

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

Minutes of

Meeting

DARTON LEGAL BLANK, INC. FORM NO. 10148

Held

TUESDAY, JANUARY 16, 2018

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, Herald, Jeffers, Robinette, Rowland, 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, Herald seconded, to approve the minutes of the regular meeting held December 28, 2018 as distributed. On unanimous voice vote, Council President Aspacher declared motion carried. Council Member Zanfardino moved, Rowland seconded, to approve the minutes from the January 2, 2018 meeting. On unanimous voice vote, Council President Aspacher declared motion carried.

CORRESPONDENCE

Clerk of Council Kay Scherreik noted that a listing of budget transfers for the month of January was received from Finance Director Brian Bushong and distributed to Council prior to the meeting for approval. Council Member Rowland moved, Jeffers 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 Financial Budget Summary Report for the month of November 2017 was distributed to Council prior to this evening's meeting.

SPECIAL RECOGNITIONS – MAYOR EDWARDS

There were no special recognitions.

LOBBY VISITATIONS

Julia Botz, 140½ Manville Avenue, addressed City Council representing the Environmental Action Group from BGSU. Botz discussed possible efforts to promote recycling throughout the community and area businesses. Council President Aspacher suggested that the group meet with Municipal Administrator Lori Tretter to discuss the ideas the group is proposing and the City's current efforts in the area of sustainability.

OFFICIAL REPORTS

Mayor Dick Edwards noted that he was disappointed that the annual Martin Luther King, Jr. Tribute had to be postponed due to adverse weather conditions. The Mayor indicated that the Human Relations Commission will be considering alternative date at their February 2 meeting. Mayor Edwards noted that there other observances of Martin Luther King, Jr. Day throughout the community over the weekend and were very successful including a food drive and the annual Day of Service event on campus on Monday.

Mayor Edwards indicated that he met last week with Interim BGSU President, Dr. Rodney Rogers, and was assured that the various projects and initiatives involving both the City and the University would continue as planned despite the retirement of President Mary Ellen Mazey.

Mayor Edwards acknowledged that City Council will be holding its annual strategic planning session on Saturday, January 20, beginning at 9:00 a.m. He indicated that his time at the session will be shortened because of a memorial service he will be attending that morning. However, he noted that as Council sets forth its plan and priorities, he hoped they would be cognizant that 2018 will be unusually demanding for City government with the formation of a Charter Review Commission, the launching of the Wooster Green public fundraising campaign, the finalization of the Community Action/Neighborhood Revitalization Plan, and the E. Wooster Street Corridor project.

Mayor Edwards reported that the City's required annual industrial visits are scheduled to begin on January 23 and will continue throughout the coming months. He noted that he will be joined on these visits by Municipal Administrator Lori Tretter and Community Development Foundation Executive Director Sue Clark.

Mayor Edwards reminded Council Members of the upcoming Toledo Metropolitan Council of Governments (TMACOG) General Assembly being held in Perrysburg on Monday, January 29. Interested Council Members should let Municipal Administrator Lori Tretter know if they plan to attend.

Mayor Edwards noted that the City's Fire Chief Tom Sanderson will be retiring at the end of the month. He noted that Chief Sanderson has had a long and distinguished career with the City and wished him well in his retirement.

Municipal Administrator Lori Tretter reported that the City has had several snow events in the last few weeks. She reminded citizens that it is easier for Public Works crews to clear the snow from City streets if vehicles are moved off the street. She also reminded citizens of the requirement to clear the snow from sidewalks within 24 hours of the abatement of the snow storm.

Tretter requested an Executive Session of City Council at the conclusion of tonight's meeting to discuss pending litigation.

Lastly, Tretter noted that the retirement open house for Fire Chief Sanderson will be held on Wednesday, January 24 from 4-5:30 p.m. at the Simpson Building. Tretter noted that Chief Sanderson had continued a tradition of qualified and quality leaders within the Fire Division. She indicated that she referred to him as the "agent of change" as there were numerous changes throughout his tenure as Chief. Tretter noted that the impact of his good work will be felt in the Fire Division and the community for many years to come. Bill Moonman will be sworn in as the new Fire Chief at the February 5 City Council meeting.

