

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

Minutes of

Meeting

DARTON LEGAL BLANK, INC. FORM NO. 15148

Held

**MONDAY, APRIL 2, 2018**

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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, Gordon, Herald Jeffers, Robinette, Rowland, and Zanfardino were present. Also present were Mayor Richard Edwards, Assistant Municipal Administrator Joe Fawcett, City Attorney Michael Marsh, and Parks and Recreation Director Kristin Otley. Municipal Administrator Lori Tretter, Public Works Director Brian Craft, Utilities Director Brian O'Connell, and Planning Director Heather Saylor were not present.

Council Member Jeffers moved, Zanfardino seconded, to approve the minutes of the regular meeting held March 19, 2018 as distributed. 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 April 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.

**SPECIAL RECOGNITIONS – MAYOR EDWARDS**

Mayor Dick Edwards presented a proclamation to Margaret Montegue of the Human Relations Commission proclaiming the month of April as Fair Housing Month in the City of Bowling Green.

**LOBBY VISITATIONS**

Jack Schell, 827 Lafayette, addressed City Council regarding his concerns about increasing the speed limit to 45 mph on W. Poe Road from Lafayette to the corporation line. Schell noted that vehicles are already going 45 mph and he is concerned that people would drive even faster with the increased speed limit. He suggested increasing the speed further to the west of Lafayette at Legacy Drive.

Assistant Municipal Administrator Joe Fawcett explained that the change was suggested by the City's Traffic Commission based on the results of a traffic study. Fawcett further explained that the studies were done at both ends of Poe Road and those studies indicated that the increased speed is the speed that 85% of the drivers were at or below when traveling through that area. The data from the traffic studies are then entered into an ODOT database to calculate a recommended speed. Fawcett indicated that the setting of speed limits in the City is addressed in the Ohio Revised Code and the City has little control of the recommended changes. Council Member Herald asked about making the change at Legacy Drive rather than at Lafayette. City Attorney responded that having just that small portion of W. Poe be at 45 mph would be harder to enforce and traffic tickets issued could be challenged since the study actually encompassed a larger area.

Mary Hinkleman, Downtown BG, addressed City Council announcing the upcoming Art Walk scheduled for Saturday, April 28, 2018, from 10 a.m. until 4 p.m.

**NEW LEGISLATION**

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

Council President Aspacher, for the Public Utilities Committee, introduced an ordinance authorizing the Utilities Director to request qualifications and enter into a contract or contracts for engineering services for improvements to the Western Water Tower.

Council Member Aspacher, for the Public Utilities Committee, introduced an ordinance authorizing the Utilities Director to advertise for bids and enter into a contract or contracts and/or participate in the Interlocal Purchasing System (TIPS) for roof replacement at the Water Pollution Control Facility.

### **OFFICIAL REPORTS**

Mayor Dick Edwards commented regarding the following upcoming events:

- Annual Interfaith Breakfast will be held tomorrow at the Junior Fair Building beginning at 7:15 am;
- State of the City will be held on Tuesday, May 1, at 8:00 am at the Wood County Library;
- Tree City USA Awards is scheduled for Wednesday, April 18, in Upper Sandusky – the City will receive its 38<sup>th</sup> consecutive award and its 24<sup>th</sup> consecutive growth award.

Assistant Municipal Administrator Joe Fawcett had no report.

Planning Director Heather Saylor was not present.

Parks and Recreation Director Kristin Oley reported that the summer programming brochure is now available on the City's website. Registration for residents begins April 30 and for non-residents it begins May 14.

City Attorney Michael Marsh had no report.

Utilities Director Brian O'Connell was not present.

Public Works Director Brian Craft was not present.

### **COUNCIL COMMITTEE REPORTS**

Council Member Herald reported that the Public Lands & Buildings Committee met two times since the last Council meeting to have discussions regarding food truck operations in the City. Herald indicated that he would like to schedule the next meeting for April 9 at 4:00 p.m. subject to calendar availability.

Council Member Robinette reported that he and Council President Aspacher met with the Administration regarding the CAP (Community Action Plan) and moving forward with recommendations. Robinette noted that in that meeting it was learned that the City has been moving forward with a joint project between the City and BGSU to develop a Land Development Strategy which aligns with CAP Priorities 1 & 2. He further noted that funds were included in the 2017 budget and a consultant was hired to develop an executable strategy for economic development of the E. Wooster Street corridor. CAP Priority 3 is directly addressed with the Habitat for Humanity projects being developed in an area adjacent to the downtown. Robinette said that Council President Aspacher has asked the Planning, Zoning and Economic Development Committee to begin the process of establishing priorities to implement initiatives identified in the CAP. Robinette suggested that in order to start that process, each Council Member is to provide a list of 2-4 projects that they would like to see implemented in each of the short, medium and long term goal categories. Once that list is established the Council Committee-of-the-Whole will prioritize the list to send back to the Planning, Zoning and Economic Development Committee to develop a recommended approach for implementation.

### **READING OF LEGISLATION**

Clerk read Ordinance #8672 authorizing the Utilities Director to request qualifications and enter into a contract or contracts for engineering services for improvements to the Western Water Tower, for first reading.

Clerk read Ordinance #8673 authorizing the Utilities Director to advertise for bids and enter into a contract or contracts and/or participate in the Interlocal Purchasing System (TIPS) for roof replacement at the Water Pollution Control Facility, for first reading.

Clerk read Resolution #3699 adopting amendments to the Community Development Block Grant Citizen Participation Plan for the City of Bowling Green, for second reading.

Clerk read Ordinance #8671 authorizing the Municipal Administrator to advertise for bids and enter into a contract or contracts for the cleaning of uniforms for the Department of Safety, for second reading.

Clerk read Ordinance #8669 amending and adopting Section 73.15(B) of the Codified Ordinances of the City of Bowling Green, Ohio, regarding speed limits, for third reading.

Council Member Zanfardino moved, Jeffers seconded, to adopt Ordinance #8669. Council Member Herald asked that this change be reviewed after six months to see if any adjustments are needed in the area near Lafayette and Legacy as discussed earlier. On roll call vote, Council Members Gordon, Herald, Jeffers, Robinette, Rowland, Zanfardino, and Aspacher voted yes. Council President Aspacher declared motion carried, and Ordinance #8669 adopted.

Council Member Rowland moved, Robinette seconded, to adjourn. On unanimous voice vote, Council President Aspacher adjourned the April 2, 2018 regular meeting of the City Council at 7:48 p.m., subject to call.

  
Kay B. Scherrek, Clerk of Council  
Michael Aspacher, President of Council



April 2, 2018

TO: Bowling Green City Council

FROM: Brian Bushong, Finance Director

Transfers requested for the month of April 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         |                      |
| 3025         | 000 | 69440 | Debt Service, Revenue, Transfer From Capital Projects                                 |                      | \$ 21,047.40         |
| 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         |
| <b>Total</b> |     |       |   | <b>\$ 449,214.94</b> | <b>\$ 449,214.94</b> |