

RECORD OF PROCEEDINGS

Minutes of Delaware City Council

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held December 8 20 15

The Delaware City Council Budget Work Session meeting of December 8, 2015 was called to order at 6:30 p.m., in the Delaware City Council Chambers. The following members of Council were present: First Ward Chris Jones, Second Ward Lisa Keller, Third Ward Joe DiGenova, Fourth Ward Kyle Rohrer, At Large George Hellinger, Vice Mayor Kent Shafer and Mayor Carolyn Kay Riggle who presided.

Staff Present: Dan Whited, Public Service Group Director, Dean Stelzer, Finance Director, Brad Stanton, Public Utilities Director, Dave Efland, Planning and Community Development Director, David Moser, Assistant City Attorney, Jessica Feller, HR Manager, Bill Ferrigno, Public Works Director/City Engineer, Jackie Walker, Assistant City Manager, and Tom Homan, City Manager

ITEM 2: ORDINANCE NO. 15-114 [First Reading]
AN ORDINANCE AMENDING THE DELAWARE MUNICIPAL COURT AND CLERK OF COURT EMPLOYEE BENEFITS AND LEAVE POLICIES, AND DECLARING AN EMERGENCY.

The Clerk read the ordinance for the first time.

ITEM 3: ORDINANCE NO. 15-115 [First Reading]
AN ORDINANCE AMENDING ORDINANCE NO 15-88 ESTABLISHING THE PAY AND BENEFITS FOR VARIOUS PART-TIME AND INTERMITTENT/SEASONAL EMPLOYEES OF THE CITY OF DELAWARE, AND DECLARING AN EMERGENCY.

The Clerk read the ordinance for the first time.

ITEM 4: ORDINANCE NO. 15-116 [First Reading]
AN ORDINANCE AMENDING THE MANAGEMENT, PROFESSIONAL, TECHNICAL, CONFIDENTIAL, AND SUPERVISORY EMPLOYEES PAY PLAN, AND DECLARING AN EMERGENCY.

The Clerk read the ordinance for the first time.

ITEM 5: REVIEW OF PROPOSED 2016 BUDGET

a. Public Utilities – Brad Stanton, Public Utilities Director

Mr. Stanton provided an update regarding the new water treatment plant, including information on the average flow and rate of capacity. A discussion was held on the increase of electrical cost related to lowering the water hardness levels.

Mr. Stanton discussed the average flow for the waste water plant and the cost for disposal of sludge waste.

Mr. Stanton discussed the Sanitary/Sewage Master Plan and an update on the AMI project.

b. Planning Department – Dave Efland, Planning and Community Development Director

Mr. Efland discussed the completion of Phase One of the Wayfinding project. Mr. Efland provided an update of the estimated population for

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the City of Delaware, as well as single family, multi-family, and commercial permits obtained.

Mr. Efland discussed the benefits of the Downtown Façade Grant and discussion was held on the boundaries for the approved area eligible for the grant.

Mr. Efland reviewed the plans for 2016 to include an update to the Comprehensive Plan, Master Plan, and Transportation Plan.

Mr. Efland discussed and provided information on the CHIP Grant, and the process for applying for the grant program.

c. Department of Administrative Services – Jackie Walker, Assistant City Manager and Jessica Feller, HR Manager

Mrs. Walker and Ms. Feller discussed the request for a new part-time Human Resource Coordinator. Ms. Feller reviewed the expected duties and responsibilities for the new position.

Mrs. Walker discussed efforts made to decrease health care cost for the city and discussed the benefits of the health and wellness program.

A discussion was held on the need for continuing training in departments and staff evaluations.

d. Public Works/Airport/Engineering – Bill Ferrigno, Public Works Director/City Engineer

Mr. Ferrigno discussed the operational cost and infrastructure needs for the Airport.

Mr. Ferrigno reviewed facility improvements and staffing adjustments for the Building Maintenance Division.

Mr. Jones voiced his concern regarding street crew staff assisting the Building Maintenance Division.

Mr. Ferrigno discussed the need for a Right of Way Inspector.

A discussion was held on the Solid Waste Collection and the need for seasonal help. Also discussed, was the current evaluation of downtown waste collection and the possibility of implementing bulk pickup.

Mr. Ferrigno discussed the Street Maintenance Division and the need for repairs to the sidewalk bricks in the downtown area. Mayor Riggle voiced her concern over the tripping hazard from the bricks.

Mr. Ferrigno discussed the need for highway safety equipment for transportation improvements.

Mr. Ferrigno provided information on the development of LED light standards, and the changing of street lights to LED. Information provided on the cost and need to repaint traffic signals and street lights.

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A discussion was held on the use of federal funds for signal system update.

Mr. Ferrigno discussed the Parking Study and the request for funds set aside for a parking consultant. Mr. Efland discussed the role of a parking consultant. Mr. Homan discussed the increase of parking permits accessed for parking and changes of behaviors noticed with the increase of the parking fine costs.

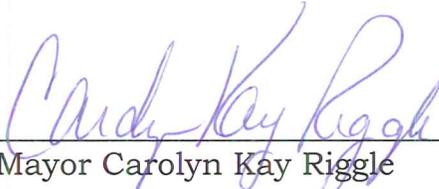
- e. Parks and Natural Resources – Stacy Davenport, Parks Superintendent
- f. Finance Department – Dean Stelzer, Finance Director
- g. City Manager’s Office – R. Thomas Homan, City Manager

Mayor Riggle requested a break at 8:50 p.m. Mayor Riggle reconvened the meeting at 8:58 p.m.

Mrs. Keller moved to enter into Executive Session at 8:59 p.m. This motion was seconded by Mr. Jones and approved by a 7-0 vote. Council met in executive session pursuant to Ohio Revised Code Section pursuant to Ohio Revised Code Section 121.22 (G) (3) pending or imminent court action, Section 121.22 (G) (1) personnel, Section 121.22 (G) (5) matters required to be kept confidential by State statute, Section 121.22 (G) (2) acquisition of property for public purpose and 121.22(G) (8) Consideration of Confidential Information Related To A Request For Economic Development Assistance. Council conducted a discussion of those items with the following members present: First Ward Chris Jones, Second Ward Lisa Keller, Third Ward Joe DiGenova, Fourth Ward Kyle Rohrer, At Large George Hellinger, Vice-Mayor Kent Shafer and Mayor Carolyn Kay Riggle. Following the discussion at 10:15 p.m., it was moved by Mr. DiGenova that Council move into Open session, seconded by Mr. Rohrer and approved by a 7-0 vote.

ITEM 6: ADJOURNMENT

Motion: Mayor Riggle moved to adjourn the budget works session. The meeting adjourned at 10:15 p.m.



Mayor Carolyn Kay Riggle



Elaine McCloskey, Council Clerk