

RECORD OF PROCEEDINGS
CITY OF BOWLING GREEN CITY COUNCIL

Minutes of

Meeting

BEAR GRAPHICS 800-325-8284 FORM NO. 10148

MONDAY, JANUARY 4, 2021

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, and Robinette were present. Council Members Phipps, Rowland, and Zanfardino attended the meeting via teleconferencing. Also present were Mayor Mike Aspacher, Municipal Administrator Lori Tretter, and City Attorney Michael Marsh. Public Works Director Brian Craft, Utilities Director Brian O'Connell, Planning Director Heather Sayler, and Parks and Recreation Director Kristin Otley were not present.

Council Member Herald moved, Robinette seconded, to approve the minutes of the regular meeting held December 21, 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 January was received from Finance Director Brian Bushong and distributed to Council prior to the meeting for approval. Council Member Robinette 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.

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 Herald, for the Committee-of-the-Whole, introduced a resolution honoring Neocles Leontis, Member of the Council of the City of Bowling Green, Ohio.

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, 2021 and ending December 31, 2021.

OFFICIAL REPORTS

Mayor Mike Aspacher had no report, but wished Council Members a Happy New Year and noted that they should prepare for a busy 2021.

Municipal Administrator Lori Tretter reported that the Human Relations Commission will be holding a virtual Martin Luther King, Jr. celebration event on January 18 at 7 p.m. She noted that more details will follow as they become available.

Council Member Herald thanked Tretter for providing the information from the Ad Hoc Sustainability Committee.

City Attorney Michael Marsh had no report.

COUNCIL COMMITTEE REPORTS

Council Member Herald referred to an email he sent Sunday night to Council Members and members of the Administration suggesting that City Council give some thought to updating the committee structure and consider either adding sustainability to one of the current committees or restructure committee responsibilities and have sustainability be its own committee maintaining the current number of seven committees. He noted that his concern is that as the community becomes more mindful of sustainability that if Council does not make it its own committee and different aspects of it are divided among the other committees, that it will get lost. He said that he wanted to get an idea of what direction Council would like to move.

Council Member Rowland stated that the Mayor just told City Council that there is going to be a lot of work to be done in 2021. She suggested that Council Members think about it and discuss it at the upcoming annual strategic planning session when Council sets its goals.

President Hollenbaugh indicated that he doesn't think this is something that needs to be taken care of now, but Council can have an ongoing discussion about it throughout the year and if enough members feel that there needs to be a change to the committee structure then it could be addressed perhaps in the second or third quarter of the year.

Council Member Herald stated that he would like to see it moved along faster because the report from the Ad Hoc Sustainability Committee is due soon and with issues like composting also coming up soon, he'd rather be ready for it than have to be reactive.

Council Member Robinette commented that his view is similar to President Hollenbaugh's in that he'd like to see what the Ad Hoc Committee has to say first and then he'd be willing to entertain a specific proposal.

Council Member Phipps commented that she believes it is up to Council where its time is spent and what responsibilities the committees have and she likes Council Member Rowland's idea of discussing this in more detail at the strategic planning session in February. She also stated that she believes there is a lot of work for a standing Council sustainability committee to do right now and in the future.

President Hollenbaugh responded that issues don't go unresolved just because they don't have a properly named committee assigned to them, but he is open to having the discussion. He doesn't feel that there is a sense of urgency.

Council Member Zanfardino commented that he liked what Council Member Phipps said and this Council is a very sustainability focused group and feels that these issues need to drive the work of Council.

Council Member Robinette noted that the Finance Committee will meet at 6:00 p.m. on January 19 to hear a quarterly report on the City's finances.

Council President Hollenbaugh noted that it has been tradition that Council meet early in the new year to establish its goals for the upcoming year. Hollenbaugh further noted that Council has a number of goals that were established for 2020 that are in various stages of completion. He indicated that he'd like to see Council focus on those issues not completed and get them resolved this year. Hollenbaugh requested that Council Members email him before the next Council meeting regarding their preference on whether Council should do which of the following:

- Create new goals for 2021;
- Focus on finishing unresolved goals from 2020;
- Or have a meeting that doesn't involve setting new goals and review progress on 2020 goals and discuss new topics that don't necessarily involve setting new goals.

He asked Council Members to email him sometime in the next two weeks letting him know of their preference so that a meeting can be scheduled.

Council Member Herald suggested that the meeting be a combination of all three options or a two-tiered option of discussing the unresolved goals from 2020 with the addition of any new goals set forth for 2021.

