

## Regular Council

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The regular meeting of the Waterville Council was called to order by Mayor Timothy Pedro at 7:30 p.m. by video conference with Council members.

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

Present at roll call were Mr. Bruno, Mrs. Bruno, Mayor Pedro, Mr. Rozic, Mr. Borowski, Mrs. Duncan and Mr. Frey (arriving at 7:45 p.m.).

Also present this evening in Council Chambers was Jon Gochenour, Municipal Administrator and Clerk of Council and Phil Dombey, Law Director. Steve Schult, Treasurer, was present by video conference.

### Staff Present:

Mark Williams – Director of Finance and Administration

Joe Valvano – Police Chief by video conference

Doug Meyer – Interim Fire Chief by video conference

Ken Blair – Public Works Director by video conference

### Citizens Present:

Joshua Hartbarger, Whitehouse Fire Chief by video conference.

### Approval of Minutes

Mr. Bruno moved to approve the minutes of the April 13, 2020 Regular Council meeting. Mrs. Bruno seconded the motion, which passed by unanimous voice vote.

### Citizens Comments

None

### Staff Reports

Administrator: Jon Gochenour –

- Discussed the upcoming annual Joint Meeting of the Fallen Timbers Union Cemetery District involving the City of Waterville, the Village of Whitehouse and Waterville Township which is required to be held by statute at Waterville's first Council meeting in May. At this joint meeting, the respective entities must approve the proposed 2021 Cemetery District Appropriation and set the rate of taxation for the Cemetery District for 2021. Planning for this meeting by video conference is set for May 18, 2020 at 6:00 p.m.

Law Director: Phil Dombey – No report.

Finance Director: Mark Williams

- Welcomed Jennifer Malaczewski to the staff. She took over for Nancy Perry after her retirement. He added that she is doing a terrific job in her first month with the City.
- Reviewed details from the March 2020 Month End Finance Report highlighting fund balances, investments and income tax revenues.

Mr. Rozic asked if either he or Mr. Gochenour had any sense of the number of Waterville residents or the number of people that work in the city that have become unemployed due to the Coronavirus. Mr. Williams stated that no figures are yet available to provide any real data on this at the present time. April income tax revenues, for example, are approximately \$105,109 ahead of April 2019 income tax collections.

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Treasurer: Steve Schult

- Mr. Schult reviewed details of the Treasurer's Report for the month of March 2020. He also indicated that City revenues are currently strong and the negative economic effects of the COVID-19 situation are not present yet in current figures which are from the prior month.

Police Chief: Joe Valvano

- Reported that everyone at the Police Department is healthy and doing well at this time. He added that their PPE stock of gloves, hand sanitizer and face masks are adequate, but that they are always looking for more. He then thanked the Public Works and Fire Departments helping them find these items.
- Stated that everything has remained relatively calm/quiet in the city this past month.
- Reported that the new Prosecutor has started and that she is doing very well.
- He reviewed the 2019 Police Department Annual Report.

Mrs. Bruno stated that the Police Department's 2019 Annual Report is very nice. She then asked the Chief about the differences in the comparison of the calls for service reported by the Department for the years 2018 and 2019. Chief Valvano replied that a lot depends on how the calls are dispatched and what titles the dispatcher places on the call at the time.

Interim Fire Chief: Doug Meyer

- Thanked residents for following the guidance and orders from Governor DeWine. He added that this has definitely affected the EMS runs in a positive way. He also wanted to thank the Mayor, Council and Administration for all the support they have provided during the current health crisis.
- Reported that their PPE usage though this crisis is still within our capabilities. The Department is working with other City Departments to obtain the necessary PPE for their use as well.
- Stated that all preventative maintenance on the fire apparatus has been completed. There are few items that will need repair. He added that pump testing has also been completed and that ladder testing will take place soon.

