

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

Minutes of

Meeting

DIXTON LEGAL BLANK, INC., FORM NO. 10149

MONDAY, MARCH 1, 2021

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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, and Zanfardino were present. Council Members Dennis and Phipps attended via teleconferencing. Council Member Rowland was not present. 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 were not present.

Council Member Herald noted that he requested a correction in the minutes prior to the meeting and the Clerk distributed that change to Council Members. Herald moved, Zanfardino seconded, to approve the minutes of the regular meeting held February 16, 2021 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 March 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.

Clerk also noted for the record that copies of the Budget Summary Report for the month of January 2021 was distributed to Council prior to this evening's meeting.

Clerk read three Fiscal Officer's Certificates relating to the following:

- To provide for the issuance and sale of bonds in the maximum principal amount of \$8,885,000 for the purpose of paying costs of construction, furnishing and equipping a new City Administrative Services Building, including the demolition of a portion of a building currently on the proposed site and the old City Building, clearing and improving those sites, constructing and paving a parking lot and related entry drives, and including landscaping;
- to provide for the issuance and sale of bonds in the maximum principal amount of \$8,885,000 for the purpose of paying costs of improving the City's Park and Recreation facilities by construction, furnishing, and including landscaping, paving an entry drive and parking lot, and construction of a patio, together with necessary incidental appurtenances and such other costs of those improvements as are permitted by Revised Code Section 133.15 to be funded from the proceeds of securities;
- to provide for the issuance and sale of bonds in the maximum principal amount of \$3,000,000 for the purpose of refunding at a lower interest cost for certain of the City's outstanding various purpose improvement and refunding bonds, series 2013, dated March 13, 2013.

LOBBY VISITATIONS

Mary Hinkleman, Executive Director of the Bowling Green Chamber of Commerce, noted that the Chamber conducted a survey at the beginning of 2021, in conjunction with Bowling Green Economic Development and BGSU Center for Regional Development, to gather information on the impact of the pandemic and recovery on local businesses. Around 100 responses to the survey were received. A presentation of the analysis of this survey will be given on March 10 at 8:00 a.m. through a Zoom meeting platform. Those interested in attending may register on the Chamber's website. Hinkleman also reported that the State of the City video presentation will be released also on March 10 at 9:00 a.m.

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, 2021 and ending December 31, 2021.

Council Member Robinette, for the Finance Committee, introduced an ordinance to provide for the issuance and sale of bonds in the maximum principal amount of \$8,885,000 for the purpose of paying costs of construction, furnishing and equipping a new City Administrative Services Building, including the demolition of a portion of a building currently on the proposed site and the old City Building, clearing and improving those sites, constructing and paving a parking lot and related entry drives, and including landscaping, together with necessary and incidental appurtenances and such other costs of those improvements as are permitted by Revised Code Section 133.15 to be funded from the proceeds of securities, and declaring an emergency.

Council Member Robinette, for the Finance Committee, introduced an ordinance to provide for the issuance and sale of bonds in the maximum principal amount of \$1,115,000 for the purpose of paying costs of improving the City's Park and Recreation facilities by construction, furnishing, and including landscaping, paving an entry drive and parking lot, and construction of a patio, together with necessary incidental appurtenances and such other costs of those improvements as are permitted by Revised Code Section 133.15 to be funded from the proceeds of securities, and declaring an emergency.

Council Member Robinette, for the Finance Committee, introduced an ordinance to provide for the issuance and sale of bonds in the maximum principal amount of \$3,000,000 for the purpose of refunding at a lower interest cost for certain of the City's outstanding various purpose improvement and refunding bonds, series 2013, dated March 13, 2013, and declaring an emergency.

Council Member Herald, for the Transportation & Safety Committee, introduced a resolution authorizing the filing of (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, Formula Grants for Rural Areas, Ohio's Rural Transportation Program and/or the Ohio Transit Partnership Program and executing a contract for the FY 2022 Ohio Elderly and Disabled Transit Fare Assistance Program, and 5339 and/or 5311 funding for capital and/or operating assistance, and the Ohio Transit Partnership Program, and executing a contract with the Ohio Department of Transportation upon project approval.

