

RECORD OF PROCEEDINGS

Minutes of

CITY OF BOWLING GREEN CITY COUNCIL

Meeting

CAWTON LEGAL BLANK, INC., FORM NO. 10148

Held

MONDAY, MARCH 16, 2015

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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 Aspacher. The meeting began with the Pledge of Allegiance.

On roll call, Council Members Aspacher, Gavarone, Gordon, Jeffers, McOmber, Rowland and Zanfardino responded. Also present were Mayor Richard Edwards, Municipal Administrator John Fawcett, City Attorney Michael Marsh, Public Works Director Brian Craft, Utilities Director Brian O'Connell, Planning Director Heather Saylor, and Parks and Recreation Director Michelle Grigore.

Council Member Rowland moved, Gavarone seconded, to approve the minutes of the regular meeting held March 2, 2015 as distributed. Council President Aspacher declared motion carried.

CORRESPONDENCE

Clerk Kay Scherreik noted that a listing of budget transfers for the month of March was received from Finance Director Brian Bushong and distributed to Council prior to the meeting for approval. Council Member McOmber moved, Gordon seconded, to approve the transfers as presented. On unanimous voice vote, Council President Aspacher declared motion carried. A copy of the transfers is attached and made a part of these minutes.

Clerk noted for the record that copies of the Budget Summary Report for the month of February 2015 was distributed to Council prior to this evening's meeting.

Clerk also noted for the record that the Bowling Green Municipal Court Annual Report was received on March 13, 2015 and distributed to Council Members prior to the meeting.

OFFICIAL REPORTS

Mayor Dick Edwards introduced Mary Jane Saunders, Chair of the Human Relations Commission who presented the quarterly Honor Roll Award to Grounds for Thought.

Mayor Edwards reported that he was very pleased there were 120 in attendance at the recent Interfaith Breakfast held at the Simpson Building. This breakfast was sponsored by the Human Relations Commission and the Not In Our Town group.

Mayor Edwards reported that members of the Administration met with the Ohio EPA for a Capability Assurance Plan which included a screen review process for the City's whole water treatment system. Edwards noted that it was learned that the City does measure up to the EPA standards with regards to its water standards.

Mayor Edwards announced his decision to name Lori Tretter as the City's next Municipal Administrator effective Monday, July 1, 2015. He noted that she will replace current Municipal Administrator John Fawcett who is retiring at the end of June. Mayor Edwards read a statement regarding his appointment of Mrs. Tretter, a copy of which is attached to and made a part hereof these minutes.

Municipal Administrator John Fawcett distributed the latest edition of the *City Guide* to Council Members. Fawcett also reported that the Call for a Ride program will be in effect from 8 a.m. until 8 p.m. tomorrow for those needing transportation home after celebrating St. Patrick's Day.

Planning Director Heather Saylor thanked Grounds for Thought, Kellermeier and South Side 6 for their sponsorship of the Interfaith Breakfast. Saylor announced that NIOT will be sponsoring a movie event on April 14 from 7-9 p.m. at the Clazel.

Interim Parks and Recreation Director Bob Callecod addressed Council and indicated that it is a privilege for him to be back and to serve as interim director.

City Attorney Michael Marsh had no report.

Utilities Director Brian O'Connell also commented on the Capability Assurance Plan meeting with the Ohio EPA noting that is the process that allows the EPA to see if a municipality is managing their current facilities and determine, based on those findings, if the municipality can be given a loan for further projects.

Public Works Director Brian Craft reported that curbside heavy item pickup will be done during the week of March 23. Craft also updated Council regarding the W. Poe Road paving project which is scheduled to start on March 30.

NEW LEGISLATION

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

Council Member Jeffers, for the Planning, Zoning and Economic Development Committee, introduced an ordinance establishing interim zoning of A-1 Agricultural for approximately 0.86 acres of land located at 14099 Mitchell Road, recently annexed as petitioned for by Douglas and Joyce Hinesman.

Council Member Jeffers, for the Planning, Zoning and Economic Development Committee, introduced an ordinance amending the Zoning District Map of the City of Bowling Green, Ohio, for the properties generally known as 518-522 East Wooster Street from B-2 General Commercial to B-5 Transitional Central Business District zoning.

Council Member Jeffers, for the Planning, Zoning and Economic Development Committee, introduced an ordinance amending and adopting Section 150.16 of the Codified Ordinances of the City of Bowling Green, Ohio, concerning maximum building height in the B-5 zoning classification from 25 feet to 35 feet.

