

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

Minutes of

Meeting

BEAR GRAPHICS 800-325-8084 FORM NO. 10148

**MONDAY, JUNE 1, 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 Member Leontis was in attendance via teleconferencing. Council Member Phipps was unable to connect via teleconferencing in order to attend the meeting. Also present were Mayor Mike Aspacher, Municipal Administrator Lori Tretter, City Attorney Michael Marsh, and Utilities Director Brian O'Connell. Planning Director Heather Saylor, Parks and Recreation Director Kristin Otley, and Public Works Director Brian Craft were in attendance via teleconferencing.

Council Member Herald moved, Rowland seconded, to approve the minutes of the regular meeting held May 18, 2020 as distributed. On unanimous voice vote, Council President Hollenbaugh declared motion carried.

**CORRESPONDENCE**

Clerk of Council Kay Scherreik noted that a listing of budget transfers for the month of June was received from Finance Director Brian Bushong and distributed to Council prior to the meeting for approval. Council Member Rowland moved, Herald 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 also noted that the Financial Budget Summary report for the month of April 2020 was distributed to Council Members prior to the meeting.

**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 a resolution adopting the Estimate of Revenues for the year 2021.

Council Member Robinette, for the Finance Committee, introduced a resolution authorizing the Mayor to submit an application to request funding from U.S. Department of Commerce, Economic Development Administration, for the Woodbridge Business Park infrastructure improvements.

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 Robinette, for the Finance Committee, introduced an ordinance 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 Economic Development Administration (EDA) grant funding projects.

Council Member Robinette, for the Finance Committee, introduced an ordinance authorizing the Municipal Administrator to sign an LPA Agreement with the Ohio Department of Transportation (ODOT) and to advertise for bids and enter into a contract or contracts for design, engineering, right-of-way acquisition, construction, and other services relating to the construction of a roundabout at the intersection of E. Wooster Street and Campbell Hill Road.

Council Member Zarfardino, for the Community Improvement Committee, introduced a resolution adopting amendments to the Community Development Block Grant Citizen Participation Plan for the City of Bowling Green.

Council Member Leontis, for the Public Utilities Committee, introduced an ordinance accepting an easement for utility purposes from Whitson Properties, LLC.

### OFFICIAL REPORTS

Mayor Mike Aspacher commented on the parade held over the weekend for the graduating seniors from Bowling Green High School. He noted that it was a terrific event in light of recent events and the COVID-19 virus situation. He hoped residents had a chance to see it. Mayor Aspacher extended his congratulations to all of the graduating seniors, including Andrew Robinette, son of Council Member Greg Robinette.

Mayor Aspacher reported that the City's Safety Services distinguished themselves this weekend. The value of both the Fire Division and Police Division were on display over the weekend. The Mayor noted that on Saturday the Fire Division responded to a fire in an occupied apartment building on Main Street. The fire was extinguished and persons evacuated from the building with no injuries. On Sunday, the Police Division handled the peaceful protest that was held in Bowling Green. Mayor Aspacher noted that members of the Administration and the Police Chief met with the organizers of the protest on Saturday and indicated their support of their right to protest, but wanted keep the event both safe and peaceful. Mayor Aspacher said that Police Chief Tony Hetrick is incredible and he was impressed watching him interact with the leaders of the protest. The Mayor said he was proud of the Police Division from top to bottom in the appropriate and professional manner in which things were handled. The protest ended with no arrests or property damage.

Council Member Herald thanked the Mayor for all the work that was put in over the weekend and commended those who participated for the manner in which they conducted themselves allowing for the message to be heard.

Council Member Robinette congratulated the Mayor and every person in the City that was involved with the protest on Sunday evening for a well-executed opportunity for citizens to express their views.

Council Member Rowland complimented those young adults who were greeters along the way providing water to those who needed it. She was impressed with their kindness shown toward those who were marching and protesting.

Robinette spoke again regarding the comments made by the Mayor concerning the parade held for graduating seniors. He said that as a parent of a graduate he had the opportunity to drive one of the vehicles in the parade so he got to see the entire route. He wanted to take the opportunity on behalf of the graduating class to thank the citizens of Bowling Green for coming out and showing their support to the seniors.

Municipal Administrator Lori Tretter reported that copies of the Designated Outdoor Refreshment Application, commonly referred to as a DORA, were distributed to Council earlier this evening. Tretter indicated that this is the first step in the process of Council's consideration. The next step would be for Council to schedule a public hearing to allow for public input. Tretter noted that the public hearing needs to be advertised for two consecutive weeks, and Council is permitted to act on the DORA 30 days after receiving the application. Tretter also noted that the DORA application will be posted on the City's website as required.

Council President Hollenbaugh scheduled the public hearing to be held by Committee-of-the-Whole for 6:00 p.m. on Monday, June 15, 2020, in the Council Chamber.

Planning Director Heather Saylor had no report.

Parks and Recreation Director Kristin Otley had no report.

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 Robinette reported that the Finance Committee met earlier this evening and heard an update from Finance Director Brian Bushong on current City finances and the anticipated impact of the COVID-19 virus.

Council President Hollenbaugh thanked the Finance Director for his report.

