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SEPTEMBER 21, 2020 - REGULAR MEETING

Tiffin City Council met for its second meeting of the month in accordance with Codified Ordinance Section 121.03. Council President Focht gavelled the meeting to order at 7:00 p.m. via Zoom virtual technology. The invocation was given, and the Pledge of Allegiance was recited.

ROLL CALL: Council Clerk Ann Forrest recited roll call. Seven Council members were present: Bridget Boyle (1st Ward), Ken Jones (2nd Ward), Dawn Iannantuono (3rd Ward), Daniel Perry (4th Ward), Steve Lepard (At Large), Ty Shuff (At Large) and Ben Gillig (At Large). Also attending were Mayor Montz, City Administrator Dale Thornton, Law Director Brent Howard and Finance Director Kathleen Kaufman.

MINUTES: The September 8, 2020 Regular and Committee of the Whole meeting minutes were approved as written.

COMMITTEE REPORTS:

Councilman Gillig reported that the Finance Committee of Tiffin City Council met on Monday, September 14th at 4:30pm via Zoom. In attendance were committee members Tyler Shuff and Bridget Boyle as well as Councilwoman Iannantuono, Mayor Aaron D. Montz, Law Director Brent T. Howard, City Administrator Dale Thornton and Finance Director Kathy Kaufman. The purpose of the meeting was to discuss the Finance Director's Request for Legislation F20-32, legislation for sub-contractors for city income tax. This suggested legislation would provide a possible better handle on obtaining information about any subcontractors hired out by organizations with city contracts. The desired end result would be ensuring that we are maximizing the amount of income tax on monies earned in the city. The idea was presented by Tax Administrator Linda Neely. No additional monies would be required by the city. This legislation would be modeled after a similar ordinance that was passed in Fremont in 2017. The ordinance states that any project involving construction or remodeling of over \$150,000. In this case, the zoning applicant must supply the necessary information for income tax. There is also a penalty provision that ensures that all zoning permit holders must comply with a request from the tax commissioners within 90 days, requiring that information be provided for the purposes of collecting income tax. While the committee and city officials believe that this would be highly beneficial to the city, it was agreed that further study of the issue was required before legislation was ready to be prepared. With no further business to discuss, the meeting was adjourned at 4:50pm. Respectfully submitted, Ben Gillig - Finance Committee Chair.

Councilwoman Iannantuono reported that a Recreation and Public Property Committee meeting was held via Zoom on September 15, 2020 starting at 7:30 p.m. Its purpose was to discuss proposed wording changes and deletions to Ordinance Chapter 163 "Shade Tree and Beautification Commission" with an addition to specific ordinance 931.16 (under Chapter 931 "Trees, Shrubs and Weeds"), to discuss possible language changes to specific ordinance 935.03 (under Chapter 935 "Park Regulations"), to discuss options on maintaining walking trails and any other business to come before the committee. Attending were committee members Dawn Iannantuono and Dan Perry. Committee member Ken Jones was absent. Also in attendance from the city administration were Mayor Aaron Montz, City Administrator Dale Thornton, Parks Director Bryce Kuhn and Police Chief Fred Stevens. We first discussed the proposed changes to Ordinance Chapter 163. This committee had no issues with the suggested changes outlined by the Tree Commission. Chair Dawn Iannantuono moved, seconded by Dan Perry to accept the changes. This motion carried on a vote of 2-0. Next we discussed Chapter 935 "Park Regulations" specifically ordinance 935.03. Dale Thornton shared with us some issues that have arisen with people trying to set up camp and live in our Tiffin parks. Chair Dawn Iannantuono stated our parks are not equipped to be camp grounds and are not intended for that purpose. Since this issue is not specifically addressed in the ordinance the police have been limited on their authority to address the situations. Parks Director Bryce Kuhn stated that we have specific overnight events that obtain permits to do so. Councilman Perry asked if each individual needed to obtain a permit. Kuhn stated that just the event coordinator needed to apply for one for the group. Councilman Perry motioned to direct Law Director Brent Howard to create legislation updating the ordinance to not permit any camping overnight in any Tiffin park unless it is in conjunction with a specific event, a permit is obtained and the event is approved by city administration (mayor, city administrator or the parks director). I seconded the motion. Motion carried on a vote of 2-0. We then moved to discussion in regards to an issue brought up by Councilman Ty Shuff in regards to overgrown vegetation on our walking trails inside the city of Tiffin. Dan Perry asked about school groups volunteering. This of course led to a discussion on liability issues.

