Session Meeting

Minutes of December 1, 2025 Council Meeting

Department Reports

Mayor’s Report/Announcements

Standing Committee Reports

Correspondence

Public Comments Matters Not on the Agenda

**Old Business:**

Public Comments on Matters of Old Business

**Third Reading**

**25-R-75**

**(Mayor Potter)**

**A Resolution ratifying and adopting a Capital Asset Policy for the City of Kirtland and declaring an emergency.**

**Second Reading**

**25-O-82**

**(Mayor Potter)**

**An Ordinance Providing Temporary Appropriations for the Three-Month Period Ending March 31, 2026.**

**Second Reading**

**25-R-78**

**(Council As A Whole)**

**A Resolution Appointing Jennell Muscatello as Clerk of Council and establishing wage and duties, and declaring an emergency.**

Upcoming Meetings 7:00 P.M.	
Monday	January 5, 2026
Monday	January 12, 2026
Monday	February 2, 2026

**NEW BUSINESS**

Public Comments on Agenda Items of New Business

- 25-O-83**  
**(Mayor Potter)**                      **An Ordinance levying liens for delinquent sanitary sewer charges, and declaring an emergency.**
- 25-O-84**  
**(Mayor Potter)**                      **An Ordinance amending Section 254.02 of the Codified Ordinances of the City of Kirtland Relating to Holidays and declaring an emergency.**
- 25-O-85**  
**(Mayor Potter)**                      **An Ordinance amending Section 254.03 of the Codified Ordinances of the City of Kirtland relating to vacation pay and declaring an emergency.**
- 25-O-86**  
**(Mayor Potter)**                      **An Ordinance authorizing an advance of funds from the General Fund #100 to the Wastewater Treatment Plant Rockwood Fund #501 and Ohio EPA’s H2OHIO Chloride Reduction grant Fund #311, and declaring an emergency.**
- 25-O-87**  
**(Mayor Potter)**                      **An Ordinance amending Ordinance No. 25-O-67 relating to the Appropriation for the year 2025.**
- 25-R-88**  
**(Mayor Potter)**                      **A Resolution ratifying and adopting an Unclaimed Funds Policy for the City of Kirtland and declaring an emergency.**
- 25-O-89**  
**(Mayor Potter)**                      **An Ordinance amending Section 238.03 of the Codified Ordinances of the City of Kirtland regarding payments to Service Department Workers for possessing specific licenses and certifications, and declaring an emergency.**

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**Council Comments:**

**Continuing Concerns:**

**Adjournment:**