

RECORD OF PROCEEDINGS
CITY OF BOWLING GREEN CITY COUNCIL

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 10148

MONDAY, NOVEMBER 4, 2019

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, Herald, Hollenbaugh, 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.

SPECIAL RECOGNITIONS – MAYOR EDWARDS

The Mayor's Commendation Award was given to 11 people who helped save the life of Robert Shirey at the Ohio Department of Transportation facility on Poe Road last summer. Mr. Shirey's co-workers reacted quickly to save his life after he went into cardiac arrest. Those receiving the award were Jaclyn Noirot, Trever West, Mark Bressler, Jessica Bidinger, Donald Satkawski, Ross Echler, John Tayler, Michael Kruse, Andrew Beaverson, Phoenix Neal, and Jeffery Ellis.

Council Member Rowland moved, Jeffers seconded, to approve the minutes of the regular meeting held October 21, 2019 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 November 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.

Clerk also presented an appointment to the Planning Commission on behalf of Mayor Edwards. The appointment is for Joe Phillips for a three-year term ending May 31, 2022. Council Member Zanfardino moved, Jeffers seconded to confirm the appointment as requested by the Mayor. On unanimous voice vote, Council President Aspacher declared motion carried.

LOBBY VISITATIONS

Mary Hinkleman, BG Chamber of Commerce Director, reminded citizens of the upcoming holiday parade that will be held on Saturday, November 23, beginning at 9:45 a.m.

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 amending and adopting Section 76.23(C)&(D) and Section 76.24 of the Codified Ordinances of the City of Bowling Green, Ohio, regarding operation of meters, coin deposit, and time mechanism & parking time limits, and amending and adopting Section 35.70 regarding City fees and fees charged for services, and authorizing the Municipal Administrator to enter into a contract for parking equipment, and declaring an emergency.

Council Member Zanfardino, for the Transportation & Safety Committee, introduced an ordinance authorizing the Municipal Administrator to request proposals and enter into a contract for the purchase of transportation service for the Bowling Green Transit Program.

Council Member Hollenbaugh, for the Community Improvement Committee, introduced a resolution authorizing the Mayor of the City of Bowling Green, Ohio, to file an annual application (plan) and a five-year consolidated plan 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.

OFFICIAL REPORTS

Mayor Dick Edwards reminded Council Members of the upcoming 4th Annual NIOT Peace March being held on November 6, at 11:30 a.m. beginning at the Wooster Green. Mayor Edwards also noted that the Wooster Green Steering Committee will be meeting at 4:00 p.m. on November 6 at the Library to select from the sculpture finalists. The Mayor further noted that Rena Calderon has resigned from the Historic Preservation Commission and that he needs a citizen from the East Side to replace her.

Municipal Administrator Lori Tretter had no report.

Planning Director Heather Saylor had no report.

Parks and Recreation Committee Kristin Otley announced that the next Community Focus Group meeting will be held on Wednesday, November 13, at 7:00 p.m. at the Community Center. Otley noted that the subject of the meeting will be Ridge Park and Carter 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 12, at 5:00 p.m. in the Council Chamber to discuss the 2020 Utility budget. O'Connell also noted that the City is being named one of only two "Smart Energy" cities in the state of Ohio. Council President Aspacher congratulated O'Connell on receiving that recognition.

Public Works Director Brian Craft updated Council on the downtown paving project as well as the I-75 roundabout project and noted that curbside leaf collection will begin the week of November 12.

COUNCIL COMMITTEE REPORTS

Council President Aspacher announced the upcoming December Council meeting schedule as follows:

- 6:00 p.m. Monday, December 2 – Finance Committee Budget Hearing will be held (regular Council meeting is canceled);
- 7:00 p.m. Monday, December 16 – regularly scheduled City Council meeting;
- 5:00 p.m. Monday, December 30 – special City Council meeting to handle regular business and year-end business.

Aspacher noted that all meetings will be held in the Council Chamber.

Council President Aspacher noted that there was some discussion at the last meeting regarding parking policy changes and the implementation of kiosks in downtown parking lots and a possible follow-up meeting for clarification. Aspacher indicated that since that discussion there have been individual discussions with Council Members and the Administration in an effort to gain clarity on actions taken by Council in January. Aspacher said that there is now a consensus that a follow-up meeting is no longer necessary. Aspacher also noted that an ordinance on Council's agenda this evening regarding parking should look somewhat familiar to Council. The original ordinance adopted by Council making these changes was tabled indefinitely in October 2018 prior to Council adopting it in January 2019. With the recent discovery of the inaccurate interpretation of Robert's Rules as it relates to ordinances tabled indefinitely, it was

decided to reintroduce a new ordinance and give it three readings and an emergency clause in order for it to take effect immediately and ensure the validity of the ordinance.

Council Member Herald asked for an update to his request at the last meeting to extend the parking holiday into March 2020. Council President Aspacher responded, indicating that he had discussed this with Herald in a private conversation earlier this week, that he had discussed it with Municipal Administrator Lori Tretter and Finance Director Brian Bushong and received a strong recommendation from both of them from a financial perspective that the parking holiday should not be extended due to the current balance in the parking fund. He further explained that the extended parking holiday currently put in place in August as a means of helping downtown businesses during the lengthy downtown construction projects is projected to cost the City approximately \$50,000. Herald asked if this is an issue that should be taken up by the Finance Committee. Aspacher asked if other Council Members were interested in taking up the issue. Council Member Jeffers, chair of the Finance Committee, Council Members Robinette and Rowland indicated that they do not support further study on this request.

