

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

Minutes of

Meeting

BEAR GRAPHICS 800-825-8084 FORM NO. 10148

Held

MONDAY, NOVEMBER 5, 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, Herald Jeffers, Robinette, Rowland, and Zanfardino were present. Also present were Mayor Richard Edwards, Assistant Municipal Administrator Joe Fawcett, 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. Municipal Administrator Lori Tretter was not present.

Council Member Rowland moved, Zanfardino seconded, to approve the minutes of the regular meeting held October 15, 2018 as distributed. On unanimous voice vote, Council President Aspacher declared motion carried.

Clerk of Council Kay Scherreik reported that a letter was received from Daniel Gordon resigning his seat as 1st Ward Council representative effective October 17, 2018.

Council President Aspacher opened the floor for discussions from Council Members regarding the Committee-of-the-Whole meeting held earlier this evening to hear from candidates to fill the vacant 1st Ward Council seat. Council Member Herald began the discussion by stating that he supported the appointment of Mark Hollenbaugh based on Mark's previous outstanding service on City Council and his consistent contribution to the community through his continued service. Other Council Members echoed Herald's remarks indicating that any one of the five applicants would make a good representative of the 1st Ward. The applicants were Connor Goodpaster, Mark Hollenbaugh, Neocles Leontis, Sebastian Ochoa-Kaup, and Madison Stump. Council encouraged those not chosen to stay involved in the community and seek out other opportunities to serve.

Council President Aspacher asked for nominations to fill the 1st Ward Council seat vacated by Daniel Gordon. Council Member Herald moved, Zanfardino seconded, to nominate Mark Hollenbaugh to fill the 1st Ward seat. On roll call vote, Council Members Herald, Jeffers, Robinette, Rowland, Zanfardino, and Aspacher voted yes. Council President Aspacher declared motion carried. Mark Hollenbaugh was sworn in by Mayor Dick Edwards and was seated as the 1st Ward Council representative.

CORRESPONDENCE

Clerk noted that a listing of budget transfers for the month of November was received from Finance Director Brian Bushong and distributed to Council prior to the meeting for approval. Council Member Jeffers 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 the Mayor submitted correspondence requesting confirmation of the appointment of Madison Stump to the Bicycle Safety Commission for a one year term ending May 31, 2019. Council Member Rowland moved, Jeffers seconded to confirm 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 to City Council the new director of Downtown BG, Tony Vetter.

LOBBY VISITATIONS

Mary Hinkleman, Chamber of Commerce Director, addressed City Council regarding the upcoming holiday parade scheduled for Saturday, November 17. Hinkleman noted that they are still in need of volunteers for this event. The parade kicks off at 9:50 a.m. in order to accommodate it being televised by Channel 11.

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 a resolution transferring previously appropriated funds.

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 President Aspacher, for the Public Utilities Committee, introduced an ordinance authorizing the Utilities Director to enter into an agreement with a competitive retail natural gas provider to provide a fixed price option to municipal natural gas aggregation customers, and declaring an emergency.

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

OFFICIAL REPORTS

Mayor Dick Edwards presented a proclamation commemorating the 100th anniversary of World War 1 on November 11. Mayor Edwards noted that this a joint proclamation with the Wood County Commissioners to celebrate this monumental day in the Nation's history. Mayor Edwards also encouraged citizens to visit the World War 1 exhibit currently on display at the Wood County Historical Museum until December 1, 2018.

Mayor Edwards indicated that he had the opportunity to participate in a vigil on Sunday evening at the Presbyterian church to remember the 11 people killed a week ago in a synagogue in Pittsburg. He thanked those who worked diligently to bring the community together to seek peace and refuge against all forms of hate. Mayor Edwards invited Council Members to participate in the Not In Our Town (NIOT) Peace March on Wednesday, November 14, beginning downtown at noon.

Assistant Municipal Administrator Joe Fawcett had no report.

Planning Director Heather Saylor reported that there have been 352 permits issued thus far in 2018 versus 332 issued at this point in 2017. She also noted that there have been 31 single family housing starts in 2018 versus 30 in 2017. Saylor also reported regarding upcoming NIOT events.

