

RECORD OF PROCEEDINGS
CITY OF BOWLING GREEN CITY COUNCIL

Minutes of

Meeting

BEAR GRAPHICS 800-929-8094 FORM NO. 10148

MONDAY, MAY 21, 2018

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 Aspacher. The meeting began with the Pledge of Allegiance.

On roll call, Council Members Aspacher, Gordon, Herald Jeffers, Robinette, and Rowland were present. Council Member Zanfardino was not 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 Otlej.

Council Member Rowland moved, Jeffers seconded, to approve the minutes of the regular meeting held May 7, 2018 as distributed. On unanimous voice vote, Council President Aspacher declared motion carried.

CORRESPONDENCE

Clerk of Council Kay Scherreik noted that a public hearing was held earlier this evening by City Council to hear an appeal of the denial for an F-2 and F liquor permit for the Firefly Nights events planned for the downtown area. The dates of the events are June 15, July 20 and August 17. Council Member Rowland moved, Jeffers seconded, to grant the appeal and allow the issuance of the permits requested. On unanimous voice vote, Council President Aspacher declared motion carried.

Clerk further noted that a listing of additional budget transfers for the month of May were submitted by Finance Director Brian Bushong and distributed to Council prior to the meeting for approval. Council Member Jeffers moved, Robinette 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 read a listing of appointments and re-appointments to City Boards and Commissions submitted for approval by Mayor Dick Edwards. The complete list is attached and made a part of these minutes. Council Member Herald moved, Rowland seconded, to approve the appointments as presented by the Clerk. On unanimous voice vote, Council President Aspacher declared motion carried.

SPECIAL RECOGNITIONS – MAYOR EDWARDS

Mayor Edwards introduced Steve Langenderfer, Chair of the Bicycle Safety Commission, who presented the Bicycle Spokesperson of the Year Award to Jennifer Karches.

LOBBY VISITATIONS

Mary Hinkleman, Director of Downtown BG, addressed City Council regarding the opening of the weekly Farmers' Market. Hinkleman noted that the markets are held every Wednesday May through October. She also expressed her excitement for upcoming events in downtown noting that these events all add to the vibrancy of the town.

NEW LEGISLATION

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

Council Member Jeffers, 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, 2018 and ending December 31, 2018.

Council Member Jeffers, for the Finance Committee, introduced an ordinance authorizing the Municipal Administrator to enter into a contract with Premier National Staffing for temporary staffing services.

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

Council Member Jeffers, for the Committee-of-the-Whole, introduced an ordinance providing for the submission of an amendment to Article IX, Section 9.02 of the Municipal Charter of the City of Bowling Green concerning amendments to the Charter.

Council Member Jeffers, for the Committee-of-the-Whole, introduced an ordinance providing for the submission of an amendment to Article VII, Section 7.01 of the Municipal Charter of the City of Bowling Green concerning Civil Service Commission.

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 for lime sludge disposal services for the Water Treatment Plant.

Council Member Aspacher, for the Public Utilities Committee, introduced an ordinance authorizing the Utilities Director to purchase software upgrades from Aclara for the TWACS automated meter reading system.

Council Member Aspacher, for the Committee-of-the-Whole, introduced an ordinance providing for the submission to Article II, Section 2.03 of the Municipal Charter of the City of Bowling Green concerning vacancies.

Council Member Aspacher, for the Committee-of-the-Whole, introduced an ordinance providing for the submission of an amendment to Article VI, Section 6.09 of the Municipal Charter of the City of Bowling Green concerning Department of Planning.

OFFICIAL REPORTS

Mayor Edwards reminded citizens of the upcoming Memorial Day parade which starts off at 10:00 a.m. on Monday, May 28. He also invited Council Members and citizens to attend the dedication of the gazebo at Wooster Green on Friday, June 1, at 4:00 p.m.

Municipal Administrator Lori Tretter introduced Police Chief Hetrick who discussed the completion of updates to the dispatch center. Chief Hetrick noted that the dispatching of both fire and police have been combined and are handled out of a central location at the Police Division.

