

RECORD OF PROCEEDINGS
CITY OF BOWLING GREEN CITY COUNCIL

Minutes of

Meeting

BEAR GRAPHICS 800-325-8084 FORM NO. 10148

MONDAY, FEBRUARY 18, 2020

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 7:10 p.m. by Council President Hollenbaugh. The meeting began with the Pledge of Allegiance.

On roll call, Council Members Herald, Hollenbaugh, Leontis, Phipps, Robinette, Rowland, and Zanfardino were present. Also present were Mayor Mike Aspacher, Municipal Administrator Lori Tretter, City Attorney Michael Marsh, Public Works Director Brian Craft, Utilities Director Brian O'Connell, and Parks and Recreation Director Kristin Otley. Planning Director Heather Saylor was not present.

Council Member Rowland moved, Zanfardino seconded, to approve the minutes of the regular meeting held February 3, 2020 as distributed. On unanimous voice vote, Council President Aspacher declared motion carried.

CORRESPONDENCE

There was no correspondence.

SPECIAL RECOGNITIONS – MAYOR ASPACHER

Mayor Mike Aspacher presented a Resolution adopted by City Council to former Council Member Bruce Jeffers honoring his service to the City as a member of City Council.

Mayor Aspacher and Police Chief Tony Hetrick presented the Meritorious Service Awards to Officer Jason Broshious and Officer Tyson Richmond for their efforts to save the lives of two local residents. This was the second award received by Officer Richmond.

LOBBY VISITATIONS

Nathan Eberly, 907 Sand Ridge Road, commented that he has rented in three different wards throughout the City and found that while they weren't the best of conditions as far as energy efficiency and amenities, he doesn't see this as a huge blight as it is being portrayed by others who have spoken about the issue. He expressed his hope that as the committee moves forward that more evidence can be brought to the committee rather than people saying they had great rentals and others saying they did not.

Margaret Montague, 211 Willowood, a member of the Welcome BG steering committee, urged City Council to formalize a system and a process that ensures interior health and safety standards for rental properties in the community and landlord accountability. She indicated that implementing such a requirement would support making BG a welcoming, safe and equitable community for our residents.

Daniel Gordon, 249 Crim Street, addressed City Council strongly urging Council to adopt a mandatory licensing and inspections policy for rental housing in Bowling Green.

NEW LEGISLATION

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

Council Member Robinette, 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, 2020 and ending December 31, 2020.

Council Member Leontis, for the Public Utilities Committee, introduced an ordinance authorizing the Utilities Director to accept a utility easement from TBCH, Ltd.

Council Member Leontis, for the Public Utilities Committee, introduced an ordinance authorizing the Utilities Director to transfer approximately 2.5 acres of city-owned property located in Bellard Business Park to the Bowling Green Community Development Foundation, in lieu of dues, and declaring an emergency.

Council Member Leontis, for the Public Utilities Committee, introduced an ordinance authorizing the Utilities Director to lease city-owned spare conduit infrastructure not currently necessary for municipal purposes.

OFFICIAL REPORTS

Mayor Mike Aspacher reported that he has appointed Brad Holman as the City's new City Engineer. He indicated that Brad has experience in the design and engineering of public utility projects and is dedicated to this community.

Council Member Robinette thanked Mayor Aspacher for presenting his goals at Council's Strategic Planning Session held last Saturday.

Municipal Administrator Lori Tretter updated Council Members who have asked about the status of implementing the recommendations from Bicycle Safety Commission. The Bicycle Safety Commission, Council Transportation and Safety Committee, and all of Council have been working over the past several years on how best to implement strategies for improving bicycle safety in the community. Several years ago, as a large resurfacing project on Conneaut and Fairview was developed, options for improved bicycling—ranging from off-road bike lanes to on-street bike lanes—were examined. While the final decision for that project was adding sharrows, it was realized that recommendations on treatments cannot be made in the same year as the project. As a result, several joint meetings of the Council Transportation and Safety Committee and the Bicycle Safety Commission were held. It was determined that consideration of treatments would be made when roads are resurfaced. However, to make that process smoother, the Bicycle Safety Commission made a list of recommended treatments to be considered at such time as a road is identified for work. That list was passed to City Council, and the Administration has done an "overlay" of that list on its proposed paving schedule. At the March 2 Council meeting, Tretter indicated that she will share that list with Council as well as a map of where the recommendations align with upcoming paving programs. Tretter went on to say that the Bicycle Safety Commission spent a great deal of time and put considerable effort into the list and it is proving to be a beneficial tool as plans are made for 2020 and beyond. Recently, a member of Council asked why nothing from the list has been implemented. Tretter stated that the reason is timing. The list was approved after the 2019 paving program was contracted. However, as will be shown at the next meeting, the list is being applied to the 2020 paving program. And, as a point of note, a 2019 project—Manville Avenue—will also have the recommended treatment (sharrows) installed per the recommendations. Tretter indicated that Council may be wondering what its role is moving forward. As mentioned, the tool from Bicycle Safety is valuable. But it does not contain recommendations about on-street parking or other traffic modifications. Simply, this question was not put to the Bicycle Safety Commission. It is possible that future projects may warrant consideration of amendments to traffic control—on-street parking, one-way streets, etc. When the streets are presented to Council on March 2, staff will highlight those streets that Council may wish to study to bolster the recommendations from the Bicycle Safety Commission. Tretter also said that she has also heard it mentioned that complete streets mean more than just bicycles and that is most certainly true. ADA upgrades are incorporated into City projects and efforts to improve sidewalks in tandem with roads are done when feasible. Fairview Avenue is a strong example of this pairing. In summary, Tretter said that the Administration will plan to share the map and matrix of the 2020 paving/bicycle safety commission overlay at the March 2 Council meeting.

