

Regular Council

February 11

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

A prayer was offered by Mr. Bruno. 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 Jon Gochenour, Administrator, Director of Finance and Administration and Clerk of Council; Phil Dombey, Law Director; Steve Schult, Treasurer and Melissa Cook, Recording Secretary.

Staff Present:

David LaGrange – Police Chief

Doug Meyer – Deputy Fire Chief

Ken Blair – Public Works Director

Citizens Present:

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

Approval of Minutes

Mrs. Bruno moved to approve the minutes of the January 28, 2019 regular Council meeting. Mr. Bruno seconded the motion, which passed by a voice vote.

Citizens Comments

None

Staff Reports

Administration: Mr. Gochenour

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

Mr. Rozic asked Mr. Gochenour about item number 15 on his report regarding zoning and building code violations in Mill Creek Farms. Mr. Gochenour stated that the homeowner in question will need to apply for a variance or remove 6 ft. off a sun room addition that was built without a permit.

Law Director: Mr. Dombey – No report.

Finance Director: Mr. Gochenour

- Reviewed details from the December 2018 Month End Finance Report highlighting fund balances, investments and income tax revenues.
- Stated that background checks are currently in progress for the Director of Finance position. He is hopeful that he will have someone to present to Council at their February 25 meeting.

Treasurer: Mr. Schult – No report.

Police Chief: David LaGrange

- Reported that he is still working with Lexapol to update the written directives for the Police Department. He added that this will be an ongoing process.

Deputy Fire Chief: Doug Meyer

- Reported that Lt. Dave Beakas has been promoted to Captain.
- Stated that the department has added two new part-time employees and another paid-per-call. He then stated that one more part-time employee is in process of

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being hired and that he has received two new applications for part-time employees.

- Reported that the department is currently working on three different grants: a BWC Grant, Fire House Subs Grant and a State Fire Marshall Grant.
- Stated that the Fire Department also has Lexapol. They will be working on reviewing existing policies and procedures as well.
- Stated that the Fire Department is switching reporting systems from Fire House to Emergency Reporting. He added that this is an ongoing process.

Mayor Brodie stated that she read in his report that they worked with the Public Works Department and J & R Contracting to heat the bay area of the fire station to prevent freezing during the recent cold weather. She then stated that she thought that the floor in the bay was heated when it was built. Deputy Chief responded that it is heated but that this is the first time since the station has been built that we have had negative temperatures with sustained 30 mph winds. The bay doors face west and did sustain damage from the winds. He thanked Mr. Blair and his department along with J & R Contracting for their assistance in heating the bay.

Public Work Director: Ken Blair

- Reported that a copy of the 2018 Street Evaluation Review was included in Council's packet. He stated that three of the streets shown have been dropped from the list. He added that he did speak with the City Engineer and we will meet the end of February to do a re-evaluation and hope to have an updated list for Council in March.
- Stated that the city received a CDBG Formula Grant which will be used to install three ADA handicap doors at the Municipal Building, Public Works and Fire Department.

Mrs. Bruno asked if Proudfoot and Associates bills the city for the time spent in the street evaluation process and if it was necessary. Mr. Blair stated that the time is billed to the city and that he feels that their technical expertise is an important part the street assessment.

Communications from Council Members/Committees

Mrs. Duncan – No report.

Mr. Pedro – No report.

Mr. Rozic – No report.

Mr. Frey – No report.

Mrs. Bruno –

- Stated that she spoke with a student today who informed her that he hunts coyotes in the township. He stated that he contracts with farmers and then proceeded by describing the hunting process to her.

Mr. Bruno – No report.

OLD BUSINESS

- A. 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, 2018. 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.

Council discussed at length the Five-Year Capital Planning Program after which they asked Deputy Chief Meyer to provide them with a prioritized list of equipment needed by the Fire Department for their next meeting.