Council Member Robinette commented that he is also concerned about the pause that was taken in 2020 due to the pandemic. He reminded Council that the goals set by Council early in the year are primarily used in aiding the Administration in the budgeting process for the following year. Any goals that are established now will be on the table for discussion and possible completion in the next budget year which is 2022. Robinette noted that there are unresolved issues from 2020 currently on the table and were included in the budget and will likely take a great deal of effort to complete them by the end of 2021. Any efforts on goals setting now should be focused on the next budget cycle, not to start something new in 2021.

Herald indicated that he agreed with Robinette and the City has made great strides towards goals currently on the list. However, there is the possibility of having goals that aren't as great in stature that do need attention. Therefore, he would not close the door on the possibility that Council would have goals that could be handled without much resource allocation and also in this year. Herald gave the example of establishing a Council committee on sustainability. He indicated that that could be done with the expenditure of any additional resources.

READING OF LEGISLATION

Clerk read Resolution #3786 honoring Neocles Leontis, Member of the Council of the City of Bowling Green, Ohio, for first reading.

Council Member Herald moved, Zanfardino seconded, to suspend the rules and give Resolution #3786 its second and third reading. On roll call vote, Council Members Hollenbaugh, Phipps, Robinette, Rowland, Zanfardino, and Herald voted yes. Council President Hollenbaugh declared motion carried, and rules suspended.

Clerk read Resolution #3786 for second and third reading by number and title only.

Council Member Herald moved, Rowland seconded, to adopt Resolution #3786. Council President Hollenbaugh asked Herald to read the resolution in its entirety. On roll call vote, Council Members Phipps, Robinette, Rowland, Zanfardino, Herald, and Hollenbaugh voted yes. Council President Hollenbaugh declared motion carried.

Clerk read Ordinance #8894 providing supplemental appropriations for the current expenses and other expenditures of the City of Bowling Green, Ohio, during the fiscal year beginning January 1, 2021 and ending December 31, 2021, for first reading.

Council Member Robinette moved, Herald seconded, to suspend the rules and give Ordinance #8894 its second and third reading. On roll call vote, Council Members Robinette, Rowland, Zanfardino, Herald, Hollenbaugh, and Phipps voted yes. Council President Hollenbaugh declared motion carried, and rules suspended.

Clerk read Ordinance #8894 for second and third reading by number and title only.

Council Member Robinette moved, Herald seconded, to adopt Ordinance #8894. On roll call vote, Council Members Rowland, Zanfardino, Herald, Hollenbaugh, Phipps, and Robinette voted yes. Council President Hollenbaugh declared motion carried, and Ordinance #8894 adopted.

Clerk read Ordinance #8891 authorizing the Utilities Director to apply for a loan and execute an agreement with the Ohio EPA/Ohio Water Development Authority for Water Supply Revolving Loan Account funding for the design and construction of the Village Subdivision water main improvements, for second reading.

Clerk read Ordinance #8892 authorizing the Utilities Director to advertise a request for qualifications and enter into a contract or contracts for engineering services for the Village Subdivision water main improvements, for second reading.

Clerk read Ordinance #8893 authorizing the Utilities Director to advertise a request for qualifications and enter into a contract or contracts for engineering services for the West Wooster Street water and sewer improvements, for second reading.

Clerk read Ordinance #8883 approving the Addendum to Memorandum of Understanding and Cooperative Power Supply Agreement with Bowling Green State University, for third reading.

Council Member Herald moved, Zanfardino seconded, to adopt Ordinance #8883. On roll call vote, Council Members Zanfardino, Herald, Hollenbaugh, Phipps, Robinette, and Rowland voted yes. Council President Hollenbaugh declared motion carried, and Ordinance #8883 adopted.

Clerk read Ordinance #8885 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 the design, engineering, right-of-way acquisition, construction, and other services relating to the resurfacing of State Route 64 in Bowling Green from Campbell Hill Road to the CSX Railroad and from N. Church Street to the Bowling Green Corporation Line, for third reading.

Council Member Herald moved, Rowland seconded, to adopt Ordinance #8885. On roll call vote, Council Members Herald, Hollenbaugh, Phipps, Robinette, Rowland, and Zanfardino voted yes. Council President Hollenbaugh declared motion carried, and Ordinance #8885 adopted.

Clerk read Ordinance #8886 amending the Zoning District Map of the City of Bowling Green for 2.761 acres of land located generally at the northwest corner of Thurstin Avenue and East Wooster Street and including the public parking lot on Manville Avenue from S-3 Planned Institutional and R-2 Single Family Residential Zoning to the Bowling Green Gateway Zoning District, for third reading.

