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MARCH 18, 2024 – REGULAR MEETING

Tiffin City Council met for its second meeting of the month in accordance with Codified Ordinance Section 121.03. Council President 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: Aaron Jones (1st Ward), Scott Hoernemann (2nd Ward), Kevin Roessner (3rd Ward), Dennis Snay (4th Ward), Cheyane Thacker (At Large), and John Hays (At Large) and John Kahler (At Large). Also attending were Director of Law Zachary Fowler, City Administrator Nick Dutro, Director of Finance Kathy Kaufman, and Director of Communications and Constituent Services Liz Croak. Mayor Lee Wilkinson joined the meeting at 7:24 p.m.

MINUTES: The minutes of the March 4, 2024 Regular and Committee of the Whole Meetings were approved as written.

COMMITTEE REPORTS: None.

Councilmember Kahler announced a Law & Community Planning meeting to be held Monday, March 25, 2024 at 5:15 p.m. in Council Chambers to discuss Mayor's Requests for Legislation #24-15, #24-16 and #24-17, and any other business that may come before them.

No additional Committee of the Whole was scheduled.

REPORTS OF THE OFFICERS:

MAYOR LEE WILKINSON:

City Administrator Dutro explained that the Mayor was attending the Seneca County Board of Health annual meeting and reported on his behalf.

He reminded everyone that there would be a community clean-up prior to the April 8th eclipse on Saturday, March 30 at 9:00 a.m. at the East Green. Sign up can be done on the City's Facebook page.

Dutro introduced Adam Gillmor from the Tiffin-Seneca Economic Partnership, who presented information on the new Community Development Block Grant (CDBG) program. TSEP is contracted by Tiffin to handle its community development and grant administration, with a separate contract for CDBG. The primary objective of the grant is to develop viable urban communities, with focus on low-to-moderate income individuals. The grant focuses on the creation of housing suitable living environments or expanded economic opportunities. Funds are awarded based on an allocation program, and Tiffin can receive up to \$150,000, of which \$30,000 goes to administration and the balance to Tiffin's choice of project. The funds can also be used to prevent or eliminate slums or blight or to meet an urgent need. Gillmor noted that they had received 73 responses through its Dream Big Tiffin process, and the top project mentioned was Applejack Park Improvements. He explained that this was the first public hearing for this grant program, with another to be scheduled late March or early April. Legislation will then come before Council allowing TSEP to apply for the grant on the City's behalf for the chosen project. The application is due June 12.

City Administrator Dutro reminded the public that Tuesday, March 19 was primary election day, and although there were no City races on the ballot, he encouraged everyone to vote as this is the most important thing we do as citizens.

CLERK OF COUNCIL ANN FORREST: No report.

DIRECTOR OF FINANCE KATHY KAUFMANN:

Finance Director Kaufman explained that suspension was requested on Ord. 2024-26 for the grant the Streets Department got from the Division of Forestry. They would like Council to suspend the three-reading rule and approve the appropriation of those funds into the Budget so they can get started with buying the trees, removing others and doing the inventory. She stated that this was a reimbursement grant, so we have to pay first, then send in the reimbursement request for approval so the money comes back to us.

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Director of Finance Report for the month ending:	FEBRUARY 29, 2024
Total Receipts for the month:	\$4,025,965.52
Total Expenses for the month:	\$4,424,056.51
The General Fund unencumbered balance:	\$3,917,444.93

The income tax receipts for February 2024 are \$877,931.59. The total increase in income tax receipts in February 2024 compared to February 2023 is \$39,727.01. The total year to date increase is 4.15%.

The .25% portion of income tax receipts that was transferred into fund 215 for public streets for February 2024 is \$106,270.39.

The unexpended balance for all funds is **\$38,114,748.49** which is the same as the bank balances for the same time period.

Councilmember Roessner moved to accept the February 29, 2024 financial report as presented, as well as the bank reconciliation emailed to Council; Councilmember Snay seconded. On a voice vote motion was approved 7-0.

DIRECTOR OF LAW ZACHARY FOWLER: No report.

WRITTEN COMMUNICATIONS:

Mayor's Request for Legislation #24-15 – CHIP Program 2024

Referred to the Law & Community Planning Committee

Mayor's Request for Legislation #24-16 – Tax Incentive Review Council (TIRC) Recommendations

Referred to the Law & Community Planning Committee

Mayor's Request for Legislation #24-17 – EMS Billing Contract

Referred to the Law & Community Planning Committee

Finance Director's Request for Legislation #F24-15 to amend the 2024 Budget Ordinance 23-94 to appropriate funds into the State Highway Improvement Fund Budget. (\$5,550.00)

On file in Clerk of Council's office; prepared under Ord. 2024-24.

Finance Director's Request for Legislation #F24-16 to amend the 2024 Budget Ordinance 23-94 to appropriate funds into the TIF II S. Shaffer Park Dr. Fund Budget. (\$5,000.00)

On file in Clerk of Council's office; prepared under Ord. 2024-25.