B. ORDINANCE 27-18 AN ORDINANCE ADOPTING THE ANNUAL APPROPRIATIONS FOR THE MUNICIPALITY OF WATERVILLE FOR THE FISCAL YEAR ENDING DECEMBER 31, 2019, AND REPEALING ORDINANCE NO. 28-18, AND DECLARING AN EMERGENCY

A copy of the proposed FY 2019 Appropriations was included in your January 28 Council Packet. The Finance Committee reviewed the budget at their November 16, 2018 meeting and unanimously recommended approval. The 2019 Appropriations were revised for the January 28 meeting to include actual 2018 ending balances. As expected, these actual 2018 ending balances have resulted in increased “beginning balances” for 2019 over earlier budgetary projections. As requested by Council, page 2A is included which recommends utilizing \$150,000 from the 2018 General Fund Carryover for additional paving and debt reduction for 2019. This page also incorporates additional grant revenues and expenditures for the planned 2019 State Route 64 Urban Paving Program from Second St. to Waterville-Monclova Road. In addition, pages 7A and 7B are enclosed which provide revised “fund grand total” ending balances for 2019 with the proposed changes to the budget. Even with the proposed budgetary changes recommended, the projected ending balances in the General and Five Year Capital Funds for 2019 are still estimated to be over one million dollars each. The deadline set by the City Charter for Council adoption of the 2019 Operating Budget is March 1, 2019.

C. PUBLIC HEARING – ORDINANCE 02-19 AN ORDINANCE AMENDING THE MUNICIPAL ZONING MAP OF THE CITY OF WATERVILLE TO CHANGE THE ZONING CLASSIFICATION OF A CERTAIN PARCEL OF LAND KNOWN AS 7115 WATERVILLE-MONCLOVA ROAD FROM A-1 AGRICULTURE TO R-1 RESIDENCE DISTRICT

Third Reading, Public Hearing and Legislative Action

An application has been received from the Waterville United Methodist Church to rezone a 9.4-acre parcel located at 7115 Waterville-Monclova Road adjacent to the Waterville Fire Station and Prairie Trail Park from (A-1) Agriculture District to (R-1) Residence District. At their January 8 public meeting, the Planning Commission recommended approval of the zoning change request by a vote of 3-0 with two members absent. A related site plan and Special Use Permit request for a proposed new church was continued by the Planning Commission until such time as a revised site plan is submitted for their review and future recommendation to Council. All Special Use Permit requests must be reviewed and given final approval through legislative action by Council. A map of the parcel showing the location of the proposed rezoning was included in Council’s packet.

NEW BUSINESS

A. ORDINANCE 03-19 AN ORDINANCE AMENDING THE MUNICIPAL ZONING MAP OF THE CITY OF WATERVILLE BY GRANTING A CONDITIONAL/SPECIAL USE PERMIT TO ALLOW A RESIDENTIAL USE ON A PARCEL ZONED (C-2) COMMERCIAL DISTRICT LOCATED AT 11 N. RIVER ROAD.

First Reading

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An application has been received from the Waterville Historical Society for a Conditional/Special Use Permit to allow the first and second floors of a vacant commercial structure located at 11 N. River Road to be used as a residence. Unlike its prior two requests before the Planning Commission to change the zoning classification, the requested Conditional/Special use Permit would not change the underlying (C-2) Commercial zoning or result in changes to the required setbacks or other zoning requirements at 11 N. River or adjacent commercially zoned properties. Moreover, the requested Conditional/Special Use would not be contrary to the goals of Waterville's 2012 Comprehensive Plan since the existing commercial zoning of the parcel and structure would remain in place. Although the structure would be used for residential purposes, a future property owner could covert it back to a commercial use and be in compliance with existing zoning regulations. Approval of a residential Conditional/Special Use permit would not result in the permanent removal of potential future commercial space from the downtown area. Lastly, all Conditional/Special Uses are subject to periodic review by the Planning Commission and Council to ensure that they conform to their original conditions of approval. If a Conditional/Special Use is discontinued for a period of more than two (2) years, it will expire and require new conditional use permit approval from the City. At their February 4 public meeting, the Planning Commission recommended approval of the Conditional/Special Use Permit request and a lot split by a vote of 5-0. Approval of the lot split will make the Historical Society's two parcels at 11 and 9 N. River legal confirming commercial lots. A map of the parcels at 11 and 9 N. River, correspondence from the applicant and minutes from the Planning Commission's February 4, 2019 meeting were enclosed in the Council packet.

Other Business

None

Adjournment

There being no further business to come before Council, Mr. Frey made a motion to close the meeting at 9:27 p.m. Mr. Bruno seconded the motion, which carried by unanimous voice vote.

Jon D. Gochenour, Clerk of Council

Lori Brodie, Mayor