Tretter noted that Columbia Gas will begin the work of upgrading its natural gas lines in the downtown area the first week of June. This work will be followed by the City's project of replacing water/sewer lines in that area.

Tretter also updated Council regarding the ten Community Action Plan (CAP) priorities that were outlined by Council Member Robinette at the April 16 meeting. Tretter indicated that impacted departments and division heads met to discuss implementation, study and coordination approaches. Tretter thanked Council for its patience as everyone works together through the various community issues while tending to the day to day business of the City. She noted that the first two items on the list included issues relating to the City's zoning code and other related land use matters. Much of that work will be on-going or evolving over the next several months. Staff suggested moving forward on buffering strategies, particularly among commercial areas on major corridors. The other item recommended for priority action in the zoning area is review of the City's parking regulations. Staff proposes gathering a small working committee to review the recommendations. Such committee could begin work this summer and would include appropriate staff from Planning, Engineering and Sustainability, and also a member of Council and a Planning Commission representative.

Tretter also announced the launch of the micro-grant program suggested in the CAP. Tretter indicated that there would be funding of amounts between \$500 and \$5000 annually. The projects must advance the principles and ideals of the CAP, be well-planned, demonstrate that funds would be used effectively and efficiently, and show collaboration to reduce costs. The recipient must explain how the receipt of the grant would impact the project. Tretter indicated that funds were allocated in the 2018 budget

for CAP implementation, so the grant program could be started this year with an application deadline of June 15. Applications would be available this week. For future years, the application deadlines will be January 15 and June 15.

Council Member Jeffers asked Tretter about the process for the legislation regarding Charter amendments. Council President Aspacher responded that it was discussed having a Committee-of-the-Whole meeting on June 18 so that Council can discuss the merits of each amendment. Tretter indicated that Council needs to have the legislation adopted by the July 2 meeting in order to meet the Board of Elections August deadline for placement on the ballot for the November election.

Planning Director Heather Saylor reported that she will be attending the International Town & Gown Conference in Columbus next week where the City will be making two presentations. Saylor also noted that the Ohio Town & Gown Summit will be held in Bowling Green during the month of July.

Parks and Recreation Director Kristin Otley noted that the pool will be opening this coming weekend and updated Council on upcoming events.

City Attorney Michael Marsh had no report.

Utilities Director Brian O'Connell had no report.

Public Works Director Brian Craft updated Council on construction projects and indicated that City crews are currently picking up brush for residents who called in to schedule the pickup. Craft introduced the City's Arborist, Grant Jones, who gave Council an update regarding trees in the City. Jones noted that there have been 82 new trees planted this spring and that the City was named a Tree City for the 37th consecutive year and received the Growth Award for the 24th consecutive year.

COUNCIL COMMITTEE REPORTS

There were no Council Committee reports.

READING OF LEGISLATION

Clerk read Resolution #3702 transferring previously appropriated funds, for first reading.

Council Member Jeffers moved, Gordon seconded, to suspend the rules and give Resolution #3702 its second and third reading. On roll call vote, Council Members Gordon, Herald, Jeffers, Robinette, Rowland, and Aspacher voted yes. Council President Aspacher declared motion carried, and rules suspended.

Clerk read Resolution #3702 for second and third reading by number and title only.

Council Member Jeffers moved, Rowland seconded, to adopt Resolution #3702. On roll call vote, Council Members Herald, Jeffers, Robinette, Rowland, Aspacher, and Gordon voted yes. Council President Aspacher declared motion carried, and Resolution #3702 adopted.

Clerk read Ordinance #8684 providing supplemental appropriations for the current expenses and other expenditures of the City of Bowling Green, Ohio, during the fiscal year beginning January 1, 2018 and ending December 31, 2018, for first reading.

Council Member Jeffers moved, Rowland seconded, to suspend the rules and give Ordinance #8684 its second and third reading. On roll call vote, Council Members Jeffers, Robinette, Rowland, Aspacher, Gordon, and Herald voted yes. Council President Aspacher declared motion carried, and rules suspended.

Clerk read Ordinance #8684 for second and third reading by number and title only.

