

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

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 101-69

Held

**MONDAY, DECEMBER 4, 2017**

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 Aspacher. The meeting began with the Pledge of Allegiance.

On roll call, Council Members Aspacher, Gordon, Jeffers, McOmber, Rowland, Seeliger and Zanfardino were present. Also present were Mayor Richard Edwards, Municipal Administrator Lori Tretter, City Attorney Michael Marsh, Public Works Director Brian Craft, Utilities Director Brian O'Connell, Planning Director Heather Saylor, and Parks and Recreation Director Kristin Otley.

Council Member Rowland moved, Zanfardino seconded, to approve the minutes of the regular meeting held November 20, 2017 as distributed. Council President Aspacher declared motion carried.

**CORRESPONDENCE**

Clerk of Council Kay Scherreik reported that the following two Fiscal Officer's Certificates for the following bond note issues:

- To provide for the issuance and sale of bonds in the maximum principal amount of \$6,200,000 for the purpose of paying costs of improving the I-75 and E. Wooster Street area by constructing roundabouts, reconstructing, widening, paving, resurfacing, grading, draining, constructing curbs, sidewalks, and related drainage improvements, installing signalization and lighting, installing water lines and sanitary sewers, and constructing a sanitary sewer pump station;
- To provide for the issuance and sale of bonds in the maximum principal amount of \$3,750,000 for the purpose of paying costs of improving the City's park and recreation facilities by demolishing City Park buildings, clearing and improving the site, and constructing, furnishing and equipping a new City Park building in its place, and including landscaping, paving an entry drive and parking lot and constructing a patio.

Clerk noted that a listing of budget transfers for the month of December was received from Finance Director Brian Bushong and distributed to Council prior to the meeting for approval. Council Member McOmber moved, Rowland 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 also noted that Mayor Edwards submitted Sebastian Ochoa-Kaup to be appointed to the Human Relations Commission for a term ending May 31, 2020 for approval by City Council. Council Member Rowland moved, Gordon seconded, to approve the appointment as requested by the Mayor. On unanimous voice vote, Council President Aspacher declared motion carried.

**SPECIAL RECOGNITIONS – MAYOR EDWARDS**

Mayor Dick Edwards introduced the Chair of the Human Relations Commission, Mary Jane Saunders, who presented the quarterly Honor Roll Award to representatives of the East Side Residential Neighborhood group.

**LOBBY VISITATIONS**

There were no lobby visitations.

**OFFICIAL REPORTS**

Mayor Dick Edwards noted that a letter was received from Mark Ohashi of Habitat for Humanity thanking Council for its passage of legislation rezoning land for three Habitat homes in the City of Bowling Green.

Mayor Edwards also noted that he recently wrote a letter to Mayor Wolford of the Village of Portage congratulating him on the Village's emergence from the recent fiscal emergency status.

Mayor Edwards indicated that a memorial service will be held on Friday, December 8, at 3:30 p.m. at the Wolf Center on the BGSU Campus for Steve Krakoff.

Municipal Administrator Lori Tretter reported that a parking holiday has been declared in the City for the month of December. She reminded citizens that while parking is free during this time, all other parking regulations remain in place.

Tretter reminded citizens and Council Members that the December 18 Council meeting has been rescheduled to Thursday, December 28, at 5:00 p.m. in order to handle year-end business.

Tretter also requested an Executive Session of Council at the end of this evening's meeting to discuss a legal matter.

Planning Director Heather Saylor had no report.

Parks and Recreation Director Kristin Otley noted that there not be a Bicycle Safety Commission meeting in December and the Parks & Recreation Board will meet on December 5. Otley also reported that three grants were received from the Wood County Park District and the Community Development Foundation. One grant in the amount of \$4,000 is for the purchase additional obstacle course equipment; a second grant in the amount of \$4,000 is for the mosaic project phase 3 at the community center; and the third grant is to be used pedestrian/bicycle educational purposes.

