

4099

DECEMBER 18, 2023 – REGULAR MEETING

Tiffin City Council met for its second meeting of the month in accordance with Codified Ordinance Section 121.03. Council President Bridget Boyle opened the meeting at 7:00 p.m. The invocation was given, and the Pledge of Allegiance was recited.

ROLL CALL: Clerk of Council Ann Forrest recited roll call and seven councilmembers were present: Chris Monsour (1st Ward), Ken Jones (2nd Ward), Kevin Roessner (3rd Ward), Daniel Perry (4th Ward), Cheyane Thacker (At Large), Vickie Wilkins (At Large), and John Spahr, Jr. (At Large) were present. Also attending were Mayor Dawn Iannantuono, City Administrator Nick Dutro, Director of Law Brent Howard, Director of Finance Kathy Kaufman and Director of Communications and Constituent Services Liz Croak.

MINUTES: The minutes of the December 4, 2023 Regular and Committee of the Whole Meetings, as well as the December 11, 2023 Special Council Meeting minutes, were approved as written.

COMMITTEE REPORTS: No reports.
No additional Committee of the Whole was scheduled.

REPORTS OF THE OFFICERS

MAYOR DAWN IANNANTUONO:

Mayor Iannantuono stated that she had no report, no updates or proclamations for her last meeting. She thanked the community for the opportunity serve as Tiffin’s 50th mayor and 1st woman mayor. She wished the City all the best moving forward, adding that it was in good hands with the great department heads and staff. President Boyle thanked her for her leadership and for stepping up when the City and Council needed her the most.

CLERK OF COUNCIL ANN FORREST: No report.

DIRECTOR OF FINANCE KATHY KAUFMANN:

Director of Finance Kaufman explained that Ord. 23-99 was for end-of-year budget adjustments, many of which are for projects moving from one year into the next, as we are reducing the budget in 2023 wherever we can. There are a few increases to make sure we have enough for the final payrolls which will be on December 29th. She also put in for advances in case we need to get some reimbursements in before the end of the year for some of those projects to make sure that our funds are not out of balance and showing a negative amount. If those reimbursements don’t make it in time, we have to have permission in advance to make sure we can take care of them. Regarding Budget Ordinance 23-94, there is a new Budget attachment as the Mayor proposed a new Budget with a 3% wage increase for non-union employees.

Director of Finance Report for the month ending:	NOVEMBER 30, 2023
Total Receipts for the month:	\$5,347,085.24
Total Expenses for the month:	\$6,743,708.40
The General Fund unencumbered balance:	\$5,938,427.41

The income tax receipts for November 2023 were \$824,155.61. The total annual increase in income tax collections for November 2023 compared to November 2022 is \$31,993.67. Year to date income tax receipts are up 0.49%.

The portion of income tax receipts that was transferred into fund 215 for public streets for November 2023 is \$96,063.82.

The unexpended balance for all funds is **\$38,810,519.49**, which is the same as the bank balances for the same time period.

Councilmember Roessner moved to accept the November 30, 2023 financial report as presented, as well as the bank reconciliation emailed to Council; Councilmember Monsour seconded. On a voice vote motion was approved 7-0.

4100

DIRECTOR OF LAW BRENT T. HOWARD:

Director of Law Howard gave his final report with a shared history “by the numbers” since his first day of work as Director of Law on September 5, 1995. The first resolution was 95-27, which approved by appointment by Mayor David Martien to fill an unexpired term as Law Director. His first ordinance was Ord. 95-62 amending the budget to fund a seventh dispatcher, and he noted that we still have seven dispatchers. In 2023 we introduced 100 ordinances. The high of the past 28 years was 2020 when there were 142 ordinances. There were ten years when Council introduced more than 100 ordinances in a year, and there were 17 years when Council introduced less than 100. There was one other year when Council introduced 100 ordinances. Total resolutions were 1,025, and total ordinances were 2,686; total resolutions and ordinances combined were 3,711. Since September 1995 there have been six mayors including one acting mayor, five presidents of the United States, five clerks of Council, zero World Series championships of his beloved Cincinnati Reds, one child of his was born during these years, we have had seven Ohio governors, seven Heidelberg University presidents including four interims, and four Tiffin University presidents, five finance directors, and one chair of the Sandusky County-Seneca County-City of Tiffin Port Authority, Jim Supance, and he continues in that position. He said he had 13 days left in his term, with his last day being 12/31/23.

President Boyle said he would be very greatly missed.

WRITTEN COMMUNICATIONS:

Mayor’s Request for Legislation #23-50 – Legislation to authorize the City of Tiffin to issue a “Resolution of Intent” to the Ohio Public Works Commission.

On file in Clerk of Council’s office; legislation prepared under Res. 23-22.

ORAL COMMUNICATIONS:

Future Law Director Zachary Fowler thanked Brent Howard for his 28 years of service. He said that they had been together with Squire Patton last week, and John Larsen had said that Howard was a model law director. Fowler said Howard had been helpful over the past year with learning how to do the job and thanked him for his support.