Planning Director Heather Saylor indicated that she is in the process of preparing year-end reports for the Planning Department and noted that the City issued 362 permits during the calendar year 2017. Saylor announced to City Council that a joint meeting of Council and the Planning Commission is scheduled for February 28 at 6:00 p.m. at the Wood County Courthouse building regarding the Community Action Plan. A presentation of the final plan will be heard at that time from the consultant. Saylor also noted that the Not In Our Town (NIOT) Annual Interfaith Breakfast has been scheduled for April 3 at the Junior Fair Building and asked Council Members to put the date on their calendars. She also indicated that NIOT will be celebrating its anniversary on April 17. Details to follow.

Parks and Recreation Director Kristin Otley discussed upcoming Parks & Recreation activities and distributed fliers of the events to Council Members. Otley noted that a grant received from Community Foundation will be used to start Phase 2 of the mosaic project at the Community Center. Otley also noted that the monthly Parks & Recreation Board monthly meetings will rotate to different locations and encouraged interested citizens to check the City's website for meeting locations.

City Attorney Michael Marsh had no report.

Utilities Director Brian O'Connell updated Council on the construction of the grit removal process project at the Wastewater Treatment Plant and the odor control project. O'Connell indicated that the odor control project is expected to be completed in the spring.

Public Works Director Brian Craft announced that Public Works crews have been delayed in getting Christmas trees picked up due to snow removal activities. He indicated that they will still be picking trees up if citizens put them out by the curb. Craft also reported that several crosswalks have been installed along E. Wooster Street. These should be completed by spring.

Council Member Jeffers asked Craft about the new bike sharrows on Conneaut that have been damaged by the snow plows. Craft explained that the type of material used to apply the bike sharrows to the pavement comes off easily and will have be touched up in the spring.

NEW LEGISLATION

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

Council Member Robinette, for the Planning, Zoning and Economic Development Committee, introduced a resolution authorizing the City Attorney to petition the Board of County Commissioners of Wood County, Ohio, to change township lines.

Council Member Aspacher, for the Committee-of-the-Whole, introduced a resolution honoring Robert McOmber, Member of the Council of the City of Bowling Green, Ohio.

Council Member Aspacher, for the Committee-of-the-Whole, introduced a resolution honoring Scott Seeliger, Member of the Council of the City of Bowling Green, Ohio.

Council Member Jeffers, for the Finance Committee, introduced the following pieces of legislation:

- a resolution transferring previously appropriated funds;
- an ordinance authorizing the Municipal Administrator 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;
- an ordinance authorizing the Municipal Administrator 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 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;
- an ordinance 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 2018;
- an ordinance amending and adopting Section 33.01(A), (G), (N), and Section 33.20(G), and Section 33.39 and abolishing Section 33.41 of the Codified Ordinances of the City of Bowling Green, Ohio, regarding employment policies;
- an ordinance authorizing an agreement between the City of Bowling Green, Ohio, and the Wood County Regional Airport Authority;
- an ordinance amending and adopting Section 95A.07(C)(1) and Section 95A.10(C)(3) and creating Sections 95A.80 through 95A.95 of the Codified Ordinances of the City of Bowling Green, Ohio, regarding income tax regulations, and declaring an emergency.

Council Member Zanfardino, for the Transportation & Safety Committee, introduced a resolution authorizing the Mayor of the City of Bowling Green, Ohio, to file a capital and operating plan for the years 2018 through 2021 with the Ohio Department of Transportation for grants through the U.S. Department of Transportation, as authorized under Federal Transit Laws, as Codified, 49 USC Section 5311, Financial Assistance for other than Urbanized Areas.

Council Member Zanfardino, for the Transportation & Safety Committee, introduced a resolution adopting and authorizing an amended B.G. Transit Drug and Alcohol Testing Policy.

Council Member Gordon, for the Community Improvement Committee, introduced a resolution 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.

Council Member Gordon, for the Community Improvement Committee, introduced an ordinance amending and adopting changes to Chapter 94 of the Codified Ordinances of the City of Bowling Green, Ohio, regarding garbage; litter.

COUNCIL COMMITTEE REPORTS

Council Member Aspacher announced that City Council will be holding its annual Strategic Planning Session on Saturday, January 20, 2018, beginning at 9:00 a.m. in the Council Chamber. This will be a Council work session and no public input will be taken at that time.

READING OF LEGISLATION

Clerk read Resolution #3692 honoring Robert McOmber, Member of the Council of the City of Bowling Green, Ohio, for first reading.