City Attorney Michael Marsh had no report.

Utilities Director Brian O'Connell had no report.

Public Works Director Brian Craft had no report.

**NEW LEGISLATION**

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

Council Member McOmber, for the Finance Committee, introduced the following new legislation:

- Resolution transferring previously appropriated funds;
- Resolution to support a coalition of municipalities retaining special counsel for purposes of initiating litigation to challenge the constitutionality of amendments to Chapter 718 of the Ohio Revised Code relating to municipal income tax;
- Resolution authorizing the Finance Director to establish a capital project fund entitled "City Park Building Fund" for the City of Bowling Green, Ohio;
- 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, 2017 and ending December 31, 2017.
- Ordinance to provide appropriations for the expenses and other expenditures of the City of Bowling Green, Ohio, for the fiscal year beginning January 1, 2018 and ending December 31, 2018;
- Ordinance amending and adopting Section 33.18 of the Codified Ordinances of the City of Bowling Green, Ohio, relative to salaried employees not subject to overtime pay;
- Ordinance amending and adopting Section 33.01(G) of the Codified Ordinances of the City of Bowling Green, Ohio, relative to salary schedule established;

- Ordinance to provide for the issuance and sale of bonds in the maximum principal amount of \$6,200,000 for the purpose of paying costs of improving the I-75 and E. Wooster Street area by constructing roundabouts, reconstructing, widening, paving, resurfacing, grading, draining, constructing curbs, sidewalks, and related drainage improvements, installing signalization and lighting, installing water lines and sanitary sewers, and constructing a sanitary sewer pump station, together with necessary and incidental appurtenances and such other costs of those improvements as are permitted by Revised Code Section 133.15 to be funded from the proceeds of securities, and declaring an emergency;
- Ordinance to provide for the issuance and sale of bonds in the maximum principal amount of \$3,750,000 for the purpose of paying costs of improving the City's park and recreation facilities by demolishing City Park buildings, clearing and improving the site, and constructing, furnishing and equipping a new City Park building in its place, and including landscaping, paving an entry drive and parking lot and constructing a patio, together with necessary and incidental appurtenances and such other costs of those improvements as are permitted by Revised Code Section 133.15 to be funded from the proceeds of securities, and declaring an emergency;
- Ordinance amending and adopting Section 114.11 of the Codified Ordinances of the City of Bowling Green, Ohio, regarding taxicab driver's license issuance, duration and fee.
- Ordinance authorizing the Municipal Administrator to request qualifications and enter into a contract or contracts for architectural and design services related to the new building in City Park.

Council Member Aspacher, for the Public Utilities Committee, introduced an ordinance authorizing the transfer of approximately 3.15 acres of land in Bellard Business Center, Plat 1, to the Bowling Green Community Development Foundation, Inc., in lieu of dues, and declaring an emergency.

Council Member Gordon, for the Community Improvement Committee, introduced a resolution adopting and authorizing an amended Housing Revolving Loan Fund Program Policy & Procedures Manual.

Council Member Gordon, for the Community Improvement Committee, introduced a resolution adopting and authorizing an amended Community Development Block Grant (CDBG) Policy & Procedures Manual.

Council Member Zanfardino, for the Transportation & Safety Committee, introduced a resolution adopting amendments to the Policy & Procedures Manual for B.G. Transit.

### **COUNCIL COMMITTEE REPORTS**

Council Member McOmber commented that the annual budget hearing was held on Wednesday, November 29. McOmber noted that the budget ordinance will receive its first and second readings in this evening's meeting so that it can be adopted at the year-end Council meeting on December 28. McOmber indicated that the highlight of the 2018 budget is a balanced budget unlike 2017's budget which had a general fund deficit of \$625,000. McOmber thanked the Administration for the hard, diligent work in putting the budget together indicating that it is a good game plan to begin the year.

### **READING OF LEGISLATION**

Clerk read Resolution #3685 transferring previously appropriated funds, for first reading.

