

Regular Council

March 11

19

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 Mrs. Duncan. 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; Jim Hart, Assistant Law Director; Steve Schult, Treasurer and Melissa Cook, Recording Secretary.

Staff Present:

Gabe Rogers – Police Sergeant

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 February 25, 2019 regular Council meeting. Mr. Rozic seconded the motion, which passed by a voice vote.

Citizens Comments

Ken Kaczorowski, Waterville's Representative on the Regional Combined Health District Board, David Welch, Director of Environmental Health Services, Samantha Eitniar and Jennifer Gottschalk with the Toledo Lucas County Health Department were present to provide Council with an overview of all the services that are provided to Lucas County residents by their agency. After the presentation, they answered questions from Council.

Staff Reports

Administration: Mr. Gochenour

- Stated that the Food Truck Association of Toledo has expressed interest in coming back to Conrad Park for another season under the same terms and conditions as last year. After discussion, there were no objections from Council and they directed Mr. Gochenour to enter into another contract with Mr. Barone and the Food Truck Association.
- Stated that he included in Council's packet information from the Lucas County Engineer on the proposed 18 cent per gallon Ohio Motor Fuel Tax increase proposed by Governor DeWine. The information included a table showing the estimated revenue that each public agency in Lucas County would receive.
- Reported that he received a letter from Clean Wood Recycling expressing their desire to extend their lease agreement and green waste drop off contract with the city for an additional year. The yearly cost would remain the same at \$18,000.00. After discussion, Council asked Mr. Gochenour to prepare a Resolution for their consideration at their next meeting.

Assistant Law Director: Mr. Hart – No report.

Finance Director: Mr. Gochenour – No report.

Treasurer: Mr. Schult – No report.

Regular Council

March 11

19

Police Sergeant: Gabe Rogers

- Reported that the Waterville PD has tentatively secured the Waterville Primary School again this year for their Safety City program. Dates and times will follow when the venue has been confirmed.
- Stated that the City of Waterville along with Waterville Township and the Village of Whitehouse shared the costs to bring a Firearm Simulator Training Program back to the Anthony Wayne area this week. This program allows officers to train in a realistic environment.
- Reported that the department is in the process of getting quotes for MDTs (Mobile Data Terminals) for their police cars. He added that beginning in 2020 Lucas County 911 will no longer be servicing their current MDT's.

Deputy Fire Chief: Doug Meyer

- Reported that that the Fire Department did order their Mobile Data Terminals (MDTs). He added that they are working with the Police Department to have them installed at the same time in order to attempt to save costs.
- Stated that he currently is in the process of hiring five new members.

Both Mayor Brodie and Mr. Pedro thanked Deputy Chief Meyer for taking the time and putting in the extra effort to look into the grants from a long list that was provided to him from the Mayor. Discussion continued on the Fire Department's new reporting system.

Public Work Director: Ken Blair

- Reported that an updated Street Evaluation Review by the City Engineer was included in Council's packet. The streets in need of significant rehabilitation have been identified and rated by priority with cost estimates provided. He stated that Mt. Vernon Dr. and a part of South St. were added. He then stated that Disher Dr. is scheduled to be done this year as well as the Urban Paving Project (Michigan Ave.) The next street on the schedule for rehab is Cedar Lane (150 ft. south of Freedom Ln. to Farmview Dr.).
- Stated that ice jams and high water has slowed down work on the Waterville Bridge. He will get an update on ODOT's progress at tomorrow's scheduled meeting.
- Reported that the Parks and Recreation Committee will have their annual Park Clean-up Work Day on May 11. The time and place have not yet been determined.
- Stated that he met with the City Engineer to review the Downtown Street Lighting Project Phase 6.

Communications from Council Members/Committees

Mrs. Duncan – No report.

Mr. Pedro –

- Stated that the Waterville Economic Development Corporation will hold a Business Roundtable on Thursday, March 14 at 7:30 a.m. at the Browning Complex.

Mr. Rozic – No report.

Mr. Frey – No report.

Mrs. Bruno –

- Reported that the Parks and Recreation Committee met last week and discussed the cut of \$15,000 for the Prairie Trail Park Master Plan from the Five-Year Capital Program. She stated that the Committee was very understanding and felt that those funds should go toward the development of the new park

Regular Council

March 11

19

downtown. She then stated that the Committee also tabled their ongoing discussions on a dog park in Waterville and set a date for their annual park spring clean-up.

Mr. Bruno – No report.

OLD BUSINESS

- A. ORDINANCE 03-19 AN ORDINANCE AMENDING THE 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.

Second Reading

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 convert 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 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 Rd. legal conforming commercial lots.

