

**RECORD OF PROCEEDINGS  
CITY OF BOWLING GREEN CITY COUNCIL**

Minutes of

Meeting

BEAR GRAPHICS 800-525-8094 FORM NO. 10148

**TUESDAY, JANUARY 18, 2022**

Held \_\_\_\_\_

20 \_\_\_\_\_

The regular meeting of the Bowling Green City Council, held in the Council Chamber, 304 North Church Street, Bowling Green, Ohio was called to order at 7:00 p.m. by Council President Hollenbaugh. The meeting began with the Pledge of Allegiance.

On roll call, Council Members Dennis, Herald, Hollenbaugh, O'Dorisio, Phipps, Robinette, and Rubando were present. Also present were Mayor Mike Aspacher, Municipal Administrator Lori Tretter, City Attorney Michael Marsh, Public Services Bureau Director Joe Fawcett, and Public Infrastructure Bureau Director Brian O'Connell.

Council Member Herald moved, Hollenbaugh seconded, to approve the minutes of the regular meeting held January 3, 2022 as distributed. On unanimous voice vote, Council President Hollenbaugh declared motion carried.

**CORRESPONDENCE**

Clerk of Council Kay Scherreik noted that a listing of budget transfers for fiscal year end 2021 and fiscal year 2022 was received from Finance Director Dana Pinkert and distributed to Council prior to the meeting for approval. Council Member Robinette moved, Herald seconded, to approve the transfers as presented. On unanimous voice vote, Council President Hollenbaugh declared motion carried. A copy of the transfers is attached and made a part of these minutes.

**LOBBY VISITATIONS**

Joe Steinmetz, Tiffin, Ohio, indicated to City Council that he is the owner of company called The Tiffin Pedal Company which operates a pedal party bike business. Steinmetz explained the concept to Council and stated that he is interested in bringing his business to Bowling Green. Council President Hollenbaugh suggested that Steinmetz contact Mary Hinkleman at the Chamber of Commerce for information on how to get started.

Council Member Robinette asked if there were any specific traffic laws on the books in Tiffin that prohibited the operation of the business. Steinmetz indicated that there were not specific traffic laws, however, there are some state regulations regarding how much alcohol is permitted per person. Council Member Herald clarified that the driver of the party bike would not be consuming alcohol. Steinmetz confirmed that that was true.

**NEW LEGISLATION**

The following new legislation was recommended by the Administration and presented to Council for introduction:

Council Member Robinette, for the Finance Committee, introduced a resolution transferring previously appropriated funds.

Council Member Robinette, for the Finance Committee, introduced an ordinance providing supplemental appropriations for the current expenses and other expenditures of the City of Bowling Green, Ohio, during the fiscal year beginning January 1, 2022 and ending December 31, 2022.

Council Member Robinette, for the Finance Committee, introduced an ordinance authorizing the Municipal Administrator and the Public Services Director to advertise for bids and enter into a contract or contracts for sidewalk improvements, pavement striping, deicing salt, and improving streets, alleys, and other public ways in the City of Bowling Green, Ohio.

Council Member Herald, for the Transportation & Safety Committee, introduced an ordinance amending and adopting Section 33.08(B) of the Codified Ordinances of the City of Bowling Green, Ohio, regarding Police Division Composition.

Council Member Phipps, for the Planning, Zoning and Economic Development Committee, introduced an ordinance amending the Zoning District Map of the City of Bowling Green, Ohio, for approximately 20.71 acres located just north of 525 South Dunbridge Road from A-1 Agricultural to R-4 Multiple Family Residential, High Density zoning.

Council Member Rubando, for the Parks, Recreation & Public Lands Committee, introduced a resolution authorizing the Mayor of the City of Bowling Green, Ohio, to apply for a grant and execute a grant agreement with the Ohio EPA for Recycling and Litter Prevention Tire Scrap grant funding for improvements within Carter Park.

Council President Hollenbaugh, for the Committee-of-the-Whole, introduced a resolution honoring Sandy Rowland, Member of the Council of the City of Bowling Green, Ohio.

Council President Hollenbaugh, for the Committee-of-the-Whole, introduced a resolution honoring John Zanfardino, Member of the Council of the City of Bowling Green, Ohio.