Council Member Jeffers moved, Gordon seconded, to adopt Ordinance #8684. On roll call vote, Council Members Robinette, Rowland, Aspacher, Gordon, Herald, and Jeffers voted yes. Council President Aspacher declared motion carried, and Ordinance #8684 adopted.

Clerk read Ordinance #8685 authorizing the Municipal Administrator to enter into a contract with Premier National Staffing for temporary staffing services, for first reading.

Clerk read Ordinance #8686 authorizing the Utilities Director to advertise for bids and enter into a contract or contracts for lime sludge disposal services for the Water Treatment Plant, for first reading.

Clerk read Ordinance #8687 authorizing the Utilities Director to purchase software upgrades from Aclara for the TWACS automated meter reading system, for first reading.

Clerk read Ordinance #8688 providing for the submission to Article II, Section 2.03 of the Municipal Charter of the City of Bowling Green concerning vacancies, for first reading.

Clerk read Ordinance #8689 providing for the submission of an amendment to Article VI, Section 6.09 of the Municipal Charter of the City of Bowling Green concerning Department of Planning, for first reading.

Clerk read Ordinance #8690 providing for the submission of an amendment to Article VII, Section 7.01 of the Municipal Charter of the City of Bowling Green concerning Civil Service Commission, for first reading.

Clerk read Ordinance #8691 providing for the submission of an amendment to Article IX, Section 9.02 of the Municipal Charter of the City of Bowling Green concerning amendments to the Charter, for first reading.

Council Member Herald questioned the wording in Ordinance #8691 in regards to the frequency of reviewing the Charter. He indicated that the wording "at least every ten years" means to him that a review could be done at more than ten years. City Attorney Mike Marsh indicated that the wording of the legislation reflects the intention of the Charter Review Committee. After discussion among Council Members, Council President Aspacher noted that Herald's opinion is in the minority of Council Members and it was decided to leave the wording as is.

Clerk read Resolution #3701 authorizing the Municipal Administrator to execute the Ohio Department of Transportation's (ODOT) Final Resolution to participate in the ODOT project converting two stop controlled intersections to roundabouts at I-75 lying within the City of Bowling Green, for second reading.

Council Member Jeffers moved, Robinette seconded, to suspend the rules and give Resolution #3701 its third reading. On roll call vote, Council Members Rowland, Aspacher, Gordon, Herald, Jeffers, and Robinette voted yes. Council President Aspacher declared motion carried, and rules suspended.

Clerk read Resolution #3701 for third reading by number and title only.

Council Member Jeffers moved, Rowland seconded, to adopt Resolution #3701. On roll call vote, Council Members Aspacher, Gordon, Herald, Jeffers, Robinette, and Rowland voted yes. Council President Aspacher declared motion carried, and Resolution #3701 adopted.

Clerk read Ordinance #8678 adopting the City of Bowling Green Job Creation & Retention Program, for second reading.

Clerk read Ordinance #8679 amending the Zoning District Map of the City of Bowling Green, Ohio, for property generally known as 500 Sixth Street from M-1 Light Industrial to R-3 Multiple Family Residential, for second reading.

Clerk read Ordinance #8682 authorizing the Utilities Director to execute an agreement for the lease of conduit facilities, for second reading.

Council President Aspacher moved, Herald seconded, to amend Ordinance #8682 by substitution to add an emergency clause. On roll call vote, Council Members Gordon, Herald, Jeffers, Robinette, Rowland, and Aspacher voted yes. Council President Aspacher declared motion carried, and Ordinance #8682 amended by substitution.

Council President Aspacher moved, Gordon seconded, to suspend the rules and give Ordinance #8682 its third reading. On roll call vote, Council Members Herald, Jeffers, Robinette, Rowland, Aspacher, and Gordon voted yes. Council President Aspacher declared motion carried, and rules suspended.

Clerk read Ordinance #8682 as amended for third reading by number and title only.

Council Member Jeffers moved, Rowland seconded, to adopt the emergency clause for amended Ordinance #8683. On roll call vote, Council Members Jeffers, Robinette, Rowland, Aspacher, Gordon, and Herald voted yes. Council President Aspacher declared motion carried, and the emergency clause adopted.