Council Member Phipps, for the Planning, Zoning and Economic Development Committee, introduced an ordinance accepting annexation of approximately 10.822 acres of land in Center Township, Wood County, Ohio from Richard E. and Judith L. Carpenter, petitioners.

Council Member Phipps, for the Planning, Zoning and Economic Development Committee, introduced an ordinance establishing interim zoning of M-3 Business Park Zoning for the approximately 10.822 acres of land located on Bowling Green Road West and recently annexed to the City as petitioned for by Richard E. and Judith L. Carpenter.

OFFICIAL REPORTS

Mayor Mike Aspacher had no report.

Municipal Administrator Lori Tretter reported that correspondence has been sent to citizens regarding the City's recycling program and the newly created composting program. Tretter noted that the composting program will be available the last week of March. In response to questions regarding specifics about the composting program, Tretter indicated that more details will be forthcoming as the program is rolled out to all citizens.

Planning Director Heather Saylor had no report.

City Attorney Michael Marsh had no report.

COUNCIL COMMITTEE REPORTS

Council Member Zanfardino reported that the Community Improvement Committee met earlier this evening to resume its discussion of rental registration, etc. in Bowling Green. The committee discussed the registry portion, but would like to be going to explore the licensing and inspection portions of the legislation as well. Zanfardino scheduled two meetings of the Community Improvement Committee for the month of April. The first meeting will be held on April 5 at 6:00 p.m. with the second meeting scheduled for April 19 at 6:00 p.m. Both meetings will be held in the Council Chamber.

Council Member Phipps scheduled a public hearing for the ordinance establishing interim zoning for the Carpenter property for Monday, April 5, at 6:45 p.m. in the Council Chamber.

READING OF LEGISLATION

Clerk read Resolution #3790 authorizing the filing of (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, Formula Grants for Rural Areas, Ohio's Rural Transportation Program and/or the Ohio Transit Partnership Program and executing a contract for the FY 2022 Ohio Elderly and Disabled Transit Fare Assistance Program, and 5339 and/or 5311 funding for capital and/or operating assistance, and the Ohio Transit Partnership Program, and executing a contract with the Ohio Department of Transportation upon project approval, for first reading.

Clerk read Ordinance #8906 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 #8606 its second and third reading. On roll call vote, Council Members Herald, Hollenbaugh, Phipps, Robinette, Zanfardino, and Dennis voted yes. Council President Hollenbaugh declared motion carried, and rules suspended.

Clerk read Ordinance #8906 for second and third reading by number and title only.

Council Member Robinette moved, Herald seconded, to adopt Ordinance #8906. On roll call vote, Council Members Hollenbaugh, Phipps, Robinette, Zanfardino, Dennis, and Herald voted yes. Council President Hollenbaugh declared motion carried, and Ordinance #8906 adopted.

Clerk read Ordinance #8907 to provide for the issuance and sale of bonds in the maximum principal amount of \$8,885,000 for the purpose of paying costs of construction, furnishing and equipping a new City Administrative Services Building, including the demolition of a portion of a building currently on the proposed site and the old City Building, clearing and improving those sites, constructing and paving a parking lot and related entry drives, and including landscaping, together with necessary and incidental appurtenances and such other costs of those improvements as are permitted by Revised Code Section 133.15 to be funded from the proceeds of securities, and declaring an emergency, for first reading.

Council Member Robinette moved, Zanfardino seconded, to adopt the emergency clause for Ordinance #8907. On roll call vote, Council Members Phipps, Robinette, Zanfardino, Dennis, Herald, and Hollenbaugh voted yes. Council President Hollenbaugh declared motion carried, and the emergency clause adopted.