### OFFICIAL REPORTS

Mayor Mike Aspacher commented that he has found the quarterly financial updates held by the Finance Committee to be very beneficial and expressed his appreciation to committee chair, Council Member Robinette, for continuing to schedule those updates. Mayor Aspacher also thanked Finance Director Dana Pinkert for the updated look to the financial reports. Aspacher noted that after reviewing the reports, he is optimistic about the trajectory of the community and looks forward to working with Council to build on that positive momentum.

Mayor Aspacher also commented on the report the Finance Committee received from the Executive Director of Bowling Green Economic Development, Kati Thompson. Aspacher praised Thompson for her work and encouraged City Council to consider her updated economic development mission statement presented by her as the foundation for updating the Economic Development section of the City's Master Plan.

Municipal Administrator Lori Tretter recommended to Council that the Administrative staff look into the peddle bike business and related laws. She indicated that she would report back to Council on the findings at the next meeting. Tretter also reminded Council that updates to the City's Master Plan go to the Planning Commission first for a recommendation to City Council. She suggested forwarding the draft document to the Planning Commission for consideration at its next meeting. Tretter took time to review the City's snow emergency and regulations.

City Attorney Michael Marsh had no report.

Public Services Director Joe Fawcett reported that construction fencing will be installed next week in the area where the new City building will be constructed. Fawcett also noted that the City of Bowling Green will join with the Wood Soil Water & Conservation District, the Wood County Park District, and the Kuebeck Forum on Nature for a new homeowner educational series entitled "Your Path to Sustainable Landscaping." The five-class series will feature local experts focused on best practices for incorporating native plants within a neighborhood setting. Registration is limited to 25 attendees. Promotion began on Friday and 20 people have already registered. The event is expected to have a wait list and plans are in the works to host a repeat series in the future.

Public Works Director Brian Craft updated Council on current Public Works projects, sidewalk projects and tree trimming work.

Public Infrastructure Director Brian O'Connell noted that the Assistant Utilities Director Daryl Stockburger recently retired and his replacement, Jim O'Neil, started work today.

Council Member Herald moved, Robinette seconded, to confirm the following appointments to City Boards and Commissions as requested by Mayor Aspacher:

- Joseph Jacoby – Human Relations Commission for a term expiring 5/31/2023;

- Rick Zuzik – Board of Public Utilities for a term expiring 5/31/2026;
- Randy Sanner – Sidewalk Commission for a term expiring 5/31/2025.

On unanimous voice vote, Council President Hollenbaugh declared motion carried.

### **COUNCIL COMMITTEE REPORTS**

Council Member Phipps announced that the Planning, Zoning and Economic Development Committee will hold a joint meeting with the Planning Commission to hear an update on the zoning code from ZoneCo on Wednesday, February 16, at 6:30 p.m. at the Veterans Building in City Park.

Council Member Robinette reported that the Finance Committee met earlier this evening to hear the year-end financial update from Finance Director Dana Pinkert and to here an update from Bowling Green Economic Development Director, Kati Thompson.

Council President Hollenbaugh noted that the Council orientation meeting scheduled for January 22 has been rescheduled to Saturday, March 5, at 8:00 a.m. in the Council Chamber.

Phipps reported that the Planning, Zoning and Economic Development Committee held a public hearing earlier this evening regarding Ordinance #8981 at which time no detrimental information was heard.

### **READING OF LEGISLATION**

Clerk read Resolution #3812 honoring Sandy Rowland, Member of the Council of the City of Bowling Green, Ohio, for first reading.

Council Member Herald moved, O'Dorisio seconded, to suspend the rules and give Resolution #3812 its second and third reading. On roll call vote, Council Members Herald, Hollenbaugh, O'Dorisio, Phipps, Robinette, Rubando, and Dennis voted yes. Council President Hollenbaugh declared motion carried, and rules suspended.

Clerk read Resolution #3812 for second and third reading by number and title only.

Council Member Herald moved, Robinette seconded, to adopt Resolution #3812. On roll call vote, Council Members Hollenbaugh, O'Dorisio, Phipps, Robinette, Rubando, Dennis, and Herald voted yes. Council President Hollenbaugh declared motion carried, and Resolution #3812 adopted.

Clerk read Resolution #3813 honoring John Zanfardino, Member of the Council of the City of Bowling Green, Ohio, for first reading.