Council Member Jeffers moved, Rowland seconded, to adopt Ordinance #8682 as amended. On roll call vote, Council Members Robinette, Rowland, Aspacher, Gordon, Herald, and Jeffers voted yes. Council President Aspacher declared motion carried, and Ordinance #8682 adopted as amended.

Clerk read Ordinance #8683 amending and adopting Chapter 113 of the Codified Ordinances of the City of Bowling Green, Ohio, regarding mobile food vendors, peddlers, solicitors, and itinerant merchants, and declaring an emergency, for second reading.

Council Member Herald noted that a Committee-of-the-Whole meeting was held earlier this evening to discuss some issues regarding this ordinance. Herald indicated that based on the discussion at that meeting, there will be a few forthcoming amendments to the legislation at the next meeting. One item that was discussed and could not be decided upon was regarding an appeal process for citizens if a permit is granted and there are citizens who oppose the permit. During the Committee-of-the-Whole meeting, the four members attending were divided on this issue. Herald explained the addition of an appeal process and the arguments on both sides. Council Members Robinette and Gordon both indicated that they did not see a need to add language for an appeal if the permit is granted.

Clerk read Ordinance #8674 amending Section 50.38 of the Codified Ordinances of the City of Bowling Green, Ohio, relating to sewer lateral, for third reading.

Council Member Aspacher moved, Jeffers seconded, to adopt Ordinance #8674. On roll call vote, Council Members Rowland, Aspacher, Gordon, Herald, Jeffers, and Robinette voted yes. Council President Aspacher declared motion carried, and Ordinance #8674 adopted.

Clerk read Ordinance #8675 vacating a utility easement at 521 Woodbridge Boulevard, for third reading.

Council President Aspacher moved, Herald seconded, to adopt Ordinance #8675. On roll call vote, Council Members Aspacher, Gordon, Herald, Jeffers, Robinette, and Rowland voted yes. Council President Aspacher declared motion carried, and Ordinance #8675 adopted.

Clerk read Ordinance #8676 authorizing the Utilities Director to advertise for qualifications and bids, and enter into a contract or contracts for the engineering, purchase, installation, and any associated work for one 25.0 MVA transformer at the Dunbridge Road Substation, for third reading.

Council President Aspacher moved, Rowland seconded, to adopt Ordinance #8676. On roll call vote, Council Members Gordon, Herald, Jeffers, Robinette, Rowland, and Aspacher voted yes. Council President Aspacher declared motion carried, and Ordinance #8676 adopted.

Clerk read Ordinance #8677 amending and adopting Section 99.02(B) of the Codified Ordinances of the City of Bowling Green, Ohio, regarding Arborist to Control Trees, for third reading.

Council President Aspacher moved, Herald seconded, to adopt Ordinance #8677. On roll call vote, Council Members Herald, Jeffers, Robinette, Rowland, Aspacher, and Gordon voted yes. Council President Aspacher declared motion carried, and Ordinance #8677 adopted.

Council Member Gordon moved, Rowland seconded, to excuse Council Member Zanfardino from this evening's meeting. On unanimous voice vote, Council President Aspacher declared motion carried.

Council Member Rowland moved, Jeffers seconded, to adjourn. On unanimous voice vote, Council President Aspacher adjourned the May 21, 2018 regular meeting of the City Council at 8:15 p.m., subject to call.



Kay D. Scherrek, Clerk of Council



Michael Aspacher, President of Council



May 21, 2018

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

Transfers requested for the month of May include:

Fund	Dept.	Account	Description	From	To
4029	423	92300	Street Repair, Street Repair, Transfer To Debt Service	\$ 32,782.88	
3025	000	69440	Debt Service, Revenue, Transfer From Capital Projects		\$ 32,782.88
2016	710	92300	Park, Playground and Recreation, Recreation Department, Transfer To Debt Service	\$ 25,509.44	
3025	000	69420	Debt Service, Revenue, Transfer From Special Revenue		\$ 25,509.44



To: Members of City Council

Re: Board and Commission appointments and re-appointments

Mayor Edwards will be requesting confirmation of the following board and commission appointments and re-appointments at the May 21, 2018 Council meeting. All appointments will be effective June 1.