Council Member McOmber moved, Rowland seconded, to suspend the rules and give Resolution #3685 its second and third reading. On roll call vote, Council Members Gordon, Jeffers, McOmber, Rowland, Seeliger, Zanfardino, and Aspacher voted yes. Council President Aspacher declared motion carried, and rules suspended.

Clerk read Resolution #3685 for second and third reading by number and title only.

Council Member McOmber moved, Zanfardino seconded, to adopt Resolution #3685. On roll call vote, Council Members Jeffers, McOmber, Rowland, Seeliger, Zanfardino, Aspacher, and Gordon voted yes. Council President Aspacher declared motion carried, and Resolution #3685 adopted.

Clerk read Resolution #3686 to support a coalition of municipalities retaining special counsel for purposes of initiating litigation to challenge the constitutionality of amendments to Chapter 718 of the Ohio Revised Code relating to municipal income tax, for first reading.

Council Member McOmber moved, Rowland seconded, to suspend the rules and give Resolution #3686 its second and third reading. On roll call vote, Council Members McOmber, Rowland, Seeliger, Zanfardino, Aspacher, Gordon, and Jeffers voted yes. Council President Aspacher declared motion carried, and rules suspended.

Clerk read Resolution #3686 for second and third reading by number and title only.

Council Member McOmber moved, Rowland seconded, to adopt Resolution #3686. On roll call vote, Council Members Rowland, Seeliger, Zanfardino, Aspacher, Gordon, Jeffers, and McOmber voted yes. Council President Aspacher declared motion carried, and Resolution #3686 adopted.

Clerk read Resolution #3687 authorizing the Finance Director to establish a capital project fund entitled "City Park Building Fund" for the City of Bowling Green, Ohio, for first reading.

Council Member McOmber moved, Jeffers seconded, to suspend the rules and give Resolution #3687 its second and third reading. On roll call vote, Council Members Seeliger, Zanfardino, Aspacher, Gordon, Jeffers, McOmber, and Rowland voted yes. Council President Aspacher declared motion carried, and rules suspended.

Clerk read Resolution #3687 for second and third reading by number and title only.

Council Member McOmber moved, Jeffers seconded, to adopt Resolution #3687. On roll call vote, Council Members Zanfardino, Aspacher, Gordon, Jeffers, McOmber, Rowland, and Seeliger voted yes. Council President Aspacher declared motion carried, and Resolution #3687 adopted.

Clerk read Resolution #3688 adopting amendments to the Policy & Procedures Manual for B.G. Transit, for first reading.

Council Member Aspacher moved, Zanfardino seconded, to suspend the rules and give Resolution #3688 its second reading. On roll call vote, Council Members Aspacher, Gordon, Jeffers, McOmber, Rowland, Seeliger and Zanfardino voted yes. Council President Aspacher declared motion carried, and rules suspended.

Clerk read Resolution #3688 for second reading by number and title only.

Clerk read Resolution #3689 adopting and authorizing an amended Housing Revolving Loan Fund Program Policy & Procedures Manual, for first reading.

Clerk read Resolution #3690 adopting and authorizing an amended Community Development Block Grant (CDBG) Policy & Procedures Manual, for first reading.

Clerk read Ordinance #8645 providing supplemental appropriations for the current expenses and other expenditures of the City of Bowling Green, Ohio, during the fiscal year beginning January 1, 2017 and ending December 31, 2017, for first reading.

Council Member McOmber moved, Jeffers seconded, to suspend the rules and give Ordinance #8645 its second and third reading. On roll call vote, Council Members Gordon, Jeffers, McOmber, Rowland, Seeliger, Zanfardino, and Aspacher voted yes. Council President Aspacher declared motion carried, and rules suspended.

Clerk read Ordinance #8645 for second and third reading by number and title only.

