

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

Minutes of

Meeting

BEAR GRAPHICS 800-325-6094 FORM NO. 10148

MONDAY, MAY 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 7:00 p.m. by Council President Hollenbaugh. The meeting began with the Pledge of Allegiance.

On roll call, Council Members Herald, Hollenbaugh, Robinette, Rowland, and Zanfardino were present. Council Members Leontis and Phipps attended via teleconferencing. Also present were Mayor Mike Aspacher, Municipal Administrator Lori Tretter, City Attorney Michael Marsh, and Planning Director Heather Saylor. Public Works Director Brian Craft, Utilities Director Brian O'Connell, and Parks and Recreation Director Kristin Otley also attended via teleconferencing.

Council Member Rowland moved, Zanfardino seconded, to approve the minutes of the regular meeting held May 4, 2020 as distributed. On unanimous voice vote, Council President Hollenbaugh declared motion carried.

CORRESPONDENCE

Clerk of Council Kay Scherreik noted that an additional listing of budget transfers for the month of May was received from Finance Director Brian Bushong and distributed to Council prior to the meeting for approval. Council Member Rowland moved, Leontis seconded, to approve the transfers as presented. On unanimous voice vote, Council President Hollenbaugh declared motion carried. A copy of the transfers is attached and made a part of these minutes.

Clerk read a listing of appointments and reappointments to City Boards and Commissions as submitted by Mayor Aspacher for confirmation by City Council. The listing is as follows:

New Appointments

Audit Committee	Mark Hollenbaugh	4 Years	5/31/2024
Audit Committee	Mark Cassin	4 Years	5/31/2024
Bicycle Safety Commission	Sam Alt	1 Year	5/31/2021
Income Tax Board of Review (City Council Appointment)	Randy Roberts	2 Years	5/31/2022
Historic Preservation	Wilfred Roudebush	2 Years	5/31/2022
Human Relations	Amy Jeffers	3 Years	5/31/2023
Human Relations	Emily Dunipace	3 Years	5/31/2023
Human Relations	Carol Bell	3 Years	5/31/2023
Job Creation & Retention Program	Greg Robinette	Ex Officio	
Parks and Recreation	Cal Bowers	5 Years	5/31/2025
Parks and Recreation	Bryan Hartzler	5 Years	5/31/2025
Tree	Chris Meyer	3 Years	5/31/2023

Re-Appointments

Bicycle Safety	Kirby Bucks	1 Year	5/31/2021
	Stephen Langendorfer	3 Years	5/31/2023
	Tyson Richmond	3 Years	5/31/2023
Bowling Green Housing Agency	Alisha Nenadovich	4 Years	5/31/2024
Civil Service	John Fawcett	6 Years	5/31/2026
Human Relations	Ellie Boyle	1 Year	5/31/2021
	Morgan Hollandsworth	3 Years	5/31/2023
Planning	Kris Phillips	6 Years	5/31/2026
Public Utilities	Megan Newlove	5 Years	5/31/2025
Records	Brian Bushong	3 Years	5/31/2023
Revolving Loan Fund	Greg Bakies	3 Years	5/31/2023
	Sue Clark	3 Years	5/31/2023
	John Eckel	3 Years	5/31/2023
	Wendy Headley	3 Years	5/31/2023
	Amanda Kress	3 Years	5/31/2023
Traffic	Dawn McCaghy	4 Years	5/31/2024
	Kent Strange	4 Years	5/31/2024
Tree	George Clemens	3 Years	5/31/2023
	Kent Reichert	3 Years	5/31/2023
Transportation Advisory	Shannon Fisher	3 Years	5/31/2023
	Jason Miller	3 Years	5/31/2023
	Cristy Walton	3 Years	5/31/2023
Zoning Appeals	Chris Ostrowski	4 Years	5/31/2024

Council Member Herald moved, Robinette seconded, to confirm the appointments as requested by the Mayor. On unanimous voice vote, Council President Hollenbaugh declared motion carried.

SPECIAL RECOGNITIONS – MAYOR ASPACHER

There were no special recognitions by Mayor Aspacher.

LOBBY VISITATIONS

There were no lobby visitations.

