

MONDAY, APRIL 1, 2019

Held

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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, Hollenbaugh, Jeffers, Robinette, Rowland, and Zanfardino were present. Also present were Mayor Richard Edwards, Assistant Municipal Administrator Joe Fawcett, 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 and City Attorney Michael Marsh were not present.

Council Member Rowland moved, Zanfardino seconded, to approve the minutes of the regular meeting held March 18, 2019 as distributed. On unanimous voice vote, Council President Aspacher declared motion carried.

CORRESPONDENCE

Clerk of Council Kay Scherreik noted that there were two fiscal officer's certificates from Finance Director Brian Bushong for the following projects:

- Issuance of not to exceed \$1,010,000 of notes in anticipation of the issuance of bonds for the purpose of paying costs of improving the City's park and recreation facilities by constructing, furnishing and equipping a new city park community building, and including landscaping, paving an entry drive and parking lot and constructing a patio, together with necessary and incidental appurtenances;
- Issuance and sale of not to exceed \$890,000 of notes in anticipation of the issuance of bonds for the purpose of paying costs of acquiring real estate for City purposes.

Clerk 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 Jeffers moved, Zanfardino 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

There were no special recognitions.

LOBBY VISITATIONS

Nathan Eberly, 907 Sand Ridge Road, addressed City Council regarding proposed legislation to purchase property located in the downtown area. Eberly expressed concerns regarding the expenditure of funds.

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, 2019 and ending December 31, 2019.

Council Member Jeffers, for the Finance Committee, introduced an ordinance authorizing participation in the ODOT road salt contracts awarded in 2019, and declaring an emergency.

Council Member Jeffers, for the Finance Committee, introduced an ordinance to provide for the issuance and sale of not to exceed \$1,010,000 of notes in anticipation of the issuance of bonds for the purpose of paying costs of improving the City's park and recreation facilities by constructing, furnishing and equipping a new city park community building, 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.

Council Member Jeffers, for the Finance Committee, introduced an ordinance to provide for the issuance and sale of not to exceed \$890,000 of notes in anticipation of the issuance of bonds for the purpose of paying costs of acquiring real estate for City purposes, and declaring an emergency.

Council Member Jeffers, for the Finance Committee, introduced an ordinance authorizing the purchase of certain real estate and authorizing the Mayor and the Municipal Administrator to complete the purchase of said properties in substantial accordance with the contract exhibits attached, and authorizing the Municipal Administrator to request proposals for the sale of certain of said property not necessary for municipal purposes, and authorizing the execution of all documents necessary to complete said acquisitions by the Mayor and/or Municipal Administrator.

Council Member Hollenbaugh, for the Community Improvement Committee, introduced a resolution to recognize and celebrate the Community Development Block Grant (CDBG) Program.

Council President Aspacher, for the Public Utilities Committee, introduced an ordinance authorizing the Utilities Director to enter into an agreement with the Manchester Group, LLC for utility service line protection program.

Council President Aspacher, for the Public Utilities Committee, introduced an ordinance accepting a utility easement from the Village of Haskins.

OFFICIAL REPORTS

Mayor Dick Edwards indicated that he will be presenting a proclamation to the Human Relations Commission on Friday proclaiming the month of April as Fair Housing Month in the City of Bowling Green.

Mayor Edwards commented regarding the gas leak situation that caused evacuations last week in the downtown area. Edwards noted that he was impressed with the way in which everyone responded to the incident indicating that fire and police personnel were on the scene right from the start. Edwards noted that Assistant Municipal Administrator Joe Fawcett drafted a report on the incident that distributed to all Council Members. Mayor Edwards also noted that an after-action review of the incident is planned for the near future.

Mayor Edwards reported that an accreditation team is in town this week reviewing the Fire Division as part of its reaccreditation process.

Mayor Edwards noted that he is encouraged by the proposed 2020-2021 budget proposed by Governor Mike DeWine and that the proposal includes a 9.1% increase to the local government fund in the year 2020 and a 1.8% increase in 2021.

The Mayor reminded Council Members of the Interfaith Breakfast that will be held tomorrow at 7:15 a.m. at the Junior Fair Building.

Municipal Administrator Lori Tretter was not present.

Assistant Municipal Administrator Joe Fawcett had no report.

Planning Director Heather Saylor had no report.