Parks and Recreation Director Kristin Otley reported that the Parks & Recreation Foundation raised \$24,000 at the recent fundraiser for projects at Ridge Park.

City Attorney Michael Marsh had no report.

Utilities Director Brian O'Connell announced that the Board of Public Utilities and City Council will hold a joint meeting on Tuesday, November 13, at 5:00 p.m. in the Council Chamber to discuss the 2019 Utility budget.

Council President Aspacher asked O'Connell to give a brief explanation regarding the legislation on tonight's agenda regarding the aggregate natural gas pricing program. O'Connell noted that updated legislation is needed in order for the City to contract for fixed rate pricing for the aggregate natural gas pricing program that is offered to the City's municipal utility customers. Three readings and enactment of the emergency clause is needed in order for him to lock in a price on the day that the price is quoted to him before it increases.

Public Works Director Brian Craft noted that City crews will begin curbside leaf pickup beginning in Ward 3 on November 13. Several passes through the City will be done as the leaves fall and prior to the first snowfall. Craft also updated Council on current Public Works roadway projects.

COUNCIL COMMITTEE REPORTS

Council Member Jeffers noted that opportunities have been presented to Council to have input into the 2019 budget throughout the year, therefore the Finance Committee will not be holding an additional meeting seeking further budget input prior to the annual budget hearing on Thursday, November 28, at 5:00 p.m.

READING OF LEGISLATION

Clerk read Resolution #3718 transferring previously appropriated funds, for first reading.

Council Member Jeffers moved, Rowland seconded, to suspend the rules and give Resolution #3718 its second and third reading. On roll call vote, Council Members Aspacher, Herald, Hollenbaugh, Jeffers, Robinette, Rowland, and Zanfardino voted yes. Council President Aspacher declared motion carried, and rules suspended.

Clerk read Resolution #3718 for second and third reading by number and title only.

Council Member Jeffers moved, Zanfardino seconded, to adopt Resolution #3718. On roll call vote, Council Members Herald, Hollenbaugh, Jeffers, Robinette, Rowland, Zanfardino, and Aspacher voted yes. Council President Aspacher declared motion carried, and Resolution #3718 adopted.

Clerk read Resolution #3719 adopting amendments to the Policy & Procedures Manual for the B.G. Transit, for first reading.

Clerk read Ordinance #8732 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 #8732 its second and third reading. On roll call vote, Council Members Hollenbaugh, Jeffers, Robinette, Rowland, Zanfardino, Aspacher, and Herald voted yes. Council President Aspacher declared motion carried, and rules suspended.

Clerk read Ordinance #8732 for second and third reading by number and title only.

Council Member Jeffers moved, Rowland seconded, to adopt Ordinance #8732. On roll call vote, Council Members Jeffers, Robinette, Rowland, Zanfardino, Aspacher, Herald, and Hollenbaugh voted yes. Council President Aspacher declared motion carried, and Ordinance #8732 adopted.

Clerk read Ordinance #8733 authorizing the Utilities Director to enter into an agreement with a competitive retail natural gas provider to provide a fixed price option to municipal natural gas aggregation customers, and declaring an emergency, for first reading.

Council President Aspacher moved, Herald seconded, to suspend the rules and give Ordinance #8733 its second and third reading. On roll call vote, Council Members Robinette, Rowland, Zanfardino, Aspacher, Herald, Hollenbaugh, and Jeffers voted yes. Council President Aspacher declared motion carried, and rules suspended.

Clerk read Ordinance #8733 for second and third reading by number and title only.

Council President Aspacher moved, Herald seconded, to adopt the emergency clause for Ordinance #8733. On roll call vote, Council Members Rowland, Zanfardino, Aspacher, Herald, Hollenbaugh, Jeffers, and Robinette voted yes. Council President Aspacher declared motion carried, and the emergency clause adopted.