On behalf of the Planning Director who was not present at the meeting, Municipal Administrator Lori Tretter distributed a report regarding the 2019 zoning permits issued. A copy of that report is attached to and made a part of these minutes.

Planning Director Heather Saylor was not present.

Parks and Recreation Director Kristin Otley noted that a focus group meeting will be held on March 10, at 7:00 p.m. at the Community Center to discuss the Community Center and all programs and events. She also noted that there will be another focus group

meeting on March 31 where the City Park and pool will be discussed. That meeting will also be held at the Community Center at 7:00 p.m.

City Attorney Michael Marsh had no report.

Utilities Director Brian O'Connell had no report.

Public Works Director Brian Craft had no report.

COUNCIL COMMITTEE REPORTS

Council Member Phipps moved, Robinette seconded, to refer the Gateway Zoning District to the Planning Commission. On unanimous voice vote, Council President Hollenbaugh declared motion carried. Phipps also noted that there will be a meeting of the Planning, Zoning and Economic Development Committee at 6:00 p.m. on March 2 to review and discuss the diagnostic report from Calfee Zoning.

Council Member Zanfardino noted that the Community Improvement Committee held its third meeting regarding rental registration, licensing and inspection earlier this evening. The committee is in the process of developing a survey for property owners and one for tenants. Zanfardino noted that the next meeting of the committee will be held Thursday, February 27, at 5:00 p.m. in the Council Chamber.

READING OF LEGISLATION

Clerk read Ordinance #8827 providing supplemental appropriations for the current expenses and other expenditures of the City of Bowling Green, Ohio, during the fiscal year beginning January 1, 2020 and ending December 31, 2020, for first reading.

Council Member Robinette moved, Rowland seconded, to suspend the rules and give Ordinance #8827 its second and third reading. On roll call vote, Council Members Hollenbaugh, Leontis, Phipps, Robinette, Rowland, Zanfardino, and Herald voted yes. Council President Hollenbaugh declared motion carried, and rules suspended.

Clerk read Ordinance #8827 for second and third reading by number and title only.

Council Member Robinette moved, Rowland seconded, to adopt Ordinance #8827. On roll call vote, Council Members Leontis, Phipps, Robinette, Rowland, Zanfardino, Herald, and Hollenbaugh voted yes. Council President Hollenbaugh declared motion carried, and Ordinance #8827 adopted.

Clerk read Ordinance #8828 authorizing the Utilities Director to accept a utility easement from TBCH, Ltd., for first reading.

Clerk read Ordinance #8829 authorizing the Utilities Director to transfer approximately 2.5 acres of city-owned property located in Bellard Business Park to the Bowling Green Community Development Foundation, in lieu of dues, and declaring an emergency, for first reading.

Council Member Leontis moved, Rowland seconded, to suspend the rules and give Ordinance #8829 its second and third reading. On roll call vote, Council Members Phipps, Robinette, Rowland, Zanfardino, Herald, Hollenbaugh, and Leontis voted yes. Council President Hollenbaugh declared motion carried, and rules suspended.

Clerk read Ordinance #8829 for second and third reading by number and title only.

Council Member Leontis moved, Rowland seconded, to adopt the emergency clause for Ordinance #8829. On roll call vote, Council Members Robinette, Rowland, Zanfardino, Herald, Hollenbaugh, Leontis, and Phipps voted yes. Council President Hollenbaugh declared motion carried, and the emergency clause adopted.

Council Member Leontis moved, Rowland seconded, to adopt Ordinance #8829. On roll call vote, Council Members Rowland, Zanfardino, Herald, Hollenbaugh, Leontis, Phipps, and Robinette voted yes. Council President Hollenbaugh declared motion carried, and Ordinance #8829 adopted.