Trash is also an issue so discussion turned to a designated one day event for cleanup. It was also mentioned that Public Works tries to help with the vegetation as they have time. Due to Covid-19 they are down in manpower too. It was suggested that maybe Public Works could coordinate volunteer efforts to keep everyone on same page

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and not duplicating efforts. Hopefully next year things will have improved and we can look at this again. With no further action needed at this time and no other committee business to discuss our meeting adjourned at 8:02 p.m. Report respectfully submitted by Dawn M. Iannantuono, Chair.

Councilman Lepard reported that a Streets, Sidewalks and Sewers Committee meeting was held on Monday, September 14, 2020 at the cul-de-sac on South River Road. Attending were committee members Steve Lepard, Ken Jones and Dawn Iannantuono along with City Administrator Dale Thornton, City Engineer Matt Watson and Law Director Brent Howard. Lepard called the meeting to order at 4:00 P.M. and stated that the purpose of the meeting is to discuss Request for Legislation #20-34 to install a street lamp on South River Road. Engineer Watson explained to the committee the reason and logic as to the placement of the cul-de-sac. The City of Tiffin will be responsible for maintenance and snow plowing of the cul-de-sac and dead end street. City Administrator Thornton explained that a cul-de-sac is necessary when you have a dead end street. A property owner on South River Road donated land to the City of Tiffin so that it could be installed, a drive way for that property owner can be accessed from the cul-de sac. The street will be no longer as this will become a walk and bike path, improvements and permanent closure at South Sandusky will be completed shortly. Engineer Watson informed the committee of the illegal dumping that has occurred in the past and hopes that a street lamp will help deter any further activity. The committee agreed that a street lamp would be beneficial to walkers and cyclists. A motion was introduced by Councilman Jones and seconded by Councilwoman Iannantuono to install a street lamp on South River Road, motion passed by a 3-0 vote. With no further business the meeting adjourned at 4:10 P.M. Respectfully submitted, Steven Lepard.

The Mayor said the DORA presentation will be at the next meeting on October 5. It was decided that the October 19 Committee of the Whole would start at 6:00 p.m. instead of 6:45 p.m. to discuss DORA. Councilman Perry said one change was to eliminate the Splash Pad and asked if that was the wish of Andrew Kalnow or the City; Mayor Montz said that was the wish of Andrew Kalnow and the East Green Foundation. Councilman Shuff said he was comfortable with the changes. Councilman Lepard asked if the Splash Pad included the East Green concert area. Mayor Montz explained that the East Green Foundation and Andrew Kalnow are still contemplating if they want it in or out; they were told we need to know the Friday before the application submission because once submitted, it cannot change. Councilwoman Iannantuono said she was more vocal against it at the beginning but now sees no problems and will support it. The Mayor said Council can pull it if there are any issues, which is a 45-60 day process. He added that some businesses have said it has doubled their business. Another said about 20% are getting DORA cups to go after their meals. He checks in weekly with the Chief and to date there have been zero issues. The only fight was 100% confirmed to have been a domestic dispute and not DORA related. They have kept an eye on the area where kids have their lunches and none have attempted to take cups out of the dumpsters. He said there was no reason why we could not continue to support businesses as there was no evidence of any problems but tons of evidence of increased business. Councilwoman Boyle said she had spoken to many businesses downtown and gotten positive comments; she is in agreement and supports the changes the Mayor proposed. Councilman Jones said he was glad to see the Splash Pad removed and has changed his mind and likes the way it is presented. Councilman Perry said it was good to see a new buzz downtown, and his only concern was trying to find a way to recycle the cups. Councilman Gillig commented that he was previously a bouncer and had shared his concerns, but he is a supporter. He is happy with Council's position since March to help businesses get back on their feet and supports the Mayor's changes. Mayor Montz said he had continued to look at recycling but had found no good solution yet. The current cup is not recyclable and the recyclable ones are costly. The downside is that Rumpke says the City would have to take care of the sorting, and we would have to add a new person under a pandemic budget. City Administrator Thornton added that the problem is finding an economic way to do it without tying up resources. The Mayor said it would be \$.50-\$1.00 extra for the cups and adding this to cost of the drink could negatively affect business. Councilman Shuff said he was approached last week about the reason why each bar has their logo on it instead of the plain DORA logo. The Mayor said it was the recommendation of law enforcement as it is easier to trace back if a group or individuals are being overserved. Shuff said he knew there was a significant savings if the individual business were not printed on the cup. Mayor Montz said this would need to be discussed and decided soon. Councilman Lepard said he would like to see the