Council Member Phipps moved, Robinette seconded, to table Ordinance #8886 until February 1, 2021 at which time a public hearing will be held. On roll call vote, Council Members Hollenbaugh, Phipps, Robinette, Rowland, Zanfardino, and Herald voted yes. Council President Hollenbaugh declared motion carried, and Ordinance #8886 tabled until February 1, 2021.

Clerk read Ordinance #8887 rezoning .14 acres located generally at 518 and 522 East Wooster Street from B-5 Transitional Central Business District Zoning to the Bowling Green Gateway District Zoning, for third reading.

Council Member Phipps moved, Rowland seconded, to table Ordinance #8887 until February 1, 2021 at which time a public hearing will be held. On roll call vote, Council Members Phipps, Robinette, Rowland, Zanfardino, Herald, and Hollenbaugh voted yes. Council President Hollenbaugh declared motion carried, and Ordinance #8887 tabled until February 1, 2021.

Clerk read Ordinance #8888 vacating alley from Manville Avenue between Derby Avenue and Eighth Street, for third reading.

Council Member Phipps moved, Robinette seconded, to table Ordinance #8888 until January 19, 2021 at which time a public hearing will be held. On roll call vote, Council Members Robinette, Rowland, Zanfardino, Herald, Hollenbaugh, and Phipps voted yes. Council President Hollenbaugh declared motion carried, and Ordinance #8888 tabled until January 19, 2021.

Council Member Herald moved, Robinette seconded, to adjourn. On unanimous voice vote, Council President Hollenbaugh adjourned the January 4, 2021 regular meeting of the City Council at 7:38 p.m., subject to call.


Kay D. Scherrek, Clerk of Council


Mark Hollenbaugh, President of Council



FINANCE DEPARTMENT
CITY OF BOWLING GREEN

January 4, 2021

TO: Bowling Green City Council

FROM: Brian Bushong, Finance Director

Transfers requested for the month of January include:

Fund	Dept.	Account	Description	From	To
1010	190	92400	General, Miscellaneous, Transfer To Capital Projects	\$ 2,890.50	
4030	000	69410	Green Space Acquisition Fund, Revenue, Transfer From General		\$ 2,890.50
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	\$ 2,500.00	
2007	000	69410	Payroll Stabilization, Revenue, Transfer From General		\$ 2,500.00
2016	710	92300	Park, Playground and Recreation, Recreation Department, Transfer To Debt Service	\$ 17,239.06	
3025	000	69420	Debt Service, Revenue, Transfer From Special Revenue		\$ 17,239.06
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	\$ 42,913.54	
3025	000	69440	Debt Service, Revenue, Transfer From Capital Projects		\$ 42,913.54
4018	810	92400	Capital Improvement, Capital Improvement, Transfer To Capital Projects	\$ 6,666.67	
4005	000	69440	Equipment Capital Reserve, Revenue, Transfer From Capital Projects		\$ 6,666.67
4018	810	92400	Capital Improvement, Capital Improvement, Transfer To Capital Projects	\$ 833.33	
4010	000	69440	Facility Capital Reserve, Revenue, Transfer From Capital Projects		\$ 833.33

4029	810	92300	Street Repair, Capital Improvement, Transfer To Debt Service	\$ 37,876.56	
3025	000	69440	Debt Service, Revenue, Transfer From Capital Projects		\$ 37,876.56
4055	710	92300	Aquatic Facility Capital Improvement, Recreation Department, Transfer To Debt Service	\$ 20,943.23	
3025	000	69440	Debt Service, Revenue, Transfer From Capital Projects		\$ 20,943.23
5111	651	92500	Electric Revenue, Administrative and General, Transfer To Enterprise	\$ 2,450,000.00	
5112	000	69450	Electric Capital Reserve, Revenue, Transfer From Enterprise		\$ 2,450,000.00
5111	651	92500	Electric Revenue, Administrative and General, Transfer To Enterprise	\$ 513,372.00	
5112	000	69450	Electric Capital Reserve, Revenue, Transfer From Enterprise		\$ 513,372.00
5221	651	92500	Water Revenue, Administrative and General, Transfer To Enterprise	\$ 60,895.00	
5222	000	69450	Water Capital Reserve, Revenue, Transfer From Enterprise		\$ 60,895.00
5331	651	92500	Sewer Revenue, Administrative and General, Transfer To Enterprise	\$ 48,562.00	
5332	000	69450	Sewer Capital Reserve, Revenue, Transfer From Enterprise		\$ 48,562.00
Total				\$ 3,214,416.89	\$ 3,214,416.89