Clerk read Ordinance #8830 authorizing the Utilities Director to lease city-owned spare conduit infrastructure not currently necessary for municipal purposes, for first reading.

Clerk read Ordinance #3755 authorizing the Mayor of the City of Bowling Green, Ohio, to file a capital and operating plan for the years 2020 through 2023 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 second reading.

Clerk read Resolution #3756 authorizing the filing of (a) proposal(s) and/or (an) application(s) with the Ohio Department of Transportation for grants through the US DOT Federal Transit Administration (FTA), as authorized under Federal Transit Laws, as Codified, 49 USC Section 5311, Financial Assistance for Other Than Urbanized areas and funds available from the Ohio Public Transportation Grant Program executing a contract/grant for the FY 2021 Ohio Elderly and Disabled Transit Fare Assistance Program, and 5339 and/or 5311 funding for capital and/or operating assistance, and executing a contract with the Ohio Department of Transportation upon grant proposal(s) and/or application(s) approval, for second reading.

Clerk read Resolution #3757 authorizing the Municipal Administrator to enter into a contract or contracts to provide fire protection outside the incorporated limits of the City, for second reading.

Council Member Herald moved, Zanfardino seconded, to suspend the rules and give Resolution #3757 its third reading. On roll call vote, Council Members Zanfardino, Herald, Hollenbaugh, Leontis, Phipps, Robinette, and Rowland voted yes. Council President Hollenbaugh declared motion carried, and rules suspended.

Clerk read Resolution #3757 for third reading by number and title only.

Council Member Herald moved, Rowland seconded, to adopt Resolution #3757. On roll call vote, Council Members Herald, Hollenbaugh, Leontis, Phipps, Robinette, Rowland, and Zanfardino voted yes. Council President Hollenbaugh declared motion carried, and Resolution #3757 adopted.

Clerk read Resolution #3758 adopting the Bowling Green Fire Division 5-year Strategic Plan, for second reading.

Clerk read Resolution #3759 adopting the Bowling Green Fire Division Standards of Cover for 2019, for second reading.

Clerk read Ordinance #8825 authorizing the Municipal Administrator and the Utilities Director to advertise for bids and enter into a contract or contracts for the supplying and cleaning of uniforms for the Public Works Department and the Utilities Department, for second reading.

Clerk read Ordinance #8826 accepting an easement from Maurer Rentals, LLC, and dedicating the property for right-of-way purposes, for second reading.

Clerk read Ordinance #8819 authorizing the Municipal Administrator to advertise for bids and enter into a contract or contracts for sidewalk improvements, pavement striping, deicing salt, and improving streets, alleys, and other public ways in the City of Bowling Green, Ohio, for third reading.

Council Member Robinette moved, Rowland seconded, to adopt Ordinance #8819. On roll call vote, Council Members Hollenbaugh, Leontis, Phipps, Robinette, Rowland, Zanfardino, and Herald voted yes. Council President Hollenbaugh declared motion carried, and Ordinance #8819 adopted.

Clerk read Ordinance #8820 authorizing the Municipal Administrator and the Utilities Director to enter into a contract or contracts with specified vendors for work that may exceed \$50,000 annually for calendar year 2020, for third reading.

Council Member Robinette moved, Zanfardino seconded, to adopt Ordinance #8820. On roll call vote, Council Members Leontis, Phipps, Robinette, Rowland, Zanfardino, Herald, and Hollenbaugh voted yes. Council President Hollenbaugh declared motion carried, and Ordinance #8820 adopted.

Clerk read Ordinance #8821 authorizing the Municipal Administrator and the Utilities Director to advertise for bids and enter into a contract or contracts and/or participate in State of Ohio or federal purchasing programs for the purchase and/or lease of vehicles, equipment and completion of projects as well as the trade-in or outright sale of vehicles and equipment no longer needed for municipal purposes, for third reading.

Council Member Robinette moved, Zanfardino seconded, to adopt Ordinance #8821. On roll call vote, Council Members Phipps, Robinette, Rowland, Zanfardino, Herald, Hollenbaugh, and Leontis voted yes. Council President Hollenbaugh declared motion carried, and Ordinance #8821 adopted.

Clerk read Ordinance #8822 authorizing the Utilities Director to advertise for bids and enter into a contract or contracts for lime sludge disposal services, for third reading.

Council Member Leontis moved, Zanfardino seconded, to adopt Ordinance #8822. On roll call vote, Council Members Robinette, Rowland, Zanfardino, Herald, Hollenbaugh, Leontis, and Phipps voted yes. Council President Hollenbaugh declared motion carried, and Ordinance #8822 adopted.

Clerk read Ordinance #8823 authorizing the Utilities Director to accept a utility easement from David C. Maurer, for third reading.

