

RECORD OF PROCEEDINGS

Minutes of

Delaware City Council

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO. 10148

Held December 3 20 18

6:00 EXECUTIVE SESSION: Mayor Riggle motioned to enter into executive session at 6:01 p.m. This motion was seconded by Vice-Mayor Shafer and approved by a 6-0 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, 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 Jim Browning, At-Large George Hellinger, Vice-Mayor Kent Shafer, and Mayor Carolyn Kay Riggle. Absent from the discussion was Fourth Ward Kyle Rohrer. Following the discussion at 6:45 p.m., it was moved by Mr. Browning that Council move into Open session, seconded by Mayor Riggle and approved by a 6-0 vote.

The Budget Work Session meeting of Council held December 3, 2018 was called to order at 6:47 p.m., in the City Council Chambers. The following members of Council were present: First Ward Chris Jones, Second Ward Lisa Keller, Third Ward Jim Browning, At-Large George Hellinger, Vice-Mayor Kent Shafer, and Mayor Carolyn Kay Riggle who presided. Absent from the meeting was Fourth Ward Kyle Rohrer.

Staff Present: Darren Shulman, City Attorney; Dean Stelzer, Finance Director, Bruce Pijanowski, Police Chief, John Donahue, Fire Chief, Bill Ferrigno, Public Works Director/City Engineer, Ted Miller, Parks and Natural Resource Director, Dave Efland, Planning and Community Development Director, Sean Hughes, Economic Development Director, Blake Jordan, Public Utilities Director, Jackie Walker, Assistant City Manager and Tom Homan, City Manager

Motion to Excuse: Vice-Mayor Shafer motioned to excuse Mr. Rohrer, seconded by Mr. Browning. Motion approved by a 6-0 vote.

ITEM 2: CONTINUED REVIEW OF PROPOSED 2019 BUDGET

A. Fire/EMS – John Donahue, Fire Chief

Chief Donahue discussed the change in the culture of the department and the changes to help modernize it. He discussed that they continue to monitor the needs of the community and look for ways to reduce risks. A 2018 overview and review of accomplishments was presented. The current ISO rating is a Class 2. An update was provided on the current construction of Station 304. Chief Donahue discussed the Collective Bargaining Negotiations and that mediation was not needed for the contract.

Chief Donahue discussed the outlook of projects and needs for 2019. This included the plan to open Station 304 and the expectation to reduce response time. He discussed the reallocation of the Fire Inspector to a Lieutenant and development of personnel with a Professional Development Plan. He discussed the need to work on updating the codified ordinances and start a Community Smoke Detector Program. This program will help to ensure that homes have a working smoke detector. He discussed the Delaware County EMS Reimbursement. The department has been working more with the high school training program and allowing them to

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participate in ride-along. The parking lot at Station 304 will need replaced and will be working with staff on traffic pre-emption.

Chief Donahue discussed the impact of using community resources such as Social Service Coordinators to help reduce risk and focus on high end users.

B. Parks and Natural Resources – Ted Miller, Parks and Natural Resource Director

Mr. Miller discussed the need for increase in 2019 for seasonal staffing. He plans to transfer a full time position from the Golf Course to Parks and Recreation. He discussed utilizing this employee for turf and aquatic management throughout the City during the off season for the Golf Course. Mr. Miller discussed difficulty retaining the permanent part-time positions and feels that an increase in the rate will help with retention. Mr. Miller discussed upcoming projects that include improvements to Heatherton and the Ross Street Park.

Mr. Miller discussed trail projects for 2019 and the plan for design and funding for the Locust Curve Trail. He discussed the need for input from both the public and Delaware County Fair officials regarding the B.R.O.P.A.T.H. He plans to pursue funding in 2019 and work with Liberty Township for the Stratford Olentangy Trails. Other projects include Central Avenue-Treplus Communities and the Delaware Run Greenway.

A discussion was held regarding the Golf Course Superintendent position and where it was reflected in the budget. It was discussed that the position was paid out of and reflected in the Parks Budget and that the Golf Course Budget allocated a transfer to the Parks.

Mr. Miller discussed the Urban Forestry Budget and that there were no adjustments to staffing and will prepare the Urban Forestry Management Plan. He discussed the plan to utilize the Shade Tree Commission for public outreach.

Mr. Miller discussed the status of alcohol sales at Hidden Valley Golf Course. Council was made aware that he is still waiting on the official permit to be issued by the State. He discussed reviewing the equipment replacement plan.

Mr. Miller provided an update on the Oak Grove Cemetery and the plan to finalize the Cemetery Master Plan. He discussed that the City continues to refurbish markers and foundations. The plan is to remove the existing house and clean up the Liberty Road entrance. Mr. Miller discussed storm water issues. He discussed that there was not a lot of vandalism throughout the cemetery, but that the markers and foundations are older.