Council Member McOmber moved, Gordon seconded, to adopt Ordinance #8645. On roll call vote, Council Members Jeffers, McOmber, Rowland, Seeliger, Zanfardino, Aspacher, and Gordon voted yes. Council President Aspacher declared motion carried, and Ordinance #8645 adopted.

Clerk read Ordinance #8646 to provide appropriations for the expenses and other expenditures of the City of Bowling Green, Ohio, for the fiscal year beginning January 1, 2018 and ending December 31, 2018, for first reading.

Council Member McOmber moved, Rowland seconded, to give Ordinance #8646 its second reading. On roll call vote, Council Members Rowland, Seeliger, Zanfardino, Aspacher, Gordon, Jeffers, and McOmber voted yes. Council President Aspacher declared motion carried, and rules suspended.

Clerk read Ordinance #8646 for second reading by number and title only.

Clerk read Ordinance #8647 amending and adopting Section 33.18 of the Codified Ordinances of the City of Bowling Green, Ohio, relative to salaried employees not subject to overtime pay, for first reading.

Council Member McOmber moved, Jeffers seconded, to suspend the rules and give Ordinance #8647 its second reading. On roll call vote, Council Members Rowland, Seeliger, Zanfardino, Aspacher, Gordon, Jeffers, and McOmber voted yes. Council President Aspacher declared motion carried, and rules suspended.

Clerk read Ordinance #8647 for second reading by number and title only.

Clerk read Ordinance #8648 amending and adopting Section 33.01(G) of the Codified Ordinances of the City of Bowling Green, Ohio, relative to salary schedule established, for first reading.

Council Member McOmber moved, Zanfardino seconded, to suspend the rules and give Ordinance #8648 its second reading. On roll call vote, Council Members Seeliger, Zanfardino, Aspacher, Gordon, Jeffers, McOmber, and Rowland voted yes. Council President Aspacher declared motion carried, and rules suspended.

Clerk read Ordinance #8648 for second reading by number and title only.

Clerk read Ordinance #8649 to provide for the issuance and sale of bonds in the maximum principal amount of \$6,200,000 for the purpose of paying costs of improving the I-75 and E. Wooster Street area by constructing roundabouts, reconstructing, widening, paving, resurfacing, grading, draining, constructing curbs, sidewalks, and related drainage improvements, installing signalization and lighting, installing water lines and sanitary sewers, and constructing a sanitary sewer pump station, together with necessary and incidental appurtenances and such other costs of those improvements as are permitted by Revised Code Section 133.15 to be funded from the proceeds of securities, and declaring an emergency, for first reading.

Council Member McOmber moved, Zanfardino seconded, to suspend the rules and give Ordinance #8649 its second reading. On roll call vote, Council Members Zanfardino, Aspacher, Gordon, Jeffers, McOmber, Rowland, and Seeliger voted yes. Council President Aspacher declared motion carried, and rules suspended.

Clerk read Ordinance #8649 for second reading by number and title only.

Clerk read Ordinance #8650 to provide for the issuance and sale of bonds in the maximum principal amount of \$3,750,000 for the purpose of paying costs of improving the City's park and recreation facilities by demolishing City Park buildings, clearing and improving the site, and constructing, furnishing and equipping a new City Park building in its place, and including landscaping, paving an entry drive and parking lot and constructing a patio, together with necessary and incidental appurtenances and such other costs of those improvements as are permitted by Revised Code Section 133.15 to be funded from the proceeds of securities, and declaring an emergency, for first reading.

Council Member McOmber moved, Jeffers seconded, to suspend the rules and give Ordinance #8650 its second reading. On roll call vote, Council Members Aspacher, Gordon, Jeffers, McOmber, Rowland, Seeliger and Zanfardino voted yes. Council President Aspacher declared motion carried, and rules suspended.

Clerk read Ordinance #8650 for second reading by number and title only.

Clerk read Ordinance #8651 amending and adopting Section 114.11 of the Codified Ordinances of the City of Bowling Green, Ohio, regarding taxicab driver's license issuance, duration and fee, for first reading.