Finance Director's Request for Legislation #F24-17 to amend the 2024 Budget Ordinance 23-94 to appropriate funds into the ODNR Division of Forestry Fund Budget. (\$50,000.00)

On file in Clerk of Council's office; prepared under Ord. 2024-26.

Finance Director's Request for Legislation #F24-18 to amend the 2024 Budget Ordinance 23-94 to appropriate funds into the Police Budget. (\$500.00)

On file in Clerk of Council's office; prepared under Ord. 2024-27.

Finance Director's Request for Legislation #F24-19 to amend the 2024 Budget Ordinance 23-94 to appropriate Funds into the Capital Improvement Budget, and reduce funds in the .25% Income Tax Public Streets funds, and to approve a transfer from Capital Improvements to the 2022 Street Improvement Bonds Fund.

(\$146,000.00)

On file in Clerk of Council's office; prepared under Ord. 2024-28.

ORAL COMMUNICATIONS:

Scott Ballenger, Area Manager - Tiffin/Marion Division for Aqua Ohio, spoke to Council about the upcoming program for the EPA-mandated replacement of lead and galvanized service lines to reduce the risk of lead exposure. In the late 1800s-1940s lead lines were used to provide water flow from the water main to houses. Around the 1940s-1950s it switched over to mainly copper, and since the 1970s it is mainly plastic on the company side. In 1988 lead was banned, and in 1991 EPA established the Lead and Copper Rule to help control lead and copper leaching into our drinking water. We do not have lead and copper in our water, but aggressive water will strip the inner pipes of lead and copper as it did in Flint, MI. Because of this, in 2016 water companies were mandated by EPA to take inventory of where their lead service materials are from the main to the curb stop. A new mandate under the Lead and Copper Rule Improvements requires them to take inventory of customers' materials from the curb stop to the house's main shut off or meter. It has nothing to do with whatever material the customer ran into the house, which is their responsibility. Aqua must submit this information by October 16, 2024, so they are using a third party company to assist. He provided a sample of the questionnaire that will be sent to

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every customer that they do not know what their material is, and there are various ways for the customers to respond. The call center number on the letter is that of the third-party. Aqua is getting a \$5 million grant from Ohio EPA for Year One to replace service lines in Tiffin. The plan is to start in the next couple of months to replace a little over 2,000 known Aqua lead service lines and one known customer with a lead line. There are 6,400 lines that need to be identified. If a customer has lead or galvanized downstream of Aqua’s lead pipes, it will be replaced at no cost to the customer. The EPA wants it all out in 10 years; AEP hopes to have it out in 5-7 years. Ballenger added that in 2024 they are doing water main replacements on Melmore, Madison, Miami and McCullough Streets at a cost of about \$2.5 million. Since they became Aqua they have invested about \$25 million on Tiffin’s infrastructure, and \$9.5 million has been on water main replacements. He acknowledged that rates have been raised, but Aqua is investing back in the community.

MOTIONS: None.

RESOLUTIONS: None.

ORDINANCES:

Ordinance 2024-22, introduced by Kevin Roessner and read for the second time.

AN ORDINANCE amending the 2024 Budget Ordinance 23-94 to appropriate \$18,750.00 into the OPWC Loan Street Paving Budget.

Ordinance 2024-24, introduced by Kevin Roessner and read for the first time.

AN ORDINANCE amending the 2024 Budget Ordinance 23-94 to appropriate \$5,550.00 into the State Highway Improvement Fund Budget.

Ordinance 2024-25, introduced by Kevin Roessner and read for the first time.

AN ORDINANCE amending the 2024 Budget Ordinance 23-94 to appropriate \$5,000.00 into the TIF II S. Shaffer Park Dr. Fund Budget.

Ordinance 2024-26, introduced by Kevin Roessner and read for the first time.

AN ORDINANCE amending the 2024 Budget Ordinance 23-94 to appropriate \$50,000.00 into the ODNR Division of Forestry Fund Budget.

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

Discussion: Councilmember Roessner said he appreciated the Streets Department for getting this grant.

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

Ordinance 2024-27, introduced by Kevin Roessner and read for the first time.

AN ORDINANCE amending the 2024 Budget Ordinance 23-94 to appropriate \$500.00 into the Police Budget.

Ordinance 2024-28, introduced by Kevin Roessner and read for the first time.

AN ORDINANCE amending the 2024 Budget Ordinance 23-94 to appropriate \$146,000.00 into the Capital Improvement Budget and reduce funds by \$146,000.00 in the .25% Income Tax Public Streets Fund.

OTHER BUSINESS: None.

ADJOURNMENT: 7:38 p.m.

Respectfully submitted, Ann Forrest, Clerk of Council.

Approved this _____ day of _____, 2024

Presiding Officer of Council

Attest: _____
Clerk of Council