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 Herald, for the Committee-of-the-Whole, introduced a resolution in support of the #movingforwardBG campaign in its efforts to provide guidance and promote public safety as local commerce resumes.

OFFICIAL REPORTS

Mayor Mike Aspacher reported that the Governor issued guidance on the opening of pools, gyms and day camps. Mayor Aspacher indicated that he and members of the Administration have met with Parks and Recreation Director Kristin Otley and a decision regarding the opening of these things is expected to be made in the next couple of days. Mayor Aspacher also reported that at the most recent staff meeting a discussion was had regarding things that the City is doing to work with partners to help the downtown business sector. The Mayor noted that he is encouraged by seeing an increase in traffic throughout the City and encouraged citizens to continue to adhere to CDC guidelines regarding social distancing and the wearing of masks so that as things reopen they are reopening safely.

Municipal Administrator Lori Tretter reported that in consideration of health regulations that people be spaced when dining, and in an effort to provide support to the downtown businesses, Mayor Aspacher has requested that the Administration relook at plans and provisions for a Designated Outdoor Refreshment Area (DORA). The City is engaging with Downtown Bowling Green and that organization has reached out and received adequate commitments from establishments holding liquor licenses to go ahead with the next step which is the submission of an application to City Council. The application is currently being worked on with Downtown Bowling Green and the Mayor's Office. Once that application is submitted to Council, it will be necessary for the Clerk of Council to publish a notice in the paper once a week for two consecutive weeks. That notice is to alert the public that the application has been submitted and is available for public review and to announce a time and date for a public hearing. Because of the notice requirement and not having the application as of yet, that date is unknown. Council will be alerted as soon as it is received and the Clerk will coordinate the hearing date as soon as possible. Note that the law regarding DORA, found in ORC 4301.82, states that the legislative authority shall approve or disapprove the application... "not earlier than thirty but not later than sixty days after the initial publication of notice." Tretter indicated that she will forward sections of the code to Council for their review.

Council Member Rowland asked if there has been a decision made about what areas will be included in the DORA application. Tretter responded that is part of the application process and is in the process of being determined.

Tretter noted that those who usually give a report are in attendance via Zoom this evening and are available to answer any questions that Council may have.

Planning Director Heather Saylor reported that the Planning Commission will be holding a public hearing regarding the Gateway District at their regularly scheduled meeting on Wednesday, June 6, at 7:00 p.m. Saylor also noted that it is important that completion of the 2020 Census is encouraged to all citizens. She reported that the City is currently at 63.1% response rate, Wood County is at 67.1%, and the State of Ohio is at 64.8%. Saylor also encouraged Council Members to contract the Planning Department if they have any questions regarding the new outdoor dining regulations.

Council Member Zanfardino asked if the department has been receiving any sketches from downtown businesses. Saylor responded that they have received about a half dozen phone calls and three sketches. Council Member Robinette asked if anyone has applied to use the City parking lot. Saylor responded no. Council Member Leontis asked if there has been any discussion about businesses providing plastic bags for customers to store their masks safely while they are dining. Saylor responded no there has not. Council Member Rowland responded that that is perhaps up to the business owner or the Health Department.

Parks and Recreation Committee Kristin Otley had no report.

City Attorney Michael Marsh had no report.

Utilities Director Brian O'Connell had no report. Council Member Leontis asked O'Connell if there was an update on the recent electric outage and why it occurred. O'Connell responded that the outage was due to an issue with a transmission feed from Toledo Edison/First Energy coming in from the west side of town. He noted that the City electric staff responded quickly and had customers in Bowling Green back up and running in a short period of time. First Energy was able to locate the fault by Wednesday and make the necessary repairs and reestablish the second feed into the City. Robinette asked about the traffic light at Four Corners noting that while all the other lights were out,

that one was still working. O'Connell confirmed that the traffic light at that intersection is on a battery backup system.

Public Works Director Brian Craft had no report.

COUNCIL COMMITTEE REPORTS

Council Member Robinette reported that the Finance Committee will meet at 6:00 p.m. on June 1, 2020 in the Council Chamber. Robinette indicated that he plans to publish an agenda for the meeting prior to that time.