Clerk read Ordinance #8908 to provide for the issuance and sale of bonds in the maximum principal amount of \$1,115,000 for the purpose of paying costs of improving the City's Park and Recreation facilities by construction, furnishing, and including landscaping, paving an entry drive and parking lot, and construction of a patio, together with necessary incidental appurtenances and such other costs of those improvements as are permitted by Revised Code Section 133.15 to be funded from the proceeds of securities, and declaring an emergency, for first reading.

Council Member Robinette moved, Herald seconded, to adopt the emergency clause for Ordinance #8908. On roll call vote, Council Members Robinette, Zanfardino, Dennis, Herald, Hollenbaugh, and Phipps voted yes. Council President Hollenbaugh declared motion carried, and the emergency clause adopted.

Clerk read Ordinance #8909 to provide for the issuance and sale of bonds in the maximum principal amount of \$3,000,000 for the purpose of refunding at a lower interest cost for certain of the City's outstanding various purpose improvement and refunding bonds, series 2013, dated March 13, 2013, and declaring an emergency, for first reading.

Council Member Robinette moved, Herald seconded, to adopt the emergency clause for Ordinance #8909. On roll call vote, Council Members Zanfardino, Dennis, Herald, Hollenbaugh, Phipps, and Robinette voted yes. Council President Hollenbaugh declared motion carried, and the emergency clause adopted.

Clerk read Ordinance #8910 accepting annexation of approximately 10.822 acres of land in Center Township, Wood County, Ohio from Richard E. and Judith L. Carpenter, petitioners, for first reading.

Clerk read Ordinance #8911 establishing interim zoning of M-3 Business Park Zoning for the approximately 10.822 acres of land located on Bowling Green Road West and recently annexed to the City as petitioned for by Richard E. and Judith L. Carpenter, for first reading.

Clerk read Ordinance #8903 certifying unpaid cost of weed mowing to the County Auditor for placement on the tax duplicate, for second reading.

Clerk read Ordinance #8904 authorizing the Utilities Director to enter into a real estate agreement for the exchange of real estate between the City of Bowling Green and McEwen Realty, for second reading.

Clerk read Ordinance #8905 authorizing the Utilities Director to advertise for bids and enter into a contract or contracts for the transformer replacement at the Gypsy Lane Substation, for second reading.

Clerk read Ordinance #8901 authorizing the Municipal Administrator to enter into a contract with Hull & Associates, Inc., for design and engineering and to advertise for bids and enter into a contract or contracts for the construction of a MARCS communication tower, for third reading.

Council Member Robinette moved, Herald seconded, to adopt Ordinance #8901. On roll call vote, Council Members Dennis, Herald, Hollenbaugh, Phipps, Robinette, and Zanfardino voted yes. Council President Hollenbaugh declared motion carried, and Ordinance #8901 adopted.

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

Council President Hollenbaugh noted that the City's mask mandate will expire on March 31. He stated that Council will have to decide at the March 15 meeting Council regarding an extension. He suggested that interested citizens contact their Council Member regarding this issue.

Council Member Dennis welcomed members of Boy Scout Troup 422 who attended this evening's meeting via Zoom to work towards earning merit badges.

Council Member Herald moved, Robinette seconded, to adjourn. On unanimous voice vote, Council President Hollenbaugh adjourned the March 1, 2021 regular meeting of the City Council at 7:25 p.m., subject to call.


Kay D. Scherreik, Clerk of Council


Mark Hollenbaugh, President of Council



FINANCE DEPARTMENT
CITY OF BOWLING GREEN

March 1, 2021

TO: Bowling Green City Council

FROM: Brian Bushong, Finance Director

Transfers requested for the month of March 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	423	92300	Street Repair, Street Repair, 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
2030	180	92100	Parking , Parking, Transfer To General	\$ 2,710.77	
1010	000	69420	General, Revenue, Transfer From Special Revenue		\$ 2,710.77
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				\$ 767,127.66	\$ 767,127.66