

## Regular Council

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The regular meeting of the Waterville Council was called to order by Mayor Lori Brodie at 7:30 p.m. in the Council Chambers of the Waterville Municipal Building.

A prayer was offered by Mr. Pedro. The Pledge of Allegiance was then recited.

Present at roll call were Mr. Bruno, Mrs. Bruno, Mr. Frey, Mayor Brodie, Mr. Rozic, Mr. Pedro and Mrs. Duncan.

Also present this evening were Jim Bagdonas, Administrator; Kristin Wacha, Assistant Law Director and Melissa Cook, Recording Secretary.

### Staff Present:

Jon Gochenour – Director of Finance and Administration, Clerk of Council

### Citizens Present:

Please see Citizens' Sign-In Sheet, Exhibit A, Page 1 for a list of people present.

### Approval of Minutes

Mr. Rozic moved to approve the minutes of the November 13, 2018 Regular Council meeting. Mrs. Bruno seconded the motion, which passed by voice vote. Mayor Brodie abstained.

### Citizens Comments

None

### Staff Reports

Administration: Mr. Bagdonas

- Stated that he didn't have anything to add to his report that wasn't agenda specific.

Assistant Law Director: Ms. Wacha – No report.

Finance Director: Mr. Gochenour

- Reviewed details from the October 2018 Month End Finance Report highlighting fund balances, investments and income tax revenues.

### Communications from Council Members/Committees

A. Two Appointments to Volunteer Fire Fighters' Dependents Fund Board

Mayor Brodie made a motion to reappoint Mr. Pedro and Mrs. Bruno to the Volunteer Fire Fighters' Dependents Fund Board. Mr. Rozic seconded the motion, which passed by unanimous voice vote.

Mr. Bagdonas stated that the annual meeting of the board will be held on December 10, 2018 at 7:15 p.m. at the Municipal Building.

Mrs. Duncan – No report.

Mr. Pedro – No report.

Mr. Rozic – No report.

Mr. Frey – No report.

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Mrs. Bruno – No report.

Mr. Bruno – No report.

### Executive Session

Mr. Pedro made a motion to move into Executive Session for a Conference with the Assistant Law Director concerning ORC 121.22(G) (1), Appointment and Compensation of Public Employees or Officials at 7:43 p.m. Mr. Frey seconded the motion.

Roll Call: Mayor Brodie – yes, Mr. Frey – yes, Mr. Bruno – yes, Mrs. Duncan – yes, Mr. Pedro – yes, Mrs. Bruno – yes, Mr. Rozic – yes. The motion passed unanimously.

### Return to Regular Session

Mrs. Duncan made a motion to come out of Executive Session and resume the regular Council meeting at 7:52 p.m. Mrs. Bruno seconded the motion.

Roll Call: Mr. Rozic – yes, Mrs. Bruno – yes, Mr. Pedro – yes, Mrs. Duncan – yes, Mr. Bruno – yes, Mr. Frey – yes, Mayor Brodie – yes. The motion passed unanimously.

### OLD BUSINESS

#### A. FORMATION OF A UNION CEMETERY DISTRICT – POSSIBLE FORMATION OF A UNION CEMETERY DISTRICT WITH WATERVILLE TOWNSHIP AND THE VILLAGE OF WHITEHOUSE

On May 31, Mr. Bagdonas attended a meeting concerning cemetery maintenance and the possible formation of a Union Cemetery District as provided in Section 759.27 of the Ohio Revised Code by the City of Waterville, Waterville Township, and the Village of Whitehouse. There are currently five public cemeteries within the three jurisdictions. (1 – Waterville City, 1 – Waterville Township, 3 – Whitehouse). Waterville Township is in favor of the formation of a District. A memo with more detailed information on this issue was included in the June 25 Council Packet. Information on Fort Meigs Union Cemetery in Perrysburg City and Township was included in the July 23 Council packet. A joint meeting of the elected officials from the City, the Township, and the Village was held on Tuesday, October 23 at 6:30 p.m. in the Whitehouse Village Council Chamber to discuss this matter. The consensus of the group seemed to be to move forward with the formation of a Union Cemetery District. Each of the three members of the District would need to pass legislation to form the District. Each jurisdiction designated two representatives to serve on a Committee to discuss the formation of a District in more detail. A summary of the October 25, 2018 Union Cemetery Committee meeting was included in the November 13 packet.

#### B. ORDINANCE 23-18 AN ORDINANCE ACCEPTING THE ANNEXATION OF THE TERRITORY PROPOSED FOR ANNEXATION BY THE PETITION FILED BY PHILIP L. DOMBEY, AGENT (MILLER/BROWNING), ON JULY 11, 2018 WITH THE LUCAS COUNTY BOARD OF COMMISSIONERS

##### Second Reading

On July 11, 2018, a petition was filed for the annexation of approximately 43.491 acres on the south side of Neapolis-Waterville Road approximately ½ mile west of Waterville-Monclova Rd. The Lucas County Commissioners approved the petition on September 11, 2018. The City Clerk received the written notice of the Commissioners' approval on October 1, 2018. The City must accept the annexation not less than 60, nor more than 120 days from the day the written notice was received. This Ordinance

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would formally accept the annexation as approved by the Commissioners.