COUNCIL COMMITTEE REPORTS

Council Member Gordon reported that the City/University Relations Commission met earlier today and had a good discussion about cultivating a culture of ownership among students to enhance the quality of life through the town and gown relationship. Gordon noted that also discussed was the possibility of instituting an adopt a neighborhood program.

LOBBY VISITATIONS

Barbara Ruland, Downtown BG, distributed to Council copies of the 2014 Annual Report to Members and the Central Business Special Improvement District (SID) Plan of Services. Ruland explained that these measures are part of the renewal of the SID and noted that the renewal process has officially started.

READING OF LEGISLATION

Clerk read Ordinance #8410 establishing interim zoning of A-1 Agricultural for approximately 0.86 acres of land located at 14099 Mitchell Road, recently annexed as petitioned for by Douglas and Joyce Hinesman, for first reading.

Council Member Jeffers announced that a public hearing will be held regarding Ordinance #8410 on Monday, April 20, 2015, at 6:00 p.m. in the Council Chamber.

Clerk read Ordinance #8411 amending the Zoning District Map of the City of Bowling Green, Ohio, for the properties generally known as 518-522 East Wooster Street from B-2 General Commercial to B-5 Transitional Central Business District zoning, for first reading.

Council Member Jeffers announced that a public hearing will be held regarding Ordinance #8410 on Monday, April 20, 2015, at 6:00 p.m. in the Council Chamber.

Clerk read Ordinance #8412 amending and adopting Section 150.16 of the Codified Ordinances of the City of Bowling Green, Ohio, concerning maximum building height in the B-5 zoning classification from 25 feet to 35 feet, for first reading.

Council Member Jeffers announced that a public hearing will be held regarding Ordinance #8410 on Monday, April 20, 2015, at 6:00 p.m. in the Council Chamber.

Clerk read Resolution #3585 authorizing the Mayor of the City of Bowling Green, Ohio, to file an annual application (plan) and five-year consolidated plan 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 #8409 granting an easement to Columbia Gas of Ohio, Inc., in the City Park, and declaring an emergency, for second reading.

Clerk read Ordinance #8403 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 2015, for third reading.

Council Member McOmber moved, Zanfardino seconded, to adopt Ordinance #8403. On roll call vote, Council Members Gavarone, Gordon, Jeffers, McOmber, Rowland, Zanfardino, and Aspacher voted yes. Council President Aspacher declared motion carried, and Ordinance #8403 adopted.

Clerk read Ordinance #8404 accepting annexation of approximately 0.86 acres of land in Plain Township, Wood County, Ohio, from Douglas and Joyce Hinesman, petitioners, for third reading.

Council Member Jeffers moved, Gavarone seconded, to adopt Ordinance #8404. On roll call vote, Council Members Gordon, Jeffers, McOmber, Rowland, Zanfardino, Aspacher, and Gavarone voted yes. Council President Aspacher declared motion carried, and Ordinance #8404 adopted.

Clerk read Ordinance #8405 authorizing the Utilities Director to advertise for bids and enter into a contract or contracts for tree trimming and removal services, for third reading.

Council Member Aspacher moved, McOmber seconded, to adopt Ordinance #8405. On roll call vote, Council Members Jeffers, McOmber, Rowland, Zanfardino, Aspacher, Gavarone, and Gordon voted yes. Council President Aspacher declared motion carried, and Ordinance #8405 adopted.

Clerk read Ordinance #8406 authorizing the Utilities Director to advertise for bids and enter into a contract or contracts and/or participate in State of Ohio purchasing programs for the purchase of vehicles and equipment as well as the trade-in or outright sale of vehicles and equipment being replaced and/or no longer needed for municipal purposes, and declaring an emergency, for third reading.

Council Member Aspacher moved, Gavarone seconded, to adopt Ordinance #8406. On roll call vote, Council Members McOmber, Rowland, Zanfardino, Aspacher, Gavarone, Gordon, and Jeffers voted yes. Council President Aspacher declared motion carried, and Ordinance #8406 adopted.

Clerk read Ordinance #8407 authorizing the Utilities Director to advertise for bids and enter into a contract or contracts for various utility projects, for third reading.

Council Member Aspacher moved, Rowland seconded, to adopt Ordinance #8407. On roll call vote, Council Members Rowland, Zanfardino, Aspacher, Gavarone, Gordon, Jeffers, and McOmber voted yes. Council President Aspacher declared motion carried, and Ordinance #8407 adopted.

Council Member Rowland moved, Jeffers seconded, to adjourn. On unanimous voice vote, Council President Aspacher adjourned the March 16, 2015 regular meeting of the City Council at 7:44 p.m., subject to call.