Former mayor and Council member Jim Boroff said it had always been a pleasure working with Brent Howard and said that he always did the right thing. He gave Council and the Mayor the absolute necessary information they needed to make the right things happen. He said his integrity and work ethic have been impeccable, and he absolutely has been what a public servant is all about.

Bryce Riggs, Executive Director of the Seneca Regional Chamber of Commerce/Destination Seneca County, first thanked Mayor Dawn Iannantuono for her leadership over the past year. He then recalled that Director of Law Howard had been his Cub Scout leader as well as his Junior Achievement volunteer, so he has always been a role model for him then and now in the public roles he has served. He thanked both Howard and Council members for their leadership and leadership.

Former city administrator Dale Thornton thanked Brent Howard for his guidance to the mayors, city administrators, finance directors and fire and police chiefs. Thornton said had served with many all types of leaders over the years, but he would always remember his quiet, steadfast, cautious, but always correct advice and assistance. No matter what the issue was, he was always willing to say what he truly felt and help them through many difficult situations. He said that we are very lucky to have both Brent and his wife Susan in our community.

MOTIONS:

- A) Councilmember Roessner moved to amend Ord. 23-94 with revised Exhibit A; Councilmember Thacker seconded. Roll call vote were taken and motion was approved 7-0.

RESOLUTIONS:

Resolution 23-31, introduced by Chris Monsour and read for the third time.

RESOLUTION AUTHORIZING THE MAYOR TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN OHIO’S URBAN FORESTRY GRANT PROGRAM, EMERGENCY PROGRAMS 2023, TO EXECUTE CONTRACTS AS REQUIRED, AND DECLARING AN EMERGENCY.

Councilmember Monsour moved for passage; Councilmember Thacker seconded.

Roll call votes were taken on the emergency and passage, and both were approved 7-0.

4101

Resolution 23-32, introduced by Chris Monsour and read for the first time.

A RESOLUTION DECLARING THE OFFICIAL INTENT AND REASONABLE EXPECTATION OF THE CITY OF TIFFIN ON BEHALF OF THE STATE OF OHIO (THE BORROWER) TO REIMBURSE ITS 261 OPWC FUND FOR THE 2023 OPWC PAVEMENT REPAIR PROGRAM CP08AA, ANN, EAST DAVIS, ELM, ETC. STREETS RESURFACING PROJECT WITH THE PROCEEDS OF TAX EXEMPT DEBT OF THE STATE OF OHIO, AND DECLARING AN EMERGENCY.

Councilmember Monsour moved for suspension of the three-reading rule and passage; Councilmember Roessner seconded.

Discussion: Councilmember Roessner explained that OPWC requires a resolution in order for the City to receive the \$500,000 reimbursement due.

Roll call votes were taken on the suspension, emergency and passage, and each was approved 7-0.

ORDINANCES:

Ordinance 23-91, introduced by Kevin Roessner and read for the third time.

ORDINANCE AMENDING CHAPTER 197 OF THE TIFFIN CODIFIED ORDINANCES REGARDING THE CITY INCOME TAX CODE TO COMPLY WITH RECENT STATE STATUTORY CHANGES, AND DECLARING AN EMERGENCY.

Councilmember Roessner moved for passage; Councilmember Monsour seconded.

Roll call votes were taken on the emergency and passage, and both were approved 7-0.

Ordinance 23-92, introduced by Kevin Roessner and read for the third time.

ORDINANCE AMENDING SECTION 135.03 OF TIFFIN CODIFIED ORDINANCES, CLARIFYING THE COMPOSITION OF THE CITY'S INVESTMENT ADVISORY COMMITTEE, AND APPROVING THE CITY'S REVISED INVESTMENT POLICY.

Councilmember Roessner moved for passage; Councilmember Monsour seconded.

Roll call vote was taken on the passage, and it was approved 7-0.

Ordinance 23-93, introduced by Chris Monsour and read for the third time.

ORDINANCE AUTHORIZING THE CHIEF OF THE FIRE/RESCUE DIVISION TO EXECUTE AN ADDENDUM TO AN AGREEMENT FOR MUTUAL AID WITH THE FOSTORIA POLICE DIVISION, TIFFIN POLICE DEPARTMENT, FOSTORIA FIRE DEPARTMENT, AND SENECA COUNTY SHERIFF'S OFFICE FOR CERTAIN LAW ENFORCEMENT PURPOSES, AND DECLARING AN EMERGENCY.

Councilmember Monsour moved for passage; Councilmember Wilkins seconded.

Roll call votes were taken on the emergency and passage, and both were approved 7-0.

Amended Ordinance 23-94, introduced by Kevin Roessner and read for the third time.