Parks and Recreation Director Kristin Otley reported that work is continuing on construction of the new building in City Park and updated Council on upcoming programs and events.

City Attorney Michael Marsh was not present.

Utilities Director Brian O'Connell updated Council on the rapid sand filter project at the Water Treatment Plant and noted that the microfiltration project is scheduled to for the end of the summer.

Public Works Director Brian Craft discussed road closures established by ODOT in conjunction with the I-75 roundabout project. Craft also noted the brush collection will begin April 15 and that residents can call in to the Public Works office beginning today through Monday, April 8, to schedule a pick up.

COUNCIL COMMITTEE REPORTS

Council Member Hollenbaugh reported that the Community Improvement Committee met earlier this evening regarding the single use plastic bag issue. He scheduled the next meeting for Monday, May 6, at 6:00 p.m. in the Council Chamber.

Council Member Robinette scheduled a meeting of the Planning, Zoning and Economic Development Committee for Monday, June 3, at 6:00 p.m. to discuss the Development Strategies "white paper" in order to develop a list of priorities for action.

Council President Aspacher scheduled a meeting of the Committee-of-the-Whole for Monday, May 20, at 6:00 p.m. to begin review of Chapter 94 of the Codified Ordinances regarding civil infractions.

READING OF LEGISLATION

Clerk read Resolution #3729 to recognize and celebrate the Community Development Block Grant (CDBG) Program, for first reading.

Council Member Hollenbaugh moved, Zanfardino seconded, to suspend the rules and give Resolution #3729 its second reading. On roll call vote, Council Members Herald, Hollenbaugh, Jeffers, Robinette, Rowland, Zanfardino, and Aspacher voted yes. Council President Aspacher declared motion carried, and rules suspended.

Clerk read Resolution #3729 for second reading by number and title only.

Clerk read Ordinance #8761 providing supplemental appropriations for the current expenses and other expenditures of the City of Bowling Green, Ohio, during the fiscal year beginning January 1, 2019 and ending December 31, 2019, for first reading.

Council Member Jeffers moved, Zanfardino seconded, to suspend the rules and give Ordinance #8761 its second reading 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 #8761 for second and third reading by number and title only.

Council Member Jeffers moved, Zanfardino seconded, to adopt Ordinance #8761. On roll call vote, Council Members Jeffers, Robinette, Rowland, Zanfardino, Aspacher, Herald, and Hollenbaugh voted yes. Council President Aspacher declared motion carried, and Ordinance #8761 adopted.

Clerk read Ordinance #8762 authorizing participation in the ODOT road salt contracts awarded in 2019, and declaring an emergency, for first reading.

Council Member Jeffers moved, Zanfardino seconded, to suspend the rules and give Ordinance #8762 its second 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 #8762 for second reading by number and title only.

Council Member Jeffers moved, Zanfardino seconded, to adopt the emergency clause for Ordinance #8762. 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 explained that the reason for expediting the second reading and adopting emergency clauses on legislation this evening is due to the anticipated absence of a Council Member at the next meeting and that he will be Acting Mayor due to the absence of Mayor Edwards.

Clerk read Ordinance #8763 to provide for the issuance and sale of not to exceed \$1,010,000 of notes in anticipation of the issuance of bonds for the purpose of paying costs of improving the City's park and recreation facilities by constructing, furnishing and equipping a new city park community building, 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 Jeffers moved, Zanfardino seconded, to suspend the rules and give Ordinance #8763 its second reading. On roll call vote, Council Members Zanfardino, Aspacher, Herald, Hollenbaugh, Jeffers, Robinette, and Rowland voted yes. Council President Aspacher declared motion carried, and rules suspended.

Clerk read Ordinance #8763 for second reading by number and title only.

Council Member Jeffers moved, Zanfardino seconded, to adopt the emergency clause for Ordinance #8763. On roll call vote, Council Members Aspacher, Herald, Hollenbaugh, Jeffers, Robinette, Rowland, and Zanfardino voted yes. Council President Aspacher declared motion carried, and the emergency clause adopted.

Clerk read Ordinance #8764 to provide for the issuance and sale of not to exceed \$890,000 of notes in anticipation of the issuance of bonds for the purpose of paying costs of acquiring real estate for City purposes, and declaring an emergency, for first reading.