Clerk read Ordinance #8652 authorizing the Municipal Administrator to request qualifications and enter into a contract or contracts for architectural and design services related to the new building in City Park, for first reading.

Council Member McOmber moved, Rowland seconded, to suspend the rules and give Ordinance #8652 its second reading. On roll call vote, Council Members Gordon, Jeffers, McOmber, Rowland, Seeliger, Zanfardino, and Aspacher voted yes. Council President Aspacher declared motion carried, and rules suspended.

Clerk read Ordinance #8652 for second reading by number and title only.

Clerk read Ordinance #8653 authorizing the transfer of approximately 3.15 acres of land in Bellard Business Center, Plat 1, to the Bowling Green Community Development Foundation, Inc., in lieu of dues, and declaring an emergency, for first reading.

Council Member Aspacher moved, Jeffers seconded, to suspend the rules and give Ordinance #8653 its second reading. On roll call vote, Council Members Jeffers, McOmber, Rowland, Seeliger, Zanfardino, Aspacher, and Gordon voted yes. Council President Aspacher declared motion carried, and rules suspended.

Clerk read Ordinance #8653 for second reading by number and title only.

Clerk read Ordinance #8643 amending and adopting Section 33.37 of the Codified Ordinances of the City of Bowling Green, Ohio, regarding compensatory time for hourly employees, for second reading.

Clerk read Ordinance #8644 authorizing the Municipal Administrator to sign an LPA Agreement with the Ohio Department of Transportation (ODOT) and to seek qualifications and/or advertise for bids and enter into a contract or contracts for design, engineering, right-of-way acquisition, construction and other services relating to the resurfacing of Manville Avenue, for second reading.

Council Member McOmber moved, Jeffers seconded, to suspend the rules and give Ordinance #8644 its third reading. On roll call vote, Council Members McOmber, Rowland, Seeliger, Zanfardino, Aspacher, Gordon, and Jeffers voted yes. Council President Aspacher declared motion carried, and rules suspended.

Clerk read Ordinance #8644 for third reading by number and title only.

Council Member McOmber moved, Seeliger seconded, to adopt Ordinance #8644. On roll call vote, Council Members Rowland, Seeliger, Zanfardino, Aspacher, Gordon, Jeffers, and McOmber voted yes. Council President Aspacher declared motion carried, and Ordinance #8644 adopted.

Clerk read Resolution #3683 authorizing the Municipal Administrator to enter into a renewal of the agreement with the Wood County Public Defender, for third reading.

Council Member McOmber moved, Zanfardino seconded, to adopt Resolution #3683. On roll call vote, Council Members Seeliger, Zanfardino, Aspacher, Gordon, Jeffers, McOmber, and Rowland voted yes. Council President Aspacher declared motion carried, and Resolution #3683 adopted.

Clerk read Resolution #3684 adopting the Bowling Green Fire Division 5-year Strategic Plan, for third reading.

Council Member Zanfardino moved, Rowland seconded, to adopt Resolution #3684. On roll call vote, Council Members Zanfardino, Aspacher, Gordon, Jeffers, McOmber, Rowland, and Seeliger voted yes. Council President Aspacher declared motion carried, and Resolution #3684 adopted.

Clerk read Ordinance #8642 certifying unpaid cost of weed mowing to the County Auditor for placement on the tax duplicate, for third reading.

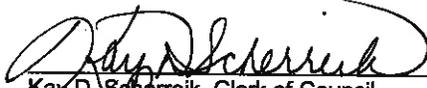
Council Member McOmber moved, Zanfardino seconded, to adopt Ordinance #8642. On roll call vote, Council Members Aspacher, Gordon, Jeffers, McOmber, Rowland, Seeliger and Zanfardino voted yes. Council President Aspacher declared motion carried, and Ordinance #8642 adopted.

Council President Aspacher reminded Council Members and citizens that the next meeting of City Council will be held at 5:00 p.m. on Thursday, December 28, 2017.