Council President Aspacher moved, Herald seconded, to adopt Ordinance #8733. On roll call vote, Council Members Zanfardino, Aspacher, Herald, Hollenbaugh, Jeffers, Robinette, and Rowland voted yes. Council President Aspacher declared motion carried, and Ordinance #8733 adopted.

Clerk read Resolution #3715 amending and adopting changes to the Procurement Manual for the B.G. Transit Program, for second reading.

Clerk read Resolution #3716 amending and adopting changes to the Procurement Manual for the Housing Revolving Loan Fund and Community Development Block Grant (CDBG) Fund, for second reading.

Clerk read Resolution #3717 amending the City of Bowling Green Financial and Debt Policy, for second reading.

Clerk read Ordinance #8720 creating and adopting Section 132.25 of the Codified Ordinances of the City of Bowling Green, Ohio, prohibiting smoking on all City park properties, for second reading.

Clerk read Ordinance #8722 amending and adopting Section 33.04 of the Codified Ordinances of the City of Bowling Green, Ohio, relative to pay scales for seasonal employees, for second reading.

Clerk read Ordinance #8724 authorizing the Utilities Director to accept utility easements from the First Presbyterian Church, for second reading.

Clerk read Ordinance #8725 authorizing the Utilities Director to accept a utility easement from Tony Buff Custom Homes, for second reading.

Clerk read Ordinance #8728 authorizing the Utilities Director to enter into a Solar Project Easement and Lease Agreement with the Wood County Commissioners and the Wood County Board of Developmental Disabilities, for second reading.

Clerk read Ordinance #8729 amending and adopting Sections 91.03, 91.07, 91.09, 91.16, and 91.17 of the Codified Ordinances of the City of Bowling Green, Ohio, regarding the cemetery, for second reading.

Clerk read Ordinance #8730 amending and adopting Section 35.70 of the Codified Ordinances of the City of Bowling Green, Ohio, regarding City fees and fees charged for services, for second reading.

Clerk read Resolution #3714 authorizing the Municipal Administrator to enter into a renewal of the agreement with the Wood County Public Defender, for third reading.

Council Member Jeffers moved, Rowland seconded, to adopt Resolution #3714. On roll call vote, Council Members Aspacher, Herald, Hollenbaugh, Jeffers, Robinette, Rowland, and Zanfardino voted yes. Council President Aspacher declared motion carried, and Resolution #3714 adopted.

Clerk read Ordinance #8716 accepting annexation of approximately 0.70 acres of land in Plain Township, Wood County, Ohio, from Jean Hines, petitioner, for third reading.

Council Member Robinette moved, Rowland seconded, to adopt Ordinance #8716. On roll call vote, Council Members Herald, Hollenbaugh, Jeffers, Robinette, Rowland, Zanfardino, and Aspacher voted yes. Council President Aspacher declared motion carried, and Ordinance #8716 adopted.

Clerk read Ordinance #8717 establishing interim zoning for the approximately 0.70 acres of land generally known as 14069 Mitchell Road, recently annexed to the City as petitioned for by Jean Hines, for third reading, as amended.

Council Member Robinette moved, Jeffers seconded, to adopt Ordinance #8717 as amended. On roll call vote, Council Members Hollenbaugh, Jeffers, Robinette, Rowland, Zanfardino, Aspacher, and Herald voted yes. Council President Aspacher declared motion carried, and Ordinance #8717 adopted, as amended.

Council Member Hollenbaugh thanked fellow Council Members for appointing him to represent the 1st Ward and reminded those in the audience to vote tomorrow.

Council Member Rowland moved, Zanfardino seconded, to adjourn. On unanimous voice vote, Council President Aspacher adjourned the November 5, 2018 regular meeting of the City Council at 7:58 p.m., subject to call.



Kay D. Seifert, Clerk of Council



Michael Aspacher, President of Council



November 5, 2018

TO: Bowling Green City Council

FROM: Brian Bushong, Finance Director

Transfers requested for the month of November 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
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
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	\$ 48,878.71	
3025	000	69440	Debt Service, Revenue, Transfer From Capital Projects		\$ 48,878.71
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
Total				\$ 507,507.26	\$ 507,507.26