TIPS program included for the employees within six months. Councilman Perry felt that business owners already have a lot to deal with and if we don't have problems let's not make more hurdles. After further discussion it was decided to make it a recommendation not a requirement. Suggestions were made about the logo on the cups, and the Mayor pointed out that the cup details had to be included in the submittal. He would have the application to Council on October 5 so that it could be read for a vote in late November in order to be in place by the first of the year. Councilman Gillig suggested continuing with the cup as it is now because the cost is already factored in, and other

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possibilities could be considered later. TSEP's Downtown Business Manager Amy Reinhart joined the meeting to confirm that when the final application is complete the cup design has to go to the state Liquor Control for issuing licenses to the businesses. Mayor Montz said he would review this and make the best decision possible because the City is not interested in the buyer of these cups. Councilwoman Iannantuono reminded everyone that once the Mayor brings it to Council they need to move forward with what he brings and not keep asking for changes.

President Focht announced that no additional Committee of the Whole would be scheduled.

REPORTS OF THE OFFICERS:

MAYOR AARON D. MONTZ

Mayor Montz said that he wanted the public to be aware of the exact proposal for new DORA application. He sent Council members an email outlining changes to be made to the DORA. Only three changes have been proposed: 1) starting January 1, 2021 the Splash Pad will no longer be included; 2) the boundary is being extended to include businesses at 145-147 Madison St. at the request of a business owner; and 3) hours at the courthouse would be restricted until after 5:00 p.m. He added that Council can make additional changes in the future.

The Mayor read a Proclamation making September 21, 2020 Salvation Army Day in Tiffin in recognition of the impact of volunteerism in Tiffin and their 105 years of service to families, especially as we go through the pandemic. He said the new Salvation Army officers are Jim and Marcella Hughes, and they will address Council in the future.

Tiffin will still hold Trick or Treat this year on Sunday, October 25 from 6:00-8:00 p.m. in order to continue with tradition. Families will have to make the decision that is best for them. Outside is safer but do not congregate and mingle.

A follow up meeting was held with Raftelis about the Sewer Rate Study and they are very close to a proposal. There has been a 5% increase every year since the late 2000s, and it is time to look at the rates. There are a lot of separation projects including the \$14 million project at the Water Control Plant. They are very close to a formal proposal to Council, and during the Committee of the Whole President Focht decided to discuss it at the October 19, 2020 Committee of the Whole at 6:00 p.m.

The Mayor gave a health insurance update and it is not a good year again. The loss ratio is up to 97% so there will be a fairly significant health care increase this year. We are in the process of working through the budgets, and all departments should plan for a 15% increase. We have had a lot of very big claims, and most are ongoing and not completed. He and City Administrator Thornton have discussed the possibility of having to increase the stop loss. It has been 91% over the past years and was 94% last year. We need to get people healthy or increase the premiums.

Regarding Fred Stevens pending retirement from the Tiffin Police Department, his last day is the end of October so we have been holding several internal meetings about the process. Starting at the end of October Lt. Jason Windsor will become Acting Chief. He said we have three wonderful lieutenants including Mark Marquis and Aaron Russell. Marquis and Russell are interested in becoming the new Chief but Lt. Windsor is not, so he can easily take on the role of Acting Chief while we do the search. We will do a national search in the middle of December, and by waiting it gives individuals who are considering the position to talk to their families. All applications must be in by the last Friday in January. We will then hire an assessment center for rigorous testing, and they will submit their recommendations for evaluation. Our goal is to have the individual announced by late

February or early March. If it is an external hire the individual may be required to give 30-90 day notice. He thanked Lt. Windsor for stepping into the interim role.

There has been an increase in permit requests, and as of September 1st they have surpassed all those handled in 2019. A lot of folks invested in their homes with the stimulus money they received.

Last week the Zeis development project was announced, and they will be investing more than \$10 million at two locations for condos. They are planning to start construction yet this year.

Pat Buttruff has retired from the Income Tax Department and the job has been posted online. It is on the City's website and Facebook and Twitter accounts.

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The South River Rd. cul-de-sac is under construction, and they are working at the milling for new pavement for the trails in order to continue with the program to make Tiffin walkable, bikeable, etc. City Engineer Matt Watson and Parks Director Bryce Kuhn have been working on it.