Council Member Herald moved, Robinette seconded, to suspend the rules and give Resolution #3813 its second and third reading. On roll call vote, Council Members O'Dorisio, Phipps, Robinette, Rubando, Dennis, Herald, and Hollenbaugh voted yes. Council President Hollenbaugh declared motion carried, and rules suspended.

Clerk read Resolution #3813 for second and third reading by number and title only.

Council Member Herald moved, O'Dorisio seconded, to adopt Resolution #3813. On roll call vote, Council Members Phipps, Robinette, Rubando, Dennis, Herald, Hollenbaugh, and O'Dorisio voted yes. Council President Hollenbaugh declared motion carried, and Resolution #3813 adopted.

Clerk read Resolution #3814 transferring previously appropriated funds, for first reading.

Council Member Robinette moved, Herald seconded, to suspend the rules and give Resolution #3814 its second and third reading. On roll call vote, Council Members Robinette, Rubando, Dennis, Herald, Hollenbaugh, O'Dorisio, and Phipps voted yes. Council President Hollenbaugh declared motion carried, and rules suspended.

Clerk read Resolution #3814 for second and third reading by number and title only.

Council Member Robinette moved, Herald seconded, to adopt Resolution #3814. On roll call vote, Council Members Rubando, Dennis, Herald, Hollenbaugh, O'Doriso, Phipps, and Robinette voted yes. Council President Hollenbaugh declared motion carried, and Resolution #3814 adopted.

Clerk read Resolution #3815 authorizing the Mayor of the City of Bowling Green, Ohio, to apply for a grant and execute a grant agreement with the Ohio EPA for Recycling and Litter Prevention Tire Scrap grant funding for improvements within Carter Park, for first reading.

Council Member Rubando moved, O'Doriso seconded, to suspend the rules and give Resolution #3815 its second and third reading. On roll call vote, Council Members Dennis, Herald, Hollenbaugh, O'Doriso, Phipps, Robinette, and Rubando voted yes. Council President Hollenbaugh declared motion carried, and rules suspended.

Clerk read Resolution #3815 for second and third reading by number and title only.

Council Member Rubando moved, O'Doriso seconded, to adopt Resolution #3815. On roll call vote, Council Members Herald, Hollenbaugh, O'Doriso, Phipps, Robinette, Rubando, and Dennis voted yes. Council President Hollenbaugh declared motion carried, and Resolution #3815 adopted.

Clerk read Ordinance #8985 providing supplemental appropriations for the current expenses and other expenditures of the City of Bowling Green, Ohio, during the fiscal year beginning January 1, 2022 and ending December 31, 2022, for first reading.

Council Member Robinette moved, Herald seconded, to suspend the rules and give Ordinance #8985 its second and third reading. On roll call vote, Council Members Hollenbaugh, O'Doriso, Phipps, Robinette, Rubando, Dennis, and Herald voted yes. Council President Hollenbaugh declared motion carried, and rules suspended.

Clerk read Ordinance #8985 for second and third reading by number and title only.

Council Member Robinette moved, Herald seconded, to adopt Ordinance #8985. On roll call vote, Council Members O'Doriso, Phipps, Robinette, Rubando, Dennis, Herald, and Hollenbaugh voted yes. Council President Hollenbaugh declared motion carried, and Ordinance #8985 adopted.

Clerk read Ordinance #8986 amending and adopting Section 33.08(B) of the Codified Ordinances of the City of Bowling Green, Ohio, regarding Police Division Composition, for first reading.

Council Member Herald moved, Robinette seconded, to suspend the rules and give Ordinance #8986 its second reading. On roll call vote, Council Members Phipps, Robinette, Rubando, Dennis, Herald, Hollenbaugh, and O'Doriso voted yes. Council President Hollenbaugh declared motion carried, and rules suspended.

Clerk read Ordinance #8986 for second and third reading by number and title only.

Clerk read Ordinance #8987 authorizing the Municipal Administrator and the Public Services Director to advertise for bids and enter into a contract or contracts for sidewalk improvements, pavement striping, deicing salt, and improving streets, alleys, and other public ways in the City of Bowling Green, Ohio, for first reading.

Clerk read Ordinance #8988 amending the Zoning District Map of the City of Bowling Green, Ohio, for approximately 20.71 acres located just north of 525 South Dunbridge Road from A-1 Agricultural to R-4 Multiple Family Residential, High Density zoning, for first reading.