Information was provided regarding the Recreational Facilities Income Tax including projects completed in 2018 and projects to be completed in 2019.

C. Public Utilities – Blake Jordan, Public Utilities Director

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Mr. Jordan discussed that there was no personnel changes to the Storm Sewer Division. Projects in 2019 include planned improvements to Bernard Avenue, Birch Terrace, and the remediation of 100 Pinecrest Drive. Pinecrest Drive will be a joint project with the Parks Department to strip the hillside and replace the trees. A discussion was held on the rates for storm sewers and how often this rate should be increased. Mr. Homan discussed that it was recommended by a consultant for a rate increase and discussion was held on a gradual increase.

The Water Treatment Plant will have no staffing changes. Mr. Jordan discussed that 66% of the budget was due to electricity and chemical supplies. A discussion was held on the use of solar panels and that Mr. Jordan was informed that the location in a flood plain prevents panels at the plant. He discussed the use of panels at other locations. Mr. Jordan discussed the need to replace the VFD pump equipment and the cleaning of the well at Penry. He discussed that the wells needs to be treated regularly to remove the mineral buildup and to keep it from hardening.

The increase in the operating budget for the Water Distribution Division is related to an increase in supplier pricing. There were no staffing changes. Mr. Jordan discussed the need to paint the west water tank located on London Road and Pittsburgh Drive. This maintenance is required by the State of Ohio and the structure will be sandblasted, repaired as needed and repainted. He discussed that with the upcoming widening of East William Street that utilities will need to be moved.

Staffing changes at the Waste Water Treatment Plant include two operators from Class I to Class II. He discussed repairs to the equalization basin and the replacement of the influent pump variable frequency drive. He discussed that the pump has reached the end of its life expectancy and that replacement parts are often salvaged and are difficult to find. There was no staffing changes for the Waste Water Collections Division. He discussed the sewer rehab project for Hayes Colony. Mayor Riggle discussed how leaves are blocking the drains in the road.

D. Economic Development – Sean Hughes, Economic Development Director

Mr. Hughes discussed the accomplishments of the Economic Development Department in 2018. He informed Council that it is anticipated to have 26 new businesses by the end of 2018 and that there were 254 business attraction projects. He discussed the goals for 2019. Budget changes for 2019 included increase in dues for the contribution to Columbus2020 and increase in organizational dues. He discussed that in 2019 there will be the first of five payments to the Entrepreneurial Center. There are plans for the Economic Development Staff to occupy offices in this center on a part-time basis.

E. Planning and Community Development – Dave Efland, Planning and Community Development Director

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Mr. Efland provided Council with updates for the Planning Department and development. He discussed that 2018 was the highest residential permit year in the last decade with over 300 permits for single family homes and over 200 commercial permits. He discussed the increase in population growth. There were no significant budget changes for personnel. He discussed the plan to expand the use of technology for field use, the planned move of the department to the City Annex building, and the continuation of Comprehensive Plan.

F. Department of Administrative Services – Jackie Walker, Assistant City Manager

Mrs. Walker discussed that there was no requests for personnel. She discussed the plan for 2019 to work on Phase III of the Succession Planning Project and the plan to look at leadership competencies. Other projects include the Management Development Program which has the goal to develop the skills of staff to help with continuity and succession. A discussion was held on planning for staff retirements. Mrs. Walker discussed the need to put pressure of the state to look at requirements for building officials and inspector licenses. Council was in agreement for Mrs. Walker to initiate legislation to recommend changes to the State of Ohio in regards to their inspector requirements.

G. Other Funds

Mr. Stelzer provided information on General Fund Revenue Sources and discussed the concept of where the money comes from and where it goes. A discussion was held on the types of revenue. He discussed the need to look at utility rates. A discussion was held on the balance of the budget. Mr. Stelzer discussed that there was a 27 pay period that incurred in the 2018 budget. Information was provided on the General Reserve Fund. Mr. Stelzer discussed that the City was in compliance with Financial Management Policies.

ITEM 3: DISCUSSION

Mayor Riggle informed staff that the December 6, 2018 Budget Work Session meeting will not be necessary. She discussed that in 2019 to help reduce the cost of to the City for overtime, Boards and Commission meetings will begin at 6:30 p.m. Council meetings will remain at 7 p.m. A discussion was held regarding the funds for Sister City. Mrs. Keller provided information on the Community Promotions Fund and the application process.

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ITEM 4: ADJOURNMENT

Motion: Mayor Riggle motioned to adjourn the meeting. The meeting adjourned at 9:10 p.m.



Mayor Carolyn Kay Riggle



Elaine McCloskey, Council Clerk