#### **READING OF LEGISLATION**

Clerk read Resolution #3766 adopting the Estimate of Revenues for the year 2021, for first reading.

Clerk read Resolution #3767 authorizing the Mayor to submit an application to request funding from U.S. Department of Commerce, Economic Development Administration, for the Woodbridge Business Park infrastructure improvements, for first reading.

Clerk read Resolution #3768 adopting amendments to the Community Development Block Grant Citizen Participation Plan for the City of Bowling Green, for first reading.

Clerk read Ordinance #8849 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, Herald seconded, to suspend the rules and give Ordinance #8849 its second and third reading. On roll call vote, Council Members Hollenbaugh, Leontis, Robinette, Rowland, Zanfardino, and Herald voted yes. Council President Hollenbaugh declared motion carried, and rules suspended.

Clerk read Ordinance #8849 for second and third reading by number and title only.

Council Member Robinette moved, Rowland seconded, to adopt Ordinance #8849. On roll call vote, Council Members Leontis, Robinette, Rowland, Zanfardino, Herald, and Hollenbaugh voted yes. Council President Hollenbaugh declared motion carried, and Ordinance #8849 adopted.

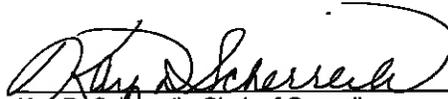
Clerk read Ordinance #8850 authorizing the Municipal Administrator and the Utilities Director to seek qualifications and/or advertise for bids and enter into a contract or contracts for design, engineering, right-of-way acquisition, construction, and other services relating to the Economic Development Administration (EDA) grant funding projects, for first reading.

Clerk read Ordinance #8851 authorizing the Municipal Administrator to sign an LPA Agreement with the Ohio Department of Transportation (ODOT) and to advertise for bids and enter into a contract or contracts for design, engineering, right-of-way acquisition, construction, and other services relating to the construction of a roundabout at the intersection of E. Wooster Street and Campbell Hill Road, for first reading.

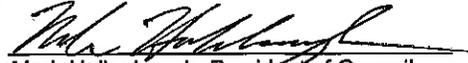
Clerk read Ordinance #8852 accepting an easement for utility purposes from Whitson Properties, LLC, for first reading.

Council Member Rowland moved, Herald seconded, to excuse Council Member Phipps from this evening's meeting. On unanimous voice vote, Council President Hollenbaugh declared motion carried.

Council Member Herald moved, Rowland seconded, to adjourn. On unanimous voice vote, Council President Hollenbaugh adjourned the June 1, 2020 regular meeting of the City Council at 7:30 p.m., subject to call.



Kay D. Scherreik, Clerk of Council



Mark Hollenbaugh, President of Council



**FINANCE DEPARTMENT**  
CITY OF BOWLING GREEN

June 1, 2020

TO: Bowling Green City Council

FROM: Brian Bushong, Finance Director

Transfers requested for the month of June include:

Fund	Dept.	Account	Description	From	To
1010	190	92400	General, Miscellaneous, Transfer To Capital Projects	\$ 2,911.67	
4030	000	69410	Green Space Acquisition Fund, Revenue, Transfer From General		\$ 2,911.67
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
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	\$ 33,621.88	
3025	000	69440	Debt Service, Revenue, Transfer From Capital Projects		\$ 33,621.88
4018	810	92400	Capital Improvement, Capital Improvement, Transfer To Capital Projects	\$ 28,283.33	
4005	000	69440	Equipment Capital Reserve, Revenue, Transfer From Capital Projects		\$ 28,283.33
4056	710	92300	City Park Building Fund, Recreation Department, Transfer To Debt Service	\$ 1,010,000.00	
3025	000	69440	Debt Service, Revenue, Transfer From Capital Projects		\$ 1,010,000.00
4029	423	92300	Street Repair, Street Repair, Transfer To Debt Service	\$ 37,824.90	
3025	000	69440	Debt Service, Revenue, Transfer From Capital Projects		\$ 37,824.90
4055	710	92300	Aquatic Facility Capital Improvement, Recreation Department, Transfer To Debt Service	\$ 20,764.06	
3025	000	69440	Debt Service, Revenue, Transfer From Capital Projects		\$ 20,764.06
2016	710	92300	Park, Playground and Recreation, Recreation Department, Transfer To Debt Service	\$ 19,209.90	

3025	000	69420	Debt Service, Revenue, Transfer From Special Revenue		\$ 19,209.90
5111	651	92500	Electric Revenue, Administrative and General, Transfer To Enterprise	\$ 184,213.00	
5112	000	69450	Electric Capital Reserve, Revenue, Transfer From Enterprise		\$ 184,213.00
5221	651	92500	Water Revenue, Administrative and General, Transfer To Enterprise	\$ 91,772.50	
5222	000	69450	Water Capital Reserve, Revenue, Transfer From Enterprise		\$ 91,772.50
5331	651	92500	Sewer Revenue, Administrative and General, Transfer To Enterprise	\$ 42,064.00	
5332	000	69450	Sewer Capital Reserve, Revenue, Transfer From Enterprise		\$ 42,064.00
<b>Total</b>				<b>\$ 1,480,390.24</b>	<b>\$ 1,480,390.24</b>

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