Council Member Phipps announced that a public hearing will be held for Ordinance #8988 on Monday, March 7, 2022, at 6:15 p.m. in the Council Chamber.

Clerk read Resolution #3811 authorizing the Mayor of the City of Bowling Green, Ohio, to file an application and execute a contract upon grant application approval under the Community Development Block Grant: Entitlement Program as authorized by the Housing and Community Development Act of 1974, as amended, for second reading.

Clerk read Ordinance #8982 an agreement between the City of Bowling Green, Ohio, and the Wood County Regional Airport Authority, for second reading.

Clerk read Ordinance #8983 authorizing the Municipal Administrator and the Utilities Director to enter into a contract or contracts with specified vendors for work that may exceed \$50,000 annually for calendar year 2022, for second reading.

Council Member Robinette moved, Herald seconded, to amend Ordinance #8983 by substitution to add the Public Services Director to those authorized to enter contracts. On roll call vote, Council Members Robinette, Rubando, Dennis, Herald, Hollenbaugh, O'Dorisio, and Phipps voted yes. Council President Hollenbaugh declared motion carried, and Ordinance #8983 amended by substitution.

Clerk read Ordinance #8984 authorizing the Municipal Administrator and Utilities Director to advertise for bids and enter into a contract or contracts and/or participate in State of Ohio or federal purchasing programs for the purchase and/or lease of vehicles, equipment and completion of projects as well as the trade-in or outright sale of vehicles and equipment no longer needed for municipal purposes, for second reading.

Council Member Robinette moved, Herald seconded, to amend Ordinance #8984 by substitution to add the Public Services Director to those authorized to enter contracts, etc. On roll call vote, Council Members Rubando, Dennis, Herald, Hollenbaugh, O'Dorisio, Phipps, and Robinette voted yes. Council President Hollenbaugh declared motion carried, and Ordinance #8984 amended by substitution.

Clerk noted that Ordinance #8981 amending the Zoning District Map of the City of Bowling Green, Ohio, for approximately 39.78 acres located between 2111 and 2301 East Wooster Street from B-2 General Commercial zoning to M-3 Business Park zoning comes off the table automatically.

Council Member Phipps moved, O'Dorisio seconded, to adopt Ordinance #8981. On roll call vote, Council Members Dennis, Herald, Hollenbaugh, O'Dorisio, Phipps, Robinette, and Rubando voted yes. Council President Hollenbaugh declared motion carried, and Ordinance #8981 adopted.

Council Member Robinette commented that the public hearing scheduled for proposed Ordinance #8988 and the joint meeting of the Planning, Zoning and Economic Development Committee and Planning Commission regarding the City's new zoning code are intertwined and should be considered together.

Council Member Herald moved, Robinette seconded, to adjourn. On unanimous voice vote, Council President Hollenbaugh adjourned the January 18, 2022 regular meeting of the City Council at 7:40 p.m., subject to call.

  
Kay D. Scherreik, Clerk of Council

  
Mark Hollenbaugh, President of Council



**FINANCE DEPARTMENT**  
CITY OF BOWLING GREEN

January 18, 2022

TO: Bowling Green City Council

FROM: Dana Pinkert, Finance Director

**Subject 1: Request to advance funds as appropriated for Fiscal Year End 2021**

Fund	Dept.	Account	Description	From	To
1010	190	93200	General, Miscellaneous, Advances To Special Revenue	\$ 50,000.00	
2024	000	69510	Community Development, Revenue, Advances From General		\$ 50,000.00
2016	710	92300	Park, Playground and Recreation, Recreation Department, Transfer To Debt Service	\$ 46,581.00	
3025	000	69440	Debt Service, Revenue, Transfer From Capital Projects		\$ 46,581.00
4018	810	92300	Capital Improvement, Capital Improvement, Transfer To Debt Service	\$ 143,850.00	
3025	000	69440	Debt Service, Revenue, Transfer From Capital Projects		\$ 143,850.00

**Subject 2: Request to Transfer funds as appropriated for Fiscal Year 2022**

Fund	Dept.	Account	Description	From	To
2024	545	92200	Community Development, CDBG Block Grant, Transfer To Special Revenue	\$ 32,000.00	
2021	000	69410	ODOT Transportation Grant (Taxi), Revenue, Transfer From General		\$ 32,000.00