Council Member Phipps reported that the Planning, Zoning and Economic Development Committee held a public hearing earlier this evening regarding Ordinance #8846. Phipps noted that a report was heard from Planning Director Heather Saylor and three letters from citizens were read into the record. Council Member Herald commended Phipps on the manner in which she handled the public hearing via Zoom.

READING OF LEGISLATION

Clerk read Resolution #3765 in support of the #movingforwardBG campaign in its efforts to provide guidance and promote public safety as local commerce resumes, for first reading.

Council Member Herald moved, Rowland seconded, to suspend the rules and give Resolution #3765 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 Resolution #3765 for second and third reading by number and title only.

Council Member Herald moved, Zanfardino seconded, to adopt Resolution #3765. Herald read the resolution in its entirety and thanks Council President Hollenbaugh for his leadership regarding this matter. Herald further indicated that Hollenbaugh's attempt to balance the need for public safety and economic well-being is present in this resolution and he is encouraged that we as the Bowling Green community have people that are genuinely hoping to do the proper thing and support the local businesses while also protecting each other by adhering to the guidelines. He indicated that he thinks this is important and appreciates the work that President Hollenbaugh put into it.

Council Member Rowland added her support of the resolution. She thinks it is very much needed and it is written in a fashion that puts the emphasis where it belongs in saying that its everyone's duty to go about our business in a way that controls the spread of COVID-19. In other words, follow the CDC guidelines by wearing a mask when social distancing cannot be achieved. She noted that we are living in a new reality where everyone has to take individual responsibility to slow the spread of COVID-19.

Council Member Zanfardino thanked President Hollenbaugh for taking the initiative to get this started and he also appreciated Council Member Herald for reading it. Zanfardino indicated that the message is succinct, but important. Zanfardino noted that his concern is that as things loosen up that perhaps the use of masks will also loosen up. He wanted to second Rowland's comments that how well things will go locally is dependent on the actions of each individual.

Council Member Leontis also thanked President Hollenbaugh for his leadership on this resolution. He reminded citizens that the danger of being infected with COVID-19 is greater now than it was back in March because there are more contagious or infected people. He said that the other thing to keep in mind is that a person can be infected and not know it and can be contagious before they are showing symptoms. Lastly, he said that the virus is spread through tiny droplets from the lungs and can stay suspended in the air for many minutes. That is why wearing a mask is so important.

Council President Hollenbaugh added that for the last two months we have been successful in slowing the spread of the virus through collective actions. Things have been closed down and we haven't been able have the freedom of choice to go places. As things begin to open up it is now up to individual choices that people will make. Hollenbaugh

asked that as people go out that they make good individual choices as those choices will impact the ability to continue #movingforwardBG.

On roll call vote, Council Members Leontis, Phipps, Robinette, Rowland, Zanfardino, Herald, and Hollenbaugh voted yes. Council President Hollenbaugh declared motion carried, and Resolution #3765 adopted.

Clerk read Ordinance #8848 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 #8848 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 #8848 for second and third reading by number and title only.

Council Member Robinette moved, Zanfardino seconded, to adopt Ordinance #8848. On roll call vote, Council Members Robinette, Rowland, Zanfardino, Herald, Hollenbaugh, Leontis, and Phipps voted yes. Council President Hollenbaugh declared motion carried, and Ordinance #8848 adopted.

Clerk read Resolution #3763 approving the petitions for renewal and the Plan of Services to be provided by the Bowling Green Central Business Special Improvement District, Inc., and approving the properties of the municipal corporation in said Plan of Services and approving the City of Bowling Green's cooperative cost share, for second reading.

Council Member Zanfardino moved, Herald seconded, to suspend the rules and give Resolution #3763 its third reading. On roll call vote, Council Members Rowland, Zanfardino, Herald, Hollenbaugh, Leontis, Phipps, and Robinette voted yes. Council President Hollenbaugh declared motion carried, and rules suspended.

Clerk read Resolution #3763 for third reading by number and title only.

Council Member Zanfardino moved, Rowland seconded, to adopt Resolution #3763. On roll call vote, Council Members Zanfardino, Herald, Hollenbaugh, Leontis, Phipps, Robinette, and Rowland voted yes. Council President Hollenbaugh declared motion carried, and Resolution #3763 adopted.

