

RECORD OF PROCEEDINGS

Minutes of Delaware City Council

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held December 14

20 15

6:30 EXECUTIVE SESSION: Vice-Mayor Shafer motioned to enter into executive session at 6:30 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 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, and Section 121.22 (G) (2) acquisition of property for public purpose. 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 6:58 p.m., it was moved by Vice-Mayor Shafer that Council move into Open session, seconded by Mrs. Keller and approved by 7-0 vote.

The regular meeting of December 14, 2015 was called to order at 7:02 p.m., in the 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. The invocation was given by Ms. Mel Corroto, followed by the Pledge of Allegiance.

Staff Present: Darren Shulman, City Attorney, Sean Hughes, Economic Development Director, Scott Stowers, IT Director, Dean Stelzer, Finance Director, Stacy Davenport, Parks Superintendent, Lance Schultz, Zoning Administrator, Bill Ferrigno, Public Works Director, Brad Stanton, Public Utilities Director, John Donahue, Fire Chief, Bruce Pijanowski, Police Chief, Jackie Walker, Assistant City Manager, and Tom Homan, City Manager

ITEM 4: APPROVAL OF MINUTES

APPROVAL of the Motion Summary of the regular meeting of Council held November 23, 2015, as recorded and transcribed.

Motion: Vice-Mayor Shafer moved to approve the Motion Summary for the regular meeting of Council held November 23, 2015, seconded by Mr. Hellinger. Motion approved by a 7-0 vote.

ITEM 5: CONSENT AGENDA

- A. Acceptance of the Motion Summary for the Planning Commission meeting held November 4, 2015.
- B. Acceptance of the Motion Summary for the Shade Tree Commission meeting held October 27, 2015.
- C. Resolution No. 15-55, a resolution authorizing the modification of certain traffic control signage to extend the No Parking Here to Corner zone on the north side of West Harrison Street to 100 feet east of South Washington Street.
- D. Resolution No. 15-56, a resolution approving the sale of a Street Department 2005 International Single Axle Dump Truck and a Parks and Natural Resources Department 2000 Chevy Pick-up Truck with plow blade that have outgrown their useful serviceable life.
- E. Establish January 11, 2016 at 7:30 p.m. as the date and time for a public hearing and second reading of Ordinance No. 15-118, an ordinance approving a Conditional Use Permit allowing the placement of a PMU (Planned Mixed Use Overlay District) to be

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established on Howald Industrial Park on approximately 27.79 acres located at 320 London Road and Ordinance No. 15-119, an ordinance approving a Rezoning from M-2 (General Manufacturing District) to M-2 PMU (General Manufacturing District with a Planned Mixed Use Overlay District) for Howald Industrial Park on approximately 27.79 acres located at 320 London Road.

Motion: Vice-Mayor Shafer moved to approve the Consent Agenda, seconded by Mr. Rohrer. Motion approved by a 7-0 vote.

ITEM 6: LETTERS, PETITIONS, AND PUBLIC COMMENTS

ITEM 7: COMMITTEE REPORTS

Vice-Mayor Shafer stated that a Parking and Safety Committee meeting has been scheduled for January 4, 2016.

ITEM 8: ORDINANCE NO. 15-112 [Third Reading]

AN ORDINANCE ADDING A NEW CHAPTER 192 TO THE CODIFIED ORDINANCES OF THE CITY OF DELAWARE REGARDING MUNICIPAL INCOME TAX.

The Clerk read the ordinance for the third time.

Motion: Vice Mayor Shafer moved to enact the emergency clause for Ordinance No. 15-112, seconded by Mr. DiGenova. Motion approved by a 7-0 vote.

Motion: Vice Mayor Shafer moved to adopt Ordinance No. 15-112, seconded by Mr. DiGenova. Motion approved by a 7-0 vote.

ITEM 9: ORDINANCE NO. 15-113 [Public Hearing and Second Reading]

AN ORDINANCE MAKING APPROPRIATIONS FOR THE YEAR 2016, AND DECLARING AN EMERGENCY

The Clerk read the ordinance for the second time.