Councilman Shuff asked about the nationwide search for a police chief as to what extent we do background checks. The Mayor said that we certainly do extensive background checks and check out references as well. Another company will also help with this. Councilman Perry asked if it would be the Mayor and the City Administrator doing the interviews and giving Council their recommendation. The Mayor said it would depend on the number and quality of the resumes received as some may be looking at getting out of larger departments with the problems with police in larger areas. The Ohio Police Chiefs Association will be doing the assessment, and the Mayor, City Administrator and Director of HR will be included in the process. Council has to give the individual the up or down vote. Law Director Howard clarified the process explaining that the appointment is made by the Mayor per the Charter; Council does not approve.

CLERK OF COUNCIL ANN FORREST: No report.

DIRECTOR OF FINANCE KATHLEEN KAUFMAN: No report.

DIRECTOR OF LAW BRENT T. HOWARD:

Law Director Howard followed up on the President's comments during the Committee of the Whole meeting regarding the Cooperative Development Agreements between the City and Hopewell, Clinton and Eden townships. There will be a joint public hearing on September 29 at 7:00 p.m. via Zoom, the notice for which was published earlier this month, and there is a copy in the Mayor's office of the Cooperative Development Agreement. It is an extension of the 20-year agreement that will allow for annexation if a property owner so requests. It is an expedited agreement per ORC with the sharing of real estate and hotel taxes for 15 years after annexation. He asked for Council's direction in order to have legislation be prepared for the October 5th meeting with emergency and suspension that evening for it to be in place with no interruption. (See Motion A.)

Councilman Gillig asked when the next Charter Review Commission meeting would be held. Law Director Howard said meetings are scheduled monthly on the second Tuesday. The next meeting is October 13th at 6 p.m. via Zoom, and the Zoom information will be submitted to the newspaper.

WRITTEN COMMUNICATIONS:

Mayor's Request for Legislation #20-37 – Appointment to the Planning Commission (V. Wilkins)

Referred to the Personnel & Labor Relations Committee

Mayor's Request for Legislation #20-38 – Establish Mobile Food Vendor License Law

Referred to the Law & Community Planning Committee

Mayor's Request for Legislation #20-39 – Assistance to Firefighters Grant (AFG)

Referred to the Finance Committee

Mayor's Request for Legislation #20-40 – Zoning Classification R-4-a

Referred to the Law & Community Planning Committee

Finance Director's Request for Legislation #F20-46 to amend the 2020 Budget Ordinance 19-84 to appropriate funds for an Assistance to Firefighter Grant into the Fire Dept. Budget (\$41,134.50)

Legislation prepared; request on file in Clerk of Council's office.
Residents' petition for street lights on E. Olive St. from Erie St. to Water St.
Referred to the Streets, Sidewalks & Sewers Committee

ORAL COMMUNICATIONS:

Nick Dutro, TSEP Development Manager, said he had spoken at the last Council meeting about Dorel's plan for the Ameriwood expansion. He introduced David Belpedio of MarksNelson Consulting. Belpedio introduced Elaine Bach who was also online, and they spoke on behalf of their client Dorel. Dorel/Ameriwood has been in Tiffin since the 1950s, and Dorel is now going to add 87 new employees and a \$3.27 million investment over the next four years. He said the City's support was the deciding factor, and it was very much appreciated. President Focht said he really appreciated their hard work as Dorel is an important part of the community.

Audrey Flood, TSEP Development Manager, gave an update on TSEP initiative Dream Big Tiffin. She said she has received six project ideas and one proposal from community members. She asked that people go online to **3513**

www.dreambigtiffin.org to help her continue to spread the word about this opportunity.

MOTIONS:

- A) Councilman Shuff moved to have the Law Director prepare legislation for the Cooperative Development Agreements with an emergency clause; Councilman Leopard seconded. Roll call vote was taken, and it was approved 7-0. Council President Focht said he was involved in the previous agreement which was a huge factor in helping development move ahead on the west end. It was a very important agreement with positive results.

RESOLUTIONS:

Resolution 20-29, introduced by Tyler Shuff and read for the third time.

RESOLUTION ACCEPTING, APPROVING, AND ENDORSING THE SENECA COUNTY MULTI-JURISDICTIONAL COMPREHESIVE PLAN.

Councilman Shuff moved for passage; Councilman Perry seconded.

Discussion: Mayor Montz thanked the public for the hundreds of ideas submitted. This multi-jurisdictional plan between Tiffin, Fostoria, Seneca County and the Seneca County Park District is one of the first in the state. It is a very long but thorough comprehensive plan.

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

Resolution 20-31, introduced by Ben Gillig and read for the second time.

RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR, AND DECLARING AN EMERGENCY.