Council Member Aspacher moved, Herald seconded, to suspend the rules and give Resolution #3692 its second and third reading. On roll call vote, Council Members Gordon, Herald, Jeffers, Robinette, Rowland, Zanfardino, and Aspacher voted yes. Council President Aspacher declared motion carried, and rules suspended.

Clerk read Resolution #3692 for second and third reading by number and title only.

Council Member Aspacher moved, Zanfardino seconded, to adopt Resolution #3692. On roll call vote, Council Members Herald, Jeffers, Robinette, Rowland, Zanfardino, Aspacher, and Gordon voted yes. Council President Aspacher declared motion carried, and Resolution #3692 adopted.

Clerk read Resolution #3693 honoring Scott Seeliger, Member of the Council of the City of Bowling Green, Ohio, for first reading.

Council Member Aspacher moved, Rowland seconded, to suspend the rules and give Resolution #3693 its second and third reading. On roll call vote, Council Members Jeffers, Robinette, Rowland, Zanfardino, Aspacher, Gordon, and Herald voted yes. Council President Aspacher declared motion carried, and rules suspended.

Clerk read Resolution #3693 for second and third reading by number and title only.

Council Member Aspacher moved, Rowland seconded, to adopt Resolution #3693. On roll call vote, Council Members Robinette, Rowland, Zanfardino, Aspacher, Gordon, Herald, and Jeffers voted yes. Council President Aspacher declared motion carried, and Resolution #3693 adopted.

Clerk read Resolution #3694 authorizing the City Attorney to petition the Board of County Commissioners of Wood County, Ohio, to change township lines, for first reading.

Clerk read Resolution #3695 transferring previously appropriated funds, for first reading.

Council Member Jeffers moved, Zanfardino seconded, to suspend the rules and give Resolution #3695 its second and third reading. On roll call vote, Council Members Rowland, Zanfardino, Aspacher, Gordon, Herald, Jeffers, and Robinette voted yes. Council President Aspacher declared motion carried, and rules suspended.

Clerk read Resolution #3695 for second and third reading by number and title only.

Council Member Jeffers moved, Rowland seconded, to adopt Resolution #3695. On roll call vote, Council Members Zanfardino, Aspacher, Gordon, Herald, Jeffers, Robinette, and Rowland voted yes. Council President Aspacher declared motion carried, and Resolution #3695 adopted.

Clerk read Resolution #3696 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 first reading.

Clerk read Resolution #3697 authorizing the Mayor of the City of Bowling Green, Ohio, to file a capital and operating plan for the years 2018 through 2021 with the Ohio Department of Transportation for grants through the U.S. Department of Transportation, as authorized under Federal Transit Laws, as Codified, 49 USC Section 5311, Financial Assistance for other than Urbanized Areas, for first reading.

Clerk read Resolution #3698 adopting and authorizing an amended B.G. Transit Drug and Alcohol Testing Policy, for first reading.

Clerk read Ordinance #8655 authorizing the Municipal Administrator 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 #8656 authorizing the Municipal Administrator 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 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, for first reading.

Clerk read Ordinance #8657 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 2018, for first reading.

Clerk read Ordinance #8658 amending and adopting Section 33.01(A), (G), (N), and Section 33.20(G), and Section 33.39 and abolishing Section 33.41 of the Codified Ordinances of the City of Bowling Green, Ohio, regarding employment policies, for first reading.

Clerk read Ordinance #8659 authorizing an agreement between the City of Bowling Green, Ohio, and the Wood County Regional Airport Authority, for first reading.

Clerk read Ordinance #8660 amending and adopting Section 95A.07(C)(1) and Section 95A.10(C)(3) and creating Sections 95A.80 through 95A.95 of the Codified Ordinances of the City of Bowling Green, Ohio, regarding income tax regulations, and declaring an emergency, for first reading.

Clerk read Ordinance #8661 amending and adopting changes to Chapter 94 of the Codified Ordinances of the City of Bowling Green, Ohio, regarding garbage; litter, for first reading.

Council Member Jeffers asked about the impact to the City of the income tax collections changes made at the state level. Rob Wright, the City's tax commissioner, responded that the impact will depend on the number of businesses located in the City that opt in to the state collection program. Wright indicated that thus far only 6 or 7 business have signed up for the program.