Council Member Jeffers moved, Rowland seconded, to suspend the rules and give Ordinance #8764 its second reading. On roll call vote, Council Members Herald, Hollenbaugh, Jeffers, Robinette, Rowland, Zanfardino, and Aspacher voted yes. Council President Aspacher declared motion carried, and rules suspended.

Clerk read Ordinance #8764 for second reading by number and title only.

Council Member Jeffers moved, Zanfardino seconded, to adopt the emergency clause for Ordinance #8764. Jeffers commented that due to the nature of this issue, Council did discuss the purchase of this property in Executive Session. He also indicated that it is their job to look at an opportunity when a property becomes available that fits into the City's long-term goals and take advantage of those opportunities if possible. On roll call vote, Council Members Hollenbaugh, Jeffers, Robinette, Rowland, Zanfardino, Aspacher, and Herald voted yes. Council President Aspacher declared motion carried, and the emergency clause adopted.

Clerk read Ordinance #8765 authorizing the purchase of certain real estate and authorizing the Mayor and the Municipal Administrator to complete the purchase of said properties in substantial accordance with the contract exhibits attached, and authorizing the Municipal Administrator to request proposals for the sale of certain of said property not necessary for municipal purposes, and authorizing the execution of all documents necessary to complete said acquisitions by the Mayor and/or Municipal Administrator, for first reading.

Council Member Jeffers moved, Rowland seconded, to suspend the rules and give Ordinance #8765 its second reading. On roll call vote, Council Members Jeffers, Robinette, Rowland, Zanfardino, Aspacher, Herald, and Hollenbaugh voted yes. Council President Aspacher declared motion carried, and rules suspended.

Clerk read Ordinance #8765 for second reading by number and title only.

Council President Aspacher commented that the downtown area is important to the community and the need for the City to support the mission of the downtown merchants is vitally important. Aspacher indicated that the purchase of this property supports the mission of the downtown and will help balance the number of parking spaces on both sides of Main Street as well as other benefits. The property is being acquired at a fair market value, financed at a good interest rate and paid off over 20 years.

Council Member Rowland also noted that the ability to work out a deal that keeps the Four Corners organizations in their current space was also a unique opportunity that came along with this property purchase. In addition, she noted that adding more parking to the downtown area is very much needed.

Clerk read Ordinance #8766 authorizing the Utilities Director to enter into an agreement with the Manchester Group, LLC for utility service line protection program, for first reading.

Clerk read Ordinance #8767 accepting a utility easement from the Village of Haskins, for first reading.

Clerk read Ordinance #8758 authorizing the Municipal Administrator and the Utilities Director to advertise for bids and enter into a contract or contracts for design, engineering, right-of-way acquisition, construction, and other services relating to Poe Road improvements and Ditch Culvert Phase 2 Improvement Project, for second reading.

Council Member Jeffers moved, Zanfardino seconded to amend Ordinance #8758 by substitution to add the wording "execute a Construction Agency Agreement with the Wood County Port Authority" to the legislation. On roll call vote, Council Members Robinette, Rowland, Zanfardino, Aspacher, Herald, Hollenbaugh, and Jeffers voted yes. Council President Aspacher declared motion carried, and Ordinance #8758 amended by substitution.

Council Member Jeffers moved, Rowland seconded, to suspend the rules and give Ordinance #8758 as amended its third reading. On roll call vote, Council Members Rowland, Zanfardino, Aspacher, Herald, Hollenbaugh, Jeffers, and Robinette voted yes. Council President Aspacher declared motion carried, and rules suspended.

Clerk read Ordinance #8758 for third reading as amended by number and title only.

Council Member Jeffers moved, Zanfardino seconded, to adopt Ordinance #8758 as amended. On roll call vote, Council Members Zanfardino, Aspacher, Herald, Hollenbaugh, Jeffers, Robinette, and Rowland voted yes. Council President Aspacher declared motion carried, and Ordinance #8758 adopted as amended.

Clerk read Ordinance #8759 certifying unpaid cost of snow removal to the County Auditor for placement on the tax duplicate, for second reading.

Clerk read Resolution #3727 authorizing the Mayor of the City of Bowling Green, Ohio, to file a capital and operating plan for the years 2019 through 2022 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 third reading.