There was no public participation.

ITEM 10 PRESENTATIONS

- a. Municipal Court – Judge David Sunderman, Judge Marianne Hemmeter and Clerk Cindy Dinovo

Judge Sunderman discussed security changes including the use of radios for Bailiffs and planned upgrade to court presentation system.

Ms. Dinovo discussed expected upcoming employee retirements and the implementation of internet accessible citations.

A discussion was held on the hours to be open on the day of the Little Brown Jug event.

ITEM 11: ORDINANCE NO. 15-114 [Second Reading]

AN ORDINANCE AMENDING THE DELAWARE MUNICIPAL COURT AND CLERK OF COURT EMPLOYEE BENEFITS AND LEAVE POLICIES, AND DECLARING AN EMERGENCY.

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The Clerk read the ordinance for the second time.

ITEM 12: ORDINANCE NO. 15-115 [Second 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 second time.

ITEM 13: ORDINANCE NO. 15-116 [Second 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 second time.

ITEM 14: ORDINANCE NO. 15-117 [First Reading]
AN ORDINANCE AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH THE OHIO DEPARTMENT OF TRANSPORTATION (STATE) AS THE LOCAL PUBLIC AGENCY (LPA) IN THE MATTER OF THE DEL-23-13.17 PROJECT (US23 PENNSYLVANIA AVE-SANDUSKY STREET PID94527), AND DECLARING AN EMERGENCY.

The Clerk read the ordinance for the first time.

Mr. Ferrigno discussed the relocation cost for the waterline and reviewed the construction timeline.

Motion: Mr. DiGenova moved to suspend the rules for Ordinance No. 15-117, seconded by Vice-Mayor Shafer. Motion approved by a 7-0 vote.

Motion: Mr. DiGenova moved to enact the emergency clause for Ordinance No. 15-117, seconded by Vice-Mayor Shafer. Motion approved by a 7-0 vote.

Motion: Mr. DiGenova moved to adopt Ordinance No. 15-117, seconded by Vice-Mayor Shafer. Motion approved by a 7-0 vote.

ITEM 15: ORDINANCE NO. 15-118 [First Reading]
AN ORDINANCE APPROVING A CONDITIONAL USE PERMIT ALLOWING THE PLACEMENT OF A PMU (PLANNED MIXED USE OVERLAY DISTRICT) TO BE ESTABLISHED ON HOWALD INDUSTRIAL PARK ON APPROXIMATELY 27.79 ACRES LOCATED AT 320 LONDON ROAD.

The Clerk read the Ordinance for the first time.

A public hearing has been set for January 11, 2016 at 7:30 p.m.

ITEM 16: ORDINANCE NO. 15-119 [First Reading]
AN ORDINANCE APPROVING A REZONING FROM M-2 (GENERAL MANUFACTURING DISTRICT) TO M-2 PMU (GENERAL MANUFACTURING DISTRICT WITH A PLANNED MIXED USE OVERLAY DISTRICT) FOR HOWALD INDUSTRIAL PARK ON APPROXIMATELY 27.79 ACRES LOCATED AT 320 LONDON ROAD.

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The Clerk read the ordinance for the first time.

A public hearing has been set for January 11, 2016 at 7:30 p.m.

ITEM 17: ORDINANCE NO. 15-120 [First Reading]

AN ORDINANCE APPROVING A PRELIMINARY DEVELOPMENT PLAN FOR HOWALD INDUSTRIAL PARK ON APPROXIMATELY 27.79 ACRES ZONED M-2 PMU (GENERAL MANUFACTURING DISTRICT WITH A PLANNED MIXED USE OVERLAY DISTRICT) LOCATED AT 320 LONDON ROAD.

The Clerk read the ordinance for the first time.

ITEM 18: CITY MANAGER'S REPORT

Mr. Homan provided an update regarding street sweeping in the downtown area.