NEW BUSINESS

- A. ORDINANCE 04-19 AN ORDINANCE APPROVING THE FY 2018 CARRY-OVER PURCHASE ORDERS AND INCORPORATING THEM INTO ORDINANCE NO. 05-19, THE FY 2018 AMENDED ANNUAL APPROPRIATIONS ORDINANCE AND DECLARING AN EMERGENCY

This Ordinance will allow the FY 2018 year-end purchase orders needed for ongoing operating expenses, capital projects, and capital purchases to be carried forward and incorporated into the FY 2019 Budget. Our accounting software does not allow carry-over purchase orders to be charged against the previous budget, therefore, it is necessary to carry forward the balances of these purchase orders and re-appropriate them into the next budget year.

Mayor Brodie made a motion to suspend the rules to allow for the passage of Ordinance 04-19 as an emergency measure. Mr. Frey seconded the motion.

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

Mayor Brodie made a motion to move for the passage of Ordinance 04-19 as an

Regular Council

March 11

19

emergency measure. Mr. Rozic seconded the motion.

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

B. ORDINANCE 05-19 AN ORDINANCE AMENDING ORDINANCE NO. 27-18, THE FY 2019 ANNUAL APPROPRIATIONS ORDINANCE AND DECLARING AN EMERGENCY

This Ordinance would authorize the first amendment to the 2019 appropriations. The amendment includes increasing the appropriations by the amounts needed to accommodate the FY 2018 year-end purchase orders described in Ordinance 04-19. Detailed financial information on this amendment is attached to the Ordinance.

Mayor Brodie made a motion to suspend the rules to allow for the passage of Ordinance 05-19 as an emergency measure. 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.

Mayor Brodie made a motion to move for the passage of Ordinance 05-19 as an emergency measure. Mr. Frey 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.

C. RESOLUTION 07-19 A RESOLUTION AUTHORIZING THE MUNICIPAL ADMINISTRATOR TO ENTER INTO A CONTRACT WITH THE MAAKIL GROUP FOR CONSTRUCTION ENGINEERING SERVICES FOR THE 2019 STATE ROUTE 64 URBAN PAVING PROGRAM

This Resolution is related to Resolution 03-19 which recently awarded a contract to Crestline Paving for the resurfacing of State Route 64 under the Ohio Department of Transportation’s (ODOT) Urban Paving Program. For this project, ODOT requires Waterville to use its “Local Public Agency” (LPA) program for the construction inspection and administration. This means that ODOT has determined that Waterville has the “qualifications and ability to administer the project.” Under this program, the City contracts for the work and is reimbursed for the allowable federal share. As part of the LPA program, we must therefore procure construction engineering services. For these services, letters of interest were solicited from four engineering firms and three firms responded. The firm that designed the project, Proudfoot Associates, was not eligible to perform the construction engineering services, but assisted the staff in evaluating each firms’ fees and hours for the project. It is the recommendation of the staff to award a contract to the MAAKIL Group as the most responsive bidder based on the request for services issued by the City for this work. A recommendation letter was attached to the Resolution for Council’s review.

After discussion, Mrs. Duncan asked for more information from the City Engineer and made a motion to table Resolution 07-19. Mrs. Bruno seconded the motion, which passed by voice vote. Mr. Pedro abstained.

D. RESOLUTION 08-19 A RESOLUTION AUTHORIZING AND DIRECTING THE FINANCE DIRECTOR TO CERTIFY A “THEN AND NOW” CERTIFICATE FOR LEXIPOL, LLC IN EXCESS OF \$3,000.00 FOR APPROPRIATED FUNDS PREVIOUSLY AUTHORIZED BY ORDINANCE 28-18

Regular Council

March 11

19

Due to the Chief of Police's recent surgery and extended absence from the office, a purchase order for Lexipol for the on-going update of the Police Policies and Procedures Manual was not obtained in a timely manner. While the necessary funds are contained in the FY 2019 Appropriations, in situations such as this, it is necessary for Council to authorize a "Then and Now" certificate as required by the Ohio Auditor of State's Office. A copy of the invoice from Lexipol was enclosed in Council's packet for their review.

Mr. Pedro moved to adopt Resolution 08-19. Mr. Rozic seconded the motion, which passed by unanimous voice vote.

Other Business

Mayor Brodie stated that she met with the Fire Department during their weekly drill this past Tuesday. She stated that a large topic of discussion was the recently approved budget. She then encouraged all Council members to make an effort to visit the Fire Department to get a better feel for what they do. Drill training is held on Tuesday evenings from 7:00 p.m. to 9:00 p.m. Deputy Chief Meyer will e-mail Council a copy of their training schedule.

Adjournment

There being no further business to come before Council, Mr. Pedro made a motion to close the meeting at 8:38 p.m. Mrs. Bruno seconded the motion, which carried by unanimous voice vote.

Jon D. Gochenour, Clerk of Council

Lori Brodie, Mayor