**C. PUBLIC HEARING – RESOLUTION 60-18 A RESOLUTION APPROVING AND ADOPTING THE CITY OF WATERVILLE FY2019 FIVE-YEAR CAPITAL PLANNING PROGRAM FOR ALL MUNICIPAL FUNDS AND DEPARTMENTS**

This is the annual 5-Year Capital Planning Program. The Finance Committee discussed and recommended approval of the program at a special meeting on October 19. This item is for ongoing discussion throughout the budget preparation process. According to the typical annual budget schedule, Council action to approve this Resolution would not be taken until the second Council meeting in January.

Mayor Brodie opened the Public Hearing at 7:54 p.m.

Mr. Bagdonas briefly went over the recommendations for the Five-Year Capital Program listed on page 1 of the FY 2019 Five-Year Capital Program document.

Council addressed questions to Mr. Bagdonas and held a brief discussion on some of the components of the Five-Year Capital Planning Program.

Mayor Brodie closed the Public Hearing at 8:18 p.m.

**D. RESOLUTION 62-18 A RESOLUTION APPROVING THE APPOINTMENT OF JON D. GOCHENOUR AS MUNICIPAL ADMINISTRATOR FOR THE CITY OF WATERVILLE AND AUTHORIZING AN EMPLOYMENT AGREEMENT BY AND BETWEEN THE CITY OF WATERVILLE AND JON D. GOCHENOUR**

Council had previously announced that Jon Gochenour would be appointed Municipal Administrator upon Mr. Bagdonas' retirement. This Resolution would formalize that appointment effective January 5, 2019 and would specify the terms and conditions of Mr. Gochenour's employment as Municipal Administrator.

Mr. Pedro moved to adopt Resolution 62-18. Mr. Bruno seconded the motion, which passed by unanimous voice vote.

**NEW BUSINESS**

**A. REFERRAL TO PLANNING COMMISSION – REZONING OF 11 NORTH RIVER ROAD FROM C-2 TO R-2 (MOTION)**

An Application has been received from the Waterville Historical Society to rezone this property from C-2 to R-2. A referral by Council to the Planning Commission for a recommendation is necessary at this time to begin the rezoning process.

Mr. Rozic made a motion to refer the rezoning request to the Planning Commission. Mr. Pedro seconded the motion, which passed by unanimous voice vote.

**B. REQUEST FOR CONTRACT TIME EXTENSIONS, MICHIGAN AVE. WATERLINE REPLACEMENT PHASE 2 – GREAT LAKES DEMOLITION CO. (MOTION)**

The contractor on the Michigan Ave. Waterline Replacement Phase 2 project has requested a contract time extension until May 1, 2019 for seeding and until December 24, 2018 for all work except seeding due to unforeseen utility conflicts and adverse weather conditions. Letters from the contractor and engineer are included in the Council packet. The City staff recommends approval of these requests.

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Mrs. Duncan made a motion to approve the request for a contract time extension for the Michigan Ave. Waterline Replacement Phase 2. Mr. Pedro seconded the motion, which passed by unanimous voice vote.

C. RESOLUTION 63-18 A RESOLUTION AUTHORIZING THE MUNICIPAL ADMINISTRATOR TO ENTER INTO AN AMENDMENT TO THE CEMETERY SERVICES AGREEMENT AND PROPERTY USE LICENSE WITH WATERVILLE TOWNSHIP FOR THE MAINTENANCE, CARE AND OPERATION OF WAKEMAN CEMETERY

D. REQUEST FROM WATERVILLE TOWNSHIP - \$2,500 CONTRIBUTION FOR 2018 CEMETERY EXPENSES (MOTION)

Waterville Township has requested a contribution of \$2,500 to assist in covering cemetery expenses incurred through the end of the 2018 calendar year. A copy of the Township's request was included in the November 13 packet. If City Council is in favor of making this contribution, Section 3 of the 2011 Cemetery Services Agreement between the City and the Township will need to be amended to allow such a payment. A copy of the Cemetery Services Agreement was also included in the November 13 packet. The passage of this Resolution would authorize such an amendment to the agreement.

If Council passes Resolution 63-18, the \$2,500 contribution would be authorized by the passage of a motion to that effect. The contribution could come from the "Other Contract Service" account in the Non-Departmental section of the 2018 General Fund Budget. The Village of Whitehouse has authorized a \$2,500 contribution to the Waterville Township Cemetery Fund.

Mr. Rozic moved to adopt Resolution 63-18. Mr. Frey seconded the motion, which passed by unanimous voice vote.

Mr. Rozic moved to approve the request from Waterville Township for a \$2,500 contribution for 2018 cemetery expenses. Mr. Frey seconded the motion, which passed by unanimous voice vote.

Other Business

Mayor Brodie stated that included in Council's packet was a copy of the City's Citizen Complaints Against Police Department Personnel Policy and the Complaint Form. This policy was adopted in 1991.

Adjournment

There being no further business to come before Council, Mrs. Bruno made a motion to close the meeting at 8:41 p.m. Mr. Frey seconded the motion, which carried by unanimous voice vote.

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Jon D. Gochenour, Clerk of Council

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Lori Brodie, Mayor