Public Works Director: Ken Blair

- Gave an update on the Waterville Bridge Project stating that two sections of the old bridge decking, two steel structures and piers have been removed. The construction causeway will be moved to the Wood County side when the walleye run is finished on July 1. He added that some blocks from the piers may be used in the future riverfront park development.
- Briefly covered the safety protocol that Public Works has implemented during COVID-19 crisis.
- Reported that, along with other duties, the Department has hung new banners on the light poles downtown and on the new bridge. They have also removed several trees, ran the street sweeper, and made several water main break repairs. He added that mowing will definitely be a Department priority going forward.

### Communications from Council Members/Committees

Mr. Bruno – No report.

Mrs. Bruno – No report.

Mr. Frey – No report.

Mr. Rozic –

- Inquired as to whether the City would continue to limit access to Municipal Offices to the public or if they will re-open the doors on May 4. Mr.

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Gochenour stated that we probably will need a little more time to prepare to re-open the offices to ensure compliance with the Governor's orders and follow public health recommendations before we move in that direction.

Mr. Borowski – No report.

Mrs. Duncan – No report.

Mayor Pedro – No report.

**OLD BUSINESS:**

- A. ORDINANCE 03-20 AN ORDINANCE AMENDING THE MUNICIPAL ZONING MAP OF THE CITY OF WATERVILLE BY GRANTING A CONDITIONAL/SPECIAL USE PERMIT FOR A BREWERY/BAR FOR THE PROPERTY LOCATED AT 345 ANTHONY WAYNE TRAIL  
*Third Reading, Public Hearing and Legislative Action*

An application has been received from Timothy Burns, agent, for a Conditional/Special Use Permit to allow a brewery/bar located at 345 Anthony Wayne Trail. The proposed project seeks to redevelop the former car wash building on this parcel into the "Buffalo Rock Brewing Company" which will manufacture beer for both wholesale and retail sale. Since a portion of the building will be used for the sale and consumption of alcohol on site, approval of a Conditional/Special Use Permit is required since the parcel is zoned (C-1) Neighborhood Commercial. At their March 2 public meeting, the Planning Commission recommended approval of the site plan and Conditional/Special Use Permit request by a vote of 5-0 with the following conditions: 1) no outdoor music or concerts; 2) acoustic music only inside; 3) hours of operation: until 10 p.m. weekdays, 11:00 p.m. weekends; 4) brew pub liquor license only; 5) existing rear yard wooded area must remain as a buffer for adjacent residential property; 6) only one garage patio door in the rear of the building and; 7) a 6-foot high privacy fence must be installed along the southern property line from the pine trees to the parking lot to screen the adjacent apartment building.

Council members discussed comments received from adjacent residential property owners concerned about the proposed brewery. After discussion, it was the consensus of Council that the conditions of approval recommended by the Planning Commission are intended to protect the surrounding residential neighborhood from potential nuisance conditions and appear reasonable. Moreover, the Conditional/Special Use Permit allows for future review if the applicant does not adhere to the conditions of operation. Mrs. Bruno moved to approve Ordinance 03-20. Mr. Bruno seconded the motion.

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

- B. RESOLUTION 10-20 A RESOLUTION AUTHORIZING THE MUNICIPAL ADMINISTRATOR TO AWARD A CONTRACT TO MATHEWS FORD FOR THE PURCHASE OF A 2020 FORD F-550 CAB AND CHASSIS  
*Tabled until May 18, 2020*

This Resolution authorizes the purchase of a 2020 Ford F-550, 4 x 4, dump truck cab and chassis through the joint purchasing program authorized by state law. The purchase of this vehicle was approved in the recently passed 2020 Appropriation Ordinance and replaces a 1996 Ford dump truck. The cost of this dump truck cab and chassis is \$46,457.60.

C. RESOLUTION 11-20 A RESOLUTION AUTHORIZING THE MUNICIPAL ADMINISTRATOR TO AWARD A CONTRACT TO KALIDA TRUCK EQUIPMENT, INC. FOR THE PURCHASE OF A DUMP BODY, SALT SPREADER AND RELATED EQUIPMENT

Tabled until May 18, 2020

This Resolution authorizes the purchase of a dump body, salt spreader, snow plow and other miscellaneous equipment to be installed on the Ford F-550 dump truck cab and chassis purchased through the passage of Resolution 10-20. The purchase of this equipment was included in the 2020 Appropriation Ordinance in the amount budgeted for a new dump truck. The cost of this equipment is \$38,000.