Council Member Leontis moved, Rowland seconded, to adopt Ordinance #8823. On roll call vote, Council Members Rowland, Zanfardino, Herald, Hollenbaugh, Leontis, Phipps, and Robinette voted yes. Council President Hollenbaugh declared motion carried, and Ordinance #8823 adopted.

Council Member Rowland moved, Robinette seconded, to adjourn. On unanimous voice vote, Council President Hollenbaugh adjourned the February 18, 2020 regular meeting of the City Council at 7:55 p.m., subject to call.


Kay D. Scherreik, Clerk of Council


Mark Hollenbaugh, President of Council

Planning Department – 2019 Review
City of Bowling Green

ZONING PERMITS		
RESIDENTIAL		
Type	2019	2018
New Home*	35	33
Accessory Building	72	45
Addition	32	47
Fence	97	76
Pool/Hot Tub	18	16
ADA Ramp	0	0
Driveway/Parking/Patio	65	50
Change-In-Use	1	2
Alteration	3	4
Home Occupation	0	0
Zoning Compliance	0	0
Sign	2	1
Total:	325	274
COMMERCIAL		
Type	2019	2018
New Construction*	3	4
Accessory Building	4	1
Addition	0	0
Sign	41	41
Telecommunications	0	2
Zoning Compliance*	9	9
Change-In-Use	0	1
Alteration	6	3
Driveway/Parking/Patio	6	1
Fence	3	3
Total:	72	65
INDUSTRIAL		
Type	2019	2018
New Construction*	2	2
Accessory Building	1	1
Addition	1	3
Sign	3	10
Zoning Compliance*	0	1
Driveway/Parking/Patio	0	2
Change-In-Use	0	4
Alteration	0	0
Fence	0	4
Total:	7	27
INSTITUTIONAL		
Type	2019	2018
New Construction*	5	0



Planning Department – 2019 Review

Accessory Building	3	1
Addition	0	1
Fence	0	3
Sign	0	4
Zoning Compliance*	0	4
Alteration	2	1
Driveway/Parking/Patio	0	2
Total:	10	16
TOTAL ZONING PERMITS	414	382

*List of Permits - Commercial/Industrial New Construction:

Commercial

Lmaries - 333 South Main Street

Northwestern Water & Sewer District Watershed - 989 South Main Street

Dunkin Donuts – 1049 South Main Street

Industrial

Schwind Electric – 870 Miller Drive

Buckeye Cable Utility Structure – 418 Gould Street

Institutional

Veterans Building – 475 Veterans Memorial Drive (City Park)

Wood County Senior Center – 140 South Grove Street

Modular Structures – 542 Haskins Road (Conneaut Elementary)

Modular Structures – 1020 Scott Hamilton Avenue (Crim Elementary)

*List of Permits - Residential New Construction:

1. 1518 Winterwood Court
2. 826 Peachtree Court
3. 832 Peachtree Court
4. 577 South Mitchell Road
5. 909 Kathy Drive
6. 1522 Winterwood Court
7. 1805 Windjammer Drive
8. 943 Heather Court
9. 1732 Timber Ridge
10. 928 Kathy Drive
11. 1742 Timber Ridge Drive
12. 1715 Wexford Drive
13. 1500 Short Circle
14. 1619 Winterwood Court
15. 206 Manville Avenue

16. 320 Westwood Drive
17. 1809 Windjammer Court
18. 1034 Totem Lane
19. 1337 Woodsong Lane
20. 1341 Woodsong Lane
21. 1528 Winterwood Court
22. 1514 Winterwood Court
23. 1739 Timber Ridge Drive
24. 1615 Winterwood Court
25. 814 Peachtree Court
26. 822 Peachtree Court
27. 614 Conneaut Avenue
28. 565 South Mitchell Road
29. 1510 Winterwood Court
30. 1019 Mourning Dove
31. 1615 Gleneagles Drive
32. 947 Heather Court
33. 1808 Julie Marie Drive
34. 1812 Julie Marie Drive
35. 973 Heather Court

***List of Permits - Residential New Construction (Multiple-Family):**

1. West Park Place Apartments – 614 Conneaut Avenue

***List of Permits - Zoning Compliance** (required when \$2,500 more spent on building improvements inside/outside):

Commercial

1. BG Beer Works - 322 North Grove Street
2. Glow Studio - 715 Haskins Road
3. F&M Bank - 1072 North Main Street
4. McDonalds - 1470 East Wooster Street
5. Animal Hospital at Westridge - 1244 Ridgewood Drive
6. Promedica - 1180 North Main Street, Suite 5
7. Five Below - 1111 South Main Street
8. Juniper Brewing - 145 South Main Street

Industrial

1. C & K Realty LLC - 705 West Newton Road