Council Member Zanfardino moved, Robinette seconded, to adopt Resolution #3727. On roll call vote, Council Members Aspacher, Herald, Hollenbaugh, Jeffers, Robinette, Rowland, and Zanfardino voted yes. Council President Aspacher declared motion carried, and Resolution #3727 adopted.

Clerk read Ordinance #8754 authorizing the Municipal Administrator and the Utilities Director 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 E. Wooster Street/Campbell Hill Road roundabout project, for third reading.

Council Member Jeffers moved, Zanfardino seconded, to adopt Ordinance #8754. On roll call vote, Council Members Herald, Hollenbaugh, Jeffers, Robinette, Rowland, Zanfardino, and Aspacher voted yes. Council President Aspacher declared motion carried, and Ordinance #8754 adopted.

Clerk read Ordinance #8755 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 third reading.

Council Member Jeffers moved, Rowland seconded, to adopt Ordinance #8755. On roll call vote, Council Members Hollenbaugh, Jeffers, Robinette, Rowland, Zanfardino, Aspacher, and Herald voted yes. Council President Aspacher declared motion carried, and Ordinance #8755 adopted.

Clerk read Ordinance #8756 amending and adopting Section 113.04(B), (D) & (E) of the Codified Ordinances of the City of Bowling Green, Ohio, regarding mobile food vendors, for third reading.

Council Member Herald moved, Jeffers seconded, to adopt Ordinance #8756. On roll call vote, Council Members Jeffers, Robinette, Rowland, Zanfardino, Aspacher, Herald, and Hollenbaugh voted yes. Council President Aspacher declared motion carried, and Ordinance #8756 adopted.

Council Member Herald moved, Zanfardino seconded, to adjourn. On unanimous voice vote, Council President Aspacher adjourned the April 1, 2019 regular meeting of the City Council at 8:05 p.m., subject to call.



Kay D. Scherreik, Clerk of Council



Michael Aspacher, President of Council



April 1, 2019

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	\$ 3,042.58	
4030	000	69410	Green Space Acquisition Fund, Revenue, Transfer From General		\$ 3,042.58
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	\$ 33,055.25	
3025	000	69440	Debt Service, Revenue, Transfer From Capital Projects		\$ 33,055.25
4018	810	92400	Capital Improvement, Capital Improvement, Transfer To Capital Projects	\$ 11,616.67	
4005	000	69440	Equipment Capital Reserve, Revenue, Transfer From Capital Projects		\$ 11,616.67
4055	710	92400	Aquatic Facility Capital Improvement, Recreation Department, Transfer To Capital Projects	\$ 2,083.33	
4010	000	69440	Facility Capital Reserve, Revenue, Transfer From Capital Projects		\$ 2,083.33
4029	423	92300	Street Repair, Street Repair, Transfer To Debt Service	\$ 38,481.58	
3025	000	69440	Debt Service, Revenue, Transfer From Capital Projects		\$ 38,481.58
1010	190	92200	General, Miscellaneous, Transfer To Special Revenue	\$ 4,542.92	

2021	000	69410	ODOT Transportation Grant (Taxi), Revenue, Transfer From General		\$ 4,542.92
4055	710	92300	Aquatic Facility Capital Improvement, Recreation Department, Transfer To Debt Service	\$ 21,001.58	
3025	000	69440	Debt Service, Revenue, Transfer From Capital Projects		\$ 21,001.58
2016	710	92300	Park, Playground and Recreation, Recreation Department, Transfer To Debt Service	\$ 17,389.08	
3025	000	69420	Debt Service, Revenue, Transfer From Special Revenue		\$ 17,389.08
5111	651	92500	Electric Revenue, Administrative and General, Transfer To Enterprise	\$ 184,036.00	
5112	000	69450	Electric Capital Reserve, Revenue, Transfer From Enterprise		\$ 184,036.00
5221	651	92500	Water Revenue, Administrative and General, Transfer To Enterprise	\$ 78,623.00	
5222	000	69450	Water Capital Reserve, Revenue, Transfer From Enterprise		\$ 78,623.00
5331	651	92500	Sewer Revenue, Administrative and General, Transfer To Enterprise	\$ 16,040.00	
5332	000	69450	Sewer Capital Reserve, Revenue, Transfer From Enterprise		\$ 16,040.00
Total				\$ 422,553.66	\$ 422,553.66