New Appointments

**Community Reinvestment
Housing Council** Maggie Fawcett 3 Years 5/31/2021

Maggie replaces Christine Connell who recently resigned due to moving out of state for a new position with the Consulate General of Canada in Detroit. Maggie has been in the real estate business for 15 years – the last 4 years with The Danberry Company as a broker and manager of offices in Maumee, Perrysburg, and now Bowling Green.

Human Relations Commission David Anderson 3 Years 5/31/2021

Dave Anderson replaces Marcy St. John who recently closed out 9 years on the Commission. Dave has been a resident of Bowling Green since 1999 and is currently employed with Huntington Bank. He and his wife Jodi, have been extremely involved in the community. They founded the “Heart of BG Project” – the project to place Automated External Defibrillators (AED) in public buildings.

Human Relations Commission Kim Sockman 2 Years 5/31/2020

Kim will fill the unexpired term Angelica Megeysi who recently resigned from the HRC. Kim is a retired school teacher, spending 31 years teaching art. During her tenure at the High School, Kim became active organizing the first Gay Straight Alliance (GSA).

Human Relations Commission Ellie Boyle 1 Year 5/31/2019

Ellie is completing her freshman year at the Bowling Green High School. In addition to playing on the basketball team, she is also active in the drama club and French club.

Parks and Recreation Board Jodi Anderson 5 Years 5/31/2023

Jodi replaces Cheryl Windisch who has reached her term limit. She is a recent member of the Parks and Recreation Foundation Board of Trustees. Jodi previously served on the Parks and Recreation Board from 2004-2014, including serving as chair. She and her husband, Dave, co-chaired the Pool Levy Committee and she also served on the most recent 2016 Park Levy Committee. She will serve as the liaison between the two boards.

Tree Commission Marilyn Shrude 3 Years 5/31/2021

Dr. Marilyn Shrude replaces Joe Baker on the Tree Commission. She is a longtime resident of N. Maple Street. Dr. Shrude is a Distinguished Artist Professor in Theory/Composition at the BGSU College of Musical Arts and was awarded a Guggenheim Fellowship in 2011-2012.

Re-Appointments

Bicycle Safety	Eileen Baker	3 Years	5/31/2021
	Kerica Bucks	1 Year	5/31/2019
	Reagan Otley	1 Year	5/31/2019
	Bob Rex	3 Years	5/31/2021

BG Housing Agency	Tom Knox	4 Years	5/31/2022
	Shannon Fisher	4 Years	5/31/2022
	Karen Seeliger	4 Years	5/31/2022

Civil Service	Andy Newlove	6 Years	5/31/2024
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Community Reinvestment Housing	Rob Holley	3 Years	5/31/2021
	Sue Clark	3 Years	5/31/2021
	Mike Marsh	3 Years	5/31/2021
	Dick Newlove	3 Years	5/31/2021

Human Relations	Morgan Hollandsworth	1 Year	5/31/2019
	Akiko Jones	3 Years	5/31/2021

Income Tax	Gaylyn Finn	3 Years	5/31/2021
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Parks and Recreation	Cale Hover	5 Years	5/31/2023
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Planning	Mark Hollenbaugh	6 Years	5/31/2024
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Public Utilities	Mike Frost	5 Years	5/31/2023
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Records	Barb Ford	3 Years	5/31/2021
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Traffic Commission	Daniel Dieter	4 Years	5/31/2022
	Nicholas Hogrefe	4 Years	5/31/2022
	Roger Mazzarella	4 Years	5/31/2022
Transportation Advisory	Brad Biller	3 Years	5/31/2021
	Tom Kelly	3 Years	5/31/2021
	Casey Mahler	3 Years	5/31/2021
	Melanie Stretchbery	3 Years	5/31/2021
Zoning Appeals	Rose Hess	4 Years	5/31/2022
	Bob Waddle	4 Years	5/31/2022