Clerk read Resolution #3764 declaring the necessity to implement the Plan of Services adopted by the Bowling Green Central Business Special Improvement District, Inc., as approved in Resolution No. 3763 and declaring the necessity to levy a special assessment for the services set forth in said plan upon the lots and lands benefiting under the plan, for second reading.

Council Member Zanfardino moved, Herald seconded, to suspend the rules and give Resolution #3764 its third reading. On roll call vote, Council Members Herald, Hollenbaugh, Leontis, Phipps, Robinette, Rowland, and Zanfardino voted yes. Council President Hollenbaugh declared motion carried, and rules suspended.

Clerk read Resolution #3764 for third reading by number and title only.

Council Member Zanfardino moved, Herald seconded, to adopt Resolution #3764. On roll call vote, Council Members Hollenbaugh, Leontis, Phipps, Robinette, Rowland, Zanfardino, and Herald voted yes. Council President Hollenbaugh declared motion carried, and Resolution #3764 adopted.

Clerk read Resolution #3761 to approve agreements and authorize the Municipal Administrator to sign agreements between the City of Bowling Green and Ohio Logistics, Ltd. to provide incentives available for project development in the Bowling Green Community Reinvestment Area Number 6, for third reading.

Council Member Phipps moved, Zanfardino seconded, to adopt Resolution #3761. On roll call vote, Council Members Leontis, Phipps, Robinette, Rowland, Zanfardino, Herald, and Hollenbaugh voted yes. Council President Hollenbaugh declared motion carried, and Resolution #3761 adopted.

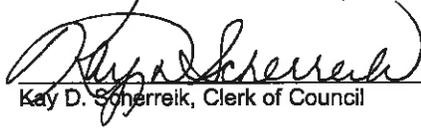
Clerk noted that Ordinance #8846 establishing interim zoning for approximately 40.586 acres of land at the southwest corner of Carter Road and East Poe Road, recently annexed to the City as petitioned for by the City of Bowling Green, of M-1 Light Industrial zoning comes off the table automatically.

Council Member Phipps moved, Zanfardino seconded, to amend Ordinance #8846 by substitution establish interim zoning of M-3 Business Park zoning. On roll call vote, Council Members Phipps, Robinette, Rowland, Zanfardino, Herald, Hollenbaugh, and Leontis voted yes. Council President Hollenbaugh declared motion carried, and Ordinance #8846 amended by substitution.

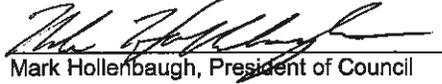
Council Member Phipps moved, Robinette seconded, to adopt Ordinance #8846 as amended. On roll call vote, Council Members Robinette, Rowland, Zanfardino, Herald, Hollenbaugh, Leontis, and Phipps voted yes. Council President Hollenbaugh declared motion carried, and Ordinance #8846 adopted as amended.

Council Member Robinette reminded citizens that the annual Memorial Day parade in Bowling Green has been canceled. He also noted that the Veterans group will be conducting a brief ceremony at the Wood County Courthouse and a program at Oak Grove Cemetery similar to what has been done in the past and later posted online for everyone to view. Robinette also encouraged local residents to line the parade route on May 31 at 2:00 p.m. for the graduating seniors from Bowling Green High School.

Council Member Herald moved, Rowland seconded, to adjourn. On unanimous voice vote, Council President Hollenbaugh adjourned the May 18, 2020 regular meeting of the City Council at 7:57 p.m., subject to call.



Kay D. Scherrek, Clerk of Council



Mark Hollenbaugh, President of Council



FINANCE DEPARTMENT
CITY OF BOWLING GREEN

May 18, 2020

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

Additional transfers requested for the month of May include:

Fund	Dept.	Account	Description	From	To
1010	190	92300	General, Miscellaneous, Transfer To Debt Service	\$ 385,000.00	
3025	000	69410	Debt Service, Revenue, Transfer From General		\$ 385,000.00
2030	180	92300	Parking , Parking, Transfer To Debt Service	\$ 527,250.00	
3025	000	69420	Debt Service, Revenue, Transfer From Special Revenue		\$ 527,250.00