ANNUAL ORDINANCE APPROPRIATING CERTAIN SUMS FROM ALL CITY FUNDS FOR CURRENT AND OTHER EXPENDITURES OF THE CITY OF TIFFIN FOR FISCAL YEAR BEGINNING JANUARY 1, 2024 AND ENDING DECEMBER 31, 2024.

Councilmember Roessner moved for passage; Councilmember Perry seconded.

Roll call votes were taken on the passage, and it was approved 7-0.

Ordinance 23-95, introduced by Kevin Roessner and read for the third time.

ORDINANCE AMENDING AND RESTATING ORDINANCE NO. 22-112 THE CITY PAY ORDINANCE TO COMPLY WITH THE STATE OF OHIO MINIMUM WAGE LAW, TO ESTABLISH APPROPRIATE RATES OF COMPENSATION FOR CERTAIN CITY EMPLOYEES, AND DECLARING AN EMERGENCY.

Councilmember Roessner moved for passage; Councilmember Spahr seconded.

Roll call votes were taken on the emergency and passage, and both were approved 7-0.

Ordinance 23-96, introduced by Kevin Roessner and read for the third time.

ORDINANCE AUTHORIZING THE TRANSFER OF FUNDS AND PAYMENT OF BOND AND LOAN PRINCIPAL AND INTEREST, AND DECLARING AN EMERGENCY.

Councilmember Roessner moved for passage; Councilmember Monsour seconded.

Roll call votes were taken on the emergency and passage, and both were approved 7-0.

4102

Ordinance 23-97, introduced by Kevin Roessner and read for the third time.

ORDINANCE AUTHORIZING THE TRANSFER OF FUNDS FROM THE 101 GENERAL FUND TO THE 242 PARK AND RECREATION FUND, AND DECLARING AN EMERGENCY.

Councilmember Roessner moved for passage; Councilmember Thacker seconded.

Roll call votes were taken on the emergency and passage, and both were approved 7-0.

Ordinance 23-98, introduced by Kevin Roessner and read for the third time.

ORDINANCE AUTHORIZING THE TRANSFER OF FUNDS FROM THE 552 SEWER REVENUE FUND TO THE 557 COMBINED SEWER SEPARATION FUND, AND DECLARING AN EMERGENCY.

Councilmember Roessner moved for passage; Councilmember Spahr seconded.

Roll call votes were taken on the emergency and passage, and both were approved 7-0.

Ordinance 23-99, introduced by Kevin Roessner and read for the first time.

ORDINANCE AMENDING BUDGET ORDINANCE 22-108 TO MAKE YEAR-END BUDGET ADJUSTMENTS AND APPROVE NECESSARY TRANSFERS, AND DECLARING AN EMERGENCY.

Councilmember Roessner moved for suspension of the three-reading rule and passage; Councilmember Monsour seconded.

Discussion: Councilmember Roessner said the Finance Director had explained during the Committee of the Whole that this was for year-end Budget adjustments for final payments, etc. as well as some sewer expenses moved to next year.

Roll call votes were taken on the suspension, emergency and passage, and each was approved 7-0.

Ordinance 23-100, introduced by Vickie Wilkins and read for the first time.

ORDINANCE AUTHORIZING THE MAYOR TO ACCEPT EASEMENTS AND TAKE ALL OTHER ACTIONS NECESSARY TO ACQUIRE EASEMENTS FOR COLLECTING WATER SAMPLES NEAR THE CITY'S LANDFILL PROPERTY, AND DECLARING AN EMERGENCY.

Councilmember Wilkins moved for suspension of the three-reading rule and passage; Councilmember Monsour seconded.

Discussion: Councilmember Wilkins explained that Riki LLC owns the land that we have an informal agreement with to collect water and vegetation samples, but the Ohio EPA now requires the corresponding legislation.

Roll call votes were taken on the suspension, emergency and passage, and each was approved 7-0.

OTHER BUSINESS:

City Administrator Dutro recognized and thanked each of the members who were leaving Council. He said he appreciated Chris Monsour who stepped in earlier this year to fill the 1st Ward seat and thanked him for his time and for his years on the Civil Service Commission. John Spahr also stepped in as member at large for the past 18 months, and he looked forward to continuing to work with him in the county. Vickie Wilkins first meeting was about the time Mayor Montz said he was leaving and she weathered the storm with us; it has been a joy to work with her. He also said that it has been a joy to watch how Dan Perry has become a business owner who gives to the community and has served on Council. Dutro said he has admired Ken Jones for his dedication since spoke to Council as a concerned citizen and how much he cares about his Second Ward. He added that it was a great pleasure to work with Mayor Iannantuono and said the city owes her a lot for stepping up to become mayor upon the departure of Aaron Montz. He thanked Brent Howard for his time and support since his time as a newspaper reporter until now.

ADJOURNMENT: 8:00 p.m.

Respectfully submitted, Ann Forrest, Clerk of Council.

Approved this _____ day of _____, 2024

Presiding Officer of Council

Attest: _____
Clerk of Council