Council Member Rowland moved, Zanfardino seconded, to move Council into Executive Session at 7:49 p.m. for the purpose of discussing a legal matter. On roll call vote, Council Members Gordon, Jeffers, McOmber, Rowland, Seeliger, Zanfardino, and Aspacher voted yes. Council President Aspacher declared motion carried.

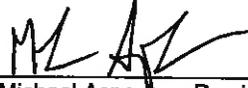
Council Member Rowland moved, Gordon seconded, to move Council out of Executive Session at 8:05 p.m. On roll call vote, Council Members Jeffers, McOmber, Rowland, Seeliger, Zanfardino, Aspacher, and Gordon voted yes. Council President Aspacher declared motion carried.

Council Member Jeffers moved, Gordon seconded, to adjourn. On unanimous voice vote, Council President Aspacher adjourned the December 4, 2017 regular meeting of the City Council at 8:05 p.m., subject to call.



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Kay D. Scherrek, Clerk of Council



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Michael Aspacher, President of Council



December 4, 2017

TO: Bowling Green City Council  
 FROM: Brian Bushong, Finance Director

Transfers requested for the month of December include:

From	Dept.	Account	Description	From	To
1010	190	92400	General, Miscellaneous, Transfer To Capital Projects	\$ 3,050.00	
4030	000	69410	Green Space Acquisition Fund, Revenue, Transfer From General		\$ 3,050.00
4030	710	92100	Green Space Acquisition Fund, Recreation Department, Transfer To General	\$ 2,225.00	
1010	000	69440	General, Revenue, Transfer From Capital Projects		\$ 2,225.00
1010	190	92200	General, Miscellaneous, Transfer To Special Revenue	\$ 2,916.63	
2007	000	69410	Payroll Stabilization, Revenue, Transfer From General		\$ 2,916.63
2078	170	92300	Municipal Court Special Projects, Municipal Court, Transfer To Debt Service	\$ 6,833.37	
3025	000	69420	Debt Service, Revenue, Transfer From Special Revenue		\$ 6,833.37
4018	810	92300	Capital Improvement, Capital Improvement, Transfer To Debt Service	\$ 40,053.13	
3025	000	69440	Debt Service, Revenue, Transfer From Capital Projects		\$ 40,053.13
4018	810	92400	Capital Improvement, Capital Improvement, Transfer To Capital Projects	\$ 15,083.37	
4005	000	69440	Equipment Capital Reserve, Revenue, Transfer From Capital Projects		\$ 15,083.37
4029	423	92300	Street Repair, Street Repair, Transfer To Debt Service	\$ 14,945.87	
3025	000	69440	Debt Service, Revenue, Transfer From Capital Projects		\$ 14,945.87
1010	190	92200	General, Miscellaneous, Transfer To Special Revenue	\$ 5,252.62	

2021	000	69410	ODOT Transportation Grant (Taxi), Revenue, Transfer From General		\$ 5,252.62
4055	710	92300	Aquatic Facility Capital Improvement, Recreation Department, Transfer To Debt Service	\$ 22,847.13	
3025	000	69440	Debt Service, Revenue, Transfer From Capital Projects		\$ 22,847.13
5111	651	92500	Electric Revenue, Administrative and General, Transfer To Enterprise	\$ 205,611.00	
5112	000	69450	Electric Capital Reserve, Revenue, Transfer From Enterprise		\$ 205,611.00
5221	651	92500	Water Revenue, Administrative and General, Transfer To Enterprise	\$ 47,724.00	
5222	000	69450	Water Capital Reserve, Revenue, Transfer From Enterprise		\$ 47,724.00
5331	651	92500	Sewer Revenue, Administrative and General, Transfer To Enterprise	\$ 13,805.50	
5332	000	69450	Sewer Capital Reserve, Revenue, Transfer From Enterprise		\$ 13,805.50
				\$ 380,347.82	\$ 380,347.82