D. RESOLUTION 12-20 A RESOLUTION AUTHORIZING THE MUNICIPAL ADMINISTRATOR TO AWARD A CONTRACT TO DEERE AND COMPANY FOR THE PURCHASE OF A JOHN DEERE 5100M UTILITY TRACTOR WITH TRADE – IN

Tabled until May 18, 2020

This Resolution authorizes the purchase of a John Deere 5100M Utility Tractor through the joint purchasing program authorized by state law. The purchase of this equipment was included in the 2020 Appropriation Ordinance. The final cost of this equipment is \$53,216.79 after the trade in of a 2001 John Deere tractor (\$8,250).

Due to the anticipated reduction in future income tax revenues due to the economic conditions caused by the COVID-19 pandemic, it was the consensus of Council to continue to table Resolutions 10-20, 11-20 and 12-20 until more data is available to determine its potential financial impact on the City's 2020 Budget.

NEW BUSINESS:

A. RESOLUTION 15-20 A RESOLUTION AUTHORIZING THE MUNICIPAL ADMINISTRATOR TO AWARD A CONTRACT TO REPUBLIC SERVICES FOR SOLID WASTE COLLECTION DISPOSAL AND RECYCLING

The City's current refuse and recycling contract with Republic Services expires on June 1, 2020. This agreement was a one-year extension of a six-year contract with Stevens Disposal which was purchased by Republic in March 2019. A bid opening was held on April 17, 2020 for a proposed one, three or five year contract. Bids were received from two bidders, Republic Services and Heartland Disposal Services of Napoleon, Ohio, with Republic submitting the lowest overall bid for each of the proposed contract term options. The three and five-year contract options would involve the conversion from can/bag collection to the use of 95 gallon "totes" for weekly refuse and bi-weekly recycling collection. Republic would supply two totes to each residential customer in the city for refuse and recycling as part of a three or five-year contract. The bid tabulation of the results was provided for review by Council. It is the recommendation of the staff to award a contract to Republic Services for a five-year contract term.

After discussion, Mr. Borowski moved to adopt Resolution 15-20. Mr. Frey seconded the motion, which passed by unanimous voice vote.

PRESENTATION:

A. FIRE DEPARTMENT COOPERATIVE FUNDING AND STAFFING PRESENTATION

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Interim Waterville Fire Chief Doug Meyer and Whitehouse Fire Chief Joshua Hartbarger were in attendance to present a cooperative strategic plan for the proposed funding and staffing of the Waterville and Whitehouse Fire Departments over the next ten years. This presentation was the result of previous meetings of representatives from the City of Waterville, Village of Whitehouse and Waterville Township regarding the possible formation of a joint fire district. A copy of the power point presentation was included in Council's packet for their review. The revenue projections from a 3.25 mill property tax levy listed on page 20 are based on 2018 property tax values. If 2019 property tax values are used, a 3.25 mill levy in the City of Waterville is estimated to generate \$654,000 per year; an increase of approximately \$177,875.

Mr. Meyers and Mr. Hartbarger reviewed their power point presentation which outlined the benefits of fire cooperation between the two municipalities and Waterville Township. Discussion continued with both Chiefs fielding questions from Council. Whitehouse has passed legislation requesting the County Auditor to certify its property tax valuation for a proposed 3.25 mill Fire Levy. This is the first step in a two-step process required to place a tax levy on the November 2020 ballot. Mayor Pedro recommended planning additional public meetings to education the public further on this proposal. No action was taken this evening.

### Other Business

None

### Adjournment

There being no further business to come before Council, Mr. Bruno made a motion to close the meeting at 10:00 p.m. Mrs. Duncan seconded the motion, which carried by a unanimous voice vote.

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Jon D. Gochenour, Clerk of Council

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Timothy G. Pedro, Mayor