Councilman Gillig moved for suspension of the three-reading rule and passage; Councilwoman Iannantuono seconded.

Discussion: To Councilman Jones' question regarding Schedule A, Law Director Howard explained that it was information provided from the county auditor's office and needed to be included on the Schedule.

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

ORDINANCES:

Ordinance 20-94, introduced by Ty Shuff and read for the first time.

ORDINANCE APPROVING THE MUNICIPAL JOBS CREATION TAX CREDIT APPLICATION OF DOREL HOME FURNISHINGS, INC., AND DECLARING AN EMERGENCY.

Councilman Shuff moved for suspension of the three-reading rule and passage; Councilman Leopard seconded.

Discussion: Councilman Shuff stated that he liked this legislation because 87 new jobs were added and a major investment made. He noted that the business started in a garage and was glad that we were their choice. He recommended that we help them out.

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

Ordinance 20-95, introduced by Steve Lepard and read for the first time.
ORDINANCE AUTHORIZING INSTALLMENT OF A STREET LIGHT ON SOUTH RIVER ROAD, AND DECLARING AN EMERGENCY.

Ordinance 20-96, introduced by Dawn Iannantuono and read for the first time.
ORDINANCE AMENDING CHAPTER 163 AND SECTION 931.16(c) OF TIFFIN CODIFIED ORDINANCES TO UPDATE THE CITY'S LAWS RELATED TO THE COMMISSION THAT ASSISTS THE CITY AND COMMUNITY REGARDING TREE PLANTING AND BEAUTIFICATION.

Ordinance 20-97, introduced by Ben Gillig and read for the first time.
ORDINANCE AMENDING THE 2020 BUDGET ORDINANCE 19-84 TO APPROPRIATE \$41,134.50 FOR AN ASSISTANCE TO FIREFIGHTERS GRANT INTO THE FIRE DEPARTMENT BUDGET.
Councilman Gillig moved for suspension of the three-reading rule and passage; Councilwoman Boyle seconded.
Discussion: Councilman Gillig gave kudos to Fire Chief Veletean for securing grant money for the City. This is over \$41,000 to be put towards hydraulic rescue tools and it needs to be appropriated. Councilman Shuff thanked

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Chief Veletean for doing a great job and securing grants every year. Law Director Howard added that the total cost is \$43,000 and includes a 5% match. We are approving the 95% or the \$41,000 grant to be put in the budget. Roll call votes were taken on the suspension and passage; both were approved 7-0.

Ordinance 20-98, introduced by Dawn Iannantuono and read for the first time.
ORDINANCE AMENDING SECTIONS 935.03 AND 935.99 OF TIFFIN CODIFIED ORDINANCES PROHIBITING CAMPING IN CITY PARKS AND ESTABLISHING PENALTIES.

OTHER BUSINESS:

Councilman Lepard announced a Streets, Sidewalks and Sewers Committee meeting to be held Thursday, September 24, 2020 at 4:00 p.m. at the intersection of Olive and Erie Streets to discuss street lights for Olive St., and any other business that may come before them. Lepard encouraged committee members to drive Olive St. after dark prior to the meeting.

Councilwoman Boyle announced a Law & Community Planning Committee meeting for Tuesday, September 29, 2020 at 5:00 p.m. to discuss Mayor's Requests for Legislation #20-38 (establishing a mobile food vendor license law) and #20-40 (new Zoning Classification R-4-a), and any other business that may come before them.

Councilman Perry, on behalf of the Personnel and Labor Relations, suggested accepting the nomination of Vickie Wilkins to the Planning Commission if no objections. There were none.

Councilman Shuff asked if there had been any response from Eduardo Hernando on the River Front project, and the Mayor said there was nothing new.

Councilman Shuff also asked what the City policy was regarding breeding wild animals within the City, because someone is breeding foxes and selling as pets within city limits, as one had picked off three of his ducks. He understood someone is trying to domesticate them. Councilman Lepard said there was also a fox problem on Clinton Ave. for the past month, and one of the complainants contacted ODNR about trapping them but you have to euthanize and cannot relocate them. They had been sighted curled up sunning on Riverside Dr., and someone entered a store on the north end with one on a leash. Law Director Howard explained that there is no particular ordinance for this and people can have them as long as they are not a nuisance as to smell, etc. Animal husbandry is a zoning violation in most zoning classifications, but he said he would have to look into what they are doing on their property.

ADJOURNMENT: 9:10 p.m.

Approved this _____ day of _____, 2020

Presiding Officer of Council

Attest: _____
Clerk of Council