Council Member Rowland moved, Robinette seconded, to move Council into Executive Session at 7:52 p.m. for the purpose of discussion pending litigation. On roll call vote, Council Members Aspacher, Gordon, Herald, Jeffers, Robinette, Rowland, and Zanfardino voted yes. Council President Aspacher declared motion carried.

Council Member Rowland moved, Herald seconded, to move Council out of Executive Session at 8:20 p.m. On roll call vote, Council Members Gordon, Herald, Jeffers, Robinette, Rowland, Zanfardino, and Aspacher voted yes. Council President Aspacher declared motion carried.

Council Member Jeffers moved, Herald seconded, to adjourn. On unanimous voice vote, Council President Aspacher adjourned the January 16, 2018 regular meeting of the City Council at 8:20 p.m., subject to call.



Kay D. Scherrek, Clerk of Council



Michael Aspacher, President of Council



January 16, 2018

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

Transfers requested for the month of January include:

| Fund | Dept. | Account | Description | From | To |
|------|-------|---------|---|--------------|--------------|
| 1010 | 190 | 92400 | General, Miscellaneous, Transfer To Capital Projects | \$ 3,001.00 | |
| 4030 | 000 | 69410 | Green Space Acquisition Fund, Revenue, Transfer From General | | \$ 3,001.00 |
| 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 | \$ 2,916.67 | |
| 2007 | 000 | 69410 | Payroll Stabilization, Revenue, Transfer From General | | \$ 2,916.67 |
| 2078 | 170 | 92300 | Municipal Court Special Projects, Municipal Court, Transfer To Debt Service | \$ 7,500.00 | |
| 3025 | 000 | 69420 | Debt Service, Revenue, Transfer From Special Revenue | | \$ 7,500.00 |
| 4018 | 810 | 92300 | Capital Improvement, Capital Improvement, Transfer To Debt Service | \$ 42,457.29 | |
| 3025 | 000 | 69440 | Debt Service, Revenue, Transfer From Capital Projects | | \$ 42,457.29 |
| 4018 | 810 | 92400 | Capital Improvement, Capital Improvement, Transfer To Capital Projects | \$ 19,166.67 | |
| 4005 | 000 | 69440 | Equipment Capital Reserve, Revenue, Transfer From Capital Projects | | \$ 19,166.67 |
| 4029 | 423 | 92300 | Street Repair, Street Repair, Transfer To Debt Service | \$ 16,095.83 | |
| 3025 | 000 | 69440 | Debt Service, Revenue, Transfer From Capital Projects | | \$ 16,095.83 |
| 1010 | 190 | 92200 | General, Miscellaneous, Transfer To Special Revenue | \$ 5,584.08 | |
| 2021 | 000 | 69410 | ODOT Transportation Grant (Taxi), Revenue, Transfer From General | | \$ 5,584.08 |
| 4055 | 710 | 92300 | Aquatic Facility Capital Improvement, Recreation Department, Transfer To Debt Service | \$ 21,047.40 | |

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|--------------|-----|-------|--|----------------------|----------------------|
| 3025 | 000 | 69440 | Debt Service, Revenue, Transfer From Capital Projects | | \$ 21,047.40 |
| 2024 | 545 | 92200 | Community Development, CDBG Block Grant, Transfer To Special Revenue | \$ 35,810.00 | |
| 2021 | 000 | 69420 | ODOT Transportation Grant (Taxi), Revenue, Transfer From Special Revenue | | \$ 35,810.00 |
| 5111 | 651 | 92500 | Electric Revenue, Administrative and General, Transfer To Enterprise | \$ 239,342.00 | |
| 5112 | 000 | 69450 | Electric Capital Reserve, Revenue, Transfer From Enterprise | | \$ 239,342.00 |
| 5221 | 651 | 92500 | Water Revenue, Administrative and General, Transfer To Enterprise | \$ 72,296.00 | |
| 5222 | 000 | 69450 | Water Capital Reserve, Revenue, Transfer From Enterprise | | \$ 72,296.00 |
| 5331 | 651 | 92500 | Sewer Revenue, Administrative and General, Transfer To Enterprise | \$ 17,583.00 | |
| 5332 | 000 | 69450 | Sewer Capital Reserve, Revenue, Transfer From Enterprise | | \$ 17,583.00 |
| Total | | | | \$ 485,024.94 | \$ 485,024.94 |