ITEM 19: Continuation of 2016 Budget Review

a. Other Funds

Mr. Davenport provided a review of the 2016 goals for the Parks Department, and plans to complete Veteran's Park and Plaza, the Dog Park, Troy Rd. Bike Trail, the Bike Path Master Plan, and to prioritize the projects of the Park Levy Funds.

Mr. Davenport provided an update on trees planted, pruned, and removed. A discussion was held regarding the appropriate use of the tree fund and the balance of the funds. Mrs. Keller requested that trees be planted at Veteran's Park, and for the Shade Tree Commission to review the request.

Mr. Davenport discussed the membership costs for Hidden Valley Golf Course and sustainability efforts to decrease mowing and chemical applications. A discussion was held on the need to increase marketing and to extend the demographics of who utilizes the course. A discussion was held on the potential sale of alcohol at the golf course, and how to increase profits. A discussion was held on the cost to the city to run the golf course without a profit.

Mr. Davenport discussed the plans for continued rehabilitation at Oak Grove Cemetery. Mr. Homan discussed the need for a consultant to provide guidance to the value of the house on the property and potential uses for it. Mr. Hellinger requested information on the plot directory and if it is available online. Mr. Davenport discussed the current database.

Mr. Davenport provided recommendation for a Parks and Natural Resource Director position to be added.

Mayor Riggle requested a break at 8:37 p.m. Mayor Riggle reconvened the meeting at 8:45 p.m.

Mr. Stelzer provided a review of the borrowed funds, transfer of funds, and total appropriations. A discussion was held regarding the Community Promotion Funds. Mrs. Walker discussed the requirements and criteria to receive these funds.

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Mr. Homan discussed the need for community to refurbish the memorial to President Hayes. Mr. Homan discussed potential fundraising efforts to assist in the project.

Vice-Mayor Shafer discussed the need for Main Street Delaware to increase their membership and provide an up to date website. Mr. Hughes discussed the efforts to assist Main Street Delaware in redoing their website and to utilize their membership database.

Mr. Stelzer provided a review on the Airport Hanger Funds and the Revolving Loan Fund. Discussion was held on the Façade Loan Program, and Mr. Schultz informed Council that the State of Ohio would have to make final approval for boundaries of the program.

Mr. Hellinger discussed Park Impact Fees and the potential use of the fees for a bikeway on W. Central Ave.

b. Review of any proposed changes

Mrs. Keller recommended that Council approve the position of Parks and Natural Resource Director. Mrs. Keller voiced her concerns over the depleted fund balance due to the Golf Course and the extensive needs of Oak Grove Cemetery. Vice-Mayor Shafer discussed the need to change the job description to include the responsibility of strategic planning. Mayor Riggle recommended that the position report to the Assistant City Manager. Mr. DiGenova recommended that the position not be a director's position.

Motion: Vice-Mayor Shafer moved for the Parks and Natural Resource Director Position to remain in the budget with additional wording of the job description, seconded by Mrs. Keller. Motion approved by a 5-2 (DiGenova, Hellinger) vote.

Mr. Homan discussed the request for the part-time to full-time employee position for the Public Works Department.

Motion: Mrs. Keller recommended the part-time Building Maintenance position by made full-time, seconded by Mr. Jones. Motion approved by a 7-0 vote.

ITEM 20: COUNCIL COMMENTS

Mrs. Keller moved to enter into Executive Session at 9:47 p.m. This motion was seconded by Vice-Mayor Shafer and approved by a 7-0 vote. Council met in executive session 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, and Section 121.22 (G) (2) acquisition of property for public purpose. 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 10:16 p.m., it was moved by Mr. Rohrer Shafer that Council move into Open session, seconded by Vice-Mayor Shafer and approved by 7-0 vote.

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ITEM 21: ADJOURNMENT

Motion: Vice-Mayor Shafer moved to adjourn the meeting, seconded by Mr. Jones. The meeting adjourned at 10:16 p.m.



Mayor Carolyn Kay Riggle



Elaine McCloskey, Council Clerk