Herald also asked the Administration to help jog his memory as to when the decision was made to proceed with kiosks in parking lots beyond lot #2. He indicated that he has been unable to find it in meeting minutes or emails. Tretter indicated that she would look into it for him. Aspacher reminded Herald that they had a private conversation regarding this last week and feels that it is important that it is recognized that the direction that Council took in terms of parking and proceeding with kiosks was very clear. The discussion at the January meeting regarding kiosks was conclusive and was a consistent topic of conversation and should not have been a surprise that the City was proceeding in that direction. Aspacher noted that it is unreasonable to expect the Administration to send out daily or weekly emails regarding something that Council authorized and tasked them to implement. Herald responded that he went through those minutes and read through the legislation and it was not overt in indicating that kiosks were being expanded beyond lot #2 nor was it overt in indicating that they were not. Therefore, he does not feel that it is as solid as he has indicated. He stated that something that impacts the citizenry as much as kiosks do makes it something that Council should be looking at thoroughly. In his opinion, Herald said that the January meeting did not definitively say that kiosks were going to be expanded beyond lot #2. Council Member Jeffers responded that as one of the people that participated in the several months of discussion with downtown business owners and others, and he was satisfied with the work of the committee and the legislation before Council tonight is the best possible approach.

READING OF LEGISLATION

Clerk read Resolution #3748 transferring previously appropriated funds, for first reading.

Council Member Jeffers moved, Rowland seconded, to suspend the rules and give Resolution #3748 its second and third 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 #3748 its second and third reading by number and title only.

Council Member Jeffers moved, Rowland seconded, to adopt Resolution #3748. On roll call vote, Council Members Hollenbaugh, Jeffers, Robinette, Rowland, Zanfardino, Aspacher, and Herald voted yes. Council President Aspacher declared motion carried, and Resolution #3748 adopted.

Clerk read Resolution #3749 authorizing the Mayor of the City of Bowling Green, Ohio, to file an annual application (plan) and a five-year consolidated plan 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 Ordinance #8808 amending and adopting Section 76.23(C)&(D) and Section 76.24 of the Codified Ordinances of the City of Bowling Green, Ohio, regarding operation of meters, coin deposit, and time mechanism & parking time limits, and amending and adopting Section 35.70 regarding City fees and fees charged for services, and authorizing the Municipal Administrator to enter into a contract for parking equipment, and declaring an emergency, for first reading.

Council Member Jeffers moved, Rowland seconded, to suspend the rules and give Ordinance #8808 its second and third 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 #8808 for second and third reading by number and title only.

Council Member Jeffers moved, Zanfardino seconded, to adopt the emergency clause for Ordinance #8808. On roll call vote, Council Members Robinette, Rowland, Zanfardino, Aspacher, Herald, Hollenbaugh, and Jeffers voted yes. Council President Aspacher declared motion carried, and the emergency clause adopted.

Council Member Jeffers moved, Rowland seconded, to adopt Ordinance #8808. On roll call vote, Council Members Rowland, Zanfardino, Aspacher, Herald, Hollenbaugh, Jeffers, and Robinette voted yes. Council President Aspacher declared motion carried, and Ordinance #8808 adopted.

Clerk read Ordinance #8809 authorizing the Municipal Administrator to request proposals and enter into a contract for the purchase of transportation service for the Bowling Green Transit Program, for first reading.

Clerk read Resolution #3745 authorizing the sale of obsolete or unfit municipally owned personal property, which is not needed for public use, by internet auction, and authorizing the Municipal Administrator to enter into a contract with Gov Deals, Inc. for on-going internet auctions for calendar year 2020, for second reading.

Clerk read Resolution #3747 authorizing the Mayor of the City of Bowling Green, Ohio, to enter into a Programmatic Agreement between the City of Bowling Green and the State Historic Preservation Office (formerly known as "Ohio Historic Preservation Office") for the administration of activities funded by the U.S. Department of Housing and Urban Development and the Ohio Development Services Agency (formerly known as "Ohio Department of Development"), for second reading.

Clerk read Ordinance #8803 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 #8804 authorizing the Utilities Director to enter into an agreement or agreements with AMP Transmission, LLC, to provide a fourth transmission interconnection, for second reading.

Clerk read Ordinance #8805 authorizing the Utilities Director to enter into an agreement with AMP, Inc., for the renewal of the Efficiency Smart Program, for second reading.

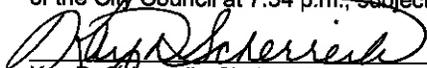
Clerk read Ordinance #8806 authorizing the Utilities Director to enter into and complete a property purchase agreement with Ross Family Farms, Ltd., for second reading.

Clerk read Ordinance #8807 authorizing the Utilities Director to advertise for bids and enter into a contract or contracts for supplying annual inventory requirements, underground and overhead lines insurance, sale of scrap materials, and participation in the AMP Joint Purchasing Program in 2020, for second reading.

Clerk read Ordinance #8800 amending and adopting Section 33.23(B)&(E) of the Codified Ordinances of the City of Bowling Green, Ohio, regarding medical, dental and vision insurance, for third reading.

Council Member Jeffers moved, Zanfardino seconded, to adopt Ordinance #8800. On roll call vote, Council Members Zanfardino, Aspacher, Herald, Hollenbaugh, Jeffers, Robinette, and Rowland voted yes. Council President Aspacher declared motion carried, and Ordinance #8800 adopted.

Council Member Herald moved, Rowland seconded, to adjourn. On unanimous voice vote, Council President Aspacher adjourned the November 4, 2019 regular meeting of the City Council at 7:54 p.m., subject to call.


Kay D. Scherrek, Clerk of Council


Michael Aspacher, President of Council



November 4, 2019

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	\$ 3,042.58	
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