Kay D. Scherrelk, Clerk of Council


Michael Aspacher, President of Council



March 16, 2015

TO: Bowling Green City Council

FROM: Brian Bushong, Finance Director

Transfers requested for the month of March include:

Dept.	Dept.	Account	Description	From	To
1010	190	92300	General, Miscellaneous, Transfer To Debt Service	\$ 16,765.17	
3025	000	69410	Debt Service, Revenue, Transfer From General		\$ 16,765.17
1010	190	92400	General, Miscellaneous, Transfer To Capital Projects	\$ 2,665.00	
4030	000	69410	Green Space Acquisition Fund, Revenue, Transfer From General		\$ 2,665.00
1010	190	92200	General, Miscellaneous, Transfer To Special Revenue	\$ 3,569.50	
2021	000	69410	ODOT Transportation Grant (Taxi), Revenue, Transfer From General		\$ 3,569.50
2078	170	92300	Municipal Court Special Projects, Municipal Court, Transfer To Debt Service	\$ 6,833.33	
3025	000	69420	Debt Service, Revenue, Transfer From Special Revenue		\$ 6,833.33
4018	810	92400	Capital Improvement, Capital Improvement, Transfer To Capital Projects	\$ 8,333.33	
4005	000	69440	Equipment Capital Reserve, Revenue, Transfer From Capital Projects		\$ 8,333.33
4018	810	92300	Capital Improvement, Capital Improvement, Transfer To Debt Service	\$ 42,111.50	
3025	000	69440	Debt Service, Revenue, Transfer From Capital Projects		\$ 42,111.50
4029	423	92300	Street Repair, Street Repair, Transfer To Debt Service	\$ 17,745.83	
3025	000	69440	Debt Service, Revenue, Transfer From Capital Projects		\$ 17,745.83
4055	710	92300	Aquatic Facility Capital Improvement, Recreation Department, Transfer To Debt Service	\$ 22,774.50	
3025	000	69440	Debt Service, Revenue, Transfer From Capital Projects		\$ 22,774.50

5111	651	92500	Electric Revenue, Administrative and General, Transfer To Enterprise	\$ 101,830.67	
5112	000	69450	Electric Capital Reserve, Revenue, Transfer From Enterprise		\$ 101,830.67
5221	651	92500	Water Revenue, Administrative and General, Transfer To Enterprise	\$ 51,144.17	
5222	000	69450	Water Capital Reserve, Revenue, Transfer From Enterprise		\$ 51,144.17
5331	651	92500	Sewer Revenue, Administrative and General, Transfer To Enterprise	\$ 18,394.17	
5332	000	69450	Sewer Capital Reserve, Revenue, Transfer From Enterprise		\$ 18,394.17
Total				\$ 292,167.17	\$ 292,167.17

Statement by

Bowling Green Mayor Richard A. Edwards

March 16, 2015

Today I am announcing my decision to name Lori Tretter as the City's next Municipal Administrator effective Monday, July 1, 2015.

Bowling Green has been blessed with some outstanding Municipal Administrator's since the adoption of the City Charter as a Mayor-Administrator form of government in 1972. The City has been especially well served by current Municipal Administrator John Fawcett who has held this important post since 1997.

Lori Tretter is well prepared by academic training and by experience to be the next Municipal Administrator. With an undergraduate degree in Political Science from the University of Dayton and with a Master's in Public Administration from Bowling Green State University, Lori has worked with the City since 1997 – first as Assistant to the Municipal Administrator and since 2007, as Assistant Municipal Administrator.

In short, she is thoroughly familiar with all aspects of the job and its array of "24-7" type demands and needs. John Fawcett has planned well for Lori's succession by increasingly giving her more and more line management responsibilities including having a lead role in the development of the last two City Budgets.

Succession planning is a practice followed by many private and public management groups and we see examples of succession planning daily including most recently by Frontier Communications in naming a new chief executive officer. We know that succession planning may not always be appropriate and therefore an open search may then be in order.

That is not the case with Lori Tretter. She knows the "ropes and the territory" ever so well and she has the deeply felt respect of her colleagues in city government. Further she is a "townie", the daughter of a longtime BGSU professor and a member of one of the early founding families of Bowling Green and Wood County. Most recently Lori's standing in the community was recognized when she was named on January 31st as the recipient of the Athena Award for 2015. She is indeed a true professional and a skilled and knowledgeable public administrator.

In reaching my decision, I not only weighed carefully your thoughtful points of input, most especially from President Aspacher, but additionally from former longtime Mayor John Quinn and to be sure, from John Fawcett and others.

I am convinced that Lori Tretter will be an outstanding Municipal Administrator. In keeping with the City Charter, I respectfully request your confirmation of my recommendation. Thank you!